

LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location:

Lebanon County Municipal Building

400 S. 8th St.

Lebanon, PA 17042

Wednesday, July 17, 2024

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From June 19, 2024

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.lebcounty.org to view Commissioners meeting in its entirety.

LEBANON COUNTY PRISON BOARD

*Wednesday, June 19, 2024
Lebanon County Correctional Facility
Meeting Room 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:

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

The following Board Members were absent:

Pier Hess-Graf, District Attorney

Public Comment (s): Michael Schroeder asked if there was any follow up on the mold and mildew issues. Litz mentioned that CGL will address it later in the meeting.

It was moved by Comm. Phillips, seconded by Comm. Litz, to approve the minutes of the May 15, 2024 meeting. Vote unanimous.

Warden Litz mentioned that there was a power outage on Friday, June 14th. Litz gave an update on the mural artwork in the lobby/foyer. Todd Campbell, a reentrant from incarceration made a few comments about the opportunity to give back and do something positive, through his art. Warden Litz also mentioned that there are staffing concerns and hiring challenges.

Rebecca Davis, Deputy Warden of Treatment, highlighted that the LCCF had 1 inmate graduate from the 21 and under program and received their high school diploma. Thirty-seven (37) different tests were performed with 3 inmates graduating with the High School Equivalency Diplomas.

Ray Arnold, Director of Work Release, mentioned that he is looking into electric bicycle permits, to allow inmates to use their own bikes for work release. They are currently discussing it and developing policies.

Mike Zadroga, CGL Facility Maintenance Supervisor gave a HVAC update. Zadroga is meeting with Honeywell to adjust outside air controls for fresh air flow. Mike mentioned that some of the units are controlled by the manufacturer and trying to gain control of them, noting that the LCCF has a lot of newer units on the roof and feels with some repairs and adjustment that they will provide proper ventilation.

CEO Tom Weber, PrimeCare Medical mentioned that they are also experiencing staffing issues, but overall operation is going well. Weber said mental health concerns with acute cases are increasing. Currently 69% of the inmate population have a mental health diagnosis and suicide watches are up. Currently they have 3 inmates at Norristown and 1 on the waiting list with 7 individuals in state hospitals. The Medication Assisted Treatment (MAT) program now has 36 participants, which is an all-time high since inception. Mr. Weber gave an update on the Department of Justice settlement. Weber anticipates up to 1/3 of the population will eventually be on MAT program.

Tina Litz, Warden, submitted written reports of her activities for the month of May 2024. The Board reviewed this report.

Tina Litz, Warden, reported the average daily inmate population for May was 304.84. 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 five (5) week operating period, during the month of May 2024 were \$3,587.08. The commission amount from April was \$5,573.74.

Heather Diehl, Deputy Warden of Operations, submitted a written report for the month of May 2024. The Board reviewed this report.

Rebecca Davis, Deputy Warden of Treatment, submitted a written report for the month of May 2024. The Board reviewed this report.

Capt. Daniel Waltz, Director of Security, submitted a written report giving his activities for the month of May 2024. The Board reviewed this report.

Edward Potter, Director of Training, submitted a written report giving his activities for the month of May 2024. The Board reviewed this report.

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,500 hours during the month of May 2024. The Board reviewed this report.

Sgt. Edward Bartashus, Kitchen Sergeant, submitted a written report for the month of May 2024 giving a breakdown of cost of meals served and items donated.

Ray Arnold, Director of Work Release, submitted a written report for the month of May 2024. Mr. Arnold reported that there are fifteen (15) inmates employed within the community on the work release program and eight (8) inmates seeking employment. A total of twenty-five (25) travel passes were issued during this period. The Board reviewed this report.

Rev. Marilyn Nolte, Chaplain Manager, submitted a written Chaplain's report for the month of May 2024. The Board reviewed this report.

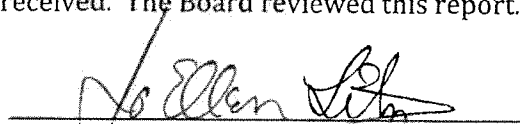
A 2024 Statistical Summary Report from PrimeCare Medical was submitted.

CGL, submitted a written building maintenance report for the month of May 2024. CGL completed two hundred ten (210) 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 May 2024. Total students enrolled in the Emotional Support (E.S.) Program were zero (0) and the Alternative Education Program was four (4) students. 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 May 2024. Nine (9) HiSET Exams passed by LCCF Students, two (2) students earned their High School Equivalency, twelve (12) total sessions to prepare students for the HiSET exams and nine (9) request slips were received. The Board reviewed this report.

Meeting Adjourned.


Jo Ellen Litz, County Commissioner
Secretary

Next meeting: July 17, 2024

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

Ray Arnold
 Director of Work Release

Rebecca Davis,
 Deputy Warden of Treatment

Dan Waltz,
 Captain of Security

PRISON BOARD JULY 1, 2024	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF JUNE 30, 2024	300	262	38
AVERAGE DAILY POPULATION JUNE	312.10	269.87	42.23
NUMBER OF INMATES RECEIVED	119	98	21
NUMBER OF INMATES RELEASED	114	90	24
HIGHEST COUNT	321 12 TH	280 12 TH	46 18 TH
LOWEST COUNT	298 1 ST ,4 TH ,27 TH	257 1 ST ,2 ND ,3 RD ,4 TH	38 29 TH ,30 TH
NUMBER OF UNSENTENCED INMATES	101	96	5
NUMBER OF INMATES ON WORK RELEASE	15	10	5
NUMBER OF INMATES ON DETAIL	24	19	5
NUMBER OF STATE SENTENCED INMATES	7	6	1
NUMBER TRANSFERRED TO STATE PRISON	5	5	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	2	--	--
NUMBER OF PAROLE/PROBATION VIOLATORS	84	62	22
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	43	--	--
PROBATION VIOLATION	14	--	--
PAROLE VIOLATION	4	--	--
Number of Parole/Probation Violators on new Temporary Detainer Policy—Hot Urine Alc/Drug Use	0	0	0
FINES & COSTS BENCH WARRANT/SENTENCE	10	--	--
OTHER LEBANON BENCH WARRANTS	34	--	--
OUT OF COUNTY BENCH WARRANTS	2	--	--
D.J. SENTENCE	0	--	--
SENTENCED BY COURT OF COMMON PLEAS	6	--	--
WRITS FROM OTHER COUNTIES	2	--	--

