

LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location:

*Lebanon County Municipal Building
400 South 8th Street
Room 207
Lebanon, PA 17042*

Wednesday, August 19, 2026 11:30am

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From July 15, 2026

Report From The Warden

Report From Deputies/Departments

Open Business

Adjournment

NOTE: *In the interest of mutual respect and order,*

- *Those in attendance are asked to refrain from private conversation.*
 - *Any person in attendance with a question or comment is asked to be recognized by the Chair.*
- Thank you.*

Visit www.lebanoncountypa.gov to view Commissioners meeting in its entirety.

LEBANON COUNTY PRISON BOARD

MINUTES

Wednesday, July 15, 2026

11:30 A.M.

The Lebanon County Prison Board was called to order at 11:30 a.m. by Commissioner Kuhn.

The following Board Members were present:

Michael J. Kuhn, County Commissioner
Robert J. Phillips, County Commissioner
Jo Ellen Litz, County Commissioner
Robert M. Mettley, Controller

The following Board Members were absent:

Pier Hess-Graf, District Attorney
Jeffrie Marley, Sheriff

Public Comment (s): None

It was moved by Commissioner Phillips, seconded by Commissioner Litz, to approve the minutes of the June 17, 2026 meeting with a correction to Warden Litz's report. "Tina Litz noted that 61% of the population fall into our medical vendor mental health scale of C's and D's, 42% of the population are on psychotropic medications, and 6 individuals were inducted into the Medication Assisted Treatment (MAT) Program." Vote unanimous.

Warden Litz reported that the parking lots were successfully paved over the weekend of July 11th. Ms. Litz stated that Correctional Officer vacancies have crept up to approximately 10 and she is currently interviewing to fill approximately 8 full-time and 6-7 part-time positions.

Warden Litz noted that Benjamin Dunlop, Jubilee Prison Chaplain will be out on leave on a military assignment beginning August 1, 2026. Jubilee will be looking to add an interim chaplain to fill those hours. Sydney Herb will be serving as the new Jubilee assigned female chaplain. Ms. Litz reported that 59% of the inmate population has Mental Health issues, 42% on psychotropic medication, and 73% on some form of medication.

Commissioner Phillips asked if the specialty courts have contributed to the slight decrease in daily population. Warden Litz indicated that it has had an impact.

Tom Weber, CEO of PrimeCare, reiterated that a more elderly population continues to present care challenges to the medical staff.

Tina Litz, Warden, submitted written reports of her activities for the month of June 2026. The Board reviewed this report.

Tina Litz, Warden, reported that the average daily inmate population for June was 267.20. The Board reviewed this report.

Written reports on the commissary and the canteen were submitted by Rebekah Bowsman, Fiscal Technician. The commissary average weekly sales for a four (4) week operating period, during the month of June 2026 were \$4,174.51, commission amount from May was \$7,455.89.

Heather Diehl, Deputy Warden of Operations, submitted written reports of her activities for the month of June 2026. The Board reviewed this report.

Rebecca Davis, Deputy Warden of Treatment, submitted a written report for the month of June 2026. The Board reviewed this report.

Edward Potter, Director of Training, submitted a written report giving his activities for the month of June 2026. The Board reviewed this report.

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,750 hours during the month of June 2026. The Board reviewed this report.

Sgt Edward Bartashus, Culinary Supervisor, submitted a written report for the month of June 2026 giving a breakdown of cost of meals served and items donated.

Captain Scott Hocker, Director of Security, submitted a written report for the month of June 2026. The Board reviewed this report.

Christopher Watson, Director of Work Release, submitted a written report for the month of June 2026. Mr. Watson reported that there are eleven (11) inmates employed within the community on the work release program and six (6) inmates seeking employment. Five (5) travel passes were issued during this period. The Board reviewed this report.

A 2026 Statistical Summary Report from PrimeCare Medical was submitted.

Benjamin Dunlop, Jubilee Prison Chaplain, submitted a written Chaplain's report for the month of June 2026. The Board reviewed this report.

CGL submitted a written building maintenance report for the month of June 2026. CGL completed two hundred and fifty-five (255) work orders during this period. The Board reviewed this report.

Stephanie Warner, Teacher from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the High School Age Education Program for June 2026. The total number of students enrolled in the Emotional Support (E.S.) Program was one (1) and the Alternative Education Program was one (1). The Board reviewed this report.

Ken Travis, High School Equivalency Instructor from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the Community Education Program for June 2026. Total sessions to prepare students for the HiSET exams were twenty-four (24), nine (9) students passing the June 29, 2026 GED/HiSET test, five (5) students registered for the GED/HiSET test on July 20, 2026, and six (6) request slips were received. The Board reviewed this report.

Meeting Adjourned.

*Robert Mettley, County Controller
Secretary*

Next meeting: August 19, 2026 – Lebanon County Commissioners Room 207

Lebanon County Correctional Facility

730 East Walnut Street
Lebanon, PA 17042
Telephone: 717 274-5451
Fax: 717 274-1338



Tina M. Litz
Warden

Heather Diehl
Deputy Warden of Operations

Christopher Watson
Director of Work Release

Rebecca Davis
Deputy Warden of Treatment

Scott Hocker
Captain of Security

PRISON BOARD AUGUST 1, 2026	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF JULY 31, 2026	261	218	43
AVERAGE DAILY POPULATION: JULY	260.61	215.32	45.29
NUMBER OF INMATES RECEIVED	103	77	26
NUMBER OF INMATES RELEASED	89	64	25
HIGHEST COUNT	264 16 th	218 29 th & 31 st	48 19 th , 20 th & 21 st
LOWEST COUNT	251 1 st	208 1 st	41 2 nd , 3 rd , & 6 th
NUMBER OF UNSENTENCED INMATES	62	57	5
NUMBER OF INMATES ON WORK RELEASE	11	9	2
NUMBER OF INMATES ON WORK DETAIL	23	18	5
NUMBER OF STATE SENTENCED INMATES	11	10	1
NUMBER TRANSFERRED TO STATE PRISON	4	4	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	5	4	1
NUMBER OF PAROLE/PROBATION VIOLATORS	83	65	18
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	28	--	--
PROBATION VIOLATION	3	--	--
PAROLE VIOLATION	7	--	--
FINES & COSTS BENCH WARRANT/SENTENCE	10	--	--
OTHER LEBANON BENCH WARRANTS	23	--	--
OUT OF COUNTY BENCH WARRANTS	5	--	--
D.J. SENTENCE	2	--	--
SENTENCED BY COURT OF COMMON PLEAS	12	--	--
WRITS FROM OTHER COUNTIES	4	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	4	--	--
INMATES IN OTHER COUNTIES ON WRITS	0	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	4	4	0
IN LCCF ON WRITS AND RETURNED	1	1	0

