

LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location:

Lebanon County Municipal Building

400 S. 8th St.

Lebanon, PA 17042

Wednesday, August 21, 2024

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From July 17, 2024

Report From The Warden

***Discussion on Introduction of Medical Assisted Treatment (MAT)**

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 PRISON BOARD

*Wednesday, July 17, 2024
Lebanon County Correctional Facility
Meeting Room 11:30 a.m.*

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

The following Board Members were present:

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

The following Board Members were absent:

Pier Hess-Graf, District Attorney

Public Comment (s): Joe Duke, Lebanon, noted a number of advocacy organizations that he is involved with. Mr. Duke informed the board that he will be presenting plans in the future for addressing mental health and drug abuse in Lebanon County.

It was moved by Comm. Litz, seconded by Comm. Phillips, to approve the minutes of the June 19, 2024 meeting, with addition of "Warden" Litz to the first paragraph of public comment. Vote unanimous.

Warden Tina Litz reported that air conditioning issues are being addressed due to the failure of some electric motors needing repaired/replaced. Plans are still being put in place for repairs to the facility heating systems, as needed. Security upgrade to control systems have been completed for Phase 1. Warden Litz mentioned that hiring continues to be a challenge. Ms. Litz stated that the average daily population for June was 312, however, population is currently 293. The census continues to ebb and flow.

Comm. Kuhn noted that CGL appears to be improving the level of maintenance.

CEO Tom Weber, PrimeCare Medical gave a report on the assessment process for inmates with mental health diagnosis, now at 69% of the population. Four inmates are housed at Norristown State Hospital and 42 inmates are enrolled in the Medication Assisted Treatment (MAT) Program.

Comm. Litz inquired if WellSpan Philhaven is a facility that is providing treatment. Mr. Weber responded that Philhaven is not equipped for incarcerated commitments. State Hospitals, like Norristown, are affiliated with State Correctional Institutions.

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

Tina Litz, Warden, reported the average daily inmate population for June was 312.10. 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 June 2024 were \$3,486.71. The commission amount from May was \$6,940.83.

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

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

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

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

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,507 hours during the month of June 2024. The Board reviewed this report.

Sgt. Edward Bartashus, Kitchen Sergeant, submitted a written report for the month of June 2024 giving a breakdown of cost of meals served and items donated.

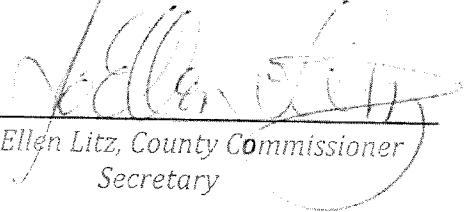
Ray Arnold, Director of Work Release, submitted a written report for the month of June 2024. Mr. Arnold reported that there are fifteen (15) inmates employed within the community on the work release program and eight (8) inmates seeking employment. A total of twenty-nine (29) travel passes were issued during this period. The Board reviewed this report.

Rev. Marilyn Nolte, Chaplain Manager, submitted a written Chaplain's report for the month of June 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 June 2024. CGL completed two hundred nineteen (219) work orders during this period. The Board reviewed this report.

Meeting Adjourned.



Jo Ellen Litz, County Commissioner
Secretary

Next meeting: August 21, 2024

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
Telephone: 717-274-5451
Fax: 717-274-1338

Tina 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
Matthew K. Bugli, Solicitor
Jamie Wolgemuth, County Administrator

From: Tina Litz, Warden *Tina Litz, Warden*
Re: Discussion on Introduction of Medical Assisted Treatment (MAT)
Date: August 9, 2024

On July 23, 2024, I, along with the Deputy Wardens of the correctional facility participated in a webinar entitled 'Correctional Facilities 'Obligations to Provide Medications for Opioid Use Disorder under the American with Disabilities Act, hosted by the Department of Justice. The webinar referenced that correctional facilities have an obligation to move forward with an Induction to Medical Assisted Treatment program, citing it as an evidence-based standard of care that needs to be met.

The Department of Justice, as it stands is allowing the correctional facilities to move forward at its own pace and there has been no indication of a hard deadline or timeline to be met at this time. As you may recall the Lebanon County Correctional Facility with approval of the prison board moved forward with the Medical Assisted Treatment maintenance program. The maintenance program started on 1-1-23. The program has more than doubled since inception. Currently, LCCF has been granted Opioid Settlement funds to offset a correctional officer for 4 hours a day 7 days a week. This is approximately \$31, 472.00. Prime Care Medical Inc. also has been approved to invoice the Opioid Settlement Funds, \$100,000 annually to offset the current Medical Assisted Treatment Program Costs. The June MAT Prime Care invoice to the opioid settlement funds was \$18,115.58.

There are several factors that still need to be addressed in ordered to establish such program, The Department of Justice did not offer any resolve regarding any available financial resources to assist or offset the increased costs of expanding the program. The data we have been monitoring and the information from other counties indicate our program would more than double in number. It should be noted that means the facility would continue to look for financial resources to offset the costs. The expansion of the medical assisted treatment program requires administration to evaluate appropriate staffing to assist in any increased transports related to the program, as well as appropriate security ability to prevent the diversion of the medical assisted

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
Telephone: 717-274-5451
Fax: 717-274-1338

Tina 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

treatment medications, and of course funds to assist with the medical fees associated with the medical assisted medications and any mandated counseling.

Attached you will you a memo sent out by Prime Care Medical Inc. on July 23, 2024, referencing the DOJ webinar held on the same date.

Does the Lebanon County Prison Board, authorize the forward movement of developing and providing an Induction Medical Assisted Program at the Lebanon County Correctional Facility?

TO: PENNSYLVANIA COUNTY PARTNERS

FROM: PRIMECARE MEDICAL INC.

SUBJECT: CORRECTIONAL FACILITIES' OBLIGATIONS TO PROVIDE
MEDICATIONS FOR OPIOID USE DISORDER UNDER THE AMERICANS
WITH DISABILITIES ACT.

