

Minutes of the Monthly
Meeting of the
Lancaster County Prison Board
February 16, 2023

The meeting was called to order by Commissioner Joshua Parsons at 9:15 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, President Judge David Ashworth, Sheriff Christopher Leppler, District Attorney Heather Adams, and Controller Lisa Colón.

Others Present: William Aberts, Joseph Shiffer, Kim Wolfe, Arla Brown, Toni Warfel, Kristal Abenshon, Justin Hackler, Thomas Jenkins, Matthew Wagner, Louis Chirichello, Sam Coleman, Jessica Agosto, Sabian Franklin, Paul Rovenolt Jr., Limarie Diaz, Elyse Nauman, Yareli Pantoja, Harbi Omar, Michael Dittler, Jon Eby, Tom Zeager, Laurie Witwer, Carrie Kurtz, Amanda Richardson, Wayne Freeh, Joe McKenna, Shayne Goodman, Brent Bavington, Brett Cole, Mark Wilson, Chris Hume, Jenna Magliozzi, Kathleen Morrison, Bob Devonshire, Linda Schreiner, Kent Kroehler, Jonathan Fox, Karlee Shambaugh, Anthony Kern, Neil Ward, Beth Crosby, Lydia Kovalchuk, Tom Lisi, and Diana Rivera.

Commissioner Trescot moved to approve the minutes of the January 19, 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 of these reports, including operations and statistical information, are posted on the County's website.

William Aberts, Deputy Warden for Operations on behalf of Cheryl Steberger, Warden, reported the inmate population this morning is 720. The average population in January 2022 was 762, 621 in January 2021, and 1,095 in January 2006.

Deputy Warden Aberts reported the current staffing complement: allotment of 229, current staffing of 192. He stated that a new class is in attendance today and a new class of 10 will be starting on March 13, 2023.

William Aberts, Deputy Warden for Operations, reported the officers of the month for January: First Shift, Officer Jordan Perdue; Second Shift, Officer Leo Edgell; Third Shift, Jonathon Morgan. Officers Perdue, Edgell, and Morgan were unable to attend the meeting.

Deputy Warden Aberts reported that the control panel project work has made very little progress. When programming is attempted, it creates issues in other areas as the vendors do not seem capable of fixing one thing without it affecting something else. This results in an entirely new punch list from top to bottom each time a system update is completed, resulting in a large amount of time being required for each punch list.

Joseph Shiffer, Deputy Warden for Inmate Services, reported that the Medication Assisted Treatment (MAT) pilot program currently has 21 participants. He stated that there was a total of 63 participants since September 2022. He noted a recidivism rate of 28.6% at 90 days.

Deputy Warden Shiffer reported that the Prison Rape Elimination Act (PREA) audit held on January 31, 2023 through February 2, 2023 went well overall. He stated that there were some issues that were addressed immediately. Deputy Warden Shiffer stated that when the final results are received, they will be made available to the public.

Deputy Warden Shiffer provided an update on recreation at the facility. In January, there were 695 participants in recreation activities. Deputy Warden Shiffer stated that a female yoga class started with 27 participants.

Matthew Wagner, Reentry Manager, provided a reentry services update. Mr. Wagner reported recidivism rates for January: 9.7% at 90 days, 16.4% at six months, 39.5% at one year, 58.3% at two years, and 64% at three years.

Mr. Wagner reported that a provider meeting will be held in March with the help of Carrie Kurtz, Lancaster County Housing Authority. It will bring together all of the providers that provide services within the facility and allow for an exchange of information, so each provider knows what the others are providing so there is no duplication of services.

Mr. Wagner reported that Jessica Bell has accepted the Caseworker position and will be starting on March 13, 2023.

Arla Brown, Director of Administration, reported that her department continues to have one vacancy.

Ms. Brown reported that there were 53 inmates who received barbering service in February, with 20 designated as indigent.

Ms. Brown reported that they began the monthly policy reviews in January.

As noted last month, the bi-annual Title 37 inspection will be held in August.

Ms. Brown reported that they are in the process of completing the General Information Report (GIR) which is due on March 1, 2023. This is an annual report that focuses on inmate related statistics with some staff data as well. Within a few months of submitting the report, it can be viewed on the Department of Corrections (DOC) website along with all County facilities in the state.

Ms. Brown reported that for 2023 and beginning with this month's report, she chose to use charts for the data being reported.

Ms. Brown reported that the statistical information on the overall operations of the Prison is provided online with the monthly report.

Bob Devonshire, Director of Facilities Management, reported on his areas of responsibility:

Projects

- They continue to assist Deputy Warden Aberts on the door access control systems upgrades and the new prison project.

Financial Report for 2022

Operating

- Budgeted - \$1,422,453.00
- Expenses - \$1,304,297.00

Major Expenses

- Electric - \$251,879.60
- Water & Sewer - \$187,404.72
- Heat - \$100,703.51
- Laundry & Sanitation - \$62,299.26
- Maintenance Services - \$543,798.06

- There were 109 work orders closed in January.

Controller Lisa Colón presented the financial report on the Prison as of January 31, 2023. The actual expended to date for personnel services is \$1.7 million, supplies \$236,527, and purchased services \$1.4 million for a total increase of \$3.4 million year to date (YTD).

