

LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location:

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

Wednesday, June 17, 2026 11:30am

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From May 20, 2026

Report From The Warden

***Introduction of New Work Release Director**

Report From Deputies/Departments

Open Business

Adjournment

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

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

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

LEBANON COUNTY PRISON BOARD

MINUTES

Wednesday, May 20, 2026

11:30 A.M.

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

The following Board Members were present:

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

The following Board Members were absent:

Pier Hess-Graf, District Attorney
Robert M. Mettley, Controller

Public Comment (s): None

It was moved by Commissioner Litz, seconded by Commissioner Phillips, to approve the minutes of the April 15, 2026 meeting. Vote unanimous.

Warden Tina Litz gave an update on the Medication Assistance Treatment (MAT) program regarding criminal behavior resulting from abuse of the program.

Commissioner Litz inquired if an injectable, rather than an oral medication, is available for administering Medication Assistance Treatment. Tom Weber, CEO of PrimeCare, explained that there are, however, they are more costly and not as well tolerated by many individuals.

Warden Litz reported that Correctional Officer Week was celebrated through many events, treats, and recognitions.

Warden Litz said the boiler replacement is still in progress. Parts were ordered and coming in. Completion was moved from the end of May to the end of June. She also noted that CGL continues to address a number of repairs with occasional assistance from the Detail Department. All are recognized for their cooperation in completing repairs.

Deputy Warden of Treatment Rebecca Davis informed the Board that the 12-Step Program and Alcoholics Anonymous (AA) is being reinstated at the facility beginning soon.

Deputy Warden Heather Diehl reported that shifts are in full operation.

Glenda Folsom, Re-entry Coordinator offered to contact providers who are able to teach Anger Management.

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

Tina Litz, Warden, reported that the average daily inmate population for April was 270.47. 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 April 2026 were \$3,190.99, commission amount from March was \$4,855.59.

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

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

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

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

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

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

Jason Lipshaw, Work Release Counselor, submitted a written report for the month of April 2026. Mr. Lipshaw reported that there are eleven (11) inmates employed within the community on the work release program and nine (9) inmates seeking employment. Nine (9) travel passes were issued during this period. The Board reviewed this report.

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

A 2026 Statistical Summary Report from PrimeCare Medical was submitted.

CGL submitted a written building maintenance report for the month of April 2026. CGL completed two hundred and forty-four (244) 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 April 2026. The total number of students enrolled in the Emotional Support (E.S.) Program was one (1) and the Alternative Education Program was one (1). The Board reviewed this report.

Ken Travis, High School Equivalency Instructor from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the Community Education Program for April 2026. Total sessions to prepare students for the HiSET exams were twenty-one (21), six (6) students preparing for the April 20, 2026 GED/HiSET subtests, and fourteen (14) request slips were received. The Board reviewed this report.

Meeting Adjourned.

*Robert Mettley, County Controller
Secretary*

Next meeting: June 17, 2026 – Lebanon County Correctional Facility

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

Vacant
Director of Work Release

Rebecca Davis
Deputy Warden of Treatment

Scott Hocker
Captain of Security

PRISON BOARD JUNE 1, 2026	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF MAY 31, 2026	264	224	40
AVERAGE DAILY POPULATION: MAY	263.13	222.23	40.90
NUMBER OF INMATES RECEIVED	109	82	27
NUMBER OF INMATES RELEASED	106	71	35
HIGHEST COUNT	271 27 TH	229 4 th	47 28 TH
LOWEST COUNT	247 15 TH	209 15 TH	37 1 ST , 2 ND , 3 RD , 5 TH
NUMBER OF UNSENTENCED INMATES	71	67	4
NUMBER OF INMATES ON WORK RELEASE	11	8	3
NUMBER OF INMATES ON WORK DETAIL	25	20	5
NUMBER OF STATE SENTENCED INMATES	16	15	1
NUMBER TRANSFERRED TO STATE PRISON	5	5	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	2	1	1
NUMBER OF PAROLE/PROBATION VIOLATORS	94	79	15
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	32	--	--
PROBATION VIOLATION	7	--	--
PAROLE VIOLATION	14	--	--
FINES & COSTS BENCH WARRANT/SENTENCE	10	--	--
OTHER LEBANON BENCH WARRANTS	31	--	--
OUT OF COUNTY BENCH WARRANTS	2	--	--
D.J. SENTENCE	1	--	--
SENTENCED BY COURT OF COMMON PLEAS	9	--	--
WRITS FROM OTHER COUNTIES	2	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	1	--	--
INMATES IN OTHER COUNTIES ON WRITS	2	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	3	3	
IN LCCF ON WRITS AND RETURNED	2	2	0

