

LANCASTER COUNTY PRISON  
MAY REPORT  
2012

1. EXECUTIVE SESSION (8:30AM)
2. CALL TO ORDER—PUBLIC MEETING BEGINS AT 9:15 am
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MINUTES (Submitted independently by the Board Secretary)
5. MONTHLY REPORT
  - a. Warden's Report – No May Report
  - b. Operations Report – Deputy Warden Ken Arnold
  - c. Inmate Services Report –Deputy Warden Joe Shiffer
  - d. Administrative Services Report – Update from Andrea McCue
  - e. Facilities Management Report – Facilities Director Charlie Douts
6. OLD BUSINESS
7. NEW BUSINESS
  - a. Collection of Inmate Debts
  - b. Processing Fees
8. BUSINESS FROM GUESTS
9. ADJOURN

**May 17, 2012 9:15am (Public)**  
**150 North Queen Street**  
**Commissioner's Conference Room**  
**7<sup>th</sup> Floor**

## STATISTICAL ADDENDUM

## ADMINISTRATIVE SERVICE STATISTICS

# PRISON BOARD REPORT

## April 2012 POPULATION & STATISTICS

### A. MONTHLY POPULATION

	MALE	FEMALE	TOTAL
Population on April 30, 2012:	1,123	157	1,280
Population on March 31, 2012:	1,117	136	1,253

OPERATIONAL DATA:  
 Maximum number of available beds: 961  
 90% of maximum number of available beds: 865

### B. MONTHLY POPULATION AVERAGES

2011				2012			
MALE	FEMALE	TOTAL	YTD	MALE	FEMALE	TOTAL	YTD
919	118	1,037	1,037	1,082	131	1,213	1,213
942	121	1,063	1,050	1,077	131	1,208	1,211
937	138	1,075	1,058	1,102	126	1,228	1,216
947	145	1,092	1,067	1,115	145	1,260	1,227
991	152	1,143	1,082				
983	161	1,144	1,092				
995	164	1,159	1,102				
1,003	133	1,136	1,106				
997	137	1,134	1,109				
995	129	1,124	1,111				
1,013	121	1,134	1,113				
1,011	115	1,126	1,114				

## C. ADMISSIONS

	2011	2012
Total admissions for the month of April:	572	541
Total admissions year-to-date:	2,073	2,167

Total admissions for the month of April:  
 Total admissions year-to-date:

	MALE			FEMALE			TOTAL		
	APR	YTD	AVG	APR	YTD	AVG	APR	YTD	AVG
COUNTY PAROLE / PROBATION VIOLATOR	71	414	104	25	97	24	96	511	128
HELD FOR DRUG COURT	0	7	2	3	7	2	3	14	4
HELD FOR OTHER JURISDICTION	14	41	10	1	6	2	15	47	12
HELD FOR TRIAL / HEARING	278	966	242	55	196	49	336	1,168	292
HELD FOR COURT OF COMMON PLEAS	56	277	69	12	63	16	68	341	85
SENTENCED BY MDJ	16	49	12	1	14	4	17	63	16
STATE PAROLE VIOLATOR	5	18	5	1	4	1	6	22	6
STATE PAROLE VIOLATOR	0	1	0	0	0	0	0	1	0
<b>TOTALS / AVERAGES:</b>	<b>440</b>	<b>1,773</b>	<b>443</b>	<b>98</b>	<b>387</b>	<b>97</b>	<b>541</b>	<b>2,167</b>	<b>542</b>

## D. DISCHARGES

	<b>2011</b>	<b>2012</b>
Total discharges for the month of April:	462	514
Total discharges year-to-date:	1,928	2,049

	MALE			FEMALE			TOTAL		
	APR	YTD	AVG	APR	YTD	AVG	APR	YTD	AVG
BAIL POSTED	87	357	89	27	95	24	118	458	115
BENCH WARRANT DISMISSED	18	86	22	5	26	7	23	112	28
CASE DISMISSED	8	15	4	0	0	0	8	15	4
CHARGE(S) WITHDRAWN	1	4	1	0	0	0	1	4	1
DEATH (INCLUDING SUICIDE)	0	1	0	0	0	0	0	1	0
DETAINER LIFTED / EXPIRED	2	8	2	2	3	1	4	11	3
EXPIRATION OF MAXIMUM SENTENCE	47	155	39	4	22	6	51	177	44
EXTRADITION ORDER	2	9	2	0	1	0	2	10	3
FINES AND COSTS PAID	2	10	3	3	7	2	5	17	4
GUILTY PLEA	5	11	3	0	1	0	5	12	3
MILITARY ORDER	0	0	0	0	1	0	0	1	0
NOLLE PROSEQUI	1	3	1	0	0	0	1	3	1
NON-SUPPORT RELEASE / NO PURGE	21	62	16	1	9	2	22	71	18
OTHER RELEASE	2	8	2	0	1	0	2	9	2
PAROLED BY COURT OF RECORD	121	516	129	18	108	27	140	625	156
PAROLED BY STATE	0	1	0	0	0	0	0	1	0
PAROLED TO / BY DRUG COURT	1	3	1	1	4	1	2	7	2
PAROLED TO DETAINER	2	12	3	1	1	0	3	13	3
PROBATION	13	38	10	2	16	4	15	54	14
PURGED	10	37	9	1	3	1	11	40	10
RELEASED TO HOUSE ARREST	17	66	17	3	16	4	20	82	21
RELEASED TO TREATMENT	0	0	0	1	1	0	1	1	0
RETURNED / SENT TO OTHER COUNTY	26	91	23	4	13	3	30	104	26
RETURNED TO DOC	7	43	11	3	6	2	10	49	12
SENTENCED TO DOC	21	112	28	0	8	2	21	120	30
TERMINATED PROBATION / PAROLE	0	2	1	0	0	0	0	2	1
TIME SERVED PER MDJ / PROTHONOTARY	15	38	10	4	12	3	19	50	13
<b>TOTALS / AVERAGES:</b>	<b>429</b>	<b>1,688</b>	<b>422</b>	<b>80</b>	<b>354</b>	<b>89</b>	<b>514</b>	<b>2,049</b>	<b>512</b>





# LANCASTER COUNTY PRISON

Statistics as of TUESDAY, MAY 01, 2012, 11:23:20

## LENGTH OF STAY BY SELECTED STATUS

	INMATES AWAITING TRIAL *	INMATES AWAITING PRELIM, GAGNON, OR TRIAL	SENTENCED INMATES
MORE THAN 2 YEARS:	1	1	7
1 TO 2 YEARS:	42	45	38
180 DAYS TO 1 YEAR:	124	139	106
LESS THAN 180 DAYS:	296	671	417
<b>TOTAL:</b>	<b>463</b>	<b>856</b>	<b>568</b>

## FOREIGN-BORN ADMISSIONS

<u>AFGHANISTAN</u>	1
<u>COLOMBIA</u>	1
<u>CUBA</u>	3
<u>DOMINICA</u>	1
<u>DOMINICAN REPUBLIC</u>	2
<u>SPAIN</u>	1
<u>GUATEMALA</u>	1
<u>HAITI</u>	1
<u>IRELAND</u>	1
<u>ISRAEL</u>	1
<u>JAPAN</u>	1
<u>SAINT KITTS AND NEVIS</u>	1
<u>LAO PEOPLES DEMOCRATIC REPUBLIC</u>	1
<u>MEXICO</u>	2
<u>UNITED STATES OF AMERICA (PUERTO RICO)*</u>	27
<u>UNITED STATES MINOR OUTLYING ISLAND</u>	1

\* Does NOT include probation / parole violators.

Average Length of Stay    122.01 days

Median Length of Stay    75.36 days

Lancaster County Prison  
 "IN-HOUSE" vs. "HOUSED ELSEWHERE" Analysis  
 April 2012

DATE	IN-HOUSE		Total	OL		Total	TOTAL		IN-HOUSE DIFFERENCE		Total
	Males	Females		Males	Females		Males	Females	Males	Females	
4/1/2012	1,098	137	1,235	15	1	16	1,113	138	(4)	2	(2)
4/2/2012	1,087	134	1,221	17	1	18	1,104	135	(11)	(3)	(14)
4/3/2012	1,092	136	1,228	16	1	17	1,108	137	5	2	7
4/4/2012	1,084	135	1,219	18	1	19	1,102	136	(8)	(1)	(9)
4/5/2012	1,083	133	1,216	16	2	18	1,099	135	(1)	(2)	(3)
4/6/2012	1,093	133	1,226	16	2	18	1,109	135	10	0	10
4/7/2012	1,091	132	1,223	17	2	19	1,108	134	(2)	(1)	(3)
4/8/2012	1,111	132	1,243	17	2	19	1,128	134	20	0	20
4/9/2012	1,107	132	1,239	17	3	20	1,124	135	(4)	0	(4)
4/10/2012	1,109	134	1,243	15	3	18	1,124	137	2	2	4
4/11/2012	1,109	138	1,247	15	2	17	1,124	140	0	4	4
4/12/2012	1,086	135	1,221	17	2	19	1,103	137	(23)	(3)	(26)
4/13/2012	1,078	139	1,217	20	3	23	1,098	142	(8)	4	(4)
4/14/2012	1,090	141	1,231	20	3	23	1,110	144	12	2	14
4/15/2012	1,092	143	1,235	20	3	23	1,112	146	2	2	4
4/16/2012	1,091	144	1,235	22	3	25	1,113	147	(1)	1	0
4/17/2012	1,103	147	1,250	20	3	23	1,123	150	12	3	15
4/18/2012	1,098	145	1,243	19	3	22	1,117	148	(5)	(2)	(7)
4/19/2012	1,101	151	1,252	20	3	23	1,121	154	3	6	9
4/20/2012	1,107	149	1,256	18	2	20	1,125	151	6	(2)	4
4/21/2012	1,107	150	1,257	18	2	20	1,125	152	0	1	1
4/22/2012	1,105	151	1,256	18	2	20	1,123	153	(2)	1	(1)
4/23/2012	1,103	150	1,253	21	2	23	1,124	152	(2)	(1)	(3)
4/24/2012	1,088	152	1,240	21	2	23	1,109	154	(15)	2	(13)
4/25/2012	1,092	152	1,244	20	2	22	1,112	154	4	0	4
4/26/2012	1,090	151	1,241	19	2	21	1,109	153	(2)	(1)	(3)
4/27/2012	1,107	154	1,261	17	2	19	1,124	156	17	3	20
4/28/2012	1,106	158	1,264	17	2	19	1,123	160	(1)	4	3
4/29/2012	1,105	156	1,261	18	2	20	1,123	158	(1)	(2)	(3)
4/30/2012	1,106	155	1,261	17	2	19	1,123	157	1	(1)	0

IN-HOUSE			OL			TOTAL			IN-HOUSE DIFFERENCE		
Males	Females	Total	Males	Females	Total	Males	Females	Total	Males	Females	Total
1,097.30	143.30	1,240.60	18.03	2.17	20.20	1,115.33	145.47	1,260.80	4	20	24
<b>AVERAGES</b>											
<b>TOTAL DIFFERENCE</b>											
<b>GROWTH DAYS</b>											
<b>NON-GROWTH DAYS</b>											
<b>NEUTRAL DAYS</b>											
			<b>HIGHEST POPULATION DAY</b>								
			1,283 on 4/28/2012								
			<b>LOWEST POPULATION DAY</b>								
			1,234 on 4/5/2012								

# LANCASTER COUNTY PRISON

## FOREIGN-BORN ADMISSIONS REPORT

APRIL 2012

<u>AFGHANISTAN</u>	1
<u>COLOMBIA</u>	1
<u>CUBA</u>	3
<u>DOMINICA</u>	1
<u>DOMINICAN REPUBLIC</u>	2
<u>SPAIN</u>	1
<u>GUATEMALA</u>	1
<u>HAITI</u>	1
<u>IRELAND</u>	1
<u>ISRAEL</u>	1
<u>JAPAN</u>	1
<u>SAINT KITTS AND NEVIS</u>	1
<u>LAO PEOPLES DEMOCRATIC REPUBLIC</u>	1
<u>MEXICO</u>	2
<u>UNITED STATES OF AMERICA (PUERTO RICO)*</u>	27

\* PLEASE NOTE: The Lancaster County Prison is well aware of the fact that individuals born in Puerto Rico are, in fact, United States citizens. However, the U.S. Department of Homeland Security (DHS) and U.S. Immigration and Customs Enforcement (ICE) have asked the Prison to track individuals claiming Puerto Rican birth as many illegal immigrants will claim such heritage in an effort to avoid detection.

