

LANCASTER COUNTY PRISON BOARD AGENDA

December 18, 2025

1. CALL TO ORDER—PUBLIC MEETING BEGINS AT 9:15AM
2. PLEDGE OF ALLEGIANCE
3. ANNOUNCEMENTS
4. APPROVAL OF MINUTES: Approval of November 20, 2025, minutes submitted independently by the Board Secretary.
5. MONTHLY REPORT
 - a. Warden's Report – Cheryl Steberger
 - b. Operations Report – Miguel Castro
 - c. Inmate Services Report – Joseph Shiffer
 - d. Administrative Report – Arla Brown
 - e. Facilities Management Report – Bob Devonshire
 - f. Financial Report – Kathy Kunkel
 - g. New Prison Project – Cheryl Steberger
6. OLD BUSINESS
7. NEW BUSINESS
8. BUSINESS FROM GUESTS
9. ADJOURN

December 18, 2025 @ 9:15am
625 E. King Street
Lancaster PA 17602
*** Sign in Front Lobby ***
Meeting in Work Release Dayroom

WARDEN'S REPORT

**CHERYL STEBERGER
WARDEN**

PRISON BOARD

December 18, 2025

- Population
- Records Audit
- New Prison Project

OPERATIONS REPORT

**MIGUEL CASTRO
DEPUTY WARDEN**

Prison Board
12/18/2025
Security/Operations Report

Security Officers of the Month: November 2025

12am-8am: Officer Jonathan Crawley was selected as November's 1st shift Officer of the Month. Officer Crawley consistently demonstrates a high level of professionalism and attention to detail across a variety of situations and posts. Crawley is a dependable mentor who guides his colleagues in their daily duties and serves as an influential member of the 12-8 team. His performance routinely exceeds expectations, showcasing an advanced comprehension of correctional duties and overall prison operations. He sets a commendable standard for conduct and performance for all correctional staff. Officer Crawley has been employed at the Lancaster County Prison for over 17 years.

8am-4pm: Correctional Officer Nathan Carpenter was selected as November's 2nd shift Officer of the Month. Officer Carpenter's attitude exemplified what it meant to be a team player and reliable coworker. Carpenter was always willing to assist with off-hour med runs, help out on a unit when he noticed the workload increased for his fellow coworkers, and was always learning new posts on his down time to better himself and the facility. He really took the time to learn the job of a correctional officer in depth and built up his skills over the last year. Officer Carpenter had been employed at the Lancaster County Prison for over one year, but December 16th was his last day as he has joined the West Earl Township Police.

4pm-12am: Correctional Officer Vanessa Saldia was selected as November's 3rd shift Officer of the Month. Officer Saldia takes great pride in her work, makes a continuous effort to teach newer staff about the facility, and is always willing to assist where needed. She has shown great initiative by creating a guide for newer staff to help them learn to run to 2-5, which can be a very complex block to work. She can also be counted on to assist in de-escalating potential use of force situations by talking difficult inmates into complying with staff. She has proven to be an important asset with her Hostage Negotiator Team certification. Officer Saldia has been employed at the Lancaster County Prison for over three years.

Operations Officers of the Month: November 2025

Officer Emmely Jimenez was selected as November's Operations Officer of the Month. Officer Jimenez is recognized for her hard work regardless of whether she's posted in the lobby, visitation, and video conference positions. She is very knowledgeable in these areas, and her expertise allows operations to run smoothly. Jimenez interacts well with the public, and her work is appreciated by her peers. She completes tasks thoroughly and with ease. She can be relied upon to get the job done. Officer Jimenez has been employed at the Lancaster County Prison for just under five years.

Staffing Updates:

- Three new corrections officers graduated on Thursday, December 11, 2025. They are now in the OJT portion of their training, working hands on with veteran officers.
- We ended the month of November with (1) lieutenant vacancy.
- We ended the month of November with (1) captain vacancy.
- We ended November with 14 correctional officer vacancies.

INMATE SERVICES REPORT

**JOSEPH SHIFFER
DEPUTY WARDEN**

Inmate Services Department Prison Board Report November 2025

Whoopie Pie Day

Hope Packs

See attached program statistical section for further information.

ADMINISTRATIVE SERVICES REPORT

**ARLA BROWN
DIRECTOR**

Administration

November 2025

Department Information

- Monthly statistics are provided online.
- Future topics – If there is additional data that you would like addressed or included in this forum, please feel free to contact me.

FACILITIES MANAGEMENT REPORT

**ROBERT DEVONSHIRE
DIRECTOR**

General Services

Monthly Prison Activities Report

December 2025

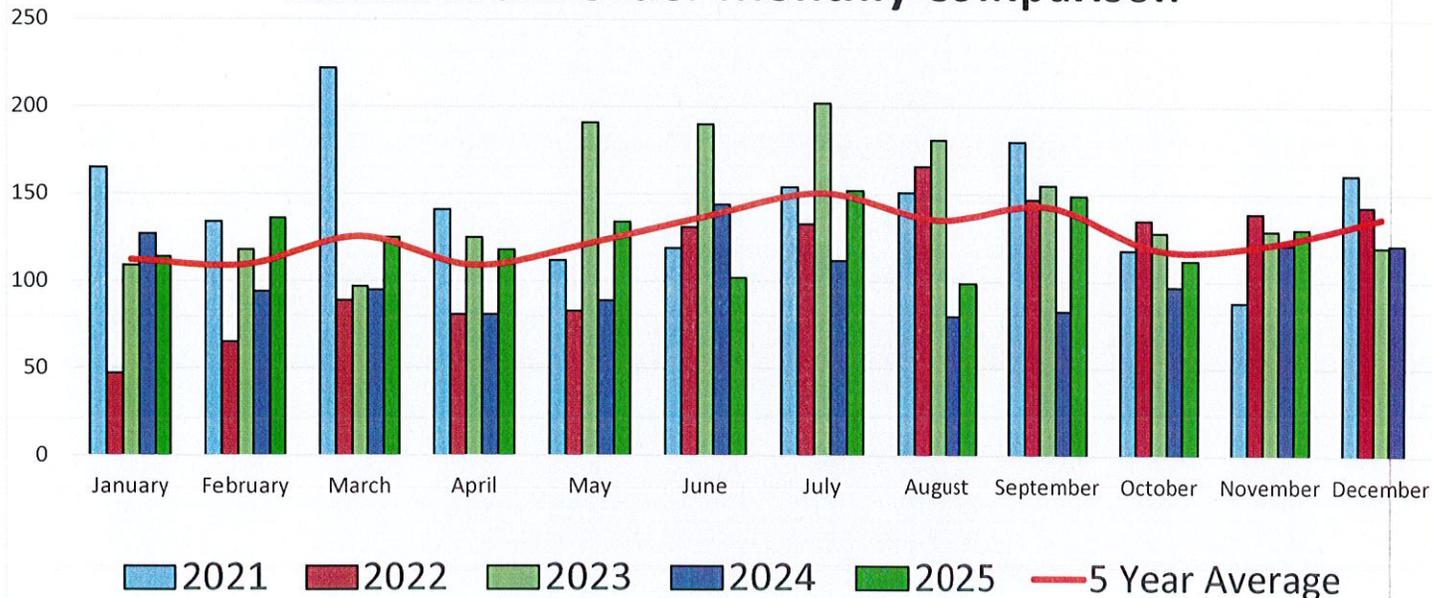
Projects

- Working on the new correctional facility project.

Work Orders

- November 2025
 - 130 Work Orders for the month of November 2025.
 - 1371 Work Orders for the year to date - 2025.
 - 1384 Work Orders for the year to date - 5 -year average
 - 125 Work Orders per month on average for 2025.
 - 126 Work Orders per month, 5-year average.

Closed Work Order Monthly Comparison



Respectfully Submitted

Robert R Devonshire, Jr.
 Director of General Services
 County of Lancaster
 12/08/2025

NEW PRISON PROJECT

**CHERYL STEBERGER
WARDEN**

Design Development Update

The Project team is working towards finalizing a draft for the design of the Lancaster County Correctional Facility to present to the Board of Commissioners, Prison Board and members of the Public.

As we did with Schematic Design, we will provide several opportunities for members of the public to view the presentation, ask questions and provide feedback.

We plan to provide 3 different opportunities to share the Design Development presentation. First, we will present at the Board of Commissioners Work Session meeting at 10:00 AM on Tuesday, January 6th. That meeting will also be livestreamed if you are unable to attend. The link will be available on the County Agenda Center webpage.

Later that evening, we will host a public listening session where members of the public are welcome to attend, speak with the project team and provide their feedback.

The following week, we will provide the presentation again at the Thursday, January 15th Prison Board meeting.

All dates and times will be added to the LCCF website. If you are unable to attend one of these meetings, we will also publish the presentation online. Members of the public are welcome to submit written comments to LCCF@lancastercountypa.gov or are welcome to provide comment at any of the regularly scheduled Board of Commissioners Public Meetings.

