

LEBANON COUNTY PRISON BOARD MEETING AGENDA

*Location:
Lebanon County Municipal Building
400 S. 8th St.
Lebanon, PA 17042*

Wednesday, October 16, 2024

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From September 18, 2024

Report From The Warden

***MAT Induction Update**

Report From Deputies/Departments

Open Business

Adjournment

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

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

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

Lebanon County 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 OCTOBER 1, 2024	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF SEPTEMBER 30, 2024	289	258	31
AVERAGE DAILY POPULATION SEPTEMBER	297.47	265.47	32
NUMBER OF INMATES RECEIVED	117	94	23
NUMBER OF INMATES RELEASED	125	103	22
HIGHEST COUNT	303 <small>2nd & 3rd</small>	272 <small>2nd & 3rd</small>	35 <small>4th</small>
LOWEST COUNT	289 <small>25th & 30th</small>	258 <small>27th, 29th & 30th</small>	29 <small>10th, 11th & 12th</small>
NUMBER OF UNSENTENCED INMATES	82	77	5
NUMBER OF INMATES ON WORK RELEASE	10	9	1
NUMBER OF INMATES ON WORK DETAIL	16	12	4
NUMBER OF STATE SENTENCED INMATES	13	13	0
NUMBER TRANSFERRED TO STATE PRISON	8	8	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	6	6	0
NUMBER OF PAROLE/PROBATION VIOLATORS	96	81	15
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	32	--	--
PROBATION VIOLATION	11	--	--
PAROLE VIOLATION	5	--	--
FINES & COSTS BENCH WARRANT/SENTENCE	13	--	--
OTHER LEBANON BENCH WARRANTS	24	--	--
OUT OF COUNTY BENCH WARRANTS	6	--	--
D.J. SENTENCE	2	--	--
SENTENCED BY COURT OF COMMON PLEAS	9	--	--
WRITS FROM OTHER COUNTIES	8	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	3	--	--
INMATES IN OTHER COUNTIES ON WRITS	9	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	12	12	0
IN LCCF ON WRITS AND RETURNED	8	8	0

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 Director of Work Release
Daniel Waltz,
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CANTEEN - SAVINGS/CHECKING ACCOUNT MONTH OF SEPTEMBER 2024

<i>SAVINGS ACCOUNT:</i>	<i>DESCRIPTION:</i>	<i>AMOUNT</i>	<i>TOTAL</i>
BEGINNING BALANCE AS OF:	<i>September 1, 2024</i>		23,782.27
Commissary sales, headphones	August 2024	12,548.62	
Commissary sales, headphones	September 2024	13,674.34	
Securepak Commission	July 2024	5,183.65	
Securepak Commission	August 2024	4,266.03	
Interest Applied		2.84	
TOTAL DEPOSITS INTO SAVINGS			35,675.48
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		59,457.75
TOTAL TRANSFER TO CHECKING FROM SAVINGS			35,111.66
ENDING BALANCE AS OF:	<i>September 30, 2024</i>		24,346.09
ENDING BALANCE ON: 9/30/2023	Comparison of Last Years Ending Balance		39,132.76
<i>CHECKING ACCOUNT:</i>			
BEGINNING BALANCE AS OF:	<i>September 1, 2024</i>		200.00
TOTAL DEPOSITS INTO CHECKING			35,111.66
TOTAL FUNDS AVAILABLE			35,311.66
<i>DISBURSMENTS:</i>			
<i>NON-STORE</i>			
Myerstown Community Training Center	AHA,HS, CPR/AED, FA	119.00	
Charm-Tex	Inmate whites, soap	1,156.62	
Eagle Point Gun	Ammunition	1,059.37	
Tina Litz Reimbursement	Retirement Plaque	170.85	
Bob Barker	Inmate whites	492.92	
Language Line	Translators	264.50	
Seven Mountains	Recruitment advertising	747.00	
Thomson Reuters	Law Library	3,662.54	
Weaver Associates	Training Manuals	116.60	
Lancaster-Lebanon IU13	School Program	5,037.90	
TJA Police Products	Pepper spray	344.50	
Rebecca Davis Reimbursement	County vehicle gas	40.00	
James Derr Reimbursement	Uniform	242.82	
Your Advertiser	Recruitment Advertising	1,950.00	
TOTAL NON STORE DISBURSEMENTS			15,404.62
<i>DISBURSMENTS:</i>			
<i>STORE</i>			
Commissary Sales	July 2024	8,144.40	
Commissary Sales, indigent/commit packs, pens, body wash	August 2024	11,562.64	
TOTAL STORE DISBURSEMENTS			19,707.04
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		35,111.66

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Rebecca Davis
Deputy Warden of Treatment

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

ENDING BALANCE AS OF:	<i>September 30, 2024</i>	200.00
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Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



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COMMISSARY REPORT

MONTH OF SEPTEMBER 2024

	<u>SEPT 2024</u>	<u>SEPT 2023</u>
OPERATING WEEKS:	4	4
NUMBER OF ORDERS:	432	319
AVERAGE WEEKLY ORDERS:	108	80
SALES:	\$ 14,570.84	\$ 9,753.06
LESS EXPENSES (CREDITS):	\$ -952.50	\$ -321.99
TOTAL SALES:	\$ 13,618.34	\$ 9,431.07
AVERAGE WEEKLY SALES:	\$ 3,642.71	\$ 2,357.77
COMMISSION MONTH OF AUG:	\$ 4,839.20	\$ 4,646.79