DATE: JULY 23, 2024

This morning several of our team members attended the Department of Justice's (DOJ) webinar on MOUD treatment in county-level correctional facilities. From the attendee list, we noticed a number of you had representatives on the webinar as well. We wanted to provide a general overview and, again, offer further discussions as this treatment modality expands in your facility.

As the correspondence of June 17, 2024 announcing the webinar detailed, the DOJ takes the position that everyone with an opioid use disorder diagnosis is to receive one of the three forms of FDA approved medications (Methadone, Buprenorphine, or Naltrexone). This group includes not only those receiving such treatment prior to incarceration (commonly referred to as "maintenance" treatment), but also those who are not ("induction"). Although the DOJ takes the legal standpoint that the treatment must be offered, they did not provide a rigid format as to what the treatment must look like at your particular facility. The DOJ recognizes that as a medical treatment, the details of the treatment must be decided by a licensed physician, physician assistant or certified registered nurse practitioner. Fortunately, PrimeCare has been offering this treatment for a number of years and has policies and training in place to address the expansion of this treatment program.

Although the DOJ made it clear the treatment is required and they repeatedly referenced their enforcement efforts utilizing the legal system, they did not establish a hard and fast deadline as to when you must start a program that includes induction. However, although the demeanor of the letter and webinar were professional and informative in nature, we do believe if a full fledge MOUD program is not operational in the not-too-distant future, the next communication from the DOJ will be more of an enforcement effort. From our past experience, our EMR is already set to assist in the identification of those likely to qualify for the program and we have in place evidence-based assessment tools.

We have already had discussions with most of our facilities and shared that PrimeCare's philosophy supports this treatment tool. We know that this philosophy is not equally shared by all county officials. If any of you questions or would like to schedule a meeting with other county stakeholders please let us know.

Dr. Pamela Rollings, Chief Medical Officer
Brent Bavington, President
Todd Haskins, Chief Operation Officer
Thomas J. Weber, Chief Executive Officer

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 AUGUST 1, 2024	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF JULY 31, 2024	291	259	32
AVERAGE DAILY POPULATION JULY	299.16	264.23	34.94
NUMBER OF INMATES RECEIVED	140	115	25
NUMBER OF INMATES RELEASED	126	98	28
HIGHEST COUNT	305 8 TH	268 15 TH	40 5 th , 6 th , 7 th , 8 th
LOWEST COUNT	287 26 th	257 26 th , 30 th	29 27 th
NUMBER OF UNSENTENCED INMATES	89	85	4
NUMBER OF INMATES ON WORK RELEASE	12	10	2
NUMBER OF INMATES ON DETAIL	24	20	4
NUMBER OF STATE SENTENCED INMATES	8	8	0
NUMBER TRANSFERRED TO STATE PRISON	4	4	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	6	5	1
NUMBER OF PAROLE/PROBATION VIOLATORS	95	77	18
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	45	--	--
PROBATION VIOLATION	10	--	--
PAROLE VIOLATION	11	--	--
<i>Number of Parole/Probation Violators on new Temporary Detainer Policy—Hot Urine Alc/Drug Use</i>	0	0	0
FINES & COSTS BENCH WARRANT/SENTENCE	9	--	--
OTHER LEBANON BENCH WARRANTS	28	--	--
OUT OF COUNTY BENCH WARRANTS	6	--	--
D.J. SENTENCE	1	--	--

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

SENTENCED BY COURT OF COMMON PLEAS	14	--	--
WRITS FROM OTHER COUNTIES	7	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	2	--	--
INMATES IN OTHER COUNTIES ON WRITS	5	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	5	3	2
IN LCCF ON WRITS AND RETURNED	6	4	2

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
 Telephone: 717-274-5451
 Fax: 717-274-1338

Tina 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

CANTEEN - SAVINGS/CHECKING ACCOUNT MONTH OF JULY 2024

<i>SAVINGS ACCOUNT:</i>	<i>DESCRIPTION:</i>	<i>AMOUNT</i>	<i>TOTAL</i>
BEGINNING BALANCE AS OF:	<i>July 1, 2024</i>		19,670.74
Interest Applied		2.21	
TOTAL DEPOSITS INTO SAVINGS			2.21
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		19,672.95
TOTAL TRANSFER TO CHECKING FROM SAVINGS			3,395.42
ENDING BALANCE AS OF:	<i>July 31, 2024</i>		16,277.53
ENDING BALANCE ON: 7/31/2023	Comparison of Last Years Ending Balance		42,076.30
<u>CHECKING ACCOUNT:</u>			
BEGINNING BALANCE AS OF:	<i>July 1, 2024</i>		200.00
TOTAL DEPOSITS INTO CHECKING			3,395.42
TOTAL FUNDS AVAILABLE			3,595.42
<u>DISBURSMENTS:</u>	<u>NON-STORE</u>		
Thomson Reuters	Law library	1,845.28	
Erica Bronik	Inmate Haircuts	288.00	
Language Line	Translation Services	105.00	
Galls	Fingerprint ink pads	123.39	
Guardian RFID	Inmate IDs	925.00	
Myerstown Community Training Center	AHA, HS, CPR/AED, FA	34.00	
TOTAL NON STORE DISBURSEMENTS			3,395.42
<u>DISBURSMENTS:</u>	<u>STORE</u>		
TOTAL STORE DISBURSEMENTS			
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		3,395.42
ENDING BALANCE AS OF:	<i>July 31, 2024</i>		200.00

Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
Telephone: 717-274-5451
Fax: 717-274-1338

Tina 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

COMMISSARY REPORT

MONTH OF JULY 2024

	<u>JULY 2024</u>	<u>JULY 2023</u>
OPERATING WEEKS:	5	4
NUMBER OF ORDERS:	457	311
AVERAGE WEEKLY ORDERS:	91	78
SALES:	\$ 14,299.41	\$ 9,490.87
LESS EXPENSES (CREDITS):	\$ -475.52	\$ -324.17
TOTAL SALES:	\$ 13,823.89	\$ 9,166.70
AVERAGE WEEKLY SALES:	\$ 2,859.88	\$ 2,372.72
COMMISSION MONTH OF JUNE:	\$ 6,581.47	\$ 3,576.92