STATISTICS

INMATE SERVICES

NOVEMBER AVERAGE DAILY PARTICIPATION

Average Daily Participants: NOVEMBER 2025

Community Employed Males:	20
Community Employed Females:	04
Community Service Males:	00
Community Service Females:	00

TARP:

Inmates in Treatment Programming:

Males:	00
Females:	00

Inmate Trustees:

Male:	03
Female:	00

Unassigned Inmates housed in Work Release:

Males:	37
Females:	00

WORK RELEASE REPORT – NOVEMBER 2025

NOVEMBER 2025

New Placements:	Male: 05
	Female: 01
Pre-incarceration Employment;	Male: 00
	Female: 00
Employment secured by inmate	Male: 00
	Female: 00
Employment secured by WR	Male: 05
	Female: 01
Removals from program	Males: 00
	Female: 00
Suspensions	Males: 01
	Female: 00
Releases	Males: 03
	Female: 00

WORK RELEASE FINANCES

NOVEMBER/2025

Board and Lodging	7,590.40
Fines and Costs	12,772.11
Drug Test Fee	225.00
Family	6,975.00

PRIMECARE MEDICAL, INC. +

PCM Portal - Generate Stat Summary Report

Stat Summary Report - 01/2025 - 03/2025

Facility Statistics	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Monthly ADP	790	796	805	837	806	811	814	780	801	835	820	808.6
Monthly ADP Male	689	694	694	701	686	678	729	687	705	737	720	701.8
Monthly ADP Female	101	102	112	136	120	108	111	93	96	98	100	107
Monthly ADP Identify as Other	0	0	0	0	0	0	0	0	0	0	0	0
Total # of Intake Screenings	309	322	374	354	341	347	361	313	369	322	295	3707
Clearance for Incarceration Refusals	3	1	2	0	2	2	0	1	0	2	0	13
# of Intake Refusals	5	7	11	16	14	7	8	13	8	11	3	103
Substance Use / MAT	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Total # Patients Detox	88	79	100	110	93	79	85	82	88	80	72	956
# of Patients Detoxed Opioids	31	35	45	38	28	23	26	24	23	31	25	329
# of Patients Detoxed ETOH	34	29	41	41	40	18	41	31	38	22	28	363
# of Patients Detoxed Benzodiazepines	21	23	17	28	24	26	12	17	15	20	15	218
# of Patients Detoxed Methamphetamines	35	21	38	50	27	40	30	34	32	37	34	378
Total # of Patients on MAT	194	194	202	218	212	214	193	167	156	152	159	187.4
# of Intakes on Continuation of MAT	27	24	32	29	30	36	21	16	31	27	29	302
# of New Patient MAT Inductions	14	21	34	36	30	17	28	22	19	22	26	269
# of Patients on Methadone	22	24	24	23	19	20	17	21	20	20	25	21.36
# of Patients on Suboxone	2	0	0	0	0	0	0	0	0	0	0	2
# of Patients on Subutex	145	142	154	170	163	165	145	119	121	119	124	142.5
# of Patients on Sublocade	0	0	0	0	0	0	0	0	0	0	0	0
# of Patients on Oral Naltrexone	28	29	24	26	30	30	30	26	15	7	3	22.55
# of Patients on Vivitrol	2	0	0	0	1	1	1	3	1	7	7	23
# of Patients on Brixadi	0	0	0	0	0	0	0	0	0	0	0	0
# of Patients on Acamprosate	0	0	0	0	0	0	0	0	0	0	0	0
Administrative	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Total # of Grievances	30	31	35	31	17	31	51	36	30	35	38	365
# of Founded Grievances	0	0	0	0	0	0	0	0	0	0	0	0
# of Patient Deaths	1	0	1	0	0	0	0	0	0	0	0	2
Total # of Adverse Clinical Events	49	39	11	23	23	25	39	21	14	17	25	286
# of Patients Placed in Restraints	4	4	3	2	2	4	0	1	0	2	1	23
Total # of Medical Housing Admissions	0	0	0	0	0	0	0	0	0	0	0	0
Medical Transports	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Total # of Patients in the Hospital	2	5	7	10	3	5	3	5	11	7	6	64

Total # of Patient Hospital Days	9	12	25	43	14	15	18	25	43	28	27	259
Total # of ER Transports via Ambulance	16	13	12	11	9	6	10	11	10	10	10	118
Total # of Transports	66	63	67	78	82	95	75	107	95	116	77	921
Cardiology	3	1	2	2	6	3	7	6	6	15	5	56
Dermatology	0	1	2	1	3	1	0	0	0	0	1	9
Dialysis	0	0	4	1	0	0	1	0	0	0	0	6
ENT	1	0	0	0	0	1	0	1	1	1	3	8
Emergency Room	30	27	24	19	20	19	19	28	29	29	19	263
Gastroenterology	3	0	4	4	2	3	0	3	1	0	2	22
General Surgery	1	2	1	1	2	1	2	3	5	3	4	25
Hematology/Oncology	1	1	2	4	1	3	4	5	11	16	8	56
Methadone	1	1	3	6	3	1	5	3	1	5	0	29
Neurology/Neurosurgery	4	0	1	1	3	2	0	3	3	5	3	25
OB/GYN	0	1	1	1	8	2	0	1	2	4	3	23
Ophthalmology	1	1	3	3	0	3	0	1	2	0	2	16
Oral Surgery	0	2	1	0	0	0	0	0	0	0	0	3
Orthopedics	2	6	6	6	9	15	12	22	11	8	6	103
Physical Therapy	1	0	0	0	0	7	12	8	14	12	8	62
Plastic Surgery	0	0	0	0	0	0	0	0	0	0	0	0
Podiatry	2	4	1	2	1	0	0	0	0	0	0	10
Urology	2	3	3	2	5	3	2	3	1	2	2	28
Wound Clinic	1	1	0	3	1	0	0	0	0	1	0	7
Surgery Performed	0	2	4	0	0	1	1	0	1	4	0	13
Imaging (CT, MRI, etc.)	6	2	3	6	4	3	7	14	5	8	6	64
Diagnostic Test (outside)	3	3	0	5	6	2	2	5	1	2	4	33
Other Trips / Outside Consults	4	7	2	4	8	22	1	1	1	1	1	52
Total # of Missed Outside Appointments	0	0	10	7	17	3		1			4	38
Medical	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Total # Nurse Sick Call	476	412	447	415	416	328	369	264	199	279	346	3951
Total # of Provider Sick Calls	578	560	633	638	677	623	689	599	612	739	581	6929
# of In-Person Medical Visits	0	0	0	638	678	623	689	599	602	739	581	3829
# of Telehealth Medical Visits	0	0	0	0	0	0	0	0	10	0	0	10
Total # of Patients in Medical Chronic Care	361	364	345	351	381	407	427	407	426	454	437	396.4
# in CCC - Anticoagulation	8	7	7	6	8	12	11	8	7	13	12	9
# in CCC - Asthma (COPD/Pulmonary)	54	61	67	70	68	77	84	74	72	86	69	71.09
# in CCC - Cardiac (Hypertension)	151	150	145	146	157	172	181	162	164	173	144	158.6
# in CCC - Diabetes	31	38	35	39	37	44	48	41	42	49	45	40.82
# in CCC - HCV	57	57	53	50	52	57	59	54	49	51	54	53.91
# in CCC - HIV/AIDS	7	8	11	9	11	13	18	13	14	11	12	11.55
# in CCC - Juvenile/Elderly	65	60	68	75	70	83	83	68	86	90	83	75.55

Total # of Behavioral Health Sick Calls	1339	1271	1412	1518	1427	1482	1543	1412	1562	1483	1292	15741
# of In-Person Behavioral Health Visits	1339	1271	1412	1518	1428	1482	1543	1412	1562	1483	218	14668
# of Telehealth Behavioral Health Visits	0	0	0	0	0	0	0	0	0	0	0	0
Total # of Behavioral Health Groups	0	0	0	0	0	0	0	0	0	0	0	0
Total # Patients in BH CCC	73	75	75	68	68	78	76	74	74	83	84	75.27
# CCC - Bipolar & Related Disorders	13	11	12	9	9	9	9	9	12	12	11	10.55
# CCC - Depressive Disorder	40	38	42	39	40	51	49	45	45	49	54	44.73
# CCC - Schizophrenia Spectrum & Other	21	27	24	23	22	21	23	24	21	24	21	22.82
Average # of Patients on Psych Meds	295	306	301	318	319	302	319	298	306	315	323	309.3
% ADP on Psych Meds	0.37	0.38	0.37	0.38	0.4	0.37	0.39	0.38	0.38	0.38	0.39	0.381
Average # of Patients on MHSR-A	160	190	192	193	176	186	185	181	183	198	194	185.3
% of Patients on MHSR-A	0.21	0.24	0.24	0.23	0.22	0.23	0.23	0.23	0.23	0.24	0.24	0.23
Average # of Patients on MHSR-B	144	141	136	142	150	164	163	192	187	209	167	163.2
% of Patients on MHSR-B	0.18	0.18	0.17	0.17	0.19	0.2	0.20	0.25	0.23	0.25	0.2	0.20
Average # of Patients on MHSR-C	339	358	363	386	362	389	385	369	324	351	348	361.3
% of Patients on MHSR-C	0.43	0.45	0.45	0.46	0.45	0.48	0.47	0.47	0.4	0.42	0.43	0.45
Average # of Patients on MHSR-D	87	88	93	93	84	92	96	91	90	98	102	92.18
% of Patients on MHSR-D	0.11	0.11	0.12	0.111	0.1	0.11	0.12	0.12	0.11	0.12	0.12	0.11
Total # of Patients on Suicide Watch	112	128	137	123	142	129	147	142	143	132	120	1455
Total # of Patients on Constant Observation	13	10	11	11	11	8	11	10	11	12	7	115
Total # of Involuntary M.H. Commitments	7	8	9	8	8	7	6	6	7	7	8	
# of Patients Waiting Transfer to State Hospital	1	0	0	0	0	0	0	1	1	0	0	2
# of Patients w/Involuntary Med/Tx Orders	1	1	1	1	1	0	0	0	0	0	0	1
Dental	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Total # of Dentist Sick Calls	136	96	135	117	157	144	134	137	125	148	119	1448
# of In-Person Dental Visits	0	0	0	117	157	145	134	137	125	148	119	815
# of Telehealth Dental Health Visits	0	0	0	0	0	0	0	0	0	0	0	0
# of Fillings	0	0	0	0	1	0	0	0	0	0	0	1
# of Exams	114	82	94	69	92	94	93	84	71	84	74	877
# of Extractions	20	12	12	13	26	14	8	13	10	25	14	167
# of Other	1	5	3	9	11	3	2	3	7	4	5	53
# of Annual Dental Exams	31	25	21	29	29	26	19	33	31	25	19	288