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

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

SAVINGS ACCOUNT:	DESCRIPTION:	AMOUNT	TOTAL
BEGINNING BALANCE AS OF:	May 1, 2026		11,774.25
Commissary Sales	May 2026	13,993.82	
Web Order Commission Keefe	April 2026	2,853.71	
Web Order Commission Oasis	April 2026	790.39	
Interest Applied		.78	
TOTAL DEPOSITS INTO SAVINGS			17,638.70
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		29,412.95
TOTAL TRANSFER TO CHECKING FROM SAVINGS			19,309.67
ENDING BALANCE AS OF:	May 31, 2026		10,103.28
ENDING BALANCE ON: 05/31/2025	Comparison of Last Years Ending Balance		11,905.76
<u>CHECKING ACCOUNT:</u>			
BEGINNING BALANCE AS OF:	May 1, 2026		200.00
TOTAL DEPOSITS INTO CHECKING			19,309.67
TOTAL FUNDS AVAILABLE			19,509.67
DISBURSMENTS:	NON-STORE		
Mychal Robinson	Inmate haircuts	192.50	
Language Line	Translators	100.00	
Charm-Tex	Inmate whites, nail clippers, shower shoes	2,074.30	
Lancaster-Lebanon IU13	School Program	2,644.90	
Thomson Reuters	Law Library	1,940.67	
First National Bank Credit Card	TVs	312.00	
PA Comptroller Operations	Form DC-198	46.50	
Tyler J. Horst Foundation	Bronze Level Donation	250.00	
TOTAL NON STORE DISBURSEMENTS			7,560.87
DISBURSMENTS:	STORE		
Keefe commissary sales	April 2026	5,760.47	
Oasis commissary sales, razors	5/1, 5/15, 5/22	5,988.33	
TOTAL STORE DISBURSEMENTS			11,748.80
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		19,309.67
ENDING BALANCE AS OF:	May 31, 2026		200.00

Respectfully Submitted,

Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



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Fax: 717-274-1338

Tina Litz,
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Deputy Warden of Operations
Rebecca Davis
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Director of Work Release
Scott Hocker,
Captain of Security

COMMISSARY REPORT

MONTH OF MAY 2026

	<u>APR 2026</u>	<u>APR 2025</u>
OPERATING WEEKS:	4	4
NUMBER OF ORDERS:	373	324
AVERAGE WEEKLY ORDERS:	93	81
SALES:	\$ 14,278.36	\$ 10,150.57
LESS EXPENSES (CREDITS):	\$ -284.54	\$ -129.61
TOTAL SALES:	\$ 13,993.82	\$ 10,020.96
AVERAGE WEEKLY SALES:	\$ 3,569.59	\$ 2,537.64
COMMISSION MONTH OF APR:	\$ 5,226.27	\$ 4,867.78

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

730 E. Wanut St.
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MONTHLY PRISON BOARD REPORT

9-Jun-26

REPORT FROM: 5/1/26 TO 5/31/26

CURRENT

YEAR TO DATE

CONSUMABLE	\$ 3,832.38	\$ 27,473.81
MEATS	\$ 5,154.47	\$ 18,561.13
DAIRY PRODUCTS	\$ 3,975.36	\$ 17,677.60
BAKED PRODUCTS	\$ 1,610.00	\$ 11,592.00
GROCERIES	\$ 13,295.95	\$ 51,472.16
FRESH FRUITS & VEGETABLES	\$ 1,326.00	\$ 6,522.00
TOTAL	\$ 29,194.16	\$ 133,298.70
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ -	\$ 3,787.10

BREAK DOWN OF COSTS

MEALS SERVED

STAFF	2,130	10,540

INMATE POPULATION	24,189	119,448
GUESTS	-	-
CENTRAL BOOKING LUNCHES	156	774
TOTAL MEALS SERVED	26,475	130,762
COST PER PERSON PER MEAL	\$ 1.10	\$ 1.02
COST PER PERSON PER DAY	\$ 3.31	\$ 3.06

DATE

DONATED BY:

5/4/26 Bills produce - 4 cases strawberries
5/7/26 Calvery Chapel -- 4 skids assorted product
5/11/26 Bills produce 15 cases grapes
5/13/26 Caring cupboard 3 skids of bread
5/14/26 Calvery chapel -- 4 skids assorted product
5/21/26 Calvery chapel -- 4 skids assorted product
5/25/26 Bills produce -- 3 cases cabbage
5/27/26 -- Caring cupboard - 2 skids of bread
5/28/26 Calvery chapel -- 5 skids assorted product

Respectfully submitted

Sgt. Edward Bartashus, Culinary Supervisor

Lebanon County Correctional Facility



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Tina M. Litz,
Warden

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

Christopher Watson
Director of Work Release
Scott Hocker
Captain of Security

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

05-01-26: Completed warden daily tasks, planned out National Correctional Employee week plans, continued policy review and networked with human resources regarding various topics.

05-04-26: Completed warden daily tasks, updated policy, conducted an interview this date.

05-05-26: Vacation day

05-06-26: Completed daily warden tasks, networked with CGL on various maintenance related topics, met with the DW of Treatment to discuss various topics.

05-07-26: Completed warden daily tasks, conducted an administrative meeting to discuss grievances, administrative segregations classifications, work release classifications and various operational topics. Also, met with Barb Smith to discuss court order related topics.

05-08-26: Completed warden daily tasks, toured kitchen, chapel, RHU and medical dorm, Updated the LCCF handbook.

05-11-26: Completed warden daily tasks, attended the mandatory annual Use of Force training, reviewed policy, attended the TEAM MISA monthly meeting, met with medical regarding a behavioral problematic inmate.

05-12-26: Completed warden daily tasks, attended the monthly Chief of Police meeting and the Police Memorial Service at DES. Toured block 5 housing unit.

05-13-26: Completed Warden daily tasks, met with DW Diehl and Captain Hocker to discuss various security operations. Attended the county team's

manager end training , toured units 1-2 and met with the 4-12 supervisors to discuss various topics.

05-14-26: Completed daily Warden tasks, Jubilee on site to celebrate LCCF staff for Employee Appreciation Day, conducted an administrative meeting to discuss grievances administrative segregations, work release classifications and various operational topics, attended a camera project meeting to gain updates and discuss budget 2027. Also, attended the LCCDA luncheon meeting.

05-15-26: Completed warden daily tasks, attended the Re-Entry meeting, as well as participated in a TEAMS meeting with a panel group for the CCAP Prions Risk Management workshop.

05-18-26: Completed daily warden tasks, attended the bi-weekly CGL meeting to discuss maintenance operations and projects.

05-19-26: Completed daily warden tasks,

05-20-26: Completed daily warden tasks, attended the monthly CQI and prison board meetings, toured block 3 housing unit.

05-21-26: Attended and presented at the CCAP Prison Risk Reduction Training held at the Hershey Hotel, in Hershey PA.

05-22-26: Completed warden daily tasks, handbook update out for print and translation.

05-26-26: Completed daily warden tasks, met with various administrators on this date to discuss policy and procedures.

05-27-26: Completed daily warden tasks, conducted various meetings this date regarding operations, provided prison board with various updates on operations.

05-28-26: Completed daily warden tasks, conducted various administrative meetings and continued to update the county administrator on operations.

05-29-26 Completed daily warden tasks, conducted an administrative meeting to discuss grievances administrative segregations, work release classifications and various operational topics.

Respectfully Submitted,

Tina M. Litz
Warden

LEBANON COUNTY CORRECTIONAL FACILITY

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

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

6/10/2026

CC: Deputy Warden Heather Diehl- Operations

RE: June 2026 Prison Board Report- 5/1/2026 through 5/31/2026

- 5/1/2026- Prepared for DOC title 37 inspection
- 5/4/2026- Prepared for DOC title 37 inspection
- 5/5/2026- Prepared for DOC title 37 inspection
- 5/6/2026-Prepared for DOC title 37 inspection
- 5/7/2026- Prepared for DOC title 37 inspection
- 5/8/2026- Prepared for DOC title 37 inspection, use of force annual refresher training
- 5/11/2026-worked 11am-7pm, toured the facility, Prepared for DOC title 37 inspection, interviews
- 5/12/2026- Prepared for DOC title 37 inspection
- 5/13/2026 -Prepared for DOC title 37 inspection, administrative meeting
- 5/14/2026- Prepared for DOC title 37 inspection, administrative meeting, personnel matters
- 5/15/2026- Prepared for DOC title 37 inspection
- 5/18/2026- Prepared for DOC title 37 inspection
- 5/19/2026- Prepared for DOC title 37 inspection
- 5/20/2026- Prepared for DOC title 37 inspection, personnel matters
- 5/21/2026- Attended Prison Risk Management by CCAP
- 5/22/2026 – Prepared for DOC title 37 inspection / PTO ½ day
- 5/25/2026- HOLIDAY
- 5/26/2026- Prepared for DOC title 37 inspection
- 5/27/2026- Administrative meetings, personnel matters
- 5/28/2026- Prepared for DOC title 37 inspection
- 5/29/2026- Prepared for DOC title 37 inspection