Respectfully Submitted,

Rebekah Bowsman, Fiscal Assistant

**LEBANON COUNTY
CORRECTIONAL
FACILITY**

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

730 E. Wanut
Lebanon, Pa.
Phone: 717-2
FAX: 717-274

MONTHLY PRISON BOARD REPORT

DATE:

REPORT FROM: 7/1/24 to 7/31/24

CURRENT

YEAR TO DATE

	<u>CURRENT</u>	<u>YEAR TO DATE</u>
CONSUMABLE	\$ 6,626.63	\$ 42,676.17
MEATS	\$ 5,982.30	\$ 22,166.48
DAIRY PRODUCTS	\$ 3,495.15	\$ 21,602.10
BAKED PRODUCTS	\$ 4,624.00	\$ 29,696.00
GROCERIES	\$ 11,144.95	\$ 91,658.99
FRESH FRUITS & VEGETABLES	\$ 2,749.00	\$ 12,565.50
TOTAL	\$ 34,622.03	\$ 220,365.24
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ -	\$ 2,645.18

BREAK DOWN OF COSTS

MEALS SERVED

STAFF	2,200	14,940
INMATE POPULATION	27,489	188,670
GUESTS	-	-
CENTRAL BOOKING LUNCHES	162	1,098
TOTAL MEALS SERVED	29,851	204,708
COST PER PERSON PER MEAL	\$ 1.16	\$ 1.08
COST PER PERSON PER DAY	\$ 3.48	\$ 3.23

DATE

DONATED BY:

7/3 calvary chapel - 3 skids assorted product
7/8 bills produce -- 2/ 50lbs bags of potatoes
7/11 calvary chapel - 3 skids of assorted product
7/18 calvary chapel - 4 skids assorted product
7/22 bills produce - 1 case of bananas
7/25 calvary chapel - 4 skids of assorted product

Respectfully submitted



Sgt. Edward Bartashus, Culinary Supervisor

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
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 *tram ML*
Re: August, 2024 Prison Board Report

- 07-02-24: Completed warden daily tasks, conducted various administrative duties this date to include advertising.
- 07-03-24: Completed warden daily tasks, presented to the Commissioners grant request to gain PCCD funds for vivitrol, met with the County Administrator and Keith Wentz from PCORP.
- 07-08-24: Completed warden daily tasks, participated in the monthly Team MISA-mental illness substance abuse meeting.
- 07-09-24: Completed warden tasks, toured operational areas of the facility to include facility kitchen, MAT -medical assisted treatment operation, met with DW Diehl and Captain Waltz regarding security topics in specific areas of the facility.
- 07-10-24: Completed warden daily tasks, continuous meetings with various individuals regarding staffing and operations, met with Josh Ashcraft from LCBC to discuss the upcoming Global Leadership event they are hosting.
- 07-11-24: Completed daily warden tasks, participated in continuous weekly zooms looking for solutions for staff wellness and hiring, conducted and administrative meeting to review grievances, administrative segregation reviews and various security related topics, attended a meeting with LCCF administration, and correctional staff to discuss management topics.
- 07-12-24: Completed daily warden tasks, submitted PCCD grant, toured various areas of the correctional facility and conducted a meeting with DW Diehl and Sgt. Bartashus to discuss kitchen operations.
- 07-15-24: Completed daily Warden tasks, assisted with set up for the Medical Assisted Treatment program, worked with CGL to address various facility areas regarding Air Conditioning and the parts needed to correct issues.
- 07-16-24: Completed warden daily tasks, continued to work with CGL to address the various issues regarding the AC units in the facility.

7-16-24: Attended a meeting with LCCF administration, Human Resources and Solicitor to discuss labor management topics.

07-17-24: Completed warden daily tasks, participated in the monthly CQI and Prison Board meetings, networked with Prime Care regarding an on-site job fair.

7-18-24: Completed daily warden tasks, participated in a power dms zoom, touched based with CGL regarding various maintenance -security projects.

07-19-24-7-26-24 : Vacation

Note: Participated in the Medical Assistance Treatment Presentation by the Department of Justice.

7-29-24: Completed daily warden tasks, continue to evaluate security staffing and operations and adjustments

7-30-24: Completed daily warden tasks, met with DW of operations to discuss various topics.

7-31-24: Completed daily warden tasks, participated in zoom with the Director of Training regarding our LCCF academy, participated in the CCAP zoom regarding Juveniles, conducted an administrative meeting this date.

LEBANON COUNTY CORRECTIONAL FACILITY

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

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

To: Lebanon County Prison Board

8/5/2024

CC: Deputy Warden Heather Diehl- Operations

RE: August 2024 Prison Board Report- 7/1/2024 to 7/31/2024

- 7/1/2024-7/5/2024 Vacation
- 7/8/2024 Administrative meetings
- 7/9/2024 Administrative meetings; networked with outside agencies to learn about local Security Threat Groups
- 7/10/2024 Met with Detail department to discuss operational plan for painting and maintenance of facility, Conducted a Shift Supervisor Meeting
- 7/11/2024 Meeting with CHOICE regarding security upgrade, and Administrative meetings
- 7/12/2024 Meeting with CHOICE regarding Security upgrade
- 7/15/2024 Attended Safety Meeting and Administrative meetings
- 7/16/2024 Walk through of the facility with CHOICE & IT Department regarding security upgrades, attended Labor Management Meeting
- 7/17/2024 Attended Prison Board and CQI
- 7/18/2024 Administrative Meetings, conducted Corporal interview
- 7/19/2024 Began evaluating current staffing analysis in order to begin the process of upgrading
- 7/22/2024 Conducted Corporal Interview
- 7/23/2024 Webinar hosted by Department Of Justice regarding the upcoming mandate for induction to Medicine Assisted Treatment
- 7/24/2024 Administrative Meetings

LEBANON COUNTY CORRECTIONAL FACILITY

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

730 E. Walnut Street
Lebanon, PA 17042

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

- 7/25/2024 Administrative Meetings
- 7/26/2024 Administrative Meetings
- 7/29/2024 Continued evaluating and updating the current Staffing analysis of LCCF
- 7/30/2024 Administrative Meetings
- 7/31/2024 Attended Webinar hosted by County Commissioner Association of Pennsylvania regarding “requirements for Juveniles leaving carceral settings