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DOMESTIC BENCH WARRANTS/SENTENCE	4	--	--
INMATES IN OTHER COUNTIES ON WRITS	7	--	--
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 JUNE 2024

<i>SAVINGS ACCOUNT:</i>	<i>DESCRIPTION:</i>	<i>AMOUNT</i>	<i>TOTAL</i>
BEGINNING BALANCE AS OF:	<i>June 1, 2024</i>		25,648.83
Commissary sales, colored pencils, headphones	June 2024	13,630.79	
Securepak commission	May 2024	5,196.42	
Officer gas reimbursement		40.00	
Interest Applied		1.66	
TOTAL DEPOSITS INTO SAVINGS			18,868.87
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		44,517.70
TOTAL TRANSFER TO CHECKING FROM SAVINGS			24,846.96
ENDING BALANCE AS OF:	<i>June 30, 2024</i>		19,670.74
ENDING BALANCE ON: 6/30/2023	Comparison of Last Years Ending Balance		34,315.31
<u>CHECKING ACCOUNT:</u>			
BEGINNING BALANCE AS OF:	<i>June 1, 2024</i>		200.00
TOTAL DEPOSITS INTO CHECKING			24,846.96
TOTAL FUNDS AVAILABLE			25,046.96
<u>DISBURSMENTS:</u>	<u>NON-STORE</u>		
Charm-Tex	Hair cutting cape, whites, shower shoes	4,238.30	
Thomson Reuters	Law library	1,700.39	
Lancaster/Lebanon IU13	Educational Services May/June 2024	4,798.00	
Erica Bronik	Inmate Haircuts	450.00	
Language Line	Translation Services	100.00	
Weaver Associates	Binders	74.20	
Dianne Barcynski Reimbursement	Uniform expense	95.39	
Capital One Walmart	Hair trimmers, cards, socks	375.50	
Rebecca Davis Reimbursement	Socks	40.99	
JDM Outlet	Inmate ID ink	379.98	
Daniel Waltz Reimbursement	Gun parts	31.78	
TOTAL NON STORE DISBURSEMENTS			12,284.53
<u>DISBURSMENTS:</u>	<u>STORE</u>		
Keefe Commissary - commissary sales, indigent kits	May 2024	12,562.43	
TOTAL STORE DISBURSEMENTS			12,562.43
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		24,846.96
ENDING BALANCE AS OF:	<i>June 30, 2024</i>		200.00

Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



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Fax: 717-274-1338

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Deputy Warden of Operations
Rebecca Davis
Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Daniel Waltz
Captain of Security

COMMISSARY REPORT

MONTH OF JUNE 2024

	<u>JUNE 2024</u>	<u>JUNE 2023</u>
OPERATING WEEKS:	4	4
NUMBER OF ORDERS:	415	318
AVERAGE WEEKLY ORDERS:	104	80
SALES:	\$ 13,946.82	\$ 9,472.73
LESS EXPENSES (CREDITS):	\$ -410.33	\$ -369.62
TOTAL SALES:	\$ 13,536.49	\$ 9,103.11
AVERAGE WEEKLY SALES:	\$ 3,486.71	\$ 2,368.18
COMMISSION MONTH OF MAY:	\$ 6,940.83	\$ 5,076.42

Respectfully Submitted,

Rebekah Bowsman, Fiscal Assistant

**LEBANON COUNTY
CORRECTIONAL
FACILITY**

Tina M. Litz, Warden
Heather M. Diehl, Deputy Warden - Operations
Rebecca A. Davis, Deputy Warden - Treatment
Ray H. Arnold, Director of Work Release
Daniel J. Waltz, Capitan of Security

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

MONTHLY PRISON BOARD REPORT

DATE:

REPORT FROM 6/1/24 TO 6/30/24

CURRENT

YEAR TO DATE

	<u>CURRENT</u>	<u>YEAR TO DATE</u>
CONSUMABLE	\$ 557.05	\$ 31,695.55
MEATS	\$ 342.40	\$ 13,682.96
DAIRY PRODUCTS	\$ 762.60	\$ 16,200.45
BAKED PRODUCTS	\$ 1,856.00	\$ 22,496.00
GROCERIES	\$ 4,049.38	\$ 70,246.47
FRESH FRUITS & VEGETABLES	\$ 359.00	\$ 8,392.50
TOTAL	\$ 7,926.43	\$ 162,713.93
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ -	\$ 2,272.10

BREAK DOWN OF COSTS

MEALS SERVED

STAFF	170	10,860
INMATE POPULATION	9,063	142,557
GUESTS	-	-
CENTRAL BOOKING LUNCHES	12	798
TOTAL MEALS SERVED	9,245	154,215
COST PER PERSON PER MEAL	\$ 0.86	\$ 1.06
COST PER PERSON PER DAY	\$ 2.57	\$ 3.17

DATE

DONATED BY:

6/6 Calvery Chapel -- 3 skids assorted product
6/13 Calvery Chapel -- 4 skids assorted product
6/17 Bills produce -- 10 cases of assorted produce
6/20 Calvery Chapel -- 4 skids assorted product
6/27 Calvery Chapel -- 4 skids assorted product

Respectfully submitted



Sgt. Edward Bartashus, Culinary Supervisor

Lebanon County Correctional Facility

730 East Walnut Street
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Telephone: 717 274-5451
Fax: 717 274-1338



Tina M. Litz,
Warden

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

Ray Arnold
Director of Work Release
Daniel Waltz,
Captain of Security

To: Lebanon County Prison Board
From: Tina M. Litz, Warden
Re: July 2024 Prison Board Report

