

LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location:

*Lebanon County Municipal Building
Room 207
400 South 8th Street
Lebanon, Pennsylvania 17042*

Wednesday, October 21, 2026 11:30am

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From September 16, 2026

Report From The Warden

**Request for formal approval of the E-band de-escalation tool*

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.lebanoncountypa.gov to view Commissioners meeting in its entirety.

LEBANON COUNTY PRISON BOARD

MINUTES

***Wednesday, September 16, 2026
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:

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

The following Board Members were absent:

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

*Assistant District Attorney Brian Diederick attended the meeting from the District Attorney's Office

Public Comment (s): None

It was moved by Commissioner Litz, seconded by Commissioner Phillips, to approve the minutes of the August 19, 2026 meeting. Vote unanimous.

Tina Litz, Warden made an acknowledgment of Chaplain Rey Soria who was named by the Pennsylvania Prison Chaplain Association as 2026, County Chaplain of the year. Soria was presented with a certificate by the Board.

Warden Litz apologized to the immediate community for an unintended broadcast of an "escape alert" on September 10th at 11:00 a.m., due to a malfunction during a test of the system. In the future a 30-day notice will go out to the public prior to testing and again, the day of.

Warden Tina Litz said CGL has been monitoring temperatures in Housing Units 3 and 4. One (1) of the two (2) compressors failed, CGL is working on getting quotes to replace.

Warden Litz said the boiler project has been installed and is now completed. Tina Litz says she continues to work with CGL to formulate budget needs and capital budget requests for the October budget hearing meetings.

Tina said she intends to present a Memorandum of Understanding for Post Release Continuum of Health Care at the October 1st Commissioners Meeting, pending it is approved by Solicitor Matt Bugli.

Tina Litz, Warden and Department of Training met with the South-Central Workforce Innovation & Opportunity Program which provides a structured training opportunity through which trainees gain knowledge to be successful in the occupation for which the training is received. This program helps with reimbursement on some of the training.

Warden Litz Thanked Ken Travis, High School Equivalency Instructor from Lancaster-Lebanon Intermediate IU13, for donating a white board for the GED classroom.

Tina Litz, said the Pennsylvania Commission on Crime and Delinquency (PCCD) has allowed the Correctional Facility to bill \$32,934 of Act 80 Funds toward the Medication-Assisted Treatment (MAT) funds to help sustain the MAT program.

The Warden said that the LCCF intends to run an additional academy this year to help fill 10 full-time and 6 part-time vacancies with a tentative state date of October 26, 2026.

Warden Litz stated that the LCCF has been making mandates since June, based on the open vacancies with 242 in June (28 for hospital) 242 in July (18 for hospital), and 299 (49 for hospital) in the month of August.

Christofer Watson, Director of Work Release, told the Board the LCCF has the 2nd highest participant count since the COVID Pandemic.

Comm. Phillips asked Deputy Warden of Operations, Heather Diehl, to expand on the staffing today in comparison to last year. Diehl responded that the staffing has improved.

Tina Litz, Warden, submitted written reports of her activities for the month of August 2026. The Board reviewed this report.

Tina Litz, Warden, reported that the average daily inmate population for August was 268.32. The Board reviewed this report.

Written reports on the commissary and the canteen were submitted by Rebekah Bowsman, Fiscal Technician. The commissary average weekly sales for a four (4) week operating period, during the month of August 2026 were \$4,087.59, commission amount from July was \$7,504.76.

Heather Diehl, Deputy Warden of Operations, submitted written reports of her activities for the month of August 2026. The Board reviewed this report.

Rebecca Davis, Deputy Warden of Treatment, submitted a written report for the month of August 2026. The Board reviewed this report.

Edward Potter, Director of Training, submitted a written report giving his activities for the month of August 2026. The Board reviewed this report.

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,750 hours during the month of August 2026. The Board reviewed this report.

Sgt Edward Bartashus, Culinary Supervisor, submitted a written report for the month of August 2026 giving a breakdown of cost of meals served and items donated.

Captain Scott Hocker, Director of Security, submitted a written report for the month of August 2026. The Board reviewed this report.

Christopher Watson, Director of Work Release, submitted a written report for the month of August 2026. Mr. Watson reported that there are fifteen (15) inmates employed within the community on the work release program and six (6) inmates seeking employment. Eleven (11) travel passes were issued during this period. The Board reviewed this report.

A 2026 Statistical Summary Report from PrimeCare Medical was submitted.

Reynaldo Soria, Jubilee Prison Chaplain, submitted a written Chaplain's report for the month of August 2026. The Board reviewed this report.

CGL submitted a written building maintenance report for the month of August 2026. CGL completed two hundred and thirty-five (235) work orders during this period. The Board reviewed this report.

Stephanie Warner, Teacher from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the High School Age Education Program for August 2026. The total number of students enrolled in the Emotional Support (E.S.) Program was one (1) and the Alternative Education Program was two (2). The Board reviewed this report.

