

LANCASTER COUNTY PRISON BOARD AGENDA
NOVEMBER 15TH, 2018

1. CALL TO ORDER—PUBLIC MEETING BEGINS AT 9:15AM
2. PLEDGE OF ALLEGIANCE
3. ANNOUNCEMENT: The Prison Board met in executive session on Thursday, November 15th, 2018 beginning at 8:45 am to discuss labor negotiations, litigation, potential litigation, and personnel matters related to the discipline, suspension and termination of employees.
4. APPROVAL OF MINUTES. October 18th, 2018. Submitted independently by the Board Secretary.
5. MONTHLY REPORT
 - a. Warden's Report – Cheryl Steberger
 - b. Operations Report – Robert Wolfe
 - c. Inmate Services Report – Joseph Shiffer
 - d. Security Report- William Aberts
 - e. Administrative Report –Tammy Moyer
 - f. Facilities Management Report – Charlie Douts
6. OLD BUSINESS
7. NEW BUSINESS
 - a. Suicide Prevent Task Force update- Larry George
 - b. Prison Stat – Held on Monday October 22nd, 2018
Next Meeting Scheduled @ 1:30pm on Monday January 28th, 2019
150 North Queen Street
Commissioner's Conference Room
7th Floor
8. BUSINESS FROM GUESTS
9. ADJOURN

November 15th, 2018 2018
150 North Queen Street
Commissioners Conference Room
7th Floor

WARDEN'S REPORT

Cheryl Steberger
Warden

PRISON BOARD
WARDENS REPORT
NOVEMBER 15TH, 2018

- Population
- Meeting with Lancaster Behavioral Health Hospital Meeting
- Veterans Expo
- Drug Court Meeting with PrimeCare Medical and LCP Staff

OPERATIONS REPORT

ROBERT WOLFE
Deputy Warden

PRISON BOARD
OPERATIONS REPORT
NOVEMBER 15TH, 2018

- Continuing Inspections
- Policy and Procedure reviews
- Getting ready for the inspection from DOC
- 2 staff to AMAC-Assault Management Application Course
- 5 staff certified as ASP instructors
- 2 staff trained in advanced Trauma
- All Prison Staff trained in Suicide / PREA / CPR / Title 37 / Excited Delirium
- Working on Body Scanner. Newest version. Visiting Montgomery Co Prison 16 Nov 2018

INMATE SERVICES REPORT

Joseph Shiffer
Deputy Warden for Inmate Services

**Inmate Services Department
Prison Board Report
October, 2018**

Update on Reentry Services Manager position.

Holding Interviews for 2 D&A Specialist positions.

See attached program statistical section for further information.

SECURITY REPORT

Major

William Aberts

PRISON BOARD
SECURITY REPORT
NOVEMBER 15TH, 2018

Officer of the Month:

8-4 Shift:

Correctional Officer Kevin STAUFFER

Officer STAUFFER is one of our newest members on the 8-4 team with just a little over one year at the prison. In this short time, he has learned a great deal and does his job well. He is a consistent officer who is thorough in all his job assignments. He not only follows directives without concerns, he always adheres to policy, even when no one is watching. He is respectful to everyone and gets along well with others. He is a hard worker who takes pride in applying himself to his duties. We congratulate him on a job well done, thank him for his hard work, and encourage him to keep up the pace that he has set for himself.

12-8 Shift:

Correctional Officer Quincy TRUITT

Already a seasoned veteran and an invaluable asset to his shift, Officer Truitt elevated his performance to new levels during the month of October. Due to personnel movement, staff training, and staff fulfilling military reserve obligations, the 12-8 Shift experienced temporary shortage of experienced personnel in the Commitment Area, a critical and demanding department within the institution. Officer Truitt often operated this area expertly while only assisted by Commitment area trainees. Officer Truitt diligently worked to maintain the highest standards in the area even though he was understaffed. He even managed to expertly train several individuals during this time. Officer Truitt's performance during this time, demonstrates a "can do" attitude and sets the standard by which all Officers should be measured.

Promotions:

Classification Specialist promoted to Sergeant of Training

Records Specialist promoted to Sergeant of Records

ADMINISTRATIVE SERVICES REPORT

Tammy S. Moyer
Director of Administration

Administrative Services November 2018

Our 2018 policy goal was to complete 24 policies. (In 2017 we completed 15) Year to date, the Policy and Procedure Committee has completed 34 policies, the most recent being a revision of the Inmate Disciplinary Policy. Included in that count is the prison's Emergency Response Plan which is now completely finished (126 pages). In addition to the Plan, arrangements have been made to meet with the Director of Lancaster Emergency Management Agency (L.E.M.A.) to discuss the unique needs our department has in the case of disaster or mass evacuation.

Yesterday, our proposal for the addition of block kiosks went in from of the Commissioners. This has been a lengthy process and I would like to thank everyone involved, especially Linda Schreiner, Senior Buyer in Purchasing.

On Wednesday, November 28, the Department of Corrections Inspection is scheduled to take place. I look forward to the guidance and suggestions their staff have to offer so that we continue to develop and improve our operations.

FACILITIES MANAGEMENT REPORT

Charles Douts, Jr
Director

Facilities Management

Monthly Prison Activities Report

November, 2018

Prison:

Personnel

- CGL has one vacancy

Projects

- Elevator upgrades scheduled to start November 26
- Building B roof replacement, rain delaying completion which is expected near the end of November.
- Control Room upgrades, Training of computer simulation to begin in December

Respectfully Submitted

Charles E. Douts, Jr.