06-03-24: Completed warden daily tasks, participated in IU 13 zoom.
06-04-24: Completed warden daily tasks, conducted various administrative meetings this date, participated in a zoom with West Law and DW Davis.
06-05-24: Completed warden daily tasks.
06-06-24: Completed warden daily tasks, conducted an administrative meeting this date to discuss various topics.
06-07-24: Completed warden tasks, reviewed policy and worked on the PCCD 2024 County jail based Vivitrol Program grant.
06-10-24: Completed warden daily tasks, participated in the CJAB and TEAM MISA meetings, participated in a maintenance meeting to discuss various topics.
06-11-24: Completed daily warden tasks, participated in Justice Day, met with Prison Society representative Jessica Reed to discuss various topics, met with DW Diehl and staff to discuss personnel topics.
06-12-24: Completed daily warden tasks, conducted an administrative meeting with DWO and Captain to discuss various security related topics. Participated in a zoom with Lebanon County Drug/Alcohol and Probation Services, met with CGL regarding various maintenance topics.
06-13-24: Completed daily Warden tasks, conducted an administrative meeting this date.
06-14-24: Completed warden daily tasks, worked with staff addressing operational support during power outage, met with Deputies to review various topics.
06-17-24: Completed warden daily tasks, introduction and welcome to new hires
06-18-24: Completed daily warden tasks, met with various office staff to discuss operations.

06-19-24: Completed warden daily tasks, attended the monthly CQI and Prison board meetings.

06-20-24: Completed daily warden tasks, received approval from Commissioners to move forward with a three-year adult education contract.

06-21-24: Completed daily warden tasks, continued writing grant, attended VIA zoom the CIT introduction as requested by Crisis and the Biever Foundation.

06-24-24: Personal Holiday

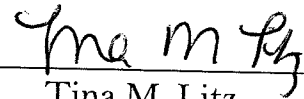
06-25-24: Completed daily warden tasks, conducted various meetings on this date on security upgrades.

06-26-24: Completed daily warden tasks, toured various areas of facility.

06-27-24: Completed daily warden tasks, various security related meetings held this date.

06-28-24: Completed daily warden tasks, toured, updated grant, updated prison board report.

Respectfully Submitted,



Tina M. Litz
Warden

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden-Operations
Becky Davis, Deputy Warden – Treatment
Raymond Arnold, Director of Work Release
Daniel J. Waltz Captain of Security
Edward Potter, Director of Training

730 E. Walnut Street
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Phone: 717-274-5451
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To: Lebanon County Prison Board

7/8/2024

CC: Deputy Warden Heather Diehl- Operations

RE: July 2024 Prison Board Report- 6/1/2024 to 6/30/2024

- 6/3/2024- Deputy Warden of Operations Daily Duties, Multiple Personnel meetings, meeting with Deputy Warden Davis to oversee operations of Treatment Department
- 6/4/2024- Deputy Warden of Operations Daily Duties, Personnel meetings
- 6/5/2024- Deputy Warden of Operations Daily Duties, met with Director Arnold to oversee operations of Work Release Department, Personnel meeting, Meeting with Prime Care's HSA regarding annual drills
- 6/6/2024- Deputy Warden of Operations Daily Duties, working various shifts to oversee operations
- 6/7/2024- Deputy Warden of Operations Daily Duties, Disciplinary boards, Personnel Meeting
- 6/10/2024- Deputy Warden of Operations Daily Duties, met with Sgt. Bartashus to oversee operations of Culinary department
- 6/11/2024- Deputy Warden of Operations Daily Duties, Multiple Administrative meetings, completed May Prison Board Report
- 6/12/2024- Deputy Warden of Operations Daily Duties, Administrative meeting, Multiple Personnel meetings
- 6/13/2024- Deputy Warden of Operations Daily Duties, Administrative meeting, Conducted Private First Class interview
- 6/14/2024- Deputy Warden of Operations Daily Duties, Data collection for Operational adjustment
- 6/17/2024- Deputy Warden of Operations Daily Duties
- 6/18/2024- Deputy Warden of Operations Daily Duties, Personnel meeting

LEBANON COUNTY CORRECTIONAL FACILITY

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-
- 6/19/2024- Deputy Warden of Operations Daily Duties, multiple personnel meeting, attended Prison Board, Monthly meeting with Prime Care
 - 6/20/2024- Deputy Warden of Operations Daily Duties, administrative meeting, meeting with outside vendor,
 - 6/21/2024- Deputy Warden of Operations Daily Duties, Attended in house Department of Corrections class, Attended Department of Emergency Services Crisis Intervention Team presentation
 - 6/24/2024- Deputy Warden of Operations Daily Duties
 - 6/25/2024- Deputy Warden of Operations Daily Duties, Meeting with outside Vendor Cyprium, Attended in house Department of Corrections Course
 - 6/26/2024- Deputy Warden of Operations Daily Duties, Attended in house Department of Corrections Course
 - 6/27/2024- Deputy Warden of Operations Daily Duties, Attended In-house Department of Corrections course, Administrative meeting
 - 6/28/2024- Deputy Warden of Operations Daily Duties

Thank you,



Deputy Warden Heather Diehl

Lebanon County Correctional Facility



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Telephone: 717-274-5451
Fax: 717-274-1338

Tina M. Litz,
Warden

James Giles,
Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Daniel Waltz
Captain of Security

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: June 2024 Prison Board
6-3-24 through 6-29-24

