

Minutes of the Monthly
Meeting of the
Lancaster County Prison Board
January 17, 2019

The meeting was called to order by Commissioner Joshua Parsons at 9:15 a.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Members Present: Commissioner Joshua Parsons, Commissioner Craig Lehman, President Judge Dennis Reinaker, District Attorney Craig Stedman, Sheriff Christopher Leppler, and Controller Brian Hurter.

Others Present: Cheryl Steberger, Robert Wolfe, William Aberts, Joseph Shiffer, Ashley Garcia, Cody Scheid, Charlie Douts, Charlette Stout, Tammy Moyer, Harry Klinger, Matthew Wagner, Christina Fluegel, Michael Baldwin, Sandy Heisey, Kelly Rhoads, Todd Haskins, T. Brown, J. Erb, Julie Holtry, Eric Kennel, Stacie Dixon, Kent Kroehler, Neil Ward, Carter Walker, and Diana Rivera.

Commissioner Dennis Stuckey was unable to attend the meeting.

Commissioner Parsons stated that the Prison Board met in executive session on Thursday, January 17, 2019 at 8:45 a.m. to discuss labor negotiations, litigation, and personnel matters related to the discipline, suspension, and termination of employees. Specifically, under litigation, the Board discussed the Brown, Silva, and Vasquez cases.

Controller Hurter moved to approve the minutes of the December 20, 2018 Prison Board Meeting. President Judge Reinaker seconded. The motion carried unanimously.

Cheryl Steberger, Warden; Robert Wolfe, Deputy Warden for Operations; William Aberts, Major/Security Operations; Joseph Shiffer, Deputy Warden for Inmate Services; Tammy Moyer, Director of Administration; and Charlie Douts, Director of Facilities Management; gave reports on their areas of responsibility. All of these reports, including operations and statistical information, are posted on the County's website.

Cheryl Steberger, Warden, reported that the population as of this morning is 828. She reported that the lowest population during December 2018 was 778 and the average population in December 2018 was 824.

Warden Steberger reported that she will be meeting with the administration team to establish goals for the new year.

Warden Steberger reported that she attended the first Crisis Intervention Training (CIT) of the year with Katlyn Wildberger, CIT Coordinator. She reported that currently there are 110 staff trained in CIT. Warden Steberger reported that she and Katlyn Wildberger will be sitting on a panel at the State CIT meeting in March.

Robert Wolfe, Deputy Warden for Operations, reported that policy and procedure meetings have restarted last Wednesday after a break due to the holidays. He stated

that a supervisor survey was sent out to all the Sergeants and Lieutenants to see what they need to allow them to do their job better. He stated that once the surveys are returned, he will work on a plan to meet their goals for the year.

Deputy Warden Wolfe reported that they are still getting the final paperwork ready for a body scanner. He stated that the government shutdown has put a delay on government contracting, which is putting the final paperwork at a stand-still.

Joseph Shiffer, Deputy Warden for Inmate Services, reported that the Lancaster County Drug & Alcohol Commission's "Helping Others Get Help and Services Guide" has been posted to the Prison website along with their services pamphlet.

Deputy Warden Shiffer reported that they are discontinuing the nutraloaf program at the Prison. He stated that nutraloaf is a meal that is pureed and made into a loaf and served warm to inmates who are on disciplinary status for using food items to break an institutional policy or procedure. He stated that this process can be counter-productive because the inmates may not eat the nutraloaf which can cause the inmate to lose weight and be physically affected. Deputy Warden Shiffer reported that if an inmate uses food items to break a policy or procedure, the inmate will be dealt with through the misconduct processes and procedures.

Deputy Warden Shiffer introduced Matthew Wagner, the new Reentry Manager to those in attendance. Mr. Wagner stated that he is excited to be at the Prison and is thankful for the opportunity to help individuals who are mentally ill with the services they need.

William Aberts, Major/Security Operations, reported the Officer of the Month for December: Officer Jonathan Crawley. Officer Crawley was unable to attend the meeting.

Tammy Moyer, Director of Administration, reported that they are wrapping up the end of the year items, reconciling their accounts, and processing purchase orders for 2019.

Ms. Moyer reported that the Mail Clerk vacancy has been filled and they are now fully staffed.

Ms. Moyer reported that the Policy and Procedure Committee has started working on revisions to the inmate handbook.

Ms. Moyer reported that on January 3, 2019, a mandatory tour for all vendors interested in bidding on the food service contract was conducted. She stated that all proposals are due next week.

Charlie Douts, Director of Facilities Management, reported that CGL is fully staffed.

Mr. Douts reported that the ceiling was repaired and replaced in the C-Main housing area. He reported that they are looking at quotes to replace the carpet in the C-Main area and flooring in other areas. He stated that quotes to paint the shower stalls have been provided to the Warden.