# in CCC - Neuro	33	39	31	29	32	27	32	29	36	36	34	32.55
# in CCC - Pregnancy	1	2	4	4	4	5	2	3	3	2	3	3
# in CCC - Sickle Cell Disease	3	3	3	3	3	3	3	3	3	3	3	3
# in CCC - TB	0	0	0	0	0	0	0	0	0	0	0	0
# in CCC - Thyroid	14	15	15	11	14	16	19	16	19	19	14	15.64
Total # of Pregnant Females	0	1	3	5	4	6	2	3	4	4	0	
# of Miscarriages	0	0	0	0	0	1	0	0	0	0	0	1
# of Abortions	0	0	0	0	0	0	0	0	0	0	0	0
# of Deliveries	0	0	0	0	1	1	0	0	0	0	0	2
Average # of Patients on Medical Meds	446	443	445	465	472	458	518	484	469	508	515	474.8
% ADP on Medical Meds	0.56	0.56	0.55	0.56	0.56	0.56	0.64	0.62	0.59	0.61	0.63	0.58
Total # 14-Day Physicals	205	249	277	247	265	211	249	216	242	278	237	2676
Total # Annual Physicals	23	19	11	20	10	9	19	18	8	25	22	184
Total # of In-House EKG's	20	40	42	30	55	40	41	19	23	40	78	428
Total # of In-House X-Ray's	50	40	59	47	42	62	64	50	49	57	136	656
Infectious Disease	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Total # of HIV Tests Performed	283	311	344	312	302	308	88	9	3	9	9	1978
# of HIV Positive Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0
# Receiving HIV Medication or ART	7	5	6	6	3	9	10	8	13	8	12	87
Total # HCV Tests Performed	0	0	2	2	5	5	4	9	1	5	8	41
# of HCV Positive Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0
# Receiving HCV Treatment	0	1	1	1	0	1	1	0	1	2	1	4
Total # of Other Hepatitis Tests Performed	3	0	1	3	3	7	2	5	3	6	0	33
# of Hepatitis A Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0
# of Hepatitis B Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0
Total # of RPR Tests Performed	0	0	3	2	3	3	7	9	1	8	5	41
# of Syphilis Cases Detected at Facility	0	0	0	0	0	0	1	3	1	1	0	6
Total # of GC/CT Tests Performed	7	0	11	0	11	0	8	3	2	5	0	47
# of Gonorrhea Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0
# of Chlamydia Cases Detected at Facility	0	0	1	0	3	0	0	2	0	1	0	7
Total # COVID-19 Tests Performed	0	0	0	0	0	0	0	0	0	0	0	0
# of COVID-19 Cases Detected at Facility	0	1	0	0	0	0	0	0	0	0	0	1
# of COVID-19 Vaccines Administered	0	0	0	0	0	0	0	0	0	0	0	0
Total # of Patients Isolated for MRSA	3	4	4	4	3	3	3	4	1	4	1	22
# of MRSA Cases Detected at Facility	0	0	0	2	1	3	3	0	0	0	0	6
Total # of TB Tests Performed	323	325	372	376	345	366	368	336	365	348	311	3835
# of TB Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0
# Receiving TB Treatment	0	0	0	0	0	0	0	0	0	0	0	0
Behavioral Health	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	July 25	Aug 25	Sep 25	Oct 25	Nov 25	Total
Total # of Psychiatrist/Psych NP Sick Calls	239	205	210	242	202	227	254	209	212	231	218	2449

A-10 Grievance Process for Health Care Complaints

Grievance Type	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Medical	3	2	1	1	0	2	1	1	0	0	1		
Mental Health	1	1	0	0	0	1	1	1	0	5	2		
Dental	0	0	0	0	1	2	0	0	0	0	1		
Staff Conduct	0	1	0	0	0	0	0	0	0	0	0		
Request Off Site	2	1	0	2	2	0	1	2	0	1	0		
Delay in Services	4	0	5	10	0	1	10	11	4	4	9		
Co-Pay	0	0	1	0	0	0	0	0	0	1	1		
Medication	6	8	11	10	10	11	20	5	12	14	10		
Non-Medical	8	8	4	4	1	7	6	5	6	0	7		
Request Visit	4	8	7	3	3	6	4	5	6	3	3		
Other	0	2	5	1	0	1	8	6	2	3	4		
Total	30	31	35	31	17	31	51	36	30	35	38		
Founded	0	0	0	0	0	0	0	0	0	0	0		
Unfounded	30	31	35	31	17	31	51	36	30	35	38		
Quarter			96			79			117				

Trends/Patterns?

- 21 individuals submitted a single grievance
- 4 individuals submitted 2 grievances each
- 3 individual submitted 3 grievances

Other include MAT process, CPAP water, new walker
 Non-Medical includes diet and bottom bunk/bottom tier restrictions

LANCASTER COUNTY PRISON

Inmate Services Department

November 2025 Monthly Report

C. Garner- Inmate Services Specialist

Ms. Garner oversees the Inmate Trustee Program (ITP) at Lancaster County Prison. She is responsible for reviewing files, hiring, disciplinary, termination reviews, onboarding/orientation, pay roll for trustees, and assisting with any demands for the kitchen, supply, and floor cleaners. Ms. Garner assists with JNET warrant searches for specific positions in ITP and works with inmates on the blocks to clear any MDJ level warrants or open dockets. Ms. Garner is the Treatment Specialist assigned to C-Main. She provides support, coordinate phone calls between inmates and other county agencies, such as public defenders, CYS, treatment facilities, etc.

K. Abenshon- Inmate Services Specialist

Inmate Services Specialist Abenshon is responsible for the day-to-day needs of minimum and medium security male inmates on 3-5 block. She identifies their needs and risks and helps them identify appropriate resources by discussing programs offered inside and outside the prison. She provides applications for specialty courts, birth certificates, ID's and social security cards. She serves as liaison between Public Defenders, Paid Attorneys, Probation & Parole, Bail Bondsmen, CYS, recovery houses, treatment facilities, other Counties, and the inmates; often facilitating phone calls. She works cooperatively with Medical, Mental Health, Reentry, Pre-Parole and Security. Specialist Abenshon completes 30-day PREA reviews and provides an informational PREA video to each inmate as requested. Specialist Abenshon answers daily requests from inmates via Securus. She can be counted on to fill in for other staff when they are on vacation or in training. Ms. Abenshon continues to help with the MAT program for her block. She is also taking over Reentry efforts on her block.

D. Valenzuela, Classification Specialist

Classification Specialist Valenzuela executed core functions of the inmate classification system, including:

Initial Classification & Daily Review: Systematically reviewed all electronic docket sheets and inmate legal documentation to facilitate accurate initial assessments and housing placements.

Reclassification Management: Maintained a consistent review cycle for all inmates via mandatory 90-day reclassifications and addressed specific re-classification inquiries and general inmate requests as needed.

Language Support: Assisted the G-1 intake specialist by interpreting communications for Spanish-speaking inmates on a case-by-case basis.

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C. Henry- Prison Rape Elimination Act (PREA) Caseworker

Ms. Christine Henry is currently the Prison Rape Elimination Act (PREA) caseworker for Lancaster County Prison. It is Ms. Henry's responsibility to help investigate all PREA claims made by inmates inside the facility. Along with this it is Ms. Henry's responsibility to ensure PREA 30-day reviews for inmates incarcerated inside the facility are completed weekly. Ms. Henry is also assigned as the block counselor for housing unit 3-1. As part of her duties on 3-1, Ms. Henry responds to inmate requests that are made using either the inmate's tablet or kiosk. She collaborates with Medical, Mental Health, Reentry, Pre-Parole and Security to meet the needs of incarcerated inmates. Ms. Henry facilitates MRT for housing blocks 3-1 and 3-2.

L. Garcia – Classification Specialist

Classification 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. In commitment also helps with inmates that need intakes done to move straight to general population due to their status. 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 moves upon the request from other counselors and departments such as work release, ITP, and medical. Garcia, L also reviews requests 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.

D. Miller- Drug and Alcohol Inmate Specialist

Mr. Miller is a General Inmate Specialist assigned to Block 2-1. Mr. Miller assists inmates with obtaining identification such as Social Security Cards and Birth Certificates. He also coordinates phone calls and emails between inmates and their attorneys, probation officers and representatives from social service agencies. Mr. Miller also helps inmates access different educational opportunities within the prison such as drug and alcohol. Mr. Miller also helps inmates with their transition to the community by helping with home plans and accessing post incarceration treatment options such as rehabs, halfway houses or recovery houses. Mr. Miller responds to inmate requests through the prison communication system, Securus. He was hired in October to be a Drug and Alcohol Inmate Specialist. Mr Miller has started 1 new D&A class for the men on 2-1. Mr Miller is now certified to teach MRT (Moral Recognition Therapy.) He recently became a Certified Drug and Alcohol Counselor (CADC)

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A. Brommer- Inmate Service Specialist

Mr. Brommer is the General Inmate Specialist assigned to the G-2/Restrictive Housing Unit. He has the task of assisting inmates on all kinds of "special statuses." He also assists with most inmate request regarding a variety of issues, due to the majority of the inmates not having the same level of access since they are on a restrictive status. He sets up phone calls for probation, attorney's and even family. He will conduct numerous reviews for these inmates throughout their stay in the RHU, in order to remove them from any additional status's they may be on due to their behavior or previous actions. He will conduct intakes for new commitments as well as PREA reviews for those who have already been incarcerated for 30 or more days.