Monthly operations

Full Operations:93

Modified Operations:0

Locked down: 0

Total Shifts: 93

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

Review and sign Overtime/ Absence slips

Review Use of Force Incidents

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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.
Post notifications of transfer, promotion, and other vacancies- Forward related paperwork to
Human resources
Cover the duties of the Captain when he is absent

Thank you,

Deputy Warden Heather Diehl

Lebanon County Correctional Facility



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

Scott Hocker
Captain of Security

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: May 2026 Prison Board
5-1-26 to 5-29-26

5-1-26: Completed daily DW of Treatment tasks, completed parole recommendations
5-4-26: Completed daily DW of Treatment tasks, completed parole recommendations
5-5-26: Completed daily DW of Treatment tasks
5-6-26: Completed daily DW of Treatment tasks, completed parole recommendations
5-7-26: Personal Day
5-8-26: Completed daily DW of Treatment tasks, answered inmate grievances
5-11-26: Completed daily DW of Treatment tasks, attended MISA meeting
5-12-26: Completed daily DW of Treatment tasks, attended drug court
5-13-26: Completed daily DW of Treatment tasks
5-14-26: Completed daily DW of Treatment tasks, attended administrative meeting, IDT meeting with Prime Care
5-15-26: Completed daily DW of Treatment tasks, attended re-entry meeting, LCCF policy review
5-18-26: Completed daily DW of Treatment tasks, LCCF policy review, attended new payroll system meeting
5-19-26: Completed daily DW of Treatment tasks, attended use of force training, completed parole recommendations
5-20-26: Completed daily DW of Treatment tasks, attended CQI meeting, attended prison board
5-21-26: Attended Prison Risk Management workshop in Hershey
5-22-26: Completed daily DW of Treatment tasks, completed parole recommendations
5-25-26: County holiday
5-26-26: Completed daily DW of Treatment tasks, LCCF policy review, attended drug court
5-27-26: Personal Day
5-28-26: Completed daily DW of Treatment tasks, LCCF policy review, attended IDT meeting with Prime Care
5-29-26: Completed daily DW of Treatment tasks, attended administrative meeting, completed parole recommendations, LCCF policy review

Lebanon County Correctional Facility



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Rebecca Davis,
Deputy Warden of Treatment

Scott Hocker
Captain of Security

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

Number of DNA's done for the month:

Number of grievances for the month: 15

Approximate number of request slips completed: 1,100 Intakes of new commitments: 62, Public

Defender applications: 28

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

Lebanon County Correctional Facility



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Christopher Watson
Director of Work Release
Scott Hocker
Captain of Security

June 17, 2025

To: Lebanon County Prison Board
From: Christopher Watson Director of Work Release
Subject: Monthly Prion Board Report.
Re: 05/01/2026 – 05/31/2026

BOARD MEMBERS:

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

PARTICIPANTS

	May 2026	May 2025
Inmates Employed in the Community:	13	07
Inmates added to the Program:	04	03
Inmates removed from the Program:	02	03
Removed for a Major Misconduct:	00	01

REQUEST SLIPS / COUNSELING

	May 2026	May 2025
Request Slips:	87	110

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	May 2026	May 2025
Inmates Seeking Employment:	06	05
Total Number of Travel Passes (TP):	06	12
Travel Passes for Employment:	06	12
Travel Passes for Work Related Items:	00	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 May 2026	Year to date 2026
\$21,498.16	\$83,103.33
\$4,486.01	\$19,093.79
\$5,272.00	\$18,899.17
\$0.00	\$410.00
\$50.00	\$429.53
\$380.00	\$1,640.00
\$760.00	\$3,280.00
\$10,948.01	\$43,752.49
\$10,550.15	\$39,350.84
\$62.00	\$1,124.94

Work Release

Work Release Classification was held this month, and 07 inmates were approved.
Assisted Inmates with employment placement.
Training on Work Release
Subpoena to court on behalf of Work Release
Administration meeting attended
Reviewed tablets of Work Release inmates

Inmates added to the Work Release Program for the month of May 2026.

