

LANCASTER COUNTY PRISON BOARD AGENDA

November 17th, 2016

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 17th 2016 beginning at 8:30 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 20th, 2016. Submitted independently by the Board Secretary.
5. MONTHLY REPORT
 - a. Warden's Report – Cheryl Steberger
 - b. Operations Report – Alexander Croci
 - c. Inmate Services Report – Joseph Shiffer
 - d. Administrative Report – Tammy Moyer
 - e. Security Report – Robert Wolfe
 - f. Facilities Management Report – Charles Douts
6. OLD BUSINESS
7. NEW BUSINESS
 - a. Suicide Prevent Task Force update- Larry George
 - b. Facilities Work Group update
 - c. Reminder- PrisonStat- December 6, 2016 at 1:30pm.
8. BUSINESS FROM GUESTS
9. ADJOURN

**November 17th, 2016
150 North Queen Street
Commissioner's Conference Room
7th Floor**

WARDEN'S REPORT

Cheryl Steberger
Warden

Prison Board
Warden Report
November 17, 2016

- **Population**
 - **Inspection**
-

OPERATIONS REPORT

Alexander Croci
Deputy Warden for Operations

**Operations Prison Board Report
November 17, 2016**

Inmate Misconduct

	August	September	October
Total:	86	69	113
Major:	36	23	43
Minor:	50	46	70

12 month	High	Low
	October - 133	August - 53
	Major - 31	Major - 37
	Minor - 102	Minor - 16

Use of Force

	August	September	October
Total:	55	19	58

12 month	High	Low
	58 – October	13 – February

Physical assault

Assault on staff by inmate: October 6
Assault on inmate by inmate: October 7

Staff Training & Development

The LCP training Department provided 1,758.5 hours of training to Corrections Officers, contracted staff and volunteers in the following areas:

- 563 basic training for Correctional Officers
- 420 hours classroom orientation for contracted staff
- 96 hours of K9 training and certification
- 405 CERT
- 243 staff development for mandatory continuing education
- 127.5 facility tours involving educational institutions

Corrections Officer Staffing as of 10/01/16

New Hires: 6
Separations: 2
Promotions: 0
Lateral Changes: 0

Total Compliment: 204
Male: 166

Female: 32
In Training: 6

LCP Central Booking

Total Arraigned: October: 162
Booked at LCP: October: 59
Booked at other Arraigned centers: October: 103
Committed to LCP: October: 99

DNA's collected: October: 30
Sex offenders registered: October: 26

Miscellaneous:

The recipients of the Star and Bravo awards will be announced at this time during the Major's report.

Officers of the Month

Corrections Officer: 12:00 a.m. – 8:00 a.m.
Officer Jose CONCEPTION
Corrections Officer: 8:00 a.m. – 4:00 p.m.
Officer Jarrod HAAR
Corrections Officer: 4:00 p.m. - 12:00 a.m.
Officer Irene RILEY

See attached for further information.

INMATE SERVICES REPORT

Joseph Shiffer
Deputy Warden for Inmate Services

**Inmate Services Department
Prison Board Report
October, 2016**

New Beginnings graduated 8 inmates from the 2 week class on 11/11/16.

RMO class graduated 6 inmates.

See attached program statistical section for further information.

SECURITY REPORT

Major

Robert Wolfe

ADMINISTRATIVE SERVICES REPORT

Tammy S. Moyer
Director of Administration

Administrative Services Report

November 2016

We are in the process of changing our inmate identification system over from ID badges to wristbands. Commitment officers received training on Monday. The wristbands are printed out of our UCM program and the band will be applied to each new commitment at the time of their arrival. We switched over to wristbands for several reasons. Wristbands will not get misplaced or lost. They are not able to be swapped with another inmate's ID and they are tamper resistant. This is the first step of a larger project. These wrist bands are able to be imbedded with RFID technology so that in the future, we may be able to scan the wristbands to account for their movement both within the facility and logging inmates out as they leave the building for court or medical transports. It can also be used for our daily headcounts and would interface with our inmate database so that we can instantly access the information. We would be able to print out one individual's movement during their entire incarceration. We would be able to print out attendance reports for treatment programs, doctor's visits, legal visits or any other program by simply scanning the band. This type of accountability will be useful for litigation and process improvement studies. In addition to an improvement in our overall record keeping, this can be used to give us quick access to what could be lifesaving information in the case of a facility wide emergency.

On November 7th the Salary Board approved a reclassification of the vacant prison auditor position to a fiscal operations supervisor. In addition to the auditing responsibilities this position will supervise daily business office operations including payroll, purchasing, inmate accounts, mail room clerks and the receptionist. The position is posted and applications are currently being received.

FACILITIES MANAGEMENT REPORT

Charles Douts, Jr
Director

Facilities Management

Monthly Prison Activities Report

November– 2016

Prison:

Personnel

- Six vacant full-time maintenance positions
- Two Facilities non- prison employees are supplementing work force and providing on-call after hours response
- RFP for outsourcing of Prison Maintenance due Dec. 16

Maintenance Items

- Co-Stars maintenance employee through the Heim Company assisting with preventative maintenance will continue until March 2017
- Windows closed, temporary storm windows installed on lower levels

Projects

- 2016 General Fund Maintenance Projects
 - \$50,000 preventative lock maintenance program set to begin November 14
 - Attending monthly Prison Capital prioritization meetings
 - 2017 Capital Budget listed submitted

Respectfully Submitted

Charles E. Douts, Jr.