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, Capitan of Security

MONTHLY PRISON BOARD REPORT

DATE:

REPORT FROM: 9/1/24 to 9/30/24

	<u>CURRENT</u>	<u>YEAR TO DATE</u>
CONSUMABLE	\$ 4,542.38	\$ 51,487.73
MEATS	\$ 515.77	\$ 25,874.53
DAIRY PRODUCTS	\$ 3,538.35	\$ 28,253.25
BAKED PRODUCTS	\$ 4,032.00	\$ 38,144.00
GROCERIES	\$ 18,047.15	\$ 122,904.14
FRESH FRUITS & VEGETABLES	\$ 2,138.00	\$ 17,248.50
TOTAL	\$ 32,813.65	\$ 283,912.15
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ 2,745.28	\$ 6,043.43

BREAK DOWN OF COSTS
MEALS SERVED

STAFF	2,085	19,190
INMATE POPULATION	26,451	242,748
GUESTS	-	-
CENTRAL BOOKING LUNCHES	150	1,410
TOTAL MEALS SERVED	28,686	263,348
COST PER PERSON PER MEAL	\$ 1.14	\$ 1.08
COST PER PERSON PER DAY	\$ 3.43	\$ 3.23

DATE

DONATED BY:

9/2 Bills Produce - 2 - 50lbs of potatoes
9/5 Calvary Chapel - 4 skids assorted product
9/12 Calvary Chapel - 4 skids assorted product
9/16 Bills produce - 2 cases of pineapples
9/19 Calvary Chapel -- 3 skids assorted product
9/23 Bills Produce - 4 cases apples
9/26 Calvary Chapel - 4 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

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

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

09-03-24: Completed warden daily tasks, met with the DW of Operations and Security to discuss security and operations topics, presented Officer Santos Varela his 36-year service award/retirement plaque, reviewed and continued updating polices.

09-04-24: Completed warden daily tasks, conducted various administrative meetings to include union leadership, met with Intern and scheduled him for this month in various departments throughout LCCF.

09-05-24: Completed warden daily tasks, conducted an administrative meeting this date, participated in an attorney call about policy, met with President Judge Tylwalk and DW Diehl to discuss operations.

09-06-24: Completed warden daily tasks, completed training read and signs, reviewed medication assisted treatment plans and processes, met with CGL and their potential new employee and met with DW Diehl to discuss personnel matters.

09-09-24: Completed warden daily tasks, met with CGL to discuss the increase maintenance demands and on-going projects, participated in TEAM MISA, continued reviewing staffing and operations.

09-10-24: Completed warden tasks, county jail internet out of service for periods during the morning, conducted administrative meetings this date on various topics.

09-11-24: Completed warden daily tasks, participated in meetings regarding staffing and operations, participated in the monthly medication assisted treatment calls, addressed a housing unit over various concerns, reviewed policy for pending Title 37 inspection.

09-12-24: Completed daily warden tasks, met with Sgt. Bartashus and Performance Eastern about food services, provided CGL lead management of a tour of the facility.

9-13-24: Completed daily warden tasks, conducted office support interview with DW Diehl, met with DW Diehl and various staff regarding various topics.

09-13-24: Completed daily warden tasks, researched Medication Assisted Treatment options/processes, toured out mate, kitchen blocks 1 and 2.

09-16-24: Completed daily Warden tasks, participated in our first family academy graduation, participated in a Cyprium pre-budget discussion, met with detail supervisor and DWO to discuss shower plan for a housing unit.

09-17-24: Completed warden daily tasks, conducted an administrative meeting, met with Sgt. Bartashus to discuss kitchen/food 2025 budget numbers and requests.

09-18-24: Completed daily warden tasks, attended the monthly CQI and prison board meetings, toured and addressed a housing unit.

09-19-24: Completed warden daily tasks, continued meeting with various staff to discuss and review budget, addressed grievance appeals and requests, met with Jubilee Chaplains.

09-23-24: Completed daily warden tasks, conducted a maintenance meeting to continue to plan and address various maintenance topics and work orders, updated prison board on staffing and operations, continued to review operations and policy.

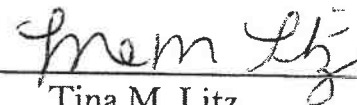
09-24-24: Completed daily warden tasks, toured out mate, block 6, block 5 units, MIU/DORM and units 3 and Secure housing units and addressed questions and concerns. Networked with IT about technology and security related topics.

09-25-24: Completed daily warden tasks, met with various in-house departments to continue working on 2025 budget, met with the DW of Operations and Captain of Security regarding several security and staffing related topics.

09-26-24: Completed daily warden tasks, toured various areas of facility, continued budget preparations.

09-30-24: Attending the PA County Corrections Conference in HA, PA. Various topics to include Human Trafficking/Sexual exploitation, Correctional Officer Wellness and Mental Health Commitments to address and discussed.