Caraballo, Hector	Henry Molded
Davis, Brittany	Big Daddy's Ribs and Wings
Keppley, William	Manna Foods
Melecio-Conde, Jorge	Saddle Creek Logistics

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

Hoffer, Nicole	Violation of Work Release Rules
Paine, Kraig	County Parole

Respectfully submitted,

Christopher Watson, Director of Work Release

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

5/1/2026 Attended a Administrative meeting. Sent all required paperwork and stats to the State.
5/3/2026 Off site at Perry County Prison
5/4/2026 Posted for an Assistant Culinary position. Email all correctional staff about Johnson Control work being conducted at the prison.
5/5/2026 Met with Johnson Control. Conducted Disciplinary Boards
5/7/2026 Personnel Matters. Attended an Administrative Meeting
5/8/2026 Conducted Use of Force Training. Personnel Matters
5/11/2026 Use of Force Training. Personnel Matters
5/12/2026 Conducted Disciplinary Boards. Attended a Zoom Meeting on End Users. Personnel Matters.
5/13/2026 Attended a Meeting with ENECON.
5/14/2026 Attended an Administrative Meeting. Meeting with Choice Communications
5/15/2026 Completed a check of all Housing Units throughout the facility.
5/18/2026 Personnel Matters. Meeting with CGL.
5/19/2026 Personnel Matters
5/20/2026 Personnel Matters
5/21/2026 Off Site CCAP for Prison Management.
5/22/2026 Conducted checks of all Control Stations.
5/25/2025 Holiday
5/26/2026 Completed paperwork for the end of the month.
5/27/2026 Personnel Matters, and Investigation
5/28/2026 Personnel Matters, and Investigation.
5/29/2026 Personnel Matters, and Investigation.

Captain Scott M. Hocker

Daily Duties:

-Oversees all correctional shift work, periodically attending each work shift, in accordance with established schedules or evident need.