Ken Travis, High School Equivalency Instructor from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the Community Education Program for August 2026. Total sessions to prepare students for the HiSET exams were twenty-four (24), three (3) students earned their High School Equivalency (GED), eight (8) students passing the August 10, 2026 GED/HiSET test, five (5) students are preparing for the GED/HiSET test on September 28, 2026, and fourteen (14) request slips were received. The Board reviewed this report.

Meeting Adjourned.

*Robert Mettley, County Controller
Secretary*

Next meeting: October 21, 2026 – Lebanon County Commissioners, Room 207

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

Christopher Watson
Director of Work Release

Rebecca Davis
Deputy Warden of Treatment

Scott Hocker
Captain of Security

PRISON BOARD OCTOBER 1, 2026	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF SEPTEMBER 30, 2026	266	225	41
AVERAGE DAILY POPULATION: SEPTEMBER	266.57	224.27	42.30
NUMBER OF INMATES RECEIVED	124	99	25
NUMBER OF INMATES RELEASED	123	95	28
HIGHEST COUNT	267 1 st , 7 th & 13 th	228 13 th	44 8 th
LOWEST COUNT	253 25 th	216 25 th	37 24 th & 25 th
NUMBER OF UNSENTENCED INMATES	74	69	5
NUMBER OF INMATES ON WORK RELEASE	13	11	2
NUMBER OF INMATES ON WORK DETAIL	18	13	5
NUMBER OF STATE SENTENCED INMATES	9	7	2
NUMBER TRANSFERRED TO STATE PRISON	7	7	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	4	2	2
NUMBER OF PAROLE/PROBATION VIOLATORS	86	69	17
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	34	--	--
PROBATION VIOLATION	2	--	--
PAROLE VIOLATION	16	--	--
FINES & COSTS BENCH WARRANT/SENTENCE	13	--	--
OTHER LEBANON BENCH WARRANTS	29	--	--
OUT OF COUNTY BENCH WARRANTS	4	--	--
D.J. SENTENCE	2	--	--
SENTENCED BY COURT OF COMMON PLEAS	18	--	--
WRITS FROM OTHER COUNTIES	4	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	2	--	--
INMATES IN OTHER COUNTIES ON WRITS	4	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	4	4	0
IN LCCF ON WRITS AND RETURNED	3	2	1

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

Christopher Watson,
Director of Work Release
Scott Hocker
Captain of Security

CANTEEN - SAVINGS/CHECKING ACCOUNT MONTH OF **SEPTEMBER 2026**

SAVINGS ACCOUNT:	DESCRIPTION:	AMOUNT	TOTAL
BEGINNING BALANCE AS OF:	September 1, 2026		10,848.89
Commissary Sales	September 2026	19,500.47	
Interest Applied		.50	
TOTAL DEPOSITS INTO SAVINGS			19,500.97
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		30,349.86
TOTAL TRANSFER TO CHECKING FROM SAVINGS			17,875.22
ENDING BALANCE AS OF:	September 30, 2026		12,474.64
ENDING BALANCE ON: 09/30/2025	Comparison of Last Years Ending Balance		11,039.55
CHECKING ACCOUNT:			
BEGINNING BALANCE AS OF:	September 1, 2026		200.00
TOTAL DEPOSITS INTO CHECKING			17,875.22
TOTAL FUNDS AVAILABLE			18,075.22
DISBURSMENTS:	NON-STORE		
Mychal Robinson	Inmate haircuts	367.50	
Language Line	Translators	182.30	
Charm-Tex	White clothing	1,107.20	
Thomson Reuters	Law Library	2,422.88	
JDM Outlet	Inmate ID ink	249.99	
Lancaster-Lebanon IU13	School Program	2,777.14	
Myerstown Community Training Center	AHA, HS, CPR/AED, FA x6	120.00	
TOTAL NON STORE DISBURSEMENTS			7,227.01
DISBURSMENTS:	STORE		
Commissary Sales	8/28, 9/4, 9/11, 9/18, 9/25	10,648.21	
TOTAL STORE DISBURSEMENTS			10,648.21
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		17,875.22
ENDING BALANCE AS OF:	September 30, 2026		200.00

*Commissary web order commission check did not come in time to deposit. It will be on next month's prison board.

Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



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Lebanon, PA 17042
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Fax: 717-274-1338

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Rebecca Davis
Deputy Warden of Treatment

Christopher Watson,
Director of Work Release
Scott Hocker,
Captain of Security

COMMISSARY REPORT

MONTH OF SEPTEMBER 2026

	<u>SEPT 2026</u>	<u>SEPT 2025</u>
OPERATING WEEKS:	5	4
NUMBER OF ORDERS:	468	428
AVERAGE WEEKLY ORDERS:	94	107
SALES:	\$ 19,500.47	\$ 15,473.92
LESS EXPENSES (CREDITS):	\$ -243.15	\$ -447.66
TOTAL SALES:	\$ 19,257.32	\$ 15,026.26
AVERAGE WEEKLY SALES:	\$ 3,900.09	\$ 3,868.48
COMMISSION MONTH OF AUG:	\$ 7,054.56	\$ 5,058.14

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
VACANT, Director of Work Release
Scott Hocker, Capitan of Security