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CANTEEN – SAVINGS/CHECKING ACCOUNT MONTH OF **JULY 2026**

<i>SAVINGS ACCOUNT:</i>	<i>DESCRIPTION:</i>	<i>AMOUNT</i>	<i>TOTAL</i>
BEGINNING BALANCE AS OF:	<i>July 1, 2026</i>		4,175.11
Interest Applied		0.20	
TOTAL DEPOSITS INTO SAVINGS			.20
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		4175.31
TOTAL TRANSFER TO CHECKING FROM SAVINGS			2,968.42
ENDING BALANCE AS OF:	<i>July 31, 2026</i>		1,206.89
ENDING BALANCE ON: 07/31/2025	Comparison of Last Years Ending Balance		15,875.88
<u>CHECKING ACCOUNT:</u>			
BEGINNING BALANCE AS OF:	<i>July 1, 2026</i>		200.00
TOTAL DEPOSITS INTO CHECKING			2,968.42
TOTAL FUNDS AVAILABLE			3,168.42
<u>DISBURSMENTS:</u>	<u>NON-STORE</u>		
Mychal Robinson	Inmate haircuts	175.00	
Language Line	Translators	100.00	
Charm-Tex	Games	148.90	
Thomson Reuters	Law Library	1,940.67	
County of Lebanon	Narcotics Anonymous Books	415.60	
JDM Outlet	Binders	23.25	
Personal Protection Consultants	OCAT, PATH, PPBT x1	165.00	
TOTAL NON STORE DISBURSEMENTS			2,968.42
<u>DISBURSMENTS:</u>	<u>STORE</u>		
TOTAL STORE DISBURSEMENTS			0.00
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		2,968.42
ENDING BALANCE AS OF:	<i>July 31, 2026</i>		200.00

***Note – I was on vacation the last week of July therefore the checks did not get deposited into the savings account. This resulted in the ending balance being low.**

Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



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Tina Litz,
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Rebecca Davis
Deputy Warden of Treatment

Christopher Watson,
Director of Work Release
Scott Hocker,
Captain of Security

COMMISSARY REPORT

MONTH OF JULY 2026

	<u>JULY 2026</u>	<u>JULY 2025</u>
OPERATING WEEKS:	5	5
NUMBER OF ORDERS:	438	472
AVERAGE WEEKLY ORDERS:	88	94
SALES:	\$ 17,521.49	\$ 15,230.57
LESS EXPENSES (CREDITS):	\$ -270.68	\$ -358.79
TOTAL SALES:	\$ 17,250.81	\$ 14,871.78
AVERAGE WEEKLY SALES:	\$ 3,504.30	\$ 3,046.11
COMMISSION MONTH OF JUNE:	\$ 7,228.40	\$ 5,094.23

Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden - Operations
Rebecca A. Davis, Deputy Warden - Treatment
Christopher Watson, Director of Work Release
Scott Hocker, Captain of Security

730 E. Wanut
Lebanon, Pa.
Phone: 717-2
FAX: 717-274

MONTHLY PRISON BOARD REPORT

8/6/2026

REPORT FROM: 7/1/26 to 7/31/26

	<u>CURRENT</u>	<u>YEAR TO DATE</u>
CONSUMABLE	\$ 6,130.24	\$ 40,445.15
MEATS	\$ 1,820.39	\$ 24,119.71
DAIRY PRODUCTS	\$ 4,012.80	\$ 24,804.64
BAKED PRODUCTS	\$ 2,254.00	\$ 18,032.00
GROCERIES	\$ 8,625.20	\$ 69,384.31
FRESH FRUITS & VEGETABLES	\$ 1,483.00	\$ 9,822.00
TOTAL	\$ 24,325.63	\$ 186,607.81
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ 258.03	\$ 5,314.27

BREAK DOWN OF COSTS MEALS SERVED

STAFF	2,200	14,860
INMATE POPULATION	23,934	166,935
GUESTS	-	-
CENTRAL BOOKING LUNCHES	162	1,092
TOTAL MEALS SERVED	26,296	182,887
COST PER PERSON PER MEAL	\$ 0.93	\$ 1.02
COST PER PERSON PER DAY	\$ 2.78	\$ 3.06

DATE**DONATED BY:**

7/2 calvary chapel -4 skids assorted product
7/6 bills produce - 4 cases assorted produce
7/8 caring cupboard - 6 skids assorted product
7/9 calvary chapel - 4 skids assorted product
7/13 bills produce 8 cases assorted produce
7/15 caring cupboard - 4 skids assorted product
7/16 calvary chapel - 4 skids assorted product
7/20 bills produce - 4 cases assorted produce
7/22 caring cupboard - 4 skids assorted product
7/23 calvary chapel - 4 skids assorted product
7/27 bills produce - 5 cases of assorted produce
7/30 calvary chapel - 4 skids of assorted product

Respectfully submitted

Sgt. Edward Bartashus, Culinary Supervisor

.St.
17042
74-5451
-1338

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042

Telephone: 717 274-5451
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Tina M. Litz,
Warden

Heather Diehl
Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Christopher Watson
Director of Work Release
Scott Hocker
Captain of Security

To: Lebanon County Prison Board
From: Tina M. Litz, Warden
Re: August, 2026 Prison Board Report

07-01-26: Completed warden daily tasks, met with the Work Release Director and DW of Treatment to review policy, met with Captain Hocker and employee and discussed various matters, toured Block 3 and kitchen.

07-02-26: Completed warden daily tasks, conducted an administrative meeting this date to review various administrative segregation names, grievances, work release classification and overall operations.

07-07-26: Warden daily tasks completed, networked with county IT on various operational topics, attempted to set up office support interviews and correctional officer interviews.

07-08-26: Warden daily tasks completed, met with Jubilee staff to be introduced to the new female chaplain, toured the boiler room, chapel and o/m upper.

07-09-26: Warden daily tasks completed, participated in the city-county Heroin taskforce zoom. Began gathering budget data and estimates.

07-14-26: Completed warden daily tasks, updated the PA State Police and LCCF CLEAN agreement, met with a representative of CHOICE communications to review safety and security equipment.

07-15-26: Completed daily warden tasks, met with the 12-8 shift Sgt to review key inventory and discuss operations, attended both the monthly CQI and Prison Board meetings, followed up on requests of information.

07-16-26: Completed warden daily tasks, conducted an administrative meeting this date to review various administrative segregation names, grievances, work release classification and overall operations, reviewed new hire packets and discussed applicants.

07-17-26: Completed warden daily tasks, participated in the Re-Entry Coalition teams meeting, toured o/m housing, Block 3 and SHU and RHU, followed up with any operational concerns.

07-20-26: Completed warden daily tasks, updated prison board on various topics, met with a re-entrant to discuss opportunities.

07-21-26: Completed warden daily tasks, participated in the bi-weekly maintenance meeting, conducted various security and operational reports. Began budget prep and review, also reviewed new hire applications.