Director

County of Lancaster, Facilities Management

STATISTICAL ADDENDUM

INMATE SERVICE STATISTICS

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	FACILITY STATISTICS												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Monthly ADP	826	876	877	877	916	963	893	902	941	943			901
Deaths	0	0	0	0	0	0	0	0	0	0			2
Total # of Patients in the Hospital	4	4	6	5	4	2	5	3	5	7			45
Total # Patient Days	21	9	18	29	20	25	25	7	18	39			211
# of Intake Screenings	439	332	370	376	519	524	466	559	456	478			4519
# of Grievances	2	7	10	14	11	13	10	3	13	18			101
# of Founded Grievances	0	0	0	0	0	0	0	0	0	0			0
# of Adverse Patient Occurrences	18	32	41	31	28	18	47	45	39	42			341
# of Patients Detoxed	105	118	123	107	122	107	116	110	88	97			1093
# of Patients on Restraints	0	0	1	2	1	1	0	2	1	1			9
# of Shifts involving Restraints	0	0	1	3	1	1	0	5	1	2			14
# of Medical Transports	39	39	39	48	50	69	92	84	57	49			566
# of Infirmity/Medical Housing Admissions	0	0	0	0	0	0	0	0	0	0			0
In-House Surgeries	0	0	1	0	0	1	0	0	0	0			2
In-House EKG's	30	24	28	9	37	36	36	63	27	41			331
In-House X-Rays	33	36	45	43	43	53	51	40	45	34			423
OUTSIDE CONSULTATIONS													
Allergy	0	0	0	0	0	0	0	0	0	0			0
Cardiology	3	3	3	3	2	0	1	4	2	3			24
Dermatology	0	0	0	0	0	0	0	0	0	0			0
Dialysis	0	0	0	0	0	0	3	0	0	0			3
ENT	0	0	0	0	1	1	2	0	1	1			6
Emergency Room	8	10	11	6	9	10	20	13	17	20			124
Ambulance Trips	4	5	4	3	1	3	5	5	6	2			38
Gastroenterology	1	0	1	2	0	3	2	0	0	0			9
General Medicine	0	0	0	0	0	0	0	0	0	0			0
General Surgery	0	0	0	0	0	0	0	0	0	0			0
Gynecology	0	0	0	0	0	0	0	0	0	0			0
Hematology	1	0	0	0	0	0	0	1	1	4			7
Methadone	0	0	0	10	10	11	25	27	12	0			95
Neurology	0	1	0	0	1	0	0	1	0	0			3
Neurosurgery	0	0	0	0	0	0	0	0	0	0			0
Obstetrics	12	11	11	6	8	14	21	14	11	7			115

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Oncology	0	0	0	0	0	2	2	1	0	0			5
Ophthalmology	2	2	2	1	1	1	0	0	0	2			11
Orthopedics	9	10	5	12	8	19	12	17	8	3			103
Physical Therapy	0	0	0	0	0	0	0	1	0	0			1
Plastic Surgery	0	0	0	0	0	0	0	0	0	0			0
Podiatry	0	0	0	0	0	0	0	0	0	0			0
Proctology	0	0	0	0	0	0	0	0	0	0			0
Psychiatry	0	0	0	0	0	0	0	0	0	0			0
Surgery Performed	0	0	0	2	0	0	0	1	0	0			3
Thoracic Surgery	0	0	0	0	1	0	0	0	0	0			1
Urology	0	1	0	0	0	0	0	0	0	0			1
Outside X-Rays (CT, MRI, etc.)	0	2	2	3	0	6	0	3	0	5			21
Wound Clinic	2	2	3	2	0	0	0	0	0	2			11
Diagnostic Test (outside)	0	0	0	0	5	0	1	0	1	0			7
Other Trips / Outside Consults	1	2	1	1	4	2	3	1	4	2			21
Total Outside Consultations	43	49	43	51	51	72	97	89	63	51	0	0	609
MEDICAL - SICK CALLS													
MD Sick Call	34	28	32	25	29	27	21	24	20	26			266
NP/PA Sick Call	460	439	547	497	491	361	405	577	545	630			4962
MD/PACRNP Sick Call	494	467	579	522	520	388	426	601	565	656	0	0	5218
Nurse Sick Call	443	401	426	408	481	436	469	373	313	407			4157
MD Physicals	2	5	5	3	12	12	11	4	6	4			64
NP/PA Physicals	162	102	174	144	136	161	152	191	189	199			1610
Nursing Physicals	198	144	202	145	183	172	155	125	132	88			1544
Annual Physicals	10	10	8	3	4	4	7	10	5	3			64
MENTAL HEALTH													
Psychiatrist / Groups Seen	0	0	0	0	0	0	0	0	0	0			0
Psychiatrist / Individuals Seen	169	168	205	149	233	165	182	175	159	152			1757
Psychologist Groups	0	0	0	0	0	0	0	0	0	0			0
Psychologist / Individuals Seen	480	542	755	633	665	514	520	481	443	612			5645
M.H. Worker Groups	0	0	0	0	0	0	0	0	0	0			0
M.H. Worker / Individuals Seen	675	507	386	320	650	674	773	922	735	875			6517
# of Involuntary M.H. Commitments	7	8	8	8	8	8	8	9	8	6			78
# of Patients Waiting Transfer to State Hospital	2	1	1	2	2	3	3	3	1	3			21

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
# of Patients on Suicide Watch	103	77	111	66	81	86	92	106	103	95			920
# of Attempted Suicides	1	0	0	0	0	0	0	0	1	0			2
# of Completed Suicides	0	0	0	0	0	0	0	0	1	0			1
# of Patients on MH Scale as Category - A	183	198	183	208	242	260	237	230	239	249			2229
% of Patients on MH Scale as Category - A	22.2%	22.6%	20.9%	23.7%	26.4%	27.0%	26.5%	25.5%	25.4%	26.4%	0.0%	0.0%	24.7%
# of Patients on MH Scale as Category - B	214	222	203	226	276	255	232	216	226	210			2280
% of Patients on MH Scale as Category - B	25.9%	25.3%	23.1%	25.8%	30.1%	26.5%	26.0%	23.9%	24.0%	22.3%	0.0%	0.0%	25.3%
# of Patients on MH Scale as Category - C	314	314	290	303	303	306	269	271	285	262			2918
% of Patients on MH Scale as Category - C	38.0%	35.8%	33.1%	34.5%	33.1%	31.8%	30.1%	30.0%	30.4%	27.8%	0.0%	0.0%	32.5%
# of Patients on MH Scale as Category - D	43	50	55	53	57	53	46	50	53	58			518
% of Patients on MH Scale as Category - D	5.2%	5.7%	6.3%	6.0%	6.2%	5.5%	5.2%	5.5%	5.6%	6.2%	0.0%	0.0%	5.7%
DENTAL													
Extractions	14	20	10	18	12	19	21	12	20	21			167
Fillings	1	0	0	3	1	3	2	2	0	1			13
Exams	78	58	49	89	60	80	63	41	68	79			665
Other	6	0	3	1	0	0	0	0	0	1			11
Total Patients Seen by Dentist	99	78	62	111	73	102	86	55	88	102			856
Patients seen by Oral Surgeon	0	0	0	1	2	0	1	0	1	1			6
# of Annual Dental Exams	12	6	4	3	7	10	6	5	12	11			76
PHARMACY													
# of patients on Psych Meds	279	312	323	315	305	306	271	280	290	277			2958
% ADP on Psych Meds	33.8%	35.6%	36.8%	35.9%	33.3%	31.8%	30.3%	31.0%	30.8%	29.4%	0.0%	0.0%	32.9%
# of patients on Medical Meds	386	352	308	296	321	313	304	316	321	326			3243
% ADP on Medical Meds	46.7%	40.2%	35.1%	33.8%	35.0%	32.5%	34.0%	35.0%	34.1%	34.6%	0.0%	0.0%	36.1%
# of patients on HIV Meds	7	6	8	8	8	12	11	13	18	18			109
% ADP on HIV Meds	0.8%	0.7%	0.9%	0.9%	0.9%	1.2%	1.2%	1.4%	1.9%	1.9%	0.0%	0.0%	1.2%
# of patients on OTC Meds	106	119	102	98	203	251	236	248	234	241			1838
% of ADP on OTC Meds	12.8%	13.6%	11.6%	11.2%	22.2%	26.1%	26.4%	27.5%	24.9%	25.6%	0.0%	0.0%	20.2%
DISEASE CASES													
HIV Test Done	382	332	303	340	428	270	378	438	281	293			3445
HIV Cases	7	7	9	9	8	14	12	16	19	18			119
AIDS Cases	0	0	0	0	0	0	0	0	0	0			0
Hepatitis Cases	100	84	101	109	95	109	105	75	114	118			1010
Syphilis Cases	0	0	0	1	0	0	0	0	0	0			1