B. Morrison – Drug & Alcohol Specialist

D/A Specialist Morrison is now assigned to the G-1 intake housing unit of Lancaster County Prison. Specialist Morrison has been attending D/A meetings weekly within our treatment department in LCP. He also assists with the Vivitrol applications and completing these when requested. Specialist Morrison does meet with multiple inmates daily on POD G-1. Questions answered normally involve court dates, docket information, treatment options, etc. Inmate Specialist Morrison will assist inmates who need help setting up intakes for treatment facilities, and relay information to other entities of the prison, if necessary. Specialist Morrison will complete intakes daily. Specialist Morrison also assists with other blocks and classification duties, as needed. IS Morrison also facilitates phone conferences with attorneys, case managers, and other important calls. Specialist Morrison does use Securus and UCM daily and enters notes regarding everything that happens daily. Specialist Morrison has assisted with classification (move sheets and classifying) when designated to do so. IS Morrison has been assisting with the treatment and chaplain's department(s) with their roles within ATIMS. IS Morrison has been a part of ATIMS Admin Team since September 2023.

K. Ortiz – Bilingual Inmates Services Specialist

Bilingual Inmate Service Specialist, Karaliz Ortiz responds to female inmate requests and is on a rotation assisting male population 3-2 block, as well as direct assistance to inmates needs such as court dates, fast tracks, door to door, rehabs, classes, and questions about different resources in an outside of the institution (LCP). In addition, I Counselor Ortiz assist Spanish speaking inmate and co-workers throughout the prison and provides inmates with applications and information for the different program and services offered in the institution such as, vivitrol, medical assistance, and drug and alcohol applications. Specialist Ortiz also answers phone calls from family members with questions like visits, and phone calls due to not having funds in their inmate account for over 30 days of been incarcerated or request a free call. Specialist Ortiz is also helping several inmates with information on the re-entry and work release programs within the prison. Specialist Ortiz also conducts 30 days PREA reviews and PREA informational video or sheet for all female inmates. Specialist Ortiz also has been facilitating pre- approved and pre-scheduled phone conferences with public defenders, CYS employees as well as with other states, and counties which are unable to communicate or travel. Lastly, Specialist Ortiz provides notaries services to inmates throughout the prison. Specialist Ortiz also serves as a notary on the 2nd and 3rd floor.

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K. Powell- Inmate Service Specialist

Inmate Service Specialist Powell for the month of July continued to assist the needs of medium and maximum-security male inmates on the block 3-2 with their request in person and via Securus. Ms. Powell has also served a point of contact between public defenders, Private attorneys, Probation/Parole, recovery programs and have assisted to facilitate calls between inmates and other agency as needed. Ms. Powell has also ensured that all 30-day PREA reviews have been completed 3-2 blocks on a weekly basis. Ms. Powell also helped with 2-5 intakes and G-1 intakes as needed. Ms. Powell continues to assist other counselors with any task that needs to be completed after 4pm. Inmate Service Specialist Powell has completed D/A training and is working on shadowing D/A classes to be able to facilitate in the near future. She facilitates two MRT classes for housing block 2-5 and D-Block/Annex

N. Sotomayor- Drug and Alcohol Specialist

Drug and Alcohol Specialist Norbert Sotomayor, CADCLic. 4674, is currently stationed at the LCP 2-2 Housing Unit block permanently, He sits at the housing unit the whole 8 hours shifts, five days a week. It is Mr. Sotomayor's responsibility to run assigned LCP CBT d/a groups-meetings with inmates from blocks 2-2, 3-5, and ITP. He runs five, 5x, 90 minutes D/A groups currently. (Such d/a groups are run away from the blocks). Specialist Sotomayor recruits, screens, and interviews d/a program applicants. Specialist Sotomayor makes up the group participant lists and escorts said inmates from the Housing units to the group rooms. Specialist Sotomayor sees every inmate who walks into the 2-2 block and their questions and concerns are fielded accordingly. Every interview with block inmates is annotated and dated in the ATIMS system. Mr. Sotomayor takes steps to address the inmate's needs should other agencies or Departments need to be involved. Approved phone case management is orchestrated and provided on behalf of inmates who need to talk to local or outside agencies like Probation, Public Defenders, Bail Admin, Utilities or many other vendors. It is Mr. Sotomayor's responsibility to ensure PREA 30-day reviews for inmates incarcerated inside the facility are completed at the same time frame. Mr. Sotomayor responds to inmate requests that are made using either the inmate's tablet or kiosk or in person. He collaborates with Medical, Mental Health, Reentry, Pre-Parole, The Classification Department, IU 13, The Chaplains Department, outside agencies, and LCP Security to meet the needs of incarcerated inmates. Mr. Sotomayor attends biweekly or monthly Supervision Meetings besides required Treatment staff meetings. Specialist keeps track of the D/A Spreadsheet regularly to keep current and accurate statistics of the LCP program. These statistics reflect the inmates attendance, completion, graduation, gender, and other basic info. Mr. Sotomayor attends frequent PCB, D/A approved trainings to keep his CADCLicense current and to be informed of new drug and alcohol trends and related approaches.

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K. Harris – Re-entry Case Worker

Re-entry case worker Harris works with pre-parole and inmate service specialists to coordinate home plans for inmate's releases on her assigned blocks. She processes and tracks all ID applications for the inmates to prepare them for their release. Re-entry case worker Harris is responsible for printing Edovo certificates for all inmates that complete training videos through their tablets. She reviews and answers inmate requests through Securus to assist inmates in a timely manner. She attends drug court once per month to act as an additional resource for the participants when needed.

Chaplain's Office Monthly Report

November 2025

CHAPLAINCY HOURS

THE CHAPLAIN'S OFFICE CONTRIBUTED THE FOLLOWING HOURS:

STAFF – 477.50 VOLUNTEERS – 508.25

CHAPLAINCY VISITS

85 ONE TIME VISITS - MALE

65 ONE TIME VISITS - FEMALE

54 MULTIPLE VISITS – MALE

29 MULTIPLE VISITS – FEMALE

INMATE REQUESTS

THE CHAPLAIN'S OFFICE PROCESSED APPROXIMATELY **875** INMATE REQUESTS.

DEATH & MEDICAL EMERGENCY NOTIFICATIONS

THE CHAPLAIN'S OFFICE WAS INVOLVED WITH **4** DEATH AND **1** MEDICAL EMERGENCY NOTIFICATIONS THIS MONTH.

CORRESPONDENCE BIBLE STUDIES

EMMAUS BIBLE STUDY	DISTRIBUTED – 25	COMPLETED - 37
	ACTIVE STUDENTS - 10	NEW STUDENTS - 1
SPANISH EMMAUS BIBLE STUDY	DISTRIBUTED – 4	COMPLETED - 5
GOSPEL EXPRESS STUDY	DISTRIBUTED – 28	COMPLETED – 31
GOSPEL ECHOES STUDY	DISTRIBUTED - 13	COMPLETED – 9
SPANISH GOSPEL ECHOES	DISTRIBUTED - 0	COMPLETED – 0
SPANISH GOSPEL EXPRESS	DISTRIBUTED - 0	COMPLETED - 0

CLERGY VISITATION

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

GROUP SESSIONS

NUMBER OF GROUPS **82** TOTAL ATTENDANCE **584**

CHURCH SERVICES

NUMBER OF SERVICES **44** TOTAL ATTENDANCE **726**

Global Leadership Summit – 2 groups totaling 35 in attendance

NOVEMBER 2025		Chaplain's Office		Activity Sheet Monthly Report					
		November services conducted	Total services YTD		Average attendance		Total attendance YTD		Average Attendance per service YTD
Protestant Worship Services									
	Sunday Work Release	0	0		#DIV/0!		0		#DIV/0!
	Sunday G-1	0	13		35		178		14
	Sunday 2-1	5	45		35		1627		36
	Sunday 2-5/Adseg	5	45		14		679		15
	Sunday DB/DBA	5	45		4		308		7
	Wednesday 3-1	4	47		26		934		20
	Wednesday 3-2	4	46		23		1041		23
	Wednesday 3-5	4	46		21		968		21
	Wednesday MHU	4	47		5		222		5
	Saturday 2-2	5	46		23		786		17
	Saturday ITP	5	45		8		308		7
Catholic Services Bilingual									
	Mass 2-5/AdSeg	0	0		#DIV/0!		0		#DIV/0!
	Mass 3-1	0	0		#DIV/0!		0		#DIV/0!
	Mass 2-1	1	5		2		25		5
	Mass 3-5	0	0		#DIV/0!		0		#DIV/0!
	Mass 3-2	1	6		6		38		6
	Mass 2-2	1	5		3		22		4
	Bible Study 2-5/AdSeg	4	41		4		32		1
	Bible Study 3-1	4	38		6		267		7
	Bible Study 2-1	3	38		5		188		5
	Bible Study 3-5	2	39		5		127		3
	Bible Study 3-2	1	32		6		216		7
	Bible Study 2-2	3	36		3		144		4
Study Group- Women									
	Life Recovery Group	1	34		4		170		5
	2-5/AdSeg Bible Study	3	44		7		211		5
	DB/DBA Bible Study	4	37		9		332		9
Study Group- Men									
	Bible Study 3-5	4	41		4		122		3
	Bible Study 2-1	4	47		16		826		18
	Bible Study WR	4	44		23		631		14
	Bible Study 3-2	4	44		6		344		8
	Bible Study 2-2	4	43		10		458		11
	Bible Study ITP	2	36		7		109		3
	Bible Study 3-1	4	45		4		191		4
	Spanish Bible Study 3-2	0	4		8		14		4
	Spanish Bible Study 3-1	3	41		6		184		4
	Spanish Bible Study 2-1	2	45		15		446		10
	Identity Matters	4	27		7		147		5
	Wild at Heart	0	12		#DIV/0!		83		7
	Celebrate Recovery	4	29		5		174		6
Muslim Services									
	Jummah 3-1	3	33		7		298		9
	Jummah 3-2	3	31		6		188		6
	Jummah 2-2	3	24		7		106		4
	Jummah 2-1	3	33		4		191		6
	Islamic Study 2-2	3	19		1		70		4
	Islamic Study 3-5	3	19		7		66		3