Respectfully Submitted,



Tina M. Litz
Warden

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

730 E. Walnut Street
Lebanon, PA 17042

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

To: Lebanon County Prison Board

10/10/2024

CC: Deputy Warden Heather Diehl- Operations

RE: October 2024 Prison Board Report- 9/1/2024 to 9/30/2024

- 9/2/2024- Holiday
- 9/3/2024- Administrative meetings
- 9/4/2024- Operational adjustments to housing within the facility, administrative meetings
- 9/5/2024- Administrative Meetings, Networking with outside agencies for consideration in operational adjustments
- 9/6/2024- Interview for Office Support
- 9/9/2024- Administrative meetings
- 9/10/2024- Administrative meetings
- 9/11/2024- Administrative meetings
- 9/12/2024- Administrative meetings
- 9/13/2024- Interview for Office Support, Administrative meetings
- 9/16/2024- Administrative meetings, New Recruit Graduation from Classroom Training
- 9/17/2024- Administrative meeting, implemented new operations and reviewed adjustments.
- 9/18/2024- Administrative meetings, Disciplinary boards
- 9/19/2024- Reported to Franklin County Jail for meeting on upcoming inspection, programs utilized for inspection, and MAT
- 9/20/2024- Meeting with Deputy Advisory Work Group
- 9/23/24- Administrative meeting
- 9/24/2024- Completion of Disaster Drill, Toured facility
- 9/25/2024- Administrative meeting
- 9/26/2024- Flexed hours to review operations on 4-12 shift, Administrative meeting
- 9/27/2024- Administrative meeting
- 9/30/2024- Administrative meeting

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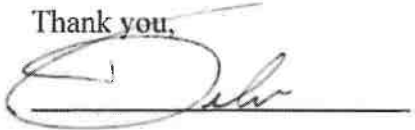
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Post notifications of transfer, promotion, and other vacancies- Forward related paperwork to
Human resources
Cover the duties of the Captain when he is absent

Thank you.

A handwritten signature in black ink, appearing to read "Heather Diehl", written over a horizontal line.

Deputy Warden Heather Diehl

Lebanon County Correctional Facility



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Tina M. Litz,
Warden

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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: September 2024 Prison Board
9-2-24 through 9-30-24

9-2-24: County Holiday
9-3-24: Completed daily DW of Treatment tasks
9-4-24: Completed Daily DW of Treatment tasks, assisted Prime Care medical run a lab clinic
9-5-24: Completed Daily DW of Treatment tasks, attended administrative meeting
9-6-24: Completed daily DW of Treatment tasks, answered inmate grievances, completed parole recommendations
9-9-24: Completed daily DW of Treatment tasks, attended meeting with CGL, attended MISA meeting
9-10-24: Completed daily DW of Treatment tasks, completed parole recommendations
9-11-24: Completed daily DW of Treatment tasks, attended MAT meeting presented by PA DOC
9-12-24: Completed daily DW of Treatment tasks
9-13-24: Completed daily DW of Treatment tasks, answered inmate grievances
9-16-24: Completed daily DW of Treatment tasks
9-17-24: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates, attended administrative meeting
9-18-24: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended Prison Board, answered inmate grievances
9-19-24: Completed daily DW of Treatment tasks, visited Franklin County Jail to discuss how they run their MAT program
9-20-24: Completed daily DW of Treatment tasks
9-23-24: Completed daily DW of Treatment tasks, completed parole recommendations
9-24-24: Completed daily DW of Treatment tasks, completed parole recommendations
9-25-24: Completed daily DW of Treatment tasks, walk through on Block 3
9-26-24: Completed daily DW of Treatment tasks
9-27-24: Completed daily DW of Treatment tasks, answered inmate grievances, handed out white clothing to indigent inmates, completed parole recommendations
9-30-24: Attended Pennsylvania County Corrections conference in Harrisburg, PA

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September 2024: The counselors continue to meet with inmates to work through any questions or concerns they have during their incarceration. They also connect inmates with attorneys, probation/parole, children and youth, SARCC, various other in-county and out of county agencies and re-entry programs.

Number of DNA's done for the month: 8

Number of grievances for the month: 12

Approximate number of request slips completed: 1,200, Intakes of new commitments: 53, Public Defender applications: 26

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

Lebanon County Correctional Facility



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 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

October 16, 2024

To: Lebanon County Prison Board
 From: Ray H. Arnold, Director of Work Release
 Subject: Monthly Prion Board Report.
 Re: 09/01/2024 – 09/30/2024

BOARD MEMBERS:

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

PARTICIPANTS

	September 2024	September 2023
Inmates Employed in the Community:	11	13
Inmates added to the Program:	04	02
Inmates removed from the Program:	08	04
Removed for a Major Misconduct:	02	01

REQUEST SLIPS / COUNSELING

	September 2024	September 2023
Request Slips:	140	263
Intakes:	0	09

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	September 2024	September 2023
Inmates Seeking Employment:	14	02
Total Number of Travel Passes (TP):	33	06
Travel Passes for Employment:	32	05
Travel Passes for Work Related Items:	01	01
Travel Passes for Medical Apps.:	0	0
Travel Passes for Legal Matters:	0	0
Travel Passes for D & A Therapy:	0	0

FINANCIAL STATUS

	Month of September 2024	Year to date 2024
AMOUNT RECEIVED	\$39,087.22	\$257,878.26
ROOM AND BOARD	\$8,326.52	\$60,400.68
FINES AND COSTS	\$8,071.70	\$46,134.22
DISTRICT JUSTICES	\$40.00	\$873.14
PROCESSING FEE	\$75.00	\$1,350.00
DRUG TESTING	\$670.00	\$5,020.00
SUPERVISOR FEE	\$1,340.00	\$10,040.00
MONEY DEDUCTED	\$18,523.22	\$123,818.04
INMATE BALANCE	\$20,564.00	\$134,060.22
COST RECOVERY - Room & Board RB	\$371.68	\$2,871.92

OIC CHECKS OF FACILITY AND GROUNDS:

Conducted OIC Checks on the following dates: Week of 09/15/2024.