Director

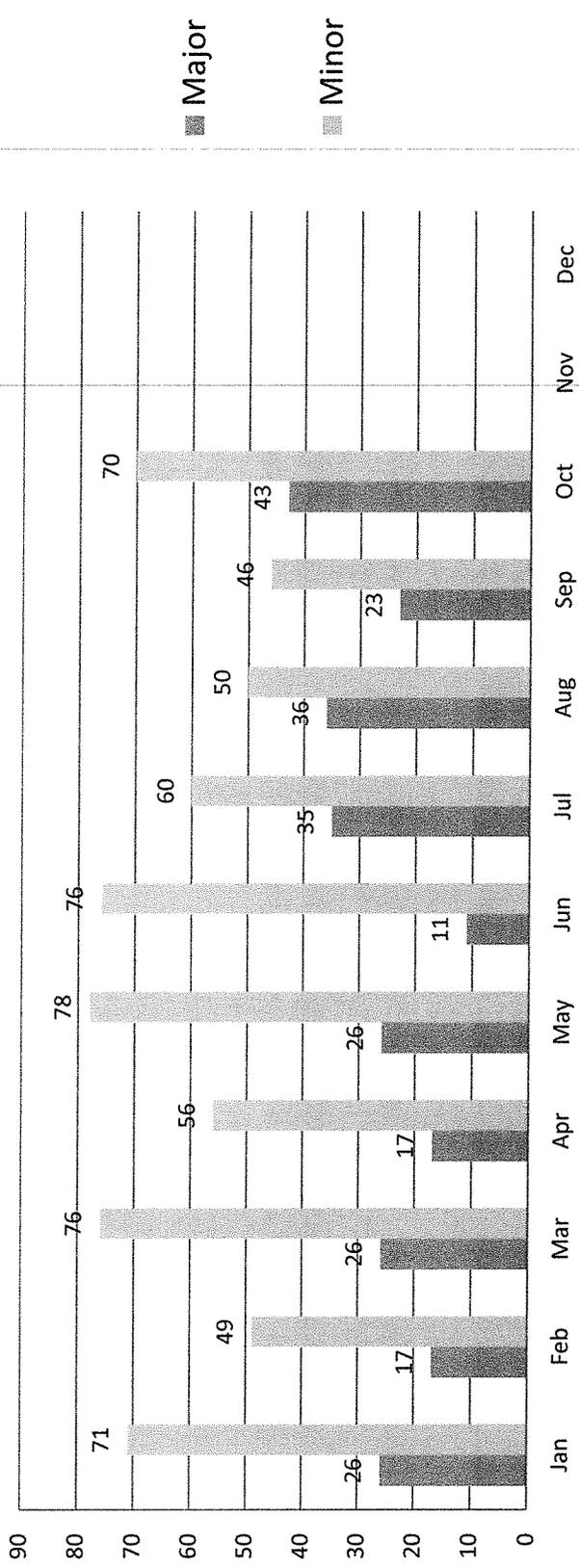
County of Lancaster

Facilities Management

STATISTICAL ADDENDUM

OPERATION STATISTICS

Misconducts 2015



INMATE SERVICE STATISTICS

Total dollar amount	8259.50	81919.20	6293.00	68244.75
#inmates removed	01	09	00	01
past participant	01	17	01	09

TO: Tony Haws
FROM: Thomas Romanowski
DATE: 11/3/16
RE: OCTOBER 2016 MONTHLY REPORT

INMATE TRUSTEE PROGRAM

Job requests, Interview, Placement, Payroll (stipends), Counseling for the Inmate Trustee Program is being conducted on a daily basis with no problems noted. Emphasis is still being placed on manning of all department with special note to kitchen. Payroll for the month of OCTOBER was ITP Program \$9,787.00 and Block CQ \$1,537.50 Year to Date - ITP Program - \$86,024.15 Block CQ - \$16,685.75

LAW LIBRARY

3 Computers have been placed in Law Library and are being used by the inmates. Quick Reference Guide is being developed for research. I have visited with several inmates for feedback about the computers while they were in the law library - all feedback has been positive and no complaints.

VOLUNTEER APPLICATION PROCESS

Logging of all applications on computer database continue with no noted problems. New volunteer policy created - effective 16 Apr 12. Volunteer Service Card to be issued to all volunteers.

NOTARY

Notary requests are being processed with no problems noted. A total 27 of items were notarized for the month of OCTOBER and 284 YTD.

SERVS SAFE

The ServSafe Training and Certification Program provides the individual with the knowledge, skills, and abilities needed to do the job. It leads the way in setting high food safety standards.

VETERANS COURT & SUPPORT SERVICES

Volunteers of America will be providing support and case assessment to the inmate veterans on an as needed basis. Inmate veterans contacted 1. Inmate veterans interviewed in OCT. YTD interviewed 12. I have participated in Veterans Court on Thursday afternoons and have identified inmate veterans for the program.

LANCASTER COUNTY PRISON INMATE TRUSTEE PROGRAM

CENSUS REPORT & DEMOGRAPHIC

TOTAL = 65 PARTICIPANTS

OCT 2016

ITP PAYROLL – 2016 - \$9,787.00 2015 – \$5,233.50

MONTHLY

2016 / 2015

INMATE TRUSTEES PLACED – 41 / 35

 KITCHEN – 39 / 35

 CQ'S – 02 / 00

2016 / 2015

INMATE TRUSTEES RELEASED – 23 / 17

 KITCHEN – 22 / 17

 CQ'S – 01 / 00

2016 / 2015

INMATE TRUSTEES REMOVED – 17 / 17

 DISCIPLINARY - 14 / 16 KIT –14 / 16 CQ - 00 / 00

 MEDICALLY - 01 / 00 KIT 00 / 00 CQ - 01 / 00

 WORK RELEASE - 02 / 00 KIT - 01 / 00 CQ - 01 / 00

 TREATMENT - 00 / 01 KIT - 00 / 01 CQ - 00 / 00

YEARLY

2016 / 2015

INMATE TRUSTEES PLACED – 344 / 303

 KITCHEN – 341 / 301

 CQ'S – 03 / 02

 SUPPLY - 00 / 00

2016 / 2015

INMATE TRUSTEES RELEASED – 214 / 184

 KITCHEN – 213 / 178

 CQ'S – 01 / 03

 SUPPLY - 00 / 03

2016 / 2015

INMATE TRUSTEES REMOVED – 157 / 170

 DISCIPLINARY - 118 / 144 KIT – 117 / 144 CQ – 01 / 00

 MEDICALLY - 13 / 07 KIT – 12 / 07 CQ - 01 / 00

 WORK RELEASE – 18 / 15 KIT - 16 / 14 CQ – 02 / 01

 TREATMENT - 08 / 04 KIT - 08 / 04 CQ – 00 / 00

LANCASTER COUNTY PRISON
PROFESSIONAL VISITOR REGISTER
FOR
OCTOBER 2016

	CURRENT MONTH	2016 - YTD	2015 MONTHLY	2015 - YTD
MINISTER	158	1861	221	2178
PUBLIC DEFENDER	89	871	79	760
PUB. DEF INV	31	374	38	481
PAROLE/PROBATION	20	163	12	157
SPECIAL OFFENDER	0	1	3	11
CHILDREN&YOUTH	34	226	18	189
PA. PRISON SOCIETY	18	141	3	29
TOTAL	350	3637	374	3805