Reentry Programs Monthly Report – November 2025

Karlee Shambaugh

Reentry

Birth Certificates applications submitted: 11
Social Security Cards applications submitted: 21
PA ID / Photo Card applications submitted: 6

Child Visits

Children and Youth: 3
Compass Mark: 33

Mental Illness Substance Abuse (MISA) Team

MISA Recidivism

90 days: 18.8% (298 Yes / 1283 No / 1581 Total)
180 days: 31.0% (472 Yes / 1053 No / 1525 Total)
1 year: 43.1% (619 Yes / 816 No / 1435 Total)
2 years: 54.5% (698 Yes / 582 No / 1280 Total)
3 years: 59.9% (654 Yes / 438 No / 1092 Total)

Drug and Alcohol Education Groups

Total Participants year to date: 192
Graduates' Year to Date: 65

90 days: 9.2% (33 Yes / 326 No / 359 Total)
180 days: 16.8 (59 Yes / 293 No / 352 Total)
1 year: 26.3% (84 Yes / 236 No / 320 Total)
2 years: 36.7% (80 Yes / 138 No / 218 Total)
3 years: 45.6% (26 Yes / 31 No / 57 Total)

Vivitrol (Naltrexone)

Monthly Injections November: 7
Total Injection – Year to Date: 23
Oral Naltrexone November: 3
Total Oral Naltrexone – Year to Date: 282

Recidivism with injection

90 days: 18.0% (60 Yes / 273 No / 333 Total)
180 days: 35.4% (118 Yes / 215 No / 333 Total)
1 year: 50.3% (167 Yes / 165 No / 332 Total)
2 years: 61.3% (196 Yes / 124 No / 320 Total)
3 years: 65.7% (157 Yes / 82 No / 239 Total)

Recidivism with no injection

90 days: 21.1% (80 Yes / 300 No / 380 Total)
180 days: 36.6% (130 Yes / 225 No / 355 Total)
1 year: 50.5% (166 Yes / 163 No / 329 Total)
2 years: 61.9% (177 Yes / 109 No / 286 Total)
3 years: 68.0% (157 Yes / 74 No / 231 Total)

Subutex**Total Participants year to date: 1567****Total participants in November: 124**

90 days: 14.1% (128 Yes / 778 No / 906 Total)
180 days: 24.2% (192 Yes / 601 No / 793 Total)
1 year: 33.3% (192 Yes / 384 No / 576 Total)
2 years: 37.4% (77 Yes / 129 No / 206 Total)
3 years: 54.5% (12 Yes / 10 No / 22 Total)

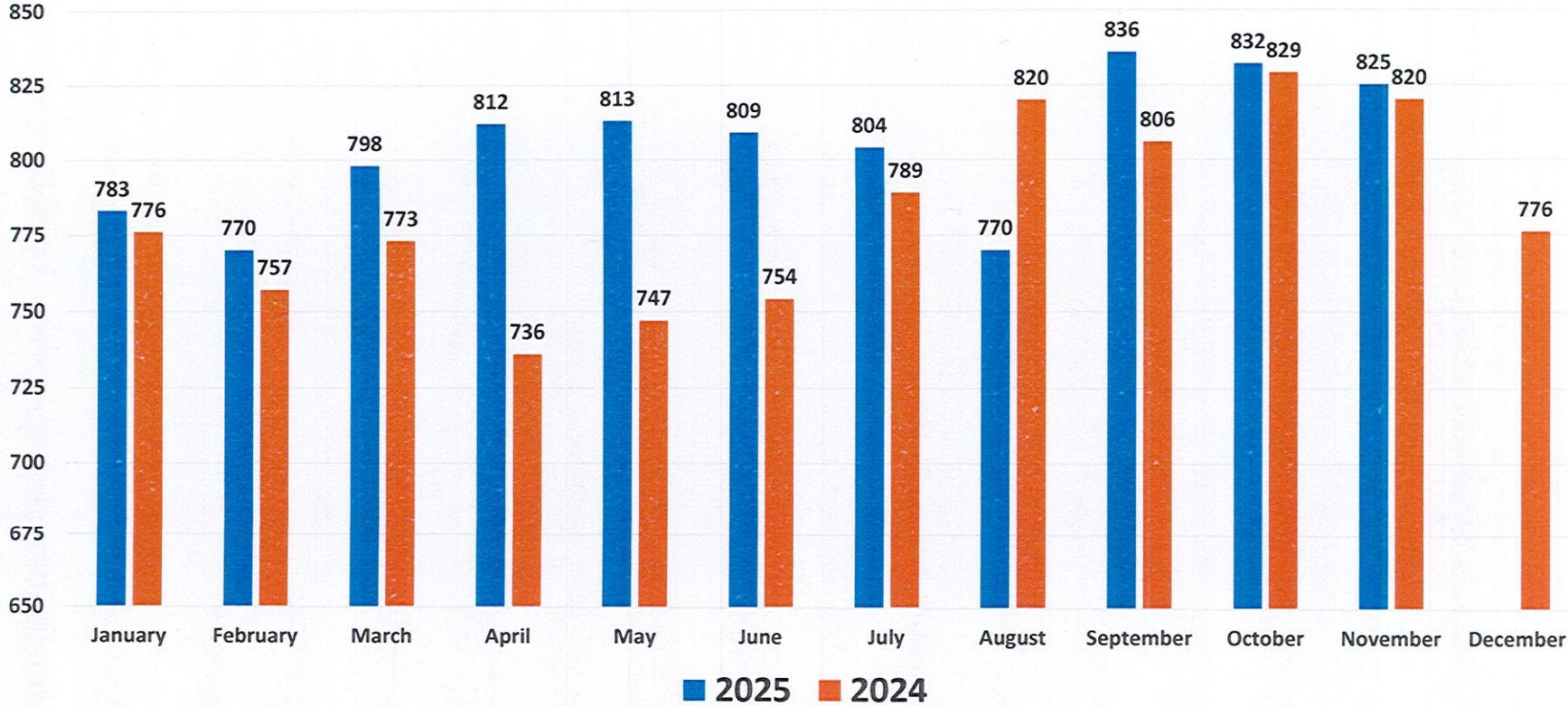
Methadone**Total Participants year to date: 237****Total participants in November: 25**

90 days: 12% (19 Yes / 140 No / 159 Total)
180 days: 22.9% (33 Yes / 111 No / 144 Total)
1 year: 35.7% (41 Yes / 74 No / 115 Total)
2 years: 50% (15 Yes / 15 No / 30 Total)
3 years: N/A

