

LEBANON COUNTY PRISON BOARD

MINUTES

Wednesday, April 19, 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
Jeffrie Marley, Sheriff

The following Board Members were absent:

Pier Hess Graff, District Attorney
Robert M. Mettley, Controller

The following guests attended today's meeting:

Tina Litz, Warden
Jamie Wolgemuth
Scott Richmond, Directory of Training
Rebecca Davis, Deputy Warden of Treatment
Captain Waltz

Public Comment (s): None

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

Commissioner Phillips noted that Maintenance Contractor, CGL, is making good progress with preventative maintenance and prolonging the life and utility of the building. Warden Litz followed up with how pleased she is with the preventive maintenance that has been caught up, especially running a 40+ year old building.

Kelly Rhoads from PrimeCare Medical explained that, despite the lifting of many nationwide Covid protocols, PrimeCare continues to test upon intake and on the tenth day of incarceration.

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

Tina Litz, Warden, reported the average daily inmate population for March was 263.87. 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 February, 2023 were \$3,105.12, commission amount was \$3,967.13.

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

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

Scott Richmond, Deputy Warden of Operations submitted a written report giving his activities for the month of March, 2023. The Board reviewed this report.

Sgt. Edward Bartashus, Kitchen Sergeant, submitted a written report for the month of March, 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 March, 2023. Mr. Arnold reported that there are 12 inmates employed within the community on the work release program and 3 inmates seeking employment. A total of 9 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 March, 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 March, 2023. CGL completed two hundred seventy-three (273) 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 March, 2023. Total student enrolled in the Emotional Support (E.S.) Program was zero (0) and the Alternative Education Program was five (5) students. The Board reviewed this report.

Meeting Adjourned.

*Robert M. Mettley, County Controller
Secretary*

Next meeting: May 17, 2023