LEBANON COUNTY CORRECTIONAL FACILITY

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

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

730 E. Walnut Street
 Lebanon, PA 17042

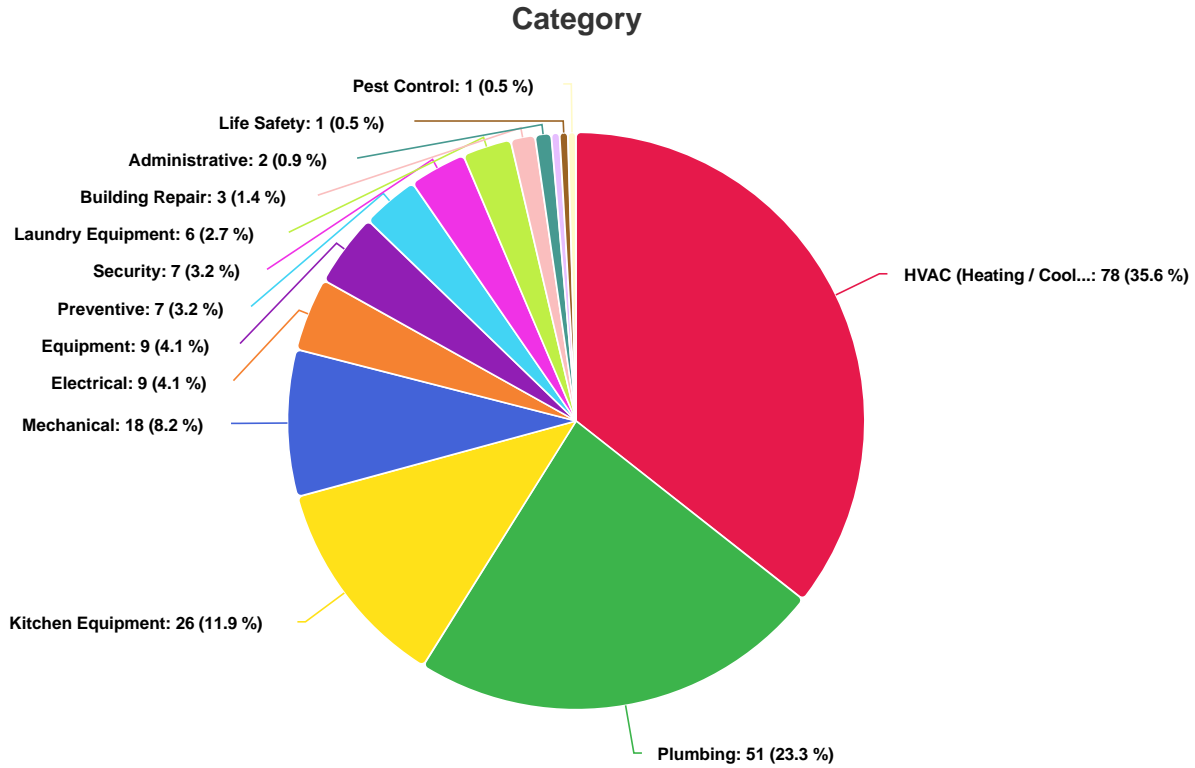
Phone: 717-274-5451
 Fax: 717-274-1338

To: Prison Board
From: Director of Training, Edward Potter Jr.
RE: May 2026 Report

May 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1 Correctional Officer Interviews	2	3
4 Correctional Officer Interviews	5 Correctional Officer Interviews	6 Correctional Officer Interviews	7 Administrative Meeting	8 Provided Use of Force Training to Staff	9	10
11 Provided Use of Force Training to Staff	12 Off	13 Off	14 Off	15 Off	16	17
18 Updated Training Files	19 Provided Use of Force Training to Staff	20 Off	21 Attended CCAP conference	22 Correctional Officer Physicals and Tour	23	24
25 Holiday	26 Prepared for Correctional Officer Academy	27 Prepared for Correctional Officer Academy	28 Administrative Meeting	29 Prepared for Correctional Officer Academy	30	31

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



Report Criteria

- Repair Center is **Lebanon County Correctional Facility**
- Status is not equal to **Canceled** or **Denied**
- Complete is between **'5/1/2026'** AND **'5/31/2026'**

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Administrative				
Administrative	LCCF-13864	Administrative Duties	Administrative	Meetings / Documenting / Ordering
Administrative	LCCF-14071	Administrative Duties	Administrative	Meetings / Documenting / Ordering
<i>Administrative - 2 Total:</i>				
Building Repair				
Building Repair	LCCF-14066	Medical room door handle was falling off.	Constant Use	Repaired
Building Repair	LCCF-14049	Chapel cabinet	Constant Use	Relocated / Reinstalled
Building Repair	LCCF-14039	Monthly, Facility Safety Inspection	PM/Inspection Generated Work Order	PM Completed
<i>Building Repair - 3 Total:</i>				
Computer / Technology				
Computer / Technology	LCCF-14120	The Tv doesn't work the red light blinks, but there is no sound or picture	Constant Use	Replaced
<i>Computer / Technology - 1 Total:</i>				
Electrical				
Electrical	LCCF-13996	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13998	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Electrical	LCCF-13963	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13964	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13997	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13965	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14154	the lighting above the kettles needs new light bulbs thank you	Constant Use	Replaced
Electrical	LCCF-13954	Install new electric for server rack in Outmate strip search room	New Install	New Install Complete
Electrical	LCCF-14050	Install new electrical for the boilers	New Install	New Install Complete
<i>Electrical - 9 Total:</i>				
Equipment				
Equipment	LCCF-14152	washer closed to door on right - F-1 Code	Constant Use	Reset
Equipment	LCCF-13808	the entire oven facing the walk in cooler is down now. See e-mail. However, it will turn on but no temperature will display and no heat will be produced	Defective Part	Duplicate Request
Equipment	LCCF-14102	Cell 63 gate and toilet needs to be checked	Constant Use	Repaired
Equipment	LCCF-14160	pencil sharpener coming off wall	Constant Use	Repaired
Equipment	LCCF-14077	Alpha Door not Securing	Constant Use	Repaired
Equipment	LCCF-14076	Blk#5 Quarantine Door not Securing. door near station	Constant Use	Repaired
Equipment	LCCF-6366	The first sink, at the three compartment sink, does not drain properly. The sink only drains when the drain release lever is held open.	Constant Use	Duplicate Request
Equipment	LCCF-14068	Salvaging working parts from the old dryers	Remove / Relocate	Completed
Equipment	LCCF-14069	Disassembled the other set of dryers for removal	Remove / Relocate	Completed
<i>Equipment - 9 Total:</i>				
HVAC (Heating / Cooling)				
HVAC (Heating / Cooling)	LCCF-14005	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14060	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14057	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14058	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14059	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14099	Unit is not running	Constant Use	Repaired
HVAC (Heating / Cooling)	LCCF-14007	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14006	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13976	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13977	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13978	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13995	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14017	Monthly, Air Dryer	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13921	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13920	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-13918	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13919	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13957	Monthly, Air Handler Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13956	Monthly, Wall/Window A/C Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14137	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14133	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14136	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14134	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14135	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13966	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13982	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14110	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14111	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14108	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14109	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13975	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13980	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13981	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13979	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14083	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14084	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14085	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14086	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14087	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14088	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14089	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14090	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14091	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14092	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14093	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-14094	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13972	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14161	A/C unit not working	Constant Use	Repaired
HVAC (Heating / Cooling)	LCCF-14095	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14107	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14056	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13993	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13992	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13991	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13989	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13990	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13974	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13973	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13971	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13969	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13970	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13968	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13967	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13994	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14072	Details old k-9 shed HVAC split system is not working.	Defective Part	Out of Service
HVAC (Heating / Cooling)	LCCF-13988	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13986	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13987	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13984	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13985	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13983	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14168	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14171	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14172	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14169	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-14170	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14157	Inmate Medical Ward-inmates report dirty/clogged vents	Constant Use	Contractor to Repair
HVAC (Heating / Cooling)	LCCF-14098	Unit not running correctly	Constant Use	Repaired

