

LANCASTER COUNTY PRISON BOARD AGENDA
MAY 16TH, 2019

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, May 16th, 2019 beginning at 8:45 am.
4. APPROVAL OF MINUTES. April 18th, 2019. Submitted independently by the Board Secretary.
5. MONTHLY REPORT
 - a. Warden's Report – Cheryl Steberger
 - b. Operations Report – Robert Wolfe
 - c. Inmate Services Report – Joseph Shiffer
 - d. Security Report- William Aberts
 - e. Administrative Report –Tammy Moyer
 - f. Facilities Management Report – Charles Douts
 - g. Suicide Prevent Task Force update- Julie Holtry
 - h. Prison Stat- Scheduled held on April 22nd, 2019
6. OLD BUSINESS
7. NEW BUSINESS
8. BUSINESS FROM GUESTS
9. ADJOURN

May 16th, 2019 9:15am
150 North Queen Street
Commissioners Conference Room
7th floor

WARDEN'S REPORT

**CHERYL STEBERGER
WARDEN**

PRISON BOARD
WARDENS REPORT
MAY 16TH, 2019

- Population
- Corrections Week
- Lock and Key

OPERATIONS REPORT

**ROBERT WOLFE
DEPUTY WARDEN**

PRISON BOARD
OPERATIONS REPORT
DEPUTY WARDEN ROBERT WOLFE

- Body Scanner
- 2 staff certified as AMAC Instructors (brings us up to 4) (Applied Management Applications Course)
- 2 staff certified as Pepperball Delivery system Instructors and Armorers
- 3 staff certified as CPR Instructors
- 1 staff certified as a TST-Train the Staff Instructor
- 15 staff trained as FTO (Field Training Officer)
- 3 staff certified as OC Instructors (Oleoresin Capsicum)
- 6 staff trained in Drug and Human Trafficking (5 Supervisors / 1 K-9 Handler)
- 9 staff certified in CIT (Crisis Intervention Training)
- 43 Transport Team members trained in restraint usage
- 3 staff went to Texas for the Touch Screen panel training
- All staff trained in Inmate Status' / Stress / Infectious disease / Criminal Justice / Legal Aspects and Gang Intelligence and awareness
- Class started 29 Apr 19 - 15 new hires / will be on their own 14 June 2019
- Corrections Week
- Spring Cleaning

INMATE SERVICES REPORT

**JOSEPH SHIFFER
EPUTY WARDEN**

**Inmate Services Department
Prison Board Report
April 2019**

Suicide Prevention Training

Mental Health America/Prison collaborative (Quinn Shaffer/Gretchen Gaudioso)

Introduction of Peter Ireland, Inmate Trustee (ITP) Specialist

Jail Based Vivitrol Grant approval through PA Commission on Crime and Delinquency (PCCD)

Reentry Services update

See attached program statistical section for further information.

SECURITY REPORT

**WILLIAM ABERTS
MAJOR**

May 2019 Prison Board Agenda

Security Report

Major William Aberts

12am-8am Officer of the Month:

Officer John Burke:

18- year Officer Burke has displayed the reliability and dedication which is the hallmark of a Correctional Professional. Often sharing his wisdom and advice with junior Officers, he is both respected and admired by all who work beside him. Officer Burke can be counted on to get the job done, day in and day out, for these reasons, he has been selected as the Lancaster County Prison, First Shift, Officer of the Month, for April of 2019.

8am-4pm Officer of the Month:

Officer Robert Taltoan:

Officer TALTOAN has consistently exhibited a professional and friendly demeanor with all who meet him. He has been one of the Second shift's primary lobby officers who greet and assist both civilians and visitors. He always tries his hardest to help other people, no matter who they are. He does EVERY task without complaint or concern, and he does so with a smile on his face. This month he was offered, an accepted, a new job in the Prison's supply department. He has worked hard and done a GREAT job and getting this department up and running. He did several days of this set up and operation by HIMSELF, with no inmate help, also with a smile on his face. We thank him for all his hard work and dedication and wish him all the best in his new job!!