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.
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



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
Rebecca Davis,
Deputy Warden of Treatment

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

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: July 2024 Prison Board
7-1-24 through 7-31-24

- 7-1-24: Completed daily DW of Treatment tasks**
- 7-2-24: Completed daily DW of Treatment tasks, completed parole recommendations, answered inmate grievances**
- 7-3-24: Completed Daily DW of Treatment tasks, completed parole recommendations, answered inmate grievances**
- 7-4-24: County Holiday**
- 7-5-24: Completed daily DW of Treatment tasks**
- 7-8-24: Completed daily DW of Treatment tasks, attended MISA meeting**
- 7-9-24: Completed daily DW of Treatment tasks**
- 7-10-24: Completed daily DW of Treatment tasks, answered inmate grievances**
- 7-11-24: Completed daily DW of Treatment tasks, attended administrative meeting, held disciplinary boards, answered inmate grievances**
- 7-12-24: Completed daily DW of Treatment tasks, completed parole recommendations, completed parole applications**
- 7-15-24: Completed daily DW of Treatment tasks, completed parole recommendations**
- 7-16-24: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates**
- 7-17-24: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended Prison Board**
- 7-18-24: Completed daily DW of Treatment tasks, attended administrative meeting, answered inmate grievances**
- 7-19-24: Completed daily DW of Treatment tasks**
- 7-22-24: Vacation Day**
- 7-23-24: Vacation Day**
- 7-24-24: Vacation Day**
- 7-25-24: Vacation Day**
- 7-26-24: Vacation Day**
- 7-29-24: Completed daily DW of Treatment tasks, answered inmate grievances**
- 7-30-24: Completed daily DW of Treatment tasks, completed parole recommendations, answered inmate grievances**
- 7-31-24: Completed daily DW of Treatment tasks, attended administrative meeting**

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
Telephone: 717-274-5451
Fax: 717-274-1338

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

Tina M. Litz,
Warden

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

July 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: ~~10~~ 4

Number of grievances for the month: ~~28~~ 22

Approximate number of request slips completed: 1,100, Intakes of new commitments: 69, Public Defender applications: 29

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

Lebanon County Correctional Facility



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

Tina Litz,
Warden

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

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

August 21, 2024

To: Lebanon County Prison Board
 From: Ray H. Arnold, Director of Work Release
 Subject: Monthly Prion Board Report.
 Re: 07/01/2024 – 07/31/2024

BOARD MEMBERS:

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

PARTICIPANTS

	July 2024	July 2023
Inmates Employed in the Community:	12	09
Inmates added to the Program:	04	04
Inmates removed from the Program:	07	03
Removed for a Major Misconduct:	01	00

REQUEST SLIPS / COUNSELING

	July 2024	July 2023
Request Slips:	133	186
Intakes:	00	19

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	July 2024	July 2023
Inmates Seeking Employment:	10	02
Total Number of Travel Passes (TP):	23	13
Travel Passes for Employment:	19	07
Travel Passes for Work Related Items:	04	03
Travel Passes for Medical Apps.:	00	02
Travel Passes for Legal Matters:	00	00
Travel Passes for D & A Therapy:	00	00

FINANCIAL STATUS

	Month of July 2024	Year to date 2024
AMOUNT RECEIVED	\$30,609.65	\$187,131.85
ROOM AND BOARD	\$6,632.02	\$45,665.01
FINES AND COSTS	\$4,952.00	\$32,225.76
DISTRICT JUSTICES	\$20.00	\$773.14
PROCESSING FEE	\$150.00	\$1,125.00
DRUG TESTING	\$570.00	\$3,810.00
SUPERVISON FEE	\$1,140.00	\$7,620.00
MONEY DEDUCTED	\$13,464.02	\$91,218.91
INMATE BALANCE	\$17,145.63	\$95,912.94
COST RECOVERY - Room & Board RB	\$301.29	\$2,263.24

OIC CHECKS OF FACILITY AND GROUNDS:

Conducted OIC Checks on the following dates: Week of 07/01/2024 and 07/28/2024.

Disciplinary Boards

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

MEETINGS

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

Prison Operations

Assisted with Prison Operations throughout the month.

On Call Warden

Worked as on call Warden this month.

Work Release

Work Release Classification held this month, 10 approved.
Assisted Inmates with employment placement.
Trained Assistant Counselor
Conducted on site job checks.
Prepared Prison Board report.

Staff Disciplinary

Worked with Deputy Warden Deihl and Captain Walts on staff misconducts.

Computers and Updates

Assisted ITT on computer issues, Network issues and repairs.

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

Zarzula, Jayvan
Martinez – Jiminez, Victor
Knauer, Steve
Juarbe, Isabel

Wendy's
Uni-Temp – Brentwood Industries
Triple M. Farms
DHL Logistics

Inmates removed/released from the Work Release Program.

Kohl – Kline. Leah
Zechman, Ronald
Shaeffer, Adam
Zarzula, Jayvan
Moyer, Derek
Hostetter, Rebecah
Dones, Carmelo

County Parole
County Parole
County Parole
Major Misconduct
County Parole
County Parole
County Parole

Respectfully submitted,



Ray H. Arnold
Director of Work Release

LEBANON COUNTY CORRECTIONAL FACILITY

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

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

August 1, 2024

Prison Board Report for July 2024

7-1-2024 Conducted a Loudermill hearing for a union staff member that violated policy and procedures.

7-2-2024 Toured the facility. Completed and filed paperwork.

7-4-2024 Holiday.

7-5-2024 Vacation day.

7-8-2024 Sick Day.

7-9-2024 Addressed a housing unit concerning their disruptive behaviors.

7-10-2024 Conducted a supervisors meeting. Various topics were discussed.

7-11-2024 Attended an administrative meeting. Various topics were discussed.
Attended a Labor/ Management meeting. Various topics were discussed.

