LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location: Lebanon County Correctional Facility 730 E. Walnut St. Lebanon, PA 17042

Wednesday, March 19, 2025

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From February 19, 2025

Report From The Warden

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

MINUTES Wednesday, January 15, 2025 11:30 A.M.

The Lebanon County Prison Board was called to order at 11:30 a.m. Commissioner Kuhn presiding via phone with Vice Chairman Phillips calling the meeting to order.

The following Board Members were present:

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

The following Board Members were absent:

Pier Hess Graf, District Attorney

Public Comment (s): Michael Schroeder believes the language of the website reads "As a county facility inmates are committed right from the "street", directly after the offense is committed. A State Correctional Institution receives inmates who have already been confined in a county facility and receives background information on the inmate." Schroeder suggests inserting "alleged" before the word offense.

It was moved by Controller Mettley, seconded by Commissioner Litz, to approve the minutes of the January 15, 2025 meeting, with a correction to include "Chairman" in the motion to elect a Chairman of the Board. Vote unanimous.

Warden Litz recognized Corporal, Cody J. Ludwig, with a certificate of appreciation of sincere gratitude for swift action in the intake area to avoid an overdose to an incarcerated individual at the facility.

Warden Litz reported that Block 5 heating has malfunctioned, and inmates have been relocated appropriately. Repairs will be completed by Friday, February 21st. John Rose, PA Prison Society inquired whether inmates could request additional blankets. Warden Litz referred Mr. Rose to speak with Deputy Warden of Treatment to discuss the possibility.

Joseph Duke, on behalf of the Prison Reentry Coalition requested that the types of drugs being prescribed are listed in reports. The coalition would like to prepare for released inmates.

Tina Litz, Warden, submitted written reports of her activities for the month of January 2025. The Board reviewed this report.

Tina Litz, Warden, reported the average daily inmate population for January was 259.19. 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 January 2025 were \$2,763.44, commission amount from December was \$5,381.70.

Heather Diehl, Deputy Warden of Operations, submitted written reports of her activities for the month of January 2025. The Board reviewed this report.

Rebecca Davis, Deputy Warden of Treatment, submitted a written report for the month of January 2025. The Board reviewed this report.

Edward Potter, Director of Training, submitted a written report giving his activities for the month of January 2025. 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 January 2025. The Board reviewed this report.

Sgt. Edward Bartashus, Kitchen Sergeant, submitted a written report for the month of January 2025 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 January 2025. Mr. Arnold reported that there are 8 inmates employed within the community on the work release program and 3 inmates seeking employment. A total of 14 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 January 2025. The Board reviewed this report.

A 2025 Statistical Summary Report from PrimeCare Medical was submitted.

CGL, submitted a written building maintenance report for the month of January 2025. CGL completed three hundred and five (305) 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 January 2025. The total students enrolled in the Emotional Support (E.S.) Program was zero (0) and the Alternative Education Program was one (1) student. 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 January 2025. Total sessions to prepare students for the HiSET exams were (27) twenty-seven and seven (7) request slips were received. The Board reviewed this report.

Meeting Adjourned.

Robert Mettley, County Controller Secretary

Next meeting: March 19, 2025

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

Vacant
Captain of Security

PRISON BOARD MARCH 1, 2025	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF FEBRUARY 28, 2025	247	210	37
AVERAGE DAILY POPULATION FEBRUARY	250.68	211.93	38.75
NUMBER OF INMATES RECEIVED	98	86	12
NUMBER OF INMATES RELEASED	106	95	11
HIGHEST COUNT	258 20 th	218 20 th	40 1st, 2nd, 20th, 21st, 22nd, 23rd
LOWEST COUNT	255 26 th , 28 th , 29 th	215 28 th , 29 th	36 2nd, 3rd, 7th, 8th,9th
NUMBER OF UNSENTENCED INMATES		***************************************	
NUMBER OF INMATES ON WORK RELEASE	11	10	1
NUMBER OF INMATES ON WORK DETAIL	26	21	5
NUMBER OF STATE SENTENCED INMATES	10	8	2
NUMBER TRANSFERRED TO STATE PRISON	3	3	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	6	6	0
NUMBER OF PAROLE/PROBATION VIOLATORS	85	68	17
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	31		
PROBATION VIOLATION	3		
PAROLE VIOLATION	7	-	
FINES & COSTS BENCH WARRANT/SENTENCE	14	- 1	
OTHER LEBANON BENCH WARRANTS	26		
OUT OF COUNTY BENCH WARRANTS	6		
D.J. SENTENCE	2		
SENTENCED BY COURT OF COMMON PLEAS	5		
WRITS FROM OTHER COUNTIES	5		
DOMESTIC BENCH WARRANTS/SENTENCE	4		
NMATES IN OTHER COUNTIES ON WRITS	3		
N LCCF ON WRITS FROM OTHER FACILITIES	5	0	0
IN LCCF ON WRITS AND RETURNED	8	7	1



Lebanon, PA 17042

Telephone: 717-274-5451

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Tina Litz, Warden

Heather Diehl

Deputy Warden of Operations

Rebecca Davis

Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Scott Hocker
Captain of Security

CANTEEN – SAVINGS/CHECKING ACCOUNT MONTH OF FEBRUARY 2025

SAVINGS ACCOUNT:	DESCRIPTION:	AMOUNT	TOTAL
BEGINNING BALANCE AS OF:	February 1, 2025		12,298.32
Commissary sales	February 2025	9,866.84	
Securepak Commission	January 2025	5,564.28	
Interest Applied		1.32	
TOTAL DEPOSITS INTO SAVINGS			15,431.12
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		27,729.44
TOTAL TRANSFER TO CHECKING FROM SAVINGS			14,859.83
ENDING BALANCE AS OF:	February 28, 2025		12,870.93
ENDING BALANCE ON: 02/29/2024	Comparison of Last Years Ending Balance		30,228.38
CHECKING ACCOUNT:			
BEGINNING BALANCE AS OF:	February 1, 2025		200.00
TOTAL DEPOSITS INTO CHECKING			14,859.83
TOTAL FUNDS AVAILABLE			15,059.83
DISBURSMENTS:	NON-STORE		
Charm-Tex	Whites	648.00	
Thomson Reuters	Law Library	1,858.45	
Lancaster-Lebanon IU13	School Program	2,518.95	
Walmart Capital One	Tvs, remotes	411.52	
Your Advertiser	Recruitment	720.00	
Bob Barker	Whites, games	427.14	
Myerstown Community Training Center	AHA, HS, CPR/AED, FA	220.00	
TOTAL NON STORE DISBURSEMENTS			6,804.06
DISBURSMENTS:	STORE		
Commissary sales	February 2025	8,055.77	
TOTAL STORE DISBURSEMENTS			8,055.77
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		14,859.83
ENDING BALANCE AS OF:	February 28, 2025		200.00

Respectfully Submitted, Rebekah Bowsman, Fiscal Assistant



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
Scott Hocker,
Captain of Security

COMMISSARY REPORT

MONTH OF FEBRUARY 2025

	FEB 2025	FEB 2024
OPERATING WEEKS:	4	4
NUMBER OF ORDERS:	308	387
AVERAGE WEEKLY ORDERS:	77	97
SALES:	\$ 10,134.06	\$ 12,613.20
LESS EXPENSES (CREDITS):	\$ -267.22	\$ -298.12
TOTAL SALES:	\$ 9,866.84	\$ 12,315.08
AVERAGE WEEKLY SALES:	\$ 2,533.52	\$ 3,153.30
COMMISSION MONTH OF JAN:	\$ 5,396.64	\$ 5,445.34