Correctional Officer and Employees Week – May 6th-10th Awards:

Perfect Attendance for 2018:

Brian Weaver, Joel Billow, Cole Adams, Norberto Sotomayor, Tracy Wingler, Ben Lefever, Yannik Phillips

Allen Cromley, Tom Staab, Nelson Jones, Joshua Eberly

Military Pins Awarded:

Chhut Pa, Donald Weisel, Blake Lechner, Jason Helm, Carmine Tufano, Anna Nelson, Celmarie Perez-Velez, Kaitlyn Morris, Shirley Camacho, Travis Fisher, Malachi Smith, Patrick Prencipe, Franky Mendez

CLG Logan Dorminey, PCM Cindy Greiman, PCM Shayne Goodman, PCM Erica Carvajal, PCM Lori Hehnlly, Chaplain Joe Bird, Chaplain Kenny Bowman, Chaplain Stacie Catigano, Chaplain Isaias Maldonado

Lock and Key Award:

Sergeant Louis Chirichello

Shift Commander Award:

12am-8am – Officer Steven O'Connor

8am-4pm – Officer Scott Zerkowski

4pm-12am – Officer Timothy Ferstler

Officer of the Year Award:

12am-8am – Officer Stanley Johnson

8am-4pm – Officer Travis Reifsnyder

4pm-12am – Officer William Hinton

Supervisor of the Year Award:

4pm-12am Shift Commander Lieutenant Howard Snow

Inmate Services Employee of the Year Award:

Inmate Services Specialist Quinn Shaffer

Business Office Employee of the Year Award:

Inmate Accounts Clerk Sharon Klepchick

Records Department Employee of the Year Award:

Records Officer Carl Koltz

Firefighter of the Year Award:

Assistant Chief Brian Dieter

CERT Member of the Year Award:

Officer Cody Albright

ADMINISTRATIVE SERVICES REPORT

**TAMMY MOYER
DIRECTOR**

Administrative Services

May 2019

The updated and approved Inmate General Welfare and Store Account Policies have been placed on the Prison Website.

Securus Kiosk installation team is currently on-site to begin the process of installing the Kiosks.

On 4/26/2019 the Business Office Staff went to a team building retreat. The event was focused on communication and learning different ways to communicate as a staff both internally and with other County departments.

Cody Scheid

Business Manager

FACILITIES MANAGEMENT REPORT

CHARLES DOUTS, JR
DIRECTOR

Facilities Management

Monthly Prison Activities Report,

May, 2019

Prison:

Personnel

- CGL has one vacant maintenance position

Maintenance

- Providing quotes to the Warden for various maintenance projects

Projects

- First elevator refurbishment nearly complete, second elevator completion expected in July
- Control Room upgrades, electrician is on site conducting prep work, awaiting schedule for delivery of equipment.

Respectfully Submitted

Charles E. Douts, Jr.

Director

County of Lancaster, Facilities Management

STATISTICS

INMATE SERVICES

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2019

Rev A

	FACILITY STATISTICS												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Monthly ADP	839	842	810	806									824
Deaths	0	0	1	0									1
Total # of Patients in the Hospital	1	3	5	1									10
Total # Patient Days	4	17	28	8									57
# of Intake Screenings	414	410	426	460									1710
# of Grievances	19	7	12	7									45
# of Founded Grievances	0	0	0	0									0
# of Adverse Patient Occurrences	38	33	64	53									188
# of Patients Detoxed	122	113	112	137									484
# of Patients Detoxed Opiate (Clonidine / Vistaril)	45	71	60	76									252
# of Patients on Subutex / Suboxone	4	3	1	3									11
# of Patients Receiving Methadone	0	0	0	0									0
# of Patients Given Vivitrol	4	0	2	0									6
# of Patients Detoxed ETOH	53	46	48	54									201
# of Patients Detoxed Benzodiazepines	40	48	46	47									181
# of Patients on Restraints	1	0	1	2									4
# of Shifts involving Restraints	2	0	2	3									7
# of Medical Transports	43	37	49	25									154
# of Infirmity/Medical Housing Admissions	0	0	0	0									0
In-House Surgeries	0	0	1	0									1
In-House EKG's	25	21	22	40									108
In-House X-Ray's	43	41	40	33									157
OUTSIDE CONSULTATIONS													
Allergy	0	0	0	0									0
Cardiology	0	0	3	2									5
Dermatology	0	0	0	0									0
Dialysis	0	0	0	0									0
ENT	0	0	1	0									1
Emergency Room	9	10	22	11									52
Ambulance Trips	4	1	11	1									17
Gastroenterology	1	0	0	0									1
General Medicine	0	0	0	0									0
General Surgery	0	1	0	0									1