07-22-26: Completed warden daily tasks, met with CGL to begin discussing and collecting data for budget 2027. Reviewed applications and referred to Director of Training for interviews.

07-23-26: Completed warden daily tasks, conducted an administrative meeting this date to review various administrative segregation names, grievances, work release classification and overall operations. Toured housing units One, Two, MIU and DORM, participated in the TEAMS OMS upgrade kickoff meeting.

07-24-26: Completed warden daily tasks, began office support interviews, participated in a Human Resources call about various topics, added updated Spanish handbook to website.

07-27-26: Completed daily warden tasks, participated in bi-weekly CGL meeting, continued interviewing applicants for office support., toured 5 out mate.

07-28-26: Completed Warden daily tasks, toured 5, block 6, conducted meetings with various employees, responded to inmate appeals.

07-29-26: Completed Warden daily tasks completed, toured Block 2, completed Office Support interviews, reviewed new hire applications with the Director of training and DW of Operations.

07-30-26: Warden daily tasks completed, conducted an administrative meeting this date to review administrative segregation classifications, work release classifications, grievances and operational topics. Participated in a teams meeting with Via Path, County IT regarding OMS upgrade.

07-31-26: Warden daily tasks, reviewed policy, toured female o/m showers, conducted personnel meetings regarding various topics.

Respectfully Submitted,

Tina M. Litz
Warden

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden-Operations
Becky Davis, Deputy Warden – Treatment
Christopher Watson, Director of Work Release
Scott Hocker Captain of Security
Edward Potter, Director of Training

630 E. Walnut Street
Lebanon, PA 66042

Phone: 666-264-5456
Fax: 666-264-6338

To: Lebanon County Prison Board

8/11/2026

CC: Deputy Warden Heather Diehl- Operations

RE: August 2026 Prison Board Report- 7/1/2026 through 7/31/2026

- 7/1/2026- Personnel Matters
- 7/2/2026- Personnel Matters
- 7/3/2026- Holiday
- 7/6/2026-Personnel Matters
- 7/7/2026- Personnel matters
- 7/8/2026- Personnel operations, administrative paperwork
- 7/9/26- PTO
- 7/10/2026- PTO
- 7/13/2026- Personnel Matters
- 7/14/2026- Disciplinary boards
- 7/15/2026- Prison board
- 7/16/2026- personnel matters, administrative meetings
- 7/17/2026 – personnel matters
- 7/20/2026- Safety committee meeting
- 7/21/2026- TAC meeting
- 7/22/2026- Administrative meetings, personnel matters
- 7/23/2026- administrative meetings
- 7/24/2026- worked 5am-1pm administrative tour, interviews
- 7/27/2026- administrative meetings
- 7/28/2026- interviews
- 7/29/2026- personnel matters
- 7/30/2026 administrative meetings
- 7/31/2026- personnel matters

Monthly operations

Full Operations:93

Modified Operations:0

Locked down: 0

Total Shifts: 93

In addition to the above listed, my routine duties include but are not limited to:

Review and sign Overtime/ Absence slips

Review Use of Force Incidents

Review Misconduct Reports

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden-Operations
Becky Davis, Deputy Warden – Treatment
VACANT, Director of Work Release
Scott Hocker Captain of Security
Edward Potter, Director of Training

630 E. Walnut Street
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Phone: 666-264-5456
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Conduct meetings with staff regarding questions/ concerns for operations and security
Answer request slips
Assist the Captain with investigating misconduct related to inmates and staff
Update related departments with information gathered or decisions made from investigations.
Post notifications of transfer, promotion, and other vacancies- Forward related paperwork to
Human resources
Cover the duties of the Captain when he is absent

Thank you,

Deputy Warden Heather Diehl

Lebanon County Correctional Facility



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Tina M. Litz,
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Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Christopher Watson
Director of Work Release
Scott Hocker
Captain of Security

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: July 2026 Prison Board
7-1-26 to 7-31-26

7-1-26: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates
7-2-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care mental health, completed parole recommendations
7-3-26: County holiday
7-6-26: Completed daily DW of Treatment tasks
7-7-26: Completed daily DW of Treatment tasks
7-8-26: Completed daily DW of Treatment tasks, meeting with the new female chaplain from Jubilee ministries
7-9-26: Completed daily DW of Treatment tasks, attended IDT meeting with Prime Care mental health, completed parole recommendations
7-10-26: Completed daily DW of Treatment tasks
7-13-26: Completed daily DW of Treatment tasks, meeting with Union Community Care, answered inmate grievances
7-14-26: Completed daily DW of Treatment tasks, completed parole recommendations, attended drug court
7-15-26: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended Prison Board meeting, answered inmate grievances
7-16-26: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates, attended administrative meeting, attended IDT meeting with Prime Care mental health
7-17-26: Completed daily DW of Treatment tasks, attended re-entry meeting, completed parole recommendations
7-20-26: Completed daily DW of Treatment tasks, meeting with Deacon Barto from Mary Gate of Heaven to discuss Catholic Communion services in LCCF
7-21-26: Completed daily DW of Treatment tasks, answered inmate grievances, completed parole recommendations
7-22-26: Completed daily DW of Treatment tasks, answered inmate grievances, completed parole recommendations
7-23-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care mental health, answered inmate grievances, met with a representative of Narcotics Anonymous to discuss groups inside LCCF

Lebanon County Correctional Facility



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Deputy Warden of Treatment

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Director of Work Release
Scott Hocker
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7-24-26: Completed daily DW of Treatment tasks
7-27-26: Vacation
7-28-26: Vacation
7-29-26: Vacation
7-30-26: Vacation
7-31-26: Vacation

July 2026: The counselors continue to meet with inmates to work through any questions or concerns they have during their incarceration. They also connect inmates with attorneys, probation/parole, children and youth, SARCC, various other in-county and out of county agencies and re-entry programs. Counselors attended use of force training this month.

Number of DNA's done for the month: 10

Number of grievances for the month: 28

Approximate number of request slips completed: 1,100 Intakes of new commitments: 70, Public Defender applications: 21

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

Lebanon County Correctional Facility



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Rebecca Davis
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Christopher Watson
Director of Work Release
Scott Hocker
Captain of Security

August 19, 2026

To: Lebanon County Prison Board
From: Christopher Watson Director of Work Release
Subject: Monthly Prison Board Report.
Re: 07/01/2026 – 07/31/2026

BOARD MEMBERS:

Please be advised that the following has transpired since the last meeting of the prison board.