HVAC (Heating / Cooling) - 78 Total:

Kitchen Equipment

Kitchen Equipment	LCCF-14149	new ice machine is here and ready for install. requesting that the ice bin is cleaned before new assembly.	Constant Use	New Install Complete
Kitchen Equipment	LCCF-13960	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14030	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14031	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14029	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14027	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14028	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14150	need serial number off new ice machine for warranty purposes	New Install	Duplicate Request
Kitchen Equipment	LCCF-14020	Monthly, Ice Machine	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14033	Monthly, Commercial Dishwasher	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14026	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14023	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14035	Monthly, Refrigerator, Reach-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14025	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14022	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14024	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13961	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13962	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14037	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14021	Monthly, Garbage Disposal	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14038	Monthly, Booster Heater	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14032	Monthly, Food Slicer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14019	Monthly, Food Mixer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14034	Monthly, Warming Cabinet	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14036	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14070	Kitchen cart needs fixed.	Constant Use	Repaired

Kitchen Equipment - 26 Total:

Laundry Equipment

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Laundry Equipment	LCCF-14003	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14004	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14001	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14002	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-14000	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-13999	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment - 6 Total:				
Life Safety				
Life Safety	LCCF-14008	Monthly, Fire Alarm / Annunciator Panel	PM/Inspection Generated Work Order	PM Completed
Life Safety - 1 Total:				
Mechanical				
Mechanical	LCCF-13913	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13914	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14016	Monthly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14052	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14053	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14062	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14018	Monthly, Air Curtain	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13958	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13959	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14113	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14103	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14104	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14130	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14129	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14139	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14174	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14164	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14165	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical - 18 Total:				
Pest Control				
Pest Control	LCCF-14158	Inmate Medical Ward-ants present in med dorm	Constant Use	Contractor to Repair
Pest Control - 1 Total:				

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing				
Plumbing	LCCF-14144	block 5 MIU 79- toilet	Constant Use	Repaired
Plumbing	LCCF-14175	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14176	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14173	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14132	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14131	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14138	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13947	Vandalism: [Toilet Clogged-inmate admitted to flushing styrofoam to damage toilet]	Vandalism	Unclogged
Plumbing	LCCF-13863	Replace mixing valve for showers	Constant Use	Replaced
Plumbing	LCCF-14153	Toilet is leaking at the base and leaking in the water closet.	Constant Use	Contractor to Repair
Plumbing	LCCF-14097	Inmate Muldrow clogged toilet with uniform RHU 83	Constant Use	Duplicate Request
Plumbing	LCCF-14080	Annual, Drinking Fountain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14081	Annual, Drinking Fountain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14167	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14166	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14112	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14074	Medical Isolation Cell 1-MIU 79 Toilet keeps running	Constant Use	Duplicate Request
Plumbing	LCCF-13948	the machine will not stop running.	Constant Use	Found to be OK
Plumbing	LCCF-14119	cell 68 toilet is clogged	Constant Use	Unclogged
Plumbing	LCCF-9528	Alpha shower water pressure is low	Constant Use	Duplicate Request
Plumbing	LCCF-14114	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14115	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14082	Annual, Drinking Fountain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14105	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14106	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14141	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14140	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14012	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14011	Monthly, Water Circulating Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14122	Callback: [Alarm on lift station]	Constant Use	Replaced
Plumbing	LCCF-14118	Alarm light is on at lift station	Constant Use	Adjusted
Plumbing	LCCF-14100	Toilet constantly flushes	Constant Use	Replaced
Plumbing	LCCF-14079	Female Outmate First Shower drain is clogged	Constant Use	Unclogged
Plumbing	LCCF-14078	Female Outmate far shower Water Temperature to Hot. Burning inmates.	Constant Use	Completed
Plumbing	LCCF-13857	sink is clogged	Constant Use	Unclogged

