

LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location:

*Lebanon County Correctional Facility
730 E. Walnut St.
Lebanon, PA 17042*

Wednesday, September 18, 2024

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From August 21, 2024

Report From The Warden

*MAT Induction Update

*PCCD 2024 County Jail based Vivitrol Program Grant Update

Report From Deputies/Departments

*Deputy Warden of Treatment—Visitation schedule update

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, August 21, 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 suggested that the July minutes should reflect that Joe Duke is a member of the NAACP.

It was moved by Controller Mettley, seconded by Comm. Phillips, to approve the minutes of the July 17, 2024 meeting. Vote unanimous.

Warden Tina Litz reported that she and the Deputy Wardens of the Correctional Facility participated in a webinar entitled "Correctional Facilities Obligations to Provide Medication for Opioid Use Disorder under the American Disabilities Act" hosted by the Department of Justice. The webinar referenced that correctional facilities have an obligation to move forward with an Induction to Medication Assisted Treatment program, citing it as an evidence-based standard of care that needs to be met. Currently the Department of Justice is allowing correctional facilities to move forward at its own pace with no indication of a hard deadline. Since the Lebanon County Correctional Facility (LCCF) has moved forward with the Medication Assisted Treatment maintenance program in January 2023 the program has more than doubled. Warden Litz said there are still several factors that need to be addressed to establish such a program, however, is seeking authorization to move forward with developing and providing an Induction Medication Assisted Program at the Correctional Facility.

It was moved by Sheriff Marley, seconded by Comm. Litz to develop and administer Medication Assisted Treatment at the Lebanon County Correctional Facility for implementation in January 2025. Vote unanimous.

CEO Tom Weber, PrimeCare Medical gave a report that 70% of the inmate population has mental health diagnosis, and 51% of them being on mental health medication.

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

Tina Litz, Warden, reported the average daily inmate population for July was 299.16. 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 July 2024 were \$2,859.88. The commission amount from June was \$6,581.00.

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

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

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

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

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,610 hours during the month of July 2024. The Board reviewed this report.

Sgt. Edward Bartashus, Kitchen Sergeant, submitted a written report for the month of July 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 July 2024. Mr. Arnold reported that there are twelve (12) inmates employed within the community on the work release program and ten (10) inmates seeking employment. A total of twenty-three (23) travel passes were issued during this period. The Board reviewed this report.

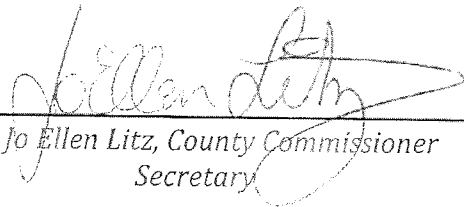
Rev. Marilyn Nolte, Chaplain Manager, submitted a written Chaplain's report for the month of July 2024. The Board reviewed this report.

A 2024 Statistical Summary Report from PrimeCare Medical was submitted.

CGL, submitted a written building maintenance report for the month of July 2024. CGL completed one hundred twelve (112) work orders during this period. The Board reviewed this report.

Jamie Santiago, Pastor/Executive Director of Restart Training Center Ministry, in Lancaster County, introduced himself to the Board and will provide Warden Litz with information about his faith-based minimum six-month long men's full residential recovery support program.

Meeting Adjourned.



Jo Ellen Litz, County Commissioner
Secretary

Next meeting: September 18, 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 SEPTEMBER 1, 2024 | TOTAL | MALE | FEMALE |
|---|-------------------------|---|---|
| NUMBER OF INMATES AS OF AUGUST 31, 2024 | 299 | 269 | 30 |
| AVERAGE DAILY POPULATION AUGUST | 301.16 | 268.03 | 33.13 |
| NUMBER OF INMATES RECEIVED | 117 | 96 | 21 |
| NUMBER OF INMATES RELEASED | 113 | 92 | 21 |
| HIGHEST COUNT | 304 4 TH | 271 4 TH | 34 7 th , 9 th -. 14 th , 16 th , 17 th |
| LOWEST COUNT | 293 15 th | 262 8 th , 10 th | 29 28 th |
| NUMBER OF UNSENTENCED INMATES | 89 | 84 | 5 |
| NUMBER OF INMATES ON WORK RELEASE | 15 | 14 | 1 |
| NUMBER OF INMATES ON DETAIL | 23 | 19 | 4 |
| NUMBER OF STATE SENTENCED INMATES | 16 | 15 | 1 |
| NUMBER TRANSFERRED TO STATE PRISON | 4 | 4 | 0 |
| NUMBER OF FEDERAL INMATES | 0 | 0 | 0 |
| NUMBER OF OUT-OF-COUNTY INMATES | 12 | 9 | 3 |
| NUMBER OF PAROLE/PROBATION VIOLATORS | 95 | 81 | 14 |
| BREAKDOWN OF COMMITMENTS: | | | |
| NEW CHARGES | 35 | -- | -- |
| PROBATION VIOLATION | 4 | -- | -- |
| PAROLE VIOLATION | 9 | -- | -- |
| Number of Parole/Probation Violators on new Temporary Detainer Policy—Hot Urine Alc/Drug Use | 0 | 0 | 0 |
| FINES & COSTS BENCH WARRANT/SENTENCE | 5 | -- | -- |
| OTHER LEBANON BENCH WARRANTS | 19 | -- | -- |
| OUT OF COUNTY BENCH WARRANTS | 12 | -- | -- |
| D.J. SENTENCE | 3 | -- | -- |

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| | | | |
|--|----|----|----|
| SENTENCED BY COURT OF COMMON PLEAS | 12 | -- | -- |
| WRITS FROM OTHER COUNTIES | 6 | -- | -- |
| DOMESTIC BENCH WARRANTS/SENTENCE | 4 | -- | -- |
| INMATES IN OTHER COUNTIES ON WRITS | 12 | -- | -- |
| IN LCCF ON WRITS FROM OTHER FACILITIES | 6 | 5 | 1 |
| IN LCCF ON WRITS AND RETURNED | 4 | 3 | 1 |

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CANTEEN - SAVINGS/CHECKING ACCOUNT MONTH OF AUGUST 2024

| <i>SAVINGS ACCOUNT:</i> | <i>DESCRIPTION:</i> | <i>AMOUNT</i> | <i>TOTAL</i> |
|---|---|----------------------|---------------------|
| BEGINNING BALANCE AS OF: | <i>August 1, 2024</i> | | 16,277.53 |
| CR - barber, commit packs, indigent packs | 4/1/24-6/30/24 | 5,172.61 | |
| Commissary sales, colored pencils, headphones | July 2024 | 13,872.49 | |
| Securepak Commission | June 2024 | 5,054.93 | |
| Interest Applied | | 3.10 | |
| TOTAL DEPOSITS INTO SAVINGS | | | 24,103.13 |
| TOTAL FUNDS AVAILABLE | Beginning Balance + Total Deposits | | 40,380.66 |
| TOTAL TRANSFER TO CHECKING FROM SAVINGS | | | 16,598.39 |
| ENDING BALANCE AS OF: | <i>August 31, 2024</i> | | 23,782.27 |
| ENDING BALANCE ON: 8/31/2023 | Comparison of Last Years Ending Balance | | 44,986.26 |
| <u>CHECKING ACCOUNT:</u> | | | |
| BEGINNING BALANCE AS OF: | <i>August 1, 2024</i> | | 200.00 |
| TOTAL DEPOSITS INTO CHECKING | | | 16,598.39 |
| TOTAL FUNDS AVAILABLE | | | 16,798.39 |
| <u>DISBURSMENTS:</u> | <u>NON-STORE</u> | | |
| Erica Bronik | Inmate Haircuts | 135.00 | |
| Myerstown Community Training Center | AHA, CPR/AED, FA | 82.00 | |
| Charm-Tex | Inmate whites, board games | 296.90 | |
| Eagle Point Gun | Ammunition | 1,360.00 | |
| Tina Litz Reimbursement | Job fair supplies | 14.31 | |
| Personal Protection Consultants | Ed Potter Annual Certification | 165.00 | |
| Capital One - Walmart | Tvs, Tv mount, fans | 555.79 | |
| TOTAL NON STORE DISBURSEMENTS | | | 2,609.00 |
| <u>DISBURSMENTS:</u> | <u>STORE</u> | | |
| Commissary Sales, indigent packs, commitment packs, hygiene items | June 2024 | 13,989.39 | |
| TOTAL STORE DISBURSEMENTS | | | 13,989.39 |
| TOTAL OF ALL DISBURSMENTS INTO CHECKING | Non-Store + Store | | 16,598.39 |
| ENDING BALANCE AS OF: | <i>August 31, 2024</i> | | 200.00 |

Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



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

COMMISSARY REPORT

MONTH OF AUGUST 2024

| | <u>AUG 2024</u> | <u>AUG 2023</u> |
|----------------------------------|---------------------|---------------------|
| OPERATING WEEKS: | 4 | 5 |
| | | |
| NUMBER OF ORDERS: | 401 | 404 |
| | | |
| AVERAGE WEEKLY ORDERS: | 100 | 81 |
| | | |
| SALES: | \$ 12,504.62 | \$ 11,919.91 |
| LESS EXPENSES (CREDITS): | \$ -402.28 | \$ -400.94 |
| TOTAL SALES: | \$ 12,102.34 | \$ 11,518.97 |
| | | |
| AVERAGE WEEKLY SALES: | \$ 3,126.16 | \$ 2,383.98 |
| | | |
| COMMISSION MONTH OF JULY: | \$ 5,492.69 | \$ 3,726.45 |

Respectfully Submitted,

Rebekah Bowsman, Fiscal Assistant

**LEBANON COUNTY
CORRECTIONAL
FACILITY**

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

MONTHLY PRISON BOARD REPORT

DATE:

REPORT FROM: 8/1/24 to 8/31/24

CURRENT

YEAR TO DATE

| | | |
|---------------------------|--------------|---------------|
| CONSUMABLE | \$ 4,153.39 | \$ 46,945.35 |
| MEATS | \$ 3,192.28 | \$ 25,358.76 |
| DAIRY PRODUCTS | \$ 3,112.80 | \$ 24,714.90 |
| BAKED PRODUCTS | \$ 4,416.00 | \$ 34,112.00 |
| GROCERIES | \$ 12,838.98 | \$ 104,856.99 |
| FRESH FRUITS & VEGETABLES | \$ 2,545.00 | \$ 15,110.50 |
| TOTAL | \$ 30,258.45 | \$ 251,098.50 |
| VALUE OF USDA | \$ - | \$ - |
| LAUNDRY COSTS | \$ 652.97 | \$ 3,298.15 |

BREAK DOWN OF COSTS

MEALS SERVED

| | | |
|--------------------------|---------|---------|
| STAFF | 2,165 | 17,105 |
| INMATE POPULATION | 27,627 | 216,297 |
| GUESTS | - | - |
| CENTRAL BOOKING LUNCHES | 162 | 1,260 |
| TOTAL MEALS SERVED | 29,954 | 234,662 |
| COST PER PERSON PER MEAL | \$ 1.01 | \$ 1.07 |
| COST PER PERSON PER DAY | \$ 3.03 | \$ 3.21 |

DATE

DONATED BY:

8/1/24 - calvary chapel - 4 skids assorted product
8/8/24 - calvary chapel - 4 skids assorted product
8/12/24 - bills produce - 8 cases assorted produce
8/15/24 - calvary chapel - 4 skids assorted product
8/19/24 - bills produce - 1 skid of watermelons
8/22/24 - calvary chapel - 4 skids assorted product
8/26/24 - bills produce - 5 cases pineapples
8/29/24 - calvary chapel - 3 skids assorted product

8/25/24 - had the privilege to speak at calvary chapel all three services about our relationship with their minist
We as a facility are blessed to have such a conection with a wonderful generous church group.
I lookforward to our continous relationship with them

Respectfully submitted



Sgt. Edward Bartashus, Culinary Supervisor

Lebanon County Correctional Facility

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Fax: 717 274-1338



Tina M. Litz,
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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

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

- 08-01-24: Completed warden daily tasks, co-sponsored an on-site job fair with Prime Care Medical Inc., various meetings conducted this date.
- 08-02-24: Completed warden daily tasks, conducted various administrative meetings this date focused on staffing and operations.
- 08-05-24: Completed warden daily tasks, LCCF welcomed Jason Lipshaw an intern from LVC, toured facility, met with CGL to discuss various maintenance topics, updated prison board and human resources on various topics.
- 08-06-24: Completed warden daily tasks, conducted and administrative meeting and met with detail supervisor, also met with DWO and Captain to get updates on IT topics.
- 08-07-24: Completed warden daily tasks, reviewed applications and met with CGL on various topics.
- 08-08-24: Completed warden tasks, an administrative meeting was held, attended the LBCF Global Leadership Summit.
- 08-09-24: Completed warden daily tasks, met with Sgt. Mehler, toured block one and chapel, processed administrative paperwork for human resources.
- 08-12-24: Completed daily warden tasks, attended CJAB and Team MISA meetings, re-posted for positions, discussed options for staffing and operations.
- 08-13-24: Completed daily warden tasks, researched Medication Assisted Treatment options/processes, toured out mate, kitchen blocks 1 and 2.
- 08-14-24: Completed daily Warden tasks, met with Sara Lee from Global Tracker to view products, participated in the monthly MAT calls facilitated by the State, met with CGL to discuss operations.
- 08-15-24: Completed warden daily tasks, conducted an administrative meeting, continued medication assisted treatment research.

08-19-24: Completed daily warden tasks, Academy started with 7 new hires, addressed grievances, appeals and request slips.

08-20-24: Completed warden daily tasks, academy introduction, met with CGL about various maintenance topics.

08-21-24: Completed daily warden tasks, attended both CQI and prison board meetings, continued to discuss medication assisted treatment induction plan.

08-22-24: Completed daily warden tasks, networked with various departments regarding maintenance issues within facility and connected to the attached DJ's office.

08-23-24: Bereavement Day

08-26-24: Completed daily warden tasks, completed administrative evaluations.

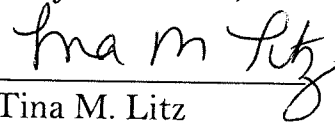
08-27-24: Completed daily warden tasks, toured various areas of facility.

08-28-24: Completed daily warden tasks, toured various areas of the facility Lancaster k-9 and administration on-site for a walk and talk tour, re-posted positions.

08-29-24: Completed daily warden tasks, de-briefed academy class regarding the k-9 search, scheduled supervisors for various CCAP trainings.

08-30-24: Completed Daily warden tasks, updated prison board report, reviewed application for various positions.

Respectfully Submitted,



Tina M. Litz
Warden

/

Lebanon County Correctional Facility



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Fax: 717-274-1338

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Warden Notes on the DOJ Induction to MAT

Good morning –

As indicated on the agenda, I want to make you aware of the recent advisory Warden's across PA received regarding the push to move towards the Induction of Medical Assisted Treatment. Currently, with your support the facility has been able to navigate a successful Medical Assisted Treatment maintenance program.

I am asking for your advice and support as the facility navigates towards the processes of adapting to an expansion of the MAT program.