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 , Capitan of Security

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

MONTHLY PRISON BOARD REPORT

DATE:		
REPORT FROM:	2/1/25 to 2/28/25	

	_	CURRENT	<u>YEAI</u>	R TO DATE
CONSUMABLE	\$	16,186.15	\$	21,198.44
MEATS	\$	2,605.10	\$	5,040.74
DAIRY PRODUCTS	\$	2,874.90	\$	5,641.65
BAKED PRODUCTS	\$	2,944.00	\$	6,624.00
GROCERIES	\$	11,127.88	\$	21,384.18
FRESH FRUITS & VEGETABLES	\$	1,163.00	\$	3,179.00
TOTAL	\$	36,901.03	\$	63,068.01
VALUE OF USDA	\$	-	\$	_
LAUNDRY COSTS	\$	1,608.11	\$	2,749.89

BREAK DOWN OF COSTS MEALS SERVED

STAFF	1,960	4,160
INMATE POPULATION	20,778	44,391
GUESTS	-	-
CENTRAL BOOKING LUNCHES	144	306
TOTAL MEALS SERVED	22,882	48,857
COST PER PERSON PER MEAL	\$ 1.61	\$ 1.29

\$

DATE

DONATED BY:

2/2 -- Gemas Angles -- 10 cases of assorted product

2/3 -- Bills produce -- 2 cases pepperes

2/4 -- Caring Cupboard -- 2 skids assorted product

2/6 -- Calvery Chapel -- 4 skids assorted product

2/13-- Calvery Chapel -- 4 skids assorted product

2/17 -- Bills produce -- 50lbs of potatoes

2/20-- Calvery Chapel -- 2 skids assorted product

2/27 -- Calvery Chapel -- 4 skids assorted product

Our new oven was arrived, instalation is scheduled

Respectfully submitted

Sgt. Edward Bartashus, Culinary Supervisor

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
Scott Hocker
Captain of Security

To: Lebanon County Prison Board

From: Tina M. Litz, Warden

Re: March 2025 Prison Board Report

<u>02-03-25</u>: Completed warden daily tasks., addressed academy cadets, met with the DW of Operations and DW of Treatment to discuss various topics, toured shower project area.

<u>02-04-25</u>: Completed warden daily tasks, conducted a meeting with the DW of Operations and kitchen Sergeant to discuss staffing and operations in the kitchen department, assisted the Lebanon County Career and Technical School with mock interviews.

<u>02-05-25</u>: Completed warden daily tasks, toured kitchen and the SHU, met with various staff to discuss operations, to include the Prime Care Health Service Administrator due to the increased medical transports, also participated in Penn State Harrisburg's Career Affairs and Services luncheon to engage with students who are interested in pursuing a career in the Criminal Justice field.

<u>02-06-25</u>: Completed warden daily tasks, conducted an administrative meeting to discuss various topics.

<u>02-07-25</u>: Completed warden daily tasks, conducted a meeting with the DW of Operations and selection for the Captain of Security position to discuss duties and responsibilities, as well as networked with Human Resources and solicitors on various topics.

<u>02-10-25</u>: Completed warden daily tasks, conducted a bi-monthly CGL maintenance meeting to review maintenance work tickets, participated in the CJAB and Team MISA meetings.

<u>02-12-25</u>: Completed daily warden tasks.

<u>02-14-25</u>: Completed daily warden tasks, conducted various employee meetings this date and networked with Human Resources. Also, reviewed new hire applications.

02-17-25: Holiday

<u>02-18-25</u>: Completed warden daily tasks, conducted meetings with various staff.

<u>02-19-25</u>: Completed daily warden tasks, participated in the monthly CQI and prison board meetings, as well as met with Human Resources about various topics. Navigated around no heat in various areas of the building. <u>02-20-25</u>: Completed warden daily tasks, conducted an administrative meeting this date and reviewed and delegated the inspection fixes/remedies.

<u>02-21-25</u>: Completed warden daily tasks, set up more meetings to review the DOC inspection pre-liminary findings, followed up with the Human Resources regarding the code of ethics review update.

<u>02-24-25</u>: Completed daily warden tasks, met with detail and kitchen supervisor, attended a human resources meeting discussing various topics. <u>02-25-25</u>: Completed daily warden tasks, met with Professor Whitedley's Woman in Criminal Justice class to discuss woman in corrections, reviewed and processed invoices.

<u>02-26-25</u>: Completed daily warden tasks, reviewed job descriptions for updating purposes, reviewed new hire packets, toured out mate areas, block 6 and 3 and SHU. Participate in a zoom for the county's salary study. <u>02-27-25</u>: Completed daily warden tasks, reviewed and started updating various job descriptions, conducted various meetings this day involving operations, attended the mandated PREA, Sexual Harassment, Professional and Ethics trainings, Participated in a meeting with CGL Honeywell regarding upgrading controllers within the facility.

<u>02-28-25</u>: Completed daily warden tasks, toured block 5, 1, 2, RHU, MIU and Dorm., met with DW Diehl, Captain Hocker and Sgt. Bartashus about various operations, completed IT zooms, reviewed and updated various job descriptions as well as reviewed policy.

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
Scott Hocker 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

3/10/2025

CC: Deputy Warden Heather Diehl- Operations

RE: March 2025 Prison Board Report- 2/1/2025 through 2/28/2025

- 2/3/2025- Posted Transfer opening for staff, Conducted Interviews for new hires
- 2/4/2025- Conducted Disciplinary boards for inmates, Conducted interviews for new hires
- 2/5/2025- Attended Training class's graduation
- 2/6/2025- Administrative meetings, conducted interviews for new hires
- 2/7/2025- Administrative meetings, conducted interviews for new hires
- 2/10/2025- Administrative meetings, conducted interviews for new hires
- 2/11/2025-Conducted interviews for new hires
- 2/12/2025- Facilitated fire drills among all shifts, conducted interviews for new hires
- 2/13/2025- Reviewed Manning and Operations
- 2/14/2025- Administrative meetings
- 2/17/2025- HOLIDAY
- 2/18/2025- Administrative meetings
- 2/19/2025-Adminsitrative meetings, Prison Board
- 2/20/2025- Meeting with Vendor, Administrative meeting, Collecting Data for DOC inspection results
- 2/21/2025- Administrative Meeting, Collecting Data for DOC inspection results
- 2/24/2025- Administrative Meetings, Collecting Data for DOC inspection results
- 2/25/2025- Attended Annual training, Toured Facility, Administrative meetings, Collecting Data for DOC inspection results
- 2/26/2025- Administrative meeting, interview for in-house lateral transfer, Collecting Data for DOC inspection results
- 2/27/2025 Administrative meeting, Collecting Data for DOC inspection results
- 2/28/2025 Administrative meeting, Interview for in-house lateral transfer, Collecting Data for DOC inspection results

Monthly operations: Total Shifts: 84
Full operations- 4 shifts
Modified Operations- 77 shifts
Lock Down- 3 shifts

In addition to the above listed, my routine duties include but are not limited to; Review and sign Overtime/ Absence slips

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
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Becky Davis, Deputy Warden – Treatment
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VACANT Captain of Security
Edward Potter, Director of Training

730 E. Walnut Street Lebanon, PA 17042

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

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



730 East Walnut Street

Lebanon, PA 17042

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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: Rebecca Davis, Deputy Warden of Treatment