PARTICIPANTS

	July 2026	July 2025
Inmates Employed in the Community:	11	08
Inmates added to the Program:	04	02
Inmates removed from the Program:	04	03
Removed for a Major Misconduct:	00	00

REQUEST SLIPS / COUNSELING

	July 2026	July 2025
Request Slips:	121	66

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	July 2026	July 2025
Inmates Seeking Employment:	08	03
Total Number of Travel Passes (TP):	05	06
Travel Passes for Employment:	04	05
Travel Passes for Work Related Items:	01	01
Travel Passes for Medical Apps.:	00	00
Travel Passes for Legal Matters:	00	00
Travel Passes for D & A Therapy:	00	00

FINANCIAL STATUS

	Month of July 2026	Year to date 2026
<u>Amount Received</u>	\$20,960.66	\$134,369.00
<u>Room and board</u>	\$3,998.18	\$29,482.54
<u>Fines and Costs</u>	\$3,670.99	\$28,858.91
<u>District justice</u>	\$20.00	\$460.00
<u>Processing fee</u>	\$125.00	\$704.53
<u>Drug tests</u>	\$360.00	\$2,540.00
<u>Supervision</u>	\$720.00	\$5,080.00
<u>Money deducted</u>	\$8,894.17	\$67,125.95
<u>Inmate Balance</u>	\$12,066.49	\$67,243.02
<u>Cost - Recovery - Room and Board RP</u>	\$185.00	\$1,552.04

Work Release

Work Release Classification was held this month, 8 approved.

Assisted Inmates with employment placement – Online applications.

Picked up pay checks for work release participants.

Conducted job site checks.

Processed new Work Release Participants.

Worked on Updating Work Release Policy and Updating Inmates Work Release Rules

Investigation on Work Release participation for violating Work Release policy

Assisted Captain Hocker with Investigation

Disciplinary Boards

MEETINGS

Attended Prison Board Meeting.

Attended Administration Meetings – Discussion Prison Operations

Attended Meeting with Warden and Deputy Warden – Work Release Policy

Prison Operations

Assisted with Prison Operations throughout the month.

Inmates added to the Work Release Program for the month of July 2026

4 Inmates added

Inmates removed/released from the Work Release Program for the month of July 2026

3 Inmates released County Parole

1 Inmate removed

Changing housing/ Status

Respectfully submitted,

Christopher Watson, Director of Work Release

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden – Operations
Rebecca Davis, Deputy Warden – Treatment
Scott Hocker, Director of Security
Christopher Watson, Director of Work Release
Edward Potter, Director of Training

730 E. Walnut Street
Lebanon, PA 17042

Phone: 717-274-5451
Fax: 717-274-1338

To: Lebanon County Prison Board
Fr: Captain Scott Hocker
Re: July 2026 Prison Board Report

7/1/2026	All paperwork to the state. Checked the conditions of the stations.
7/2/2026	Policy Review.
7/3/2026	Holiday
7/6/2026	Review cameras. Conducted spartan checks
7/7/2026	Personnel matters. Met with maintenance dept about an issue. Computer replacement in control stations.
7/8/2026	Policy Review.
7/9/2026	Personnel Matters
7/10/2026	Off
7/13/2026	Attended a meeting with CGL.
7/14/2026	Teams meeting for Infor. Conducted interviews, Personnel matters.
7/15/2026	Conducted an OIC check of the rear of the facility.
7/16/2026	Appeared in court.
7/17/2026	Off site conducting yearly range qualifications.
7/20/2026	Off site conducting yearly range qualifications.
7/21/2026	Conducted OIC checks in the front of the facility.
7/22/2026	Off site conducting yearly range qualifications.
7/23/2026	Attended an Admin meeting. Worked with Choice communications of camera set ups.
7/24/2026	Off
7/27/2026	Worked with Choice Communications of cameras
7/28/2026	Checked on conditions of control stations.
7/29/2026	Policy Review. Conducted disciplinary boards.
7/30/2026	Reviewed cameras and tablets.
7/31/2026	Off

Captain Scott M. Hocker

Daily Duties:

- Oversees all correctional shift work, periodically attending each work shift, in accordance with established schedules or evident need.
- Assists the Deputy Warden in staffing shifts and scheduling days off.

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden – Operations
Rebecca Davis, Deputy Warden – Treatment
Scott Hocker, Director of Security
Christopher Watson, Director of Work Release
Edward Potter, Director of Training

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- Ensures that operational reports, logs, and memos from staff are complete, accurate, and timely filled
 - Daily, inspects the Prison and premises, ensuring correction of evident deficiencies, ensures Supervisors are advised of corrective measures taken.
 - Investigates complaints (issued by staff, inmates, agencies of criminal justice/law enforcement, and/or the general public) reporting findings to the Warden or the Deputy Warden of Security, composes and issues to proper authority reports on same.
 - Counsel/discipline subordinate personnel when necessary, documenting and coordinating such action with either the Deputy Warden of Security or the Warden.
 - Collaborate with all prison departments in coordinating complimentary activities.
- Attends Department Head Meetings and Staff Meetings, as the Prison Warden directs, and performs related tasks as necessary
- Other various tasks not mentioned above

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden – Operations
Rebecca Davis, Deputy Warden – Treatment
Captain Scott Hocker, Director of Security
Christopher Watson, Director of Work Release
Edward Potter, Director of Training

730 E. Walnut Street
Lebanon, PA 17042

Phone: 717-274-5451
Fax: 717-274-1338

To: Prison Board

From: Director of Training, Edward Potter Jr.