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

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Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Gonorrhea Cases	0	0	0	0	0	0	0	0	1	0			1
# of Pregnant Females	9	6	7	5	13	14	10	13	11	5			9
# of Miscarriages	0	0	0	0	0	0	0	0	0	0			0
# of Abortions	0	0	0	0	1	0	0	0	0	0			1
# of Deliveries	0	0	1	0	0	0	0	0	0	0			1
# of patients isolated to rule out MRSA	2	1	4	3	1	3	4	7	4	2			31
# of confirmed MRSA cases	0	1	1	1	1	1	1	1	0	0			7
TB Treatment	1	.2	1	2	2	2	1	1	1	0			13
PPD Test	385	300	353	350	495	479	442	506	423	432			4165
(+) PPD's	6	4	9	8	8	4	2	5	0	3			49
RPR Test	5	2	4	2	8	7	4	10	4	3			49
CHRONIC CARE													
# of Chronic Care Asthma/COPD/Pulmonary	39	39	43	36	29	39	38	28	42	48			381
# of Chronic Care Diabetes/Endocrine	48	52	50	62	50	53	51	38	60	52			516
# of Chronic Care HIV/AIDS/Hep. C	107	91	110	118	103	123	117	91	133	136			1129
# of Chronic Care Hypertension/Cardio	110	112	116	104	82	93	92	62	104	107			982
# of Chronic Care OB/GYN/Pregnant	9	6	7	5	13	14	10	13	11	5			93
# of Chronic Care Seizure/Neurology	22	21	19	18	13	16	20	16	22	15			182
PRIMECARE RESPONSIBLE													
Monthly Environmental Checks		2/28/2018											
Staff Meeting Date		2/15/2018	3/28/2018	4/28/2018	5/23/2018	6/27/2018	7/29/2018	8/22/2018	9/26/2018				
QI Meeting Date			3/15/2018	4/19/2018	5/19/2018	6/21/2018	7/16/2018	8/16/2018	9/20/2018				
Number Chart Audits													
Quarterly Administrative Meetings													
Quarterly Infection Control Meetings	NA	NA	NA	NA	NA	NA	7/16/2018						
STAFF IN-SERVICE TOPICS													
Bi-Annual Orientation Review, PPD, TB Treatment and Prevention													
Annual Policy Review, MRSA Recognition and Treatment													
Nursing Protocols, RN Health Assessments													
Triage/Disaster Training, Seizure Training													
Psychiatric/MH Emergencies/ Suicide Prevention													
Sexual Assault/PREA													

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2018

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Medication Administration													
Patient Safety/Workplace Safety													
Dental Assessments													
Sexual Harassment, HIPAA (Corporate), Hospice/Palliative Care in the Correctional Setting													
Management of the Pregnant Female, Detox Protocols													
Medical Assessments/BBP													

AVERAGE DAILY PARTICIPATION

Average Daily Participants: October 2018

Community Employed Males:	49
Community Employed Females:	02
Community Service Males:	08
Community Service Females:	00

Inmates in Treatment Programming:

Males:	01
Females:	01

Inmate Trustees:

Male:	03
Female:	0

Unassigned inmates housed in Work Release:

Males:	13
Females:	07

WORK RELEASE REPORT –OCTOBER 2018

OCTOBER 2018

New Placements:	Male: 25
	Female: 02
Pre-incarceration Employment;	Male: 19
	Female: 0
Employment secured by inmate	Male 0
	Female 0
Employment secured by WR	Male 06
	Female 0
Removals from program	Males 00
	Female 00
Suspensions	Males 01
	Female 0
Releases	Males 20
	Female 02

WORK RELEASE FINANCES

	<u>10/2018</u>	<u>TARP</u>
Board and Lodging	14,132.01	00
Fines and Costs	16,697.72	00
Drug Test Fee	534.00	00
Family	20,806.41	00

COMMUNITY SERVICE MONTHLY STATISTICS

OCTOBER 2018

DAYS	PROJECTS	# inmates	HOURS	Dollar amt
22	CITY STREETS	4	704	5104.00
1	BOOK PICK UP Lancaster Library book sale	2	11	79.75
22	INPACT MISSIONS	4	792	5742.00
1	BOOK SALE	2	6	43.50
3	VOTER REG	2	54	391.50
Oct 2018 5		14	1567	\$11360.75
YEAR TO DATE 2017 47		149	11625	\$85365.25
Oct 2017 TOTALS 09		17	1285	\$9316.25
YEAR TO DATE 2017 59		171	13192	\$86159.00

**COMMUNITY SERVICE MONTHLY REPORT & STATISTICS
OCTOBER 2018**

submitted by: Dave Leeper

date: Nov. 8,2018

During the month of October there were a total of (5) project the prison community service detail took part in. The duties preformed were the cleaning of city streets, the Library with their book storage and. Also, Voter registrations was helped with the moving of voting machines. The Lancaster Library was helped with a small book sale and in pact missions was helped. Also 41 background checks were done.