Re: February 2025 Prison Board 2-3-25 through 2-28-25

2-3-25: Completed daily DW of Treatment tasks, completed parole recommendations

2-4-25: Completed daily DW of Treatment Tasks, assisted with disciplinary boards, answered inmate grievances

2-5-25: Completed daily DW of Treatment Tasks

2-6-25: Completed daily DW of Treatment tasks, attended administrative meeting, completed parole recommendations, answered inmate grievances

2-7-25: Completed daily DW of Treatment tasks, attended drug court

2-10-25: Completed daily DW of Treatment tasks, attended MISA meeting

2-11-25: Family Sick Day

2-12-25: Completed daily DW of Treatment tasks, meeting with Oasis Commissary Services, completed parole recommendations, answered inmate grievances

2-13-25: Completed daily DW of Treatment tasks, answered inmate grievances

2-14-25: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates, answered inmate grievances, completed parole recommendations

2-17-25: County Holiday

2-18-25: Completed daily DW of Treatment tasks, answered inmate grievances

2-19-25: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended Prison Board, completed parole recommendations

2-20-25: Completed daily DW of Treatment tasks, attended administrative meeting

2-21-25: Completed daily DW of Treatment tasks

2-24-25: Completed daily DW of Treatment tasks

2-25-25: Completed daily DW of Treatment tasks, attended Drug Court

2-26-25: Completed daily DW of Treatment tasks, completed parole recommendations, answered inmate grievances, held disciplinary boards

2-27-25: Completed daily DW of Treatment tasks, created Ramadan list, completed parole recommendations, answered inmate grievances, Professionalism/Ethics/PREA training 2-28-25: Vacation Day

February 2025: 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,



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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

probation/parole, children and youth, SARCC, various other in-county and out of county agencies and re-entry programs. This month the treatment team participated in training on ethics, professionalism and PREA

Number of DNA's done for the month: 12 Number of grievances for the month: 16

Approximate number of request slips completed: 900, Intakes of new commitments: 44, Public

Defender applications: 19

Respectfully,

Rebecca Davis Deputy Warden of Treatment

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

Fax: 717 274-1338

Tina Litz, Warden

Heather Diehl

Ray H. Arnold,

Deputy Warden of Operations

Director of Work Release Scott Hocker

Rebecca Davis

Captain of Security

Deputy Warden of Treatment

March 19, 2025

To:

Lebanon County Prison Board

From: Ray H. Arnold, Director of Work Release

Re:

Subject: Monthly Prion Board Report. 02/01/2025 - 02/28/2025

BOARD MEMBERS:

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

PARTICIPANTS

	February 2025	February 2024
Inmates Employed in the Community:	11	20
Inmates added to the Program:	04	08
Inmates removed from the Program:	01	01
Removed for a Major Misconduct:	01	00

REQUEST SLIPS / COUNSELING

	February 2025	February 2024
Request Slips:	140	110
Intakes:	03	0

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	February 2025	February 2024
Inmates Seeking Employment:	04	06
Total Number of Travel Passes (TP):	12	14
Travel Passes for Employment:	09	12
Travel Passes for Work Related Items:	03	02
Travel Passes for Medical Apps.:	00	00
Travel Passes for Legal Matters:	00	00
Travel Passes for D & A Therapy:	00	00

FINANCIAL STATUS

	Month of February	Year to date
	2025	2025
AMOUNT RECEIVED	\$18,927.24	\$37,066.24
ROOM AND BOARD	\$4,459.12	\$9,160.43
FINES AND COSTS	\$4,062.00	\$7,348.00
DISTRICT JUSTICES	\$40.00	\$90.00
PROCESSING FEE	\$25.00	\$125.00
DRUG TESTING	\$320.00	\$720.00
SUPERVISON FEE	\$640.00	\$1,440.00
MONEY DEDUCTED	\$9,546.12	\$18,883.43
INMATE BALANCE	\$9,381.12	\$18,182.81
COST RECOVERY - Room & Board RB	\$80.14	\$362.00

OIC CHECKS OF FACILITY AND GROUNDS:

Conducted OIC Checks on the following dates: Week of 02/16/2025 and 02/23/2025.

Disciplinary Boards

Served as Disciplinary Board Chairperson for the week 2/3/2025 and 2/23/2025. 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.

Assisted with Staff Interviews new hires.

Assisted with investigations and interviews for staff issues.

Assisted Itt with Intake Camera issues.

On Call Warden

Worked as on call Warden this month.

Work Release

Work Release Classification was held this month, and 05 inmates were approved.

Assisted Inmates with employment placement.

Picked up pay checks for work release participants.

Conducted job site checks.

Conducted training for Inmates to better themselves in applying for employment.

Continued to Train Work Release Assistant Counselor.

Attended mandatory training - Ethics and PREA Training.

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

Philhower, Carl

Akulov, Anatoli Wanner, Anthony Hearth Restaurant

Self Employed (Electrician)

Weaber Inc.

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

Pimentel, Brian

Major Misconduct

Respectfully submitted,

Ray H. Arnold

Director of Work Release

LEBANON COUNTY CORRECTIONAL FACILITY

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February 17, 2025

Prison Board for February 2025

2-18-2025	Assisted with Loudermill hearing of correctional staff that violated Code of Ethics And Policy and Procedures. Attended Administration meeting, various topics
	Were discussed.
2-19-2025	Attended a meeting Warden Litz, Sgt. Bartashus, and maintenance to discuss upcoming Projects.
2-20-2025	Attended meeting with Deputy Warden Diehl, Sgt. Gibson with outside vender. Attended an Administration meeting, Various topics were discussed.
2-21-2025	Attended a meeting with Deputy Warden Diehl, Sgt. Gibson, and maintenance to discuss upcoming projects.
2-24-2025	Attended a meeting with Deputy Warden Diehl and correctional staff about attendance.
2-25-2025	Toured areas of the facility with Deputy Warden Diehl and Director of Work Release Ray Arnold.
2-26-2025	Attended meeting with Deputy Warden Diehl and correctional staff to discuss various topics.
2-27-2025	Attended meeting with Deputy Warden Diehl and Union, and correctional staff. Off site with Deputy Warden Diehl to Boyer Radio, and Major League to order staff uniforms.
2-28-2025	Checked various websites for pricing for staff safety gloves. Received a quote and ordered gloves.

Captain Scott M. Hocker

Daily Duties:

- -Oversees all correctional shift work, periodically attending each work shift, in accordance with established schedules or evident need.
- -Assists the Deputy Warden in staffing shifts and scheduling days off.
- Ensures that operational reports, logs, and memos from staff are complete, accurate, and timely filled
- Daily, inspects the Prison and premises, ensuring correction of evident deficiencies, ensures Supervisors are advised of corrective measures taken.
- Investigates complaints (issued by staff, inmates, agencies of criminal justice/law enforcement, and/or the general public) reporting findings to the Warden or the Deputy Warden of Security, composes and issues to proper authority reports on same.
- Counsel/discipline subordinate personnel when necessary, documenting and coordinating such action with either the Deputy Warden of Security or the Warden.
- -Collaborate with all prison departments in coordinating complimentary activities.