PUBLIC DEFENDER VISITS OCTOBER 2016

NAME	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
AKRITAS, MICHELLE				1							1					1									1							5
BATT, JOSEPH			1	1				1									1							1								7
BLANCK, DAVID																										1						1
BROWN, TODD																																0
CONRAD, DOUGLAS				1							1																					5
CORSO, MICHAEL				1																												1
DAMIANO, ANTHONY			1		1															1	1											7
DIXON, STACIE																				1												1
DONNELLY, ELIZABETH													1																			1
ENCARNACION, SAMUEL													1										1									2
FOGIE, RICHARD							1				1													1								4
GLICK, MARY JEAN																																0
HOWE, DAVID											1																					2
KAUFFMAN, CODY			1	1								1												1	1	1				1		10
KAYE, DAN						1							1													2						6
KELLEHER, DIANA																																0
MICHAEL, PHILLIP					1																				1							2
MONSON, COURTNEY																					1											4
MORRISON, KATHLEEN						1						1																				5
PODRAZA, KANE						1						1																				6
PORTER, MELISSA B			1									1												1								6
RAMPAUL, BEVERLY																									1							2
ROMANO, DAVID																																0
RUIZ, ALBERTO					1																				1	1	1					5
SCOTTO, ANDRIANA																																2
SPOTTS, PATRICIA																																0
STRASZYNSKI, DANIEL												1													1							6
TALLARICO, CHRIS																																0
VIRGIL, TINA			1	1	1	2	1				1	2	2	2		2	1	1		1			1	2	1	1	1	2		1		26
ZELINSKY, JOHN												1				1										1						4
																																0
																																0
																																0
																																0
																																0
TOTAL	0	0	5	6	3	6	2	1	0	0	5	9	6	3	1	2	5	11	6	9	4	0	1	5	8	5	6	8	0	0	3	120

COUNSELING DEPARTMENT

MONTHLY REPORT FOR OCTOBER 2016

DEPARTMENTS

COUNSELORS	826
CLASSIFICATION	117
CHAPLAIN	819
PROBATION/ PAROLE	555
PUBLIC DEFENDER	657
MH/MR	56
VOC./ EVAL.	406
RECREATION	9
WORK RELEASE	369
DRUG & ALCOHOL	349
EDUCATION	64
MEDICAL	71
BAIL ADMIN.	53
DEPUTY WARDEN IS	153
DOM. REL.	26
TOTAL	4530

Counselor Coleman did assist with the answering of requests, seeing inmates, calling and emailing attorneys, P.O.'s, and assisted with intakes. Mr. Coleman did assist with classification duties while people were out for training or vacation and while the position is vacant. In addition, requests were answered over a month period all were copied and placed in inmate's behavioral files. He did answer phone calls for blocks 3-2, G-2 and documented all in OMS. In addition counselor Coleman did work on getting inmates signed up for various treatment facilities by completing application, referrals, and phone interviews.

Counselor Dickson responds to inmate questions on all housing units, at night. She is responsible for all intakes on G-1, MHU, G-2, Adseg and Class, until we hire more counselors. 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 meetings for females and males. Counselor Dickson also clears inmates off HA/BA status and moves inmates out of G-1, if deemed necessary. She has been assisting with a mental health group on Wednesday afternoon in partnership with Mental Health America. In addition, Counselor Dickson and Officer Riley are in charge of hiring female inmates for jobs at LCP. 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. Also, has been helping out with PREA.

Inmate Services Specialist Arelis Sable continues to work with the Inmate Services Team. In March she counseled 210 inmates via inmate request responses or direct services from female population housed in 2-5, C-2, C-2A and D-Blk. Mrs. Sable completed 85 intake reviews and provided translation services for 4 inmates. Translation services were provided for Prime Care medical and mental health staff as well as security staff in the Commitment area. She also coordinated/facilitated 11 groups on various topics for the female population and completed follow up 90 day reviews as needed. Mrs. Sable also provided recommendations for inmates that are in conflict and provided conflict resolution services along with recommendations to the Classification Committee.

Inmate Services Supervisor Haws continues to assist DW of Inmate Services with the daily duties and responsibilities associated with the Inmate Services Staff. Mr. Haws continues to assist the Inmate Services staff with daily duties as needed due to being short staffed. He was given the extra duties of being the PREA Manager for the prison as well as the point of contact for litigation issues that may come up. All Inmate Services staff completed their required annual spring trainings.

PREA Specialist Alex Miller is responsible for the male intakes (G-1, MHU, ADSEG, G-2, CLASS) and also the PREA intakes of all the new commitments to LCP, within 72 hours of arrival. She also assists with the female intakes and the classification department, as 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, VA court applications when requested. She calls, e-mails and holds conference calls with inmates' attorneys and probation officers. 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 also assists with reviewing inmates on special statuses, to determine if they can be removed. She coordinates and assists with sexual assault counseling every Tuesday, provided by the YWCA. She has been attending sexual assault counselor training in order to provide services to inmates as well. PREA Specialist Miller 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. She also handles inmate reports of PREA incidents and enters the information into the PREA database. After a PREA incident is reported, she is responsible for monitoring said inmate for retaliation for a period of 90 days. Also, has been assisting in making corrections in the facility based on the guidelines set by the PREA auditor.