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2019

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Gynecology	0	0	0	0									0
Hematology	0	0	0	0									0
Methadone	0	0	0	0									0
Neurology	0	0	1	1									2
Neurosurgery	0	0	0	0									0
Obstetrics	11	11	5	6									33
Oncology	0	0	0	0									0
Ophthalmology	3	2	0	1									6
Orthopedics	11	11	12	3									37
Physical Therapy	1	0	1	0									2
Plastic Surgery	0	0	0	0									0
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	0	0	1	2									3
Outside X-Rays (CT, MRI, etc.)	3	0	1	1									5
Wound Clinic	0	0	0	0									0
Diagnostic Test (outside)	0	0	0	0									0
Other Trips / Outside Consults	4	2	2	2									10
# of Missed Appointments (in-house)	19	20	0	32									71
# of Missed Appointments (outside facility)	6	7	0	0									13
Total Outside Consultations	47	38	60	30	0	0	0	0	0	0	0	0	175
MEDICAL - SICK CALLS													
MD Sick Call	21	69	97	20									207
NP/PA Sick Call	631	525	543	474									2173
MD/PA/CRNP Sick Call	652	594	640	494	0	0	0	0	0	0	0	0	2380
Nurse Sick Call	365	359	335	339									1398
MD Physicals	3	7	21	9									40
NP/PA Physicals	198	142	124	137									601
Nursing Physicals	151	120	99	122									492
Annual Physicals	10	10	14	20									54
MENTAL HEALTH													

PRIME CARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2019

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Psychiatrist / Groups Seen	0	0	0	0									0
Psychiatrist / Individuals Seen	226	180	144	183									733
Psychologist Groups	0	0	0	0									0
Psychologist / Individuals Seen	557	500	464	559									2080
M.H. Worker Groups	0	0	0	0									0
M.H. Worker / Individuals Seen	751	555	688	708									2702
# of Involuntary M. H. Commitments	7	10	12	12									41
# of Patients Waiting Transfer to State Hospital	5	4	0	1									10
# of Patients w/Involuntary Med/TX Orders	4	1	1	1									7
# of Patients on Suicide Watch	96	84	78	110									368
# of Attempted Suicides	0	0	2	0									2
# of Completed Suicides	0	0	0	0									0
% of Patients on MH Scale as Category - A	245	249	274	242									1010
% of Patients on MH Scale as Category - A	29.2%	29.6%	33.8%	30.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	30.7%
# of Patients on MH Scale as Category - B	189	171	159	162									681
% of Patients on MH Scale as Category - B	22.5%	20.3%	19.6%	20.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	20.6%
# of Patients on MH Scale as Category - C	278	288	272	285									1123
% of Patients on MH Scale as Category - C	33.1%	34.2%	33.6%	35.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	34.1%
# of Patients on MH Scale as Category - D	45	41	40	39									165
% of Patients on MH Scale as Category - D	5.4%	4.9%	4.9%	4.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	5.0%
DENTAL													
Extractions	14	9	21	32									76
Fillings	0	0	1	6									7
Exams	47	63	56	84									250
Other	0	2	10	1									13
Total Patients Seen by Dentist	61	75	97	143									376
Patients seen by Oral Surgeon	1	1	0	0									2
# of Annual Dental Exams	10	15	9	32									66
PHARMACY													
# of patients on Psych Meds	279	286	259	271									1095
% ADP on Psych Meds	33.3%	34.0%	32.0%	33.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.2%
# of patients on Medical Meds	298	306	289	158									1051
% ADP on Medical Meds	35.5%	36.3%	35.7%	19.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	31.8%
# of patients on HIV Meds	15	16	13	11									55

PRIMECARE MEDICAL, INC. +

Facility: LANCASTER COUNTY PRISON

Statistical Summary Report

Year 2019

Rev A

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
% ADP on HIV Meds	1.8%	1.9%	1.6%	1.4%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1.7%
# of patients on OTC Meds	105	111	101	99									416
% of ADP on OTC Meds	12.5%	13.2%	12.5%	12.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	12.6%
DISEASE CASES													
HIV Test Done	252	341	345	437									1375
HIV Cases	15	16	12	9									52
AIDS Cases	0	2	2	2									6
Hepatitis Cases	72	111	112	83									378
Syphilis Cases	0	0	0	0									0
Gonorrhea Cases	0	1	0	0									1
# of Pregnant Females	9	7	8	5									7
# of Miscarriages	0	0	0	0									0
# of Abortions	0	0	0	0									0
# of Deliveries	0	1	1	0									2
# of patients isolated to rule out MRSA	7	1	6	5									19
# of confirmed MRSA cases	4	0	3	0									7
TB Treatment	0	0	0	0									0
PPD Test	398	368	374	408									1548
(+) PPD's	2	1	1	2									6
RPR Test	2	2	4	2									10
CHRONIC CARE													
# of Chronic Care Asthma/COPD/Pulmonary	41	69	52	38									200
# of Chronic Care Diabetes/Endocrine	31	49	54	52									186
# of Chronic Care HIV/AIDS/Hep. C	87	129	126	94									436
# of Chronic Care Hypertension/Cardio	60	97	102	88									347
# of Chronic Care OB/GYN/Pregnant	9	7	8	5									29
# of Chronic Care Seizure/Neurology	11	19	18	12									60
PRIMECARE RESPONSIBLE													
Monthly Environmental Checks													
Staff Meeting Date													
QI Meeting Date													
Number Chart Audits													
Quarterly Administrative Meetings													
Quarterly Infection Control Meetings													

