

OPERATIONS REPORT

Kenneth Arnold
Deputy Warden for Operations

MARCH, 2012 PRISON BOARD REPORT STAFF DEVELOPMENT

Training provided during the month of March, 2012 included provision of one thousand one hundred forty-four (1144) hours of state approved basic correctional training to nine (9) new Correctional Officers (C. O.) and one (1) C.O. who participated in remedial training. On March 12, 2012, seven (7) new C. O.s commenced training and on March 26, 2012, two (2) additional C. O.s commenced their training. They will be released to full duty on April 13, 2012 and May 1, 2012, respectively, following completion of their five (5) week training cycle.

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 six hundred fifty-two (652) hours throughout the month of March, 2012.

On March 8, 2012, the Staff Development Coordinator provided four (4) hours of security training to eight (8) staff from the Lancaster County Probation and Parole Re-entry Unit. This training is tailored to assist participants as they meet with re-integrating inmates throughout the institution, who are scheduled for release. Additionally, on March 13, 2012, 4 hours of security training was provided to a volunteer chaplain and one (1) new Prime Care Medical Assistant .

The Staff Development Coordinator continues to tour all housing units on an on-going basis. During February, 2012, he devoted ten (10) 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 March, 2012, two hundred thirty-four and one-half (234.5) man hours of training were provided to staff. Topics for the month of March, 2012 included; Sexual Harassment, PREA, Use of Force, and Medical Details, amongst other topics. Additionally, throughout all 3 shifts, Detective D. Odenwalt (Lancaster County District Attorney's Office) trained staff regarding detailed law enforcement report writing.

Three Security Supervisors, along with six (6) COs attended Crisis Intervention Training (CIT) provided by County Mental Health. This forty (40) hour training affords staff the opportunity to develop skills necessary for assisting individuals in crisis.

Throughout the month of March, 2012, across all three (3) shifts, thirty-seven (37) hours of Ethics training was conducted.

Sgt. B. Lefever attended a forty (40) hour course at the Lancaster County Training Center regarding Fire and International Building Codes. With collateral duties as Institutional Fire Marshal

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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.

On March 13, 2012, the Chief Records Officer facilitated a meeting with 5 staff in attendance. During the meeting, training was conducted regarding various technical components of the Records process.

On March 22, 2012, the Deputy Warden (Inmate Services) facilitated a meeting for staff within his division and the same was attended by eleven (11) staff. Counseling intake procedures, Parole Recommendation expectations, and volunteer application/annual renewal procedures were discussed.

On February 6 and 13, 2012, Situational Awareness Training was facilitated for Treatment staff. This six (6) hour training encompassed Interpersonal Communications, Use of Force, and hands-on defensive tactics. An emphasis was placed on de-escalation techniques.

MARCH, 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

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(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).

For the month of March, 2012, thirty-six (36) of the two hundred thirty-four (234) adjudicated Misconduct Reports were Major infractions. The following represents the breakdown for Major Misconduct Reports and Hearings:

Assault on Staff- five (5)
Assault on Inmate- thirteen (13)
Mutual Combative Fighting- twelve (12)
Threatening Staff- two (2)
Possession of a Weapon- one (1)
Breach of Security- 1
Possession of Drugs- 2

The one hundred ninety-eight (198) 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 decreased by three (3) while Assaults on Inmates and Mutual Combative Fights increased by eleven (11) and six (6), respectively between March, 2012 and February, 2012. Threats against Staff remained constant, by comparison. Possession of a Weapon and Possession of Drugs increased by 1 and 2, respectively, while Breach of Security increased by 1.

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 March, 2012, is thirty (30) per month. March, 2012 demographics reflect an increase of 6 adjudicated Major Misconducts in comparison to the afore-mentioned Calendar Year 2012 average. The 2012 average monthly adjudicated Minor Misconduct Reports from January, 2012 through March, 2012, is ninety-seven (97). March, 2012 demographics reflect an increase of one hundred one (101) 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, seven (7), 11, and 0, respectively. March, 2012 demographics reflect a decrease of 1 in terms of

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Assaults on Staff, an increase of 7 in terms of Assaults on Inmates, an increase of 1 in terms of Mutual Combative Fights, and an increase of 1 in terms of Possession of a Weapon. These demographics represent a comparison against the monthly averages established through compilation of data from January, 2012 through March, 2012.

In summary, adjudicated Misconducts spiked during March, 2012, possibly attributed to the rising population and most assuredly the result of the dynamics represented by the inmate population we are housing.

We have realized an increase of one hundred eighty-three (183) adjudicated Misconducts between January, February, and March of 2012 vs. the same time period in 2011. With the same time frames in mind, Major offenses have increased by twenty-five (25) in 2012 and Minor Misconducts have increased by one hundred fifty-eight (158) during 2012. If this trend and pace continues, nearly two thousand (2,000) adjudicated Misconduct Reports could be realized by December 31, 2012.

Commensurate with long standing practice in federal, state, and county prisons throughout the United States, we are re-activating a Restricted Housing Unit (RHU) at the institution. Just as jails and prisons serve to protect society pursuant to extraction of perpetrators from the community, the RHU serves as the temporary (ordinarily) operational means to remove problematic inmates from the institutional general population with the intent of stabilizing the prison population, creating a safer environment for both staff and inmates, and thereby enhancing the security and good order of the institution.

Note: Demographic Charts Published in Website Materials

MARCH, 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

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is based on the fact pattern known at the time as compared to the threat level presented by the inmate.

Reported demographics for March, 2012 were as follows:

Handcuffs applied- 12 times on inmate(s)

Four-Point Restraints- four (4) 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.