Disciplinary Boards

Served as Disciplinary Board Chairperson for the week 09/16/2024.

Served as Co-Chair for Disciplinary Boards.

Staff Incidents

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

MEETINGS

Attended Prison Board Meeting.

Attended Administration meetings – Discussion Prison Operations.

Met with Prime Care regarding work release participants.

Prison Operations

Assisted with Prison Operations throughout the month.

Worked with the Lebanon County IT Department to update systems.

On Call Warden

Worked as on call Warden this month.

Work Release

Work Release Classification held this month

Assisted Inmates with employment placement – Filling out applications.

On site job checks conducted.

Searched work release participants vehicles.

Intern

Intern Jason Lipshaw shadowed me this month.

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

Aponte, Antonio	Uni-Temp (Manna Foods)
Bleecker, Anthony	Texas Roadhouse
Broadback-Coover, Cory	Uni-Temp (Manna Foods)
DeJesus-Rios, Abigail	Plastic Systems Inc.

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

Gonzalez, Carlos	Major Misconduct
Benitez, Hector	Major Misconduct
Bleecker, Anthony	County Parole
Dohney, Austin	County Parole
Hernandez, Migeul	Expiration of Maximum Sentence
Kavergas, Francis	County Parole
McGinity, Ryan	County Parole
DeJesus-Rios, Abigail	Expiration of Maximum Sentence

Respectfully submitted,



Ray H. Arnold
Director of Work Release

LEBANON COUNTY CORRECTIONAL FACILITY

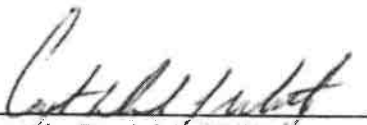
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October 1, 2024

Prison Board Report for September 2024

9-2-2024 Holiday
9-3-2024 Completed and filed paperwork.
9-4-2024 Conducted disciplinary board hearings for the inmate population that violated the rules and regulations of the facility.
9-5-2024 Attended an administrative meeting. Various topics were discussed.
9-6-2024 Vacation Day
9-9-2024 Vacation Day
9-10-2024 Vacation Day
9-11-2024 Vacation Day
9-12-2024 Vacation Day
9-13-2024 Vacation Day
9-16-2024 Attended a meeting with the county Attorney.
9-17-2024 Attended an Administrative meeting, Various topics were discussed.
9-18-2024 Attended Prison Board meeting. Assisted Deputy Warden Diehl with Disciplinary board hearings for the inmate population that violated rules and regulations of the facility.
9-19-2024 Assisted Director Potter with range qualifications.
9-20-2024 Toured the facility. Assisted Cpyrium with security upgrade of the facility.
9-23-2024 Toured the facility. Assisted Cpyrium with security upgrade of the facility.
9-24-2024 Assisted Deputy Warden Diehl managing a Mass Causality Drill for Security and Medial staff in the facility.
9-25-2024 Intern Jason Lipshaw shadowed the Captains position.
9-26-2024 Completed and filed paperwork.
9-30-2024 Toured the facility.



Captain Daniel J. Waltz

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**To: Prison Board
From: Director of Training, Edward Potter Jr.
RE: September Report**

September 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
2 HOLIDAY	3 Basic Correctional Officer Academy	4 Basic Correctional Officer Academy	5 Basic Correctional Officer Academy	6 Basic Correctional Officer Academy	7	8
9 Basic Correctional Officer Academy	10 Basic Correctional Officer Academy	11 Basic Correctional Officer Academy	12 Basic Correctional Officer Academy	13 Basic Correctional Officer Academy	14	15
16 Basic Correctional Officer Academy Graduation	17 Admin Meeting	18 Correctional Officer make-up training	19 -Budget Meeting -Range Practice	20 -Update training rosters -Armed escort training	21	22
23 Complete new training rosters/updated current training folders	24 Create schedule for in- service training and send notification	25 Reviewed Correctional Officer Applications and Scheduled Interviews	26 Off	27 Reviewed Correctional Officer Applications and Scheduled Interviews.	28	29
30 Dept. of Corrections Hannoun/Shegini Instructor Course						