AVERAGE DAILY PARTICIPATION

Average Daily Participants: April 2019

Community Employed Males:	51
Community Employed Females:	05
Community Service Males:	10
Community Service Females:	00
TARP:	05 Graduated and Hired/Didn't Start Yet

Inmates in Treatment Programming:

Males:	01
Females:	02

Inmate Trustees:

Male:	03
Female:	00

Unassigned Inmates housed in Work Release:

Males:	09
Females:	03

WORK RELEASE REPORT –April 2019

April 2019

New Placements:	Male: 17	Female: 02
Pre-incarceration Employment;	Male: 10	Female: 01
Employment secured by inmate	Male: 00	Female: 00
Employment secured by WR	Male: 07	Female: 01
Removals from program	Males: 00	Female: 00
Suspensions	Males: 01	Female: 00
Releases	Males: 15	Female: 04

WORK RELEASE FINANCES

	<u>04/2019</u>	<u>TARP</u>
Board and Lodging	21,287.34	5 TARP Participants Graduated and Hired. Didn't Start Yet.
Fines and Costs	24,625.54	00
Drug Test Fee	612.00	00
Family	24,509.07	00

Lancaster County Prison
Community Service April 2019 Totals

PARTICIPANTS:

Male: 10

Female:0

COMMUNITY SERVICE DETAILS:

1) City Streets: 360 Total Hours Worked

2) Impact Missions: 1152 Hours Worked

3) Library: 16 Total Hours Worked

Total Hours Worth: \$11,078.00(Minimum Wage) YTD:\$31,320.00

PLACEMENTS:

Male:4

Female:0

RELEASES:

Male:3

Female:0

SUSPENSIONS:

Male:0

Female:0

REMOVALS:

Male:1

Female:0

LANCASTER COUNTY PRISON

Inmate Services Department

April 2019 Monthly Report

E. Chambers – Inmate Services Specialist

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

N. Dickson – Inmate Services Specialist

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

L. Garcia – Classification Specialist

Classification Specialist/ Inmate Services Specialist Loida Garcia continues to do her daily duties associated with the classification office. Garcia, L continues to complete a daily move sheet, checks the board in commitment for open cells, and conducts a board check to correct and match movement in UCM. Garcia L. reviews the inmates in G-1 (intake unit) and moves them to their appropriate housing area based on their security classification level, behavior, PREA review, other information received from internal investigation and or outside law enforcement agencies, and the needs of the prison. Garcia, L. also makes move upon the request from other counselor and departments such as work release, ITP, and medical. Garcia, L. also reviews request from inmates pertaining to moves and when appropriate interviews inmates to determine if a move is necessary. Garcia, L. also assisted with translating for the Commitment unit, Inmates, family members of inmates and others that only speak Spanish.

A. Miller – PREA Specialist

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

Q. Shaffer – Inmate Services Specialist

Throughout the course of this month Counselor Quinn Shaffer as part of his duties is on the Mental Health Court Team has attended several meetings to review the current participants as well as discuss future participants. Quinn has also attended Prime Cares weekly meetings. He has also completed several PREA Reviews as well as General Inmate Intakes. Counselor Shaffer did also meet with several inmates to go over any questions or concerns that they may have on units MHU, 3-1 and 3-5. Counselor Shaffer also allows the opportunity for inmates to keep journals and provides them with

topics and ideas on what would be positive for them to reduce recidivism for example setting realistic and achievable goals over the span of 1, 3, and 5 years, along with many other topics. Counselor Shaffer also met with several inmates over the course of the month to have release of information forms signed and to explain what Mental Health Court is. Shaffer is also another one of our RHU Hearing chairman, he is responsible for conducting our MHU hearings; as well as sitting in the board for the male RHU. Shaffer has also assisted several people with filling out applications for Salvation Army and for Mental Health Court. Quinn has also helped to sort requests in the mornings. During the month Counselor Shaffer did also work on behavior plans with inmates as deemed appropriate by mental health. Throughout the month Quinn has been involved in scheduling meetings to review inmates and their behaviors. This month counselor Shaffer has also started a new group called Mental Wellness and Recovery for those inmates housed on the Medical Housing Unit. This group runs during the evening shift every Thursday.

