

LEBANON COUNTY PRISON BOARD

MINUTES

Wednesday, March 15, 2023

11:30 A.M.

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

The following Board Members were present:

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

The following Board Members were absent:

Pier Hess Graff, District Attorney

The following guests attended today's meeting:

Tina Litz, Warden
Jamie Wolgemuth
Scott Richmond, Directory of Training
Ray Arnold, Director of Work Release
Rebecca Davis, Deputy Warden of Treatment
Tom Weber, CEO of PrimeCare
Jonathan Bell
Stephanie Bell
Pastor Rey Soria
Rev. Ben Dunlop
Marilyn Nolte, Chaplin Manager
Laura LeBeau
Matt Toth
Beth Aminov
John Rose, NAACP

Public Comment (s): None

It was moved by Commissioner Litz, seconded by Commissioner Kuhn, to approve the minutes of the February 15, 2023 meeting. Vote unanimous.

Jonathan Bell and Marilyn Nolte were honored with plaques for their years of service at the Lebanon County Correctional Facility. Correctional Officer Bell is retiring after 40 years of distinguished service. Nolte has served as the LCCF Chaplin for 30 years.

Warden Litz reported that the Department of Corrections (DOC) Jail inspection was conducted on February 16th, noting repairs of tiles and paint were needed and suggested better practice of tool inventory. Credit to Sgt. Gibson and the detail crew, all matters have been addressed and the Warden anticipates receiving 100% compliance with the DOC.

Tina Litz, Warden, submitted written reports of her activities for the month of February 2023. The Board reviewed this report.

Tina Litz, Warden, reported the average daily inmate population for February was 248. The Board reviewed this report.

Written reports on the commissary and the canteen were submitted by Rebekah Bowsman, Fiscal Technician. The commissary average weekly sales for a four (4) week operating period, during the month of January, 2023 were \$2,672.18, commission amount was \$3,417.75.

Rebecca Davis, Deputy Warden of Treatment, submitted a written report for the month of February, 2023. The Board reviewed this report.

Daniel Waltz, Director of Security, submitted a written report giving his activities for the month of February, 2023. The Board reviewed this report.

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,375 hours during the month of February, 2023. The Board reviewed this report.

Scott Richmond, Director of Training, submitted a written report giving his activities for the month of February, 2023. The Board reviewed this report.

Sgt. Edward Bartashus, Kitchen Sergeant, submitted a written report for the month of February, 2023 giving breakdown of cost of meals served and items donated.

Ray Arnold, Director of Work Release, submitted a written report for the month of February, 2023. Mr. Arnold reported that there are 15 inmates employed within the community on the work release program and 1 inmate seeking employment. A total of 11 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 February, 2023. The Board reviewed this report.

A 2023 Statistical Summary Report from PrimeCare Medical was submitted.

CGL, submitted a written building maintenance report for the month of February, 2023. CGL completed eighty-nine (89) 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 February, 2023. Total student enrolled in the Emotional Support (E.S.) Program was one (1) and the Alternative Education Program was seven (7) students. The Board reviewed this report.

It was moved by Commissioner Litz, and seconded by Commissioner Phillips, that the Prison Board should meet at the Courthouse if there is an active case of Covid at the Lebanon County Correctional Facility (LCCF). Tom Weber, CEO of PrimeCare described the level of testing at the LCCF and expressed that his confidence in detecting and controlling the virus is high. Commissioner Litz rebutted. The motion failed 4 to 1.

Meeting Adjourned.

*Robert M. Mettley, County Controller
Secretary*

Next meeting: April 19, 2023