Counselor Warfel works as the reentry specialist for Lancaster County Prison. This month Counselor Warfel has assisted in filling in for classification. She is the direct liaison for the Lancaster County Reentry Management Organization. In being the liaison, she does help inmates with applications and writes referrals to help inmates find housing and connect them with

employment and case management services. She is responsible for running the RMO Life Skills class here at LCP, as well as the New Beginnings program for the women. Counselor Warfel is also responsible for COMPASS in that she does work directly with the county assistance office to sign inmates up for medical assistance prior to release. Counselor Warfel is the block counselor for D-Block and D-Block Annex, which includes the female work release inmates. She does assist inmates throughout the facility by getting release dates and case information, contacting attorneys, facilitating phone calls, providing housing and treatment information, and responding to inmate requests. Counselor Warfel is also responsible for all G-1 intakes every Tuesday. She is currently working closely with Work Release to begin the Turn Around Reentry Program where she will work with inmates on employment skills. She continues to answer any requests and assist in finding inmates that are work release eligible.

WOMEN'S DRUG AND ALCOHOL GROUP

Compiled by: Mary Clary / BS CADC / Substance Abuse Counselor Lancaster County Prison

OCTOBER 2016

NUMBER OF PROGRAM PARTICIPANTS : 12

AVERAGE AGE: 26

RACE:

CAUCASIAN: 8
AFRICAN AMERICAN: 1
HISPANIC: 3
ASIAN:
OTHER:

AVERAGE SCHOOL GRADE COMPLETED: 11th

NUMBER OF INMATES WHO FURTHERED EDUCATION: 2

MARITAL STATUS:

MARRIED:
WIDOWED:
DIVORCED:
REMARRIED:
SEPARATED:
NEVER MARRIED: 12

SUBSTANCE ABUSE USE:

DRUGS ONLY: 5
ALCOHOL ONLY: 3
BOTH: 4

HAD PRIOR SUBSTANCE ABUSE TREATMENT: 10 18 Total experiences-both inpatient and outpatient

AVERAGE NUMBER OF INCARCERATIONS: 24

TOTAL NUMBER OF CHILDREN GROUP PARTICIPANTS HAVE: 10

NARRATIVE: THREE WOMEN COMPLETED THE GROUP THIS MONTH

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

Mary Clary, BS CADC
Norbert Sotomayor , BA CADC

Month OCTOBER, 2016

Statistics:

Year to Date

Number of Requests Received: 396	3651
Number of Inmates Seen: 172	2359
Number of Inmates moved to 2-1: 47	497
Number of Inmates who completed 2-1: 16	154
Number of Inmates who failed to finish 2-1: 20	187
10- released	80
01- did not do assignments	31
05 - disciplinary problems	41
03- asked to move	15
00- went to work release	02
01- went to MHU	05
00-moved by classification	05
00- protective custody	01
00 -went to ITP	04
Number of AA/NA Meetings: 12	120
Number of Substance Abuse Groups: 30	300
Number of Evaluations done for court/legal system: 11	120
Number of outpatient counseling appointments set up: 0	5
Number of Referrals to Teen Challenge, Potter's House: 2	85
Salvation Army, RMO, etc.	
Number of Treatment Court applications: 9	114

Mary attended three trainings this month. Two were at The Dauphin County Drug and Alcohol Program and one was at The Positive Change Conference.

ANGER MANAGEMENT MONTHLY REPORT (2-1 POD)

Compiled by: Norbert Sotomayor BA, BA, CADC.

OCTOBER - 2016

NUMBER OF PROGRAM PARTICIPANTS: Fourteen, 14x – Counting program participants who started in August and September.

NUMBER OF NEW PARTICIPANTS IN THE CURRENT MONTH: 7

NUMBER OF INMATES WHO COMPLETED ANGER MANAGEMENT: 0

NUMBER OF INMATES WHO DID NOT COMPLETE ANGER MANAGEMENT: 07

Disciplinary: 0

Released: 3

No paperwork: 2

Asked to move off: 0

Went to Work release: 0

MHU: 0

PC: 0

Classification: 0

ITP: 0

Moved off 2-1 block: 2

AVERAGE AGE: 28.2 yrs.

RACE:

CAUCASIAN: 5

AFRICAN AMERICAN: 1

HISPANIC: 1

ASIAN : 0

OTHER: 0

AVERAGE SCHOOL GRADE COMPLETED: 11.4

NUMBER OF INMATES WHO FURTHERED EDUCATION: One

MARITAL STATUS:

MARRIED: 1

WIDOWED: 0

DIVORCED: 1

REMARRIED: 0

SEPARATED: 0

NEVER MARRIED: 5

SUBSTANCE ABUSE USE:

DRUGS ONLY: 4

ALCOHOL ONLY: 0

BOTH: 3

NUMBER OF INMATES PREVIOUSLY INCARCERATED: 06

TOTAL NUMBER WHO HAD PRIOR ANGER MANAGEMENT TX: 02

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

NUMBER OF INMATES IN ANGER MANAGEMENT WAITING LIST: 01

NARRATIVE: Cycle of six to eight anger management classes continues to run as usual. There were no interruptions to the monthly cycle of classes for the month of October. Anger management waiting list decreased to one. Class size continues to range from 04 minimum to 10 students maximum. Track participants continue to be required to complete four (4) written assignments as part of the anger management track requirement. Track participants have been asked to increase their level of participation at the 2-1 block d/a meetings. Looks like almost all A/M participants ask for such track just to stay at 2-1 longer while they are not active participants at the block.

PARTICIPANT PROFILE

Compiled by: Norbert Sotomayor, CADAC & Mary Clary, CADAC / Lancaster County Prison.

SUBSTANCE ABUSE EDUCATION UNIT

INMATE PROFILE

OCTOBER, 2016

	Month 2015	YTD 2015	Month 2016	YTD 2016	Comments
Number of inmates placed on pod 2-1	68	682	47	497	
Number of inmates previously on pod 2-1	22	257	18	192	
Number of inmates that did not complete 2-1	23	262	20	187	
Why they did not complete 2-1	-----	-----			
problems					
Disciplinary	06	72	5	42	
Released	07	70	10	80	
assignments					
Did not complete	05	36	01	31	
Asked to move off	03	25	3	15	
Went to work release	01	05	0	2	
Went to MHU	00	05	1	6	
Placed on P.C.	0	00	00	01	
classification					
Moved by	01	19	0	6	
Moved to ITP	00	06	0	6	
Average Age	26.7	27.11	26.9	26.53	
Race	-----	-----			
Black	13	130	09	88	
White	36	227	24	254	
Asian	01	03	0	3	
Hispanic	18	198	14	152	
Other	0	00	0		
Average school grade completed	11.3	11.04	11.4	11.21	
Number of inmates that furthered education	05	51	5	48	
Number with prior substance abuse treatment	30	369	30	281	