Attends Department Head Meetings and Staff Meetings, as the Prison Warden directs, and performs related tasks as necessary -Other various tasks not mentioned above

LEBANON COUNTY CORRECTIONAL FACILITY

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

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

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

February 2023

11 11 11 11 11 11 11 11 11 11 11 11 11	1			
Sunday 2	٥	16	23	
Saturday	ω	15	52	
Friday	7 Conducted Interviews for Correctional Officer	14 -Updated Professionalism training material and class rosters	21 Off	28 -Scheduled and posted for a Make-Up classScheduled staff for Food Safety Training
Thursday	6 Conducted Interviews for Correctional Officer	13 Conducted Interviews for Correctional Officer	20 Off	27 Staff Training on Professionalism/Ethics/Sexual Harassment/Prison Rape Elimination Act
Wednesday	5 Academy Graduation	12 Conducted Interviews for Correctional Officer	6 0	26 -Updated training files -Organized new hire packets for Warden review
Tuesday	4 Conducted Interviews for Correctional Officer	1) -Conducted Interviews for Correctional Officer -Posted Training Notice	18 Off	25 Staff Training on Professionalism/Ethics/Sexual Harassment/Prison Rape Elimination Act
Monday	3 Basic Correctional Officer Training Last Day	10 Arranged instructor training for Staff	17 Holiday	24 Off

Sept-25 Oct-25 Nov-25 Dec-25 Total July-25 Aug-25 Sept-25 Oct - 25 Noy-25 Dec-25 Total Aug-25 Apr-25 May-25 June-25 July-25 May-25 June -25 Apr-25 0 0 Jan-25 Feb-25 Mar-25 Jan-25 Feb-25 Mar-25 PCM Portal - Generate Sat Summary Report
Facility Statistics
Monthly ADP Male
Monthly ADP Male
Monthly ADP Pale
Monthly ADP Pale
Monthly ADP Enable
Monthly ADP Male
Monthl

Hematology/Oncology	0											
Wethadone	Đ	ç-4										
Meurology/Neurosurgery	0	0										
NA9/BC	2	13										
Ophthalmology	0	0							Ì			
Oral Surgery	0	0										
Orthopedics	2	7										
Physical Therapy	0	0										
Plastic Surgery	2	0										
Padiatry	1	0										
Urnlogy	0	0										
Wound Clinic	ψ	ın										
Surgery Performed	tr3	7										
Imaging (CT, MRI, etc.)	m	m										
Diagnostic Test (autside)	3	1										
Other Trips / Outside Consults	74	ਜ										
Total # of Missed Outside Appointments	0	2										
Medical	Jan-25	Feb-25	Mar-25	Apr-25	Apr-25 May-25 June-25 July-25	5 July-25	Aug -25	Sept-25 Oct-25		Nov-25	Dec-25	Total
Total # Nurse Sick Call	209	207	70									
Total # of Provider Sick Cails	254	197										
# of MD Sick Calls	(D) Void	16										
# of NP/PA Sick Calis	245											
Total # of Patients in Medical Chronic Care	178	П										
# in CCC - Asthma (COPD/Pulmonary)	43											
# in CCC - Cardiac (Hypertension)	89											
# in CCC - Diabetes	97											
# in CCC - HCV	S											
# in CCC - HIV/AtDS	m											
# in CCC - Juvenile/Elderly	24	Ш										
# in CCC - Neuro	9	6.										
# in CCC - Pregnancy	2											
# in CCC - Sickle Cell Disease	0											
#in CCC - TB	0											
# in CCC - Thyroid	4											
# in CCC - Medical/Misc (Other)	7.7											
Total # of Pregnant Females	п											
# of Miscarriages	0	0										
# of Abortions	0	0										
# of Deliveries	0	O										
Total # of Patients on Medical Meds	165	164										
% ADP on Medical Meds	65%	67%										
Total # 14-Day Physicals	88	64										
Take half the commendation of the contraction in	α	7										

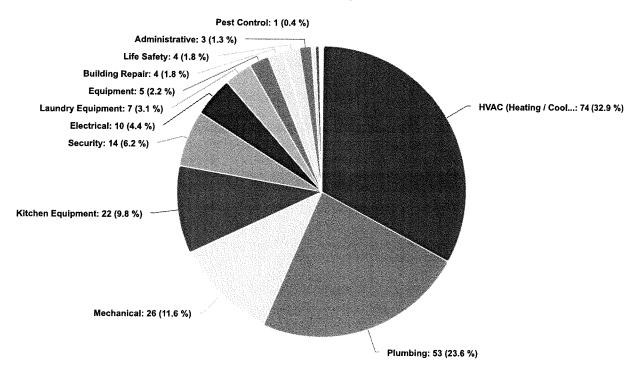
Iotal # of in-House EKG's	26	77									_	
Total # of In-House X-Ray's	21	24								-		
Infectious Disease	i	Feb-25 Mar-25	5 Apr-25	8	May-25 June-25 Info-25 Aug-25	110-75		Cant. JE	004.35	Min. 75	- 1	
Total # of HIV Tests Performed	2		1	ł				C 200	1	CZ.AGNI	DEC-73	D.C.
# of HIV Positive Detected at Facility	0	٥					Principal and the second	and the contract of the contra	Description of Section Section	***************************************		
# Receiving HIV Medication or ART	4	3	-		-	-	Control Annie and Annie an	And and and an annual state of			*	
Total # HCV Tests Performed	2	1	and the second s				-					
# of HCV Positive Detected at Facility	0	0	Made of the body to the same of the same o	-		Ī					-	-
# Receiving HCV Treatment	0	0	-			-	-		**************************************	Compression and Advantages	-	dellarous
Total # of Other Hepatitis Tests Performed	0	1							Contraction of the State of the	noted many mark hands	- Video consideration	- Merchan
# of Hepatitis A Cases Detected at Facility	0	0				-			-			a) i bereda
# of Hepatitis B Cases Detected at Facility	0	0	manda and in committee of the committee	and the same of th		- Commence of the Commence of		-	-	-	1	
Total # of RPR Tests Performed	3	1	-						-	Section (Section - Contract)	-	de camero
# of Syphilis Cases Detected at Facility	1	0			T		-	Anna de America de Ame	-			
Total # of GC/CT Tests Performed	4	1		, in the second	To Attached and and a second	-	TOTAL PROPERTY AND ADDRESS OF THE PARTY AND AD		-			and the same of
# of Gonorrhea Cases Detected at Facility	0	0	and the second second	-		-	-			-	-	
# of Chlamydia Cases Detected at Facility	0	0			-	Ī		-	**************************************	-		- Colores
Total # COVID-19 Tests Performed	11	41			-			The state of the s			-	Merita subjective and the subjec
# of COVID-19 Cases Detected at Facility	9	24		-	-	and the state of t	A COLUMN TO STATE OF THE PARTY	POTENTA A SAMPLEMENT	-	The state of the s		-
# of COVID-19 Vaccines Administered	0	0	-	- The second sec	-	Military of characters			1			
Total # of Patients Isolated for MRSA	0	2	and the second second second second	- Commence of the commence of			-					
# of MRSA Cases Detected at Facility	0	1			-	T						
Total # of TB Tests Performed	103	88			1		T	and the same of the same of	-			Girden vadding
# of TB Cases Detected at Facility	0	0						demand in continue	Maria de Caracteria de Caracte		-	nation of the
# Receiving TB Treatment	0	0				T	-	deraken and a second	-		1	
Behavioral Health	Jan-25	Feb-25 Mar-25	Apr. 25	May-25	2C-enn	2C-0404	Acar. 26	Son JE	25 35	100		1
Total # of Psychiatrist/Psych Sick Calls	143	1	L.				1	7	25.12	C7-AON:	Dec-23 1019	9
Total # of Behavioral Health Sick Calls	326	218			-	-	T		1		1	-
Total # of Behavioral Health Groups	0	0	-			+				-		-
Total # Patients in BH CCC	87	74	-		\dagger				- Comment	And the Party Control of the Control	-	MF(See) open
# CCC - Bipolar & Related Disorders	50	45					Ī			-	Antinio de Colonia (Colonia)	04444
# CCC - Depressive Disorder	26	19			-	+	-	-				-
# CCC - Schizophrenia Spectrum & Other	11	5		The same and the s	Older Britanier verschauser von		The same of the same	-			-	-
Total # of Patients on Psych Meds	134	137	and the state of t	The state of the s	-		T					
% ADP on Psych Meds	53%	36%		and the second s	T		T				1	1
fotal # of Patients on MHSR-A	38	42		T	T	T		1	T	-	-	
% of Patients on MHSR-A	15%	17%			-			T		-		
Total # of Patients on MHSR-B	20	20			r	T	Ì	-	-		Company of the Control of the Contro	-
% of Patients on MHSR-B	%0	8%			T	+			-		-	
Total # of Patients on MHSR-C	158	156			t		-	and the second second second second	-			
% of Patients on MHSR-C	62%	9889		-	1	+	-		T		-	
Total # of Patients on MHSR-D	151	11		+	-	The second second	-	-	+	1	1	
			_							-	-	