The challenges are running an enhanced operation having a 30 percent vacancy rate. The facility has had to reduce the compliment and juggle operations as it stands. The facility is currently in the early weeks of the Phase One security upgrade so that has allowed us to slow some operations down to provide glimpses of relief for staff. The facility was built in 1976 and was not laid out visualizing what a modern day correctional operations would need to look like. I will continue to ask at budget for the capital finances to proceed with Phases 2,3,4 of both the upgraded security and camera systems.

As we proceed toward the goal of induction, the facility must find a way to consistently fill vacant positions and have an operational plan that balances the safety and security of all involved. The facility is not able to do all operational tasks adding in the Induction portion of MAT, without adding staff and increasing wi-fi ability. I am aware this needs to be addressed during budget hearings.

The facility would have to continue to evaluate what must operate per Title 37 and what needs to be removed operationally until we can safely stabilize operations with appropriate staffing levels.

The initial MAT program was being operated out of the medical unit. As the program grew and began interfering with the many other medical tasks that occur, the MAT operation was moved to the gym. Based off the need to adjust for security manning the MAT operation now tends to

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operate at the individual housing unit. In becoming creative and keeping safety and security in mind this also reduces staff movement and keeps the area isolated for the MAT process. We are committed to think outside the box and move toward creative safety minded ways to adapt to this approaching unfunded mandate.

Facilities across PA have been reporting using the opioid settlement funds to offset the additional costs associated with an Induction of MAT program. Preliminary conversations with the facility medical provider indicate that we could structure a program to roll out slowly starting January 1,

2025

Amended 8/27/24
(TL)

Tina Litz

LEBANON COUNTY CORRECTIONAL FACILITY

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

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Phone: 717-274-5451
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To: Lebanon County Prison Board

9/5/2024

CC: Deputy Warden Heather Diehl- Operations

RE: September 2024 Prison Board Report- 8/1/2024 to 8/31/2024

- 8/1/2024- Administrative meetings, Job fair at LCCF
- 8/2/2024-Administrative meetings
- 8/5/2024-Reviewing applications and scheduled Sergeant interviews
- 8/6/2024-Toured the facility, Meeting with Choice & IT to review currently plans
- 8/7/2024-Networked with medical for disaster drill, evaluated adjusted operations for manning
- 8/8/2024-Evaluated new operations for MAT program, Administrative meeting, Administrative meeting with Chaplain department
- 8/9/2024- Continued evaluating and updating the current Staffing analysis of LCCF
- 8/12/2024- Conducted multiple Sergeant interviews, Administrative meetings, Toured Facility
- 8/13/2024- Attended Comprehensive Treatment Center open house, Coordinated staff movement to new shifts due to recent promotions, reposted Sergeant position. Began networking with Deputy Warden Davis for an upgrade to the visit schedule
- 8/14/2024-Met with Union regarding Labor management, Networked with Lancaster County Prison for date and time for K-9 team to complete a security operation at facility
- 8/15/2024-Administrative Meeting
- 8/16/2024-Continued to evaluate Visit schedule for upgrade

LEBANON COUNTY CORRECTIONAL FACILITY

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- 8/19/2024-Attended the Safety Management Meeting, Administrative meetings
- 8/20/2024-Networked with Medical, Captain, and Training department to plan for Annual Disaster Drill, met with Union for labor management
- 8/21/2024-Attended Prison Board, Welcomed the new Academy of Officers, Attended CQI
- 8/22/2024-Administrative meeting, reviewed Operations of the Restrictive Housing Unit
- 8/23/2024-Toured Facility
- 8/26/2024-Reviewed candidates for Lance Corporal promotion, reviewed Restrictive housing unit operations
- 8/27/2024-Met with Cyprium to review upgrade, administrative meeting, evaluated operations for possible new officer schedule
- 8/28/2024- Escorted Lancaster County Prison K-9 team throughout facility for Security Operations
- 8/29/2024-Reposted Sergeant position for outside candidates, began reviewing Policy books for upcoming Department of Corrections inspection
- 8/30/2024- Administrative meetings

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

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.

**LEBANON COUNTY
CORRECTIONAL
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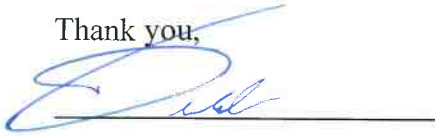
Tina M. Litz, Warden
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Post notifications of transfer, promotion, and other vacancies- Forward related paperwork to
Human resources
Cover the duties of the Captain when he is absent

Thank you,

A handwritten signature in blue ink, appearing to read 'H. Diehl', is written over a horizontal line.

Deputy Warden Heather Diehl

Lebanon County Correctional Facility



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Tina M. Litz,
Warden

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

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

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: August 2024 Prison Board
8-1-24 through 8-30-24

8-1-24: Completed daily DW of Treatment tasks, walk through on outmate upper
8-2-24: Completed daily DW of Treatment tasks
8-5-24: Completed Daily DW of Treatment tasks
8-6-24: Completed Daily DW of Treatment tasks
8-7-24: Completed daily DW of Treatment tasks
8-8-24: Completed daily DW of Treatment tasks, attended administration meeting, answered inmate grievances
8-9-24: Completed daily DW of Treatment tasks, completed parole recommendations
8-12-24: Completed daily DW of Treatment tasks, assisted with Sergeant interviews, attended MISA meeting, answered inmate grievances
8-13-24: Completed daily DW of Treatment tasks
8-14-24: Completed daily DW of Treatment tasks, attended Teams meeting regarding Medical Assisted Treatment hosted by PA DOC
8-15-24: Completed daily DW of Treatment tasks, attended administrative meeting
8-16-24: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates, answered inmate grievances
8-19-24: Completed daily DW of Treatment tasks
8-20-24: Completed daily DW of Treatment tasks
8-21-24: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended Prison Board meeting, held disciplinary boards
8-22-24: Completed daily DW of Treatment tasks, attended administration meeting, held disciplinary boards
8-23-24: Completed daily DW of Treatment tasks, completed parole recommendations, answered inmate grievances
8-26-24: Completed daily DW of Treatment tasks, held (1) interview for the Work Release Assistant Counselor position
8-27-24: Completed daily DW of Treatment tasks, walk through on block 4, held (1) interview for the Work Release Assistant Counselor position
8-28-24: Completed daily DW of Treatment tasks
8-29-24: Completed daily DW of Treatment tasks, answered inmate grievances

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8-30-24: Completed daily DW of Treatment tasks, completed parole recommendations, handed out white clothing to indigent inmates

August 2024: In the month of August DW of Treatment and DW of Operations collaborated to restructure the inmate visiting schedule. New visiting schedule attached to prison board report. The schedule change provides more opportunities for legal and agency visits with the inmate population. 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: 2

Number of grievances for the month: 23

Approximate number of request slips completed: 850, Intakes of new commitments: 50, Public Defender applications: 29

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

| Sunday Female O/M & Male O/M | Monday Block 1 | Tuesday Block 2 | Wednesday Block 3 RHU | Thursday Block 4 & Alpha | Friday Med Dorm MIU | Saturday Block 5 GP & Block 6 Lower |
|--|---------------------------------------|--------------------------------------|--|--|------------------------------------|---|
| | | | RHU 81 11:45-12:15 RHU 83 12:15-12:45 | SHU 55/56 11:45-12:15 SHU 57/58 12:15-12:45 | | |
| | | | RHU 84 12:45-1:15 RHU 85 1:15-1:45 | SHU 59/60 12:45-1:15 Shu 61/62 1:15-1:45 | | |
| | | | RHU 82 3:00-3:30 | SHU 63/64 1:45-2:15 SHU 65/66 3:00-3:30 | | |
| Female & Male O/M A-H 5:30-6:00p | Street side 5:30-6:00p 9 slots | Street side 5:30-6:00p 9 slots | A-L 5:30-6:00p 9 slots | SHU 67/68 5:30-6:00p Alpha A 5:30-6:00p Alpha B 6:15-6:45 | Med Dorm 5:30-6:00p 9 slots | Block 5 5:30-6:00p 6 Lower 5:30-6:00p |
| Female & Male O/M I-Q 6:15-6:45 | Yard Side 6:15-6:45 9 slots | Yard Side 6:15-6:45 9 slots | M-Z 6:15-6:45 9 slots | SHU 69/70 6:00-6:30 Alpha C 7:00-7:30 Alpha D 7:45-8:15 | MIU 79-86 6:15-6:45 9 slots | Block 5 6:15-6:45 6 Lower 6:15-6:45 |
| Female & Male O/M R-Z 7:00-7:30p | Overflow 7:00- 7:30p 9 slots | Overflow 7:00-7:30p 9 slots | Overflow 7:00-7:30p 9 slots | SHU 71/72 7:00-7:30 Alpha E 8:30-9:00 | MIU 80-87 7:00-7:30p 9 slots | Overflow Block 5 & O/M upper R-Z 7:00-7:30p |