UNITED STATES MINOR OUTLYING ISLAND 1

A TOTAL OF 46 FOREIGN-BORN INDIVIDUAL(S) ACCOUNTED FOR A TOTAL OF 46 ADMISSION(S).

<u>YTD</u>	<u>2012</u>		<u>2011</u>	<u>YTD</u>
34	34	JANUARY	36	36
85	51	FEBRUARY	46	82
144	59	MARCH	41	123
190	46	APRIL	54	177
		MAY	54	231
		JUNE	68	299
		JULY	65	364
		AUGUST	61	425
		SEPTEMBER	63	488
		OCTOBER	50	538
		NOVEMBER	49	587
		DECEMBER	49	636
<b>MON. AVG:</b>	<b>47.5</b>		<b>MON. AVG:</b>	<b>53.0</b>

# Video Conferencing with Lancaster County Prison

April, 2012 Report

## Prison appointments:

<u>REQUESTOR</u>	<u>DATE</u>
Phil Arnold <sup>1</sup>	
Jane Bonser-Ott <sup>1</sup>	4/2, 4/19
Deborah Capo <sup>1</sup>	4/5, 4/13, 4/26
Kelly Diller <sup>1</sup>	4/4, 4/20, 4/30
Matt Haines <sup>1</sup>	
Dana Lancaster <sup>1</sup>	4/4, 4/12, 4/17, 4/24
Sheena Montgomery <sup>2</sup>	
Sarah Williams <sup>1</sup>	

1 - Coordinated Services

2 - Community Resources

\*\*Only 1 inmate per session unless otherwise noted

<u>Name</u>	<u>Sessions</u>	<u>Conferences</u>	<u>In County</u>	<u>Out of County</u>
Phil Arnold	0	0	0	0
Jane Bonser-Ott	2	2	2	0
Deborah Capo	3	3	3	0
Kelly Diller	3	3	3	0
Dana Lancaster	4	4	4	0
Matt Haines	0	0	0	0
Sheena Montgomery	0	0	0	0
Sarah Williams	0	0	0	0
<b>Totals</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>0</b>

## Sessions with LCP

### MDJs:

MDJ Albert  
MDJ Benner 4/3 (3), 4/16 (3), 4/18 (2)  
MDJ Chudzik 4/16, 4/25 (2)  
MDJ Commins 4/3 (2), 4/12 (3)  
MDJ Duncan  
MDJ Hamill 4/4, 4/23 (2), 4/25  
MDJ C Hartman  
MDJ R. Hartman 4/10 (2)  
MDJ Herman 4/2 (2), 4/3, 4/11 (2)\*, 4/19, 4/30 (2)  
MDJ Jimenez 4/5 (8)\*, 4/12 (2), 4/19 (3), 4/26 (5)\*  
MDJ Keller 4/4, 4/5, 4/9 (3)  
MDJ Miller 4/11, 4/16 (2), 4/23 (2), 4/24  
MDJ Mylin 4/11 (2), 4/30  
MDJ Roth 4/2 (7), 4/18 (7), 4/23 (3), 4/26 (4)  
MDJ Russell 4/2, 4/5, 4/9 (3)\*, 4/10, 4/17 (2), 4/23  
MDJ Simms 4/23, 4/27  
MDJ Sponaule 4/2 (3), 4/5, 4/12 (2), 4/13, 4/17, 4/19, 4/23 (3)  
MDJ Stoltzfus  
MDJ Tobin 4/9, 4/13 (2), 4/25  
MDJ Winters 4/2 (2), 4/10 (3), 4/20

\* Multiple sessions, same day

### Common Please Judges:

Judge Brown 4/13

## Summary of Lancaster County Conferences

<u>MDJ Name</u>	<u>Sessions</u>	<u>Conferences</u>	<u>In County</u>	<u>Out of County</u>
MDJ Albert	0	0	0	0
MDJ Benner	3	8	8	0
MDJ Chudzik	2	3	3	0
MDJ Commins	2	5	5	0
MDJ Duncan	0	0	0	0
MDJ Hamill	3	4	4	0
MDJ C Hartman	0	0	0	0
MDJ R. Hartman	1	2	2	0
MDJ Herman	6	9	9	0
MDJ Jimenez	5	18	18	0
MDJ Keller	3	5	5	0
MDJ Miller	4	6	6	0
MDJ Mylin	2	3	3	0
MDJ Roth	4	21	21	0
MDJ Russell	7	9	9	0
MDJ Simms	2	2	2	0
MDJ Sponaugle	7	12	12	0
MDJ Stoltzfus	0	0	0	0
MDJ Tobin	3	4	4	0
MDJ Winters	3	6	6	0
Totals	57	117	117	0
Common Pleas:				
Judge Brown	1	1	1	0
Totals	1	1	1	0

## Other Appointments with LCP

<u>County</u>	<u>MDJ Name</u>	<u>Sessions</u>	<u>Conferences</u>
Montgomery Co	Courts	1	1
Berks Co	Courts	1	1
York Co	MDJ Eshbach	1	1
Chester Co.	Court	1	1
York Co.	MDJ Fishel	1	1
	Totals	5	5

Lancaster County MDJs and judges with LCP - 118 conferences  
Out of County MDJs and judges with LCP - 5 conferences

# OPERATION STATISTICS

**Training Report Statistics  
April 2012**

**Basic Training**

<u>Date</u>	<u>Attendees</u>	<u>Subjects taught</u>	<u>Hrs.</u>	<u>Total man-hours</u>		
				<u>Co. Off.</u>	<u>Interns</u>	<u>Total</u>
4/2-5/12	3 YTI cadets	On-the Job Training	8 x 4	0	96	96
4/2/12	9 Corr. Off.	Intro to LCP Operations	3	27	0	27
		Fundamentals of Security	4	36	0	36
		Inmate Statuses	1	9	0	9
4/3/12	9 Corr. Off.	Block Activity Logs	2	18	0	18
		Report Writing	6	54	0	54
4/4/12	9 Corr. Off.	On-the Job Training	8	72	0	72
		The Role of Respect in				
		Corrections	1	9	0	9
		Sex. Harass. & Cultural Diversity	2	18	0	18
		Infectious Disease	2.5	20	0	20
		PREA	2.5	20	0	20
4/9/12	2 Corr. Off.	Orientation	1	2	0	2
		Intro to LCP Operations	2	4	0	4
		Fundamentals of Security	4	8	0	8
		Inmate Statuses	1	2	0	2
4/9/12	7 Corr. Off.	On-the Job Training	8	56	0	56
4/10-13/12	9 Corr. Off.	On-the Job Training	8 x 4	288	0	288
4/9-13/12	3 YTI Cadets	On-the Job Training	8 x 5	0	120	120

**Basic Training (Continued)**

<u>Date</u>	<u>Attendees</u>	<u>Subjects taught</u>	<u>Hrs.</u>	<u>Co. Off.</u>	<u>Interns</u>	<u>Total</u>
4/16-21/12	3 YTI Cadets	On-the Job Training	8 x 5	0	120	120
4/16/12	4 Corr. Off.	Basic First Aid	2	8	0	8
		CPR	5	20	0	20
		AED Units	1	4	0	4
4/17/12	4 Corr. Off.	Institutional Disturbances	2	8	0	8
		Hostage Situations	2	8	0	8
		Use of Force Pts I & II	4	16	0	16
4/18/12	4 Corr. Off.	Handgun Training	4	16	0	16
		Shotgun Training	2	8	0	8
		Weapons Retention & Cleaning	2	8	0	8
4/19/12	4 Corr. Off.	Firearms Qualifications	8	32	0	32
4/20/12	4 Corr. Off.	Security Techniques	2	8	0	8
		Defensive Tactics	5	20	0	20
		Batons	1	4	0	4
4/23-27/12	3 YTI Cadets	On-the Job Training	8 x 5	0	120	120

<u>Date</u>	<u>Attendees</u>	<u>Subjects taught</u>	<u>Hrs.</u>	<u>Co. Off.</u>	<u>Interns</u>	<u>Total</u>
4/23/12	5 Corr. Off.	Contraband	4	20	0	20
		Suicide Prevention/Intervention	4	20	0	20
4/24/12	2 Corr. Off.	Disaster Plan Reviews	1	2	0	2
		Exam Review	1	2	0	2
		Exam	2	4	0	4
4/24/12	3 Corr Off.	On-the-Job Training	8	24	0	24
4/25/12	5 Corr. Off.	On-the-Job Training	8	40	0	40
4/26/12	3 Corr. Off.	Intro to Med	1	3	0	3
		Intro to K-9	2	6	0	6
		Title 37, Chapter 95	1	3	0	3
		Legal Aspects of Corrections	4	12	0	12
4/26-27/12	2 Corr. Off.	On-the-Job Training	8 x 2	32	0	32
4/26/12	3 Corr. Off.	Intro to Medical	1	3	0	3
		Intro to K-9	2	6	0	6
		Title 37, Chapter 95	1	3	0	3
		Legal Aspects of Corrections	4	12	0	12
4/27/12	3 Corr. Off.	Block Activity Logs	2	6	0	6
		Report Writing	6	18	0	18
4/30/12	3 YTI Cadets	On-the Job Training	8	0	24	24
4/30/12	3 Corr. Off.	Corrections & C J system	3	9	0	9
		Prison Rape Elim Act	2	6	0	6
		Infectious Disease	3	9	0	9
				<b>1043</b>	<b>480</b>	<b>1523</b>

### On-going training

<u>Date</u>	<u>Attendees</u>	<u>Subjects taught</u>	<u>Hrs.</u>	<u>Man-hours</u>
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### Mandatory Training

<u>Date</u>	<u>Attendees</u>	<u>Subjects taught</u>	<u>Hrs.</u>	<u>Man-hours</u>
4/25/12	22 Super.	Sex. Harass. for Supervisors	2	44

### Other Training

<u>Date</u>	<u>Attendees</u>	<u>Subjects taught</u>	<u>Hrs.</u>	<u>Man-hours</u>
4/17/12	2 Medical	Security Orientation	4	8
4/26/12	5 Medical	Security Orientation	4	20
				<b>28</b>

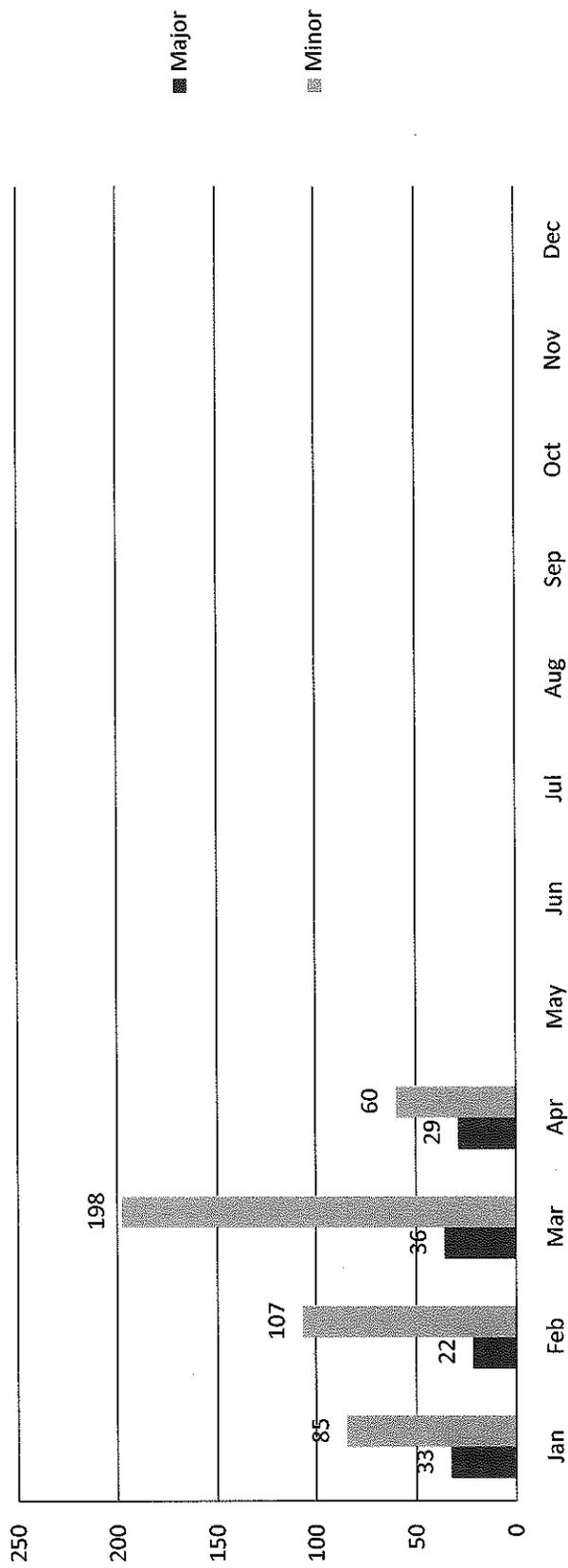
**Line-up( on-shift)**

<u>Date</u>	<u>Attendees</u>	<u>Subjects taught</u>	<u>Hrs.</u>	<u>Man-hours</u>
4/8-11/12	46	Prison Rape Elim. Act	.25 x 4	46
4/14-17/12	38	Disaster Plans Pt I	.25 x 4	38
4/21-24/12	39	Disaster Plans Pt II	.25 x 4	<u>39</u>
				<b>123</b>