RCM Portal - Generate Stat Summary Report

Stat Summary Report

	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
Facility Statistics													
Monthly ADP	278	302	250	296	298	304	294	297	292				
Monthly ADP Male	228	257	255	253	254	263	262	265	261				
Monthly ADP Female	50	45	43	43	44	41	32	32	31				
Monthly ADP Identity as Other	0	0	0	0	0	0	0	0	0				
Total # of Intake Screenings	120	126	111	115	137	116	128	105	112				1070
Substance Use / MAT													
Jan-24	30	29	32	29	39	28	46	38	39				310
Feb-24	16	12	16	11	20	14	11	10	13				123
Mar-24	8	9	11	4	12	13	12	4	5				74
Apr-24	3	4	3	2	8	8	3	8	4				43
May-24	14	13	16	19	23	13	20	16	17				135
June 24	28	28	27	35	36	40	48	42	45				
July 24	26	27	5	12	11	14	14	10	10				
Aug 24	1	1	0	0	0	0	0	0	0				
Sept 24	12	10	9	17	14	16	14	10	10				
Oct 24	0	0	0	0	0	0	0	0	0				
Nov 24	15	18	18	18	22	26	34	32	35				
Dec 24	0	0	0	0	0	0	0	0	0				
Administrative	0	0	0	0	0	0	0	0	0				
Jan-24	0	0	0	0	0	0	0	0	0				
Feb-24	3	2	3	2	4	6	4	5	3				32
Mar-24	1	0	1	1	1	3	1	0	0				8
Apr-24	0	0	0	0	0	0	0	0	0				0
May-24	19	13	13	6	13	8	13	8	10				103
June 24	0	4	2	1	3	0	1	0	0				11
July 24	0	0	2	0	5	3	1	3	2				16
Aug 24	5	5	4	3	6	4	4	5	3				39
Sept 24	2	2	1	2	2	4	3	0	4				20
Oct 24	13	11	4	6	10	13	7	0	15				79
Nov 24	5	5	4	4	3	1	3	1	4				30
Dec 24	37	34	35	40	28	32	28	29	28				291
Medical Transports	6	1	1	5	4	3	0	4	2				26
Jan-24	0	0	0	1	1	0	0	1	0				3
Feb-24	0	0	0	0	0	0	0	0	0				0
Mar-24	0	1	3	4	0	2	1	0	0				12
Apr-24	14	10	9	5	6	4	1	2	1				59
May-24	1	0	0	3	1	1	2	1	0				9
June 24	2	0	3	0	0	0	0	0	0				5
July 24	0	0	0	0	0	0	0	0	0				0
Aug 24	0	0	0	0	0	0	0	0	0				0
Sept 24	0	0	0	0	0	0	0	0	0				0
Oct 24	0	0	0	0	0	0	0	0	0				0
Nov 24	0	0	0	0	0	0	0	0	0				0
Dec 24	0	0	0	0	0	0	0	0	0				0

	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	1	0	0	1	0	0	0	2
Methadone	3	2	2	2	6	1	7	5	3	1	0	0	30
Neurology/Neurosurgery	0	0	0	0	2	1	3	0	0	2	0	0	8
OB/GYN	4	3	3	3	3	5	0	2	0	1	0	0	21
Ophthalmology	2	2	0	0	2	1	2	2	2	2	0	0	15
Oral Surgery	0	0	0	0	0	0	0	0	0	0	0	0	0
Orthopedics	0	3	7	10	6	5	3	5	6	0	0	0	48
Physical Therapy	0	0	0	0	0	0	0	0	1	0	0	0	1
Plastic Surgery	0	1	0	0	0	0	0	0	0	0	0	0	1
Podiatry	0	0	1	0	0	0	0	0	1	0	0	0	2
Urology	0	1	0	0	0	2	1	2	1	1	0	0	7
Wound Clinic	4	4	1	1	0	0	0	0	0	0	0	0	9
Surgery Performed	0	0	0	0	0	0	1	1	0	0	0	0	2
Imaging (CT, MRI, etc.)	1	4	2	4	4	1	0	0	2	0	0	0	14
Diagnostic Test (outside)	0	0	0	0	0	2	0	0	0	0	0	0	2
Other Trips / Outside Consults	0	0	0	0	0	0	0	2	2	0	0	0	4
Total # of Missed Outside Appointments	0	0	2	2	0	2	1	0	0	2	0	0	7
Medical	330	342	257	301	265	331	334	329	287	268	268	268	268
Total # Nurse Sick Call	280	269	250	267	220	192	203	196	195	195	195	195	195
Total # of Provider Sick Calls	43	2	2	7	19	21	13	19	4	0	0	0	71
# of NP/PA Sick Calls	207	267	248	260	201	188	190	177	211	211	211	211	1929
Total # of Patients in Medical Chronic Care	121	136	133	193	147	144	165	177	195	195	195	195	195
# in CCC - Asthma (COPD/Pulmonary)	12	15	17	48	43	44	45	54	55	55	55	55	55
# in CCC - Cardiac (Hypertension)	43	45	44	57	55	58	79	79	81	81	81	81	81
# in CCC - Diabetes	12	15	17	14	16	15	24	23	23	23	23	23	23
# in CCC - HIV/AIDS	6	8	8	16	10	13	13	15	19	19	19	19	19
# in CCC - Juvenile/Elderly	5	5	5	5	5	4	5	4	3	3	3	3	3
# in CCC - Neuro	24	23	23	16	15	18	21	23	23	23	23	23	23
# in CCC - Pregnancy	3	4	3	10	10	8	9	15	20	20	20	20	20
# in CCC - Stable Cell Disease	2	3	2	2	2	2	2	3	3	3	3	3	3
# in CCC - Thyroid	1	1	1	1	1	2	1	1	1	1	1	1	1
# in CCC - Misc (Other)	2	3	3	4	4	5	5	8	9	9	9	9	9
Total # of Pregnant Females	30	38	32	65	20	16	24	24	38	38	38	38	38
# of Miscarriages	0	0	0	0	0	0	0	0	0	0	0	0	0
# of Abortions	0	0	0	0	0	0	0	0	0	0	0	0	0
# of Deliveries	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # of Patients on Medical Alerts	182	190	185	192	198	196	186	185	183	183	183	183	183
% ADP on Medical Alerts	65%	63%	62%	65%	67%	65%	63%	62%	64.00%	64.00%	64.00%	64.00%	64.00%
Total # 1-4 Day Physicals	94	105	71	69	91	74	83	69	87	87	87	87	87
Total # Annual Physicals	5	4	9	3	3	6	5	3	4	4	4	4	40