Lebanon County Correctional Facility



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

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

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

September 18, 2024

To: Lebanon County Prison Board
From: Ray H. Arnold, Director of Work Release
Subject: Monthly Prison Board Report.
Re: 08/01/2024 – 08/31/2024

BOARD MEMBERS:

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

PARTICIPANTS

| | August 2024 | August 2023 |
|------------------------------------|-------------|-------------|
| Inmates Employed in the Community: | 15 | 13 |
| Inmates added to the Program: | 05 | 07 |
| Inmates removed from the Program: | 02 | 03 |
| Removed for a Major Misconduct: | 00 | 01 |

REQUEST SLIPS / COUNSELING

| | August 2024 | August 2023 |
|----------------|-------------|-------------|
| Request Slips: | 122 | 285 |
| Intakes: | 0 | 11 |

WORK RELEASE AVAILABILITY / TRAVEL PASSES

| | August 2024 | August 2023 |
|---------------------------------------|-------------|-------------|
| Inmates Seeking Employment: | 06 | 02 |
| Total Number of Travel Passes (TP): | 18 | 06 |
| Travel Passes for Employment: | 16 | 06 |
| Travel Passes for Work Related Items: | 02 | 00 |
| 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 August 2024 | Year to date 2024 |
|---------------------------------|-------------------------|----------------------|
| AMOUNT RECEIVED | \$27,923.91 | \$215,055.76 |
| ROOM AND BOARD | \$6,409.15 | \$52,074.16 |
| FINES AND COSTS | \$5,836.76 | \$38,062.52 |
| DISTRICT JUSTICES | \$60.00 | \$833.14 |
| PROCESSING FEE | \$150.00 | \$1,275.00 |
| DRUG TESTING | \$540.00 | \$4,350.00 |
| SUPERVISION FEE | \$1,080.00 | \$8,700.00 |
| MONEY DEDUCTED | \$14,075.91 | \$105,294.82 |
| INMATE BALANCE | \$13,848.00 | \$109,760.94 |
| COST RECOVERY - Room & Board RB | \$237.00 | \$2,500.24 |

OIC CHECKS OF FACILITY AND GROUNDS:

Conducted OIC Checks on the following dates: Week of 08/04/2024 and 08/18/2024.

Disciplinary Boards

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

MEETINGS

Attended Prison Board Meeting.
Attended Administration Meetings – Discussion Prison Operations

Prison Operations

Assisted with Prison Operations throughout the month.

On Call Warden

Worked as on call Warden this month.

Work Release

Work Release Classification meetings held this month.
Assisted Inmates with employment placement.
On site job check for new employer and existing employers.
Picked up Paychecks for the work release participants.

Job Fair

Assisted with Job Fair for new hires for the Lebanon County Correctional Facility.

Policy

Updated Prison Policies.

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

Houtz, Jeffrey
Swatsky, Neal
Gonzalez - Ortiz, Carlos
Nye, Francis
Behney, Nathan

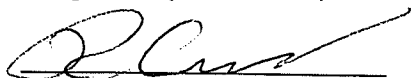
Swatara Builders
Uni-Temp (Manna Foods)
Wendy's
Wendy's
Weaber Lumber

Inmates removed/released from the Work Release Program for the Month of August.

Jamison, Joni
Molino, Carmelo

County Parole
County Parole

Respectfully submitted,



Ray H. Arnold
Director of Work Release

LEBANON COUNTY CORRECTIONAL FACILITY

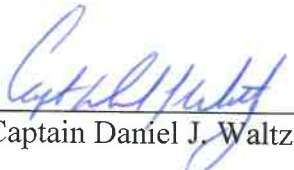
Tina M. Litz, Warden
Heather Deihl, Deputy Warden – Operations
Becky Davis, Deputy Warden – Treatment
Raymond Arnold, Director of Work Release
Daniel J. Waltz Captain of Security
Edward Potter, Director of Training

730 E. Walnut Street
Lebanon, PA 17042
Phone: 717-274-5451
Fax: 717-274-1338

September 3, 2024

Prison Board Report for August 2024

8-2-2024 Personal Day
8-5-2024 Sick Day
8-6-2024 Sick Day
8-7-2024 Completed and filed paperwork
8-8-2024 Attended an administrative meeting. Various topics were discussed. Toured the facility.
8-9-2024 Managed the relocations of housing units so maintenance could conduct repairs in the units.
8-12-2024 Conducted inter views for the vacant Sergeants position. Conducted an Inside perimeter check with Deputy Warden Diehl and intern Jason Lipshaw.
8-13-2024 Assisted Pennsylvania State police with ongoing investigations.
8-14-2024 Addressed the population of the adjustments to their recreational time due to behavioral issues.
8-15-2024 Attended an administrative meeting. Various topics were discussed.
8-16-2024 Attended a training at the Department of Emergency Services.
8-19-2024 Intern Jason Lipshaw shadowed me for his internship.
8-20-2024 Managed the relocation of several housing units for security upgrade with Cyprium Inc.
8-21-2024 Attended the monthly prison board meeting at the county courthouse.
8-22-2024 Attended administrative meeting. Various topics were discussed.
8-23-2024 Toured the facility.
8-26-2024 Assisted Directed Potter with adjunct instruction with the Basic Training Academy.
8-27-2024 Assisted Directed Potter with adjunct instruction with the Basic Training Academy.
8-28-2024 Lancaster County K-9 unit conducted a search in selected housing units of the facility.
8-29-2024 Conducted Disciplinary board hearing for the population that violated the rules and regulations of the facility.
8-30-2024 Assisted Directed Potter with adjunct instruction with the Basic Training Academy. Completed and file 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: August Report

August 2024

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|--|--|--|--|---|----------|--------|
| 5 Correctional Officer Interviews | 6 Correctional Officer Interviews | 7 Correctional Officer Interviews | 8 OFF | 9 Conducted Uniform Inventory | 10 | 11 |
| 12 Compiled and sent New Hire Packets | 13 New Hire Physicals and Tour | 14 Pick-up items for training | 15 Admin Meeting Conducted Disciplinary Boards | 16 1 New Hire Physical Attended Stop the Bleed Training | 17 | 18 |
| 19 Basic Correctional Officer Academy | 20 Basic Correctional Officer Academy | 21 Basic Correctional Officer Academy | 22 Basic Correctional Officer Academy | 23 Basic Correctional Officer Academy | 24 | 25 |
| 26 Basic Correctional Officer Academy | 27 Basic Correctional Officer Academy | 28 Basic Correctional Officer Academy | 29 Basic Correctional Officer Academy | 30 Basic Correctional Officer Academy | 31 | |
| | | | 1 LCCF Job Fair | 2 Reviewed Officer applications and Scheduled Interviews | 3 | 4 |