RE: July 2026 Report

July 2026

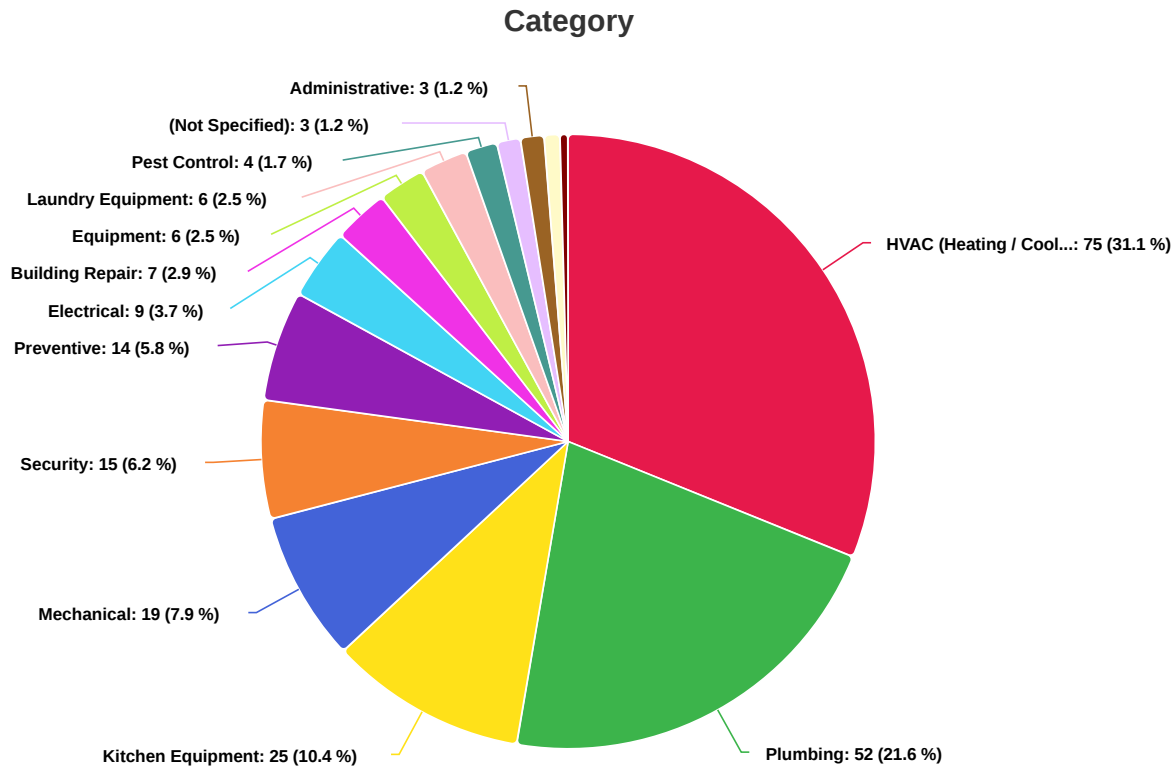
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 Reviewed applications and scheduled interviews	2 Reviewed applications and scheduled interviews	3 Off	4	5
6 Off	7 Off	8 Off	9 Off	10 Off	11	12
13 Correctional Officer Interviews	14 Correctional Officer Interviews	15 Correctional Officer Interviews	16 Correctional Officer Interviews	17 Armed Escort Training	18	19
20 Armed Escort Training	21 Correctional Officer Interviews	22 Armed Escort Training	23 Correctional Officer Interviews	24 Correctional Officer Interviews	25	26
27 Conducted security training to Chaplains	28 Correctional Officer Interviews	29 Held Disciplinary Boards	30 Physicals and tour to new hire Correctional Officers	31 Physicals and tour to new hire Correctional Officers		

PCM Portal - Generate Stat Summary Report													
Stat Summary Report													
Facility Statistics	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Monthly ADP	268	260	264	265	260	262	258						
Monthly ADP Male	236	221	225	226	220	220	213						
Monthly ADP Female	32	39	39	39	40	42	45						
Monthly ADP Identify as Other	0	0	0	0	0	0	0						
Total # of Intake Screenings	114	96	124	137	107	119	103						
Substance Use / MAT	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # Patients Detox	17	19	45	32	28	34	24						
# of Patients Detoxed Opioids	9	5	13	10	7	12	8						
# of Patients Detoxed ETOH	4	6	11	9	5	6	3						
# of Patients Detoxed Benzodiazepines	1	1	5	3	5	7	0						
# of Patients Detoxed Methamphetamines	3	7	16	10	11	9	13						
Total # of Patients on MAT	58	43	50	45	56	61	58						
# of Intakes on Continuation of MAT	11	7	18	11	17	19	11						
# of New Patient MAT Inductions	3	1	6	7	6	6	5						
# of Patients on Methadone	10	6	13	13	10	16	14						
# of Patients on Suboxone	0	0	0	0	0	0	0						
# of Patients on Subutex	45	34	34	30	43	41	42						
# of Patients on Sublocade	0	0	0	0	0	0	0						
# of Patients on Oral Naltrexone	3	3	3	2	3	4	2						
# of Patients on Vivitrol	0	0	0	0	0	0	0						
Administrative	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # of Grievances	2	3	4	0	2	1	3						
# of Founded Grievances	0	0	0	0	0	0	0						
# of Patient Deaths	0	0	0	0	1	0	0						
Total # of Adverse Clinical Events	10	2	3	5	5	11	6						
# of Patients Placed in Restraints	0	1	1	1	1	1	2						
# of Intake Refusals	2	4	3	1	0	0	0						
Total # of Medical Housing Admissions	2	2	0	5	1	4	1						
Medical Transports	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June -26	July-26	Aug-26	Sept-26	Oct -256	Nov-256	Dec-26	Total
Total # of Patients in the Hospital	2	0	2	1	4	3	1						
Total # of Patient Hospital Days	4	0	7	7	10	6	2						
Total # of ER Transports via Ambulance	2	0	1	1	2	3	2						
Total # of Transports	46	30	34	13	19	28	29						
Cardiology	5	5	3	3	4	4	4						
Dermatology	0	1	0	0	0	0	0						
Dialysis	0	0	1	0	1	0	0						
ENT	1	1	0	0	0	0	0						
Emergency Room	4	1	2	3	3	7	2						
Gastroenterology	4	2	2	1	0	3	1						
General Surgery	1	1	1	0	1	2	1						

Hematology/Oncology	2	0	9	1	0	2	5						
Methadone	1	0	1	0	3	1	1						
Neurology/Neurosurgery	4	0	1	0	0	0	0						
OB/GYN	1	1	0	2	1	0	0						
Ophthalmology	1	3	0	0	1	1	0						
Oral Surgery	1	0	0	0	0	0	0						
Orthopedics	3	5	2	0	3	4	4						
Physical Therapy	3	4	4	1	0	1	1						
Plastic Surgery	0	0	0	0	0	0	0						
Podiatry	0	0	0	0	0	0	0						
Urology	4	0	1	0	0	1	1						
Wound Clinic	0	0	0	0	0	1	5						
Surgery Performed	0	1	1	0	0	0	1						
Imaging (CT, MRI, etc.)	5	2	2	1	1	0	2						
Diagnostic Test (outside)	5	3	2	0	1	1	1						
Other Trips / Outside Consults	0	0	2	1	0	0	0						
Total # of Missed Outside Appointments	1	0	0	0	0	0	0						
Medical	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug -26	Sept-26	Oct-26	Nov -26	Dec-26	Total
Total # Nurse Sick Call	243	260	253	255	322	281	280						
Total # of Provider Sick Calls	245	196	224	248	261	269	274						
# of MD Sick Calls	10	2	8	0	3	4	0						
# of NP/PA Sick Calls	235	194	216	248	231	265	274						
Total # of Patients in Medical Chronic Care	205	188	186	188	188	222	205						
# in CCC-Anticoagulation	4	3	6	7	10	8	6						
# in CCC - Asthma (COPD/Pulmonary)	42	38	37	64	64	66	77						
# in CCC - Cardiac (Hypertension)	52	50	48	65	71	94	74						
# in CCC - Diabetes	11	14	16	22	22	32	31						
# in CCC - HCV	5	5	5	8	6	11	9						
# in CCC - HIV/AIDS	1	1	1	0	0	1	0						
# in CCC - Juvenile/Elderly	35	31	31	35	45	47	41						
# in CCC - Neuro	11	9	12	17	19	19	21						
# in CCC - Pregnancy	0	0	0	1	1	0	0						
# in CCC - Sickle Cell Disease	1	1	1	1	1	2	1						
# in CCC - TB	0	0	0	0	1	1	1						
# in CCC - Thyroid	10	9	7	7	10	7	7						
# in CCC - Medical/Misc (Other)	33	30	29	34	32	30	30						
Total # of Pregnant Females	0	0	0	1	1	0	0						
# of Miscarriages	0	0	0	0	0	0	0						
# of Abortions	0	0	0	0	0	0	0						
# of Deliveries	0	0	0	0	0	0	0						
Total # of Patients on Medical Meds	197	184	182	189	185	190	146						
% ADP on Medical Meds	74%	71%	69%	71%	71%	73%	57%						
Total # 14-Day Physicals	73	71	82	97	70	86	77						