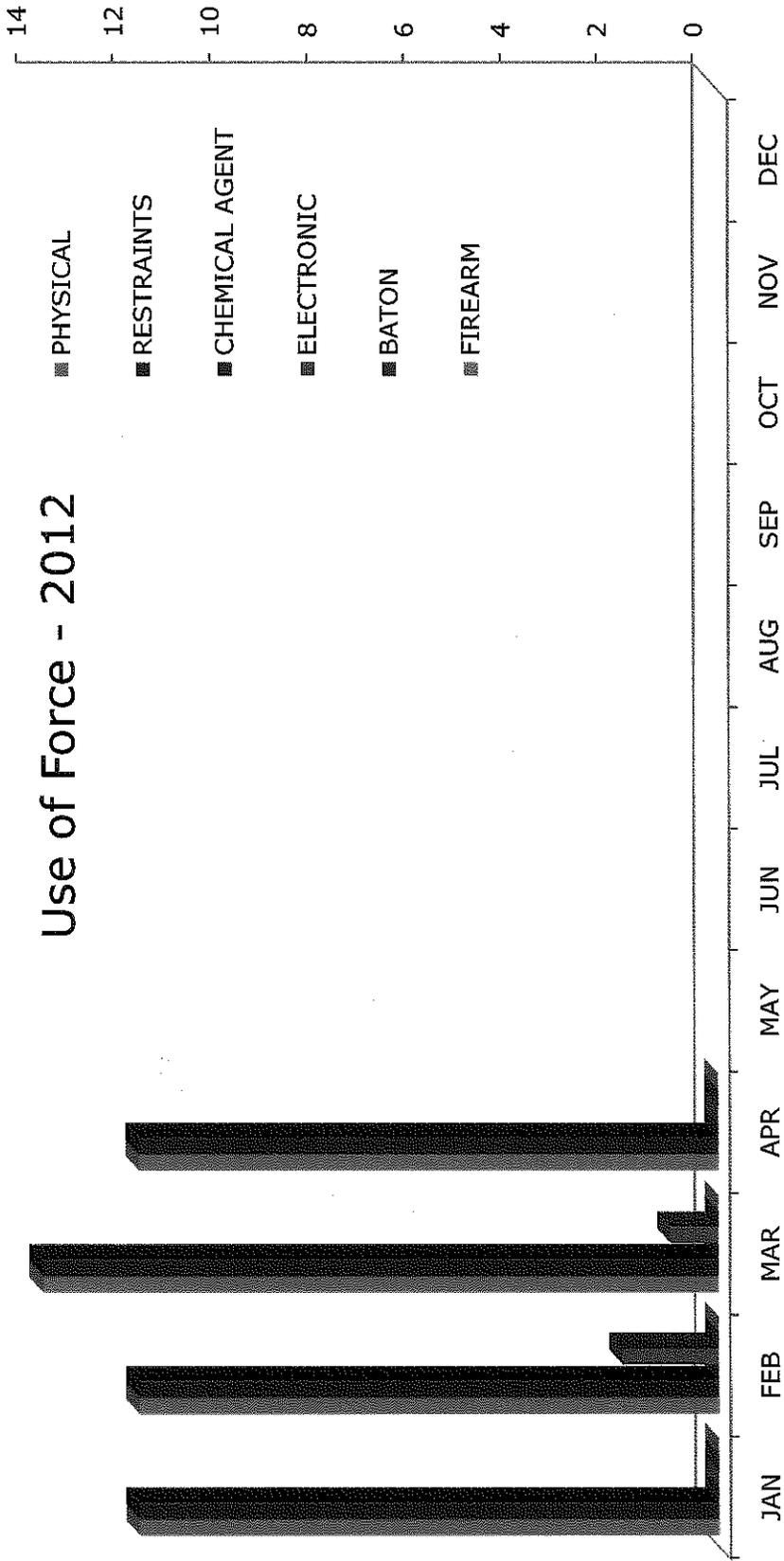
**Facility Tours**

<u>Date</u>	<u>Attendees</u>	<u>Organization</u>	<u>Hours</u>	<u>YTD Total persons toured</u>
4/4/12	42	Lancaster Leadership	2	253
4/16/12	10	Millersville University	2	263
4/17/12	23	Lampeter-Strasburg H. S.	2	286

# Misconducts 2012



# Use of Force - 2012



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
PHYSICAL	12	12	14	12	12	12	12	12	12	12	12	12
RESTRAINTS	0	0	0	0	0	0	0	0	0	0	0	0
CHEMICAL AGENT	0	2	1	0	0	0	0	0	0	0	0	0
ELECTRONIC	0	0	0	0	0	0	0	0	0	0	0	0
BATON	0	0	0	0	0	0	0	0	0	0	0	0
FIREARM	0	0	0	0	0	0	0	0	0	0	0	0

<b>Ave Daily Pop.</b>	1214	1221	1223	1233								
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**Physical** - Physical force is when a staff member has to physically place their hands on an inmate for the purpose of protecting another inmate or staff member. This includes separating inmates in a physical altercation and placing inmates on the ground for control purposes.

**Restraints** - Restraints are any mechanical item used to restrain an inmate. This will include handcuffs, leg irons, 4-point restraints, etc.

**Chemical Agent** - Chemical agents include pepper spray, pepper ball gun, etc. This will also include medication approved by the Psychiatrist to sedate an unruly inmate.

**Electronic Control Device**- E.B.I.D (Electronic Body Immobilizing Device)

**Baton** - The baton could be wood, plastic or metal used to gain control on an inmate.

**Firearms**- This includes side arms or shotgun.

# INMATE SERVICE STATISTICS

# PRIME CARE MEDICAL, INC.

Statistical Summary Report  
Year 2012

Facility: #68 LNCP Lancaster County Prison

Rev B

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Monthly ADP	1214	1189	1214	1240									#N/A
Death	1	0	0	0									1
Inpatient Hosp	2	2	1	3									8
Total Patient Days	14	7	3	7									31
Total Outside Consultations	33	38	27	29	0	0	0	0	0	0	0	0	127
Allergy	0	2	0	0									2
Cardiology	1	2	3	1									7
Chest Disease	0	0	0	0									0
Dermatology	0	0	0	0									0
Emergency Room	3	4	3	5									15
Ambulance Trips	0	3	1	3									7
Gastroenterology	1	1	0	0									2
General Medicine	0	0	0	0									0
General Surgery	0	0	0	0									0
Gynecology	0	0	0	0									0
Hematology	0	0	0	0									0
Neurology	0	0	0	1									1
Neurosurgery	0	1	0	0									1
Obstetrics	5	5	2	4									16
Ophthalmology	1	1	1	0									3
Orthopedics	5	6	3	8									22
Physical Therapy	6	0	2	1									9
Dialysis	0	0	2	0									2
Plastic Surgery	0	0	0	1									1
Podiatry	0	0	0	0									0
Proctology	0	0	0	0									0
Psychiatry	0	0	0	0									0
Surgery Performed	0	0	0	0									0
Thoracic Surgery	0	0	0	0									0
Urology	1	1	0	0									2
Outside X-Rays	0	0	0	0									0
Diagnostic Test (outside)	0	1	0	1									2
Other Trips / Outside Consults	10	11	10	4									35

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
In-House EKG's	20	27	48	40									135
In-House X-Ray's	58	48	74	67									247
MD Sick Call	134	171	118	83									506
NP/PA Sick Call	424	644	596	652									2316
MD/PA/CRNP Sick Call	558	815	714	735	0	0	0	0	0	0	0	0	2822
Nurse Sick Call	1079	1091	1087	1383									4640
MD Physicals	0	0	0	0									0
NP/PA Physicals	0	0	0	0									0
Nursing Physicals	326	261	314	278									1179
Annual Physicals	19	16	11	11									57
Psychiatrist / Group Seen	0	0	0	0									0
Psychiatrist / Individ. Seen	98	146	137	109									490
Psychologist Group	0	10	0	0									10
Psychologist Individ. Seen	233	160	125	137									655
M.H. Worker Groups	13	0	11	7									31
M.H. Worker Individ. Seen	935	1203	1063	966									4167
Involuntary M.H. Commitments	1	1	1	1									4
<b>Total Inmates Seen by Dentist</b>	<b>83</b>	<b>83</b>	<b>111</b>	<b>109</b>	<b>0</b>	<b>386</b>							
Extractions	18	15	18	26									77
Fillings	13	14	15	19									61
Exams	49	54	77	61									241
Other	3	0	1	3									7
Inmates seen by Oral Surgeon	4	1	0	0									5
In-House Surgeries	0	0	1	1									2
# Inmates @ in-house clinics	180	162	260	295									897
# Intake Screening	524	515	542	515									2096

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Pharmacy</b>													
# of patients on Medical Meds	317	303	558	524									1702
% ADP on Medical Meds	26.1%	25.5%	46.0%	42.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	#N/A
# of patients on HIV Meds	9	11	19	15									54
% ADP on HIV Meds	0.7%	0.9%	1.6%	1.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	#N/A
# of patients on Psych Meds	371	404	420	387									1582
% ADP on Psych Meds	30.6%	34.0%	34.6%	31.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	#N/A
# of Grievances	11	5	4	13									33
# of Adverse Patient Occurrences	11	29	8	51									99
HIV Test Done	0	14	14	0									28
HIV Cases	11	11	19	15									#N/A
AIDS Cases	0	1	0	1									#N/A
Hepatitis Cases	0	0	0	0									0
Syphilis Cases	0	0	0	0									0
Gonorrhea Cases	1	0	0	0									1
# of pregnant females	6	3	4	4									17
# of patients isolated to rule out MRSA	3	2	6	5									16
# of confirmed MRSA cases	2	2	0	2									6
TB Cases	0	0	0	0									0
PPD Test	509	500	528	492									2029
(+) PPD's	2	5	0	2									9
RPR Test	0	2	0	2									4
Inmates on Suicide Watch	70	63	90	74									297
# of Inmates on Restraints	2	2	10	14									28
# of Shifts involving Restraints	14	6	23	43									86
# of Medical Transport	33	38	28	22									121

Prime Care Responsible	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Monthly Environmental Checks	1/13/2012	2/1/2012	03/01/12	4/17/2012									
Staff Meeting Date	1/25/2012	2/22/2012	03/28/12	4/25/2012									
QI Meeting Date	1/19/2012	2/15/2012	03/21/12	4/18/2012									
Number Chart Audits	101	96	119	64									
Quarterly Administrative Meetings	NA	2/15/2012	NA	NA									
Quarterly Infection Control Meetings	NA	02/15/12	NA	NA									
<b>Staff In-services Topics</b>													
Jan Blood Borne Pathogens/ Job Description	1/25/2012												
Feb Suicide Prevention/Psych Emergencies		2/22/2012											
Mar Medical Emerg / Needlestick Facts			03/28/12										
Apr HealthCare PPE/ MRSA				4/25/2012									
May Emerg Prep/ Med Assess/ Med Adm													
Jun Nursing Protocols presented by MD													
Jul MRSA Recognition and Treatment													
Aug Psychological Emergencies; Sexual Assault													
Sep Blood Borne Pathogen; TB/PPD Prevention/Tx													
Oct Intake Review / Needlestick Safety Prevention													
Nov PPE Rescuer Safety Depends on PPE													
Dec Sexual Ass. Harrassment / Slip & Fall Safety													
# of patients on Multiple Meds	499	333	420	594									
% ADP on Multiple Meds	41.09%	28.01%	34.60%	47.91%									
Inmates awaiting MH Commitment	1	1	3	1									
Inmates at Norristown and Torrance	8	4	3	4									
Pregnant Inmates in Labor	0	0	0	0									
Pregnant Inmates Gave Birth	0	0	0	0									
Hx of Positive PPD	15	8	14	23									
Inmates on INH	0	0	0	0									
Suicide Watch Cleared	55	40	71	65									
Total Outside Runs ( Single and Multi Inmates Transports)	33	35	28	29									
Inmates on Narcotics	16	3	8	13									
Inmates on Methadone	0	0	0	0									

## MENTAL HEALTH REPORT for April 2012

### I. Mental Health Narrative Statistics

During the month of April, two petitions for involuntary commitment were filed:  
(1) 302 petition and (1)304 petition.