COMMUNITY SERVICE MONTHLY REPORT AND DEMOGRAPHICS FOR Oct. 2018
SUBMITTED BY: DAVE LEEPER

DATE: Oct,9,2018

OCT 17

17TOTALS

OCT18

TOTALS 18

# Inmates on program	10	106	08	73
Average age	36	36	35	35
Skilled Labor	01	06	01	04
Un Skilled Labor	09	100	07	78
White	06	69	06	63
Black	02	18	01	09
Hispanic	02	19	01	15
Asian	00	00	00	00
#inmates used	378	172	14	149
#projects	09	59	05	47
# man hours	1285	11784	1567	11625
Total dollar amount	9316.25	86159.00	11360.00	85365.25
#inmates removed	01	05	00	03
past participant	02	17	01	10

LANCASTER COUNTY PRISON

Inmate Services Department

October 2018 Monthly Report

E. Chambers – Inmate Services Specialist

Inmate Services Specialist Chambers is responsible for completing the initial inmate services intakes for new commitment inmates housed Level 5. She provides inmates with an orientation of general rules, and specific information pertaining to Lancaster County Prison inmate procedure. Inmates are also given handouts consisting of mental health, suicide prevention, recovery/rehabilitation providers, self-sufficiency reference guide, education/employment, drug court, veterans court, mental health court information during their intake process. She also completes PREA reviews of inmates that have been incarcerated for approximately 30 days housed on Level 5, and 3-2. She assists inmates in completing applications for various programs to be utilized upon their release such as Reentry Management Organization and Medical assistance. Inmate Services Specialist Chambers assists inmates by obtaining requested court information, responding to inmate requests, facilitating phone calls/conferences, contacting attorneys, and providing general information to the inmate population. Inmate Specialist Chambers provides applications, referrals, and phone interviews to inmates for several treatment facilities in the area. She is the block counselor for 3-2, and Level 5. Housing inmates on restriction, and special statuses. She reviews all inmates to ensure their general wellbeing, and their need for continuation or removal status. She continues her duties as the Veterans Court lesion. She works directly with the Veterans court team, attending court and team meetings weekly.

N. Dickson – Inmate Services Specialist

Counselor Dickson responds to inmate questions on all housing units, at night. She is responsible for ALL G-1 intakes. She continues to call, e-mail and holds conference calls with various inmates' attorneys, ICE as well as Adult Probation and Parole services. Counselor Dickson assists inmates in obtaining information about their cases including: court dates, communicating with their attorneys, parole plans, Sentencing dates and Birth certificates and social security cards. In addition, Ms. Dickson conducted AA/NA/RECOVERY GROUP meetings for females and males. Counselor Dickson also clears inmates off status and moves inmates out of G-1. She has been assisting with a mental health group on Wednesday afternoon in partnership with Mental Health America. She also gives new commits (G-1) an intake packet. It provides, visitation times and days for every block, hands out a 2-1 application, if inmates want to participate in the program, a suicidal hotline paper, and information on rehabs, jobs, food, health insurance and many other benefits in the Lancaster area. Also, provides inmates with drug, mental health, VA court applications. She also, helps with Family services advocate, to schedule meetings with inmates and their children, also, helps make sure the application are filled out properly. And at time with CYS, if there is a court order for visitation. She is currently the notary at LCP. She also conducts 30 PREA reviews for G-1.

L. Garcia – Classification Specialist

Classification Specialist/ Inmate Services Specialist Loida Garcia continues to do her daily duties associated with the classification office. Garcia, L continues to complete a daily move sheet, checks the board in commitment for open cells, and conducts a board check to correct and match movement in UCM. Garcia L. reviews the inmates in G-1 (intake unit) and moves them to their appropriate housing

area based on their security classification level, behavior, PREA review, other information received from internal investigation and or outside law enforcement agencies, and the needs of the prison. Garcia, L. also makes move upon the request from other counselor and departments such as work release, ITP, and medical. Garcia, L. also reviews request from inmates pertaining to moves and when appropriate interviews inmates to determine if a move is necessary. Garcia, L. also assisted with translating for the Commitment unit, Inmates, family members of inmates and others that only speak Spanish.

M. Garcia – Reentry Caseworker

Marisol Garcia, is the Reentry Case Manager at the Lancaster County Prison. She did see inmates throughout the month of October, she facilitated phone calls to Inmates from their lawyers, Family members, Housing advocates etc. She assisted inmates in looking for places to go upon release from the institution, as well as just listening to them. RCM Garcia provided applications to Inmates who requested assistance with the following: Welfare benefits, Mental Health, Drug court, and Veteran Court applications. RCM Garcia has also contacted families with their loved one's concerns, and any instructions needed for visits, phone calls, or any resources upon discharge. She has also filled in the Classification Department, when needed in the month of October, as well as intakes in our intake block. She also completes PREA reviews every week; and Intakes as needed. She also aids the ISS's when they need the assistance. She has attended Mental Health meetings held here at the facility. She has been the liaison between, Private Lawyers, Public Defenders, Probation & Parole officers, as well as representative of Justice and Mercy. She has also assisted Inmates and their families whom do not speak English. RCM Garcia is also one of our RHU Hearing chairman, she is responsible for conducting our female RHU hearings; as well as sitting in the board for the male RHU. RCM Garcia has also assisted our Spanish speaking population as needed throughout the month of October. She also attended mandatory trainings for the month. RCM Garcia toured more than 6 Recovery houses in the area, as well as halfway houses. She has opened a communication tunnel between our facility, and some resources our County has to offer.

A. Miller – PREA Specialist

PREA Specialist Alex Miller is responsible for ensuring that the facility maintains PREA compliance. She is responsible for reviewing inmates who are identified as a potential sexual victim or potential sexual predator based on the PREA intake every 30 days as well as the inmates on her assigned housing block. She also handles inmate reports of PREA incidents, assists with investigations as needed and enters the information into the PREA database. After a PREA incident is reported, she is responsible for informing the inmate of the outcome of the investigation and monitoring said inmate for retaliation for a period of 90 days. For the month of May, there were no allegations of inmate on inmate or inmate on staff sexual assault. She also assists with intakes when necessary. At the time of intake, she goes over an orientation with the inmate that includes various topics, hands out a 2-1 application, if inmates want to participate in the program, suicide hotline information, and information on rehabs, jobs, food, health insurance and many other benefits in the area. Also, provides inmates with drug, mental health, and VA court applications when requested. PREA Specialist Miller assists inmates in obtaining information about their cases, such as court dates or release dates and answers all requests and direct services for 2-2. She calls, e-mails and holds conference calls with inmates' attorneys and probation officers. She also assists with the female intakes and the classification department, as necessary. She assists with reviewing inmates on special statuses, to determine if they can be removed. PREA Specialist Miller holds a parenting class, that allows inmates to participate in a "Reading for your Children" program after completion. This program allows inmates to read a book while being recorded, and then she sends the book and DVD to the inmate's children. She also coordinates and assists with sexual assault counseling every Tuesday and Thursday, provided by the YWCA.

