

## **Lebanon County Criminal Justice Advisory Board**

### **Minutes of the Meeting of February 5, 2024**

**Time: 9:00 a.m.**

**Place: Conference Room D, MH/ID/EI, 220 East Lehman St., Lebanon, PA, 17046**

#### **Present**

Pier Hess Graf, District Attorney and CJAB Chair; Holly Leahy, MH/ID/EI Administrator and CJAB Vice Chair; Honorable John C. Tylwalk, President Judge; Robert J. Phillips, County Commissioner; Jamie Wolgemuth, County Administrator; Tina Litz, LCCF Warden; Jonathan Hess, Police Chiefs Representative; Audrey Fortna, Director of Probation Services; Michael Anderson, Director of Domestic Relations; Jeffrie Marley, Sheriff; Karen Raugh, Executive Director, County Housing Authority; LeAnne Burchik, Executive Director, Domestic Violence Intervention; Michelle Howard, Court Administration; Megan Tidwell, Chief Public Defender; Kim Mackey, CJAB Regional Representative; and, John P. Shott, CJAB Planner.

#### **Absent**

James Donmoyer, Director, Drug and Alcohol Commission; Erin Moyer, Director, Children and Youth Services; Carla Cyr, Veterans Justice Outreach.

#### **Guests**

Lori Burrus, Lebanon Branch 26AA of the NAACP; Glenda Folsom, P.R.O.B.E.

***Proxy entered for the record: Michelle Howard, for Stephanie Axarlis, Court Administrator.***

CJAB Chair Pier Hess Graf called the meeting to order at 9:02 a.m. Presence of a quorum noted.

**Minutes of December 11, 2023, CJAB Meeting**—Approved on a motion by Ms. Fortna, seconded by Ms. Leahy.

**Approval of Proposed Amendment to Bylaws regarding non-voting membership on the CJAB**—Copy of the proposed amendment had been emailed to the members on January 17. On a motion by President Judge Tylwalk, seconded by Ms. Fortna, the members approved the proposed amendment. Mr. Shott will add the new wording to the bylaws and post the updated document on the CJAB page of the County's website. A copy of the amendment, as approved, is attached to these minutes.

#### **REPORTS OF STANDING COMMITTEES**

**D.U.I. Court**—At present, 36 offenders are participating in the program, with three scheduled for sentencing. Two applications pending.

**Prison Reduction**—Average Daily Population (ADP) at the LCCF is 282. PCCD has awarded the County \$35,990 in grant funding for COVID mitigation at the LCCF. Grant dollars will be used for testing and cleaning supplies as well as upgrades to the prison’s videoconferencing system.

**Mental Health**—Team M.I.S.A. did not meet in January. To date, however, the team has discussed the cases of 43 unduplicated individuals. Statistical breakdown: 43 have a current or history of mental-health diagnosis; four have an intellectual-disabilities diagnosis; 17 have a current or history of substance use; two veterans, ten are currently or have historically been chronically homeless. Team M.I.S.A. is now focusing on data, more specifically how to better track individuals who have or had mental illness prior to incarceration. MH/ID/EI has started to track persons who enter the LCCF and who are currently involved—or have been involved—with MH case management. From there, MH can track anyone with a documented serious mental-health diagnosis as well as someone who might have had an open case as a child/adolescent. MH will also be able to track recidivism rates within this population. Defining the role of Team M.I.S.A. continues. The Team has developed a short survey in this regard. During the week of February 5, Kasey Felty of MH/ID/EI will begin reaching out to stakeholders to schedule meetings to ask survey questions about the Team’s role, how agencies collect data, and whether Lebanon County could benefit from a Mental Health Treatment Court.

MH/ID/EI reports 20 documented suicides in Lebanon County in 2023. Statistical breakdown: average age, 46.7; 17 males, three females; most by firearm, three by hanging; two veterans; six not from Lebanon County (all from Lancaster County); 16 white, two Hispanic, one Dominican, and one unknown; 13 had mental health histories; youngest victims were 18 (2), oldest was 95.

Three females are currently residing in the County-owned cottage behind MH/ID/EI. Things are going well.

**Veterans’ Court**—At present, 20 offenders are participating in the programs. Many participants are in the aftercare phase, meaning that they are not required to attend every court session. Six eligible offenders are pending, two of whom are from other counties. The program recently welcomed some new mentors.