R. Forbes – Drug and Alcohol Specialist

During the course of the month Drug & Alcohol Specialist Forbes, Ryan served on the Lancaster County Drug Court Team on a weekly basis assisting in morning meetings, and afternoon court sessions. ISS Forbes sent out weekly emails highlighting sanctions and any medications being brought into the facility through those sanctions. ISS Forbes worked on Drug Court computer training, and started the SMART Recovery training for LCP. ISS Forbes did assist in the classification process of inmates by doing intakes, PREA reviews, and filling in 2-3 times weekly doing institutional moves. ISS Forbes began answering general inmate requests through the inmate request system for blocks 3-1 and 3-5. ISS Forbes participated in general counseling sessions meeting the emotional needs of the inmates as they revealed themselves.

D. Valenzuela – Classification Specialist

Classification Specialist Valenzuela did complete classification duties, such as, entering incidents and any other important information into UCM. In addition, Valenzuela did review and updated the Classification spreadsheets, and Misconduct Grid daily. Valenzuela have been answering and assisting with any requests or needs for the Female Restricted Housing Unit. Classification Specialist-Valenzuela assisted in a couple of occasions translating the intake questionnaire for the commitment, MHMR and Classification Unit.

P. Ireland – ITP Coordinator

ITP coordinator Peter Ireland has trained for two weeks with classification Specialist Donald Valenzuela learning how to properly classify inmates as well as input paperwork and other incidents that have occurred in the prison into UCM. Ireland, in addition, he has been working with Toni Warfel on gradually learning more about C-Main and the payroll for the prison. Ireland has been learning how to properly handle requests and the other duties that will be asked of him for C-Main.

K. Ortiz – Bilingual Inmates Services Specialist

Bilingual Inmate Service Specialist Ortiz completed her 2 weeks training with Classification Specialist Valenzuela. She learned how to input data in UCM, such as, Inmate charges, incident reports, special status forms, and misconducts. Also, Ortiz learned how to read inmate's legal files for classification purposes. In addition, She learned how to create a G-1 list (intake Unit) for Classification Specialist Loida, G. for the preparation of 8-4 and 4-12 daily move sheet. On the same token, Counselor Ortiz did train with Classification Specialist Loida, G. for a week, learning how to do a commitment board check, inmates move in UCM, and how to prepare or to create a daily move sheet. Also, Counselor Ortiz assisted and facilitated phone conferences between inmates and different outside agencies.

WOMEN DRUG AND ALCOHOL GROUP

Compiled by: Norbert Sotomayor / BA, BA, CADC / Substance Abuse Specialist /
Lancaster County Prison

April, 2019

NUMBER OF PROGRAM PARTICIPANTS : 15

AVERAGE AGE: 28.7

RACE:

CAUCASIAN: 13
AFRICAN AMERICAN: 1
HISPANIC: 0
ASIAN: 1
OTHER:

AVERAGE SCHOOL GRADE COMPLETED: 11.1th

NUMBER OF INMATES WHO FURTHERED EDUCATION: 2

MARITAL STATUS:

MARRIED: 0
WIDOWED:
DIVORCED: 2
REMARRIED:
SEPARATED: 2
NEVER MARRIED: 11

SUBSTANCE ABUSE USE:

DRUGS ONLY: 7
ALCOHOL ONLY: 1
BOTH: 07

HAD PRIOR SUBSTANCE ABUSE TREATMENT: 10 Total d/a experiences
including both inpatient and outpatient for each participant: 3.5x

AVERAGE NUMBER OF INCARCERATIONS: 5.2 x per each inmate

TOTAL NUMBER OF CHILDREN GROUP PARTICIPANTS HAVE: 2.3
Children per Participant.

NARRATIVE: ONE WOMAN COMPLETED THE 8X WEEK D/A GROUP THIS MONTH. Two others completed the 8 week course but did not complete the written assignments.

There was a one week interruption to the weekly cycle of classes due to 4/16/19 D/A Counselor was on Vacation.

Number of Women on D/A Waiting List decreased to: 02x.

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

Norbert Sotomayor, BA, BA CADC

Month: April, 2019

<u>Statistics:</u>	<u>Year to Date</u>
Number of Requests:	Not counted.
Number of Inmates Seen: 52	210
Number of Inmates moved to 2-1 for d/a: 06	36
Number of Inmates who completed 2-1: 1	07
Number of Inmates who failed to finish 2-1: 08	46
03- released	12
00- did not do assignments	06
02- disciplinary problems	20
00- asked to move	01
00- went to work release	00
00- went to MHU	02
00-moved by classification	00
00- protective custody	0
03 -went to ITP	05
Number of AA/NA Meetings: 4	17
Number of Substance Abuse Groups: 15	71
Number of Evaluations done for court/legal system: 5x	14
Number of outpatient counseling appointments set up: 2x	07
Number of Referrals to Teen Challenge, Potter's House: 0x	02
Salvation Army, RMO, recovery houses etc.	
Number of Treatment Court applications: 2	10
Number of Vivitrol applications: 07	31

D/A classes max capacity is 15. D/A classes run every day. Inmates are handed regular written activities to complete and hand back. Some inmates keep not showing off for the d/a track once they know they could stay at 2-1 if they do not remain at the d/a classes. Actual d/a case load is about 5. Classification department is in charge of the non d/a aspect of 2-1. Amount of inmates asking for d/a have been at about 10 a month or less.