H. Nunemaker – ITP Coordinator

Counselor Nunemaker is responsible for hiring male inmates to work in the kitchen and supply. She is also responsible for all inmate pay at Lancaster County Prison. Counselor Nunemaker is also the block counselor for the male inmates on C-Main. This involves, answering inmate requests, facilitating phone interviews with various halfway houses and responding to problems regarding inmate pay. Counselor Nunemaker completed inmate pay every Monday morning. 30 day PREA reviews were also completed this month. She also responded to inmate requests and all questions from the inmates on C-Main. Local MDJ offices were continued to be contacted for any inmate on C-Main that wanted to try and resolve traffic and non-traffic warrants before their release. Counselor Nunemaker completed the CIT training during this month.

Q. Shaffer – Inmate Services Specialist

Throughout the course of this month Counselor Shaffer, Quinn as part of the Mental Health Court Team attended several Mental Health Court Team Meetings along with Mental Health Court Sessions. He has also completed several PREA Reviews as well as General Inmate Intakes. Counselor Shaffer did also meet with several inmates to go over any questions or concerns that they may have on units MHU and 3-5. Along with the in house Mental Health Meetings Counselor Shaffer also attended a Mental Illness Substance Abuse Team (MISA) Preparation Meeting as well as a MISA Meeting at BHDS Main office 150 North Queen Street. Also on Tuesdays Counselor Shaffer participated in Prime Care's Mental Health meetings which are held every Tuesday. Counselor Shaffer also allows the opportunity for inmates to keep journals, and provides them with topics and ideas on what would be positive for them to reduce recidivism for example setting realistic and achievable goals over the span of 1, 3, and 5 years, along with many other topics. Counselor Shaffer also met with several inmates over the course of the month to have release of information forms signed and to explain what Mental Health Court is. Shaffer is also another one of our RHU Hearing chairman, he is responsible for conducting our MHU hearings; as well as sitting in the board for the male RHU. Shaffer has also assisted several people with filling out applications for Salvation Army and for Mental Health Court.

D. Valenzuela-Bilingual Inmate Service Specialist

Bilingual Inmate Service Specialist- Donald, Valenzuela has been assigned to provide counseling for inmates housed in Block 3-1. He has been responding to inmate's request, as well as, conducting Initial Intake for new commit inmates. He also conducted a 30 days PREA reviews for 3-1 inmates that have been incarcerated for approximately 30 days. In addition, He also facilitated phone conferences between inmates, and Public Defenders. Counselor Valenzuela have also assisted Interpreting for other departments such as, Mental Health, Security, and Medical staff. Counselor Valenzuela, did assist with the re-activation of Securus international calling. In addition, during the month of October and part of November, Counselor Valenzuela also filled in the Classification Department.

WOMEN'S DRUG AND ALCOHOL GROUP

Compiled by: Norbert Sotomayor / BA, BA, CADC / Substance Abuse Counselor / Lancaster County Prison, October, 2018

NUMBER OF PROGRAM PARTICIPANTS : 18

AVERAGE AGE: 29

RACE:

CAUCASIAN: 16
AFRICAN AMERICAN: 0
HISPANIC: 2
ASIAN:
OTHER:

AVERAGE SCHOOL GRADE COMPLETED: 11.3th

NUMBER OF INMATES WHO FURTHERED EDUCATION: 2

MARITAL STATUS:

MARRIED: 2
WIDOWED:
DIVORCED: 2
REMARRIED:
SEPARATED: 0
NEVER MARRIED: 14

SUBSTANCE ABUSE USE:

DRUGS ONLY: 8
ALCOHOL ONLY: 1
BOTH: 10

HAD PRIOR SUBSTANCE ABUSE TREATMENT: 13 Total d/a experiences including both inpatient and outpatient for each participant: 4.1x

AVERAGE NUMBER OF INCARCERATIONS: 6.7 x per each inmate

TOTAL NUMBER OF CHILDREN GROUP PARTICIPANTS HAVE: 2.7
Children per Participant.

NARRATIVE: THREE WOMEN COMPLETED THE 8X WEEK D/A GROUP THIS MONTH.

Treatment Specialist Sotomayor took over the Women's d/a group beginning in the Month of June 2018.

The Administration still is working on filling the D/A positions which are vacant.

Number of Women's on D/A Waiting List: 9x.

**SUBSTANCE ABUSE DEPARTMENT
LANCASTER COUNTY PRISON
MONTHLY REPORT**

Norbert Sotomayor, BA CAD/C

Month: October, 2018

<u>Statistics:</u>	<u>Year to Date</u>
Number of Requests: (May through October were not counted)	1367
Number of Inmates Seen: 40	1265
Number of Inmates moved to 2-1: 18	370
Number of Inmates who completed 2-1: 2	93
Number of Inmates who failed to finish 2-1: 12	257
02- released	113
00- did not do assignments	35
06- disciplinary problems	51
02- asked to move	5
00- went to work release	2
00- went to MHU	2
00-moved by classification	06
00- protective custody	0
00 -went to ITP	31
Number of AA/NA Meetings: 4	108
Number of Substance Abuse Groups: 07	255
Number of Evaluations done for court/legal system: 3x	37
Number of outpatient counseling appointments set up: 2	2
Number of Referrals to Teen Challenge, Potter's House: 3x	38
Salvation Army, RMO, recovery houses etc.	
Number of Treatment Court applications: 5	43
Number of Vivitrol applications: 5	69

D/A program was moved off the block with a smaller caseload. D/A max capacity is 15. Several inmates asked off the d/a track once they knew they could stay at 2-1 if they did not remain at the d/a classes. Smaller d/a caseload with about 15 inmates or less started on 10/1/18. 2-1 is no longer in charge of D/A Specialists. Classification department is in charge of 2-1 which started on 9/10/18. D/A Specialists will in charge of the d/a program within 2-1. Amount of inmates asking for d/a have diminished drastically now that 2-1 is GP. Efforts continue to hire the vacant d/a positions.

OCTOBER, 2018
SUBSTANCE ABUSE EDUCATION UNIT
PARTICIPANT PROFILE

Compiled by: Norbert Sotomayor, CADC / Lancaster County Prison.