Total # Annual Physicals	3	8	4	7	9	7	4						
Total # of In-House EKG's	17	14	30	21	12	24	26						
Total # of In-House X-Ray's	11	10	11	13	17	16	17						
Infectious Disease	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # of HIV Tests Performed	1	0	2	1	2	1	3						
# of HIV Positive Detected at Facility	0	0	0	0	0	0	0						
# Receiving HIV Medication or ART	1	1	1	0	0	0	0						
Total # HCV Tests Performed	1	4	2	0	0	0	3						
# of HCV Positive Detected at Facility	0	0	0	0	0	0	0						
# Receiving HCV Treatment	0	1	1	1	0	0	0						
Total # of Other Hepatitis Tests Performed	1	3	2	1	0	1	3						
# of Hepatitis A Cases Detected at Facility	0	0	0	0	0	0	0						
# of Hepatitis B Cases Detected at Facility	0	0	0	0	0	0	0						
Total # of RPR Tests Performed	1	0	2	3	0	0	0						
# of Syphilis Cases Detected at Facility	0	0	0	0	0	0	0						
Total # of GC/CT Tests Performed	3	1	2	2	2	2	2						
# of Gonorrhea Cases Detected at Facility	0	0	0	1	0	0	0						
# of Chlamydia Cases Detected at Facility	0	0	0	0	1	0	0						
Total # COVID-19 Tests Performed	0	0	0	0	0	0	0						
# of COVID-19 Cases Detected at Facility	0	0	0	0	0	0	0						
# of COVID-19 Vaccines Administered	0	0	0	0	0	0	0						
Total # of Patients Isolated for MRSA	1	0	0	0	0	0	0						
# of MRSA Cases Detected at Facility	1	0	0	0	0	0	0						
Total # of TB Tests Performed	94	91	110	118	97	97	107						
# of TB Cases Detected at Facility	0	0	0	0	1	0	0						
# Receiving TB Treatment	0	0	0	0	1	1	1						
Behavioral Health	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total
Total # of Psychiatrist/Psych Sick Calls	89	89	100	107	79	76	112						
Total # of Behavioral Health Sick Calls	306	325	315	330	269	268	220						
Total # of Behavioral Health Groups	0	0	0	0	0	0	0						
Total # Patients in BH CCC	85	79	65	63	61	65	76						
# CCC - Bipolar & Related Disorders	53	49	42	35	33	37	43						
# CCC - Depressive Disorder	16	14	13	11	11	10	17						
# CCC - Schizophrenia Spectrum & Other	16	16	13	17	18	19	17						
Total # of Patients on Psych Meds	137	127	120	115	108	109	88						
% ADP on Psych Meds	51%	49%	45%	43%	42%	42%	34%						
Total # of Patients on MHSR-A	54	66	64	62	60	62	63						
% of Patients on MHSR-A	20%	25%	24%	23%	23%	24%	24%						
Total # of Patients on MHSR-B	29	25	33	36	33	30	28						
% of Patients on MHSR-B	11%	10%	13%	14%	13%	11%	11%						
Total # of Patients on MHSR-C	155	140	135	136	137	136	128						
% of Patients on MHSR-C	58%	54%	51%	51%	53%	52%	50%						
Total # of Patients on MHSR-D	10	11	13	16	21	19	14						

% of Patients on MHSR-D	4%	4%	5%	6%	8%	7%	5%						
Total # of Patients on Suicide Watch	19	20	13	22	16	14	17						
Total # of Involuntary M.H. Commitments	1	0	0	1	0	0	0						
# of Patients Waiting Transfer to State Hospital	0	0	0	0	0	0	0						
# of Patients w/Involunatry Med/Tx Orders	0	0	0	0	0	0	0						
Dental	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # of Dentist Sick Calls	27	27	43	41	32	40	24						
# of Fillings	0	0	0	0	0	0	0						
# of Exams	16	12	20	31	21	22	18						
# of Extractions	5	11	13	9	6	5	4						
# of Other	0	0	0	0	0	0	0						
# of Annual Dental Exams	6	4	0	1	5	13	2						



Report Criteria

 Repair Center is **Lebanon County Correctional Facility** Status is not equal to **Canceled** or **Denied** Complete is between **'7/1/2026'** AND **'7/31/2026'**

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
(Category Name Not Specified)				
	LCCF-14581	the walk in freezer went down on friday.	Constant Use	Repaired
	LCCF-14627	the electrical outlets by the juice cooler and the griddle have wires exposed and the outlets are loose	Misalignment	Adjusted
	LCCF-14423	the legs fell off of one of the tables in the dish pit. he legs are in the kitchen office	Constant Use	Relocated / Reinstalled
(Category Name Not Specified) - 3 Total:				
Administrative				
Administrative	LCCF-14796	Administrative Duties	Administrative	Meetings / Documenting / Ordering
Administrative	LCCF-14585	Insurance inspector to inspect boiler room	PM/Inspection Generated Work Order	Escorted Contractor
Administrative	LCCF-14304	Administrative work	Administrative	Meetings / Documenting / Ordering
Administrative - 3 Total:				
Building Repair				
Building Repair	LCCF-14549	Monthly, Facility Safety Inspection	PM/Inspection Generated Work Order	PM Completed
Building Repair	LCCF-13950	Choice communications	Escorting - Client Requested	Escorted Contractor
Building Repair	LCCF-14600	Block 5 Inmates Complaining of mold in the showers	Constant Use	Deferred
Building Repair	LCCF-14368	Install trim for vestibule by sgt control	Constant Use	Repaired