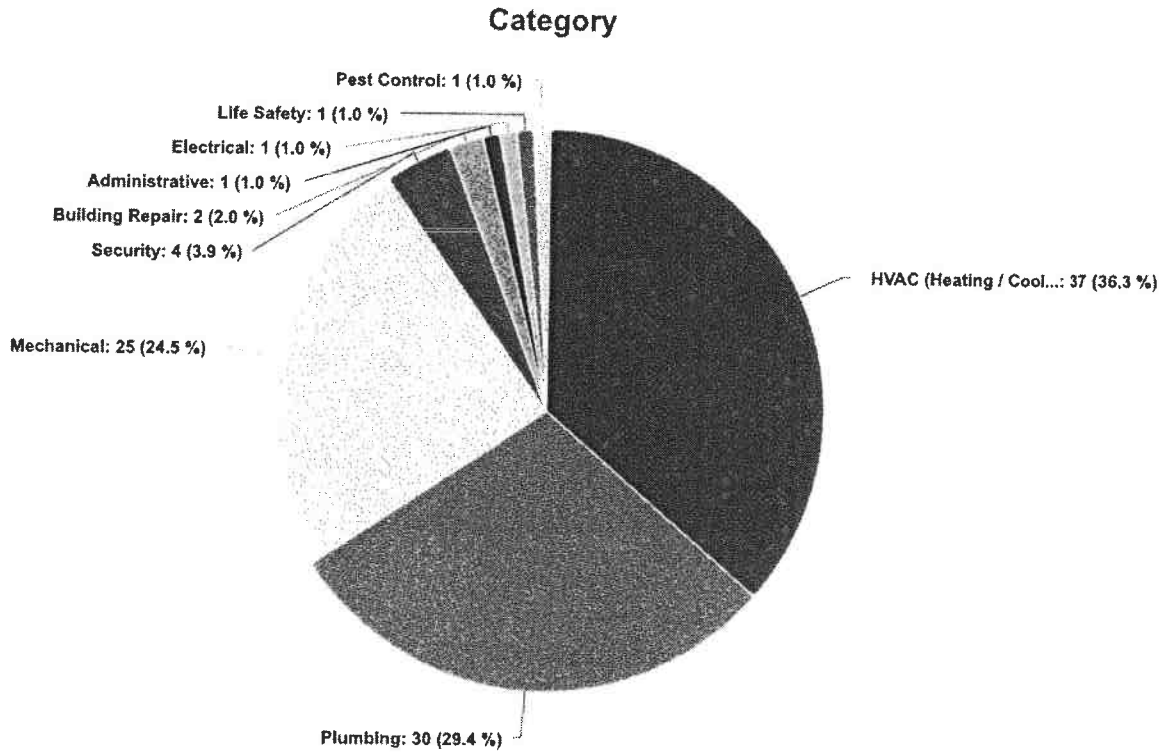
	27	20	18	16	24	23	21	17	62	25	25	239	
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June-24	July-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total
Total # of in-House EKG's	25	17	16	16	16	16	26	30	24	25	25	203	
Total # of in-House X-Ray's	100	115	121	112	110	109	109	121	121	101	101	1000	
Total # of HIV Tests Performed	0	1	0	0	0	0	0	0	0	1	0	2	
# of HIV Positive Detected at Facility	6	5	5	4	5	4	4	4	4	3	4	40	
# Receiving HIV Medication or ART	3	3	1	4	3	4	3	4	3	1	2	24	
Total # HCV Tests Performed	1	0	1	0	0	1	0	0	0	0	0	3	
# of HIV Positive Detected at Facility	1	0	0	0	1	1	1	1	0	0	0	7	
# Receiving HCV Treatment	0	1	3	2	2	5	0	1	0	0	0	14	
Total # of Other Hepatitis Tests Performed	0	0	0	0	0	0	0	0	0	0	0	0	
# of Hepatitis A Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0	
# of Hepatitis B Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0	
Total # of RPR Tests Performed	1	4	1	2	1	2	0	1	1	1	1	12	
# of Syphilis Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0	
Total # of GC/CT Tests Performed	6	4	3	1	3	1	2	2	5	2	2	27	
# of Gonorrhea Cases Detected at Facility	1	0	0	0	0	0	0	0	0	0	0	5	
# of Chlamydia Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	2	
Total # COVID-19 Tests Performed	65	5	16	13	8	3	2	7	28	15	15	153	
# of COVID-19 Cases Detected at Facility	3	0	0	0	0	0	0	1	1	1	1	16	
# of COVID-19 Vaccines Administered	0	0	0	0	0	0	0	0	0	0	0	0	
Total # of Patients Isolated for MRSA	5	4	5	2	3	3	3	0	2	3	2	27	
# of MRSA Cases Detected at Facility	4	3	2	1	2	0	0	1	3	3	3	16	
Total # of TB Tests Performed	106	122	107	101	115	113	112	112	93	85	85	954	
# of TB Cases Detected at Facility	0	0	0	0	0	0	0	0	0	0	0	0	
# Receiving TB Treatment	0	0	0	0	0	0	0	0	0	0	0	0	
Behavioral Health	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June-24	July-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total
Total # of Psychiatric/Psych Sick Calls	349	347	324	325	322	354	358	357	340	340	340	340	3176
Total # of Behavioral Health Sick Calls	320	370	326	358	395	379	366	315	338	338	338	338	3167
Total # of Behavioral Health Groups	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # Patients in BH CCC	49	39	45	48	109	101	108	104	105	104	105	105	105
# CCC - Bipolar & Related Disorders	28	18	20	23	68	61	63	59	58	58	58	58	58
# CCC - Depressive Disorder	16	13	16	14	29	30	34	34	33	34	33	33	33
# CCC - Schizophrenia Spectrum & Other	5	8	9	10	15	13	14	14	16	18	18	18	18
Total # of Patients on Psych Meds	143	147	136	137	149	144	151	150	154	154	154	154	154
% ADP on Psych Meds	51%	48%	45%	46%	50%	47%	51%	51%	52%	53%	53%	53%	53%
Total # of Patients on MHSR-A	40	39	46	45	42	35	41	42	40	40	40	40	40
% of Patients on MHSR-A	14%	13%	15%	15%	14%	14%	14%	14%	14%	14%	14%	14%	14%
Total # of Patients on MHSR-B	32	28	30	25	24	25	24	24	23	24	24	24	24
% of Patients on MHSR-B	8%	10%	10%	8%	8%	8%	8%	8%	8%	8%	8%	8%	8%
Total # of Patients on MHSR-C	180	186	176	177	187	192	191	191	192	192	192	192	192
% of Patients on MHSR-C	65%	62%	59%	60%	63%	65%	64%	64%	65%	64%	65%	64%	64%
Total # of Patients on MHSR-D	14	17	17	18	20	17	20	19	18	18	18	18	18
% of Patients on MHSR-D	5%	6%	6%	6%	6%	6%	7%	6%	6%	6%	6%	6%	6%