- 6-3-24: Completed daily DW of Treatment tasks**
- 6-4-24: Completed daily DW of Treatment tasks**
- 6-5-24: Completed Daily DW of Treatment tasks**
- 6-6-24: Completed Daily DW of Treatment tasks, attended administrative meeting**
- 6-7-24: Completed Daily DW of Treatment tasks, meeting with representative from Asend Ministries/Naaman Center, completed parole recommendations**
- 6-10-24: Completed daily DW of Treatment tasks, attended MISA meeting**
- 6-11-24: Family Sick Day**
- 6-12-24: Personal Day**
- 6-13-24: Completed daily DW of Treatment tasks, attended administrative meeting**
- 6-14-24: Completed daily DW of Treatment tasks, completed parole recommendations**
- 6-17-24: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates, answered inmate grievances**
- 6-18-24: Completed daily DW of Treatment tasks, answered inmate grievances**
- 6-19-24: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended Prison Board, completed parole recommendations**
- 6-20-24: Completed daily DW of Treatment tasks, attended administrative meeting**
- 6-21-24: Completed daily DW of Treatment tasks, attended zoom meeting on Critical Incident Teams**
- 6-24-24: Completed daily DW of Treatment Tasks, completed parole recommendations, answered inmate grievances**
- 6-25-24: Completed daily DW of Treatment Tasks, answered inmate grievances**
- 6-26-24: Completed daily DW of Treatment tasks**
- 6-27-24: Completed daily DW of Treatment tasks, attended staff/operations meeting, attended administrative meeting**
- 6-28-24: Completed daily DW of Treatment tasks**

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Deputy Warden of Treatment

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Director of Work Release
Daniel Waltz
Captain of Security

June 2024: 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.

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: 78, Public Defender applications: 26

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

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Deputy Warden of Treatment

Tina Litz,
Warden

Ray H. Arnold,
Director of Work Release
Daniel Waltz,
Captain of Security

July 17, 2024

To: Lebanon County Prison Board
From: Ray H. Arnold, Director of Work Release
Subject: Monthly Prion Board Report.
Re: 06/01/2024 – 06/30/2024

BOARD MEMBERS:

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

PARTICIPANTS

	June 2024	June 2023
Inmates Employed in the Community:	15	09
Inmates added to the Program:	05	04
Inmates removed from the Program:	05	05
Removed for a Major Misconduct:	01	00

REQUEST SLIPS / COUNSELING

	June 2024	June 2023
Request Slips:	230	88
Intakes:	08	00

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	June 2024	June 2023
Inmates Seeking Employment:	08	08
Total Number of Travel Passes (TP):	29	10
Travel Passes for Employment:	20	07
Travel Passes for Work Related Items:	08	0
Travel Passes for Medical Apps.:	01	0
Travel Passes for Legal Matters:	0	0
Travel Passes for D & A Therapy:	0	03

FINANCIAL STATUS

	Month of June 2024	Year to date 2024
AMOUNT RECEIVED	\$22,464.39	\$156,522.20
ROOM AND BOARD	\$5,876.39	\$39,032.99
FINES AND COSTS	\$3,896.00	\$27,273.76
DISTRICT JUSTICES	\$10.00	\$753.14
PROCESSING FEE	\$98.89	\$975.00
DRUG TESTING	\$490.00	\$3,240.00
SUPERVISOR FEE	\$980.00	\$6,480.00
MONEY DEDUCTED	\$11,351.28	\$77,754.89
INMATE BALANCE	\$11,113.11	\$78,767.31
COST RECOVERY - Room & Board RB	\$37.16	\$1,961.95

OIC CHECKS OF FACILITY AND GROUNDS:

Conducted OIC Checks on the following dates: Week of 06/02/2024 and 06/16/2024.

Disciplinary Boards

Served as Disciplinary Board Chairperson for the week
Served as Co-Chair for Disciplinary Boards.

Staff Incidents

Assigned to investigate staff for policy violations. Assisted Deputy Warden Diehl and Captain of Security Waltz.

Training

Attended Roll Call Training on Operations of the Facility.

MEETINGS

Attended Prison Board Meeting.

Attended Administration meetings – Discussion Prison Operations

Prison Operations

Assisted with Prison Operations throughout the month.

Worked with the Lebanon County IT Department to repair computers and network issues.

Worked with ITT on telephones issues. replaced 3 units.

On Call Warden

Worked as on call Warden this month.

Work Release

Work Release Classification held this month, 08 approved.

Assisted Inmates with employment placement.

On site job checks of work release participants. 02 this month.

Inmates Added to the Work Release Program for the month of June.

Kohl – Kline, Leah
Bentintez, Hector
Molina, Carlos
Zechman, Ronald
Dones, Carmelo


Wendy's
Texas Road House
Uni-Temp
Weidles Sanitation
Weaber Inc.

Inmates removed/released from the Work Release Program for the month of June.

Shackleton, Steve
McGowan, Shandelle
Perez, Irwin
Uhler, Carriann
Witherson, Mia

County Parole
County Parole
County Parole
Major Misconduct
County Parole

Respectfully submitted,



Ray H. Arnold
Director of Work Release

LEBANON COUNTY CORRECTIONAL FACILITY

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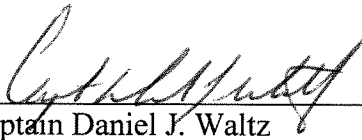
730 E. Walnut Street
Lebanon, PA 17042

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

July 1, 2024

Prison Board Report for June 2024

6-3-2024 Vacation
6-4-2024 Vacation
6-5-2024 Vacation
6-6-2024 Vacation
6-7-2024 Vacation
6-10-2024 Assisted Director Potter with annual Firearms qualification.
6-11-2024 Assisted Director Potter with annual Firearms qualification.
6-12-2024 Completed and filed paperwork.
6-13-2024 Attended an administrative meeting. Various topics were discussed.
6-14-2024 Assisted Director Potter with annual Firearms qualification.
6-17-2024 Attended Safety Committee Meeting. Various topics were discussed.
6-18-2024 Sick Day
6-19-2024 Attended Prison Board meeting.
6-20-2024 Assisted Pennsylvania State police with an investigation.
6-21-2024 Attended via Zoom CIT training provided by Department of Emergency Services.
6-24-2024 Worked 12p-8pm to observe operations on evening shift.
6-25-2024 Attend a meeting with a security vendor for upgrades to the facility.
6-26-2024 Assisted Director Potter with Basic Training Academy.
6-27-2024 Attended an administrative meeting. Various topics were discussed.
6-28-2024 Completed and filed paperwork.