7-15-2024 Attended a meeting at the District Attorney's office for upcoming trial.
Cyprium Inc. started security upgrades to the facility. Project is to continue for the next several weeks.

7-16-2024 Conducted a promotional test for the position of Corporal.

7-17-2024 Conducted Disciplinary board hearings for the inmates that violated rules/ regulations.

7-18-2024 Attended an administrative meeting. Various topics were discussed.

7-19-2024 Reviewed promotional tests for the position of Corporal.

7-22-2024 Conducted interviews with the promotional candidates for the position of Corporal.

7-23-2024 Attended a webinar concerning updates for the M.A.T. Program.

7-24-2024 Reviewed video footage of the facility concerning an incident with the inmate population.

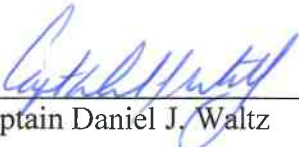
7-25-2024 Reviewed video footage of the facility concerning an incident with the inmate population.

7-26-2024 Toured the facility. Completed and filed paperwork.

7-29-2024 Reviewed results of the promotional testing/ interviews for the position of Corporal.

7-30-2024 Provided Security for the transport of a prisoner off the grounds of the facility.

7-31-2024 Attended an administrative meeting. Various topics were discussed.



Captain Daniel J. Waltz

LEBANON COUNTY CORRECTIONAL FACILITY

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

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

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

July 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 Basic Correctional Officer Academy	2 Basic Correctional Officer Academy	3 Basic Correctional Officer Academy	4 Holiday	5 Basic Correctional Officer Academy	6	7
8 Basic Correctional Officer Academy	9 Basic Correctional Officer Academy	10 Held Disciplinary Board Hearings	11 Admin Meeting Conducted Correctional Officer Interview	12 Reviewed Correctional Officer Applications	13	14
15 OFF Vacation	16 OFF	17 OFF	18 OFF	19 OFF	20	21
22 OFF	23 Updated Shift rosters and training rosters.	24 Conducted Correctional Officer Interviews	25 Finalized Radio advertisement. Completed background investigations.	26 Contacted Correctional Officer Applicants and invited them to Job Fair.	27	28
29 Conducted Correctional Officer Interviews	30 Reviewed and contacted Correctional Officer applicants	31 TEAMS meeting with PA Department of Corrections				

PCM Portal - Generate Stat Summary Report

Stat Summary Report

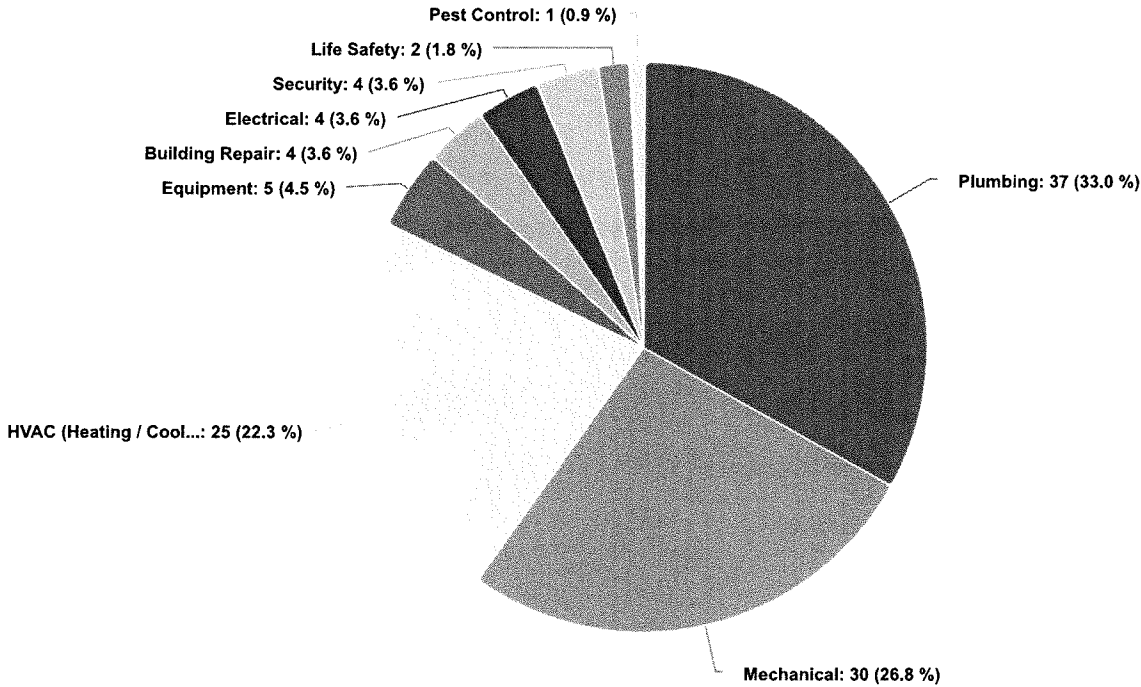
Facility Statistics	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June-24	July-24	Aug-24	Sept-24	Oct-24	Nov-24	Dec-24	Total
Monthly ADP	278	302	298	296	298	304	264						
Monthly ADP Male	228	257	255	253	254	263	262						
Monthly ADP Female	50	45	43	43	44	41	32						
Monthly ADP Identify as Other	0	0	0	0	0	0	0						
Total # of Intake Screenings	120	125	111	115	137	116	128						852
Substance Use / MAT	30	28	32	29	39	28	36						225
Total # Patients Detox	16	12	16	11	20	14	11						106
# of Patients Detoxed Opioids	9	5	13	4	12	13	12						89
# of Patients Detoxed Benzodiazepines	3	4	3	2	8	8	3						31
# of Patients Detoxed Methamphetamine	14	13	16	19	23	13	20						118
Total # of Patients on MAT	28	28	27	35	36	40	48						318
# of Intakes on Continuation of MAT	25	27	5	12	11	14	14						141
# of New Patients MAT Inductions	3	1	0	0	0	0	0						4
# of Patients on Methadone	12	10	9	17	14	16	14						106
# of Patients on Suboxone	0	0	0	0	0	0	0						0
# of Patients on Subutex	15	18	18	18	22	26	34						153
# of Patients on Sublocade	0	0	0	0	0	0	0						0
# of Patients on Oral Naltrexone	0	0	0	0	0	0	0						0
# of Patients on Vivitrol	0	0	0	0	0	0	0						0
Administrative	3	2	3	2	4	6	4						24
Total # of Grievances	1	0	1	1	1	1	1						8
# of Founded Grievances	0	0	0	0	0	0	0						0
# of Patient Deaths	19	13	13	6	13	8	13						85
Total # of Adverse Clinical Events	0	4	2	1	3	0	1						11
# of Patients Placed in Restraints	0	0	0	0	0	0	0						0
# of Intake Refusals	5	5	4	7	5	8	7						42
Total # of Medical Holding Admissions	5	5	4	3	6	4	4						31
Medical Transfers	2	2	1	2	2	4	3						16
Total # of Patients in the Hospital	13	11	4	6	10	13	7						64
Total # of Patient Hospital Days	5	5	4	4	3	1	3						25
Total # of ER Transports via Ambulance	37	34	35	40	28	32	28						234
Total # of Transports	6	1	1	5	4	3	0						20
Cardiology	0	0	1	1	0	0	1						5
Dermatology	0	0	0	0	0	0	0						0
Dialysis	0	0	1	1	0	0	1						3
ENT	0	1	3	4	0	1	0						9
Emergency Room	14	10	9	5	6	4	4						55
Gastroenterology	1	0	0	3	1	1	2						8
General Surgery	2	0	3	0	5	0	0						10