SUBSTANCE ABUSE EDUCATION UNIT

INMATE PROFILE

October, 2018

	Month 2017	YTD 2017	Month 2018	YTD 2018	Comments
Number of inmates placed on pod 2-1	31	440	08	352	
Number of inmates previously on pod 2-1	10	171	05	135	
Number of inmates that did not complete 2-1	20	257	12	257	
Why they did not complete 2-1	-----	-----			
Disciplinary problems	00	38	06	51	
Released	12	119	02	113	
Did not complete assignments	03	40	00	35	
Asked to move off	01	17	02	05	
Went to work release	01	06	00	02	
Went to MHU	00	08	02	04	
Placed on P.C.	00	02	00	00	
Moved by classification	00	08	02	06	
Moved to ITP	03	33	02	31	
Average Age	27.9	26.8	27.5	27.22	
Race	-----	-----			
Black	05	88	02	74	
White	16	216	4	186	
Asian	00	00	00	02	
Hispanic	10	123	02	107	
Other	0	00	00	00	
Average school grade completed	11.7	11.2	11.5	11.25	
Number of inmates that furthered education	03	41	01	33	
Number with prior substance abuse treatment	21	249	04	222	

Average # of substance abuse placements	3.8	3.5	4.5	3.4	
Marital status	-----	-----			
Married	03	47	1	35	
Widowed	0	00	0	0	
Divorced	02	35	2	35	
Remarried	00	00	0	3	
Separated	02	16	1	16	
Never Married	24	332	05	279	
Substance abuse use	-----	-----			
Drugs only	16	195	04	181	
Alcohol only	2	3	0	4	
Both drugs and alcohol	13	225	04	173	
Neither	0	01	00	00	
Number of inmates incarcerated for a drug and/or alcohol related offense	24	163	05	204	
Number of inmates involved in other prison programs	15	177	03	161	
Chaplains programs	15	163	03	130	
Anger Management	07	46	00	49	
Thresholds	n/a	n/a	00	00	
Fatherhood	00	00	00	00	
Education	00	11	02	07	
ESL	00	00	00	00	
Number of inmates previously incarcerated	28	364	07	313	
Number of inmates on 2-1 waiting list	12	68	00	77	
Type of aftercare upon release from prison	-----	-----			
12 step meetings	08	115	02	80	
Obtain a sponsor	04	65	00	44	
Nothing	05	77	01	49	
Inpatient treatment	06	79	02	78	

	Outpatient treatment	05	76	00	53	
Counseling	Religious	03	65	01	42	
	Other	05	74	02	52	

ANGER MANAGEMENT MONTHLY REPORT (2-1 POD)

Compiled by: Norbert Sotomayor BA, BA, CADC.

October - 2018

NUMBER OF PROGRAM PARTICIPANTS: No Anger Management meetings were run the Month of 2018 due to the following reasons:

- 1) 2-1 Program had been just revamped and monitored in this transition – New D/A Program away from the 2-1 block started on 10/1/18.
- 2) Shortness of staff – Just one D/A Counselor available – (Administration has been working on landing more D/A Counselors).
- 3) Institutional Lockdowns.

NUMBER OF NEW PARTICIPANTS IN THE CURRENT MONTH: N/A

NUMBER OF INMATES WHO COMPLETED ANGER MANAGEMENT: N/A

NUMBER OF INMATES WHO DID NOT COMPLETE ANGER MANAGEMENT: N/A

Disciplinary: N/A

Released: N/A

No paperwork/No Participation: N/A

Asked to move off: n/a

Went to Work release: n/a

MHU:

PC:

Classification:

ITP:

Moved off 2-1 block: N/A

AVERAGE AGE: n/a

RACE:

CAUCASIAN:

AFRICAN AMERICAN: 0x

HISPANIC:

ASIAN: n/a

OTHER: n/a

AVERAGE SCHOOL GRADE COMPLETED: n/a

NUMBER OF INMATES WHO FURTHERED EDUCATION: None

MARITAL STATUS:

MARRIED: n/a

WIDOWED: n/a

DIVORCED: n/a

REARRIED: n/a

SEPARATED: n/a

NEVER MARRIED: n/a

SUBSTANCE ABUSE USE: DRUGS ONLY: n/a

ALCOHOL ONLY: 0x

BOTH: n/a

NUMBER OF INMATES PREVIOUSLY INCARCERATED: n/a

TOTAL NUMBER WHO HAD PRIOR ANGER MANAGEMENT TX: n/a

TOTAL NUMBER IF INMATES INVOLVED ON OTHER PROGRAMS: 100% (2-1 pod)

NUMBER OF INMATES IN ANGER MANAGEMENT WAITING LIST: 2x.

NARRATIVE: Anger Management Track will be running as usual starting on the month of November: One class a week for about 8 weeks. A/M Handouts, exercises and activities are handed to the inmates for personal readings, and for completion of topic related tasks. I/M's are expected to be current with the 2-1 block's requirements, rules, regulations, and to be active participants. All Anger M. track participants are housed at 2-1. Individual anger M. has been provided to those inmates who request it.

Recreation Monthly Report

October, 2018

- 1.** Recreation is being conducted on a daily basis. Basketball and volleyball are the main activities for the male inmates, to include interest in table tennis, there continues to be an increased interest in ping-pong, and handball. The female inmates continue to have interest in volleyball. Yoga is still being conducted in D-block, D-block annex, and 2-5, and now C-2. Just a note that Yoga programming was changed to Friday afternoons at 1:30PM.
- 2.** Approximately 457 inmates attended recreational activities during the month of October, and 51 recreation periods were held during the month. Approximately 83 female inmates attended Yoga in the month of October.
- 3.** Inmate cleaners were used from Pod C-main to clean the 3rd floor gym, this is being conducted on a weekly basis.
- 4.** Weekly inspections of the housing area board games were conducted, and accounted for. New games were exchanged in Pod C-main, and D-block because of the condition of the games. The exercise equipment that was placed in work-release, Pod 2-1, 2-2, 2-5, 3-1, 3-2, 3-5, and the 3rd floor gym is being used on a daily basis.

**Lancaster-Lebanon IU #13
GED/HSE Education Program - Males
Lancaster County Prison**

Monthly Report for October 2018

Total Students This Month		Year to Date
14		30
Carry over Students from Last Month		Class Requests This Month
10		33
Total Attendance Per Month (% of)		Year to Date
87%		88%
Total Students Transferred to Other Institutions		Year to Date
1		1
Total Released from Prison		Year to Date
3		5
Total Received GED/HSE This Month		Year to Date
**		12
Total GED/HSE Subtests Passed This Month		Year to Date
**		50
Racial Breakdown of Students	This Month	Year to Date
African-American	4	6
Caucasians	4	11
Latino	6	13
Others	0	0

Wyman Fowler - Instructor

**** We gave a HiSET test here on October 25th and 26th ; results are not yet available so will be given in November monthly report.**

**Intermediate Unit #13
 Diploma Class- Post HSE - Females
 Lancaster County Prison**

**October Report:
 7/1/18-6/30/19 Program Year**

Total Students This Month	Year to Date Served
Week 1: 5	12
Week 2: 5	
Week 3: 5	
Week 4: 4	
(reductions due to disciplinary removal)	

Carry over Students from Last Month	Class Requests This Month
5	5

Total Attendance Per Month (% of)	Year to Date
100%	100%
(each week everyone came who was allowed to participate)	

Total Students Transferred to Other Institutions	Year to Date
1	1

Total Released from Prison	Year to Date
2	2

Racial Breakdown of Students	Year to Date
Afro-Americans	1
Caucasians 4	11
Hispanics 0	0
Others 0	0