Captain Daniel J. Waltz

**LEBANON COUNTY
CORRECTIONAL
FACILITY**

Tina M. Litz, Warden
Heather Diehl, Deputy Warden – Operations
Rebecca Davis, Deputy Warden – Treatment
Ray Arnold, Director of Work Release
Daniel Waltz, Director of Security
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: June Report

June 2024

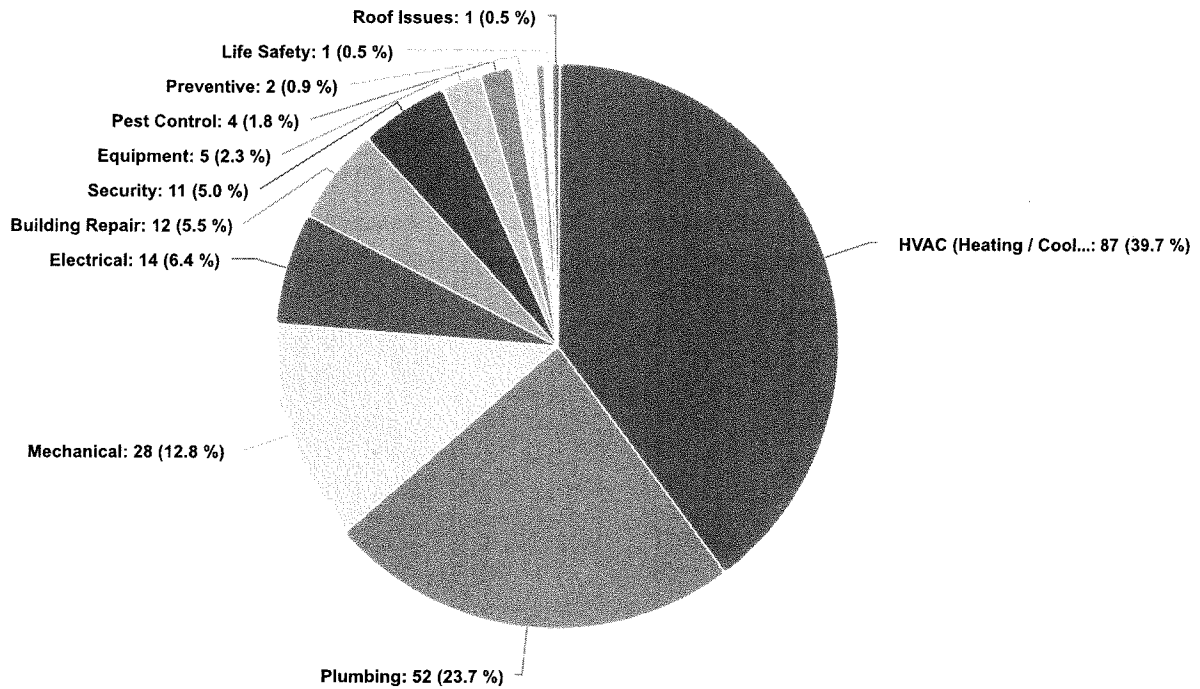
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
3 Created New Hire Pockets	4 Off	5 Off	6 Admin Meeting. Registered for Handgun Instructor course	7 Created rosters and tests for Armed Escort training.	8	9
10 Armed Escort Training	11 Armed Escort Training	12 Ordered manuals. Finalized Academy schedule	13 Admin Meeting	14 Armed Escort Training	15	16
17 Basic Correctional Officer Academy Day 1	18 Basic Correctional Officer Academy Day 2	19 Basic Correctional Officer Academy Day 3	20 Basic Correctional Officer Academy Day 4	21 Basic Correctional Officer Academy Day 5	22	23
24 Basic Correctional Officer Academy Day 6	25 Basic Correctional Officer Academy Day 7	26 Basic Correctional Officer Academy Day 8	27 Basic Correctional Officer Academy Day 9	28 Basic Correctional Officer Academy Day 10	29	30

Hematology/Oncology	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June-24	July-24	Aug-24	Sept-24	Oct-24	Nov-24	Dec-24	Total
Methadone	0	0	0	0	0	0	1						1
Neurology/Neurosurgery	3	2	2	6	1	7							21
OB/GYN	0	0	0	2	1	3							6
Ophthalmology	4	3	3	3	5	0							18
Oral Surgery	2	2	0	2	1	2							9
Orthopedics	0	0	0	0	0	0							0
Physical Therapy	0	3	7	10	6	5							31
Plastic Surgery	0	0	0	0	0	0							0
Podiatry	0	1	0	0	0	0							1
Urology	0	0	1	0	0	0							1
Wound Clinic	4	4	1	0	0	2							3
Surgery Performed	0	0	0	0	0	0							9
Imaging (CT, MRI, etc.)	1	4	2	4	1	0							12
Diagnostic Test (outside)	0	0	0	0	0	0							2
Other Trips / Outside Consults	0	0	0	0	0	0							0
Total # of Missed Outside Appointments	0	0	2	0	2	1							5
Medical	330	242	267	301	265	331							Total
Total # Nurse Sick Call	250	269	250	267	220	192							1736
Total # of Provider Sick Calls	43	2	2	7	19	24							1448
# of NP/PA Sick Calls	207	267	248	260	201	168							97
Total # of Patients in Medical Chronic Care	121	136	133	183	147	144							1351
# in CCC - Asthma (COPD/Pulmonary)	12	15	17	48	43	44							
# in CCC - Cardiac (Hypertension)	43	45	44	57	55	58							
# in CCC - Diabetes	12	15	17	14	16	15							
# in CCC - HCV	6	8	9	16	10	13							
# in CCC - HIV/AIDS	5	5	5	5	5	4							
# in CCC - Juvenile/Elderly	24	23	23	16	15	18							
# in CCC - Neuro	3	4	3	10	10	8							
# in CCC - Pregnancy	2	3	2	2	2	2							
# in CCC - Sickle Cell Disease	1	1	1	1	2	1							
# in CCC - TB	0	0	0	0	0	0							
# in CCC - Thyroid	2	3	3	4	4	6							
# in CCC - Medical/Misc (Other)	30	33	32	65	20	16							
Total # of Pregnant Females	2	3	2	1	2	3							
# 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	1							1
Total # of Patients on Medical Meds	182	190	185	192	199	196							
% ADP on Medical Meds	65%	63%	62%	65%	67%	65%							
Total # 14-Day Physicals	94	105	71	89	91	74							511
Total # Annual Physicals	6	4	9	3	3	6							31