Therapeutic/Orthotic	Jan-23	Feb-23	Mar-23	Apr-23	May-23	June-23	July-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Total
Pharmacology/Orthotic	0	0	0	0	0	0	0	0	0	0	0	0	1
Miscellaneous	5	2	2	2	4	1	1	0	0	0	0	0	25
Pharmacology/Neurology	0	0	0	0	2	1	3	0	0	0	0	0	6
CR/OTN	4	3	3	3	3	5	0	2	0	0	0	0	20
Oncology	2	1	0	2	1	2	2	0	0	0	0	0	11
Oral Surgery	0	0	0	0	0	0	0	0	0	0	0	0	0
Orthopedics	0	3	7	10	6	5	3	0	0	0	0	0	34
Physical Therapy	0	0	0	0	0	0	0	0	0	0	0	0	0
Plastic Surgery	0	1	0	0	0	0	0	0	0	0	0	0	1
Podiatry	0	0	1	0	0	0	0	0	0	0	0	0	1
Urology	0	1	0	0	0	0	0	0	0	0	0	0	1
Wound Clinic	4	4	1	0	0	0	0	0	0	0	0	0	9
Superv Performance	0	0	0	0	0	0	0	0	0	0	0	0	0
Smoking Ctl (MHA, etc)	3	4	2	4	1	1	3	0	0	0	0	0	12
Stomatologic Yaws (osteoid)	0	0	0	0	0	2	0	0	0	0	0	0	2
Stomatologic Yaws (osteoid)	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Trips / Outside Consults	0	0	0	0	0	0	0	0	0	0	0	0	0
Total # of Missed Outable Appointments	0	0	2	0	2	2	1	0	0	0	0	0	5
Medical	Jan-23	Feb-23	Mar-23	Apr-23	May-23	June-23	July-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Total
Total # Nurse Sick Call	340	242	257	301	265	331	344						2070
Total # of Provider Sick Calls	250	288	250	267	230	193	203						1651
# of AD Sick Calls	43	2	2	7	19	24	23						110
# of NP/Sick Calls	207	307	348	380	201	168	190						1541
Total # of Patients in Medical Chronic Care	121	130	133	183	147	144	165						
# in CCC - Asthma (CCOP) Pulmonary	11	15	17	44	45	44	45						
# in CCC - Cardiac (Hypertension)	12	15	17	34	18	15	21						
# in CCC - HIV	6	6	5	10	10	13	11						
# in CCC - HIV/AIDS	5	5	5	5	5	6	5						
# in CCC - Incontinence/Elderly	14	23	23	18	15	18	21						
# in CCC - Neuro	3	4	3	10	10	8	9						
# in CCC - Pregnancy	2	3	2	2	2	2	2						
# in CCC - Stable Call Disease	1	1	1	1	2	1	1						
# in CCC - TB	0	0	0	0	0	0	0						
# in CCC - Thyroid	2	3	3	4	4	4	5						
# in CCC - Other	30	23	32	65	20	18	24						
Total # of Patients remains	2	3	2	1	2	2	1						
# of Abortions	0	0	0	0	0	0	0						0
# of Deliveries	0	0	0	0	0	0	0						0
Total # of Patients on Medical Miss	142	190	165	322	191	196	146						1
% AD on Medical Miss	65%	63%	62%	65%	67%	65%	63%						
Total # of Other Physicals	44	305	71	69	81	74	43						547
Total # Annual Physicals	4	4	4	3	1	4	5						33

