

Minutes of the Monthly  
Meeting of the  
Lancaster County Prison Board  
June 15, 2023

The meeting was called to order by Commissioner Joshua Parsons at 9:16 a.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Members Present: Commissioner Joshua Parsons, Commissioner Ray D'Agostino, Commissioner John Trescot, Judge Leonard Brown, Sheriff Christopher Leppler, District Attorney Todd Brown, and Controller Lisa Colón.

Not Present: President Judge David Ashworth and District Attorney Heather Adams.

Others Present: Jackie Pfursich, Karlee Shambaugh, Alyssa Shank, Tom Lisi, Cheryl Steberger, William Aberts, Joseph Shiffer, Kathleen Morrison, Carrie Kurtz, Bob Devonshire, Cindi Feaster, Christina Peddigree, Frank Letoski, Kent Kroehler, Larry Goerge, Kristal Abenshon, Todd Haskins, Kelly Rhoads, Kelly Ehrich, Tom Zeager, Helen Zeager, and Sabrina Huss.

Commissioner Trescot moved to approve the minutes of the May 18, 2023, Prison Board Meeting. Commissioner D'Agostino seconded. The motion carried unanimously.

Cheryl Steberger, Warden; William Aberts, Deputy Warden for Operations; Joseph Shiffer, Deputy Warden for Inmate Services; Arla Brown, Director of Administration, Bob Devonshire, Director of Facilities; and Lisa Colón, Controller gave reports on their areas of responsibility. All these reports, including operations and statistical information, are posted on the County's website.

Warden Steberger reported the average inmate population for May 2022 was 785 inmates, and for May 2023 it was 737. This morning, the population was at 759, 102 of those are female inmates. The female count has increased slightly as it was at 88 last month.

Warden Steberger reported that last month she attended the County Commissioners Association of Pennsylvania (CCAP) Prison Risk Management Workshop in Hershey. She along with four other wardens were picked to attend the workshop. They spent the afternoon there with deputies and investigators, wardens, and deputy wardens. Warden Steberger was asked to speak on leadership, personnel, as well as provisions of medical and mental health services. The warden noted that she was asked to speak about integrity and modeling leadership, something which she is committed to and proud of. They are currently working on the prison's core values, mission, a succession plan and aligning their vision for the future. Warden Steberger reported she was able to network

with the other wardens. The other wardens in her group included Butler County, Indiana County, Mercer County, and Franklin County.

Warden Steberger spoke on the topic of hiring and retention, noting that the prison also strives to raise morale. Warden Steberger was asked to speak on suicide prevention. She feels that this is something they do very well at the prison, and she has this on the top of her agenda. Warden Steberger spoke about their 911 call center and when someone calls the prison it is the first number they are given if they think someone needs help or attention for their mental health needs. The call will go directly to their call center and the individual will speak with a prison supervisor and the individual is assessed. They spoke about policies and procedures, mental health services at the prison. Joe Shiffer and his staff were invited to attend as well, speaking about how they work with chronic care inmates.

Warden Steberger stated that after working at the prison for 28 years, you become fixated on something and need a new perspective. The Leadership Training that they participated in allows them to think outside of the box and allows for growth. Warden Steberger hoped those present and those in the community can see that.

Warden Steberger also reported Prison Stat would be held on August 1, 2023. It will be a public meeting located at the Government Center on Queen Street at 1:30 p.m. Warden Steberger, Commissioner Parsons, as well as prison staff and department heads will attend the meeting to publicly present the prison's data and statistics in order to create a better atmosphere at the facility.

William Aberts, Deputy Warden for Operations, reported the officers of the month for May: First Shift, Officer Keith Thiec, Second Shift, Officer Jorge Torres, and Third Shift, Officer Joshua McGee. None of the officers were able to attend.

Deputy Warden Aberts reported on the Control Panel Project. There is still a list of items that need to be worked on. There will be a walk through on Friday so the vendors can verify progress and decide how to move forward from that point.

Joseph Shiffer, Deputy Warden of Inmate Services, reported they have received approval from Pennsylvania Commission on Crime and Delinquency for their grant application which is the State Opioid Grant response grant. It is a \$500,000 grant which will help them fund the Medication Assisted Treatment (MAT) program, along with the \$125,000 they received from the State Opioid Settlement fund. Deputy Warden Shiffer stated they are working diligently with their Prime Care Partners to move forward to fill positions for Drug and Alcohol Counselors, MAT Coordinator, MAT Nurse, and associated provider cost for that as well as medication cost. Deputy Warden Shiffer reported the prison will be partnering with Lancaster General Hospital (LGH) for aftercare and treatment services through their organization as well as other providers in the

County. The prison will also be partnering to receive case management services to ensure the inmates are receiving the services they need. Deputy Warden Shiffer reported he put in a request for the 27<sup>th</sup> and the 28<sup>th</sup> asking the Commissioners for final approval.