PCW Portal - Generate Stat Summary Report

Sixt Summary Report

Facility Statistics

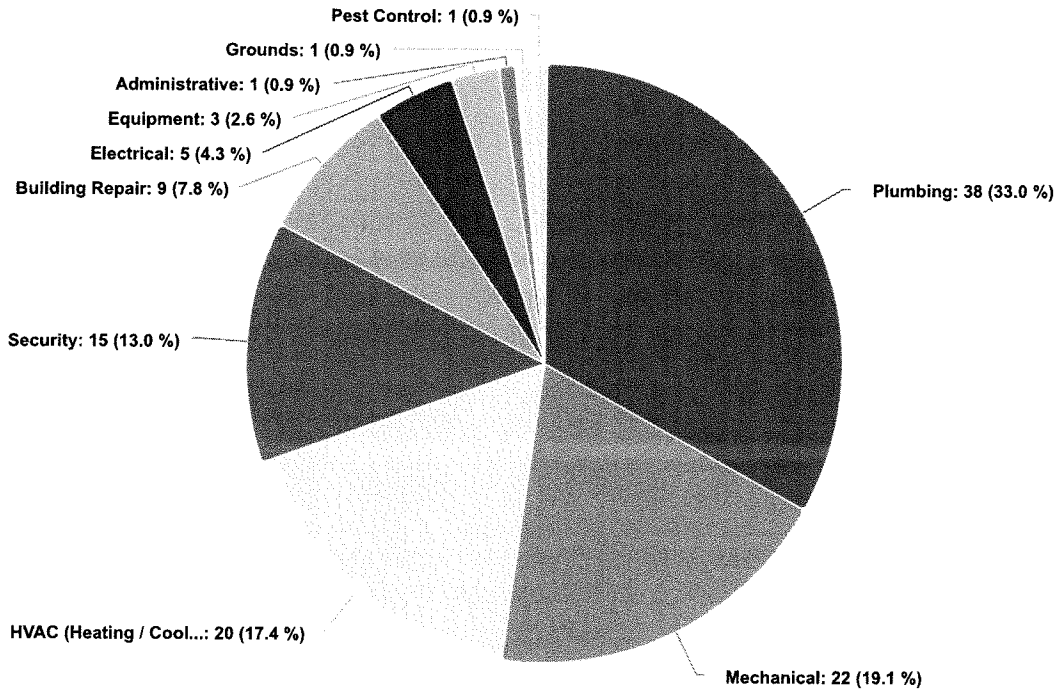
| | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | June 24 | July 24 | Aug 24 | Sent 24 | Oct 24 | Nov 24 | Dec 24 | Total |
|--|--------|--------|--------|--------|--------|---------|---------|--------|---------|--------|--------|--------|-------|
| Monthly ADP | 278 | 302 | 298 | 296 | 298 | 294 | 294 | 297 | | | | | |
| Monthly ADP Male | 228 | 257 | 255 | 253 | 254 | 263 | 262 | 265 | | | | | |
| Monthly ADP Female | 50 | 45 | 43 | 43 | 44 | 41 | 32 | 32 | | | | | |
| Monthly ADP Identifi as Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| Total # of Intake Screenings | 120 | 126 | 111 | 115 | 137 | 116 | 128 | 103 | | | | | 958 |
| Substance Use / MAT | 30 | 29 | 32 | 29 | 39 | 28 | 46 | 38 | | | | | 271 |
| Total # Patients Detox | 16 | 12 | 16 | 11 | 20 | 14 | 11 | 10 | | | | | 110 |
| # of Patients Detoxed Opioids | 8 | 9 | 11 | 4 | 12 | 13 | 12 | 4 | | | | | 69 |
| # of Patients Detoxed Benzodiazepines | 3 | 4 | 3 | 2 | 8 | 8 | 3 | 8 | | | | | 39 |
| # of Patients Detoxed Methamphetamines | 14 | 13 | 16 | 19 | 23 | 13 | 20 | 16 | | | | | 118 |
| Total # of Patients on MAT | 28 | 28 | 27 | 35 | 36 | 40 | 48 | 42 | | | | | |
| # of Intakes on Continuation of MAT | 28 | 27 | 5 | 12 | 11 | 14 | 14 | 10 | | | | | |
| # of New Patient MAT Inductions | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| # of Patients on Methadone | 12 | 10 | 9 | 17 | 14 | 16 | 14 | 10 | | | | | |
| # of Patients on Suboxone | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| # of Patients on Subutex | 15 | 18 | 18 | 18 | 22 | 26 | 34 | 32 | | | | | |
| # of Patients on Sublocade | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| # of Patients on Oral Naltrexone | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| # of Patients on Vivitrol | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| Administrative | 3 | 2 | 3 | 2 | 4 | 6 | 4 | 5 | | | | | 29 |
| Total # of Grievances | 1 | 0 | 1 | 1 | 1 | 3 | 1 | 0 | | | | | 8 |
| # of Founded Grievances | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| Total # of Adverse Clinical Events | 13 | 13 | 13 | 6 | 13 | 8 | 13 | 8 | | | | | 93 |
| # of Patients Placed in Restraints | 0 | 4 | 2 | 1 | 3 | 0 | 1 | 0 | | | | | 11 |
| # of Intake Refusals | 0 | 0 | 2 | 0 | 5 | 3 | 1 | 3 | | | | | 14 |
| Total # of Medical Housing Admissions | 5 | 5 | 4 | 3 | 6 | 4 | 4 | 5 | | | | | 36 |
| Medical Transports | 2 | 2 | 1 | 2 | 2 | 4 | 3 | 0 | | | | | 16 |
| Total # of Patients in the Hospital | 13 | 11 | 4 | 6 | 10 | 13 | 7 | 0 | | | | | 64 |
| Total # of Patient Hospital Days | 5 | 5 | 4 | 4 | 3 | 1 | 3 | 1 | | | | | 26 |
| Total # of ER Transports via Ambulance | 37 | 34 | 35 | 40 | 28 | 32 | 28 | 29 | | | | | 263 |
| Cardiology | 6 | 1 | 1 | 5 | 4 | 3 | 0 | 4 | | | | | 24 |
| Dermatology | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 1 | | | | | 3 |
| Dialysis | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| ENT | 0 | 1 | 3 | 4 | 0 | 2 | 1 | 0 | | | | | 11 |
| Emergency Room | 14 | 10 | 9 | 5 | 6 | 4 | 4 | 1 | | | | | 53 |
| Gastroenterology | 1 | 0 | 0 | 3 | 1 | 1 | 2 | 1 | | | | | 9 |
| General Surgery | 2 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | | | | | 3 |