6 inmates from LCP are off site receiving involuntary inpatient treatment:

1 Norristown State Hospital,  
4 Torrance State Hospital, and  
1 at SCI-Somerset

1 is on the waiting list for involuntary treatment and/ or awaiting court ordered evaluation of capacity.

Mental Health staff conducted 1103 consults; Psychiatry staff made 207 consultations.  
At the end of the month:

- 531 inmates are receiving psychotropic medications for mental illness.
- 114 new inmates were treated with psychotropic medications this month.
- 112 female inmates receive psychiatric medications for mental illness.
- 46 inmates are diagnosed with a *serious mental illness*.
- 33 County MHMR inmates receive psychotropic medications.
- 943 inmates received psychiatric medications in 2012

### II. Mental Health Summary Report

Services	Prev. Yr To Date	Curr. Yr To Date	Prev Yrs' Month	Current Month
Mental Health Clinicians	3761	4167 +11%	1057	966 +9%
Psychologists	861	655 -24%	265	137 -48%
304 Hearings	2	4 --	0	1 --
304 Admissions	1	3 --	0	0 --
305 Petitions	0	0 --	0	0 --
302 Referrals (Crisis)	3	5	1	1 --
402b Admissions	1	0 --	0	0 --
Psychiatrist	644	590 -8%	140	109 -22%
Psychiatric Nurse Practitioner	250	395 +58%	81	98 +20%

### III. Suicide Prevention

Suicide Watches	74
Suicide Watches Post-commitment	43
Suicide Watches cleared	65
Inmates Requiring 4-point restraints	6
Inmates receiving forced injections	1
Applications to Court for forced injection	1 (not approved)

Sandra Yecker, PhD  
Mental Health Supervisor- Lancaster County Prison  
PrimeCare Medical, Inc.

# **WORK RELEASE PROGRAM MONTHLY REPORT & STATISTICS April 2012**

Submitted by: Mike Weidinger

Date: May 3, 2012

## **WORK RELEASE INTERVIEWS**

Seven inmates were interviewed for employment at the prison in the Work Release offices. Four were offered employment. These interviews were arranged by the Work Release staff.

## **WORK RELEASE RECIDIVISM ANALYSIS**

From January 1, 2012, till April 30, 2012, 66 inmates have been placed into the Work Release program. To date, 0, or 0% have been readmitted to Lancaster County Prison and been found guilty of a new charge or found to be in Violation of Parole.

In the time period from April 1, 2009 to April 30, 2012 515 inmates have been placed into the Work Release Program. To date 112 or 21.74% have been re-admitted to Lancaster County Prison and have been found guilty of a new charge or found to be in Violation of their parole.

## **WORK RELEASE ACTIVITIES**

Inmates are again attending programming at the Career Link of Lancaster facility. Weekly meetings are being held with Career Link and LCP staff to coordinate all inmate participation in the program. At the meeting held with Career Link staff it was reported that all inmates are making good progress and it is anticipated by Career Link staff that some will soon be offered employment.

Due to the increase in prison population inmates are now being housed in the Work Release dayroom. Average population is over capacity.

Work Release drug testing procedures will again be improved with an emphasis on increased testing for synthetic drugs. We have had successful use of nicotine testing devices.

I cannot file this report with mentioning the retirement of Vincent Guarini. He was a great supporter and believer in the Work Release program. When changes were instituted in many long standing practices he was supportive of me in all actions I took. Professionally he was a mentor who always offered support, but when necessary, correction. His experience, wisdom and leadership will be greatly missed by Work Release, LCP and the community as a whole.

### AVERAGE DAILY PARTICIPATION

<u>Average Daily Participants:</u>	<u>April 2012</u>	<u>April 2011</u>
Community Employed Males:	37	32
Community Employed Females:	11	5
Community Service Males:	14	11
Community Service Females:	0	0
 <u>Inmates in Treatment Programming:</u>		
Males:	2	2
Females:	0	1
 <u>Inmate Trustees:</u>		
Male:	9	6
Female:	1	1
 <u>Unassigned Inmates housed in Work Release:</u>		
Males:	27	19
Females:	5	9

### WORK RELEASE REPORT – April 2012

	<u>April 2012</u>	<u>Year to date 2012</u>
New Placements:	Male: 14	56
	Female: 3	10
Pre-incarceration Employment;	Male: 10	45
	Female: 3	10
Employment secured by inmate	Male 0	0
	Female 0	0
Employment secured by WR	Male 4	5
	Female 0	0
Removals from program	Males 0	3
	Females 0	0
Suspensions	Males 1	6
	Female 0	0
Releases	Males 10	40
	Females 1	7

### WORK RELEASE FINANCES

	<u>4/2012</u>	<u>4/2011</u>	<u>YTD 2012</u>	<u>YTD 2011</u>
Board and Lodging	9,733.00	10,572.00	43,149.00	36,465.00
Fines and Costs	11,444.00	13,949.00	40,121.00	43,181.00
Health and Comfort	3,088.00	3662.00	11,904.00	9,311.00
Family	17,450.00	14,786.00	58,166.00	54,090.00

COMMUNITY SERVICE MONTHLY STATISTICS

APRIL 2012

DAYS	PROJECTS	# inmates	HOURS	Dollar amt
21	CITY STREETS	4	672	\$4872.00
25	TRAINING CENTER	2	675	\$4893.75
1	BOOK PICK UP	3	15	\$108.75
4	BASE	3	120	\$870.00
3	C.LINK	2	120	\$870.00
1	SCHREDDER EVENT	42	40	\$290.00
12	VOTER REG			
APRIL 2012				
7		22	1966	\$14253.50
YEAR TO DATE 2012				
30		83	6761	\$48589.50
MAR 2011 TOTALS				
11		26	1535	\$12281.00
YEAR TO DATE 2011				
11		47	3047	\$24372.00
<b><u>TRANSITION TO COMMUNITY PROGRAM</u></b>				
Jan. 2012				
06	FEMALES ATTENDING CAREER LINK	2	98	\$0.00
	YTD	(3)	(294)	
18	MALES ATTENDING CAREER LINK	7	180	\$0.00
	YTD	(11)	(450)	
18				
15	CONST 101 class	(2)	(240)	\$0.00

**COMMUNITY SERVICE MONTHLY REPORT & STATISTICS  
APRIL, 2012**

submitted by: Dave Leeper

date: MAY 4, 2012

During the month of APRIL there was a total of (7) project the prison community service detail took part in. The duties performed were the cleaning of city streets, BASE was helped with stocking the food bank and painting ,the training center was helped with cleaning also the library system was helped with their book storage. Also purchasing was helped was helped with the shredder event and voter reg was given help with the moving of the voting machines.

COMMUNITY SERVICE MONTHLY REPORT AND DEMOGRAPHICS FOR APRIL 2012

DATE: MAY 4,2012

SUBMITTED BY : DAVE LEEPER

	MARCH 11	11 TOTALS	MARCH 12	TOTALS 12
# Inmates on program	23	46	15	48
Average age	34	35	35	36
Skilled Labor	03	10	01	02
Un Skilled Labor	10	48	14	46

White	12	39	08	25
Black	05	16	03	11
Hispanic	06	14	04	12
Asian	00	00	00	00
#inmates used	28	76	22	61
#projects	12	53	07	83
# man hours	1879	4826	1966	6+761
Total dollar amount	\$13622.75	\$34988.00	\$14253.50	\$48589.50
#inmates removed	00	03	01	02
CAREER LINK MALE	n/a	n/a	07	11
CAREER LINK FEMALE	n/a	n/a	01	03
past participant	07	16	03	09

LANCASTER COUNTY PRISON  
INMATE TRUSTEE PROGRAM  
CENSUS REPORT & DEMOGRAPHIC  
TOTAL = 74 PARTICIPANTS

APR 12

MONTHLY

AVERAGE AGE OF PARTICIPANTS ----- 33 YEARS OLD.  
ETHNIC BACKGROUND --- CAU-57 BLK- 10 HSP-3 U- 4  
MARITAL STATUS ---- SNG-55 MAR-09 DIV-08 SEP-02  
ITP PAYROLL-- 2012 - \$6,907.00 2011 - \$4,822.50

MONTHLY

2012/2011

INMATE TRUSTEE PLACED--- 41/35

KITCHEN----- 38/33  
SUPPLY----- 02/02  
CQ'S----- 01/00

2012/2011

INMATE TRUSTEES RELEASED---25/22

KITCHEN-----23/21  
SUPPLY-----01/01  
CQ-----01/00

2012/2011

INMATE TRUSTEES REMOVED--- 19/14

DISCIPLINARY-- 12/12	KIT-11/11	SUP-00/01	CQ-01/00
MEDICALLY----- 04/01	KIT-04/01	SUP-00/00	CQ-00/00
WORK RELEASE-- 02/00	KIT-01/00	SUP-01/00	CQ-00/00
TREATMENT----- 01/01	KIT-01/01	SUP-00/00	CQ-00/00

YEARLY 2012

2012/2011

INMATE TRUSTEE PLACED - 152/120

KITCHEN----142/113  
SUPPLY-----05/06  
CQ'S-----05/01

2012/2011

INMATE TRUSTEES RELEASED - 75/80

KITCHEN---- 65/76  
SUPPLY-----04/03  
CQ-----06/01

LANCASTER COUNTY PRISON  
INMATE TRUSTEE PROGRAM  
CENSUS REPORT & DEMOGRAPHIC

2012/2011

INMATE TRUSTEES REMOVED-84/47

DISCIPLINARY-----	69/36	KIT-65/32	SUP-03/04	CQ-01/00
MEDICALLY-----	08/03	KIT-08/03	SUP-00/00	CQ-00/00
WORK RELEASE-----	04/04	KIT-02/03	SUP-02/00	CQ-00/01
TREATMENT-----	03/04	KIT-03/04	SUP-00/00	CQ-00/00

TO: Joseph Shiffer  
FROM: Thomas Romanowski  
DATE: 5/02/12  
RE: APRIL 2012 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 the month of APRIL was ITP Program \$6,907.00 and Block CQ \$1,975.25 Year to Date - ITP Program - \$23,206.75 Block CQ - \$6,459.25

**LAW LIBRARY**

Updated law material continue to be logged on computer database and placed in the law library on a weekly basis with no problems noted.

**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 of 48 items were notarized for the month of APRIL and 191 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. The ITP Program participated in the 3<sup>rd</sup> ServSafe Program starting with 11 inmates and testing 7 inmates on 15-16 SEPT 2011. Test results - 5 passed and 2 failed. Classes for 2012 are being scheduled.

**PRISON LIBRARY PROJECT**

The Lancaster Library with the support of the Prison is offering a program that involves participants in reading, thinking and communicating ideas for the purpose of enjoyment, broadening perspectives and literacy. This is done twice a month with the inmate population. We explore a variety of themes that draw from current events, popular culture and the arts in its various forms. Read to your Child project is continuing and in APRIL 2 inmates have recorded their book and sent out to the child. 18 YTD. Grants/Books is being researched to keep the program stocked with books.