It is noted that application of mechanical restraints was necessary during 5 Mutual Combative Fights and 2 Assaults on Staff that occurred throughout the reporting period. The instances wherein application of handcuffs was necessary until the inmate re-gained control was identical

to the February, 2012 demographics. The application of Four-Point Restraints for reasons of protection from self harm increased by 2 in comparison to February, 2012 demographics.

During the month of March, 2012, all of the afore-mentioned use of force techniques were applied in nine (9) 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 eight (8), 12, 0, 0, 0, and 0, respectively. The 2012 monthly average for 4-Point Restraints is 2. Again, these averages are derived from the data generated between January, 2012 and March, 2012. As 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

Throughout the month of March, 2012, one hundred ninety-one (191) students and participants representing Lancaster Mennonite School, Millersville University, and Franklin and Marshall University, toured the institution. Such tours provide participants an opportunity to observe modern correctional practices and apply those observations within the context of educational

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theory. Overall, two hundred thirteen (213) individuals have toured the facility since January, 2012.

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

1st Shift (12:00AM-8:00AM)- C. O. Ashley Morgan is recognized as a conscientious Officer who takes pride in her performance. Since moving to 1st Shift, she has served as a role model for both experienced and inexperienced Officers to emulate. She actively searches for responsibility and readily accepts the same. C. O. Morgan is a welcomed addition to the 1st Shift team.

2nd Shift (8:00AM-4:00PM)- C. O. Travis Reifsnnyder is a solid Officer who gives 100% every day. He is trained in all posts and performs well in all of them. He presents a sincere desire to learn and improve his performance. He displays great pride in his work and is very interested in his career.

3rd Shift (4:00PM-12:00AM)- C. O. Gerald Craig is recognized for his diligence and tenacity with respect to self-enhancement within the correctional environment. He has worked very hard to ensure he is trained and cleared to work in the Commitment Area. Additionally, C. O. Craig goes out of his way to assist fellow C. O.s if and when needed. When assigned a task, C. O. Craig completes the same with little or no supervision. In a setting where the ability to be a self-starter and quick learner are critical, such qualities are invaluable to the management of such a large operation.

INMATE SERVICES REPORT

Joseph Shiffer
Deputy Warden for Inmate Services

**Inmate Services Department
Prison Board Report
April, 19 2012**

March 2012 highlights

As previously reported the new Classification Counselor, Sarah Gresh was involved in surveying inmates about their drug & alcohol use prior to incarceration. She used the information to develop curriculum for an intensive drug & alcohol program for Female inmates. The program consists of 8 weeks of intensive D&A counseling. We are currently working with security to determine the best housing area for this program.

Since January 1st, 15 inmates have participated in CareerLink programming. Seven of those have finished Ready To Work while 5 inmates are taking additional training. Six inmates have stopped attending CareerLink services after being release from LCP. In March, 3 inmates attended the CareerLink orientation. Per meetings with CareerLink they are asking for 6 inmates at each orientation however, eligibility requirements as well as current housing demands have made it difficult to get the target number for April.

Four mediation sessions were held in March resulting in avoid contact being lifted through agreements between the inmate participants.

For much of March the facility was down 1 gym due to the increased numbers of commitment. To address the lack of gym space, the Recreation Directors have begun holding card and handball tournaments in the housing areas. The increase in population also affected programming, some of which needed to be cancelled or relocated when possible.

On 4/5/12, 24 Justice & Mercy volunteers passed out chocolate crosses and eggs to all inmates and staff at LCP.

Tax preparation services were provided on 4/6/12 to inmates free of charge by the United Way of Lancaster. Nineteen inmates expressed interest in receiving this service, 11 of which had all required documentation and their tax returns were completed.

The Prison Garden Project coordinated with the City of Lancaster and the School District of Lancaster is moving forward. I have met with Kim Wissler, Health Officer for the City and plans are in place to begin preparing the soil in Mid April. Inmate volunteers will be given the opportunity to assist in all phases of this project. Prior to planting, the city will be conducting soil tests for led levels. Vegetables from the Garden will be donated to local food banks and shelters.

See attached program statistical section for further information.

ADMINISTRATIVE SERVICES REPORT

No April 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

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Facilities Management

Monthly Prison Activities Report

April 2012

Personnel:

- All positions are filled at this time

Prison:

- THU
 - It was reported on 3/11 that suspected mold has returned to the THU.
 - All tests came back negative and additional cleaning and painting has been completed
- Projects:
 - Epoxy Floor Coating Repairs (\$60,000 budgeted)
 - Currently seeking quotes
 - 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)
 - Door estimates received from Kimball and we will be working on replacing doors as our budget allotment allows
 - Heim Co Projects
 - Chiller Replacement – 97% Complete (\$33,744)
 - Chiller is set and running on its internal controls
 - NRG is now about 80% done with their work
 - Heim will be meeting with NRG to wrap this project up ASAP
 - Prison Energy Control System (\$97,250)
 - Ongoing work with Heim and NRG
 - Should be wrapping up this summer





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- Prison Lighting Retrofit (\$43,785)
 - Now working on the final locations
- 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
 - All spaces defined
 - Working on data entry (60% complete)
 - Working with Vendor to allow all requesters to see each other's requested work order status
- Prison Leadership Changes
 - Met with prison leadership to ensure smooth operations during leadership change
 - Will be meeting on regular basis with DW. Arnold to maintain open lines of communications
 - Met with maintenance supervisors to keep them informed of changes and who our P.O.C. will be

Respectfully Submitted

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

04/16/2012

Cc: Douts
File