Average # of substance abuse placements	3.2	3.40	4.1	3.8	
Marital status	-----	-----			
Married	06	68	4	47	
Widowed	00	01	0	0	
Divorced	04	60	3	39	
Remarried	00	00	0	6	
Separated	03	34	3	27	
Never Married	55	519	37	376	
Substance abuse use	-----	-----			
Drugs only	32	344	20	248	
Alcohol only	2	52	3	15	
Both drugs and alcohol	34	412	14	226	
Neither	0	00	0	0	
Number of inmates incarcerated for a drug and/or alcohol related offense	48	444	30	304	
Number of inmates involved in other prison programs	25	237	22	236	
Chaplains programs	20	198	20	169	
Anger Management	09	81	06	72	
Thresholds	n/a	n/a	00	00	
Fatherhood	96	560	00	472	
Programing					
Education	01	08	00	04	
ESL	00	00	00	00	
Number of inmates previously incarcerated	54	555	37	396	
Number of inmates on 2-1 waiting list	13	182	09	70	
Type of aftercare upon release from prison	-----	-----			
12 step meetings	20	166	15	137	
Obtain a sponsor	12	103	6	60	

	Nothing	08	98	07	72	
	Inpatient treatment	14	182	12	107	
	Outpatient treatment	14	161	08	90	
Counseling	Religious	10	111	07	89	
	Other	13	149	05	91	

OCTOBER, 2016
SUBSTANCE ABUSE EDUCATION UNIT

Recreation Monthly Report

October, 2016

- 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. The female inmates have had an interest in volleyball, and exercise videos. This past month Yoga was introduced to the D-block, and D-block annex females on Tuesday evenings, there has been a strong interest in this, with hopes of opening this program to other housing areas within the facility in the future.**
- 2. Approximately 659 inmates attended recreational activities during the month of September. 51 recreation periods were held during the month.**
- 3. Inmate cleaners were used from G-1 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. Games were exchanged in pod 3-1, and G-1 because of missing game board pieces, and conditions of the game boards. Exercise equipment were placed, and mounted in work-release, pod 2-1, and the 3rd floor gym in August of this year.**
- 5. The D-block garden project was completed for this year, and like previous years was a success.**

Mark Rockafellow

Acting Recreation Director

**Intermediate Unit #13
GED/HSE Education Program - Males
Lancaster County Prison**

Month of October 2016

Total Students This Month		Year to Date
16		57
Carry over Students from Last Month		Class Requests This Month
8		26
Total Attendance Per Month (% of)		Year to Date
77%		81%
Total Students Transferred to Other Institutions		Year to Date
0		1
Total Released from Prison		Year to Date
0		14
Total Received GED/HSE This Month		Year to Date
0		12
Total GED/HSE Subtests Passed This Month		Year to Date
0		54
Racial Breakdown of Students	This Month	Year to Date
Blacks	6	23
Caucasians	5	21
Hispanics	5	18
Others	0	0

Wyman Fowler - Instructor

**Intermediate Unit #13
High School Equivalency (HSE) Program - Females
At Lancaster County Prison**

Month of October 2016

Total Students This Month

8

Year to Date

40

Carry over Students from Last Month

7

Class Requests This Month

12

Total Students Transferred to Other Institutions

2

Year to Date

5

Total Released from Prison

5

Year to Date

23

**Total HSE Sections Attempted/Passed:
Graduated This Month**

0:0:0

Year to Date

30:22:3

Racial Breakdown of Students

Afro – Americans	1
Caucasians	6
Hispanics	1
Others	0

Year to Date

8
29
3
0

Mary Edith Leichliter - Instructor

**SCHOOL DISTRICT OF LANCASTER
EDUCATIONAL PROGRAM
LANCASTER COUNTY PRISON PROGRAM**

October 2016

TOTAL STUDENTS (month)

Males 11
Females 0

TRANSFERRED STUDENTS

Males 0
Females 0

TOTAL STUDENTS (year)

Males 39
Females 0

RELEASED STUDENTS:

Males 0
Females 0

GRADUATED (year)

Males 10
Females 0

RACIAL BREAKDOWN

African American 4
Caucasian 2
Hispanic 5
Others 0

INTERVIEWED STUDENTS

This Month:
Males 16
Females 0
Year to Date
Males 242
Females 5

**SPECIAL EDUCATION
STUDENTS**

Males 4
Females 0

Note: Youthful offenders update
■ No Juveniles currently at LCP

Note: 18+ inmates attendance rate – 57%

AUGUST 2016 – AUGUST 2017 SCHOOL YEAR

Chaplain's Office Monthly Report

October 2016

CHAPLAINCY HOURS

THE CHAPLAIN'S OFFICE CONTRIBUTED THE FOLLOWING HOURS FOR THE MONTH OF SEPTEMBER: STAFF – 996.5 HOURS VOLUNTEERS – 348.75 HOURS

CHAPLAINCY VISITS

109 ONE TIME VISITS - MALE	40 ONE TIME VISITS - FEMALE
32 MULTIPLE VISITS – MALE	33 MULTIPLE VISITS – FEMALE

INMATE REQUESTS

THE CHAPLAIN'S OFFICE PROCESSED APPROXIMATELY 825 INMATE REQUESTS.

DEATH & MEDICAL EMERGENCY NOTIFICATIONS

THE CHAPLAIN'S OFFICE WAS INVOLVED WITH 6 DEATH AND 5 MEDICAL EMERGENCY NOTIFICATIONS THIS MONTH.