| | 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 |
|---|--------|--------|--------|--------|--------|---------|---------|--------|---------|--------|--------|--------|-------|
| Hematology/Oncology | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | | | 2 |
| Medicine | 3 | 2 | 2 | 2 | 6 | 1 | 7 | 5 | 3 | | | | 23 |
| Neurology/Neurosurgery | 0 | 0 | 0 | 0 | 2 | 1 | 3 | 0 | 0 | | | | 6 |
| OB/GYN | 4 | 3 | 3 | 3 | 3 | 5 | 0 | 2 | 0 | | | | 20 |
| Ophthalmology | 2 | 2 | 0 | 2 | 1 | 2 | 2 | 2 | 2 | | | | 13 |
| Oral Surgery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | 0 |
| Orthopedics | 0 | 3 | 7 | 10 | 6 | 5 | 3 | 5 | 5 | | | | 40 |
| Physical Therapy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | | | | 1 |
| Plastic Surgery | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | 1 |
| Podiatry | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | | | | 2 |
| Urology | 0 | 1 | 0 | 0 | 0 | 0 | 2 | 1 | 2 | | | | 6 |
| Wound Clinic | 4 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | 9 |
| Surgeries Performed | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | | | | 2 |
| Imaging (CT, MRI, etc.) | 1 | 4 | 2 | 4 | 1 | 0 | 0 | 2 | 2 | | | | 14 |
| Diagnostic Test (outside) | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 3 | | | | 5 |
| Other Tris / Outside Consults | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 2 | | | | 4 |
| Total # of Missed Outside Appointments | 0 | 0 | 2 | 0 | 2 | 2 | 1 | 0 | 0 | | | | 5 |
| Medical | 330 | 242 | 267 | 301 | 265 | 331 | 329 | 329 | 329 | | | | 2399 |
| Total # Nurse Sick Calls | 250 | 269 | 250 | 267 | 220 | 192 | 203 | 195 | 195 | | | | 1647 |
| Total # of Provider Sick Calls | 43 | 2 | 2 | 7 | 19 | 24 | 13 | 19 | 19 | | | | 129 |
| # of NP/PA Sick Calls | 207 | 267 | 248 | 260 | 201 | 166 | 150 | 177 | 177 | | | | 1748 |
| Total # of Patients in Medical/Chronic Care | 121 | 136 | 133 | 153 | 147 | 144 | 144 | 144 | 144 | | | | 1177 |
| # In CCC - Asthma (COPD/Pulmonary) | 12 | 15 | 17 | 48 | 43 | 44 | 45 | 45 | 44 | | | | 54 |
| # In CCC - Cardiac (Hypertension) | 43 | 45 | 44 | 57 | 55 | 58 | 58 | 58 | 58 | | | | 79 |
| # In CCC - Diabetes | 12 | 15 | 17 | 14 | 16 | 15 | 15 | 15 | 15 | | | | 23 |
| # In CCC - HIV/AIDS | 6 | 8 | 9 | 16 | 10 | 13 | 13 | 13 | 13 | | | | 15 |
| # In CCC - Juvenile/Elderly | 24 | 23 | 23 | 16 | 15 | 18 | 21 | 21 | 23 | | | | 23 |
| # In CCC - Neuro | 3 | 4 | 3 | 10 | 10 | 9 | 9 | 9 | 15 | | | | 15 |
| # In CCC - Pre-natal | 2 | 3 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | | | | 3 |
| # In CCC - Sickle Cell Disease | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | | | | 1 |
| # In CCC - TB | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | 0 |
| # In CCC - Thyroid | 2 | 3 | 3 | 4 | 4 | 4 | 6 | 5 | 6 | | | | 6 |
| Total # of Pregnant Females | 30 | 33 | 32 | 65 | 20 | 16 | 24 | 24 | 24 | | | | 24 |
| # of Miscarriages | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | 0 |
| # of Abortions | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | 0 |
| # of Deliveries | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | | | | 1 |
| Total # of Patients on Medical Meds | 162 | 150 | 185 | 192 | 159 | 196 | 186 | 185 | 185 | | | | 185 |
| % ADP on Medical Meds | 65% | 63% | 62% | 65% | 67% | 65% | 63% | 62% | 62% | | | | 62% |
| Total # 14-Day Physicals | 94 | 105 | 71 | 59 | 91 | 74 | 83 | 69 | 69 | | | | 656 |
| Total # Annual Physicals | 6 | 4 | 9 | 3 | 3 | 6 | 5 | 3 | 3 | | | | 35 |

| | 27 | 20 | 18 | 26 | 23 | 21 | 17 | 62 | Total | | | | | 214 |
|---|--------|--------|--------|--------|--------|---------|---------|--------|---------|--------|--------|--------|-------|-----|
| | 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 | 27 | 20 | 18 | 26 | 23 | 21 | 17 | 62 | | | | | 214 | |
| Total # of In-House X-Ray's | 25 | 17 | 16 | 24 | 16 | 25 | 30 | 24 | | | | | 178 | |
| Infectious Disease | | | | | | | | | | | | | | |
| Total # of HIV Tests Performed | 100 | 115 | 111 | 112 | 110 | 109 | 121 | 121 | | | | | 899 | |
| # of HIV Positive Detected at Facility | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 1 | |
| # Receiving HIV Medication or ART | 6 | 3 | 5 | 4 | 5 | 4 | 4 | 4 | | | | | 37 | |
| Total # HCV Tests Performed | 3 | 3 | 1 | 4 | 3 | 4 | 3 | 1 | | | | | 22 | |
| # of HCV Positive Detected at Facility | 1 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | | | | | 3 | |
| # Receiving HCV Treatment | 1 | 0 | 1 | 0 | 1 | 1 | 1 | 0 | | | | | 4 | |
| Total # of Other Hepatitis Tests Performed | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 14 | |
| # of Hepatitis A Cases Detected at Facility | 0 | 1 | 3 | 2 | 2 | 5 | 0 | 1 | | | | | 0 | |
| # of Hepatitis B Cases Detected at Facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 | |
| Total # of RPR Tests Performed | 1 | 4 | 1 | 2 | 1 | 2 | 0 | 1 | | | | | 11 | |
| # of Syphilis Cases Detected at Facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 | |
| Total # of SGC/CT Tests Performed | 6 | 4 | 3 | 1 | 3 | 1 | 2 | 5 | | | | | 25 | |
| # of Gonorrhea Cases Detected at Facility | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 3 | |
| # of Chlamydia Cases Detected at Facility | 65 | 9 | 16 | 13 | 8 | 3 | 2 | 7 | | | | | 123 | |
| Total # COVID-19 Tests Performed | 3 | 0 | 0 | 0 | 0 | 0 | 1 | 1 | | | | | 5 | |
| # of COVID-19 Vaccines Administered | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 | |
| Total # of Patients Isolated for MRSA | 5 | 4 | 5 | 2 | 3 | 3 | 0 | 2 | | | | | 24 | |
| Total # of TB Tests Performed | 106 | 122 | 107 | 101 | 115 | 113 | 112 | 93 | | | | | 866 | |
| # of TB Cases Detected at Facility | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 | |
| # Receiving TB Treatment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 | |
| Behavioral Health | | | | | | | | | | | | | | |
| Total # of Psychiatrist/Psych Sick Calls | 149 | 147 | 124 | 125 | 172 | 154 | 158 | 157 | | | | | 1186 | |
| Total # of Behavioral Health Sick Calls | 320 | 370 | 328 | 358 | 395 | 379 | 386 | 315 | | | | | 2849 | |
| Total # of Behavioral Health Groups | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 | |
| Total # Patients in BH CCC | 49 | 39 | 45 | 48 | 109 | 101 | 108 | 104 | | | | | | |
| # CCC - Bipolar & Related Disorders | 28 | 18 | 20 | 23 | 68 | 61 | 63 | 59 | | | | | | |
| # CCC - Depressive Disorder | 16 | 13 | 16 | 14 | 29 | 30 | 34 | 34 | | | | | | |
| # CCC - Schizophrenia Spectrum & Other | 5 | 8 | 9 | 10 | 15 | 13 | 14 | 16 | | | | | | |
| Total # of Patients on Psych Meds | 143 | 147 | 138 | 137 | 149 | 144 | 151 | 150 | | | | | | |
| % ADP on Psych Meds | 51% | 48% | 46% | 45% | 50% | 47% | 51% | 51% | | | | | | |
| Total # of Patients on MH5R-A | 40 | 39 | 46 | 45 | 42 | 35 | 41 | 42 | | | | | | |
| % of Patients on MH5R-A | 14% | 13% | 15% | 14% | 14% | 14% | 14% | 14% | | | | | | |
| Total # of Patients on MH5R-B | 22 | 29 | 30 | 25 | 24 | 25 | 24 | 23 | | | | | | |
| % of Patients on MH5R-B | 8% | 10% | 10% | 8% | 8% | 8% | 8% | 7% | | | | | | |
| Total # of Patients on MH5R-C | 180 | 186 | 176 | 177 | 187 | 192 | 191 | 192 | | | | | | |
| % of Patients on MH5R-C | 65% | 67% | 65% | 60% | 63% | 65% | 64% | 65% | | | | | | |
| Total # of Patients on MH5R-D | 14 | 17 | 17 | 18 | 20 | 17 | 20 | 19 | | | | | | |
| % of Patients on MH5R-D | 5% | 6% | 6% | 6% | 6% | 6% | 7% | 6% | | | | | | |

