

Minutes of the Monthly
Meeting of the
Lancaster County Prison Board
April 15, 2021

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

Members Present: Commissioner Joshua Parsons, Commissioner Ray D'Agostino, Commissioner Craig Lehman, President Judge David Ashworth, First District Attorney Todd Brown, Chief Deputy Christopher Riggs, and Controller Brian Hurter.

Not Present: District Attorney Heather Adams and Sheriff Christopher Leppler.

Others Present: Cheryl Steberger, William Aberts, Joseph Shiffer, Tammy Moyer, Cody Scheid, Kim Wolfe, Arla Brown, Thomas Jenkins, Bob Devonshire, Larry George, Kathleen Morrison, Louis Chirichello, Kelly Rhoads, Rhiannon Rector, Michelle Gallo, Todd Haskins, Aaron Sontz, Peggy Lou Platt, Christopher Tallarico, Stacie Dixon, Neil Ward, Kent Kroehler, Gretchen Gaudioso, Mary Moore, Carrie Kurtz, Carter Walker, and Diana Rivera.

Controller Hurter moved to approve the minutes of the March 18, 2021 Prison Board Meeting. Commissioner D'Agostino seconded. The motion carried unanimously.

Cheryl Steberger, Warden; William Aberts, Deputy Warden for Operations; Joseph Shiffer, Deputy Warden for Inmate Services; Cody Scheid, Business Manager; and Bob Devonshire, Director of Facilities; 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 the inmate population this morning is 665. The average inmate population in March 2020 was 737 and 634 in March 2021.

Warden Steberger provided a COVID-19 update. She reported that three inmates recently tested positive for COVID-19 and are in quarantine. She stated that there are no staff members who recently tested positive for COVID-19. Warden Steberger reported that they are moving towards resuming programs and other functions within the facility. She stated that they will meet as a team on May 1, 2021 to discuss additional concerns. If all is well, they will cautiously resume reentry classes, drug and alcohol meetings, additional visitors at visitation, and extended block out time for the inmates. Warden Steberger stated that she has received questions regarding COVID-19 vaccinations for the inmates and staff. Staff who were in Phase 1A that were interested in receiving the vaccination have taken the steps to acquire it outside of the Prison. Warden Steberger reported that Todd Haskins, PrimeCare, has gathered a list of inmates who would be interested in receiving the vaccine if and when it becomes

available through PrimeCare. She stated that there are 183 inmates who are interested in receiving the vaccination. Warden Steberger stated that they will have a meeting with their PrimeCare team to discuss how inmates will receive the vaccination if and when it becomes available at the Prison. One of the concerns that needs to be addressed, is how the inmates will receive the second shot if they are released from prison. She stated that the wardens of the county jails received an email from the Director of the Department of Corrections letting them know that they are aggressively working on getting vaccinations for the inmates and figuring out a plan on how to administer them.

Todd Haskins, PrimeCare, reported that PrimeCare has been approved by the Department of Health to become a vaccine provider. He stated that the Department of Health has yet to give vaccines to any county jail in Pennsylvania. He stated that PrimeCare has administered about 100,000 doses of COVID-19 vaccines, primarily Moderna and Johnson & Johnson, in other states. Mr. Haskins stated that he has had conversations with the Secretary of Corrections and they send an email every day to the Department of Health asking why they have not received any vaccines. He stated that they have data on which inmates want the vaccine and is hopeful that things will start moving. Mr. Haskins stated that they try to keep the jails updated on where they are with receiving the vaccines.

Warden Steberger reported that the PrisonStat meeting was held on March 23, 2021. She stated that they evaluate their performance based on factors that include inmate misconduct, contraband, use of force, employee injuries, staff training, staff trends on overtime, and suicides. She stated that their aim is to use an analysis of key data to evaluate and improve their overall performance. Warden Steberger stated that contraband is being found in the commitment and intake areas, whereas previously contraband was found throughout the facility. She stated that in an effort to reduce contraband from entering the facility, mail is sent to Missouri where it is scanned and sent to the inmates electronically. She stated that the body scanner has also been a huge help. Warden Steberger stated that books are now on the tablets instead of being sent into the facility, updated strip search procedures are being conducted, and non-contact visitations are being held. She stated that they had a discussion on additional steps they can take on recruiting, such as using social media, reaching out to high school and local colleges, and flyers. Warden Steberger stated that they reviewed other county's policies and procedures on suicides to see what they can change or improve on their effort to prevent suicides. She stated that the next PrisonStat meeting is scheduled for July 20, 2021.