**LANCASTER COUNTY PRISON**  
**PROFESSIONAL VISITOR REGISTER**  
**FOR**  
**APRIL 2012**

	CURRENT MONTH	2012 - YTD	2011 MONTHLY	2011 - YTD
MINISTER	287	1239	287	1101
PUBLIC DEFENDER	68	314	54	255
PUB. DEF INVESTIGATOR	41	156	41	137
PAROLE/PROBATION	23	130	12	67
SPECIAL OFFENDER	8	20	8	16
CHILDREN&YOUTH	22	55	15	49
PA. PRISON SOCIETY	4	12	10	28
OTHER VISITS	2	9	3	9
TOTAL	455	1935	430	1662

PUBLIC DEFENDER VISITS  
APRIL 2012

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
BLANK, DAVID												1																				1
BOMBERGER, MATTHEW								1											1													3
BYRAM, ROBERT					1					1									1							1						4
CHURCHVILLE, JOHN	1	1	1	1						1	1	1							1				1									10
CONRAD, DOUGLAS																			1													1
CORSO, MICHAEL									1																1							2
DIXON, STACIE	2	1	2	1				2	1	1	1	1		2	1		1						1	2	1	1			2			21
DONNELLY, ELIZABETH							1						1					1	1													4
DOUGHERTY, DENNIS									1																							1
ENCARNACION, SAMUEL	1		1					1	1	1			1				1	1		1			1								10	
FOGIE, RICHARD			1					1		2	1	2	1	1		2	2	1	2	2		2	1									18
GIBSON, ANNE													1						1				1			1						4
GLATFELTER, PETER									1																							1
GLICK, MARY JEAN																																0
GRATTON, JIM			1								1												1									3
HORST, LAURA																																0
KAYE, DAN														1									1					1				3
LOW, ELIZABETH																	1															1
RAMPAUL, BEVERLY				1						1																						2
ROMANO, DAVID																																
SCHULZ, CURT									1				1						1	1		1			1				1			7
SPADE, ANDREW																																0
SPAHN, MERRILL										1																			1			2
SPOTTS, PATRICIA					1						1					1	1				1											5
STARK, KIMBERLY																																0
STRASZYNSKI, DANIEL					1									1															1			4
TALLARICO, CHRIS										1																						1
WELLENER, BARRIE																			1													1
TOTAL	1	3	5	4	5	0	0	0	6	8	5	8	4	0	2	5	5	5	10	5	1	0	5	5	4	3	3	0	2	5	0	109

DEPARTMENTS

COUNSELORS	977
CLASSIFICATION	146
CHAPLAIN	1414
PROBATION/ PAROLE	1203
PUBLIC DEFENDER	1016
MH/MR	106
VOC./ EVAL.	614
RECREATION	48
WORK RELEASE	190
DRUG & ALCOHOL	766
I.U. #13	113
MEDICAL	162
BAIL ADMIN.	125
TOTAL	7, 139

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Fabian Hernandez counseled approximately 198 inmate requests from 2-2, G-2 AND G-1 blocks and completed 145 intakes. He assisted in translating for non-English, speaking inmates in Commitment, Classification and Medical. Counselor Hernandez also helped with classification duties as well by completing the NESS SHEET and CHEK SHEET.

Arelis Sable counseled 205 inmates requests from 2-5, C-2, C-2A, and D-blocks, and completed 52 intakes interviews. She assisted with translating for (4 inmates) non-English speaking), in Commitment, Classification and Medical departments, and with psychiatric interviews, (MH/MR). She also coordinated/facilitated 10 groups on diverse topics, within the female population. In addition Counselor Sable reviewed requests on avoid contacts by providing housing recommendations.

Tony Haws continues to counsel inmates housed in the Administrative Segregation Housing Unit and continues to work with the Classification Area to house inmates appropriately. He is the assigned liaison to the School District of Lancaster and the Intermediate Unit 13 staff who work at the prison. Mediation sessions were held on 4-2, 4-4, 4-11, 4-16, but did not have mediation sessions after that due to space issues. Mr. Haws assisted with the Justice and Mercy chocolate cross program for the inmates. He also attended Sexual Harassment training on 4-25-12 held in the Training Room and attended the Supervisors meeting on 4-26.

Nichole Dickson completed 100 Request slips and responded to inmate questions on all housing units within the institution. She continues to call, e-mailed and held conference calls with various inmate's attorneys as well as Adult Probation and Parole services. Counselor Dickson assist inmates in obtaining a variety 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 AA for the men. She also conducted all night Intakes (Completed 206 in April). Ms. Dickson also cleared inmates off HA/BA status and moved inmates if security deems necessary. In addition she remains a member of the Wellness Committee which is dedicated to promoting the prevention of illness and prolonging Well-Being. Counselor Dickson is currently on the committee for Wardens Retirement party and recently set up the Walk for Wellness with Commissioner Dennis Stuckey,

## WOMEN'S DRUG AND ALCOHOL GROUP

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

APRIL 2011

NUMBER OF PROGRAM PARTICIPANTS : 8

AVERAGE AGE: 27

RACE:

CAUCASIAN: 6

AFRICAN AMERICAN: 1

HISPANIC: 1

ASIAN :

OTHER:

AVERAGE SCHOOL GRADE COMPLETED: 11th

NUMBER OF INMATES WHO FURTHERED EDUCATION: 1

MARITAL STATUS:

MARRIED:

WIDOWED:

DIVORCED:

REMARRIED:

SEPARATED:

NEVER MARRIED: 8

SUBSTANCE ABUSE USE:

DRUGS ONLY: 2

ALCOHOL ONLY:1

BOTH: 5

HAD PRIOR SUBSTANCE ABUSE TREATMENT:7 12 Total experiences-both inpatient  
and outpatient

AVERAGE NUMBER OF INCARCERATIONS: 15

TOTAL NUMBER OF CHILDREN GROUP PARTICIPANTS HAVE: 10

NARRATIVE: FIVE WOMEN COMPLETED THE GROUP THIS

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

Mary Clary, BS CAC

Norbert Sotomayor , BA CAC

**Month APRIL 2012**

<b><u>Statistics:</u></b>	<b><u>Year to Date</u></b>
Number of Requests Received: 766	3113
Number of Inmates Seen: 164	601
Number of Inmates moved to 2-1: 65	115
Number of Inmates who completed 2-1: 41	116
Number of Inmates who failed to finish 2-1: 19	75
05- released	34
06- did not do assignments	10
01-disciplinary problems	20
06- asked to move	14
01-went to work release	03
00-went to MHU	03
00-moved by classification	00
0- protective custody	0
0 -went to ITP	0
Number of AA/NA Meetings: 12	48
Number of Substance Abuse Groups: 30	120
Number of Evaluations done for outside agencies 8	40
Number of Referrals to the Lancaster County Drug and Alcohol Commission:	
outpatient counseling-	0
Inpatient- 0	0
Referrals to Teen Challenge, 3/4 way house, Salvation Army, etc. . . . 2	7

Mary attended Risk Mngt. Meeting at LCP on 4-4-12.

Norbert attended a day long, 6 CAC hours training on Addictions and PTSD on 4/19/12.

Norbert attended a day long, 6 CAC hours, training on The impact of Addiction on 4/24/12.

CAP have been running Parenting classes once a week at 2-1 since 4/20/12.

**APRIL, 2012**  
**SUBSTANCE ABUSE EDUCATION UNIT**  
**PARTICIPANT PROFILE**

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

**SUBSTANCE ABUSE EDUCATION UNIT**

**INMATE PROFILE**

APRIL, 2012

	Month 2011	YTD 2011	Month 2012	YTD 2012	Comments
Number of inmates placed on pod 2-1	49	563	65	115	
Number of inmates previously on pod 2-1	25	302	30	108	
Number of inmates that did not complete 2-1	15	201	41	97	
Why they did not complete 2-1	-----	-----	-----	-----	
Disciplinary problems	01	32	01	20	
Released	11	83	05	34	
Did not complete assignments	01	21	06	11	
Asked to move off	02	40	06	14	
Went to work release	00	06	01	03	
Went to MHU	00	07	00	03	
Placed on P.C.	0	00	00	00	
Moved by classification	00	11	00	00	
Moved to ITP	00	01	00	00	
Average Age	27.6	27.4	27.0	28.08	
Race	-----	-----	-----	-----	
Black	12	140	16	51	
White	24	281	32	107	
Asian	00	01	00	02	
Hispanic	13	138	17	54	
Other	0	00	00	00	
Average school grade completed	11.5	11.5	11.1	11.3	
Number of inmates that furthered education	03	45	05	15	
Number with prior substance abuse treatment	32	393	44	137	
Average # of substance abuse placements	3.4	3.69	3.5	3.6	
Marital status	-----	-----	-----	-----	
Married	05	77	06	24	

Widowed	01	03	00	00	
Divorced	03	59	06	26	
Remarried	02	27	02	11	
Separated	08	41	04	13	
Never Married	30	354	47	142	
Substance abuse use	-----	-----	-----	-----	
Drugs only	28	196	30	97	
Alcohol only	04	42	04	12	
Both drugs and alcohol	17	337	32	105	
Neither	0	00	N/A	N/A	
Number of inmates incarcerated for a drug and/or alcohol related offense	35	429	49	171	
Number of inmates involved in other prison programs	28	305	30	102	
Chaplains programs	24	258	26	93	
Anger Management	12	130	10	43	
Thresholds	n/a	n/a	n/a	n/a	
Fatherhood Programing	10	166	30	30	
Education	02	22	02	06	
ESL	0	00	00	00	
Number of inmates previously incarcerated	40	385	60	191	
Number of inmates on 2-1 waiting list	16	151	18	91	
Type of aftercare upon release from prison	-----	-----	-----	-----	
12 step meetings	20	309	32	99	
Obtain a sponsor	18	209	17	64	
Nothing	12	137	15	43	
Inpatient treatment	20	231	20	67	
Outpatient treatment	24	248	20	75	
Religious Counseling	14	203	19	65	
Other	14	185	16	56	

ANGER MANAGEMENT MONTHLY REPORT (2-1 POD)  
Compiled by: Norbert Sotomayor BA, BA, CAC.

**APRIL - 2012**

NUMBER OF PROGRAM PARTICIPANTS: 12 (including rollovers from February and March).

NUMBER OF NEW PARTICIPANTS IN THE CURRENT MONTH: 07.

NUMBER OF INMATES WHO COMPLETED ANGER MANAGEMENT: 0.

NUMBER OF INMATES WHO DID NOT COMPLETE ANGER MANAGEMENT: 09

Disciplinary: 1

Released: 2

No paperwork: 0

Asked to move off: 0

Went to Work release: 0

MHU: 0

PC: 0

Classification: 0

ITP: 0

Moved off 2-1 block: 6

AVERAGE AGE: 27.6 yrs.

RACE:

CAUCASIAN: 5

AFRICAN AMERICAN: 1

HISPANIC: 2

ASIAN : 0

OTHER: 0

AVERAGE SCHOOL GRADE COMPLETED: 11.3 TH GRADE

NUMBER OF INMATES WHO FURTHERED EDUCATION: 1

MARITAL STATUS:

MARRIED: 0

WIDOWED: 0

DIVORCED: 1

REMARRIED: 0

SEPARATED: 1

NEVER MARRIED: 05

SUBSTANCE ABUSE USE:      DRUGS ONLY: 2  
   ALCOHOL ONLY: 0  
   BOTH: 5

NUMBER OF INMATES PREVIOUSLY INCARCERATED: 07

TOTAL NUMBER WHO HAD PRIOR ANGER MANAGEMENT TX: 2

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

NUMBER OF INMATES IN ANGER MANAGEMENT WAITING LIST: 04

NARRATIVE: Cycle of eight (8) anger management classes was not run as usual due to gym being open as a housing unit. Therefore, there were some weeks where groups could not be run due to no space. This class interruption was temporary. Anger management waiting list decreased to 04. Class size continues to range from 10 minimum to 12 students maximum. This month there were seven inmates who did not complete the anger track. There were some other inmates who completed the eight anger classes but did not hand in the required assignments. Track participants continue to be required to complete four (4) written assignments as part of the anger management track requirement.

## Monthly Report

April 2012

1. Recreation is being conducted on a daily basis. Basketball, soccer, and volleyball are the primary activities for the male population. Aerobics, basketball, table tennis, and volleyball are the main activities for the female inmates.
2. 342 inmates attended organized recreational activities during the month. 35 recreation periods were held during the month.
3. Video programming is now on a fixed weekly schedule.
4. Inmate cleaners are being used from 2-5 to clean the gyms on weekly basis.
5. Mr. Atkinson/ Mr. Kut conducted weekly inspections of housing area board games. All housing areas were accounted for and all games were accounted/ replaced.
6. Self-defense training was not conducted in the gym in April
7. Mr. Atkinson/ Mr. Kut set-up and attended arraignment court on 04-25-12.
8. All housing areas were offered movies on a weekly basis.
9. Second floor gym was used for housing on 04-01 until 04-30-12.
10. Third floor gym was used for housing on 04-20 until 04-23-12
11. Mr. Atkinson/ Mr. Kut assisted with the Justice & Mercy candy handout on 04-05-12.