	17	22	23	17	24	24	22	15	17	18	175	
	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 # of Patients on Suicide Watch	17	0	0	0	0	1	0	1	0	0		
Total # of Involuntary M.H. Commitments	0	0	0	0	0	1	0	1	0	0		
# of Patients Waiting Transfer to State Hospital	0	0	1	2	0	0	0	0	1	1		
# of Patients w/Involuntary Med/Tx Orders	0	0	0	0	0	0	0	0	0	0		
Dental												
Total # of Dentist Sick Calls	35	53	34	52	50	41	46	49	58	58	418	
# of Fillings	0	0	0	0	0	0	0	0	0	0	0	
# of Exams	21	30	18	40	25	21	30	37	33	33	255	
# of Extractions	10	18	11	8	16	15	14	9	19	19	120	
# of Other	0	0	0	0	0	0	0	0	0	0	0	
# of Annual Dental Exams	4	5	5	4	9	5	2	3	6	6	43	

Lebanon County Correctional Facility

Lebanon County - Prison Board Report

Printed: 10/11/2024 10:00 AM



Report Criteria

- Repair Center is Lebanon County Correctional Facility
- Status is not equal to Canceled or Denied
- Complete is between '9/1/2024' AND '9/30/2024'

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Administrative				
Administrative	LCCF-8385	MIHR Training on PPE Awareness	Training	Trained
Administrative - 1 Total:				
Building Repair				
Building Repair	LCCF-8361	glasses need repaid per inmate request for Ashley Pellegrini	Defective Part	Repaired
Building Repair	LCCF-8156	Escort cyprium	Escort Contractor	Escorted Contractor
Building Repair - 2 Total:				
Electrical				
Electrical	LCCF-8362	ECB - Block 6 Bathroom & Showers	Electrical Failure	Relocated / Reinstalled
Electrical - 1 Total:				
HVAC (Heating / Cooling)				
HVAC (Heating / Cooling)	LCCF-8278	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8281	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8279	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8282	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8421	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8424	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8420	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8423	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8211	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8238	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8237	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8236	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8235	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8234	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-8233	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8232	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8231	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8230	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8229	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8228	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8227	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8226	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8225	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8224	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8223	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8222	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8221	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8220	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8219	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8218	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8217	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8216	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8215	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8214	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8213	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8212	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-8188	Monthly, Wall/Window A/C Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling) - 37 Total:				
Life Safety				
Life Safety	LCCF-8435	Escort Johnson control to trouble shoot panel faults.	Escort Contractor	Escorted Contractor
Life Safety - 1 Total:				
Mechanical				
Mechanical	LCCF-8426	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8427	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8323	Monthly, Door, Roll-Up	Preventive / Inspection	PM Completed
Mechanical	LCCF-8322	Monthly, Air Curtain	Preventive / Inspection	PM Completed
Mechanical	LCCF-8446	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8447	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8449	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-8408	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-8417	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-8416	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-8429	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-8348	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8347	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8350	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-8204	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-8203	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-8372	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8373	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8375	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-8363	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-8364	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-8397	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-8406	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8405	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-8396	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical - 25 Total:				
Pest Control				
Pest Control	LCCF-8434	Ratt Inc. DBA Orkin Pest Control	Preventive / Inspection	Escorted Contractor
Pest Control - 1 Total:				