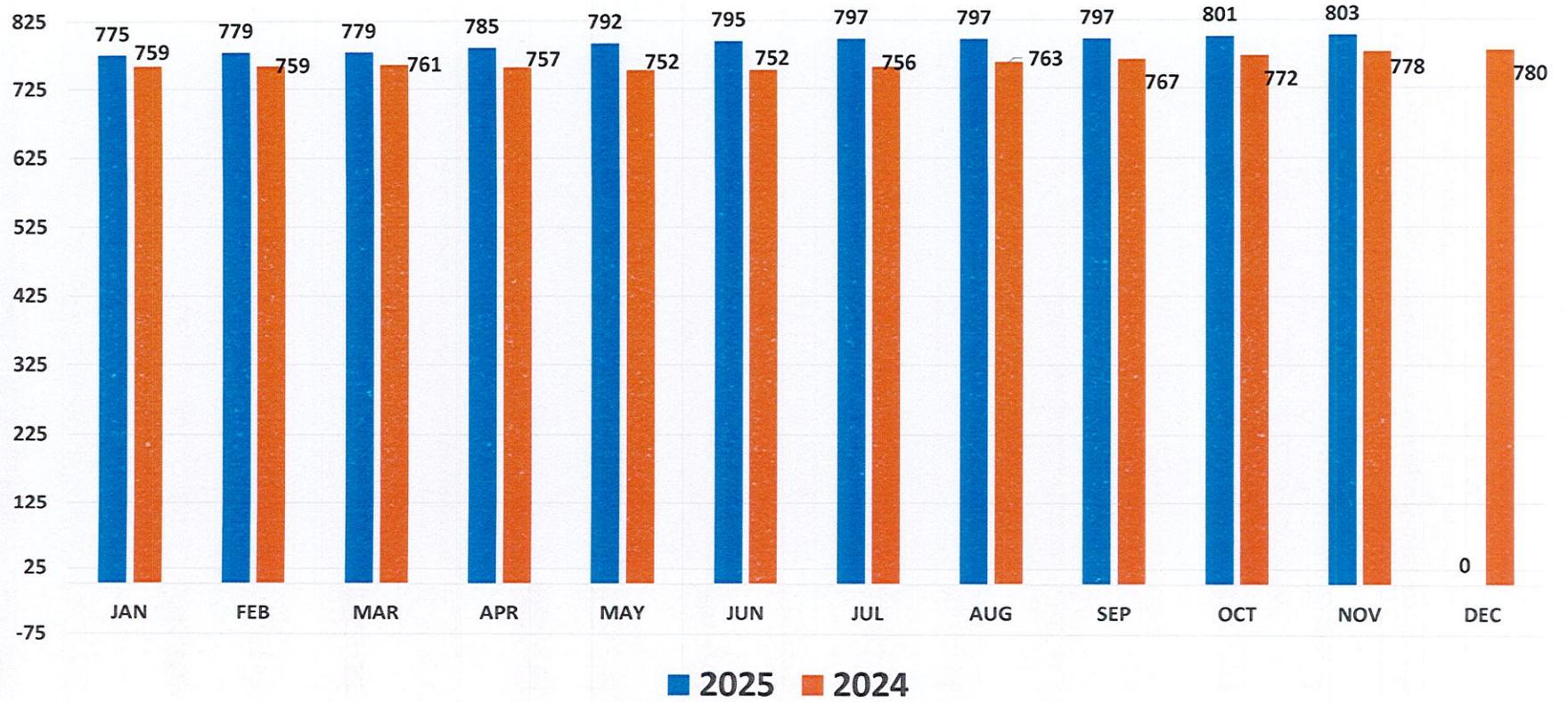
STATISTICS

ADMINISTRATIVE

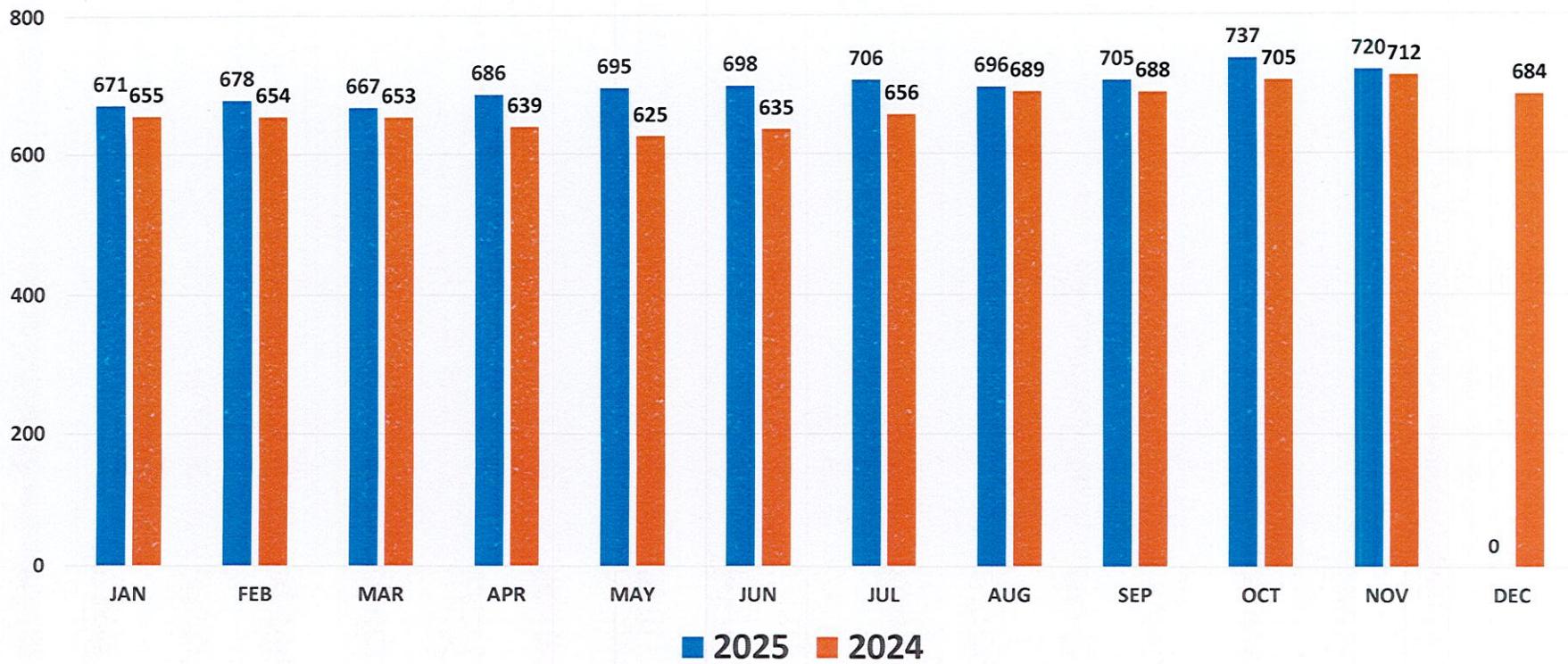
In House Population



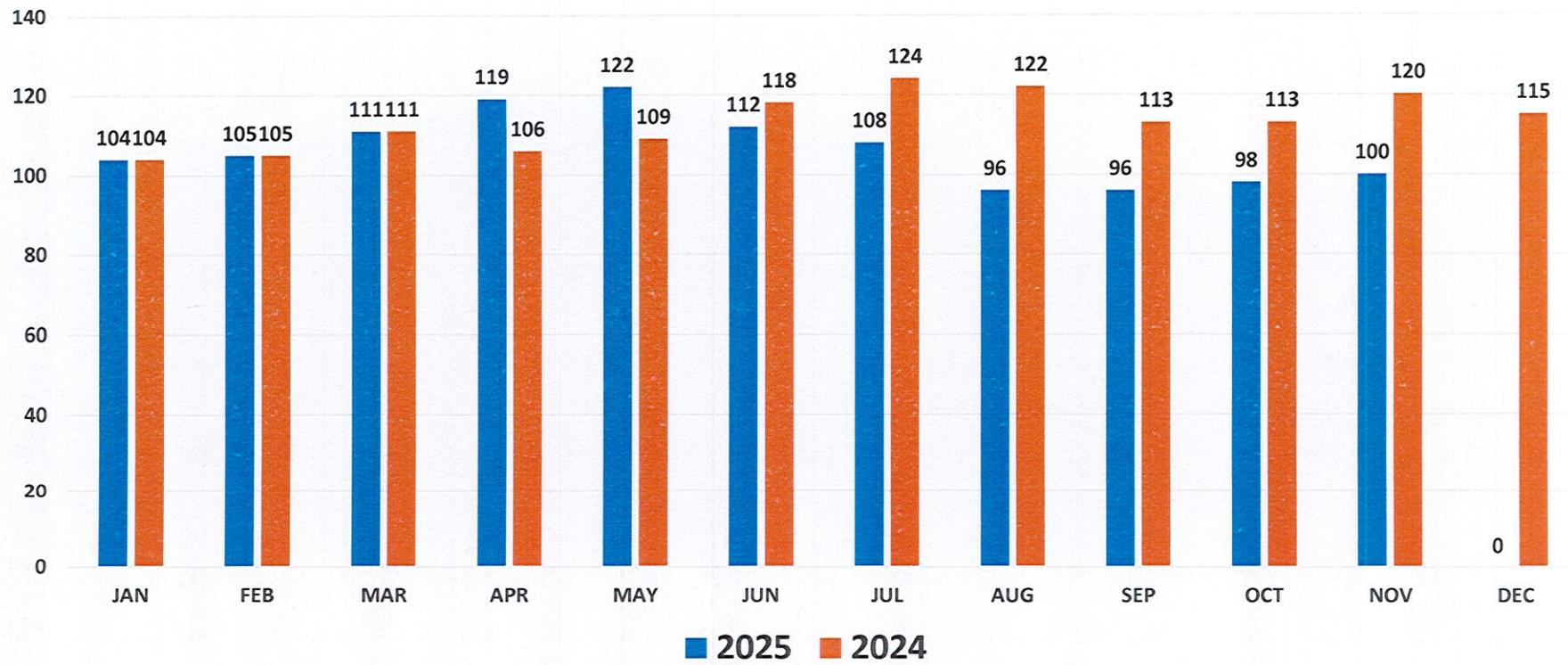
Avg Annual Comparison



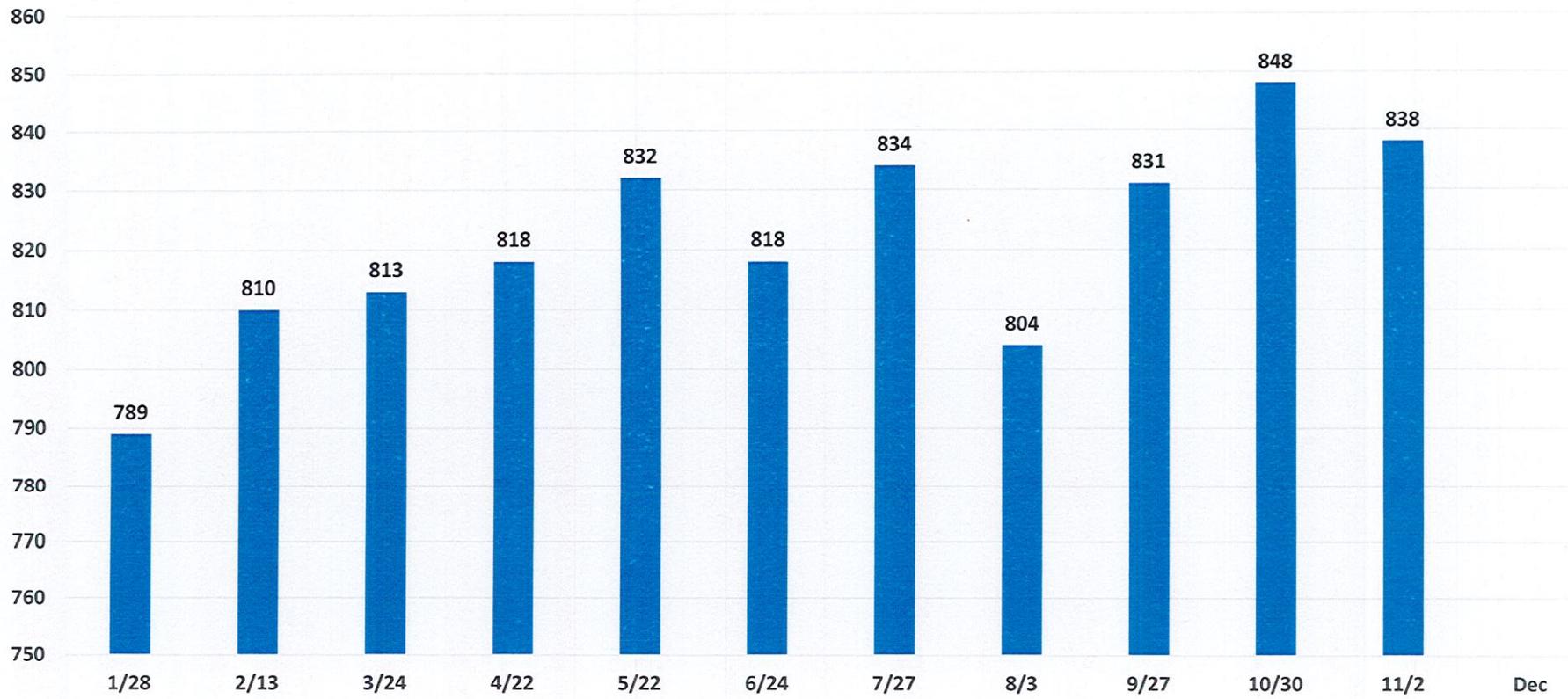
Avg Male Population Annual Comparison