Jeffrey Kut

Assistant Recreation Director

**STATISTICAL MONTHLY REPORT  
RECREATION DEPARTMENT  
April 2012**

	<b>Current Month</b>	<b>YTD 2012</b>	<b>Monthly 2011</b>	<b>YTD 2011</b>	<b>+/- Diff. YTD to YTD</b>	<b>Comments</b>
<b>Inmates Attended</b>	342	1919	735	2424	-505	
<b># Of Gym Periods</b>	35	165	51	177	-12	
<b>Entertainment Videos</b>	4	16	4	16	0	
<b>Aids Awareness Videos</b>	4	16	4	16	0	
<b>Project Safe Neighborhood Videos</b>	4	16	4	16	0	
<b>Reported Inmate Injuries</b>	1	4	0	2	2	
<b>Average # Male Inmates Attending Per Month</b>	400	480	566	606	-126	
<b>Average # Female Inmates Attending Per Month</b>	33	10	22	23	-13	

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

**April 30, 2012**

**TOTAL STUDENTS**

Males 08

Females 0

**TRANSFERRED TO**

**OTHER INSTITUTION**

Males 0

Females 0

**INTERVIEWED  
STUDENTS**

This month:

Males 13

Females 0

**RELEASED STUDENTS:**

Males 2

Females 0

Year to date:

Males 121

Females 18

**GRADUATED STUDENTS**

Males 0

Females 0

**CARRY OVER  
(FROM LAST MONTH)**

Males 8

Females 0

**RACIAL BREAKDOWN**

Hispanic 4

**SPECIAL EDUCATION  
STUDENTS**

Males 1

Females 0

African-American 2

Caucasian 2

Others 0

**Intermediate Unit 13**  
**Adult ESL**  
**Lancaster County Prison**  
**April 2012**

<b>Total Students This Month</b>	<b>4</b>	<b>No. of Requests This Mo.</b>	<b>0</b>
<b>Carry-over Students From Last Mo.</b>	<b>4</b>	<b>Year To Date</b>	<b>2</b>
<b>Total Attendance Per Month (%)</b>	<b>100 %</b>	<b>Year To Date</b>	<b>100 %</b>
<b>Total Students Transferred To Other Institutions</b>	<b>0</b>	<b>Year To Date</b>	<b>2</b>
<b>Total Released From Prison</b>	<b>0</b>	<b>Year To Date</b>	<b>0</b>
<b>Total Advanced 1 ESL Level This Mo.</b>	<b>1 Student, 2 ESL Levels</b>	<b>Year To Date</b>	<b>7</b>
<b>Ethnicity Of Students</b>		<b>Year To Date</b>	
Hispanic	<b>5</b>		<b>5</b>
Other	<b>0</b>		<b>0</b>


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**Ron Edgerton -- Instructor**

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

**Month of April 2012**

<b>Total Students This Month</b>		<b>Year to Date</b>
11		31
<b>Carry over Students from Last Month</b>		<b>Class Requests This Month</b>
4		73
<b>Total Attendance Per Month ( % of )</b>		<b>Year to Date</b>
66%		70%
<b>Total Students Transferred to Other Institutions</b>		<b>Year to Date</b>
0		0
<b>Total Released from Prison</b>		<b>Year to Date</b>
1		4
<b>Total Received GED This Month</b>		<b>Year to Date</b>
0		2
<b>Racial Breakdown of Students</b>	<b>This Month</b>	<b>Year to Date</b>
Blacks	4	7
Caucasians	4	13
Hispanics	3	11
Others	0	0

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**Wyman Fowler - Instructor**

**Intermediate Unit #13  
GED Education Program - Females  
At Lancaster County Prison**

**Month of April 2012**

<b>Total Students This Month</b>		<b>Year to Date</b>
9		17
<b>Carry over Students from Last Month</b>		<b>Class Requests This Month</b>
1		15
<b>Total Attendance Per Month ( % of )</b>		<b>Year to Date</b>
78		74
<b>Total Students Transferred to Other Institutions</b>		<b>Year to Date</b>
0		0
<b>Total Released from Prison</b>		<b>Year to Date</b>
2		7
<b>Total Graduated This Month</b>		<b>Year to Date</b>
1		1
<b>Racial Breakdown of Students</b>		<b>Year to Date</b>
Afro – Americans	2	4
Caucasians	5	10
Hispanics	1	1
Others	1	2

  
**Richard A. Lichy - Instructor**

# **Chaplain's Office Monthly Report**

## **April 2012**

### **CORRESPONDENCE BIBLE STUDIES**

EMMAUS BIBLE STUDY	DISTRIBUTED - 175	COMPLETED - 142
	ACTIVE STUDENTS - 51	NEW STUDENTS - 13
SPANISH EMMAUS BIBLE STUDY	DISTRIBUTED - 23	COMPLETED - 15
ROMANS BIBLE STUDY	DISTRIBUTED - 49	COMPLETED - 39
GOSPEL ECHOES STUDY	DISTRIBUTED - 21	COMPLETED - 15

### **CLERGY VISITATION**

**253** CLERGY VISITATIONS WERE SCHEDULED THROUGH THE CHAPLAIN'S OFFICE.

### **CHAPLAINCY VISITS**

<b>129</b> ONE TIME VISITS - MALE	<b>36</b> ONE TIME VISITS - FEMALE
<b>76</b> MULTIPLE VISITS - MALE	<b>28</b> MULTIPLE VISITS - FEMALE

### **DEATH & MEDICAL EMERGENCY NOTIFICATIONS**

THE CHAPLAIN'S OFFICE WAS INVOLVED WITH **4** DEATH AND **12** MEDICAL EMERGENCY NOTIFICATIONS THIS MONTH.

### **INMATE REQUESTS**

THE CHAPLAIN'S OFFICE HANDLED APPROXIMATELY **1451** INMATE REQUESTS.

Chaplaincy Programing  
Women's Demographics

Alpha Group - Inside / Out Training - Intensive Prayer Ministry  
for April 2012

**Alpha Group** - a low key, non-threatening series of group sessions where men and women from any background or belief system can ask questions about the meaning of life. Also to link inmates with community churches via the relationships established in the group sessions. And to help educate the churches to the real needs of the inmate.

**Inside / Out Training** and the **Intensive Prayer Ministry** are an attempt to help the inmate identify and deal with their inner issues that are controlling their life and behavior.

Total participants - - - - - 33

Involved in : Confession- - - - - 7  
Addict to Disciple - - - - - 7  
Intensive Prayer Ministry - - - - - 27  
Involved in 2 of the above programs - - - - - 15  
Involved in 3 of the above programs - - - - - 8

Participants receiving disciplinaries : major - 1 minor -1

Stopped participating due to: moved -0, released - 8, completed - 0, choice - 2

Have been involved in any of the above programs during a prior incarceration - 18

Average age - - - - - 34

Racial breakdown : African/American - - - - - 8  
Caucasian - - - - - 18  
Hispanic - - - - - 6  
Other - - - - - 1

Marital Status : Married - - - - - 4  
Separated or Divorced - - - - - 5  
Single - - - - - 24

Have children - - - - - 26

Religion stated at time of commitment : Catholic - 3  
Protestant - 16  
Muslim - 1  
Other - 3  
None - 10

**\* NOTE - participation in any of the Chaplaincy Programing is via inmate request and is not restricted by age, race or religion.**

Chaplaincy Programing  
Demographics  
Alpha Group - Inside / Out Training - Intensive Prayer Ministry  
for "April" 2012

**Alpha Group** - a low key, non-threatening series of group sessions where men and women from any background or belief system can ask questions about the meaning of life. Also to link inmates with community churches via the relationships established in the group sessions. And to help educate the churches to the real needs of the inmate.

**Inside / Out Training** and the **Intensive Prayer Ministry** are an attempt to help the inmate identify and deal with their inner issues that are controlling their life and behavior.

Total participants -	-	-	-	-	-	-	-	-	23
Participants housed on 2-1 -	-	-	-	-	-	-	-	-	12
Involved in :	Confession	-	-	-	-	-	-	-	12
	Bible study	-	-	-	-	-	-	-	19
	Inside / Out	-	-	-	-	-	-	-	9
	Intensive Prayer Ministry	-	-	-	-	-	-	-	12
	Involved in the Fathers Love /Embrace Series	-	-	-	-	-	-	-	6
	Involved in 2 of the above programs	-	-	-	-	-	-	-	3
	Involved in 3 of the above programs	-	-	-	-	-	-	-	10

Participants receiving disciplinaries : major - 0 minor - 0

Stopped participating due to: moved - 0, released - 2, completed - 0, choice - 1

Have been involved in any of the above programs during a prior incarceration - 7

Average age - 35

Racial breakdown :	African/American	-	-	-	-	4
	Asian	-	-	-	-	0
	Caucasian	-	-	-	-	9
	Hispanic	-	-	-	-	10
	Other	-	-	-	-	0

Marital Status :	Married	-	-	-	-	5
	Separated or Divorced	-	-	-	-	3
	Single	-	-	-	-	15

Have children - 16

Religion stated at time of commitment :	Catholic	-	3
	Other	-	0
	Protestant	-	9
	Muslim	-	0
	None	-	11

**\* NOTE - participation in any of the Chaplaincy Programing is via inmate request and is not restricted by age, race or religion.**

APRIL 2012

Chaplain's Office

Activity Sheet Monthly Report

	services conducted	services year to date	average attendance	attendance year to date	attendance per service
<b>Protestant Worship Services</b>					
Sunday 2-1	5	5	47	236	47
Sunday WR	2	2	15	30	15
Sunday Women	5	5	46	229	46
Wednesday MHU	4	4	6	24	6
Wednesday 3rd	4	4	37	148	37
Wednesday 2-2	4	4	35	139	35
Saturday G-1 & ITP	4	4	31	122	31
Saturday G-2 & THU	4	4	41	164	41
<b>Catholic Services</b>					
Bilingual 2nd floor Men	1	1	12	12	12
Bilingual 3rd floor Men	1	1	19	19	19
Thursday Bible Study 2nd & grd	3	3	8	24	8
Thursday Bible Study 3rd	3	3	13	40	13
Bible Study - Women					
Tuesday Spanish	3	3	6	19	6
Thursday support group	8	8	18	140	18
Women's Confession	2	2	4	7	4
Bible Study - Men					
Monday 2-1 & 2-2	6	6	6	37	6
Tuesday English 3rd	4	4	12	47	12
Wednesday Spanish 3rd	3	3	15	46	15
Wednesday work release	4	4	17	66	17
Thursday main & ground	4	4	27	109	27
Friday Spanish 2nd, main & ground	3	3	23	68	23
Alpha Program					
Monday - Women	0	0	ERR	0	ERR
Wednesday - Women	0	0	ERR	0	ERR
Friday - Women	0	0	ERR	0	ERR
D & A Programming					
Wednesday Inside Out 2-1 & 2-2	3	3	18	55	18
Wednesday - Women	4	4	9	37	9
Muslim Services					
Friday - Juma 3rd	3	3	18	54	18
Friday - Juma 2nd, main & Ground	3	3	14	41	14
Tuesday - Taleem	0	0	ERR	0	ERR

# WARDEN'S REPORT

No May Report

# OPERATIONS REPORT

Kenneth Arnold  
Deputy Warden for Operations

## **APRIL, 2012 PRISON BOARD REPORT STAFF DEVELOPMENT**

Training provided during the month of April, 2012 included provision of one thousand forty-three (1043) hours of state approved basic correctional training to three (3) new Correctional Officers (C. O.). On April 9, 2012, two (2) new C. O.s started and on April 23, 2012, one (1) more C. O. was added to the present class. They will be released to full duty following completion of their five (5) week training cycle. It is noted that the On-the-Job training period has been extended from 2 to 3 weeks to provide the new employee a better understanding of operations.

The Staff Development Department is also responsible for oversight of York Technical Institute (YTI) internship candidates and other internship candidates from other educational institutions. The YTI interns serve a minimum of three hundred sixty (360) hours, primarily shadowing COs and Counselors. Three (3) of our current interns are YTI students while three (3) other interns represent Penn State and Millersville University of Pennsylvania. The latter interns are Social Services, Criminal Justice, or Psychology majors, performing their hours within the treatment component of the institution. These interns served a total of five hundred twelve (512) hours throughout the month of April, 2012. Since February, 2012, the 3 YTI interns have served a total of one thousand one hundred forty-five (1145) hours.

On April 11 and 26, 2012, the Staff Development Coordinator provided four (4) hours of security training to eight (8) new medical staff. These staff assumed various positions with Prime Care Medical.

The Staff Development Coordinator continues to tour all housing units on an on-going basis. During April, 2012, he devoted twelve and one-half (12.5) hours to tours on housing units on all three shifts. Special emphasis has been applied to those areas wherein newer staff are assigned or those areas wherein On-the-Job (Cadre) trainees are assigned.

During CO shift briefings throughout the month of April, 2012, one hundred twenty-three (123) man hours of training were provided to staff. Topics for the month of April, 2012 included; Prison Rape Elimination Act (PREA), Disaster Plan Reviews, Block Management, Post Orders, and the new Block Feeding Procedures, amongst other topics.

Throughout the month of April, 2012, across all three (3) shifts, thirty-one (31) hours of Ethics training was conducted.

On April 17, 2012, the Records Auditor facilitated a meeting with eight (8) staff in attendance. During the meeting, topics of discussion included; sentencing and time served credits, DNA Orders in relation to sentences, audits of all processes, and the new procedure for dissemination of release documents to Commitment.