Deputy Warden Shiffer gave an update on the Medication Assisted Treatment (MAT) Pilot Program. There are currently 42 individuals on the line, in previous months, they continue to see an increase in those numbers. Last month there were 35 individuals on the line, and in the months prior, they were in the 20's. It is beginning to increase, and Deputy Warden Shiffer expects that to continue as more outside providers are giving medication to individuals before they get to the institution, and they will continue that service. Deputy Warden Shiffer mentioned last month they started providing methadone. They had four inmates in May come in who were prescribed methadone, it was a very smooth, easy process.

Christina Fluegel, Reentry Manager, reported they have had 231 participants successfully complete the program, 137 of them were in the 2022 fiscal year which the current class would be the end of that year. There were seven participants that graduated in May. The recidivism rate at 90 days is 9.7%, up to 3 years is 59.6%, that's 147 out of the 231 individuals that have met that mark at this point. Ms. Fluegel reported there will be a class of females graduating tomorrow and she's happy that Mental Health America has restarted education and support groups as of yesterday. They will be in for education two days a week, both males and females will have classes each day. In the evenings, there will be a support group, one day for males, one day for females.

Deputy Warden Shiffer took the time to recognize Marcos Ramos, Drug & Alcohol Specialist, as the Inmate Services Staff of the Quarter. He was not able to attend. Deputy Warden Shiffer took the time to thank all his staff for their assistance and hard work. He also took the time to thank the medical team. He stated a lot of people don't understand how vital they are to their operation. Deputy Warden Shiffer often speaks about the chronic issues that the clientele brings into the facility, he believes the medical team has one of the hardest jobs in the field. He thanked everyone for their support and guidance.

Thomas Zeaver, Justice Mercy, asked what percentage of County jails have these kinds of programs.

Deputy Warden Shiffer responded that he doesn't know what the percentage is, but they are growing. They get request from other prisons about what they do. The prison has received several requests over the past 2-3 months about facilities starting the MAT program and LCP can provide guidance or assistance. It is something that is moving across the state and Deputy Warden Shiffer believes every jail will have the MAT program because it's that important.

Arla Brown, Administrative Director, reported they continue to have one vacancy and one employee on extended leave.

In the month of June, 70 inmates received barbering services with 20 designated as indigent.

Ms. Brown reported they received the initial results of their annual financial audit. There was 1 finding and 4 observations noted. Those areas of concern have been addressed. She wanted to personally thank Juan Garcia from the Controller's office who oversaw the audit. He went above and beyond what she felt was required, by reaching out to and working with their vendor's IT department to obtain information needed. The results will be published and made available online.

This month the business office staff is here to become familiar with the Prison Board process as well as being acknowledged for their contribution to the overall success of operations.

If there is additional data that you would like addressed or included in this forum, please feel free to contact Ms. Brown.

Robert Devonshire, Director of General Services, reported they continue working with Deputy Warden Aberts on the door access control system upgrades. They are also working on the new prison facility project.

Mr. Devonshire reported work orders for the month of May 2023, they had 191 work orders that were closed. There were 640 for the entire year through the end of May. It is an average of 128 per month, and they are at 151 work orders per year average over the last 5 years. Mr. Devonshire reported that number continues to decrease.

Lisa Colón, Controller, reported as of May 31, 2023, revenues increased by \$29,737.93, personnel expenses increased by \$1.8 million, supplies increased by \$70,000.00, and purchased services \$426,000.00 which leads to a total expense increase of \$2.3 million. When we move into the Prison Maintenance report, the increase for supplies was a little over \$7,000.00, purchased services was \$277,000.00 for a total of \$284,098.77. As Arla mentioned, we did finish the audit for the calendar year of 2020 and 2021. There was only one finding, for an incorrect expense code being used, however, they took the initiative, reached out to our office, they asked for a complete listing of where all the expenses can be coded. Our recommendation was for them to do that, which they did before we had a chance to tell them about it. The audit can be found on the county website under the Controller's office tab for internal audits and each member of the Prison Board will receive a copy.