Bradden Weaver - Instructor

School District of Lancaster Educational Program & Lancaster County Prison

School Year	2018-2019		Month	October	
Total Students (Month)					
Males	6		10	1	3
Females	1		1	0	0
Students Under 18 (Month)					
Males	0		0	6	10
Females	0		0	1	1
(Month)					
Males	12		64	0	0
Females	2		2	0	0
Racial Breakdown (Current)					
White (Non-Hispanic)			2	3	###
Black (Non-Hispanic)			3	4	
Native			0	0	
Hispanic			2	4	
Asian/Pacific Islander				0	
Other/ Mixed			0	0	
Monthly Attendance Average	33%		Previous Monthly Attendance Average	42%	

Chaplain's Office Monthly Report

October 2018

CHAPLAINCY HOURS

THE CHAPLAIN'S OFFICE CONTRIBUTED THE FOLLOWING HOURS FOR THE MONTH OF SEPTEMBER: **STAFF – 538 HOURS** **VOLUNTEERS – 398 HOURS**

CHAPLAINCY VISITS

107 ONE TIME VISITS - MALE
44 MULTIPLE VISITS – MALE

49 ONE TIME VISITS - FEMALE
43 MULTIPLE VISITS – FEMALE

INMATE REQUESTS

THE CHAPLAIN'S OFFICE PROCESSED APPROXIMATELY **1132** INMATE REQUESTS.

DEATH & MEDICAL EMERGENCY NOTIFICATIONS

THE CHAPLAIN'S OFFICE WAS INVOLVED WITH **9** DEATH AND **10** MEDICAL EMERGENCY NOTIFICATIONS THIS MONTH.

CORRESPONDENCE BIBLE STUDIES

EMMAUS BIBLE STUDY	DISTRIBUTED - 17	COMPLETED - 22
	ACTIVE STUDENTS - 7	NEW STUDENTS - 1
SPANISH EMMAUS BIBLE STUDY	DISTRIBUTED - 12	COMPLETED - 16
ROMANS BIBLE STUDY	DISTRIBUTED - 61	COMPLETED - 38
GOSPEL ECHOES STUDY	DISTRIBUTED - 44	COMPLETED – 25
SPANISH GOSPEL ECHOES	DISTRIBUTED - 0	COMPLETED - 0

CLERGY VISITATION

174 CLERGY VISITATIONS WERE SCHEDULED THROUGH THE CHAPLAIN'S OFFICE.

GROUP SESSIONS

NUMBER OF GROUPS	94	TOTAL ATTENDANCE	1080
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CHURCH SERVICES

NUMBER OF SERVICES	44	TOTAL ATTENDANCE	1019
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OCTOBER 2018

Chaplain's Office

Activity Sheet Monthly Report

	services conducted	services year to date	average attendance	attendance year to date	attendance per service
Protestant Worship Services					
Sunday 2-1	4	43	26	1501	35
Sunday G-1	3	3	33	98	32.666667
Sunday WR	4	38	19	707	19
Sunday Women	4	43	43	1782	41
Wednesday MHU	4	37	12	494	13
Wednesday 3rd	5	40	25	772	19
Wednesday 3rd	10	79	24	1435	18
Saturday 2-2	4	41	8	1129	28
Saturday ITP	4	40	28	355	9
Catholic Services Bilingual					
Mass 2nd floor Men	1	8	8	77	10
Mass 3rd floor Men	1	14	4	60	4
Bible Study 2nd, M & grd	3	30	14	346	12
Bible Study 3rd	9	80	8	432	5
Study Group - Women					
Meditation	4	31	6	200	6
Study Group	3	39	22	715	18
Catholic Studies	5	33	8	206	6
Study Group - Men					
2-1	8	73	8	769	11
Celebrate Recovery	5	36	21	562	16
2-2, M & grd	5	43	25	904	21
3rd	13	109	7	463	4
Work release	5	40	14	693	17
Spanish 3rd	11	106	5	509	5
Spanish 2nd, M & grd	4	34	14	464	14
Work Release - Thurs	3	34	13	298	9
D & A Programming					
Inside Out 2-1	5	39	12	689	18
Women	5	40	24	666	17
Muslim Services					
Friday - Juma 3rd	3	38	6	176	5
Friday - Juma 2nd, main & Ground	1	12	7	54	5
Friday - Juma Women	0	3	ERR	6	2

COMMUNITY SERVICE MONTHLY STATISTICS
OCTOBER 2018

DAYS	PROJECTS	# inmates	HOURS	Dollar amt
22	CITY STREETS	4	704	5104.00
1	BOOK PICK UP Lancaster Library book sale	2	11	79.75
22	INPACT MISSIONS	4	792	5742.00
1	BOOK SALE	2	6	43.50
3	VOTER REG	2	54	391.50
Oct 2018				
5		14	1567	\$11360.75
YEAR TO DATE 2017				
47		149	11625	\$85365.25
Oct 2017 TOTALS				
09		17	1285	\$9316.25
YEAR TO DATE 2017				
59		171	13192	\$86159.00

**COMMUNITY SERVICE MONTHLY REPORT & STATISTICS
OCTOBER 2018**

submitted by: Dave Leeper

date: Nov. 8, 2018

During the month of October there were a total of (5) project the prison community service detail took part in. The duties preformed were the cleaning of city streets, the Library with their book storage and. Also, Voter registrations was helped with the moving of voting machines. The Lancaster Library was helped with a small book sale and in pact missions was helped. Also 41 background checks were done.

COMMUNITY SERVICE MONTHLY REPORT AND DEMOGRAPHICS FOR Oct. 2018
DATE: Oct.9,2018
SUBMITTED BY: DAVE LEEPER

	OCT 17	17TOTALS	OCT18	TOTALS 18
# Inmates on program	10	106	08	73
Average age	36	36	35	35
Skilled Labor	01	06	01	04
Un Skilled Labor	09	100	07	78
White	06	69	06	63
Black	02	18	01	09
Hispanic	02	19	01	15
Asian	00	00	00	00
#inmates used	378	172	14	149
#projects	09	59	05	47
# man hours	1285	11784	1567	11625

ADMINISTRATIVE SERVICE STATISTICS

PRISON BOARD REPORT

October 2018

POPULATION & STATISTICS

A. MONTHLY POPULATION --Jan. 2018 starting in-house only

	MALE	FEMALE	TOTAL
Population on September 30, 2018:	767	159	926
Population on October 31, 2018	747	139	886
OPERATIONAL DATA:			
Maximum number of available beds:	928	174	1,102
90% of maximum number of available beds:	835	156	991