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June-24	July-24	Aug-24	Sept-24	Oct-24	Nov-24	Dec-24	Total
Total # of In-House, ESG's	27	20	16	26	23	21	17						192
Total # of In-House X-Ray's	25	17	16	24	15	26	30						154
Infectious Disease	120	115	111	110	110	108	101						772
Total # of HIV Tests Performed	0	1	0	0	0	0	0						1
# Receiving HIV Medication or ART	0	3	3	4	5	4	4						35
Total # HIV Tests Performed	3	3	3	4	5	4	3						21
# of HIV Positive Detected at Facility	1	0	1	0	1	0	0						3
# Receiving HIV Treatment	1	0	0	0	1	0	1						4
Total # of Other Hepatitis Tests Performed	0	1	2	2	2	3	3						15
# of Hepatitis A Cases Detected at Facility	0	0	0	0	0	0	0						0
# of Hepatitis B Cases Detected at Facility	0	0	0	0	0	0	0						0
Total # of RPR Tests Performed	1	4	1	2	1	2	0						11
# of Syphilis Cases Detected at Facility	0	0	0	0	0	0	0						0
Total # of RCT Tests Performed	0	4	3	1	3	1	2						20
# of Gonorrhea Cases Detected at Facility	1	0	0	0	0	0	0						1
# of Chlamydia Cases Detected at Facility	0	0	0	0	0	0	0						0
Total # COVID-19 Tests Performed	65	9	15	13	8	8	7						110
# of COVID-19 Vaccines Administered	5	0	0	0	0	0	0						5
Total # of Patients Isolated for MRSA	5	4	5	2	3	3	0						23
# of MRSA Cases Detected at Facility	4	3	2	1	2	0	0						12
Total # of TB Tests Performed	106	122	107	101	115	113	112						778
# of TB Cases Detected at Facility	0	0	0	0	0	0	0						0
# Receiving TB Treatment	0	0	0	0	0	0	0						0
Behavioral Health	149	147	124	125	170	154	138						1000
Total # of Psychiatric/Psych Sick Calls	320	370	306	388	395	379	369						2537
Total # of Behavioral Health Groups	0	0	0	0	0	0	0						0
Total # Patients in BH CCC	49	39	42	48	109	101	108						518
# CCC - Bipolar & Related Disorders	28	18	20	23	68	61	63						312
# CCC - Depressive Disorder	15	19	15	14	29	30	34						160
# CCC - Schizophrenia, Spectrum & Other	5	8	9	10	15	15	14						85
Total # of Patients on Psych Meds	143	147	148	157	149	144	151						1037
% ADP on Psych Meds	51%	48%	46%	45%	50%	47%	51%						48%
Total # of Patients on MHSR-A	40	39	46	45	42	35	41						324
% of Patients on MHSR-A	14%	13%	15%	15%	14%	14%	14%						12%
Total # of Patients on MHSR-B	22	20	30	25	24	29	24						184
% of Patients on MHSR-B	8%	10%	8%	8%	8%	8%	8%						7%
Total # of Patients on MHSR-C	180	185	176	177	187	192	191						1408
% of Patients on MHSR-C	65%	62%	59%	60%	63%	63%	64%						55%
Total # of Patients on MHSR-D	14	17	17	18	20	17	20						133
% of Patients on MHSR-D	5%	6%	6%	6%	6%	6%	7%						5%

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	June 24	July 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Total
Total # of Patients on Suicide Watch	17	22	23	17	24	22	15						140
Total # of Involuntary M.H. Commitments	0	0	0	0	1	0	1						
# of Patients Waiting Transfer to State Hospital	0	0	1	2	0	1	0						
# of Patients w/Involuntary Med/Tx Orders	0	0	0	0	0	0	0						
Dental													
Total # of Dentist Sick Calls	35	53	34	52	50	41	46						311
# of Fillings	0	0	0	0	0	0	0						0
# of Exams	21	30	18	40	25	21	30						185
# of Extractions	10	18	11	8	15	15	14						92
# of Other	0	0	0	0	0	0	0						0
# of Annual Dental Exams	4	5	5	4	9	9	5	2					34

Category



Report Criteria

- Repair Center is Lebanon County Correctional Facility
- Status is not equal to Canceled or Denied
- Complete is between '7/1/2024' AND '7/31/2024'

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Building Repair				
Building Repair	LCCF-6962	since power outage clocks on blocks are wrong time. clocks need time adjusted	Electrical Failure	Reset
Building Repair	LCCF-6998	Kitchen cart needs fixed side arm is broken	Constant Use	Repaired
Building Repair	LCCF-7036	MIHR Training on Hazard Communication	Training	Trained
Building Repair	LCCF-6987	new dishwasher install	New Install	New Install Complete
Building Repair - 4 Total:				
Electrical				
Electrical	LCCF-6469	Rear Receiving are inside perimeter lights not working	Electrical Failure	Duplicate Request
Electrical	LCCF-6470	Receiving area perimeter lights not working at all in that zone	Electrical Failure	Reset
Electrical	LCCF-7055	placed out of service, due to electrical outlet covers taken off with exposed wires	Defective Part	Replaced
Electrical	LCCF-7075	dumbwaiter light is out	Constant Use	Found to be OK
Electrical - 4 Total:				
Equipment				
Equipment	LCCF-6787	Replace Pencil Sharpener	Constant Use	Replaced
Equipment	LCCF-6967	The ice machine is not working properly. It is making ice very slowly.	Electrical Failure	Reset
Equipment	LCCF-6986	front reach in has broken. need to remove it and replace it with reach in from the back store room. the replacement reach in will need set up for use also	Remove / Relocate	Relocated / Reinstalled
Equipment	LCCF-6790	Emergency call back to take old dishwasher out and replace with new.	New Install	Replaced
Equipment	LCCF-6791	sgt control tv sgt-4 broken	Defective Part	Replaced
Equipment - 5 Total:				
HVAC (Heating / Cooling)				
HVAC (Heating / Cooling)	LCCF-6802	block 3 not cooling	Electrical Failure	Repaired
HVAC (Heating / Cooling)	LCCF-6801	Emergency call back for block 3 not cooling.	Constant Use	Out of Service