Mr. Douts reported that elevator upgrades are on hold pending clearances for maintenance workers. He reported that the Building B roof replacement is complete. He stated that they have received a schedule from the vendor for the control room upgrades. He provided the information to the Warden and her staff.

Mr. Douts reported that there is \$60,000 budgeted to replace the kitchen equipment at the Prison.

Julie Holtry, Behavioral Health & Developmental Services (BH/DS), reported on statistics for 2018. She reported that 204 individuals who were opened with BH/DS services were incarcerated and 43 individuals were opened to participate in release planning in 2018. Ms. Holtry reported that the Transition to Community (TTC) Program had 31 admissions in 2018. She reported that since its opening a total of 61 individuals were released from incarceration to the specialized TTC program. She stated that one individual was released from incarceration on Tuesday and one will be released today to the TTC program. Ms. Holtry stated that the benefit of this program is that an inmate with a mental health issue is released sooner with the cooperation of the Judicial System, Probation & Parole, Prison, and the provider, so that the individual can get into treatment services they need. She stated that two individuals who were in the TTC program went into a new program which is a Forensic Community Residential Program. Ms. Holtry reported that the Forensic Community Residential Program started in 2018 with additional funds received from the Office of Mental Health and Substance Abuse Services. She stated that this program provides 24-hour staffing for individuals who were not able to live independently and need more support.

Ms. Holtry reported that Heather Pack, Forensic Case Manager, is visiting with approximately 20-30 inmates per week and is participating in Mentally Ill Substance Abuse (MISA) meetings and internal meetings that are in conjunction with PrimeCare and the Prison.

Commissioner Parsons reported that the next PrisonStat meeting is scheduled for Monday, January 28, 2019 at 1:30 p.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

In business from guests, Neil Ward, Have A Heart, made a comment regarding work release inmates. Mr. Ward stated that it costs \$94.15 per day per inmate to be housed at the Prison, which is approximately \$34,300 per year. He stated that there are about 48 work release inmates daily which is about \$1.8 million per year. Mr. Ward stated that with that money we could buy new land for the Prison. He asked if work release inmates really need to report back to the Prison or if instead there could be a daily

reporting center for the work release inmates to check in. Mr. Ward stated that this will save money and also keep families together.

Kent Kroehler, Have A Heart, requested an update on the \$26 million projected capital expenses for the County. He also wanted to know if the Prison is included in the capital budget. Commissioner Parsons stated that he would have to look at the list and go through it with Mr. Kroehler. Commissioner Parsons stated that issues are being addressed at the Prison such as the elevator upgrades and the roof replacement, which the Warden has requested. He stated that he believes we are spending a fair amount of money at the Prison to keep the facility safe and usable. Mr. Kroehler asked if the projects are being paid for out of operations for the Prison. Commissioner Parsons stated that the projects are being paid for out of the capital budget. He stated that we previously had monies in the capital budget which were allocated to the Prison, and now there are some projects that need to be addressed at the Courthouse.

President Judge Reinaker commented that he feels the need to defend the Commissioners because these issues get presented as though it is the Prison versus the Courthouse. He stated that we are here every month to hear about the issues at the Prison and if we were here every month about the Courthouse we would be hearing a lot of the same issues. President Judge Reinaker stated that there a lot of things about the Courthouse that are exactly the same kind of things the Commissioners hear about the Prison. He stated that the Commissioners must prioritize these things and cannot borrow hundreds of millions of dollars and think that in 2019 we will invest all the money we need to make every County facility as operationally efficient as we can. President Judge Reinaker stated that he has lobbied the Commissioners about this project for the past four years he has been on the Board. He noted that his two predecessors have lobbied for the 10 years they were President Judge and they have all waited their turn. He stated that he does not want this to be viewed as this being just a renovation to the Courthouse as there are a lot of things that have to be done that have nothing to do with new facilities or moving to a new floor. He stated that the same kind of issues exist at the Courthouse as the Prison.

Mr. Kroehler commented on the need for a new Prison. He stated that he hopes to be able to create public awareness that the Prison is outdated and dysfunctional. He stated that he wants the general public to know that this will be an important issue for the 2019 primary and general election as to who we elect as County Commissioners. Mr. Kroehler stated that we need candidates who can see the need and the value of proceeding on a 10-year plan and who can see the need to move immediately for land purchase somewhere in 2020 and beyond.

Commissioner Lehman commented on the timeline for a new jail. He stated that when we first started talking about the 10-year plan it was about two years ago so in his perspective we are now on an eight-year plan.

President Judge Reinaker moved to adjourn at 9:49 a.m. Commissioner Lehman seconded. The motion carried unanimously.

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The next regular meeting of the Lancaster County Prison Board will be February 21, 2019, at 9:15 a.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Respectfully submitted,

Brian K. Hurter
Secretary