MONTHLY PRISON BOARD REPORT

10/7/2026

REPORT FROM: 9/1/26 to 9/30/26

CURRENT

YEAR TO DATE

CONSUMABLE	\$ 3,866.49	\$ 53,476.37
MEATS	\$ 4,636.60	\$ 32,331.84
DAIRY PRODUCTS	\$ 3,283.84	\$ 31,427.20
BAKED PRODUCTS	\$ 1,932.00	\$ 21,551.70
GROCERIES	\$ 12,045.97	\$ 89,751.28
FRESH FRUITS & VEGETABLES	\$ 1,310.00	\$ 13,094.00
TOTAL	\$ 27,074.90	\$ 241,632.39
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ -	\$ 6,375.46

BREAK DOWN OF COSTS

MEALS SERVED

STAFF	2,120	19,110

INMATE POPULATION	23,571	215,121
GUESTS	-	-
CENTRAL BOOKING LUNCHES	156	1,404
TOTAL MEALS SERVED	25,847	235,635
COST PER PERSON PER MEAL	\$ 1.05	\$ 1.03
COST PER PERSON PER DAY	\$ 3.14	\$ 3.08

DATE

DONATED BY:

9/3 - Calvary chapel - 4 skids of assorted product
9/7 - bills produce 10 cases of assorted produce
9/10 - calvary chapel - 4 skids assorted product
9/14 bills produce - 4 cases of assorted produce
9/16 jenny toppings - 3 skids of assorted product
9/17 calvary chapel - 3 skids assorted product
9/21 bills produce - 8 cases assorted product
9/24 calvary chapel 4 skids 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

Christofer Watson
Director of Work Release
Scott Hocker
Captain of Security

To: Lebanon County Prison Board
From: Tina M. Litz, Warden
Re: October, 2026 Prison Board Report

09-01-26: Completed warden daily tasks, participated in various budget 2027, in-house meetings, met with DW Diehl to discuss operational policy and met with the Work Release director to discuss various topics.

09-02-26: Completed warden daily tasks, participated in maintenance vendor meeting to discuss various operational topics, attended the PA Chaplain Association conference, as a speaker.

09-03-26: Completed warden daily tasks, conducted an administrative meeting this date to review administrative segregation classifications, work release classifications, grievances and various other security topics, reviewed policy.

09-04-26: Completed warden daily tasks, met with various partners on the maintenance projects at LCCF, continued budget prep.

09-07-26: Holiday

09-08-26: Completed warden daily tasks, participated in the bi-monthly CGL meeting, participated in the OMS upgrade teams meeting, various in-house meetings conducted this date.

09-09-26: Completed daily warden tasks, conducted various budget related meetings this date, re-connected with the Work Force Investment designee to discuss updates, conducted open position interviews.

09-10-26: Completed warden daily tasks, conducted an administrative meeting this date to review administrative segregation classifications, work release classifications, grievances and various other security topics., and tested the escape alarm and handled repercussions from the outside

announcement being played. Apologized and alerted prison board and local community members impacted,

09-11-26: Completed warden daily tasks, spoke to the academy class, participated in the OMS regression testing teams meeting.

09-14-26: Completed warden daily tasks, participated in the monthly team MISA meeting.

09-15-26: Completed warden daily tasks, toured with county administrator and insurance carrier designee, met with a criminologist to discuss trends in corrections.

09-16-26: Completed warden daily tasks, participated in the monthly CQI and prison board meetings.

09-17-26: Sick day

09-18-26: Completed warden daily tasks, participated in the Re-Entry Coalition meeting, OMS regression testing teams meeting and attended a meeting on the Consolidated Appropriations Act of 2023.

09-21-26: Completed warden daily tasks, participated in the bi-monthly CGL maintenance meeting to discuss projects and operations, met with the Captain of Security to discuss a review of policy, continued budget preparations.

09-22-26: Completed daily warden tasks, met with Sgt. Bartashus to further discuss the kitchen and laundry budget as well as policy.

09-23-26: Completed Warden daily tasks completed, worked on budget.

09-24-26: Completed warden daily tasks completed, conducted an administrative meeting this date to review admin segregation names, grievances, and work release classification and overall security operations, and continued budget prep.

09-25-26: Warden daily tasks completed, continued budget prep, participated in the OMS upgrade regression testing zoom, and a CGL team meeting to discuss budget and facility planning options.

09-28-26 09-30-28: Attended PA County Correctional Association's Warden's Conference in HA.