Controller Colón provided the 2023 Prison maintenance report. The actual expended to date for supplies is approximately \$6,000 and \$201,000 for purchased services. In new business, Deputy Warden Aberts reported on the new prison project. The public listening session held on February 1, 2023, had 90 community attendees, with 26 community members speaking and offering their thoughts on the new Lancaster County Correctional Facility (LCCF) and other criminal justice topics. In addition to the comments about the Needs Assessment, many of the comments reflected the work the County has done to date in preparing the new facility. Some of the community members discussed incorporating programming capabilities into the new LCCF to reduce recidivism. Other comments included building design, operations, and incorporating current criminal justice practices into the design of the new LCCF. Notes from the listening session, along with the presentations, will be posted to the project website, www.lccf-pa.com.

CGL continues to refine the architectural and operational programs and to review these with the County. A firm date has not been set for releasing the Request for Proposal (RFP) for architects and engineers, but they expect that to occur in the coming weeks.

Wayne Freeh, CGL, provided an update on the new Prison project. He reported that CGL has been working with the County on the RFP for the design phase of the new facility. The completion of the RFP is in the final stages and is expected to be released to design teams that are interested in the project by mid-March. The design team will be selected by the County with the anticipation of getting that design team under contract by early Summer of this year. Mr. Freeh stated that once the official release of the RFP has been made, they will be updating the timeline on the project website.

Linda Schreiner, Purchasing, provided an update on the RFP for the design team. She reported that they are wrapping up the final details of the RFP and it will be posted publicly after they receive approval to proceed by the Board of Commissioners on March 1, 2023. After approval, they will be advertising publicly in LNP's newspaper the following week on Thursday, March 9th and Tuesday, March 14th. It will also be posted on www.publicpurchase.com, which is a free website for vendors to register. There will be a mandatory pre-proposal meeting that vendors must attend in order to submit a proposal for consideration. Once proposals are received, they will be reviewed for consideration of responsibility and responsiveness to the RFP, as well as their general qualification before they go into a technical evaluation. As part of the evaluation process, there will be a public interview session at a public work session meeting for the top three candidates that are recommended by the evaluation committee.

District Attorney Adams commented that on February 8, 2023, she received an email from Kent Kroehler, Have a Heart, regarding the right sizing of the new Prison and where Lancaster County is with programming. She stated that she has responded to Mr. Kroehler's email directly; however, she wanted to respond publicly as well. District

Attorney Adams stated that she reviewed the study by the Sentencing Project titled "Ending 50 Years of Mass Incarceration" that was given to her by Mr. Kroehler. She stated that they went through a number of statistics nationwide and she wanted to see where Lancaster County compared with those statistics. District Attorney Adams provided statistics on the decrease in incarcerated population, the rate of decarceration per year, and the reduction in population since peak levels. Lancaster County is showing ahead of the national statistics she provided. District Attorney Adams provided the programs that are in place in Lancaster with regards to the three treatment courts: drug, mental health, and veterans. In addition, she also discussed the pre-arrest diversion program, Second Chance PA, and the Pathways to Recovery program, a new program available at the Magisterial District Justice level.

Present Judge Ashworth presented an education piece on the Lancaster County Court of Common Pleas programs, initiatives, and business practices that have been implemented as alternatives to incarceration. These programs, initiatives, and business practices are combined efforts of the criminal justice system stakeholders and have all helped reduce the Lancaster County Prison population from a daily average of 1,300 to a daily average of approximately 750. President Judge Ashworth also explained the Adult Probation & Parole violation process. He gave handouts to everyone in attendance.

In business from guests, Mr. Kroehler thanked District Attorney Adams for her response to his email and President Judge Ashworth for the information he provided. He stated that the issue goes back to the needs assessment report and the lack of attention in the report to this material provided. He stated that all the programming has helped to reduce the inmate population and therefore influences the right sizing of the Prison, but the needs assessment does not include this information. Mr. Kroehler stated that this information has a huge impact on the projected size of the population. He asked how this will impact the Advisory Committee about the right sizing of the new facility.

President Judge Ashworth commented that a lot of this information has been discussed and the Courts provided this information for the needs assessment.

Mr. Kroehler asked if work release programs will be evaluated. He asked if a decision will be made to continue or desist the program, and where and how that decision will be made.

President Judge Ashworth commented that in every case in which the party is given permission for work release, the Court has to give permission first. Depending on the nature of the charge, they always welcome the opportunity to have an individual eligible for work release. He stated that once they get to the Prison, the eligibility requirements are handled by the Prison.

Mr. Kroehler asked if they could build a facility with no work release section.

President Judge Ashworth commented that they need to have a work release unit with provisions to accommodate the inmates' needs. He stated that some inmates would not do well on house arrest with electronic monitoring on work release because they need a higher level of supervision. There are some people that would not qualify for work release because they would never come back. President Judge Ashworth stated that there must be a facility that has the ability to have some provisions along the continuum of returning at night and working during the day.

Neil Ward, Have a Heart, commented that he thinks it is important to acknowledge the stakeholders, organizations, and members of the community who were involved in the building of the new facility. He suggested that a plaque be placed in the new facility recognizing these individuals.

Jonathan Fox, Have a Heart, asked that a listing of grievances filed indicate if they are founded or unfounded and be included in the monthly report.

Deputy Warden Shiffer stated that there is a resolution to every grievance that is filed. He stated that they would look into categorizing the grievances as founded or not.

Commissioner D'Agostino moved to adjourn the meeting at 10:45 a.m. Commissioner Trescot seconded. The motion carried unanimously. The next meeting is March 16, 2023, at 9:15 a.m.

Respectfully submitted,

Lisa K. Colón
Secretary