Throughout April, 2012, the Staff Development Coordinator and other staff facilitated institutional tours for seventy-five Millersville University, a Lampeter-Strasburg Law class, and

**APRIL, 2012 PRISON BOARD REPORT  
INMATE MISCONDUCT SYNOPSIS  
Page 2**

Leadership Lancaster participants. Many positive comments and expressions of acceptance emanated from tour participants.

On April 26, 2012, the Deputy Warden (Operations) facilitated a Security Supervisors Meeting wherein many operational issues were addressed. Comprehensiveness of reports, sanitation, the revised Tool Control policy, development and implementation of a new OJT program for staff, and an extensive discussion re: RHU operations, was discussed.

A mandatory training regarding Sexual Harassment was facilitated for all supervisors and managers on April 25, 2012. This 2 hour training session was attended by twenty-two (22) staff.

On March 3, 2012, a Security Supervisors Meeting was conducted by the Deputy Warden (Operations) and attended by thirteen (13) Security Supervisors, the Senior Counselor, K-9 Leader, Dr. S. Yecker, and the Warden. Intake processing procedural follow-up, block out procedures, C. O. and Supervisor training issues, four week post rotation follow-up, mentoring of C. O.s, display of inmate expectations on each block to serve as a reminder of inmate responsibilities and conduct violations were discussed during this meeting.

**APRIL, 2012 INMATE MISCONDUCT SYNOPSIS**

With the intent of preserving the Constitutional rights of all citizens and order within our surrounding communities, ordinances and State/Federal laws have been enacted and are enforced by law enforcement authorities. Similarly, within the correctional setting, administrative regulations and basic expectations have been enacted to ensure the safety of both staff and inmates, the security and good order of the institution, and to protect citizens in our surrounding communities. As part of the inmate disciplinary process, inmates are afforded the opportunity to rebut any administrative charges levied against them through personal statement(s), witness statement(s), documentary evidence, etc.

In an effort to capture the nature and magnitude of Misconduct Reports issued and heard at the Lancaster County Prison (LCP), monthly reporting has commenced in terms of Prison Board presentation. Inmate Misconduct Reports are categorized in two (2) categories. Specifically, inmate offense behavior is divided into Minor and Major. Major Misconduct behavior includes, but is not limited to, Assault on Staff or Inmates, Mutual Combative Fighting, Disobeying a Staff Directive, Threatening Staff or Inmates, Possession of a Weapon, Breach of Security, Destruction of County Property (destruction of sprinkler heads, cell glass, etc.), and Creating a Disturbance (disturbance wherein potentially catastrophic activities are prevalent). Minor Misconduct Reports include, but are not limited to, Creating a Minor Disturbance (disturbance lacking potentially catastrophic consequences), Theft, Creating a Health and Safety Hazard (flooding cell, etc.), Disrespect to Staff, Possession of Contraband, Interfering with Staff Duties, and Minor Destruction of County Property (inmate mattresses, t-shirts, uniform clothing).

**APRIL, 2012 PRISON BOARD REPORT**  
**INMATE MISCONDUCT SYNOPSIS**  
**Page 3**

For the month of April, 2012, twenty-nine (29) of the eighty-nine (89) adjudicated Misconduct Reports were Major infractions. The following represents the breakdown for Major Misconduct Reports and Hearings:

Assault on Staff- seven (7)  
Assault on Inmate- sixteen (16)  
Mutual Combative Fighting- four (4)  
Breach of Security- 1  
Creating a Disturbance- 1

The sixty (60) adjudicated Minor Misconduct Reports included Interfering with Staff Duties, Health and Safety Hazard, Disrespect to Staff, Minor Creation of a Disturbance, Minor Destruction of County Property, Possession of Minor Contraband, and Theft, amongst others not categorized.

Comparatively speaking, Assaults on Staff increased by two (2) while Assaults on Inmates and Mutual Combative Fights decreased by three (3) and eight (8), respectively between April, 2012 and March, 2012. Threats against Staff decreased by two (2), by comparison. Possession of a Weapon and Possession of Drugs decreased by 1 and 2, respectively, while Breach of Security remained constant.

As reported in the preceding Prison Board Report, base line averages were established to assess trends during Calendar Year 2011. Compilation of Calendar Year 2012 demographic trends and comparisons have commenced with the January, 2012 report.

The 2012 average monthly adjudicated Major Misconduct Reports from January, 2012 through April, 2012, is thirty (30) per month. April, 2012 demographics reflect a decrease of 1 in comparison to the afore-mentioned Calendar Year 2012 average. The 2012 average monthly adjudicated Minor Misconduct Reports from January, 2012 through April, 2012, is one hundred thirteen (113). April, 2012 demographics reflect a decrease of fifty-three (53) adjudicated Minor Misconducts in comparison to the afore-mentioned Calendar Year 2012 average.

Four of the Major Misconducts, which warrant attention, are Assault on Staff, Assault on Inmate, Mutual Combative Fight, and Possession of a Weapon. The 2012 average monthly adjudicated Misconduct Reports for the afore-mentioned adjudicated Major Misconduct Reports is 6, nine (9), 9, and 0, respectively. April, 2012 demographics reflect an increase of 1 in terms of Assaults on Staff, an increase of 7 in terms of Assaults on Inmates, a decrease of five (5) in terms of Mutual Combative Fights, and demographics for Possession of a Weapon are consistent with the 2012 average. These demographics represent a comparison against the monthly averages established through compilation of data from January, 2012 through April, 2012.

**APRIL, 2012 PRISON BOARD REPORT  
USE OF FORCE SYNOPSIS  
Page 4**

In summary, adjudicated Misconducts decreased significantly during April, 2012 when compared against both the March, 2012 demographics and the 2012 monthly averages. Decreases were realized in both the Major and Minor Misconduct categories.

**Note: Demographic Charts Published in Website Materials**

**APRIL, 2012 USE OF FORCE SYNOPSIS**

As the result of research and contact with several Pennsylvania County Prison Wardens, it has been determined that their reporting norm for use of force incidents is much different in comparison to the reporting protocol practiced by LCP. Specifically, in other institutions, if a mutually combative fight occurs between 2 inmates, physical force is employed to separate the combatants, and handcuffs are applied to control the situation from further escalation, 2 use of force techniques are reported. In view of the above, reporting will be modified to meet the criteria employed by other reporters. Uniform reporting throughout the state is being addressed with modified verbiage being the goal.

Pursuant to standard protocol, use of force demographics are reported to the Pennsylvania Department of Corrections (PA DOC) on a monthly basis. Reporting categories for Use of Force are Physical, Application of Mechanical Restraints, Use of Chemical Agents, Use of Electronic Devices, Use of Batons, and Use of Firearms. These use of force techniques may be employed to gain control of an inmate until he/she re-gains self-control. Employment of these techniques is based on the fact pattern known at the time as compared to the threat level presented by the inmate.

Reported demographics for April, 2012 were as follows:

Physical- Twelve (12) times on inmate(s)  
Mechanical Restraints applied- 12 times on inmate(s)  
Four-Point Restraints- nine (9) times on inmate(s) (Suicide)

As with Misconduct Reports, Use of Force demographic compilation has commenced with the demographics reported in the January, 2012 report for purposes of establishing a baseline for Calendar Year 2012.

The instances wherein application of handcuffs was necessary until the inmate re-gained control was identical to the March, 2012 demographics. The application of Four-Point Restraints for reasons of protection from self harm increased by 2 in comparison to March, 2012 demographics. Incidents wherein physical intervention was required to gain control of the inmate(s) increased by 12 in comparison to March, 2012 demographics. It is noted that physical

**APRIL, 2012 PRISON BOARD REPORT**  
**USE OF FORCE SYNOPSIS/MISCELLANEOUS INFORMATION**  
**PAGE 5**

intervention was necessary in 2 Mutually Combative Fights to gain control of three of the combatants. Additionally, 7 inmates were placed in four-point restraints on nine occasions based on suicidal concerns.

As with Misconduct Reports, Use of Force demographic compilation has commenced with the demographics reported in the January, 2012 report for purposes of establishing a baseline for Calendar Year 2012.

During the month of April, 2012, all of the afore-mentioned use of force techniques were applied in eleven (11) incidents. A total of twelve (12) inmates were involved in these incidents.

The 2012 monthly averages for Physical, Application of Mechanical Restraints, Use of Chemical Agents, Use of Electronic Devices, Use of Batons, and Use of Firearms are nine (9), 12, 0, 0, 0, and 0, respectively. The 2012 monthly average for 4-Point Restraints is 4. Again, these averages are derived from the data generated between January, 2012 and April, 2012. As reflected above, the April, 2012 application of mechanical restraints remained constant while application of physical force increased by 3 in comparison to the 2012 monthly averages in these categories. Application of 4-Point Restraints increased by 5, in comparison to the 2012 monthly average.

In summary, use of force demographics increased in two application categories during the month of April, 2012.

reflected above, the March, 2012 application of mechanical restraints remained constant while application of 4-Point Restraints increased by 2, in comparison to the 2012 monthly averages.

In summary, use of force demographics increased in only one application category during the month of March, 2012.

**Note: Demographic Charts Published in Website Materials**

**MISCELLANEOUS INFORMATION**

For the month of April, 2012, the following Correctional Officers have been selected as Correctional Officer of the Month for their respective shifts:

1<sup>st</sup> Shift (12:00AM-8:00AM)- C. O. Pedro Torres is recognized as a conscientious Officer who consistently displays a positive demeanor and excellent attitude. Officer Torres serves as an excellent role model for less experienced Officers. He takes pride in his work and willingly provides valuable feedback to superiors regarding processes and procedures.

**APRIL, 2012 PRISON BOARD REPORT**  
**MISCELLANEOUS INFORMATION**  
**PAGE 6**

2<sup>nd</sup> Shift (8:00AM-4:00PM)- C. O. John Maldonado is a solid Officer who takes his job very seriously. He is capable of handling any task and goes above and beyond to ensure the task is completed to the best of his ability. He has made great strides in terms of performance improvement and with that said, he is utilized to train new staff assigned to the shift. His professionalism sets him apart from others as he treats staff, inmates, and visitors alike with the utmost respect and dignity.

3<sup>rd</sup> Shift (4:00PM-12:00AM)- C. O. Anthony Jackson is recognized for his willingness and ability to assist other staff who are less experienced. Officer Jackson completes his duties with little to no supervision. He is respected by the inmate population and the same is exemplified by the minimal problems he encounters while working some very difficult posts.

Sergeant (Sgt.) R. Wolfe has assumed the lead in terms of development, facilitation of small group meetings, and interface with all stakeholders relative to the Restricted Housing Unit. A draft policy has been developed and the same is currently in the review process. Security Supervisors have worked together to identify an activation plan, inclusive of scenario training. The final step prior to activation will be some physical modifications within the RHU and another unit.

A new draft Tool Control policy has been developed and forwarded to most stakeholders for review. Sgt. W. Aberts is coordinating the finalization of the policy and implementation of the same throughout the institution. The next step will require a complete identification and inventory of all tools in Facilities Management (institutional), Medical, Food Service, and Armories. Subsequently, tool classification and construction of tool storage areas should occur. The final step will be implementation of the program, inclusive of routine tool audits and monitoring.

In an effort to enhance efficiencies in terms of implementation of correctional protocols and strategies, Security Supervisors continue to use video footage to de-brief situations, identifying both strengths and weaknesses. The efforts of Security Supervisors to train inexperienced staff will result in huge long term benefits.

**INMATE SERVICES REPORT**

**Joseph Shiffer**  
**Deputy Warden for Inmate Services**

**Inmate Services Department  
Prison Board Report  
May, 17 2012**

**April 2012 highlights**

Drug & Alcohol classes for females are scheduled to begin in June. Supplies have been ordered and the classroom has been cleaned and is currently being prepped for painting

A meeting was with Pamela Grosh from Victim Witness on 4/24/12 to discuss reporting issues with SAVIN. Follow up meetings have been held and Lancaster County IT is assisting to determine what the problem is so we can resolve.

Since January 1<sup>st</sup>, 21 inmates have begun participation in CareerLink programming. In April, 5 inmates attended the CareerLink orientation. One female participant was dismissed from the program due to inappropriate use of the computers at CareerLink. She was placed in General population. A meeting to discuss the progress of this partnership is being scheduled.

A meeting was held with Trinity Services Group, formerly Canteen Correctional Services to discuss the prison menu. A food survey was provided to all inmates and the results will be tabulated and shared with Trinity Services to potentially enhance the current menu. In addition, the 1 year option to maintain Trinity Services as the food service provider was approved.