CORRESPONDENCE BIBLE STUDIES

EMMAUS BIBLE STUDY	DISTRIBUTED - 40	COMPLETED - 27
	ACTIVE STUDENTS - 10	NEW STUDENTS - 3
SPANISH EMMAUS BIBLE STUDY	DISTRIBUTED - 1	COMPLETED - 1
ROMANS BIBLE STUDY	DISTRIBUTED - 43	COMPLETED - 26
GOSPEL ECHOES STUDY	DISTRIBUTED - 9	COMPLETED - 4

CLERGY VISITATION

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

GROUP SESSIONS

NUMBER OF GROUPS	52	TOTAL ATTENDANCE	515
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CHURCH SERVICES

NUMBER OF SERVICES	44	TOTAL ATTENDANCE	994
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OCTOBER 2016

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	5	43	45	1771	41
Sunday WR	5	37	9	303	8
Sunday Women	5	41	41	1683	41
Wednesday MHU	4	38	15	491	13
Wednesday 3rd	5	43	9	1594	37
Wednesday 3rd	4	41	30	1239	30
Saturday G-1 & G-2	5	42	7	1072	26
Saturday 2-2 & ITP	5	42	29	586	14
Sunday G-1	4	29	22	754	26
Catholic Services Bilingual					
Mass 2nd floor Men	1	9	3	39	4
Mass 3rd floor Men	1	9	11	81	9
Bible Study 2nd, M & grd	3	29	4	126	4
Bible Study 3rd	3	30	7	229	8
Study Group - Women					
Meditation	0	32	ERR	115	4
Study Group	4	41	14	515	13
Confession / Inner Healing	0	2	ERR	0	0
Study Group - Men					
2-1	8	78	10	806	10
2-2	4	37	8	569	15
2-2, M & grd	2	40	22	661	17
3rd	8	92	9	863	9
Work release	4	42	9	381	9
Spanish 3rd	3	38	15	513	14
Spanish 2nd, M & grd	3	40	6	385	10
Confession	0	6	ERR	17	3
D & A Programming					
Inside Out 2-1	4	40	7	376	9
Women	4	40	14	458	11
Muslim Services					
Friday - Juma 3rd	0	0	ERR	0	ERR
Friday - Juma 2nd, main & Ground	0	0	ERR	0	ERR
Friday - Juma Women	0	0	ERR	0	ERR

Facility: 68 - LNCP - Lancaster County Prison

PRIME CARE MEDICAL, INC.

Statistical Summary Report
Year 2016

Rev B

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Monthly ADP	974	986	1010	974	992	987	958	909	901	932			962
Death	0	0	0	0	0	0	0	0	0	0			0
Inpatient Hosp	1	2	3	3	3	3	2	4	2	6			29
Total Patient Days	2	4	15	20	20	10	9	18	5	7			110
Total Outside Consultations	57	71	50	51	57	61	38	67	56	65	0	0	573
Allergy	0	0	0	0	0	0	0	0	0	0			0
Cardiology	1	0	0	0	5	3	2	2	0	1			14
Chest Disease	0	0	0	0	0	0	0	0	0	0			0
Dermatology	0	0	0	0	0	0	0	1	0	0			1
Dialysis	0	1	0	0	0	0	0	0	0	0			1
ENT	2	0	1	0	0	2	0	0	1	0			6
Emergency Room	8	15	7	5	9	11	12	9	6	6			88
Ambulance Trips	6	10	3	1	3	4	2	5	3	3			40
Gastroenterology	1	0	1	1	2	1	1	0	0	0			7
General Medicine	0	0	0	0	0	0	0	0	0	0			0
General Surgery	0	0	0	0	0	0	1	0	0	0			1
Gynecology	0	0	0	0	0	0	0	0	0	0			0
Hematology	0	1	0	0	0	1	0	0	0	0			2
Methadone	2	6	4	14	2	0	0	23	9	19			79
Neurology	0	1	1	0	0	1	0	1	1	0			5
Neurosurgery	0	0	0	0	0	0	0	0	0	0			0
Obstetrics	14	13	13	13	16	17	9	12	16	7			130
Oncology	0	0	0	0	0	0	0	0	0	0			0
Ophthalmology	0	3	1	2	0	0	1	1	1	0			9
Orthopedics	18	12	11	6	13	9	3	10	10	16			108
Physical Therapy	0	0	0	2	1	1	0	0	1	0			5
Plastic Surgery	0	0	0	1	2	0	0	0	0	0			3
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	0	0	0	0	0	1	0			1
Thoracic Surgery	0	0	0	0	0	0	0	0	0	0			0
Urology	0	1	3	3	0	1	2	0	1	1			12
Outside X-Rays	0	0	0	0	0	0	0	0	0	0			0
Wound Clinic	0	2	1	0	0	0	0	0	2	2			7
Diagnostic Test (outside)	2	4	1	0	2	5	1	0	1	4			20
Other Trips / Outside Consults	3	2	3	3	2	5	4	3	3	6			34

1 of 4
Dennis Plancherbaugh RN, PA, CCAP, NHA

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
In-House EKG's	33	34	35	36	37	43	35	37	45	31			366
In-House X-Ray's	35	22	56	32	38	25	26	43	40	33			350
MD Sick Call	81	46	33	65	69	42	53	66	60	36			551
NP/PA Sick Call	571	532	518	516	574	519	459	483	471	439			5082
MD/PA/CRNP Sick Call	652	578	551	581	643	561	512	549	531	475	0	0	5633
Nurse Sick Call	678	652	704	679	646	636	517	589	613	648			6362
MD Physicals	1	0	1	0	0	0	0	0	0	1			3
NP/PA Physicals	58	65	55	14	11	7	16	21	3	36			286
Nursing Physicals	304	250	353	344	335	299	252	305	299	282			3023
Annual Physicals	17	7	11	3	7	5	3	12	7	3			75
Psychiatrist / Group Seen	0	0	0	0	0	0	0	0	0	0			0
Psychiatrist / Indiv. Seen	205	200	223	209	241	236	183	237	222	194			2150
Psychologist Group	0	0	0	0	0	0	0	0	0	0			0
Psychologist Indiv. Seen	640	352	408	289	273	315	105	289	221	313			3205
M.H. Worker Groups	0	0	0	0	0	0	0	0	0	0			0
M.H. Worker Indiv. Seen	491	597	723	693	728	766	1193	1139	1049	776			8155
Involuntary M.H. Commitments	2	2	2	2	1	0	0	0	0	0			9
Total Inmates Seen by Dentist	130	147	119	102	140	94	115	141	110	97	0	0	1195
Extractions	32	21	10	17	16	32	26	41	25	18			238
Fillings	11	36	7	6	2	3	2	3	2	7			79
Exams	77	87	93	77	101	52	63	75	79	63			767
Other	10	3	9	2	21	7	24	22	4	9			111
Inmates seen by Oral Surgeon	0	1	0	0	1	1	1	0	0	1			5
In-House Surgeries	5	2	4	3	2	3	1	4	3	2			29
# Inmates @ In-house clinics	314	293	346	340	317	333	317	317	326	324			3227
# Intake Screening	433	473	507	491	469	427	417	458	505	465			4645