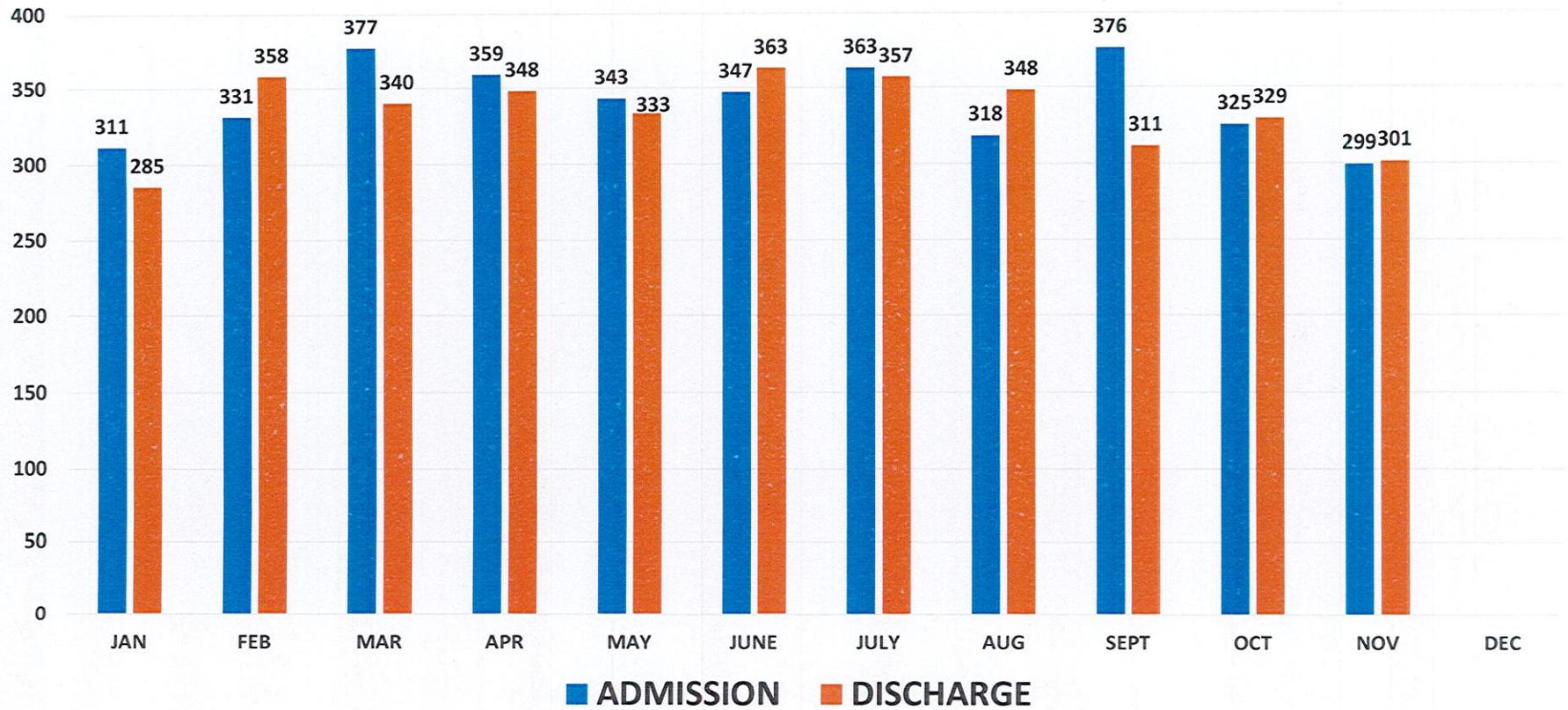
Avg Female Population Annual Comparison



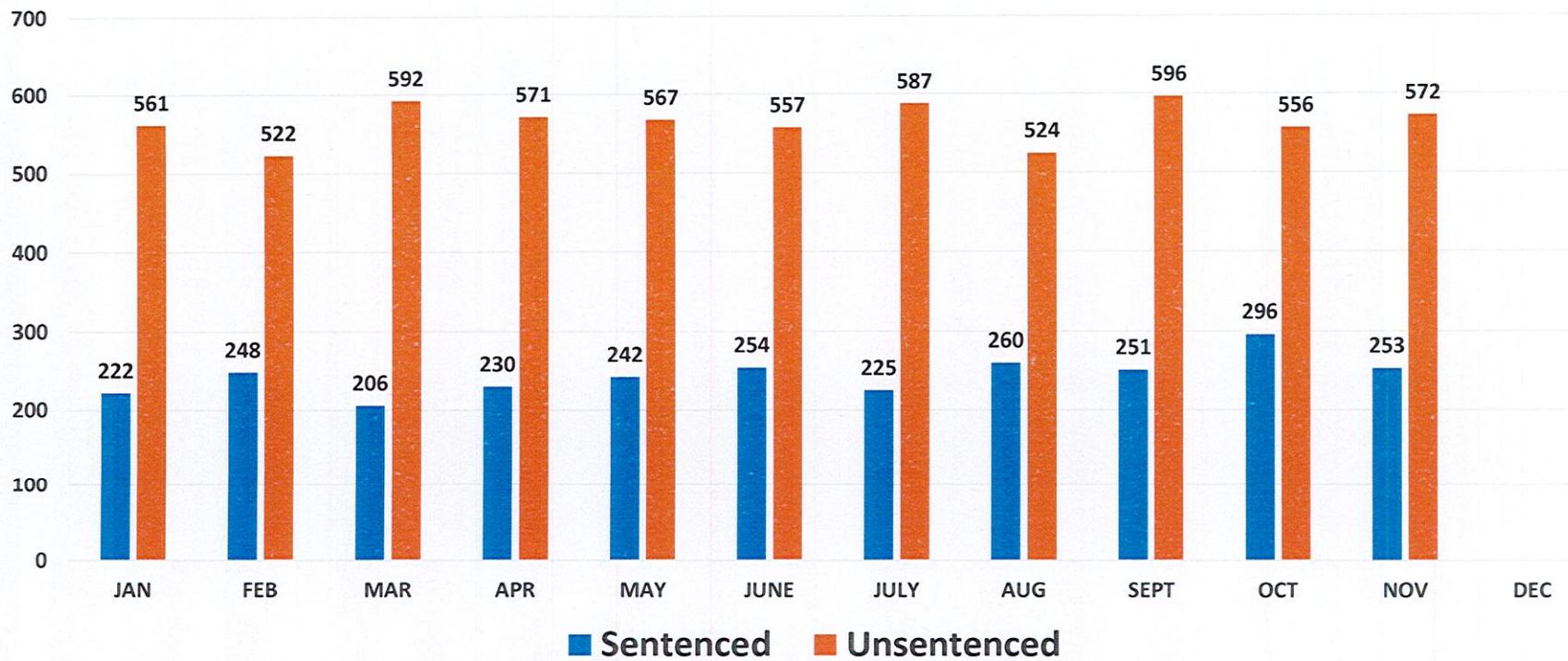
Highest Daily Population



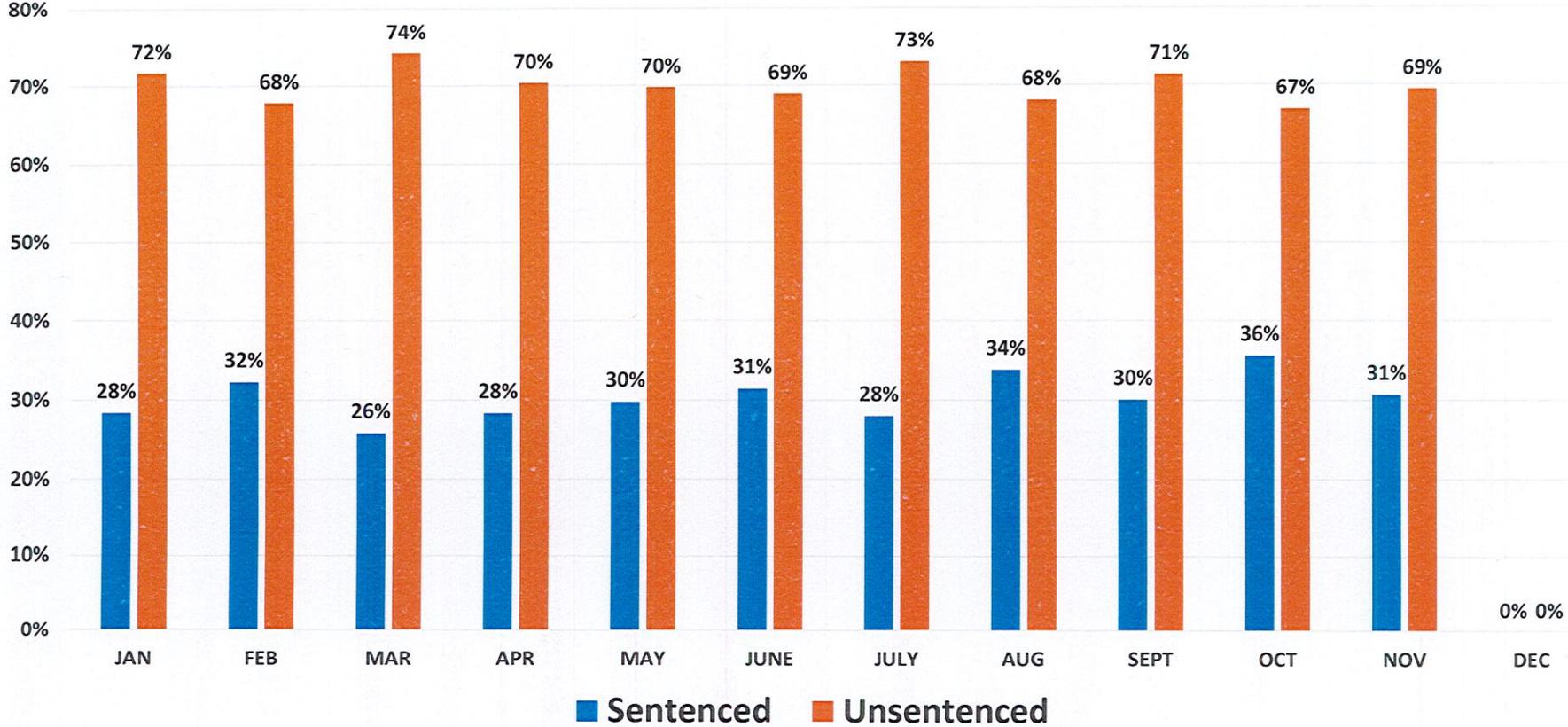
Admissions & Discharges



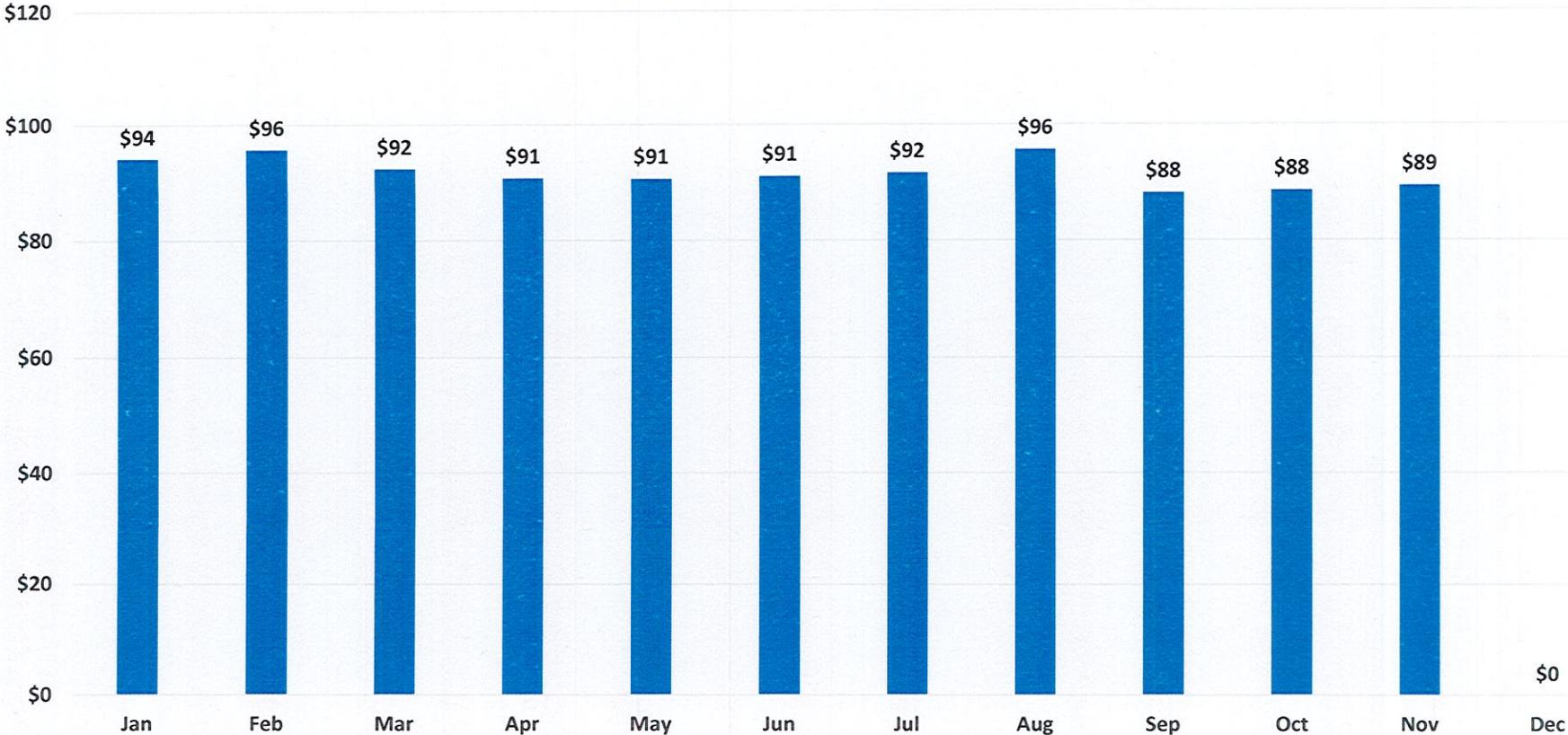