APRIL, 2019
SUBSTANCE ABUSE EDUCATION UNIT
PARTICIPANT PROFILE

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

SUBSTANCE ABUSE EDUCATION UNIT

INMATE PROFILE

APRIL, 2019

	Month 2018	YTD 2018	Month 2019	YTD 2019	Comments
Number of inmates placed on pod 2-1 for d/a	08	370	08	36	
Number of inmates previously on pod 2-1	04	144	04	18	
Number of inmates that did not complete 2-1	06	267	08	47	
Why they did not complete 2-1	-----	-----			
problems					
Disciplinary	04	57	02	20	
Released	02	118	03	13	
assignments					
Did not complete	00	35	00	06	
Asked to move off	00	05	01	01	
Went to work release	00	02	00	00	
Went to MHU	00	04	01	02	
Placed on P.C.	00	00	00	00	
classification					
Moved by	00	06	00	00	
Moved to ITP	00	31	03	05	
Average Age	27.4	27.23	28.2	27.3	
Race	-----	-----			
Black	01	77	2	7	
White	05	197	10	31	
Asian	00	02	00	00	
Hispanic	02	111	1	11	
Other	0	00			
Average school grade completed	11.4	11.22	11.1	11.0	
Number of inmates that furthered education	00	24	01	05	
Number with prior substance abuse treatment	06	233	07	18	

Average # of substance abuse placements	4.2	3.44	4.0	4.1	
Marital status	-----	-----			
Married	0	47	1	3	
Widowed	0	00	0	00	
Divorced	01	36	2	06	
Remarried	00	03	0	00	
Separated	02	16	0	00	
Never Married	07	292	10	35	
Substance abuse use	-----	-----			
Drugs only	04	190	07	23	
Alcohol only	0	4	00	00	
Both drugs and alcohol	04	182	06	21	
Neither	0	01	00	00	
Number of inmates incarcerated for a drug and/or alcohol related offense	07	218	08	29	
Number of inmates involved in other prison programs	03	171	05	21	
Chaplains programs	03	139	04	17	
Anger Management	00	49	00	00	
Thresholds	n/a	n/a	00	00	
Fatherhood	00	00	04	16	
Education	00	08	01	01	
ESL	00	00	00	00	
Number of inmates previously incarcerated	07	328	11	37	
Number of inmates on 2-1 waiting list	00	77	00	03	
Type of aftercare upon release from prison	-----	-----			
12 step meetings	02	86	04	13	
Obtain a sponsor	00	44	01	05	
Nothing	02	53	00	09	
Inpatient treatment	02	81	04	10	

	Outpatient treatment	01	56	02	04	
Counseling	Religious	00	44	02	04	
	Other	01	55	02	06	

ANGER MANAGEMENT MONTHLY REPORT (2-1 POD)

Compiled by: Norbert Sotomayor BA, BA, CADC.

April - 2019

NUMBER OF PROGRAM PARTICIPANTS: No Anger Management meetings were run the Month of April 2019 due to the following reasons:

- 1) Requests for Anger M classes at 2-1 has dropped to none. Reason for this may be due to the fact that I/M's are now placed at 2-1 by Classification and they are more likely to remain there till they are released.
- 2) Any potential anger issues are address es at the d/a classes, which are run daily.

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

NUMBER OF INMATES WHO COMPLETED ANGER MANAGEMENT: N/A

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

Disciplinary: N/A

Released: N/A

No paperwork/No Participation: N/A

Asked to move off: n/a

Went to Work release: n/a

MHU:

PC:

Classification:

ITP:

Moved off 2-1 block: N/A

AVERAGE AGE: n/a

RACE:

CAUCASIAN: 0x

AFRICAN AMERICAN: 0x

HISPANIC:

ASIAN: n/a

OTHER: n/a

AVERAGE SCHOOL GRADE COMPLETED: n/a

NUMBER OF INMATES WHO FURTHERED EDUCATION: None

MARITAL STATUS:

MARRIED: n/a

WIDOWED: n/a

DIVORCED: n/a

REMARRIED: n/a

SEPARATED: n/a

NEVER MARRIED: n/a

SUBSTANCE ABUSE USE: DRUGS ONLY: n/a

ALCOHOL ONLY: 0x

BOTH: n/a

NUMBER OF INMATES PREVIOUSLY INCARCERATED: n/a

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

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

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

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

Recreation Monthly Report

April, 2019

- 1.** Recreation is being conducted on a daily basis. Basketball and volleyball are the main activities for the male inmates, to include interest in table tennis, there continues to be an increased interest in ping-pong, and handball. The female inmates continue to have interest in volleyball. Yoga is still being conducted in D-block, D-block annex, and 2-5, and now C-2. Just a note that Yoga programming was changed to Wednesday afternoons at 1:30PM. Air hockey was assembled, and placed in the 3rd floor gym, there is a very high interest with the air hockey game.
- 2.** Approximately 731 inmates attended recreational activities during the month of April, and 60 recreation periods were held during the month. Approximately 109 female inmates attended Yoga in the month of April.
- 3.** Inmate cleaners were used from Pod C-main to clean the 3rd floor gym, this is being conducted on a weekly basis.
- 4.** Weekly inspections of the housing area board games were conducted, and accounted for. New games were exchanged in G-1, because of the games not on the Pod, or missing board pieces to the games. The exercise equipment that was placed in work-release, Pod 2-1, 2-2, 2-5, 3-1, 3-2, 3-5, and the 3rd floor gym is being used on a daily basis.

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

**April 2019 Report:
7/1/18-6/30/19 Program Year**

**Total Students This Month/
Carry Over**

8/5

Year Total Served

37

Class Requests This Month

12

Total Students Transferred to Other Institutions

1

Year Total Transfer

2

Total Released from Prison

0

Year Total Release

9

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

0/0:0

Year Total

45/39:4

Racial Breakdown of Students

Afro – Americans 2

Caucasians 5

Hispanics 1

Others 0

Year to Date

6

26

2

0

Wyman Fowler - Instructor

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

Monthly Report for April 2019

Total Students This Month		Year to Date
11		55
Carry over Students from Last Month		Class Requests This Month
6		14
Total Attendance Per Month (% of)		Year to Date
81%		90%
Total Students Transferred to Other Institutions		Year to Date
1		3
Total Released from Prison		Year to Date
0		9
Total Received GED/HSE This Month		Year to Date
0		16
Total GED/HSE Subtests Passed This Month		Year to Date
0		83
Racial Breakdown of Students	This Month	Year to Date
African-American	1	9
Caucasians	4	24
Latino	6	22
Others	0	0

Wyman Fowler - Instructor

School District of Lancaster Educational Program & Lancaster County Prison

School Year	2018-2019	Month	April				
Total Students (Month)							
Males	6	Males	18	Males	1	Males	4
Females	0	Females	2	Females	0	Females	0
Students Under 18 (Month)		Students Under 18 (Year)		Students 18+ (Month)		Students 18+ (Year)	
Males	2	Males	2	Males	4	Males	16
Females	0	Females	0	Females	0	Females	2
(Month)		(Year)		Graduated (Month)		Graduated (Year)	
Males	11	Males	119	Males	0	Males	1
Females	0	Females	11	Females	0	Females	0
Racial Breakdown (Current)		Racial Breakdown (Year)	#####	Monthly Attendance Average		Attendance Average	
White (Non-Hispanic)	1	White (Non-Hispanic)	4	28%		36%	
Black (Non-Hispanic)	3	Black (Non-Hispanic)	6				
American Indian/Alaskan Native	0	Native	0	Credits Earned (Month)		Credits Earned (Year)	
Hispanic	2	Hispanic	10	0		37.5	
Asian/Pacific Islander		Asian/Pacific Islander	0				
Other/ Mixed	0		0				