Tracy Flunkbaugh BSN, RN, CC NP, NFAA

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Pharmacy													
# of patients on Medical Meds	302	276	263	277	300	292	223	298	286	265			2782
% ADP on Medical Meds	31.0%	28.0%	26.0%	28.4%	30.2%	29.6%	23.3%	32.8%	31.7%	28.4%	0.0%	0.0%	29%
# of patients on HIV Meds	8	5	7	12	9	11	11	13	14	15			105
% ADP on HIV Meds	0.8%	0.5%	0.7%	1.2%	0.9%	1.1%	1.1%	1.4%	1.6%	1.6%	0.0%	0.0%	1%
# of patients on Psych Meds	394	359	379	379	386	367	356	332	337	348			3637
% ADP on Psych Meds	40.5%	36.4%	37.5%	38.9%	38.9%	37.2%	37.2%	36.5%	37.4%	37.3%	0.0%	0.0%	38%
# of patients on OTC Meds	223	187	206	215	167	232	235	88	82	61			1696
% of ADP on OTC Meds	22.9%	19.0%	20.4%	22.1%	16.8%	23.5%	24.5%	9.7%	9.1%	6.5%	0.0%	0.0%	17%
# of Patients on MH Scale as Category - A				28	26	39	49	61	59	69			331
% of Patients on MH Scale as Category - A	0.0%	0.0%	0.0%	2.9%	2.6%	4.0%	5.1%	6.7%	6.5%	7.4%	0.0%	0.0%	5.0%
# of Patients on MH Scale as Category - B				165	168	160	160	162	177	187			1179
% of Patients on MH Scale as Category - B	0.0%	0.0%	0.0%	16.9%	16.9%	16.2%	16.7%	17.8%	19.6%	20.1%	0.0%	0.0%	17.8%
# of Patients on MH Scale as Category - C				259	366	341	331	335	356	318			2306
% of Patients on MH Scale as Category - C	0.0%	0.0%	0.0%	26.6%	36.9%	34.5%	34.6%	36.9%	39.5%	34.1%	0.0%	0.0%	34.7%
# of Patients on MH Scale as Category - D				56	62	75	78	53	64	65			453
% of Patients on MH Scale as Category - D	0.0%	0.0%	0.0%	5.7%	6.3%	7.6%	8.1%	5.8%	7.1%	7.0%	0.0%	0.0%	6.8%
# of Grievances	10	10	4	1	9	16	6	13	12	18			99
# of Adverse Patient Occurrences	23	40	35	48	56	33	37	26	23	25			346
HIV Test Done	91	112	130	104	93	103	58	69	55	82			897
HIV Cases	8	5	8	12	9	12	13	15	17	20			12
AIDS Cases	0	0	0	0	0	0	0	0	0	0			0
Hepatitis Cases	77	70	79	77	64	72	70	82	93	103			787
Syphilis Cases	0	0	0	0	0	0	0	0	1	0			1
Gonorrhea Cases	0	0	0	2	0	1	0	0	2	1			6
# of Pregnant Females	9	9	12	7	8	10	5	10	9	9			88
# of Miscarriages	0	1	0	0	0	2	0	0	0	0			3
# of Abortions	0	0	0	0	0	0	0	0	0	0			0
# of Deliveries	0	0	0	1	0	1	0	0	0	2			4
# of patients isolated to rule out MRSA	5	4	2	4	4	2	4	7	5	4			41
# of confirmed MRSA cases	1	0	2	1	1	0	0	3	3	1			12
TB Cases	0	0	0	0	0	0	0	0	0	0			0
PPD Test	424	464	502	471	417	401	405	442	476	444			4446
(+) PPD's	4	4	5	4	9	7	1	5	4	5			48
RPR Test	2	1	3	6	4	4	0	5	7	8			40
Inmates on Suicide Watch	73	81	91	92	88	81	85	101	83	83			858
# of Inmates Detoxed	134	143	139	122	88	73	76	80	66	90			1011
# of Inmates on Restraints	1	1	2	1	0	2	6	4	1	2			20
# of Shifts Involving Restraints	1	9	3	1	0	2	18	7	1	3			45
# of Medical Transport	51	61	47	50	54	57	36	62	53	61			532

Tracy Hunchbaugh, RN, CO NP, USA

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Prime Care Responsible													
Monthly Environmental Checks													
Staff Meeting Date													
QI Meeting Date													
Number Chart Audits													
Quarterly Administrative Meetings													
Quarterly Infection Control Meetings													
Staff In-services Topics													
Jan													
Feb													
Mar													
Apr													
May													
Jun													
Jul													
Aug													
Sep													
Oct													
Nov													
Dec													

Tony Funchbaugh RN, R/N, CENP, HSN

ADMINISTRATIVE SERVICE STATISTICS

C. POPULATION DISTRIBUTION BY STATUS

2015		2016	
TRIAL	SENTENCED	TRIAL	SENTENCED
714	253	847	126
693	280	846	141
724	267	882	131
767	242	867	117
711	269	pending	pending
736	211	pending	pending
740	186	pending	pending
737	185	pending	pending
758	187	pending	pending
815	164	pending	pending
853	146	pending	pending
824	135	pending	pending
756	210	861	129
78%	22%	87%	13%

D. ADMISSIONS AND DISCHARGES

ADMISSIONS 2016	
Total admissions for the Month of September	469
Total Admissions year-to-date	4668
DISCHARGES 2016	
Total Discharges for the Month of September	465
Total Discharges year-to-date	4703

Lancaster County Prison
Population Summary 2016
Total In-house and Housed Elsewhere