Respectfully Submitted,

Tina M. Litz
Warden

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden-Operations
Becky Davis, Deputy Warden – Treatment
Christopher Watson, Director of Work Release
Scott Hocker Captain of Security
Edward Potter Jr., Director of Training

630 E. Walnut Street
Lebanon, PA 66042

Phone: 666-264-5456
Fax: 666-264-6338

To: Lebanon County Prison Board

10/12/2026

CC: Deputy Warden Heather Diehl- Operations

RE: September 2026 Prison Board Report- 9/1/2026 through 9/30/2026

- 9/1/2026- Personnel Matters
- 9/2/2026- Personnel Matters
- 9/3/2026- Personnel Matters, administrative meetings
- 9/4/2026-PTO
- 9/7/2026- Holiday
- 9/8/2026- personnel matters, administrative meeting
- 9/9/2026- Administrative meetings, Policy revision
- 9/10/2026- Administrative meetings
- 9/11/2026- Personnel Matters
- 9/14/2026- personnel matters
- 9/15/2026- personnel matters, policy revision, Insurance carrier walkthrough
- 9/16/2026- Prison board, interviews, Administrative meetings
- 9/17/2026 – personnel matters, prison board, policy revision
- 9/18/2026- administrative meetings
- 9/21/2026- Safety Committee training
- 9/22/2026- administrative meetings
- 9/23/2026- personnel matters
- 9/24/2026- personnel matters
- 9/25/2026- personnel matters
- 9/28/2026- PCCA Warden conference
- 9/29/2026- PCCA Warden Conference
- 9/30/2026- Administrative meetings, personnel matters

Monthly operations

Full Operations:90

Modified Operations:0

Locked down: 0

Total Shifts: 90

Mandates

Total: 337

Hospital: 94

In addition to the above listed, my routine duties include but are not limited to:

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Heather Diehl, Deputy Warden-Operations
Becky Davis, Deputy Warden – Treatment
Christopher Watson, Director of Work Release
Scott Hocker Captain of Security
Edward Potter Jr., Director of Training

630 E. Walnut Street
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Phone: 666-264-5456
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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



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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

Christopher Watson
Director of Work Release
Scott Hocker
Captain of Security

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: September 2026 Prison Board
9-1-26 to 9-30-26

9-1-26: Completed daily DW of Treatment tasks, answered inmate grievances
9-2-26: Completed daily DW of Treatment tasks, held 3 disciplinary board hearings
9-3-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care mental health, policy review
9-4-26: Completed daily DW of Treatment tasks
9-7-26: County Holiday
9-8-26: Completed daily DW of Treatment tasks, attended drug court
9-9-26: Completed daily DW of Treatment tasks, attended "Supporting Re-Entry" webinar
9-10-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care mental health, completed parole recommendations
9-11-26: Vacation Day
9-14-26: Completed daily DW of Treatment tasks, attended MISA meeting, completed parole recommendations
9-15-26: Completed daily DW of Treatment tasks, attended SCRAM training (virtually)
9-16-26: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended Prison Board, completed parole recommendations
9-17-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care mental health
9-18-26: Completed daily DW of Treatment tasks, attended Re-entry coalition meeting, attended meeting that the Lebanon MH building to discuss the Consolidated Act of 2023, completed parole recommendations
9-21-26: Completed daily DW of Treatment tasks
9-22-26: Completed daily DW of Treatment tasks, attended drug court
9-23-26: Completed daily DW of Treatment tasks, completed parole recommendations, held disciplinary hearings
9-24-26: Completed daily DW of Treatment tasks, attended administrative meeting, completed parole recommendations, attended IDT meeting with Prime Care mental health
9-25-26: Completed daily DW of Treatment tasks, answered inmate grievances
9-28-26: Completed daily DW of Treatment tasks
9-29-26: Completed daily DW of Treatment tasks

Lebanon County Correctional Facility



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Tina M. Litz,
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Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Christopher Watson
Director of Work Release
Scott Hocker
Captain of Security

9-30-26: Completed DW of Treatment tasks

9-31-26: Completed DW of Treatment tasks

September 2026: 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

Number of grievances for the month: 5

Approximate number of request slips completed: 1100 Intakes of new commitments: 58, Public

Defender applications: 14

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

Lebanon County Correctional Facility



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Lebanon, PA 17042
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Tina Litz,
Warden

Heather Diehl

Christopher Watson,

Deputy Warden of Operations

Director of Work Release

Rebecca Davis

Scott Hocker,

Deputy Warden of Treatment

Captain of Security

October 21, 2026

To: Lebanon County Prison Board
From: Christopher Watson Director of Work Release
Subject: Monthly Prison Board Report.
Re: 09/01/2026 – 09/30/2026

BOARD MEMBERS:

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

PARTICIPANTS

	September 2026	September 2025
Inmates Employed in the Community:	13	08
Inmates added to the Program:	02	02
Inmates removed from the Program:	04	02
Removed for a Major Misconduct:	01	00

REQUEST SLIPS / COUNSELING

	September 2026	September 2025
Request Slips:	201	85

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	September 2026	September 2025
Inmates Seeking Employment:	02	03
Total Number of Travel Passes (TP):	05	02
Travel Passes for Employment:	03	02
Travel Passes for Work Related Items:	00	00
Travel Passes for Medical Apps.:	2	0
Travel Passes for Legal Matters:	0	0
Travel Passes for D & A Therapy:	0	0

FINANCIAL STATUS

	Month of September 2026	Year to date 2026
AMOUNT RECEIVED	\$33,045.38	\$204,772.92
ROOM AND BOARD	\$6,919.08	\$44,099.17
FINES AND COSTS	\$6,791.00	\$43,125.91
DISTRICT JUSTICES	\$40.00	\$550.00
PROCESSING FEE	\$25.00	\$904.53
DRUG TESTING	\$510.00	\$3,690.00
SUPERVISOR FEE	\$1,020.00	\$7,380.00
MONEY DEDUCTED	\$15,305.08	\$99,749.61

Work Release

Work Release Classification was held this month, 4 approved.