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Cooling)				
HVAC (Heating / Cooling)	LCCF-6797	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6800	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6796	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6799	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6929	Monthly, Air Dryer	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6803	Monthly, Wall/Window A/C Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-7028	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-7029	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-7026	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-7038	Escort Frey Lutz for Admin air conditioning	Defective Part	Escorted Contractor
HVAC (Heating / Cooling)	LCCF-6988	ac not working in Flemmings office	Constant Use	Completed
HVAC (Heating / Cooling)	LCCF-6975	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6979	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6978	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6976	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6865	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-7066	Air Conditioning is not working	Constant Use	Repaired
HVAC (Heating / Cooling)	LCCF-6989	Escort Ainsworth to replace kitchen walk in freezer unit on roof and in freezer.	Escort Contractor	Escorted Contractor
HVAC (Heating / Cooling)	LCCF-6919	Monthly, Unit Heater, Hot Water	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-6963	Blown fuse needs replaced	Fuse Blown	Replaced
HVAC (Heating / Cooling)	LCCF-7025	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-7052	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-7049	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling) - 25 Total:				
Life Safety				
Life Safety	LCCF-7057	fire detector missing in room 6	Defective Part	Contractor to Repair
Life Safety	LCCF-7044	Emergency Call Back Johnson Controls to repair fire panel under emergency work order request.	Electrical Failure	Escorted Contractor
Life Safety - 2 Total:				
Mechanical				
Mechanical	LCCF-7046	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-7045	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-7070	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-7067	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-7068	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6805	Monthly, Boiler	Preventive /	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
			Inspection	
Mechanical	LCCF-6806	Monthly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-7012	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-7009	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-7010	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-7001	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-7000	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6983	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-6927	Monthly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-7033	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-7030	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-7031	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-7022	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-7021	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6971	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6972	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6980	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6981	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6934	Monthly, Air Curtain	Preventive / Inspection	PM Completed
Mechanical	LCCF-6935	Monthly, Door, Roll-Up	Preventive / Inspection	PM Completed
Mechanical	LCCF-6793	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6792	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-6807	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6808	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-6928	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical - 30 Total:				
Pest Control				
Pest Control	LCCF-6994	Pest Control Issue	Escort Contractor	Escorted Contractor
Pest Control - 1 Total:				
Plumbing				
Plumbing	LCCF-6990	block 3 cell C toilet clogged	Constant Use	Unclogged
Plumbing	LCCF-6995	Toilet clogged	Abuse	Unclogged
Plumbing	LCCF-6996	Toilet clog	Abuse	Unclogged
Plumbing	LCCF-6997	Toilet Clogged	Abuse	Unclogged
Plumbing	LCCF-6925	Monthly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6964	inmates stating water temps are too hot	Constant Use	Adjusted
Plumbing	LCCF-6984	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-6985	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-6982	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6936	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-6937	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6789	Toilet Clogged-BLK 5 CELL 73	Constant Use	Unclogged
Plumbing	LCCF-6961	Toilet Clogged block 5 cell 75	Constant Use	Unclogged
Plumbing	LCCF-6926	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6795	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-7024	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-6999	BLOCK 1 TOILET ISSUES CELLS 8,9,4	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-7040	Toilet is clogged	Abuse	Unclogged
Plumbing	LCCF-7041	Toilet Clogged	Abuse	Unclogged
Plumbing	LCCF-7042	Toilet Clogged	Abuse	Unclogged
Plumbing	LCCF-7043	Toilet Clogged	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-7034	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-7035	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-6974	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-7003	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-7013	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-7014	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-7011	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-7048	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-7065	water filter light is at yellow	Defective Part	Replaced
Plumbing	LCCF-7072	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-7071	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-7069	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-7073	Toilets not flushing	Constant Use	Reset
Plumbing	LCCF-7032	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-6782	Plumbing Issue	Constant Use	Repaired
Plumbing	LCCF-6698	Emergency call back Water Temperature Hold/Cold Kitchen Water isn't getting HOT	Constant Use	Adjusted
Plumbing - 37 Total:				
Security				
Security	LCCF-7054	female yard gate lock jammed. lock outside of block 5	Defective Part	Repaired
Security	LCCF-6446	Replace Hasps on RHU cells 62, 68 and RHU 81	Abuse	Replaced
Security	LCCF-6960	Emergency Call- Back for Upper Stairwell Door	Constant Use	Repaired
Security	LCCF-6785	Gate Not Opening/Shutting	Defective Part	Replaced
Security - 4 Total:				

LEBANON COUNTY CORRECTIONAL FACILITY	Tina M. Litz, Warden Heather Diehl , Deputy Warden of Operations Rebecca A Davis , Deputy Warden of Treatment Ray. H. Arnold. Director of Work Release Daniel J Waltz Director of Security, Edward Potter. Director of Training	730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org
---	--	---

AUGUST 21 , 2024,
AUGUST. PRISON BOARD MEETING
DETAIL SECTION

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

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (18) different male inmates.

OUTSIDE: Outside detail consisted of (06) different male inmates.

FEMALE: Consists of (04) different female inmates.

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

0 : Pretrial Detainee inmates working on Inside Detail crew.

259 Request slips were handled by Detail section.

The following transpired since the last prison board meeting:

On a Daily Basis:

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

On a Weekly Basis:

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

**PRISON BOARD CON'T
DETAIL SECTION**

ON A PERIODIC BASIS:

1. Supervised Detail inmates while they cleaned the inmate dayrooms, showers and Individual cells in all general population housing units.
2. The following areas were washed, scrubbed and disinfected:
 - Medical isolation cells #86 and #87.
 - Medical Dorm
 - Medical Exam room and offices
 - SHU/RHU cells
3. Foam scrubbed shower in all blocks, housing areas and medical infirmary.
4. Cleaned all vents in the facility.
5. Picked up sticks, cleaned up and or checked for debris and cut grass at the Lebanon Count Correctional Facility
6. Disinfectant showers and bathroom on blk 6 upper and lower
7. Painted doors in lobby
8. Disinfectant showers in blk 1/2/3/4
9. Disinfectant showers in blk 5
- 10 Pressure washed showers in male housing units 1/2/3/4
11. Painted blk 1 cells

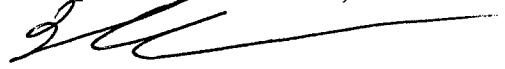
**PRISON BOARD CON'T
DETAIL SECTION.**

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

Inside: 1235

Outside: 375
Total: 1610

Respectfully Submitted,



Detail SGT Gibson



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

Prison Board Report

July, 2024 *

Worship Services (English Male)	11	8
Worship Services (Spanish Male)	6	4
Worship Services (English Female)	5	9
12 Step Classes (English Male)	8	3
12 Step Classes (English Female)	2	15
Bible Study Classes (English Male)	5	5
Bible Study Classes (Spanish Male)	5	5
Bible Study Classes (English Female)	4	3
Individual Counseling Sessions	72	
Request Slips Answered	321	
Housing Area Visits	10	

* All classes suspended-worship services only

Respectfully Submitted

Rev Marilyn A. Nolte
LCCF Chaplain Manager