Day of Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
1	972	975	989	1,007	1,006	1,013	969	930	877	933		
2	969	980	980	1,015	1,003	991	969	933	885	936		
3	972	987	981	1,014	1,003	984	969	934	897	943		
4	979	987	999	994	1,007	989	966	921	899	944		
5	992	1,042	1,007	985	989	989	973	916	902	939		
6	994	1,019	1,010	978	987	982	979	923	894	924		
7	980	1,025	1,007	972	990	991	974	922	894	923		
8	984	1,013	1,002	981	994	1,011	966	919	875	929		
9	983	1,007	998	986	1,000	1,003	972	911	876	926		
10	984	1,003	1,001	990	1,009	998	968	900	879	926		
11	979	992	1,012	986	1,015	999	962	894	883	915		
12	983	997	1,011	1,003	1,001	999	965	900	879	911		
13	982	993	1,012	998	1,004	1,005	972	903	887	905		
14	974	992	1,024	998	1,008	1,002	958	906	891	911		
15	975	989	1,026	979	1,007	1,005	958	903	886	918		
16	981	990	1,020	979	1,006	986	960	913	895	921		
17	982	982	1,028	986	999	992	966	910	901	924		
18	981	979	1,038	986	991	992	950	910	900	952		
19	988	981	1,037	987	992	993	955	904	897	942		
20	994	983	1,043	984	1,001	996	960	913	897	941		
21	975	992	1,035	980	1,001	995	953	917	906	939		
22	966	992	1,024	986	1,000	987	950	914	916	944		
23	966	998	1,031	993	1,000	979	953	903	912	945		
24	965	996	1,033	905	999	981	954	905	921	939		
25	971	991	1,034	990	999	984	949	904	923	937		
26	962	996	1,028	998	1,010	985	950	895	924	941		
27	965	1,000	1,030	1,000	1,020	983	947	898	930	932		
28	960	998	1,028	999	1,020	989	928	900	924	928		
29	960	999	1,037	1,008	1,022	978	927	896	931	933		
30	961		1,037	1,011	1,014	963	925	893	931	939		
31	961		1,025		1,013	991	930	882		935		
Average	975.48	995.68	1,018.29	989.27	1,003.55	991.00	957.32	908.77	900.40	931.45		
YTD Average	975.48	985.58	996.48	994.68	996.45	995.54	990.08	979.92	971.08	967.12		

2016 Per Diem Costs

Month	Date	In-House Population	Daily Operating Expense	Per Diem Rate	Y-T-D Average
January	1/14/16	953	\$69,405.98	\$72.83	\$72.83
February	2/16/16	963	\$69,405.98	\$72.07	\$72.45
March	3/9/16	981	\$69,405.98	\$70.75	\$71.88
April	4/7/16	954	\$69,405.98	\$72.75	\$72.10
May	5/11/16	992	\$69,405.98	\$69.97	\$71.67
June	6/2/16	971	\$69,405.98	\$71.47	\$71.64
July	7/18/16	931	\$69,405.98	\$74.55	\$72.05
August	8/12/16	875	\$69,405.98	\$79.32	\$72.96
September	9/10/16	864	\$69,405.98	\$80.33	\$73.78
October	10/10/16	913	\$69,405.98	\$76.02	\$74.01
November	11/4/16	912	\$69,405.98	\$76.10	\$74.20
December			\$69,405.98		

Per Diem Rate is calculated by dividing the Prison's annual operating cost (\$25,333,182.03) to a daily amount then using the in-house population to find the cost per inmate.

2016 Average Length of Stay

	October	November
Average Length of Stay	110 days	111days
Median Length of Stay	68 days	69 days

2016 Inmate Finances

Expenses	January	February	March	April	May	June	July	August	September	October	November	December
Commissary Purchases	\$68,519.94	\$76,190.54	\$62,154.55	\$96,693.63	\$75,941.63	\$71,243.56	\$111,054.23	\$59,609.21	\$75,109.67	\$65,447.58		
Phone Calls	\$35,150.50	\$45,502.50	\$33,070.65	\$46,103.75	\$48,396.25	\$45,878.45	\$64,191.50	\$42,969.25	\$42,239.00	\$43,615.75		
Housing/Damages Fees Charged	\$155,560.00	\$155,270.00	\$159,300.00	\$147,980.00	\$138,240.00	\$103,289.00	\$113,320.00	\$205,390.00	\$129,820.00	\$133,624.00		
Housing/Damages Fees Collected (APEX)	\$2,588.63	\$2,842.11	\$2,921.38	\$1,178.32	\$4,075.73	\$1,356.98	\$839.70	\$805.54	\$4,658.55	Pending		
Processing Fees Charged	\$10,575.00	\$10,800.00	\$12,425.00	\$12,331.00	\$13,487.00	\$10,925.00	\$10,600.00	\$11,625.00	\$12,200.00	\$11,125.00		
Processing Fees Collected	\$9,438.38	\$9,782.08	\$9,979.18	\$10,821.35	\$9,415.13	\$9,530.35	\$6,294.03	\$10,216.62	\$10,718.34	\$9,362.24		

Deposits	January	February	March	April	May	June	July	August	September	October	November	December
Cash on person when committed	\$12,893.81	\$15,081.47	\$13,803.66	\$14,594.46	\$15,139.78	\$12,832.25	\$9,290.09	\$11,242.89	\$15,669.92	\$12,432.33		
Money Orders deposited during stay	\$22,360.81	\$21,881.22	\$14,827.81	\$9,858.27	\$10,881.27	\$11,470.51	\$8,575.19	\$10,903.76	\$11,258.88	\$9,916.26		
Lobby Kiosk Deposits	\$74,328.00	\$91,692.00	\$92,849.00	\$86,474.00	\$82,322.00	\$78,293.00	\$73,213.00	\$71,152.00	\$70,676.00	\$69,905.00		
Online Deposits to Inmate Account	\$2,375.00	\$18,839.00	\$35,765.00	\$31,421.49	\$33,541.50	\$31,705.40	\$31,310.50	\$26,483.00	\$29,033.49	\$32,017.47		
Total	\$111,957.62	\$147,493.69	\$157,245.47	\$142,348.22	\$141,884.55	\$134,301.16	\$122,388.78	\$119,781.65	\$126,638.29	\$124,271.06		