Assisted Inmates with employment placement – Online applications.

Conducted job site checks.

Processed new Work Release Participants.

Investigation on Work Release participation for violating Work Release policy

Assisted Captain Hocker and Deputy Warden of Operation with Investigation

Disciplinary Boards

MEETINGS

Attended Prison Board Meeting.

Attended Administration Meetings – Discussion Prison Operations

Attended Meeting for Reentry Coalition

Prison Operations

Assisted with Prison Operations throughout the month.

Inmates added to the Work Release Program for the month of September 2026

2 Inmates added

Inmates removed/released from the Work Release Program for the month of September 2026

3 Inmates released	County Parole
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Respectfully submitted,

Christopher Watson
Director of Work Release

LEBANON COUNTY CORRECTIONAL FACILITY

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

730 E. Walnut Street
Lebanon, PA 17042

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

To: Lebanon County Prison Board
Fr: Captain Scott Hocker
Re: September 2026 Prison Board Report

9/1/2026	Policy Review
9/2/2026	Reviewed cameras. Escorted Cyprium around the facility.
9/3/2026	Attended an administrative Meeting. Reviewed phone calls
9/4/2026	Off-site Range qualifications for the facility.
9/7/2026	Holiday
9/8/2026	Off-site Range qualifications for the facility.
9/10/2026	Off-site ASP training for BCOT.
9/11/2026	Personnel Matters. Attended an administrative Meeting.
9/14/2026	Personnel matters.
9/15/2026	Review cameras and Tablets
9/16/2026	Completed checks in control stations 1,2,3,and 4.
9/17/2026	Attended an administrative Meeting. Completed Unit checks in Outmate section and Block 6 section of the facility.
9/18/2026	Policy Review. Inmate tablet and phone calls reviewed.
9/21/2026	Conducted checks in blocks 1,2,3,4, Rhu, MIU.
9/22/2026	Conducted block checks and station checks in block 5. Reviewed Cameras
9/23/2026	Reviewed cameras. Personnel matters. Conducted disciplinary boards.
9/24/2026	attended an administrative Meeting. Policy reviews.
9/25/2026	Personnel matters. Camera and inmate tablets reviewed.
9/28/2026	Completed random checks of control stations
9/29/2026	Personnel Matters. Spoke to numerous inmates in my office
9/30/2026	Reviewed inmate phone calls. Reviewed cameras.

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

LEBANON COUNTY CORRECTIONAL FACILITY

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Lebanon, PA 17042

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- 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
Capt. Scott Hocker, Director of Security
Christopher Watson, Director of Work Release
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: September Report

September 2026

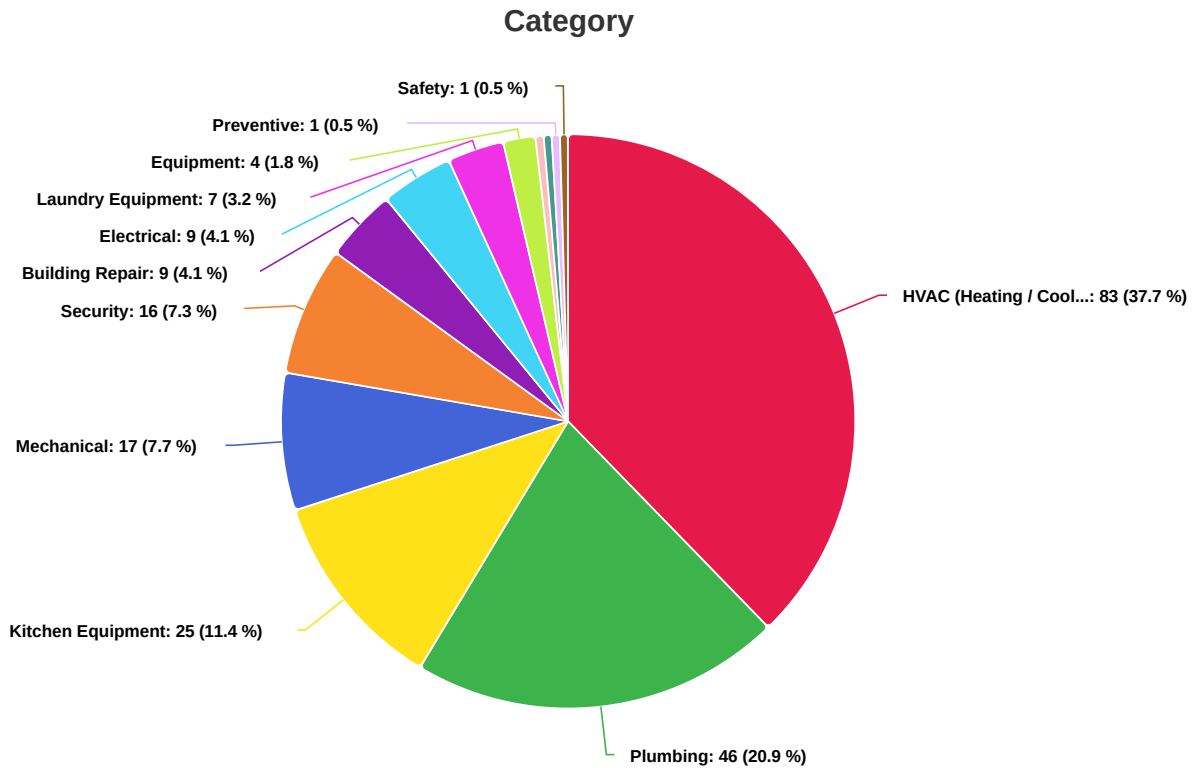
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1 Basic Correctional Officer Training Academy	2 Basic Correctional Officer Training Academy	3 Basic Correctional Officer Training Academy	4 Basic Correctional Officer Training Academy	5	6
7 Holiday	8 Basic Correctional Officer Training Academy	9 Basic Correctional Officer Training Academy -Meeting with OJT WorkForce	10 Basic Correctional Officer Training Academy	11 Basic Correctional Officer Training Academy	12	13
14 Basic Correctional Officer Training Academy	15 Conducted Correctional Officer Interviews	16 Conducted Correctional Officer Interviews	17 Conducted Correctional Officer Interviews	18 Conducted Correctional Officer Interviews	19	20
21 Off	22 Off	23 Off	24 Off	25 Off	26	27
28 Attended Handgun/Shotgun Instructor Course at the PA Dept of Corrections Academy	29 Attended Handgun/Shotgun Instructor Course at the PA Dept of Corrections Academy	30 Attended Handgun/Shotgun Instructor Course at the PA Dept of Corrections Academy				