| | 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 Suicida Watch | 17 | 22 | 23 | 17 | 24 | 22 | 15 | 17 | | | | | 157 |
| Total # of Involuntary M.H. Commitments | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | | | | | |
| # of Patients Waiting Transfer to State Hospital | 0 | 0 | 1 | 2 | 0 | 1 | 0 | 1 | | | | | |
| # of Patients w/Involuntary Med/Tx Orders | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| Dental | | | | | | | | | | | | | |
| Total # of Dentist Sick Calls | 35 | 53 | 34 | 52 | 50 | 41 | 46 | 49 | | | | | 360 |
| # of Fillings | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| # of Exams | 21 | 30 | 18 | 40 | 25 | 21 | 30 | 37 | | | | | 222 |
| # of Extractions | 10 | 18 | 11 | 8 | 16 | 15 | 14 | 9 | | | | | 101 |
| # of Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | 0 |
| # of Annual Dental Exams | 4 | 5 | 5 | 4 | 9 | 5 | 2 | 3 | | | | | 37 |

Category



Report Criteria

- Repair Center is Lebanon County Correctional Facility
- Status is not equal to Canceled or Denied
- Complete is between '8/1/2024' AND '8/31/2024'

| Category Name | Work Order # | Reason | Failure Reason Name | Solution Name |
|-----------------------------------|--------------|--|---------------------|---------------------|
| Administrative | | | | |
| Administrative | LCCF-8123 | MIHR training on hand and power tool safety | Training | Trained |
| Administrative - 1 Total: | | | | |
| Building Repair | | | | |
| Building Repair | LCCF-8151 | Cell 66 hasp needs replaced | Defective Part | Repaired |
| Building Repair | LCCF-7019 | Escort Cyprium for new install of paging systems | Escort Contractor | Escorted Contractor |
| Building Repair | LCCF-8149 | hot pot has a short / electrical fire in the back ... can we please have a replacement? | Defective Part | Completed |
| Building Repair | LCCF-8096 | Hasps need replaced on cell 62, 63,68 | Defective Part | Replaced |
| Building Repair | LCCF-8099 | hasp broke off cell 63 for wicket hole | Defective Part | Replaced |
| Building Repair | LCCF-8098 | top bunk needs welded | Defective Part | Repaired |
| Building Repair | LCCF-8181 | Central door frame side part came off outside of door and needs reattached. | Constant Use | Repaired |
| Building Repair | LCCF-8185 | Building Repair Issue boiler room correctives | Constant Use | Completed |
| Building Repair | LCCF-8183 | Need to install shower curtains in block 5 out mate. | Constant Use | Completed |
| Building Repair - 9 Total: | | | | |
| Electrical | | | | |
| Electrical | LCCF-8182 | room 3 placed out of service on 4-12 for a missing outlet plate | Defective Part | Replaced |
| Electrical | LCCF-8178 | Receiving/Female yard lighting issue | Electrical Failure | Repaired |
| Electrical | LCCF-7056 | electrical outlet covers removed with exposed wires and light switch missing it was placed in the maintenance bin in the staff breakroom | Electrical Failure | Replaced |
| Electrical | LCCF-8121 | Escort Delta to look at outside receiving lights that are not working | Escort Contractor | Escorted Contractor |
| Electrical | LCCF-8157 | Cell 42 light switch cover is missing | Abuse | Replaced |
| Electrical - 5 Total: | | | | |
| Equipment | | | | |
| Equipment | LCCF-8127 | Equipment Broken-rhu cell 83 bunk | Abuse | Repaired |

| Category Name | Work Order # | Reason | Failure Reason Name | Solution Name |
|---------------|--------------|---|---------------------|---------------|
| Equipment | LCCF-8089 | The sprayer hose on the back end of the dishwasher is leaking. The water leaks from a hole just above the sprayer nozzle. The hose also leaks somewhere in the hose reel. | Defective Part | Completed |
| Equipment | LCCF-7016 | Middle Steam Kettle thermostat knob broken. | Constant Use | Replaced |

Equipment - 3 Total:

Grounds

| | | | | |
|---------|-----------|---|--------------|-----------|
| Grounds | LCCF-7077 | Ants in the visiting room on the public side. | Constant Use | Completed |
|---------|-----------|---|--------------|-----------|

Grounds - 1 Total:

HVAC (Heating / Cooling)

| | | | | |
|--------------------------|-----------|---------------------------------|-------------------------|--------------|
| HVAC (Heating / Cooling) | LCCF-7187 | Monthly, Unit Heater, Hot Water | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8106 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8109 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8133 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8134 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8136 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8137 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8108 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8105 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8082 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8085 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-7050 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-7053 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8083 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8086 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-7078 | Monthly, Wall/Window A/C Unit | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8167 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8170 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8168 | Weekly, Filter Change | Preventive / Inspection | PM Completed |
| HVAC (Heating / Cooling) | LCCF-8171 | Weekly, Filter Change | Preventive / Inspection | PM Completed |

HVAC (Heating / Cooling) - 20 Total:

Mechanical

| | | | | |
|------------|-----------|-----------------------------|-------------------------|--------------|
| Mechanical | LCCF-8175 | Weekly, Air Compressor | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8164 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8163 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8173 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8172 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8129 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8130 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-7200 | Monthly, Air Curtain | Preventive / Inspection | PM Completed |

| Category Name | Work Order # | Reason | Failure Reason Name | Solution Name |
|-------------------------------|--------------|-----------------------------|-------------------------|---------------|
| Mechanical | LCCF-8079 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8078 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8091 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8090 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8093 | Weekly, Air Compressor | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8114 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8113 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8116 | Weekly, Air Compressor | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8102 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8101 | Weekly, Emergency Generator | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8144 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8143 | Weekly, Boiler | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-8146 | Weekly, Air Compressor | Preventive / Inspection | PM Completed |
| Mechanical | LCCF-7201 | Monthly, Door, Roll-Up | Preventive / Inspection | PM Completed |
| Mechanical - 22 Total: | | | | |

| Pest Control | | | | |
|--------------------------------|-----------|--------------|-------------------|---------------------|
| Pest Control | LCCF-8120 | Escort orkin | Escort Contractor | Escorted Contractor |
| Pest Control - 1 Total: | | | | |

| Plumbing | | | | |
|-----------------|-----------|--|-------------------------|-------------------|
| Plumbing | LCCF-7186 | Monthly, Water Heater, Domestic Gas | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-7184 | Monthly, Water Heater, Domestic Gas | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-7059 | second sink in the bathroom is broken, others seem to be in working order. | Constant Use | Found to be OK |
| Plumbing | LCCF-6788 | BLOCK 1 CELL 9, TOILET WONT FLUSH | Dirt or Foreign Matter | Unclogged |
| Plumbing | LCCF-8154 | Cell 71 sink clogged | Dirt or Foreign Matter | Unclogged |
| Plumbing | LCCF-8153 | Cell 65 toilet clogged | Dirt or Foreign Matter | Unclogged |
| Plumbing | LCCF-7197 | Monthly, Hot Water Storage Tank | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-7196 | Monthly, Hot Water Storage Tank | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8155 | Toilet Clogged cell 78 | Abuse | Unclogged |
| Plumbing | LCCF-8141 | OUT OF SERVICE | Constant Use | Duplicate Request |
| Plumbing | LCCF-8142 | OUT OF SERVICE | Constant Use | Duplicate Request |
| Plumbing | LCCF-8111 | BLOCK 3 CELL E TOLIET CLOGGED | Dirt or Foreign Matter | Unclogged |
| Plumbing | LCCF-8132 | Weekly, Drain | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8152 | Cell 58 toilet clogged | Abuse | Unclogged |
| Plumbing | LCCF-8139 | Toilet Broken | Defective Part | Replaced |
| Plumbing | LCCF-7179 | Monthly, Expansion Tank | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-7178 | Monthly, Expansion Tank | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8117 | Weekly, Macerator (Muffin Monster) | Preventive / Inspection | PM Completed |