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Building Repair	LCCF-14631	transfer lock box from one drawer to another and secure it	Constant Use	Relocated / Reinstalled
Building Repair	LCCF-14621	the dumb waiter pull close strap is coming loose.	Constant Use	Repaired
Building Repair	LCCF-14691	Wall panels in block 2 yard falling off	Constant Use	Repaired
<i>Building Repair - 7 Total:</i>				
Computer / Technology				
Computer / Technology	LCCF-14601	Inmates complaining they do not have signal on their tv.	Constant Use	Adjusted
<i>Computer / Technology - 1 Total:</i>				
Electrical				
Electrical	LCCF-14575	Cell light is not working.	Constant Use	Repaired
Electrical	LCCF-14690	in both showers, shower lights in 5 alpha unit do not turn on.	Constant Use	Duplicate Request
Electrical	LCCF-14474	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14475	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14506	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14507	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14508	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14652	There is no lights in either shower	Constant Use	Duplicate Request
Electrical	LCCF-14473	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
<i>Electrical - 9 Total:</i>				
Equipment				
Equipment	LCCF-14576	Vandalism: [piece of the vent fell off. placed in maintenance bin in sergeant control.]	Vandalism	Repaired
Equipment	LCCF-14557	Fix inmate glasses	Constant Use	Repaired
Equipment	LCCF-14625	Shift Briefing Room-grip tape on 20 door is off	Constant Use	Repaired
Equipment	LCCF-14606	Medical-cabinet door under sink broken	Constant Use	Repaired
Equipment	LCCF-14073	Cell 44 gate	Constant Use	Repaired
Equipment	LCCF-14356	Blk#3 Cell 51 gate	Constant Use	Repaired
<i>Equipment - 6 Total:</i>				
HVAC (Heating / Cooling)				
HVAC (Heating / Cooling)	LCCF-14493	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14494	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14495	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14496	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14497	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14498	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14499	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14501	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14490	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14639	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14640	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-14641	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14642	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14643	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14491	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14624	HVAC Temperature Hot/Cold-medical staff requesting the ac be turned up, stating it's hot	Defective Part	Adjusted
HVAC (Heating / Cooling)	LCCF-14484	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14486	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14485	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14487	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14488	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14489	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14492	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14481	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14483	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14612	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14614	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14615	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14616	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14482	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14613	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14477	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14461	Inmates clamming it's too hot in Female Outmate, temp was 73 degrees.	Electrical Failure	Repaired
HVAC (Heating / Cooling)	LCCF-14515	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14462	Monthly, Wall/Window A/C Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14505	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14516	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14517	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14463	Monthly, Air Handler Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14504	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14560	Register is leaking water	Constant Use	Adjusted

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-14476	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14561	register was leaking	Constant Use	Adjusted
HVAC (Heating / Cooling)	LCCF-14478	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14479	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14480	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14570	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14582	Callback: [Call back: Block 5 alphas air conditioning not working.]	Electrical Failure	Adjusted
HVAC (Heating / Cooling)	LCCF-14571	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14572	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14573	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14574	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14586	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14587	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14401	walk in cooler isn't cooling	Defective Part	Out of Service
HVAC (Heating / Cooling)	LCCF-14588	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14589	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14590	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14591	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14592	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14593	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14594	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14595	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14596	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14361	admin air conditioner only blowing hot air	Electrical Failure	Adjusted
HVAC (Heating / Cooling)	LCCF-14500	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14502	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14503	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14651	Does not appear as if the ac unit works in block 5 om	Constant Use	Found to be OK
HVAC (Heating / Cooling)	LCCF-14527	Monthly, Air Dryer	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14668	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-14669	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14670	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14671	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14672	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling) - 75 Total:				
Kitchen Equipment				
Kitchen Equipment	LCCF-14471	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14472	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14533	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14531	Monthly, Garbage Disposal	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14547	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14540	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14541	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14538	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14539	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14537	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14470	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14457	The following carts have issues rolling. If you could please work on the wheels when you have time that would be greatly appreciated. outmate up and down. 6 block. 4 block. 3 block.	Constant Use	Duplicate Request
Kitchen Equipment	LCCF-14548	Monthly, Booster Heater	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14546	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14544	Monthly, Warming Cabinet	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14542	Monthly, Food Slicer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14543	Monthly, Commercial Dishwasher	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14536	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14530	Monthly, Ice Machine	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14529	Monthly, Food Mixer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14681	reminder that the cooks oven is not heating up	Constant Use	Duplicate Request
Kitchen Equipment	LCCF-14545	Monthly, Refrigerator, Reach-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14535	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14532	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14534	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
<i>Kitchen Equipment - 25 Total:</i>				
Laundry Equipment				
Laundry Equipment	LCCF-14513	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14509	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14512	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14514	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14510	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14511	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
<i>Laundry Equipment - 6 Total:</i>				
Life Safety				
Life Safety	LCCF-14518	Monthly, Fire Alarm / Annunciator Panel	PM/Inspection Generated Work Order	PM Completed
Life Safety	LCCF-14123	Fire panel upgrade	Escorting - Client Requested	Escorted Contractor
<i>Life Safety - 2 Total:</i>				
Mechanical				
Mechanical	LCCF-14446	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14434	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14435	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14566	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14578	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14567	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14618	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14608	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14609	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14528	Monthly, Air Curtain	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14526	Monthly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14465	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14675	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14664	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14464	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14647	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14635	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14636	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Mechanical	LCCF-14665	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
<i>Mechanical - 19 Total:</i>				
Pest Control				
Pest Control	LCCF-14633	ant problem in alpha cell "A" inmate complains the ants are biting her feet	Escorting - Client Requested	Escorted Contractor
Pest Control	LCCF-14370	Rapid Response Pest Control Bi-Weekly	Escorting - Client Requested	Escorted Contractor
Pest Control	LCCF-14650	Rapid response pest control	Escorting - Client Requested	Escorted Contractor
Pest Control	LCCF-14559	Rapid response pest control	Escorting - Client Requested	Escorted Contractor
<i>Pest Control - 4 Total:</i>				
Plumbing				
Plumbing	LCCF-14597	Kitchen and gym overflowing with water	Constant Use	Unclogged
Plumbing	LCCF-14598	Vandalism: [intake drain overflowing]	Vandalism	Unclogged
Plumbing	LCCF-14128	1st sink in the bathroom. a pipe fell off and was removed.	Constant Use	Repaired
Plumbing	LCCF-14319	Cell 13-water continues to leak into the cell from the water closet	Constant Use	Repaired
Plumbing	LCCF-14349	Cell 2/28 sink will not drain completely	Constant Use	Unclogged
Plumbing	LCCF-14437	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14436	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14424	when you flush the urinal the water level in the toilet increases	Constant Use	Unclogged
Plumbing	LCCF-14447	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14445	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14603	Toilet is clogged	Constant Use	Unclogged
Plumbing	LCCF-14605	Dental Exam Room-water not working in sink	Constant Use	Unclogged
Plumbing	LCCF-14312	Sink doesnt work	Constant Use	Repaired
Plumbing	LCCF-14604	Plumbing Issue-bathroom sink clogged	Constant Use	Unclogged
Plumbing	LCCF-14448	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14522	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14523	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14524	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14580	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14564	TOILET CLOGGED WONT FLUSH	Constant Use	Unclogged
Plumbing	LCCF-14620	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14611	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14619	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14610	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14617	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14125	toilet clogged	Defective Part	Out of Service
Plumbing	LCCF-14626	Female Alpha section above cell C Water dripping from vent above cell C onto ledge running down the wall causing water build up on floor and we are using a garbage can to catch the other water drips.	Constant Use	Adjusted