PCM Portal - Generate Stat Summary Report													
Stat Summary Report													
Facility Statistics	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Monthly ADP	268	260	264	265	260	262	258	258	261				
Monthly ADP Male	236	221	225	226	220	220	213	212	221				
Monthly ADP Female	32	39	39	39	40	42	45	46	41				
Monthly ADP Identify as Other	0	0	0	0	0	0	0	0	0				
Total # of Intake Screenings	114	96	124	137	107	119	103	114	123				
Substance Use / MAT	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # Patients Detox	17	19	45	32	28	34	24	43	35				
# of Patients Detoxed Opioids	9	5	13	10	7	12	8	16	6				
# of Patients Detoxed ETOH	4	6	11	9	5	6	3	9	10				
# of Patients Detoxed Benzodiazepines	1	1	5	3	5	7	0	4	5				
# of Patients Detoxed Methamphetamines	3	7	16	10	11	9	13	14	14				
Total # of Patients on MAT	58	43	50	45	56	61	58	59	66				
# of Intakes on Continuation of MAT	11	7	18	11	17	19	11	10	15				
# of New Patient MAT Inductions	3	1	6	7	6	6	5	3	7				
# of Patients on Methadone	10	6	13	13	10	16	14	11	14				
# of Patients on Suboxone	0	0	0	0	0	0	0	0	0				
# of Patients on Subutex	45	34	34	30	43	41	42	46	49				
# of Patients on Sublocade	0	0	0	0	0	0	0	0	0				
# of Patients on Oral Naltrexone	3	3	3	2	3	4	2	2	3				
# of Patients on Vivitrol	0	0	0	0	0	0	0	0	0				
Administrative	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # of Grievances	2	3	4	0	2	1	3	2	0				
# of Founded Grievances	0	0	0	0	0	0	0	0	0				
# of Patient Deaths	0	0	0	0	1	0	0	0	0				
Total # of Adverse Clinical Events	10	2	3	5	5	11	6	7	4				
# of Patients Placed in Restraints	0	1	1	1	1	1	2	0	1				
# of Intake Refusals	2	4	3	1	0	0	0	0	1				
Total # of Medical Housing Admissions	2	2	0	5	1	4	1	2	7				
Medical Transports	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June -26	July-26	Aug-26	Sept-26	Oct -256	Nov-256	Dec-26	Total
Total # of Patients in the Hospital	2	0	2	1	4	3	1	5	3				
Total # of Patient Hospital Days	4	0	7	7	10	6	2	41	40				
Total # of ER Transports via Ambulance	2	0	1	1	2	3	2	2	3				
Total # of Transports	46	30	34	13	19	28	29	37	29				
Cardiology	5	5	3	3	4	4	4	3	4				
Dermatology	0	1	0	0	0	0	0	0	0				
Dialysis	0	0	1	0	1	0	0	0	0				
ENT	1	1	0	0	0	0	0	0	0				
Emergency Room	4	1	2	3	3	7	2	3	1				
Gastroenterology	4	2	2	1	0	3	1	1	1				
General Surgery	1	1	1	0	1	2	1	2	2				