Sentence Status



Sentence Percentage

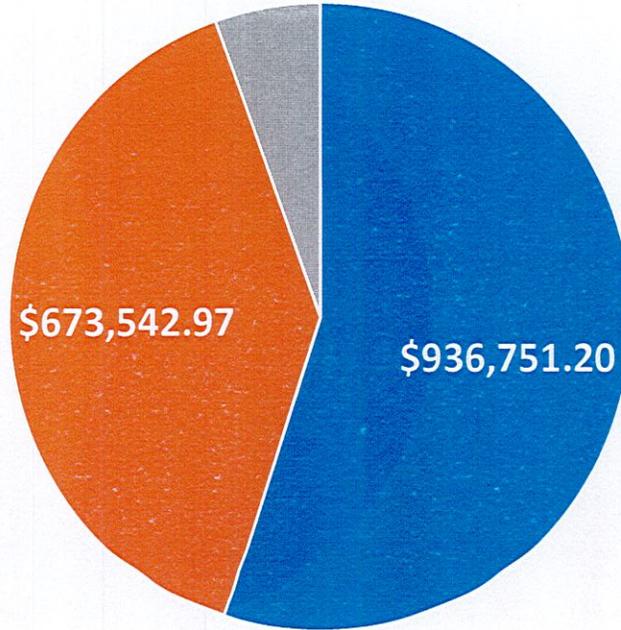


2025 Per Diem Rate



Revenue

\$93,405.07

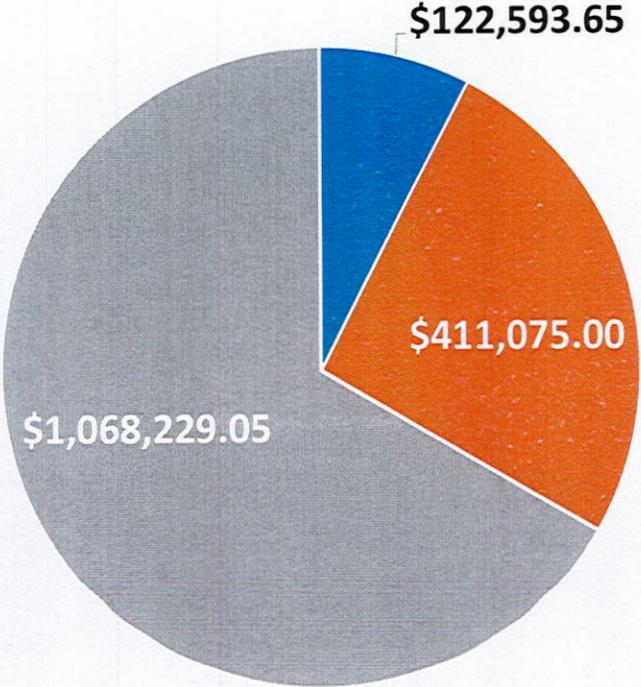


■ Commissary

■ Securus

■ Processing Fees

Inmate Financials



■ Commitment ■ Lobby ATM ■ JailATM.com