	27	20	18	26	23	21	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Total
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Total
Total # of In-House EKG's													135
Total # of In-House X-Ray's													124
Infectious Disease													
Total # of HIV Tests Performed	100	115	111	112	110	109							657
# of HIV Positive Detected at Facility	0	1	0	0	0	0							1
# Receiving HIV Medication or ART	6	5	5	4	5	4							18
Total # HCV Tests Performed	3	3	1	4	3	4							3
# of HCV Positive Detected at Facility	1	0	1	0	1	0							3
# Receiving HCV Treatment	1	0	0	0	1	1							13
Total # of Other Hepatitis Tests Performed	0	1	3	2	2	5							0
# 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	4	1	2	1	2							11
# of Syphilis Cases Detected at Facility	0	0	0	0	0	0							0
Total # of GC/CT Tests Performed	6	4	3	1	3	1							18
# of Gonorrhea Cases Detected at Facility	1	0	0	0	0	0							1
# of Chlamydia Cases Detected at Facility	0	0	0	0	0	0							0
Total # COVID-19 Tests Performed	65	9	16	13	8	3							114
# of COVID-19 Cases Detected at Facility	3	0	0	0	0	0							3
# of COVID-19 Vaccines Administered	0	0	0	0	0	0							0
Total # of Patients Isolated for MRSA	5	4	5	2	3	3							22
# of MRSA Cases Detected at Facility	4	3	2	1	2	0							10
Total # of TB Tests Performed	106	122	107	101	115	113							564
# of TB Cases Detected at Facility	0	0	0	0	0	0							0
# Receiving TB Treatment	0	0	0	0	0	0							0
Behavioral Health													
Total # of Psychiatrist/Psych Sick Calls	149	147	124	125	172	154							871
Total # of Behavioral Health Sick Calls	320	370	326	358	395	379							2148
Total # of Behavioral Health Groups	0	0	0	0	0	0							0
Total # Patients in BH CCC	49	39	45	48	109	101							
# CCC - Bipolar & Related Disorders	28	18	20	23	68	61							
# CCC - Depressive Disorder	16	13	16	14	29	30							
# CCC - Schizophrenia Spectrum & Other	5	8	9	10	15	13							
Total # of Patients on Psych Meds	143	147	138	137	149	144							
% ADP on Psych Meds	51%	48%	46%	46%	50%	47%							
Total # of Patients on MHSR-A	40	39	46	45	42	35							
% of Patients on MHSR-A	14%	13%	15%	15%	14%	14%							
Total # of Patients on MHSR-B	22	29	30	25	24	25							
% of Patients on MHSR-B	8%	10%	10%	8%	8%	8%							
Total # of Patients on MHSR-C	180	186	176	177	187	192							
% of Patients on MHSR-C	65%	62%	59%	60%	63%	63%							
Total # of Patients on MHSR-D	14	17	17	18	20	17							
% of Patients on MHSR-D	5%	6%	6%	6%	6%	6%							

	17	22	23	17	24	22														
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Total							
Total # of Patients on Suicide Watch	17	22	23	17	24	22							125							
Total # of Involuntary M.H. Commitments	0	0	0	0	1	0														
# of Patients Waiting Transfer to State Hospital	0	0	1	2	0	1														
# of Patients w/Involuntary Med/Tx Orders	0	0	0	0	0	0														
Dental	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Total							
Total # of Dentist Sick Calls	35	53	34	52	50	41							265							
# of Fillings	0	0	0	0	0	0							0							
# of Exams	21	30	18	40	25	21							155							
# of Extractions	10	18	11	8	16	15							78							
# of Other	0	0	0	0	0	0							0							
# of Annual Dental Exams	4	5	5	4	9	5							32							

Category



Report Criteria

- Repair Center is Lebanon County Correctional Facility
- Status is not equal to Canceled or Denied
- Complete is between '6/1/2024' AND '6/30/2024'

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Administrative				
Administrative	LCCF-6679	MIHR Training on Fall prevention and fall arrest awareness	Training	Trained
Administrative - 1 Total:				
Building Repair				
Building Repair	LCCF-6168	all new wheel's need put on chow carts.	Defective Part	Repaired
Building Repair	LCCF-6683	Escort Choice	Escort Contractor	Escorted Contractor
Building Repair	LCCF-5647	Loose railing on loading dock	Constant Use	Deferred
Building Repair	LCCF-6708	Tray cart needs new wheels	Defective Part	Replaced
Building Repair	LCCF-6712	Glasses need fixed	Constant Use	Repaired
Building Repair	LCCF-6715	repair inmate glasses	Constant Use	Repaired
Building Repair	LCCF-6747	two strainers need fixed handles have fell off	Defective Part	Repaired
Building Repair	LCCF-6772	Central door frame holding window is falling off	Constant Use	Repaired
Building Repair	LCCF-6773	can opener is not turning	Constant Use	Cleaned
Building Repair	LCCF-6750	Escort Martin water conditioning	Escort Contractor	Escorted Contractor
Building Repair	LCCF-6779	Escort Frey lutz Eric to look at AAON unit and central mini split	Defective Part	Escorted Contractor
Building Repair	LCCF-6786	Escort Orkin	Escort Contractor	Escorted Contractor
Building Repair - 12 Total:				
Computer / Technology				
Computer / Technology	LCCF-6677	Phone Problem-gym phones dont work	Defective Part	Deferred
Computer / Technology - 1 Total:				
Electrical				