The Prison Garden Project coordinated with the City of Lancaster continues to move forward. Lead testing of the soil has recently been completed. Results showed lead levels were extremely positive, and far below HUD requirements. Inmate volunteers have signed up to assist with preparing the soil, planting, and harvesting the vegetables grown. A meeting is scheduled for 5/16/12 with staff from Lancaster General Hospital as well as garden experts from Penn State, who will be providing educational support to inmates throughout the program. In addition, Lancaster News Papers is coming to the Prison on 5/22/12 to do a story on this project. Vegetables from the Garden will be donated to local food banks and shelters.

In response to a recent tour at LCP for Leadership Lancaster, I am schedule to speak to Paradise Rotary Club on 5/31/12. Many of the groups represented stated their interest in learning more about LCP. In an effort to reach out to the community a letter has been drafted to provide speakers, from the prison, to various local civic organizations. The goal is to provide a better understanding of the services provided to inmates while in the prison and enlist support from the community in our efforts.

Court Administration will no longer be providing statistics on video conferencing for the Prison Board report.

***See attached program statistical section for further information.***

# ADMINISTRATIVE SERVICES REPORT

No May Report

# FACILITIES MANAGEMENT REPORT

Charles Douts, Jr  
Director



County Commissioners  
Scott Martin, Chairman  
Dennis P. Stuckey, Vice-Chairman  
Craig Lehman

Director  
Charles E. Douts, Jr.

## Facilities Management

150 North Queen Street  
Suite #612  
Lancaster, PA 17603-3562  
Phone: 717-299-8323  
Fax: 717-295-3508  
www.co.lancaster.pa.us

# Facilities Management

## Monthly Prison Activities Report

May 2012

### Personnel:

- All positions are filled at this time

### Prison:

- Projects:
  - Epoxy Floor Coating Repairs (\$60,000 budgeted)
    - Currently seeking quotes
      - Had contractor in on May 1
        - Waiting for quote
  - CCTV – PROJECT STATUS -99.5% complete (\$250,000)
    - PROJECT WRAP UP SCHEDULE – 97% complete
    - FM staff will assist Prison with final software programming
  - Door replacement/repairs (\$30,000 – budgeted)
    - We will be working on replacing doors
- Heim Co Projects
  - Chiller Replacement – 98% Complete (\$33,744)
    - NRG is now about 90% done with their work
      - Met with Heim and NRG to discuss closing this project out by June 1, 2012.
  - Prison Energy Control System (\$97,250)
    - Ongoing work with Heim and NRG
    - Scheduled to finish in June
  - Voc/Eval HVAC (\$28,831)
    - Waiting on NRG to finish BAC Controls (see NRG info above)
- Archibus
  - Met with prison staff to review building/floor/room layout





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### County Commissioners

Scott Martin, Chairman  
Dennis P. Stuckey, Vice-Chairman  
Craig Lehman

### Director

Charles E. Douts, Jr.

- Data entry (100% complete)
- Prison Leadership Changes
  - Reoccurring meeting dates have been established
- Mulch is scheduled to be delivered on 5/10/2012
  - Staff and LCP work crew will be working on mulching after delivery
- Prison Sign
  - We have been asked to explore a new property sign to replace the existing sign.
- Pod Fans
  - We have been meeting with Vendors to install fans in 8 of the 9 pods (one pod is air conditioned)
- RHU
  - We are working with Prison Admin to look into facility modifications needed to develop the RHU.
    - Shower modifications
    - Door modifications

Respectfully Submitted

Robert R Devonshire, Jr.  
Maintenance Superintendent  
County of Lancaster  
Facilities Management

05/08/2012

Cc: Douts  
File



**NEW BUSINESS**

## COLLECTION OF INNATE DEBTS

### LANCASTER COUNTY CORRECTIONAL FACILITY

#### 1. APPLICABILITY

This policy is applicable to all inmates of the Lancaster County Correctional Facility (hereinafter "LCCF") excluding those inmates who are currently authorized to participate in the Work Release Program (for debt collections for inmates on work release please see the Work Release/Community Programming Rules and Regulations).

#### 2. POLICY

It is the policy of the LCCF to collect, consistent with current law, all inmate debts which it is authorized to collect and to transmit the proceeds to the appropriate party (ies).

#### 3. PROCEDURES

##### a. Administration

- i. The LCCF's Prison Administration Office maintains financial accounts for all inmates. All inmates' funds are processed through the County Treasurer's Office. An inmate may receive funds in the manner and method described in the LCCF Inmate Handbook.

##### b. Account Reports for Indigence Claims

- i. Should an inmate apply for representation by a public defender, the Administration Office will provide the inmate with an account balance.

##### c. Withdrawal of Inmate Account Funds

- i. Other than child support payments, no more than 50% of income to an inmate's account will be used to satisfy inmate debts, provided that the account balance exceeds \$20.00.
- ii. Receipts outlining withdrawal of funds, as well as the allocation of withdrawn funds, will be provided to the inmate in a timely manner by the Prison Administration Office.

##### d. Release from LCCF

- i. At the time of release from prison, the inmate must verify his/her address to which remaining monies may be sent. A check for any unencumbered funds will be sent to the address provided by the inmate when the final tabulation is completed by the Administration Office.

#### 4. CLASSIFICATION OF DEBTS

##### a. Restitution and Other Court Costs

- i. When the Clerk of Court provides a copy(s) of an order(s) for restitution, reparation, fees, costs, fines, and/or penalties associated with the criminal proceedings, the Administration Office shall file the original order or maintain the information provided by the Clerk of Court. The order, or supporting information, must indicate the status of the debt, including the current balance due and any special conditions which would affect payments.

- ii. The Administration Office, through inmate account deductions, makes payments of 20% of the inmate's account balance and monthly income for restitution, reparation, fees, costs, fines and/or penalties associated with criminal proceedings, provided that the inmate has a balance that exceeds \$20.00.
  - iii. The Administration Office shall send the funds deducted to the county probation/parole department.
  - iv. Magisterial District Judge orders for civil matters are not covered by this policy and may not be collected as set forth in this section.
  - v. Court orders that require payment upon, or within a certain amount of time after parole or release, may not be collected as set forth in this section unless the sentencing judge stipulates, via court order, that the Administration Office is to begin collection prior to the inmate being paroled or released. In the event that a court order states payment is required on or after parole or release, the Administration Office shall contact the court and request clarification of the court order.
- b. Collection of Child Support Payments
- i. The Administration Office will make deductions from an inmate's account for the purpose of obeying lawful orders to collect child support payments, provided that the account balance exceeds \$20.00.
  - ii. Upon receipt of an order from the Court of Common Pleas of Lancaster County or another jurisdiction ordering the LCCF to deduct a specified monthly amount from a custodial inmate's account in order to satisfy his/her child support obligation, the Administration office shall:
    - 1. determine the terms of the order including whether the order: directs deductions from the inmate's income until further notice; and provides total withheld amount cannot exceed a certain percentage of the inmate's aggregate disposable weekly earnings;
    - 2. notify the inmate that:
      - a. "Effective immediately, per the attached Court Order, we will be assessing your account each month, for the Child Support you are obligated to pay. The assessment for Child Support will only be based on the income that is credited to your inmate account while you are incarcerated in this facility, but will be collected from your inmate account."
      - b. "Unless and until the Lancaster County Correctional Facility received verifiable proof that the attached order has been suspended, modified, or terminated by the appropriate court, this money will be collected, in addition to other debts for which you are responsible. If you do not owe any other debts, we will deduct all income that exceeds \$20.00 for your Child

Support, but we will not exceed the amount ordered on the attached Child Support Order.”

3. ensure that an appropriate hold is placed on the inmate’s account or wages to ensure that sufficient funds from the account or wages (but not in an amount that will exceed the amount ordered in the Child Support Order) remain available for remittance to the appropriate county designee; and
  4. remit the funds collected as child support to the county or other entity specified to receive the funds in the documentation ordering collection.
- c. Monies Owed to the LCCF
- i. Debts owed to the LCCF are fees assessed to the inmate during incarceration which were the result of a facility violation and/or determination that the inmate was subject to discipline for actions that occurred during the inmate’s incarceration.
  - ii. Any charges that are assessed for medical and/or dental services based upon the fee procedure described in the inmate handbook.
  - iii. Restitution for Damages
    1. Inmates who have been found, as a result of disciplinary procedures, to have intentionally damaged or destroyed jail property or damage done as a result of an inmate’s violation of a facility rule or regulation will be responsible for the cost of the repair, replacement or cleaning of the damaged jail property.
    2. The Disciplinary Hearing Board will complete a “Restitution Expense Form” and forward the completed form to the Administration Office, for deduction from the inmate’s account. The cost of damages and/or repair or cleaning expenses will be deducted until the expense is satisfied in accordance with procedures set forth in this policy.
    3. The cost of damages and/or repair or cleaning expenses will be established by the Director of Maintenance and the Deputy Warden, at a cost equivalent to the repair, replacement or cleaning.
  - iv. Housing Costs
    1. Any inmate wishing to voluntarily begin paying their housing costs during incarceration will be offered the opportunity to have the costs withdrawn from their inmate account. Payments can be made in accordance with the priorities outlined in this policy.

## 5. PRECEDENCE OF COLLECTIONS

- a. Child Support
  - i. If an inmate owes any money as described in this policy for a child support obligation, all money in the inmate’s account exceeding \$20.00 shall be collected to satisfy the child support payment.
- b. Restitution and Other Court Costs

- i. If an inmate owes any money for restitution, fines, fees or other related court costs as described in Section 4(a) of this policy, 20% of the inmate's account shall be collected until the debt is satisfied, provided the account balance exceeds \$20.00.
  - c. Monies Owed to the LCCF
    - i. If an inmate owns any money for fees, restitution for damages incurred during incarceration, as described in Section 4(c) of this policy, shall be collected up to 20% of the inmate's account, provided the account balance exceeds \$20.00.
  - d. Other Debts
    - i. If an inmate owes any additional money under Section 4(a) or Section 4(c) above, 10% of the inmate's account shall be collected until the debt is satisfied (for a total of 50% of the deposited income to an inmate account), provided the account balance exceeds \$20.00.
  - e. Housing Costs
    - i. An inmate may elect to begin paying housing costs during incarceration. Inmates should meet with facility staff to establish a pre-release and post release payment plan.

**6. FINANCIAL INFORMATION PROVIDED UPON RELEASE**

- a. Release at Expiration of Sentence
  - i. Upon release of an inmate at the expiration of his/her sentence, the Administration Office shall provide a record of payments made and remaining account balances toward the satisfaction of court ordered restitution or other court related financial obligations to the probation department or other agent designated by the court order via the facility's record office.
- b. Forwarding Address
  - i. At the time of release from prison, the inmate must verify his/her address to which remaining monies may be sent. A check for any unencumbered funds will be sent to the address provided by the inmate when the final tabulation is completed by the Administration Office.

**7. SUPERSEDED POLICY AND CROSS REFERENCE**

- a. Superseded policy
  - i. This policy supersedes all facility policy and procedures on this subject except for the financial policy outlined in the Work Release/Community Programming Rules and Regulations.
- b. Cross Reference
  - i. LCCF Inmate Handbook
  - ii. LCCF Work Release/Community Programming Rules and Regulations

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### LANCASTER COUNTY CORRECTIONAL FACILITY

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#### 3. PROCEDURES

##### a. Administration

- i. The LCCF's Prison Administration Office maintains financial accounts for all inmates. All inmates' funds are processed through the County Treasurer's Office. An inmate may receive funds in the manner and method described in the LCCF Inmate Handbook.

##### b. Account Reports for Indigence Claims

- i. Should an inmate apply for representation by a public defender, the Administration Office will provide the inmate with an account balance.

##### c. Withdrawal of Inmate Account Funds

- i. Other than child support payments, no more than 50% of income to an inmate's account will be used to satisfy inmate debts, provided that the account balance exceeds \$20.00.
- ii. Receipts outlining withdrawal of funds, as well as the allocation of withdrawn funds, will be provided to the inmate in a timely manner by the Prison Administration Office.

##### d. Release from LCCF

- i. At the time of release from prison, the inmate must verify his/her address to which remaining monies may be sent. A check for any unencumbered funds will be sent to the address provided by the inmate when the final tabulation is completed by the Administration Office.

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Support, but we will not exceed the amount ordered on the attached Child Support Order.”

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  - ii. Any charges that are assessed for medical and/or dental services based upon the fee procedure described in the inmate handbook.
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## Processing Fee

A processing fee of \$50.00 will be assessed upon commitment. You are not eligible for any financial privileges until the processing fee has been paid in full. You will be entitled to your one free phone call. All incoming funds will be collected at 100% until the processing fee has been paid in full. The processing fee does not apply to those inmates committed by the Pennsylvania Department of Corrections, the US Bureau of Prisons, US Marshalls Service, or BICE, or by writ from another county.