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-14015	Monthly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14063	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14064	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14067	Block 3 showers running non stop	Constant Use	Repaired
Plumbing	LCCF-14054	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14055	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14061	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14010	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14009	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14046	Vandalism: [Clogged toilet]	Vandalism	Unclogged
Plumbing	LCCF-14047	Clogged toilet	Constant Use	Unclogged
Plumbing	LCCF-14048	sink not working	Constant Use	Replaced
Plumbing	LCCF-14013	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14014	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13925	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14065	Callback: [Boiler room water heater relieving pressure]	Constant Use	Found to be OK
Plumbing - 51 Total:				
Preventive				
Preventive	LCCF-14040	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14045	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14043	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14044	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14042	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14041	Annual, Electrical Panel	PM/Inspection Generated Work Order	PM Completed
Preventive	LCCF-14143	Outmate Yard dryer Vent- Gibson said he was going to do it but please follow up and make sure its completed.	Constant Use	Contractor to Repair
Preventive - 7 Total:				
Security				
Security	LCCF-14146	22 door needs a new door stop	Constant Use	Replaced
Security	LCCF-14116	the lock is sticking on the door between the kitchen and the gym	Constant Use	Cleaned
Security	LCCF-14117	Repair wicket hole to secure better	Constant Use	Repaired
Security	LCCF-14121	Gate Not Opening/Shutting	Constant Use	Found to be OK
Security	LCCF-14151	Door needs to be adjusted to lock properly	Constant Use	Adjusted
Security	LCCF-13946	volley ball is stuck in barb wire at top of fence in female yard	Constant Use	Found to be OK
Security	LCCF-13944	female locker room door does not close unless the code is punched in.	Constant Use	Duplicate Request
Security - 7 Total:				

LEBANON COUNTY CORRECTIONAL FACILITY	Tina M. Litz, Warden Heather Diehl , Deputy Warden of Operations Rebecca A Davis , Deputy Warden of Treatment . Director of Work Release Scott Hocker. Director of Security, Edward Potter. Director of Training	730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org
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JUNE 17 , 2026
JUNE PRISON BOARD MEETING
DETAIL SECTION

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

The Detail Section consists of the following persons:

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

OUTSIDE: Outside detail consisted of (05) 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.

297 Request slips were handled by Detail section.

The following transpired since the last prison board meeting:

On a Daily Basis:

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

On a Weekly Basis:

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

PRISON BOARD CON'T

**DETAIL SECTION
ON A PERIODIC BASIS:**

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

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

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

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

Respectfully Submitted,

Detail SGT Gibson



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Prison Board Report

5/1/2026

		avg attendance
Worship Services (English Male)	10	9
Worship Services (Spanish Male)	5	13
Worship Services (English Female)	4	8
Recovery Class (English Male)	10	4
12 Step Classes (English Female)	0	0
Bible Study Classes (English Male)	11	3
Bible Study Classes (Spanish Male)	9	2
Bible Study Classes (English Female)	7	6
Individual Counseling Sessions	34	
Request Slips Answered	142	
Housing Area Visits	28	

Respectfully Submitted

Benjamin Dunlop, Jubilee Prison Chaplain



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

Monthly Report May 2026

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.

1 - 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.

1 - Total Students

2 - Total Students for month of May

1 – 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 **May, 2026**

H.S.E. High School Equivalency

Sessions to prepare students for the HiSET exams: (3 sessions per day)	<u>24</u>
Students passing the 5/15/26 GED/HiSET subtests:	<u>4</u>
Request Slips Received:	<u>8</u>

Respectfully Submitted,

Ken Travis
HSE Instructor,
LL IU13 Community Education