Total # of Patients on Suicide Watch	15	4											
Total # of Involuntary M.H. Commitments	O	0											
# of Patients Waiting Transfer to State Hospital	0	0											
# of Patients w/Involunatry Med/Tx Orders	0	0											
Dental	Jan-25	Jan-00	Jan-25 Jan-00 Mar-25 Apr-25 May-25 June-25 July-25 Aug-25 Sept-25 Oct-25 Nov-25 Dec-25 Total	Apr-25	May-25	June-25	July-25	Aug-25	Sept-25	Oct-25	Nov-25	Dec-25	Total
Total # of Dentist Sick Calls	88	16											
# of Fillings	0	0											
# of Exams	24	11										And Anna Anna Anna Anna Anna Anna Anna A	
# of Extractions	5	4											
# of Other	0	0											
# of Annual Dental Exams	25	1											

Report Criteria

Category





Status is not	equal to Car	n County Correctional Facility nceled or Denied /2025' AND '2/28/2025'		
Category Name	Work Order#	Reason	Failure Reason Name	Solution Name
Administrative				I
Administrative	LCCF- 9883	MIHR Training on 5s	Training	Trained
Administrative	LCCF- 9884	annual Professionalism, Ethics, Sexual Harassment, and PREA training	Training	Trained
Administrative	LCCF- 9891	Administration meeting	Administrative	Meetings / Documenting / Ordering
Administrative - 3	Total:		THE PARTY OF THE P	
Building Repair		The state of the s	and a subsequent of the subsequence of the subsequent of the subse	Lugari,
Building Repair	LCCF- 9888	repair inmate shoes	Constant Use	Repaired
Building Repair	LCCF- 9898	Vandalism: [Lose conduit hanging from ceiling]	Vandalism	Repaired
Building Repair	LCCF- 9604	Block 4 showers	New Install	Completed
Building Repair	LCCF- 9819	Replace station glass	Constant Use	Replaced
Building Repair - 4	f Total:		we will not be the many and a second and a second particles of the second part	TETT STEPS OF THE PART HERE STEELS STEELS STEELS STEELS STEELS
Computer / Techno	ology		With period of a minimum minimum and minimum are	A Commission for the Magazine Control of the commission of the com
Computer / Technology	LCCF- 9796	TV not working	Abuse	Repaired
Computer / Techn	ology - 1 Tot	ial:	to Allika an amount and the second and the second and an amount at the second and	entropy that the second of the
lectrical		 — — **Condition of the condition of the cond	progress, p. s. Schmand, A. (1754) St. St. S. valler, C. Scholest M. Sambole A. van 201, Marie St.	ne managem ande een Schaudel eerde p Makeleer e stikkeersteen of d'he
Electrical	LCCF- 9814	APC BATTERY BACKUP ON FLOOR IN INTAKE CHIMES ANYTIME THE PRINTER IS USED	Defective Part	Deferred
Electrical	LCCF- 9792	Bulb Burned Out	Defective Part	Replaced