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Electrical	LCCF-6680	New ethernet cord needed for councilors office.	New Install	Completed
Electrical	LCCF-6524	Monthly, Transfer Switch	Preventive / Inspection	PM Completed
Electrical	LCCF-6523	Monthly, Transfer Switch	Preventive / Inspection	PM Completed
Electrical	LCCF-6518	Annual, Electrical Panel	Preventive / Inspection	PM Completed
Electrical	LCCF-6517	Annual, Electrical Panel	Preventive / Inspection	PM Completed
Electrical	LCCF-6516	Annual, Electrical Panel	Preventive / Inspection	PM Completed
Electrical	LCCF-6515	Annual, Electrical Panel	Preventive / Inspection	PM Completed
Electrical	LCCF-6514	Annual, Electrical Panel	Preventive / Inspection	PM Completed
Electrical	LCCF-6513	Annual, Electrical Panel	Preventive / Inspection	PM Completed
Electrical	LCCF-6512	Annual, Electrical Panel	Preventive / Inspection	PM Completed
Electrical	LCCF-6522	Monthly, Transfer Switch	Preventive / Inspection	PM Completed
Electrical	LCCF-6685	out mate far door switch is not working	Defective Part	Replaced
Electrical	LCCF-6711	Central's left side of panel is not working.	Abuse	Repaired
Electrical	LCCF-6783	Electrical Issue	Defective Part	Replaced
Electrical - 14 Total:				
Equipment				
Equipment	LCCF-6774	Escort Frey lutz	Escort Contractor	Escorted Contractor
Equipment	LCCF-6734	The mini-split A/C in Central Control is not working properly. The A/C is not blowing cool air, just room temperature air is being blown form the A/C unit.	Constant Use	Found to be OK
Equipment	LCCF-6430	the shelf above the 2 compartment sink is loose. the right side appears to be sagging and falling out of the wall	Constant Use	Repaired
Equipment	LCCF-6484	Block 4 cell 60 padlock replaced with lock from cell 72 the pad lock may be defective. please check	Defective Part	Replaced
Equipment	LCCF-6716	Fan blower motor not working.	Defective Part	Replaced
Equipment - 5 Total:				
HVAC (Heating / Cooling)				
HVAC (Heating / Cooling)	LCCF-6530	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6529	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6528	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6550	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6549	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6540	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6541	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6535	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6538	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6536	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6531	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6539	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6660	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6663	Weekly, Filter Change	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-6661	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6664	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-3420	Exhaust Fan (004049)	Constant Use	Replaced
HVAC (Heating / Cooling)	LCCF-6627	Monthly, Air Dryer	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6583	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6570	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6584	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6591	Monthly, Exhaust Hood	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6534	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6532	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6776	Escort Ainsworth to work on kitchen freezer	Escort Contractor	Escorted Contractor
HVAC (Heating / Cooling)	LCCF-6558	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6569	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6567	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6568	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6729	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6732	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6730	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6733	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6557	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6545	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6546	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6544	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6543	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6555	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6547	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6741	no hot water since sunday morning	Constant Use	Found to be OK
HVAC (Heating / Cooling)	LCCF-6564	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6588	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6560	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6559	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6572	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6571	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6561	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-6566	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6552	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6554	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6548	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6551	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6553	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6533	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6693	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6696	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6694	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6697	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6542	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6537	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6589	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6590	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6563	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6579	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6562	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6565	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6592	Monthly, Exhaust Hood	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6580	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6577	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6575	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6585	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6586	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6587	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6578	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6576	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6574	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6566	Monthly, Exhaust Fan	Preventive / inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6573	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6581	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6761	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6763	Weekly, Filter Change	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-6764	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6760	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6620	Monthly, Unit Heater, Hot Water	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6497	Monthly, Wall/Window A/C Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6619	Monthly, Unit Heater, Hot Water	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling) - 87 Total:				
Life Safety				
Life Safety	LCCF-6681	Fire Alarm Issue block 1 and 3	Defective Part	Replaced
Life Safety - 1 Total:				
Mechanical				
Mechanical	LCCF-6690	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6699	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6700	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6702	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-6626	Monthly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-6657	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6656	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6665	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6666	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6668	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-6633	Monthly, Door, Roll-Up	Preventive / Inspection	PM Completed
Mechanical	LCCF-6502	Monthly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6501	Monthly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6689	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6510	Monthly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6511	Monthly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6725	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6726	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6735	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6736	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6738	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-6769	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-6632	Monthly, Air Curtain	Preventive / Inspection	PM Completed
Mechanical	LCCF-6784	Escort vendor to do repairs on Generator	Escort Contractor	Escorted Contractor
Mechanical	LCCF-6767	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6766	Weekly, Boiler	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Mechanical	LCCF-6757	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6756	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical - 28 Total:				
Pest Control				
Pest Control	LCCF-6720	Pest Control Issue	Preventive / Inspection	PM Completed
Pest Control	LCCF-6673	Escort Orkin	Preventive / Inspection	Escorted Contractor
Pest Control	LCCF-6674	Escort Orkin	Preventive / Inspection	Escorted Contractor
Pest Control	LCCF-6675	Escort Orkin	Preventive / Inspection	Escorted Contractor
Pest Control - 4 Total:				
Plumbing				
Plumbing	LCCF-6682	Toilet Clogged	Abuse	Unclogged
Plumbing	LCCF-6672	Outmate Lower water heater replacement	Defective Part	Replaced
Plumbing	LCCF-6701	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6709	Inspect drain line for clogs and/or damage	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6172	Replace Sink Faucet	Constant Use	Deferred
Plumbing	LCCF-6173	Replace Faucet	Constant Use	Deferred
Plumbing	LCCF-6703	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-6704	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6659	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-6669	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-6670	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6667	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6676	Replace Pressure Tank	Constant Use	Replaced
Plumbing	LCCF-6527	Annual, Water Heater, Domestic Gas	Preventive / Inspection	PM Completed
Plumbing	LCCF-6526	Annual, Water Heater, Domestic Gas	Preventive / Inspection	PM Completed
Plumbing	LCCF-6616	Monthly, Water Heater, Domestic Gas	Preventive / Inspection	PM Completed
Plumbing	LCCF-6618	Monthly, Water Heater, Domestic Gas	Preventive / Inspection	PM Completed
Plumbing	LCCF-6617	Monthly, Water Heater, Domestic Gas	Preventive / Inspection	PM Completed
Plumbing	LCCF-6610	Monthly, Expansion Tank	Preventive / Inspection	PM Completed
Plumbing	LCCF-6525	Annual, Water Heater, Domestic Gas	Preventive / Inspection	PM Completed
Plumbing	LCCF-6778	Toilet Clogged	Abuse	Unclogged
Plumbing	LCCF-6777	Block 4 Cells 64 has clogged toilet.	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6713	Toilet Broken-4-57 toilet	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6714	Toilet Broken-4-58 leaking toilet	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6751	Shower drains backing up	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6723	Emergency Call Back	Electrical Failure	Repaired
Plumbing	LCCF-6722	Emergency call back Water Temperature Hold/Cold no HEAT WATER in kitchen	Constant Use	Repaired
Plumbing	LCCF-6740	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6739	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-6728	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-6748	Toilet Clogged	Constant Use	Unclogged
Plumbing	LCCF-6749	Toilet Clogged	Abuse	Unclogged
Plumbing	LCCF-6746	Toilet clogged	Constant Use	Unclogged
Plumbing	LCCF-6737	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6743	Relocate Water Heater	Constant Use	Repaired
Plumbing	LCCF-6745	Toilet Clogged-blk 3 Cell 37	Abuse	Unclogged
Plumbing	LCCF-6744	Toilet Clogged	Abuse	Duplicate Request
Plumbing	LCCF-6688	toilet in 5 - 75 placed out of service due to clog	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6718	Female Housing Block 5 cell 73	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6625	Monthly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6692	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-6477	Block 5 Alpha cell B out of service	Constant Use	Found to be OK
Plumbing	LCCF-6613	Monthly, Water Circulating Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6614	Monthly, Water Circulating Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6615	Monthly, Water Circulating Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6629	Monthly, Hot Water Storage Tank	Preventive / Inspection	PM Completed
Plumbing	LCCF-6768	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6759	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-6770	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-6771	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6628	Monthly, Hot Water Storage Tank	Preventive / Inspection	PM Completed
Plumbing	LCCF-6630	Monthly, Heat Exchanger	Preventive / Inspection	PM Completed
Plumbing - 52 Total:				
Preventive				
Preventive	LCCF-6780	Preventive Maintenance	Preventive / Inspection	PM Completed
Preventive	LCCF-6721	Annual Fire extinguisher inspection	Preventive / Inspection	Escorted Contractor
Preventive - 2 Total:				
Roof Issues				
Roof Issues	LCCF-6775	Escort WTI for final roof inspection	Escort Contractor	Escorted Contractor
Roof Issues - 1 Total:				
Security				
Security	LCCF-6370	Gate Not Opening/Shutting. Placed out of service.	Constant Use	Found to be OK
Security	LCCF-6479	Block 4 cell 71 cell gate gets stuck	Constant Use	Found to be OK
Security	LCCF-6478	Block 4 cell 66 cell gate	Constant Use	Found to be OK
Security	LCCF-6476	Block 3 Cell D out of service.	Constant Use	Found to be OK
Security	LCCF-6485	Block 1 cell 18 cell gate stuck & will not open at times.	Defective Part	Repaired
Security	LCCF-6475	block 1 Cell B out of service	Defective Part	Replaced
Security	LCCF-6473	Block 1 cell D out of service	Constant Use	Found to be OK
Security	LCCF-6781	Gate Not Opening/Shutting	Constant Use	Repaired
Security	LCCF-6441	outside intake gate is not securing	Constant Use	Adjusted
Security	LCCF-6407	Outer Intake gate not working	Constant Use	Duplicate Request