| Category Name | Work Order # | Reason | Failure Reason Name | Solution Name |
|-----------------------------|--------------|--|-------------------------|---------------------|
| Plumbing | LCCF-8118 | Weekly, Lift Station Pump | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8115 | Weekly, Water Softener | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8104 | Weekly, Drain | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8124 | ECB - Floor Drain in gym bathroom backing up | Dirt or Foreign Matter | Unclogged |
| Plumbing | LCCF-8092 | Weekly, Water Softener | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-6684 | blk 5 cell 77 claims sink is clogged and stinks | Dirt or Foreign Matter | Unclogged |
| Plumbing | LCCF-8081 | Weekly, Drain | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8095 | Weekly, Lift Station Pump | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8094 | Weekly, Macerator (Muffin Monster) | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8162 | Toilet clogged | Dirt or Foreign Matter | Unclogged |
| Plumbing | LCCF-8148 | Weekly, Lift Station Pump | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8147 | Weekly, Macerator (Muffin Monster) | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8145 | Weekly, Water Softener | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8174 | Weekly, Water Softener | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-7181 | Monthly, Water Circulating Pump | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-7193 | Monthly, Water Softener | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8166 | Weekly, Drain | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8177 | Weekly, Lift Station Pump | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-8176 | Weekly, Macerator (Muffin Monster) | Preventive / Inspection | PM Completed |
| Plumbing | LCCF-7058 | shower controls not working, will not shut off, along with the main shut off valve will not shut off now either. | Defective Part | Repaired |
| Plumbing - 38 Total: | | | | |
| Security | | | | |
| Security | LCCF-8186 | block 5 camera needs adjusted in station | Misalignment | Adjusted |
| Security | LCCF-8180 | ECB - Door lock plate loose | Constant Use | Repaired |
| Security | LCCF-8161 | Gate Not Opening/Shutting | Misalignment | Repaired |
| Security | LCCF-8158 | Gate will not shut and stuck open. | Misalignment | Adjusted |
| Security | LCCF-6472 | Cell 57 is out of service, Gate issue | Misalignment | Repaired |
| Security | LCCF-8112 | FEMALE YARD LOCK NOT WORKING PROPERLY | Defective Part | Repaired |
| Security | LCCF-8100 | Block 5 control station has multiple panel buttons that do not work | Defective Part | Repaired |
| Security | LCCF-6965 | Admin door handle sticking, sometimes hard to pull down | Defective Part | Repaired |
| Security | LCCF-8110 | Scissor Lift Rental - Receiving gate will not open | Defective Part | Repaired |
| Security | LCCF-8140 | CELL GATE ISSUE | Constant Use | Duplicate Request |
| Security | LCCF-6970 | PANEL SWITCH IS BROKEN. KEEPS ROTATING | Constant Use | Duplicate Request |
| Security | LCCF-8150 | sgt b states that the back door from the storage room to the loading dock is not locking and unlocking properly | Dirt or Foreign Matter | Cleaned |
| Security | LCCF-8125 | gate not opening/closing | Constant Use | Duplicate Request |
| Security | LCCF-8088 | Gate Not Opening/Shutting | Constant Use | Found to be OK |
| Security | LCCF-8126 | Dumbwaiter is stuck on main floor and door on ground level will not close | Escort Contractor | Escorted Contractor |
| Security - 15 Total: | | | | |

| | | |
|---|--|---|
| LEBANON COUNTY CORRECTIONAL FACILITY | 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 | 730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org |
|---|--|---|

SEPTEMBER 18 , 2024,
SEPTEMBER . PRISON BOARD MEETING
DETAIL SECTION

This Report Covers August 1, 2024, to August. 31, 2024

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (19) different male inmates.

OUTSIDE: Outside detail consisted of (04) different male inmates.

FEMALE: Consists of (04) different female inmates.

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

0 : Pretrial Detainee inmates working on Inside Detail crew.

225 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 in lobby
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 blk 2/3/4 cells
12. Painted outside doors and windows at facility

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

Total Detail hours worked from August . 1, 2024 through August . 31, 2024

Inside: 1250

Outside: 400
Total: 1650

Respectfully Submitted,



Detail SGT Gibson



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

Prison Board Report

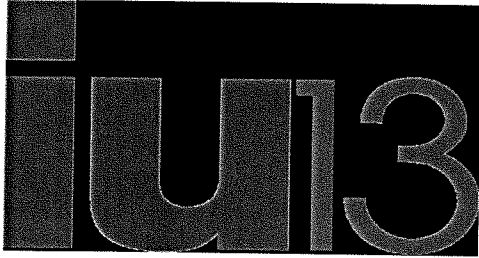
August, 2024

| | | |
|--|-----|----|
| Worship Services (English Male) | 11 | 11 |
| Worship Services (Spanish Male) | 8 | 5 |
| Worship Services (English Female) | 4 | 8 |
| 12 Step Classes (English Male) * | | |
| 12 Step Classes (English Female) * | | |
| Bible Study Classes (English Male) * | | |
| Bible Study Classes (Spanish Male) * | | |
| Bible Study Classes (English Female) * | | |
| Individual Counseling Sessions | 50 | |
| Request Slips Answered | 234 | |
| Housing Area Visits | 12 | |

* classes temp cancelled by LCCF

Respectfully Submitted

Rev Marilyn A. Nolte
LCCF Chaplain Manager



**Lancaster – Lebanon Intermediate Unit #13
High School Age Education Program**

Monthly Report for August 2024

E.S. (Emotional Support) Program:

The student must meet criteria under Chapter 14 of the Special Education Regulations for the state of Pennsylvania. The student has a disability, and the education program is delivered through and Individual Education Plan (IEP). The student works towards the IEP goals and objectives to meet graduation requirements. IEP grade reports are issued quarterly. Upon completion a diploma is issued.

Requirements:

- Age 21 or under.
- Student has a disability as per the Individuals with Disabilities Education Act/Chapter 14.
- Has not completed High School and has an IEP.

0 - Total Students

Alternative Education Program:

The student is regular education in an alternative education program. All students will work on all academic skills to meet graduation requirements. Upon completion of cumulative credit hours, they will receive an Alternative Education High School Diploma.

Requirements:

- Age 21 or under
- Previously enrolled in Regular Education
- Have not completed High School or G.E.D.

2 - Total Students

2 - Total Students for month of August

0 – Total Requests/Interviews conducted this month

Respectfully Submitted,

Stephanie M. Warner
IU13 Teacher

Lancaster-Lebanon Intermediate Unit #13

Lebanon County Correctional Facility

Community Education Program

Monthly Report for: August, 2024

H.S.E. High School Equivalency

| | |
|---|-----------|
| HiSET Exams passed, by LCCF Students, in August | <u>11</u> |
| Sessions to prepare students for the HiSET exams: (3 sessions per day) | <u>18</u> |
| Request Slips Received: | <u>8</u> |

Respectfully Submitted,

Ken Travis
HSE Instructor,
LL IU13 Community Education