Electrical Section S		•	Lebanon County - Prison Board Report	25, 2:58 PM
Selectrical LCCF- Monthly, Emergency Lighting PMinapection	Solution Name	Failure Reason Name	Reason	tanany Nama
Best	Repaired	Electrical Failure	Electrical Issue-was reported light issue due to possible water that leaked from block 4 into block 2	
September Core Monthly, Transfer Switch September Monthly, Transfer Switch September Monthly, Transfer Switch September Monthly, Transfer Switch September Monthly, Emergency Lighting PMI September September PMI Sep	PM Completed		Monthly, Emergency Lighting	
Electrical CCF Seat Se	PM Completed	•	Monthly, Emergency Lighting	
Electrical LCCF September PMonthly, Emergency Lighting PMonthly, Emergency Lighting PMonthly Emergency Lighting	PM Completed	PM/Inspection	Monthly, Transfer Switch	
Electrical LCCF 9629 Monthly, Transfer Switch 9629 Shower Light Non-Operational 9630 Electrical 1CCF 9629 Shower Light Non-Operational 9636 Shower Light Non-Operational 9637 part of the clashing the	M Completed		Monthly, Emergency Lighting	
Electrical LCCF- Shower Light Non-Operational Constant Use Four Sets Shower Light Non-Operation Constant Use Four Shower Shower Shower Part Part Shower Part Shower Part Shower Part Shower Part Part Shower Part Part Shower Part Part Shower Part Part Part Part Part Part Part Par	'M Completed	•	Monthly, Transfer Switch	
Electrical LCCF- 9868 Shower Light Non-Operational Constant Use Four Page Pa	'M Completed		Monthly, Transfer Switch	
Equipment CCF- 9871 need a way to secure the can opener to the table for safety purposes, possibly a hole to put a lock through put a lock through CCF- 9882 install hot water pump 9882 install hot water pump Pective Part Rep 9802 install hot water pump Pective Part Rep 9802 install hot water pump Pective Part Rep 9802 Pert 9802 Pective Part Rep 9802 Pective Part Rep 9802 Pert 9802 Pective Part Rep 9802 Pective Part Rep 9802 Pert 9802 Pective Part Rep 9802 Pective Part Rep 9802 Pert 9802 Pective Part Rep 9802 Pective Part Rep 9802 Pert 9802 Pective Part Rep 9802 Pective Part Pective Part	ound to be OK	The second section of the second seco	Shower Light Non-Operational	
Equipment LCCF- 9871 need a way to secure the can opener to the table for safety purposes, possibly a hole to put a lock through LCCF- 9892 install hot water pump 9892 the drain in the dishpit falls off alot, we were wondering if there was a different way it could Misalignment Adjudged by secured to stay better Color of Secure 1	continues o minimum of a continue paper a contra proceedings (FW)	The second section of the section		trical - 10 Total:
Equipment LCCF- 9892 install hot water pump 9871 put a lock through 1 LCCF- 9892 install hot water pump 9892 the drain in the dishpit falls off alot, we were wondering if there was a different way it could be secured to stay better 1 LCCF- 9781 Cell 28-gate not working 1 LCCF- 9781 Dish Room Area hose 9795 Dish Room Area hose 9795 Dish Room Area hose 9795 Pumpment - 5 Total: 1 LCCF- 9795 Monthly, Condensate Pump 1 LCCF- 1 Cooling) 1 LCCF- 1 Cooling HVAC (Heating / Cooling) 1 LCCF- 1 Cooling) 1 CCF- 1 Weekly, Filter Change 1 CCF- 1 Cooling) 1 PM/Inspection 1 CCF- 1 CCF- 1 Cooling) 1 PM/Inspection 2 PM/Inspection 3 P	THE STREET CONTRACTOR OF THE STREET			pment
Equipment LCCF- grant LCCF- Cooling) HVAC (Heating / LCCF- HVAC (Heating / LCCF- Cooling) HVAC (Heating / LCCF- HVAC (Heating / Spratter (He	ompleted	Constant Use		
Equipment LCCF- 9781 Cell 28-gate not working Constant Use Dup Generated Work Order HVAC (Heating / Cooling) HVAC (He	eplaced	Defective Part	install hot water pump	
Equipment CCCF- Property CCCF- Property Prope	djusted	Misalignment	the drain in the dishpit falls off alot, we were wondering if there was a different way it could be secured to stay better	
Equipment - 5 Total: HYAC (Heating / Cooling) HYAC (Heating / Coolin	uplicate Request	Constant Use	Cell 28-gate not working	
HVAC (Heating / Cooling) ECCF-Cooling) HVAC (Heating / Cooling) HVAC (Heating / Cooling) HVAC (Heating / Cooling) HVAC (Heating / Cooling) HVAC (Heating / CocF-Cooling) HVAC (Heating / Cooling) HVAC (Heating / Cooling) HVAC (Heating / CoCF-Cooling) HVAC (Hea	eplaced	Defective Part	Dish Room Area hose	
HVAC (Heating / Cooling) HVAC (Heating / Co		\$ 100 mm and 100 mm an		pment - 5 Total:
Cooling) 9735 Secretaed Work Order Cooling) PMAC (Heating / Cooling) LCCF- Cooling) LCCF- Cooling) LCCF- Cooling) LCCF- Cooling) LCCF- Cooling) Sy93 Escort martin water Escort martin water	No. 1, South M. Mindelle Mathematica and American Services and Ame	Company of the control of the company of the compan	The state of the s	C (Heating / Cooling
Goling) 6493 Gibson HVAC (Heating / Cooling) 1 Escort martin water 1 Escorting - Client Requested 2 Escorting - Client Requ	M Completed			
Cooling) 9793 HVAC (Heating / Cooling) 9765 Weekly, Filter Change PM/Inspection Generated Work Order PM Generated Work Order	ompleted	Dirt or Foreign Matter	black mold or what appears to be in the inmate side of the visiting room, also informed Sgt Gibson	
Cooling) 9765 Cooling) 9765 HVAC (Heating / Cooling) 9766 Weekly, Filter Change PM/Inspection Generated Work Order PM (Cooling) 9767 HVAC (Heating / Cooling) 9767 Weekly, Filter Change PM/Inspection Generated Work Order PM (Cooling) 9767 HVAC (Heating / Cooling) 9768 HVAC (Heating / Cooling) PM (Cooling) PM (scorted Contractor		· ·	
Cooling) 9766 Generated Work Order HVAC (Heating / Dooling) 9767 Weekly, Filter Change PM/Inspection Generated Work Order HVAC (Heating / Dooling) 9768 Weekly, Filter Change PM/Inspection Generated Work Order HVAC (Heating / Dooling) PM/Inspection Generated Work Order	M Completed	t ·		
Cooling) 9767 Generated Work Order HVAC (Heating / Dooling) 9768 Weekly, Filter Change PM/Inspection Generated Work Order HVAC (Heating / Dooling) 9711 Monthly, Wall Mount, Mini-Split PM/Inspection Generated Work Order HVAC (Heating / Dooling) 9712 Monthly, Wall Mount, Mini-Split PM/Inspection Generated Work Order HVAC (Heating / Dooling) 9712 Monthly, Wall Mount, Mini-Split PM/Inspection Generated Work Order HVAC (Heating / Dooling) 9712 HVAC Temperature Cold-inmates reported that cold air was being pushed into the unit. staff varied it seems to be happening but not to the point where it needed addressed during the shift PM/Inspection Generated Work Order HVAC (Heating / Dooling) 9621 Monthly, Air Handler Unit Generated Work Order	M Completed			C (Heating / LCC ng) 9766
Cooling) 9768 Generated Work Order HVAC (Heating / Cooling) 9711 Monthly, Wall Mount, Mini-Split PM/Inspection Generated Work Order HVAC (Heating / Cooling) 9712 Monthly, Wall Mount, Mini-Split PM/Inspection Generated Work Order HVAC (Heating / Cooling) 9712 HVAC (Heating / Cooling) PM/Inspection Generated Work Order	M Completed			
Cooling) 9711 Generated Work Order HVAC (Heating / Cooling) 9712 Monthly, Wall Mount, Mini-Split HVAC (Heating / Cooling) PM/Inspection Generated Work Order HVAC (Heating / Cooling) PM/Inspection Generated Work Order HVAC Temperature Cold-inmates reported that cold air was being pushed into the unit. staff varied it seems to be happening but not to the point where it needed addressed during the shift HVAC (Heating / Cooling) PM/Inspection Generated Work Order PM/Inspection Generated Work Order PM Cooling PM Co	M Completed	PM/Inspection	Weekly, Filter Change	(Heating / LCC
Cooling) 9712 IVAC (Heating / Pooling) 9712 HVAC Temperature Cold-inmates reported that cold air was being pushed into the unit. staff varied it seems to be happening but not to the point where it needed addressed during the shift IVAC (Heating / Pooling) White the cold in the unit is the point where it needed addressed during the shift White the cold in the unit is the point where it needed addressed during the shift PM/Inspection Generated Work Order PM Colling PM Collin	// Completed			, .
Scooling) 9617 staff varied it seems to be happening but not to the point where it needed addressed during the shift 1VAC (Heating / Cooling) White point where it needed addressed during the shift PM/Inspection Generated Work Order PM/Inspection Generated Work Order	// Completed		1	, •
Cooling) 9621 Generated Work Order	/ Completed		staff varied it seems to be happening but not to the point where it needed addressed	, ,
IVAC (Heating / ICCE - Monthly Wall Mount Mini Salit	// Completed			
Cooling) 9710 PM/Inspection PM Cooling	1 Completed	PM/Inspection	Monthly, Wall Mount, Mini-Split	(Heating / LCCI
NAC (I) - 5 - 1	1 Completed	PM/Inspection	Monthly, Air Dryer	
NAC (Hoston / 1005 Marth F hadd)	1 Completed	PM/Inspection	Monthly, Exhaust Hood	
VAO (Heating / LOOF) Wester Fit of	1 Completed	PM/Inspection	Weekly, Filter Change	
NAC (Hooking / LCCF William)	1 Completed	PM/Inspection I	Weekly, Filter Change	
VAC (Hasting I LOCE Westle Plants of the Color of the Col	1 Completed	PM/Inspection I	Weekly, Filter Change	, ,
NAC (Newton) LOCE W. H. Fill O.	I Completed	PM/Inspection I	Weekly, Filter Change	` •