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-14579	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14568	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14577	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14569	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14632	vent next to alpha cell "c" is leaking	Constant Use	Repaired
Plumbing	LCCF-14454	Block 2 showers- street side not working properly	Constant Use	Found to be OK
Plumbing	LCCF-14667	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14451	Block 5 Alpha Shower running constantly	Constant Use	Duplicate Request
Plumbing	LCCF-14433	Plumbing Issue-Blk#5 Alpha Shower water running very slow	Constant Use	Duplicate Request
Plumbing	LCCF-14638	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14648	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14646	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14637	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14520	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14666	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14674	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14692	Vandalism: [Clogged toilet]	Vandalism	Unclogged
Plumbing	LCCF-14676	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14677	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14425	Block 1 Cell 18 Toilet	Constant Use	Repaired
Plumbing	LCCF-14661	Sink is constantly running	Constant Use	Replaced
Plumbing	LCCF-14649	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14525	Monthly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14521	Monthly, Water Circulating Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14519	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing - 52 Total:				
Preventive				
Preventive	LCCF-14653	cell 3 maintenance	Constant Use	Repaired
Preventive	LCCF-14654	Cell 4 maintenance	Constant Use	Repaired
Preventive	LCCF-14655	Cell 15 maintenance	Constant Use	Repaired
Preventive	LCCF-14656	Cell 13 maintenance	Constant Use	Repaired
Preventive	LCCF-14657	Cell 10 maintenance	Constant Use	Repaired
Preventive	LCCF-14658	Cell 6 Maintenance	Constant Use	Repaired
Preventive	LCCF-14659	Cell 16 maintenance	Constant Use	Repaired
Preventive	LCCF-14551	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14552	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14550	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Preventive	LCCF-14553	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14554	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14555	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14556	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
<i>Preventive - 14 Total:</i>				
Security				
Security	LCCF-14362	Central Control door does not secure on it's own.	Constant Use	Repaired
Security	LCCF-14371	Cell 3/50 Gate won't close per Officer Ammerman.	Constant Use	Repaired
Security	LCCF-14645	Callback: [Inmates stuck in cell]	Constant Use	Deferred
Security	LCCF-14148	squeaks when in operation... also you can have both gates open at the same time	Constant Use	Duplicate Request
Security	LCCF-14628	When the inside gate is open, the outer gate will open	Constant Use	Duplicate Request
Security	LCCF-14644	Cell will not open	Constant Use	Deferred
Security	LCCF-14429	Cyprium Solutions	Escorting - Client Requested	Escorted Contractor
Security	LCCF-14584	Block 3 street side cell repairs	Constant Use	Repaired
Security	LCCF-14468	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-14469	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-14467	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-14466	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-14431	The female GP door closest to the medical door is difficult to open, you have to try several times to unlock it.	Constant Use	Repaired
Security	LCCF-14599	Display Cable needed for intake computer	Constant Use	Deferred
Security	LCCF-14565	cell gate 4 was in the closed position and you can open the gate by hand	Defective Part	Out of Service
<i>Security - 15 Total:</i>				

LEBANON COUNTY CORRECTIONAL FACILITY	Tina M. Litz, Warden Heather Diehl , Deputy Warden of Operations Rebecca A Davis , Deputy Warden of Treatment Christopher Watson. Director of Work Release Scott Hocker. Director of Security, Edward Potter. Director of Training	730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org
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AUGUST 12 , 2026
AUGUST PRISON BOARD MEETING
DETAIL SECTION

This Report Covers July 1, 2026, to July 31, 2026

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (15) different male inmates.

OUTSIDE: Outside detail consisted of (03) different male inmates.

FEMALE: Consists of (05) different female inmates.

0 : Pretrial Detainee (non-sentenced inmates) inmates working on Outside Detail crew.

0 : Pretrial Detainee inmates working on Inside Detail crew.

302 Request slips were handled by Detail section.

The following transpired since the last prison board meeting:

On a Daily Basis:

1. Cleaned the inside of LCCF.
2. Performed various duties and work assignments within LCCF.

On a Weekly Basis:

3. Maintained the exterior grounds of LCCF.
4. Maintained the exterior grounds of all county property's

PRISON BOARD CON'T

DETAIL SECTION ON A PERIODIC BASIS:

1. Supervised Detail inmates while they cleaned the inmate dayrooms, showers and Individual cells in all general population housing units.
2. The following areas were washed, scrubbed and disinfected:
 - Medical isolation cells #86 and #87.
 - Medical Dorm
 - Medical Exam room and offices
 - SHU/RHU cells
3. Foam scrubbed shower in all blocks, housing areas and medical infirmary.
4. Cleaned all vents in the facility.
5. Picked up sticks, cleaned up around county prison
6. Pressure washed all the showers in facility
7. Painted cells in block 1/2/3
8. Painted showers in block 1/3
9. Painted female outmate and shower

PRISON BOARD CON'T DETAIL SECTION.

Total Detail hours worked from July. 1, 2026 through July. 31, 2026

Inside:	<u>1250</u>
Outside:	500
Total:	1750

Respectfully Submitted,

Detail SGT Gibson



Rebuild. Restore. Renew...Lives.

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Prison Board Report

Jul-26

	# of classes	avg attendance
Worship Services (English Male)	6	8
Worship Services (Spanish Male)	6	9
Worship Services (English Female)	4	6
12 Step Classes (English Male)	N/A	
12 Step Classes (English Female)	N/A	
Bible Study Classes (English Male)	12	2
Bible Study Classes (Spanish Male)	11	2
Bible Study Classes (English Female)	8	4
Individual Counseling Sessions	39	
Request Slips Answered	195	
Housing Area Visits	21	

Respectfully Submitted

Reynaldo Soria, Jubilee Prison Chaplain

Lancaster-Lebanon Intermediate Unit #13

Lebanon County Correctional Facility

Community Education Program

Monthly Report for **July, 2026**

H.S.E. High School Equivalency

Sessions to prepare students for the HiSET exams: (3 sessions per day)	<u>27</u>
GED/HiSET tests passed by LCCF Students on 6/29/26:	<u>8</u>
Students registered for the GED/HiSET tests on 8/10/26:	<u>6</u>
Request Slips Received:	<u>8</u>

Respectfully Submitted,

Ken Travis
HSE Instructor,
LL IU13 Community Education