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing				
Plumbing	LCCF-8440	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-8448	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-8456	2nd sink is clogged	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-8457	3rd sink clogged	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-8458	4th sink is clogged	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-8460	1st toilet clogged	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-8419	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-8436	cell 75 placed out of service due to clogged toilet	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-8407	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-8377	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-8414	MIU 87 CELL Clogged toilet trap, toilet overflowing, toilet water on floor	Constant Use	Unclogged
Plumbing	LCCF-8376	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-8374	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-8366	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-8351	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-8352	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-8359	BLOCK 3&4 CONTROL STATION BATHROOM OTS	Defective Part	Replaced
Plumbing	LCCF-8277	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-8353	Toilet in Cell 4/62 won't flush.	Abuse	Unclogged
Plumbing	LCCF-8355	Toilet is not working	Constant Use	Reset
Plumbing	LCCF-8356	toilet clogged	Abuse	Unclogged
Plumbing	LCCF-8349	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-8428	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-8430	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-8431	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-8409	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-8410	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-8399	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-8432	ECB - Clogged Toilet	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-6707	Replace Faucet	Constant Use	Replaced
Plumbing - 30 Total:				
Security				
Security	LCCF-8433	Cell 28 - Not opening correctly	Constant Use	Adjusted
Security	LCCF-8187	ECB- School Room door	Constant Use	Repaired
Security	LCCF-8383	Door Problem, cells without locks. 56, 57, 64, and 72	Constant Use	Completed
Security	LCCF-8392	Electronic Issue the tablets in block 6 upper screen keeps going white	Defective Part	Deferred
Security - 4 Total:				

<p>LEBANON COUNTY CORRECTIONAL FACILITY</p>	<p>Tina M. Litz, Warden Heather Diehl Warden of Operations Rebecca Davis, Deputy Warden of Treatment Ray. H. Arnold. Director of Work Release Daniel J Waltz, Director of Security Edward Potter. Director of Training</p>	<p>730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org</p>
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October 16 2024
PRISON BOARD MEETING
DETAIL SECTION

This Report Covers September 1, 2024, to September 30, 2024

The Detail Section consists of the following personnel:

INSIDE: Inside detail consisted of (12) different male inmates.

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

FEMALE: Consists of (02) 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 the Detail section.

The following transpired since the last prison board meeting:

Daily:

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. Cleaned District Justice Office of Anthony Verna

**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. Began Construction of Block 2 showers
 - Removed Old Tile wall
 - Installed Dry wall
 - Finished Spackling of dry wall
 - Finished with water resistant sealant
7. Began work on Dormitory ceiling.

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

Total Detail hours worked from September 1, 2024, through September 30, 2024

Inside:	<u>1150</u>
Outside:	85
Total:	1235

Respectfully Submitted,

Detail Robert Gibson



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

Prison Board Report

September, 2024

Worship Services (English Male)	14	7
Worship Services (Spanish Male)	8	5
Worship Services (English Female)	5	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)	les)*	
Individual Counseling Sessions		51
Request Slips Answered		242
Housing Area Visits		11
* 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 September 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 September

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: September, 2024

H.S.E. High School Equivalency

Sessions to prepare students for the HiSET exams: (3 sessions per day)	<u>15</u>
Request Slips Received:	<u>9</u>

Respectfully Submitted,

Ken Travis
HSE Instructor,
LL IU13 Community Education

HiSET Exams passed, by LCCF Students, in September

11

LEBANON COUNTY PRISON BOARD

*Wednesday, September 17, 2024
Lebanon County Correctional Facility
Commissioners Meeting Room 207 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

The following Board Members were absent:

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

Public Comment (s): John Rose of the Prison Society and NAACP inquired about Use of Force investigations. Warden Litz and Deputy Warden Diehl responded to various questions from Mr. Rose.

It was moved by Commissioner Litz, seconded by Controller Mettley, to approve the minutes of the August 21, 2024 meeting. Vote unanimous.

Warden Tina Litz reported the MAT coordinator and counselor positions are needed for the Medication Assisted Treatment (MAT) Program induction. Many facilities utilize the medical provider for those needs. Warden Litz said shower and ventilation issues are still being addressed and heating unit bids are still being sought. Staffing continues to be a challenge, and other efforts are being explored for recruitment. In some instances, programming will be modified to accommodate staffing shortages while maintaining security of staff and inmates.

Deputy Warden of Treatment, Rebecca Davis reported that visitation schedules are being modified to accommodate attorney/client visits.

CEO Tom Weber, PrimeCare Medical, reported that operations are stable in terms of mental health, noting that August was the 3rd month in a row that the MAT numbers were above 40, so the program has grown and expects to see an increase. Weber stated that they are averaging 12 opioid detoxes a month, so those individuals most likely will be candidates for induction if they pass the assessment.

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

Tina Litz, Warden, reported the average daily inmate population for August was 301.16. 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 four (4) week operating period, during the month of August 2024 were \$3,123.16. The commission amount from July was \$5,492.69.

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

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

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

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

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,650 hours during the month of August 2024. The Board reviewed this report.

Sgt. Edward Bartashus, Kitchen Sergeant, submitted a written report for the month of August 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 August 2024. Mr. Arnold reported that there are fifteen (15) inmates employed within the community on the work release program and six (6) inmates seeking employment. A total of eighteen (18) 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 August 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 August 2024. CGL completed one hundred fifteen (115) 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 August 2024. Total students enrolled in the Emotional Support (E.S.) Program were zero (0) and the Alternative Education Program were two (2) students. The Board reviewed this report.

Ken Travis, High School Equivalency Instructor from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the Community Education Program for August 2024. LCCF Students passed Eleven (11) HiSET Exams, eighteen (18) total sessions to prepare students for the HiSET exams and eight (8) request slips were received. The Board reviewed this report.

Meeting Adjourned.



Jo Ellen Litz, County Commissioner
Secretary

Next meeting: October 16, 2024