Category Name	Work Order#	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF- 9723	Monthly, Unit Heater, Hot Water	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9725	Monthly, Unit Heater, Hot Water	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9728	Monthly, Unit Heater, Hot Water	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9820	Alpha block temp	Defective Part	Adjusted
HVAC (Heating / Cooling)	LCCF- 9804	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9805	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
IVAC (Heating / Cooling)	LCCF- 9806	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
IVAC (Heating / Cooling)	LCCF- 9807	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
IVAC (Heating / cooling)	LCCF- 9633	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
VAC (Heating /	LCCF- 9634	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
IVAC (Heating /	LCCF- 9662	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
IVAC (Heating / Cooling)	LCCF- 9692	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
IVAC (Heating / cooling)	LCCF- 9674	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / ooling)	LCCF- 9673	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / poling)	LCCF- 9675	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / ooling)	LCCF- 9676	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / poling)	LCCF- 9677	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / ooling)	LCCF- 9661	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / ooling)	LCCF- 9668	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / poling)	LCCF- 9671	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
VAC (Heating / poling)	LCCF- 9672	Monthly, Exhaust Fan	PM/Inspection	PM Completed
VAC (Heating / poling)	LCCF- 9667	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
VAC (Heating / poling)	LCCF- 9665	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
VAC (Heating /	LCCF- 9666	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
VAC (Heating /	LCCF-	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
ooling) /AC (Heating /	9693 LCCF-	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
ooling) /AC (Heating /	9694 LCCF- 9669	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
ooling) /AC (Heating /	LCCF-	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
oling) /AC (Heating /	9670 LCCF-	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
oling) AC (Heating /	9685 LCCF-	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
	9684 LCCF-	Monthly, Exhaust Fan		PM Completed
	9681 LCCF-	Monthly, Exhaust Fan	Generated Work Order PM/Inspection	PM Completed
/AC (Heating /	9679 LCCF-	Monthly, Exhaust Fan	Generated Work Order	PM Completed
	9686 LCCF-		Generated Work Order	PM Completed
	9680		Generated Work Order	Completed

Category Name	Work Order#	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF- 9678	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9663	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9664	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9688	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9726	Monthly, Unit Heater, Hot Water	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9727	Monthly, Unit Heater, Hot Water	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9857	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9854	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9855	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9856	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9695	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9880	RTU-5 is not working correctly. System shows the unit is offline.	Defective Part	Contractor to Repair
HVAC (Heating / Cooling)	LCCF- 9632	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9640	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9689	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9620	Monthly, Wall/Window A/C Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9687	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9660	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9683	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9682	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9691	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF- 9690	Monthly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Co	ooling) - 74	Total:		
Inspection				
Inspection	LCCF- 9784	unit in the gym is very loud sounds like a car before it backfires and shakes in the ceiling. can hear this from the outside of the facility also	Constant Use	Completed
nspection - 1 Total	<i>l:</i>			AMERICA AND AND AND AND AND AND AND AND AND AN
Kitchen Equipment	t			
Kitchen Equipment	LCCF- 9777	the warmer seems to be broken.	Fuse Blown	Replaced
Kitchen Equipment	LCCF- 9741	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
(itchen Equipment	LCCF- 9739	Monthly, Ice Machine	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9747	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Commission of the Commission o	LCCF- 9628	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
litchen Equipment			į	
Citchen Equipment	LCCF- 9627	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Citchen Equipment		Monthly, Kettle, Steam Monthly, Range Hood		PM Completed PM Completed

Category Name	Work Order#	Reason	Failure Reason Name	Solution Name
Kitchen Equipment	LCCF- 9754	Monthly, Warming Cabinet	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9753	Monthly, Commercial Dishwasher	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9752	Monthly, Food Slicer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9751	Monthly, Griddle, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9745	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9743	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9738	Monthly, Food Mixer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9758	Monthly, Booster Heater	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9750	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	ļ	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF- 9748	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment		Monthly, Oven, Gas	PM/Inspection	PM Completed
Kitchen Equipment	LCCF- 9740	Monthly, Garbage Disposal	Generated Work Order PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment		Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment			Generated work Order	Anadata de de la compania del compania de la compania del compania de la compania del la compania de la compani
aundry Equipmen			mercene mercenepagnety (1917-1915 W. CAAAA MAAAA MAAAAA MAAAA MAAAA MAAAAA MAAAAA MAAAAA MAAAAA MAAAAA MAAAAA MAAAAA MAAAAAA	The second secon
aundry Equipment	LCCF- 9708	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
aundry Equipment	LCCF- 9709	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
.aundry Equipment	LCCF- 9707	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
aundry quipment	LCCF- 9704	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
aundry quipment	LCCF- 9703	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
aundry quipment	LCCF- 9706	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9705	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
aundry Equipment	t - 7 Total:			Mary Committee of the second s
ife Safety	a ann i Salam a Sanan aite Annyle S.P. ya	and the second section of the company of the second section of the section of the second section of the section of the second section of the second section of the section of the second section of the section	en e en	the PPV of Finder Period No. 1986 to commendate to commendate to the projection of
	LCCF- 9713	Monthly, Fire Alarm / Annunciator Panel	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9843	Johnson Control	Dirt or Foreign Matter	Escorted Contractor
	LCCF- 9841	Callback: [ECB - Fire alarm strobe lights continuing to stay on.]	Defective Part	Replaced
	LCCF- 9881	Alarm on fire panel sounding	Dirt or Foreign Matter	Found to be OK
ife Safety - 4 Total:		do na antico e spring come and the base according to the action of the according to the acc	A THE STATE OF THE STATE OF THE SECOND CONTRACT OF THE STATE OF THE ST	P. Calendari Mahasan arang managan panggay panasan
echanical	a * Andreador + securio - sec		t mit valet a kummunden med kante meddele 1990-1994 (k. 1774). In minne Aran med a kine i versie ken ee ke ke	resident to the second
	LCCF- 9862	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9850	Weekly, Emergency Generator	errenne a manter value en fortestant e motorio en	PM Completed
	_CCF- 9799	Weekly, Emergency Generator	The state of the s	PM Completed
	_CCF- 9859	Weekly, Boiler	to proceed the second s	PM Completed
echanical I	_CCF-	Weekly, Boiler	recovered to the second state of the second	PM Completed

Category Name	Work Order#	Reason	Failure Reason Name	Solution Name
Mechanical	LCCF- 9849	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9622	Monthly, Boiler	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9623	Monthly, Boiler	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9826	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9838	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9625	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9827	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9835	Weekly, Boiler	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9836	Weekly, Boiler	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9811	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9808	Weekly, Boiler	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9809	Weekly, Boiler	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF- 9800	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
1echanical	LCCF- 9761	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
lechanical	LCCF- 9730	Monthly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9770	Weekly, Boiler	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9771	Weekly, Boiler	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9736	Monthly, Air Curtain	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9737	Monthly, Door, Roll-Up	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9760	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
	LCCF- 9773	Weekly, Air Compressor		PM Completed
echanical - 26 Tota	al:			Control of the second
est Control	·			
	LCCF- 9818	Escort Orkin	Escorting - Client Requested	Escorted Contract
est Control - 1 Tota	3 <i>l</i> :			
umbing				
	LCCF- 9719	Monthly, Water Circulating Pump	PM/Inspection Generated Work Order	PM Completed
	_CCF- 9717	Monthly, Water Circulating Pump	PM/Inspection Generated Work Order	PM Completed
	CCF- 9815	Toilet clogged	Constant Use	Unclogged
	CCF- 9610	Sink is leaking in the quarantine room	Constant Use	Duplicate Reques
	-CCF-)606	block 5 quarantine room sink leaking	Constant Use	Duplicate Reques
	.CCF- 9733	Monthly, Hot Water Storage Tank	PM/Inspection Generated Work Order	PM Completed
	.CCF- 1732	Monthly, Hot Water Storage Tank	PM/Inspection Generated Work Order	PM Completed
	CCF- 718	Monthly, Water Circulating Pump	The management of the analysis of the comment of th	PM Completed
	CCF- 734	Monthly, Heat Exchanger	man and a second a	PM Completed