B. MONTHLY AVERAGES--In-House Only

	2017			2018			
	MALE	FEMALE	TOTAL	MALE	FEMALE	TOTAL AVE	YTD
JANUARY	804	144	944	691	125	808	808
FEBRUARY	837	153	982	718	136	857	832
MARCH	826	161	982	717	147	853	839
APRIL	772	148	914	733	136	870	847
MAY	725	129	949	764	139	899	857
JUNE	709	129	837	777	151	936	867
JULY	773	140	867	749	136	866	842
AUGUST	775	132	878	748	129	878	868
SEPTEMBER	772	126	878	758	147	913	873
OCTOBER	770	133	916	766	150	913	848
NOVEMBER	755	138	881				
DECEMBER	719	136	847				

C. ADMISSIONS AND DISCHARGES

ADMISSIONS FOR 2018												
JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
507	497	530	517	550	560	492	573	546	536			5308
DISCHARGES FOR 2018												
JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
451	484	527	484	523	571	529	543	512	576			5200

Lancaster County Prison
Population Summary 2018

In-House Only as of January 1, 2018

Day of Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	791	832	848	856	886	912	902	872	905	922		
2	787	831	828	833	888	923	881	859	912	921		
3	799	833	840	823	878	933	882	865	916	921		
4	783	829	845	824	895	927	886	876	906	912		
5	785	834	847	819	900	931	874	880	902	914		
6	781	860	852	831	899	934	858	874	920	930		
7	781	867	863	837	888	925	863	857	914	936		
8	770	864	855	839	887	919	872	856	925	938		
9	775	869	846	834	894	934	867	853	928	939		
10	774	869	851	838	896	947	864	850	926	922		
11	775	871	856	847	889	952	871	861	921	923		
12	786	858	867	851	896	957	848	868	913	921		
13	791	867	879	852	900	961	855	855	915	934		
14	795	854	873	859	898	952	860	863	908	942		
15	802	861	869	862	896	958	876	852	915	921		
16	792	846	868	858	903	965	868	854	927	905		
17	799	853	873	873	898	967	868	866	922	909		
18	816	863	872	872	887	945	864	870	938	897		
19	823	864	864	863	888	956	863	874	918	904		
20	833	862	857	861	891	949	854	880	892	913		
21	838	860	858	866	885	938	869	884	892	922		
22	843	857	836	867	890	930	864	888	905	918		
23	846	858	836	867	887	940	857	892	911	913		
24	836	861	843	854	881	951	845	889	900	906		
25	823	867	848	859	878	936	849	900	903	892		
26	833	857	843	865	887	923	845	905	901	885		
27	841	855	847	872	894	916	860	911	903	896		
28	844	847	846	881	894	903	871	920	913	902		
29	839		839	883	890	890	880	919	919	883		
30	844		846	882	904	897	870	923	923	886		
31	838		853		911		860	894		882		
Average	808	857	853	854	892	936	866	878	913	913		
YTD Average	808	832	839	847	857	867	842	868	873	848		

2018 Per Diem Costs

Month	Date	In-House Population	Daily Operating Expense	Per Diem Rate	Y-T-D Average
January	1/9/2018	770	\$74,056.76	96.18	\$96.18
February	2/5/2018	829	\$74,056.76	\$89.34	\$92.76
March	3/12/2018	856	\$74,056.76	\$86.51	\$90.68
April	4/13/2018	865	\$74,056.76	\$85.62	\$89.41
May	5/13/2018	900	\$74,056.76	\$82.29	\$87.99
June	6/1/2018	911	\$74,056.76	\$81.29	\$86.87
July	7/9/2018	867	\$74,056.76	\$85.42	\$86.66
August	8/7/2018	857	\$74,056.76	\$86.41	\$86.63
September	9/9/2018	928	\$74,056.76	\$79.80	\$85.87
October	10/1/2018	923	\$74,056.76	\$80.23	\$85.31
November	11/1/2018	849	\$74,056.76	\$87.22	\$85.48
December			\$74,056.76		

Per Diem Rate is calculated by dividing the Prison's annual operating cost (\$27,030,717.00) to a daily amount then using the in-house population to find the cost per inmate.

2018 Average Length of Stay

	October	November
Average Length of Stay	107 Days	109 days
Median Length of Stay	63 Days	67 days

2018 Inmate Finances

Expenses	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Commissary Purchases	\$62,062.23	\$70,452.59	\$94,956.05	\$76,125.34	\$72,989.80	\$72,499.28	\$62,561.82	\$79,174.26	\$69,598.45	\$70,058.57			\$730,478.39
Phone Calls	\$73,046.56	\$75,985.72	\$84,703.81	\$79,749.65	\$80,750.12	\$79,879.95	\$79,883.80	\$75,630.48	\$74,399.59	PENDING			\$704,029.68
Processing Fees Charged	\$14,315.00	\$15,504.00	\$22,158.58	\$17,785.00	\$14,385.00	\$16,971.31	\$15,890.00	\$16,835.00	\$15,587.25	\$17,080.00			\$166,511.14
Processing Fees Collected	\$11,431.98	\$13,223.77	\$17,632.33	\$14,671.87	\$11,157.02	\$14,211.90	\$12,982.11	\$13,551.51	\$12,475.12	\$13,328.77			\$134,666.38
Percentage Collected	80%	85%	80%	82%	78%	84%	82%	80%	80%	78%			81%

Deposits	January	February	March	April	May	June	July	August	September	October	November	December	Totals
Cash on person when Committed	\$9,601.33	\$14,341.13	\$11,930.00	\$21,303.44	\$13,495.90	\$12,109.23	\$23,233.24	\$11,457.00	\$22,239.22	\$28,236.26			\$167,946.75
Money Orders deposited during stay	\$20,905.14	\$15,001.98	\$12,986.41	\$10,980.02	\$13,351.91	\$15,356.94	\$17,127.97	\$11,199.78	\$8,272.01	\$9,434.98			\$134,617.14
Lobby Kiosk Deposits	\$67,953.00	\$76,059.00	\$85,226.00	\$59,217.00	\$81,632.00	\$76,869.00	\$67,582.00	\$73,359.00	\$62,773.00	\$67,391.00			\$728,061.00
Online Deposits to Inmate Account	\$43,779.15	\$49,044.85	\$59,707.95	\$58,224.09	\$58,368.65	\$56,345.42	\$47,571.43	\$50,831.44	\$54,916.11	\$60,117.34			\$536,906.43
Total	\$142,238.62	\$154,446.96	\$169,850.36	\$159,724.55	\$166,848.46	\$160,680.59	\$155,514.64	\$146,847.22	\$148,200.34	\$165,179.58			\$1,569,531.32