Hematology/Oncology	2	0	9	1	0	2	5	3	1				
Metadone	1	0	1	0	3	1	1	1	1				
Neurology/Neurosurgery	4	0	1	0	0	0	0	1	1				
OB/GYN	1	1	0	2	1	0	0	1	2				
Ophthalmology	1	3	0	0	1	1	0	1	0				
Oral Surgery	1	0	0	0	0	0	0	0	0				
Orthopedics	3	5	2	0	3	4	4	7	7				
Physical Therapy	3	4	4	1	0	1	1	0	0				
Plastic Surgery	0	0	0	0	0	0	0	0	0				
Podiatry	0	0	0	0	0	0	0	0	0				
Urology	4	0	1	0	0	1	1	2	3				
Wound Clinic	0	0	0	0	0	1	5	4	3				
Surgery Performed	0	1	1	0	0	0	1	3	0				
Imaging (CT, MRI, etc.)	5	2	2	1	1	0	2	5	1				
Diagnostic Test (outside)	5	3	2	0	1	1	1	0	0				
Other Trips / Outside Consults	0	0	2	1	0	0	0	1	2				
Total # of Missed Outside Appointments	1	0	0	0	0	0	0	0	0				
Medical	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug -26	Sept-26	Oct-26	Nov -26	Dec-26	Total
Total # Nurse Sick Call	243	260	253	255	322	281	280	260	248				
Total # of Provider Sick Calls	245	196	224	248	261	269	274	253	255				
# of MD Sick Calls	10	2	8	0	3	4	0	3	17				
# of NP/PA Sick Calls	235	194	216	248	231	265	274	256	238				
Total # of Patients in Medical Chronic Care	205	188	186	188	188	222	205	212	208				
# in CCC-Anticoagulation	4	3	6	7	10	8	6	9	9				
# in CCC - Asthma (COPD/Pulmonary)	42	38	37	64	64	66	77	71	65				
# in CCC - Cardiac (Hypertension)	52	50	48	65	71	94	74	74	69				
# in CCC - Diabetes	11	14	16	22	22	32	31	33	28				
# in CCC - HCV	5	5	5	8	6	11	9	9	9				
# in CCC - HIV/AIDS	1	1	1	0	0	1	0	1	0				
# in CCC - Juvenile/Elderly	35	31	31	35	45	47	41	47	44				
# in CCC - Neuro	11	9	12	17	19	19	21	16	16				
# in CCC - Pregnancy	0	0	0	1	1	0	0	1	3				
# in CCC - Sickle Cell Disease	1	1	1	1	1	2	1	1	0				
# in CCC - TB	0	0	0	0	1	1	1	1	1				
# in CCC - Thyroid	10	9	7	7	10	7	7	9	10				
# in CCC - Medical/Misc (Other)	33	30	29	34	32	30	30	27	25				
Total # of Pregnant Females	0	0	0	1	1	0	0	1	3				
# of Miscarriages	0	0	0	0	0	0	0	0	0				
# of Abortions	0	0	0	0	0	0	0	0	0				
# of Deliveries	0	0	0	0	0	0	0	0	0				
Total # of Patients on Medical Meds	197	184	182	189	185	190	183	190	191				
% ADP on Medical Meds	74%	71%	69%	71%	71%	73%	71%	74%	73%				
Total # 14-Day Physicals	73	71	82	97	70	86	77	79	81				

Total # Annual Physicals	3	8	4	7	9	7	4	2	5				
Total # of In-House EKG's	17	14	30	21	12	24	26	19	21				
Total # of In-House X-Ray's	11	10	11	13	17	16	17	20	9				
Infectious Disease	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # of HIV Tests Performed	1	0	2	1	2	1	3	1	2				
# of HIV Positive Detected at Facility	0	0	0	0	0	0	0	0	0				
# Receiving HIV Medication or ART	1	1	1	0	0	0	0	0	0				
Total # HCV Tests Performed	1	4	2	0	0	0	3	1	2				
# of HCV Positive Detected at Facility	0	0	0	0	0	0	0	0	0				
# Receiving HCV Treatment	0	1	1	1	0	0	0	1	0				
Total # of Other Hepatitis Tests Performed	1	3	2	1	0	1	3	0	2				
# of Hepatitis A Cases Detected at Facility	0	0	0	0	0	0	0	0	0				
# of Hepatitis B Cases Detected at Facility	0	0	0	0	0	0	0	0	0				
Total # of RPR Tests Performed	1	0	2	3	0	0	0	0	0				
# of Syphilis Cases Detected at Facility	0	0	0	0	0	0	0	0	0				
Total # of GC/CT Tests Performed	3	1	2	2	2	2	2	1	2				
# of Gonorrhea Cases Detected at Facility	0	0	0	1	0	0	0	0	0				
# of Chlamydia Cases Detected at Facility	0	0	0	0	1	0	0	0	0				
Total # COVID-19 Tests Performed	0	0	0	0	0	0	0	0	0				
# of COVID-19 Cases Detected at Facility	0	0	0	0	0	0	0	0	0				
# of COVID-19 Vaccines Administered	0	0	0	0	0	0	0	0	0				
Total # of Patients Isolated for MRSA	1	0	0	0	0	0	0	0	0				
# of MRSA Cases Detected at Facility	1	0	0	0	0	0	0	0	0				
Total # of TB Tests Performed	94	91	110	118	97	97	107	97	102				
# of TB Cases Detected at Facility	0	0	0	0	1	0	0	0	0				
# Receiving TB Treatment	0	0	0	0	1	1	1	1	1				
Behavioral Health	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total
Total # of Psychiatrist/Psych Sick Calls	89	89	100	107	79	76	112	94	104				
Total # of Behavioral Health Sick Calls	306	325	315	330	269	268	220	200	242				
Total # of Behavioral Health Groups	0	0	0	0	0	0	0	0	0				
Total # Patients in BH CCC	85	79	65	63	61	65	76	88	88				
# CCC - Bipolar & Related Disorders	53	49	42	35	33	37	43	42	42				
# CCC - Depressive Disorder	16	14	13	11	11	10	17	27	28				
# CCC - Schizophrenia Spectrum & Other	16	16	13	17	18	19	17	28	21				
Total # of Patients on Psych Meds	137	127	120	115	108	109	111	118	115				
% ADP on Psych Meds	51%	49%	45%	43%	42%	42%	43%	46%	44%				
Total # of Patients on MHSR-A	54	66	64	62	60	62	63	66	65				
% of Patients on MHSR-A	20%	25%	24%	23%	23%	24%	24%	26%	25%				
Total # of Patients on MHSR-B	29	25	33	36	33	30	28	26	32				
% of Patients on MHSR-B	11%	10%	13%	14%	13%	11%	11%	10%	12%				
Total # of Patients on MHSR-C	155	140	135	136	137	136	128	141	137				
% of Patients on MHSR-C	58%	54%	51%	51%	53%	52%	50%	55%	52%				
Total # of Patients on MHSR-D	10	11	13	16	21	19	14	12	10				