William Aberts, Deputy Warden of Operations, reported the officers of the month for March: Second Shift, Officer Arlene Diaz; Third Shift, Officer Jorge Torres. Officers Diaz and Torres were unable to attend the meeting.

Deputy Warden Aberts reported on the staffing complement, allotment: 228, current: 180. He reported a new class of 11 officers will start on May 10, 2021.

Joseph Shiffer, Deputy Warden for Inmate Services, reported that there are five instructors who were recently Trauma-Informed certified through Substance Abuse Mental Health Services Administration (SAMHSA). He congratulated Lieutenant Hersh, Matthew Wagner, Christina Fluegel, and Sergeant Kreider on receiving their certifications.

Deputy Warden Shiffer thanked Justice & Mercy for the chocolate crosses provided for Chocolate Cross Day held on March 30, 2021.

Deputy Warden Shiffer provided a reentry services update. He stated that they are optimistic about starting reentry classes in mid-May. He reported that they have started to recruit inmates and are taking the proper precautions to move them into areas to make it as safe as possible with regards to COVID-19.

Deputy Warden Shiffer reported that there is a vacant Drug & Alcohol Specialist and Reentry Case Manager position in the department.

Cody Scheid, Business Manager, reported that they have submitted their Act 81 grant application. He stated that Act 81 reimburses counties for housing state level inmates who serve their time locally, while maintaining employment through the work release program.

Mr. Scheid reported that the State Criminal Alien Assistance Program (SCAAP) grant application has also been submitted. He stated that SCAAP reimburses county jails for the cost of housing undocumented criminal aliens that are incarcerated on either two misdemeanor charges or one felony charge.

Mr. Scheid noted that in the statistics provided with his report, the Trial vs. Sentenced numbers are not updated for the month of March. He stated that this is due to an issue with the update to the jail management software causing inaccuracies in the report. He is working with the vendor to get the issue resolved before next month's reporting cycle. Mr. Scheid also noted that there was a typo in the statistics for the monthly average population for the female side which should be 86, not 56.

Mr. Scheid reported that the Director of Administration position currently remains vacant.

Bob Devonshire, Director of Facilities Management, reported on his area of responsibilities:

- CGL currently has plumber and HVAC technician positions open.
- The new dishwasher was shipped on April 9, 2021, the new steam kettle was received by the vendor, and the new skillet is in transit to the vendor.
- The masonry repairs should start in the next few weeks.
- The 2021 budget for capital projects is \$230,000 and \$1,358,585 for the operating budget.
- There were 222 work orders closed in March, with 521 closed year-to-date. This is an average of 174 work orders at the Prison closed per month for 2021 and 163 closed work orders per month in a five year average.

President Judge Ashworth introduced Tracy Hogan, his teaching assistant at F&M College, to those in attendance. He stated that she will be reviewing cash bail issues to determine what factors, beyond the amount of money, might be involved to impact the bail situation. He stated that she will report her results at a future meeting.

In business from guests, Neil Ward, Have A Heart, thanked Securus, Prison staff and the administration, and the Board of Commissioners for making Securus Lifesize available to the inmates. He stated that this software provides the ability for the inmates to communicate with loved ones. Mr. Ward feels that it is a more humane approach to control and custody.

Kent Kroehler, Have A Heart, commented that he feels the Prison Board should advocate for getting COVID-19 vaccinations for the inmates. He encouraged the Board to be public about this issue.

Commissioner D'Agostino moved to adjourn the meeting at 9:44 a.m. Commissioner Lehman seconded. The motion carried unanimously. The next meeting is May 20, 2021 at 9:15 a.m.

Respectfully submitted,

Brian K. Hurter
Secretary