Warden Steberger gave an RFP update. Warden Steberger reported they are looking at three potential design teams, DuBarry out of Fairfax, Virginia, STB, out of Douglasville, PA, and Transit Stones, out of Ebensburg, PA presented to the Lancaster County Board of Commissioners on Tuesday, May 23<sup>rd</sup>. Each team presented for 15 minutes followed by a question-and-answer session to the Commissioners. The Lancaster County selection committee is now in the process of following up with each of them to ask additional questions and having follow-up conversations with various references the teams have provided. The intended schedule remains for the selection committee to provide additional information for consideration by the Board of Commissioners in the 3<sup>rd</sup> quarter of 2023. This schedule is fluid and will continue to be tailored in the best interests of the county. Since the project website update back in March in 2023, nearly 500 visitors have used the project website. There have been more than 5,000 downloads of various project items including listening sessions, the needs assessments findings, and the project factsheet. The project website is [www.lccf-pa.gov](http://www.lccf-pa.gov).

Commissioner D'Agostino remarked that we are moving with all of this at a very critical point in picking the right designer. It will be critical for the budget, that's when details will start having to be worked out. We still have a lot of questions from the Board, from other people which we will get to the three vendors to see how they will reply to them and see what we get to decide.

Commissioner Parsons stated it will be a public discussion. Just like the public presentation we have had already, the selection committee will come back, hopefully with some recommendation or ranking, not necessarily that the Board will follow that, it is helpful to know the selection committee's position on that. Afterwards, there will be a public discussion, then at some point a final selection. Anyone who has an interest in that, certainly are welcome to comment through various means.

Commissioner Trescot reported they have agreed over the last few weeks to purchase a Universal Case Management system. We started looking at it when we were doing the needs assessment and noticed how difficult it was getting data on population to be able to buy information for needs assessment. We were in the process of moving forward with replacing the UCM system, and that accelerated because the buyer of the system County Commissioners Association of Pennsylvania (CCAP) said they were going to end it at the end of this year. We are now successfully going through the process of approving the purchase both of a new software system and extension to be able to continue to use the existing UCM into next year as we do the transition. Even though we plan to have it for the new jail, we would like to have it up and running toward the middle of next year. It will be beneficial to tracking what's going on and we'll transition it right into the new jail.

Tom Zeager, Justice Mercy, appreciates how the Board has allowed the public to interact regarding the new prison.

Kent Kroehler, Have a Heart, asked is the RFP a public document.

Commissioner Parsons responded yes there is.

Mr. Kroehler asked where it was posted.

Commissioner Parsons and Commissioner D'Agostino responded it is posted in the county Purchasing tab.

In business from guests, Kent Kroehler, Have a Heart, he thanked the Board for the information they provided him. He wanted to go back to a question he has raised several times about leadership the Board has provided, offering visionary comments to the public. Mr. Kroehler stated we are about to transform the way we've done jails in Lancaster County, that's self-evident and it's part of a cultural change as well. He stated, we don't have much in the way of the community that is directing us a new view, from the members of the Board, from other leaders. He commends the warden for the press release after the May 23<sup>rd</sup> presentation by the three firms. He quotes Warden Steberger saying, "from punitive to restorative". Mr. Kroehler does not believe there is any clarity in the community by any means that says, we are trying to turn a major corner. We have very little language about vision. He is hopeful the RFP has some visionary language that says, "this is the kind of design team we are looking for these kinds of issues."

Commissioner D'Agostino reported there was a document online with 20 pages that outlines guides and principles of the new facility. If no one has read it, he encourages people to do so. There is a mission statement which talks about what the new facility was going to be like, the 20-page document, and the needs assessment. Those things combined are where we are headed in this county for a new facility.

Mr. Kroehler disagreed with Mr. D'Agostino stating that the site was very operational in the values. He stated that nothing appears on the site regarding restoration, rehab, and a change from punitive to a new day. He is just asking for that level of information be added to what's operational. What are the problems we face?

Commissioner Parsons commented he understood what Mr. Kroehler was saying, he thinks there is value to what he is talking about. Mr. Kroehler is trying to raise community awareness and have more unified community spirit about the project. Commissioner Parsons explained we have done that to some extent as a community and have tried to collaborate & distil down from what we heard.

Commissioner Trescot stated that looking at what the warden and her team has done in the facility with the limitations of that facility to make things better for inmates who are in the prison, how people are being processed, how they are being kept, respecting the people here and respecting the people who work here is a significant leadership activity.

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Commissioner Trescot believes the mission statement which was put together for the project clearly states that they want to have something that is good for helping people get through the justice system and help the people who work there as well as promote safety in the community.

Commissioner D'Agostino moved to adjourn the meeting at 9:58 a.m. Controller Colón seconded. The motion carried unanimously. The next meeting is August 17, 2023, at 9:15 a.m.

Respectfully submitted,

Lisa K. Colón  
Secretary