APRIL 2019

Chaplain's Office

Activity Sheet Monthly Report

	services conducted	services year to date	average attendance	attendance year to date	attendance per service
Protestant Worship Services					
Sunday 2-1	4	17	22	371	22
Sunday G-1	3	3	28	84	28
Sunday WR	4	12	16	191	16
Sunday Women	4	17	31	633	37
Wednesday MHU	3	14	15	153	11
Wednesday 3rd	4	16	29	450	28
Wednesday 3rd	8	31	20	780	25
Saturday 2-2	4	17	10	453	27
Saturday ITP	4	16	25	140	9
Catholic Services Bilingual					
Mass 2nd floor Men	0	1	ERR	6	6
Mass 3rd floor Men	2	6	7	36	6
Bible Study 2nd, M & grd	4	12	5	112	9
Bible Study 3rd	10	30	5	185	6
Study Group - Women					
Meditation	5	15	10	119	8
Study Group	4	15	19	234	16
Catholic Studies	5	9	8	60	7
Study Group - Men					
2-1	7	27	3	126	5
Celebrate Recovery	5	17	20	296	17
2-2, M & grd	5	14	21	267	19
3rd	6	40	10	343	9
Work release	5	17	12	183	11
Spanish 3rd	11	40	6	233	6
Spanish 2nd, M & grd	2	11	8	109	10
Work Release - Thurs	4	15	6	82	5
D & A Programming					
Inside Out 2-1	4	14	6	115	8
Women	3	13	17	234	18
Muslim Services					
Friday - Juma 3rd	3	12	5	75	6
Friday - Juma 2nd, main & Ground	1	4	6	18	5
Friday - Juma Women	1	4	4	14	4

Chaplain's Office Monthly Report

April 2019

CHAPLAINCY HOURS

THE CHAPLAIN'S OFFICE CONTRIBUTED THE FOLLOWING HOURS FOR THE MONTH OF MARCH 2019: **STAFF – 630** **VOLUNTEERS – 352.25**

CHAPLAINCY VISITS

59 ONE TIME VISITS - MALE
31 MULTIPLE VISITS – MALE

51 ONE TIME VISITS - FEMALE
17 MULTIPLE VISITS – FEMALE

INMATE REQUESTS

THE CHAPLAIN'S OFFICE PROCESSED APPROXIMATELY **792** INMATE REQUESTS.

DEATH & MEDICAL EMERGENCY NOTIFICATIONS

THE CHAPLAIN'S OFFICE WAS INVOLVED WITH **11** DEATH AND **5** MEDICAL EMERGENCY NOTIFICATIONS THIS MONTH.

CORRESPONDENCE BIBLE STUDIES

EMMAUS BIBLE STUDY	DISTRIBUTED - 16	COMPLETED - 11
	ACTIVE STUDENTS - 6	NEW STUDENTS - 1
SPANISH EMMAUS BIBLE STUDY	DISTRIBUTED - 7	COMPLETED - 21
ROMANS BIBLE STUDY	DISTRIBUTED - 65	COMPLETED - 41
GOSPEL ECHOES STUDY	DISTRIBUTED - 7	COMPLETED – 5
SPANISH GOSPEL ECHOES	DISTRIBUTED - 0	COMPLETED - 0

CLERGY VISITATION

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

GROUP SESSIONS

NUMBER OF GROUPS	85	TOTAL ATTENDANCE	797
------------------	-----------	------------------	------------

CHURCH SERVICES

NUMBER OF SERVICES	41	TOTAL ATTENDANCE	841
--------------------	-----------	------------------	------------

STATISTICS ADMINISTRATIVE

2019 Per Diem Costs

Month	Date	In-House Population	Daily Operating Expense	Per Diem Rate	Y-T-D Average
January	1/11/2019	834	\$78,527.68	\$94.15	\$94.15
February	2/7/2019	838	\$78,527.68	\$93.70	\$93.92
March	3/10/2019	808	\$78,527.68	\$97.18	\$95.01
April	4/3/2019	789	\$78,527.68	\$99.52	\$96.13
May	5/6/2019	791	\$78,527.68	\$99.27	\$96.76
June			\$78,527.68		
July			\$78,527.68		
August			\$78,527.68		
September			\$78,527.68		
October			\$78,527.68		
November			\$78,527.68		
December			\$78,527.68		

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

2019 Average Length of Stay

	April	May
Average Length of Stay	117 Days	121 days
Median Length of Stay	70 Days	76 days

Inmate Monthly Financials 2019

Month	Commissary Purchases	Phone Calls	Processing Fees Charged	Processing Fees Collected	Percentage Fees Collected	Cash on Person at Commitment	Funds Deposited by Friends and Family
January	\$64,972.61	\$73,781.14	\$16,205.00	\$13,872.76	86%	\$11,318.14	\$125,892.63
February	\$68,270.10	\$57,276.88	\$13,685.00	\$12,171.07	88%	\$12,906.41	\$132,314.48
March	\$80,655.67	\$78,353.08	\$14,770.00	\$13,159.35	89%	\$16,216.81	\$130,229.39
April	\$68,638.60	PENDING	\$15,995.00	\$13,464.16	84%	\$16,475.04	\$85,752.62
May							
June							
July							
August							
September							
October							
November							
December							
Totals	\$282,536.98	\$209,411.10	\$60,655.00	\$52,667.34	87%	\$56,916.40	\$474,189.12