**Drug Court**—23 offenders are currently participating in this specialty court, with one offender scheduled to be sentenced and two pending. The President Judge views this program as quite successful since its inception, giving offenders who would otherwise be in State prison a viable alternative to incarceration.

Probation Services intends to apply to Susquehanna Service Dogs (SSD) to provide service dogs for offenders in treatment court, or for others on Probation who are experiencing anxiety or depression. Securing approval to use these dogs entails a two-year application and review process. It is possible that IP funds in FY 2024-2025 could cover the cost of these dogs.

## **CJAB DEPARTMENTS: REPORTS AND ISSUES OF INTEREST**

**Heroin Task Force Report**—No report.

**Offender Reentry**—The County plans to post the position for a part-time Reentry Coordinator this week.

**Intermediate Punishment (IP) Grant Modification**—The County Commissioners have approved a revision to the original IP grant budget of \$278,708. The modified budget is now \$236,665 and under review by PCCD. The original budget appropriated significant dollars for service at the Day Reporting Center (DRC), which ceased operations at the end of 2023. The closing of the DRC necessitated the County to revamp the grant budget and reallocate some of the funding to other areas that fall within the grant's guidelines. This is the time of year when PCCD requests counties to review their IP budgets and determine their needs between now and the end of the fiscal year. By submitting the modified budget for a reduced amount (\$42,000), Lebanon County could be assisting other counties that might need additional funding for their IP programming.

## **ITEMS FROM PREVIOUS MEETINGS**

**Strategic Planning for 2024-2025**—The CJAB needs to adopt a new Strategic Plan for the next two years. Possible priorities: Offender reentry and reestablishing the Reentry Coalition; continuation of specialty courts, including the establishment of a Mental Health Treatment Court; Team M.I.S.A.; renewed IP Plan and application for continued IP grant funding. Mr. Shott requested that members contact him with additions to the list of priority areas.

## **NEW BUSINESS**

**PCCD Updates**--Justice Assistance Grant (JAG) funding is now available. Grants are highly competitive. Ms. Mackey urged the Board to review the funding announcement from PCCD. PCCD is also releasing another round of Training and Technical Assistance grants for CJABs. The maximum amount per grant is \$2,000, with a streamlined application process. The annual CJAB Conference is slated for April 9-10 in State College. Registration information is coming soon. Angela Crater, a long-time Lebanon resident, is coordinating statewide Reentry efforts for PCCD. Good to hear that Lebanon is making progress in hiring a reentry coordinator. Probation Services is engaged in the five-year recidivism study initiated by PCCD.

**Data Breach**—As noted by the President Judge, the Administrative Office of PA Courts (AOPC) has addressed the recent data breach. System seems to be back in working order. The breach also impacted CPCMS, which had been down for a few days but is also operational again.

**ADJOURNMENT**—With no further business to conduct, the Chair declared the meeting adjourned at 9:24 a.m. on a motion by Ms. Leahy, seconded by Warden Litz.

**NEXT CJAB MEETING**—Monday, April 8, 2024, 9:00 a.m., MH/ID/EI.

## **PROPOSED AMENDMENT TO CRIMINAL JUSTICE ADVISORY BOARD BYLAWS**

- **Membership**

Proposed: That the Lebanon County Criminal Justice Advisory Board amend the Bylaws to add the following wording pertaining to non-voting membership:

*Organizations are eligible to apply to become non-voting members of the Board. To be considered for non-voting membership, the organization must be a 501c3 or 501c4 organization or a local chapter of a national agency or corporation. The applicant agency must also have a Board of Directors, members, bylaws, and meeting minutes. These requirements must be documented by the entity applying for non-voting membership.*

*An application for non-voting membership shall include a letter of intent and required documentation and must be transmitted to the CJAB Planner or CJAB officers at least two weeks prior to the meeting at which the application is to be considered.*

*An application for non-voting membership must be approved by a two-thirds consensus of the core members attending the meeting at which the motion is to be raised. The vote may be conducted by paper balloting if requested by a core member.*

*The core members have the authority to review non-voting membership at any time and may remove such members who fail to attend CJAB meetings on a consistent basis.*

***Presented before the Lebanon County Criminal Justice Advisory Board at the Board's regular business meeting on February 5, 2024.***