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Security	LCCF-6678	Door Problem-Inside Intake Door isn't working all the time	Constant Use	Found to be OK
Security - 11 Total:				

<p>LEBANON COUNTY CORRECTIONAL FACILITY</p>	<p>Tina M. Litz, Warden Heather Diehl , Deputy Warden of Operations Rebecca A Davis , Deputy Warden of Treatment Ray. H. Arnold. Director of Work Release Daniel J Waltz Director of Security, Edward Potter. Director of Training</p>	<p>730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org</p>
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JULY 17 , 2024,
JULY. PRISON BOARD MEETING
DETAIL SECTION

This Report Covers June 1, 2024, to June. 30, 2024

The Detail Section consists of the following persons:

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

OUTSIDE: Outside detail consisted of (04) 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.

292 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 and or checked for debris and cut grass at the Lebanon Count Correctional Facility
6. Disinfectant showers and bathroom on blk 6 upper and lower
7. Painted doors at SGT control
8. Disinfectant showers in blk 1/2/3/4
9. Disinfectant showers in blk 5
- 10 Pressure washed showers in male housing units 1/2/3/4
11. Painted windows and doors in lobby

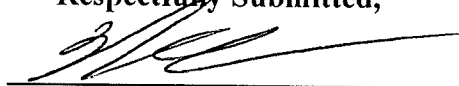
**PRISON BOARD CON'T
DETAIL SECTION.**

Total Detail hours worked from June . 1, 2024 through June . 30, 2024

Inside: 1207

Outside: 350
Total: 1557

Respectfully Submitted,



Detail SGT Gibson



Rebuild. Restore. Renew. Liberate.

235 S 12th St, Lebanon PA 17042 • Tel: 717-274-7528 • Fax: 717-274-0149 • www.jub.org

Prison Board Report

June, 2024

Worship Services (English Male)	20	9
Worship Services (Spanish Male)	12	7
Worship Services (English Female)	8	8
12 Step Classes (English Male)	18	3
12 Step Classes (English Female)	4	13
Bible Study Classes (English Male)	19	3
Bible Study Classes (Spanish Male)	13	3
Bible Study Classes (English Female)	12	8
Individual Counseling Sessions	60	
Request Slips Answered	254	
Housing Area Visits	11	

Respectfully Submitted

Rev Marilyn A. Nolte
LCCF Chaplain Manager