Category Name	Work Order#	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF- 9714	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9801	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9810	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9812	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
lumbing	LCCF- 9715	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9783	quarantine room sink reported leaking	Misalignment	Repaired
lumbing	LCCF- 9791	Plumbing Issue- BLOCK 4 CELL 64 SINK	Electrical Failure	Replaced
lumbing	LCCF- 9763	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
lumbing	LCCF- 9702	Monthly, Drinking Fountain	PM/Inspection Generated Work Order	PM Completed
lumbing	LCCF- 9729	Monthly, Water Softener	PM/Inspection Generated Work Order	PM Completed
lumbing	LCCF- 9786	Main Floor-BLOCK 2 SHOWER	Dirt or Foreign Matter	Unclogged
lumbing	LCCF- 9778	clogged toilet	Constant Use	Unclogged
lumbing	LCCF- 9779	Clogged sink	Constant Use	Unclogged
lumbing	LCCF- 9774	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9775	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9762	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9772	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9700	Monthly, Drinking Fountain	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9716	Monthly, Water Circulating Pump	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9825	Blk 5 cell 75 toilet is clogged.	Dirt or Foreign Matter	Unclogged
umbing	LCCF- 9829	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9837	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9840	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9828	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
umbing	LCCF- 9547	washer leaks from pipe/floods area	Constant Use	Deferred
	LCCF- 9839	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
ımbing	LCCF- 9821	sink clogged	Dirt or Foreign Matter	Unclogged
ımbing	LCCF- 9616	Officer Hall Claims drain in shower is backing up	Constant Use	Unclogged
ımbing	LCCF- 9813	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
ımbing	LCCF- 9816	water leak	en de combinación de code describeración de la compansa de compansa de compansa de compansa de compansa de comp	Repaired
ımbing	LCCF- 9802	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
ımbing	LCCF- 9822	water was flooding in the laundry room		Unclogged
ımbing	LCCF- 9701	Monthly, Drinking Fountain	PM/Inspection Generated Work Order	PM Completed
ımbing	LCCF- 9886	Toilet Clogged-block 6 upper urinal clogged	Called a commence of the comme	Unclogged

12/25, 2:58 PM		Lebanon County - Prison Board Report	•	
Category Name	Work Order#	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF- 9890	OFFICER MICHAEL GERSTNER REPORTED THAT 6 UPPER BATHROOM URINAL SMELLS BAD. WOULD LIKE IT LOOKED AT	Constant Use	Found to be OK
Plumbing	LCCF- 9889	Clogged drain	Constant Use	Unclogged
Plumbing	LCCF- 9721	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9722	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9720	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9864	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF- 9863	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
lumbing	LCCF- 9851	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
lumbing	LCCF- 9852	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
lumbing	LCCF- 9861	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
lumbing - 53 Tota	<i>l</i> :	The state of the s		province or regard, emission is regarded, and a particular source particular sources.
ecurity				
ecurity	LCCF- 9858	Inside intake door very hard to close.	Constant Use	Found to be OK
ecurity	LCCF- 9887	Gate (Inner) (GATE-10) not securing	Constant Use	Found to be OK
ecurity	LCCF- 9842	Outmate upper station camera	Defective Part	Replaced
ecurity	LCCF- 9776	Intake door malfunctions when you open it, the locking mechanism stays in the open position	Defective Part	Repaired
ecurity	LCCF- 9787	Door Problem-CENTRAL CONTROL DOOR IS NOT CLOSING	Defective Part	Repaired
ecurity	LCCF- 9782	Female Housing Block 5 yard padlock broken by block 5	Defective Part	Deferred
ecurity	LCCF- 9546	door from dry storage to loading dock will not open with key and should be high priority due to fire safety.	Administrative	Completed
ecurity	LCCF- 8097	Gate Not Opening/Shutting	Dirt or Foreign Matter	Completed
ecurity	LCCF- 8138	Gate Not Opening/Shutting	Misalignment	Found to be OK
	LCCF- 8382	central control station door does not secure properly, takes several tries to stay closed.	Constant Use	Duplicate Reques
	LCCF- 9240	cell gate not opening	Constant Use	Duplicate Reques
	LCCF- 9241	cell gate not opening	Constant Use	Duplicate Reques
	LCCF- 9612	will not latch. it will hang up about 1 inch before completely closing	Constant Use	Duplicate Reques
	LCCF- 9794	classroom door	Defective Part	Replaced

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
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

MARCH 19, 2025, MARCH . PRISON BOARD MEETING DETAIL SECTION

This Report Covers February 1, 2025, to February 28, 2025

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (19) different male inmates.
 OUTSIDE: Outside detail consisted of (02) different male inmates.
 FEMALE: Consists of (05) different female inmates.
 Pretrial Detainee (non-sentenced inmates) inmates working on Outside Detail crew.
 Pretrial Detainee inmates working on Inside Detail crew.
 200_ 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 at county properties
- 6. Finished remodeling shower in restricted house unit
- 7.Painted block 1 shower

PRISON BOARD CON'T DETAIL SECTION.

Total Detail hours worked from February . 1, 2025 through February . 28, 2025

Inside:

1250

Outside:

400

Total:

1650

nll

Detail SGT Gibson



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Prison Board Report

February, 2025

Worship Services (English Male)	2	5
Worship Services (Spanish Male)	3	6
Worship Services (English Female)	2	13
12 Step Classes (English Male)		
12 Step Classes (English Female)	2	3
Bible Study Classes (English Male)	3	4
Bible Study Classes (Spanish Male)	1	5
Bible Study Classes (English Female)	2	6
Individual Counseling Sessions	42	
Request Slips Answered	143	
Housing Area Visits	<i>/</i> 5	4
Classes resumed wk of 2/24	Respectfully Subm	itted /
	Rev Marilyn A. Nol	te

LCCF Chaplain Manager



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

Monthly Report February 2025

E.S. (Emotional Support) Program:

The student must meet criteria under Chapter 14 of the Special Education Regulations for the state of Pennsylvania. The student has a disability, and the education program is delivered through and Individual Education Plan (IEP). The student works towards the IEP goals and objectives to meet graduation requirements. IEP grade reports are issued quarterly. Upon completion a diploma is issued.

Requirements:

- Age 21 or under.
- Student has a disability as per the Individuals with Disabilities Education Act/Chapter 14.
- Has not completed High School and has an IEP.
 - 1 Total Students

Alternative Education Program:

The student is regular education in an alternative education program. All students will work on all academic skills to meet graduation requirements. Upon completion of cumulative credit hours, they will receive an Alternative Education High School Diploma.

Requirements:

- Age 21 or under
- Previously enrolled in Regular Education
- Have not completed High School or G.E.D.
 - 1 Total Students

2 - Total Students for month of February

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 February, 2025

LL IU13 Community Education

H.S.E. High School Equivalency

Sessions to prepare students for the HiSET exams: (3 sessions per day; 12 sessions missed due to COVID Restrictions a		
Request Slips Received:		4
	Respectfully Submitte	ed,
	Ken Travis HSE Instructor	