% of Patients on MHSR-D	4%	4%	5%	6%	8%	7%	5%	5%	6%				
Total # of Patients on Suicide Watch	19	20	13	22	16	14	17	18	16				
Total # of Involuntary M.H. Commitments	1	0	0	1	0	0	0	0	0				
# of Patients Waiting Transfer to State Hospital	0	0	0	0	0	0	0	0	1				
# of Patients w/Involunatry Med/Tx Orders	0	0	0	0	0	0	0	0	0				
Dental	Jan-26	Feb-26	Mar-26	Apr-26	May-26	June-26	July-26	Aug-26	Sept-26	Oct-26	Nov-26	Dec-26	Total
Total # of Dentist Sick Calls	27	27	43	41	32	40	24	22	27				
# of Fillings	0	0	0	0	0	0	0	0	0				
# of Exams	16	12	20	31	21	22	18	14	19				
# of Extractions	5	11	13	9	6	5	4	6	5				
# of Other	0	0	0	0	0	0	0	2	0				
# of Annual Dental Exams	6	4	0	1	5	13	2	2	3				



Report Criteria

Repair Center is Lebanon County Correctional Facility

Status is not equal to Canceled or Denied

Complete is between '9/1/2026' AND '9/30/2026'

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Building Repair				
Building Repair	LCCF-15047	Install whiteboard	Constant Use	Replaced
Building Repair	LCCF-15045	Monthly, Facility Safety Inspection	PM/Inspection Generated Work Order	PM Completed
Building Repair	LCCF-14951	Seal removed in floor of alpha cells	Constant Use	Repaired
Building Repair	LCCF-14673	The light in between the showers doesn't work	Constant Use	Duplicate Request
Building Repair	LCCF-15090	Outmate sink pulls off wall	Constant Use	Completed
Building Repair	LCCF-14662	Vandalism: [Inmate Porter punched the plexiglass attached to cell 56. It is now barely hanging on.]	Vandalism	Repaired
Building Repair	LCCF-15166	Block 4 cell 58 light bulb	Constant Use	Replaced
Building Repair	LCCF-15167	Block 4 cell 61 light bulb	Constant Use	Replaced
Building Repair	LCCF-15168	Block 4 cell 64 light bulb	Constant Use	Replaced
Building Repair - 9 Total:				
Electrical				
Electrical	LCCF-15170	Block 4 dayroom lights	Constant Use	Replaced
Electrical	LCCF-14970	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14971	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-14969	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-15048	The light doesn't work in either shower	Constant Use	Duplicate Request

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Electrical	LCCF-14882	lights are out in 5 alpha showers. both showers.	Constant Use	Duplicate Request
Electrical	LCCF-15004	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-15002	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-15003	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical - 9 Total:				
Equipment				
Equipment	LCCF-15076	Dumbwaiter strap is missing and metal piece was found on the dumbwaiter floor.	Constant Use	Deferred
Equipment	LCCF-14929	kitchen middle kettle- only works part of the time	Constant Use	Repaired
Equipment	LCCF-14430	Non-Contact Visiting on inmate side - booth 1 stool broken and turned into maintenance	Constant Use	Repaired
Equipment	LCCF-15163	Dumbwaiter stuck	Constant Use	Repaired
Equipment - 4 Total:				
HVAC (Heating / Cooling)				
HVAC (Heating / Cooling)	LCCF-15106	low water pressure-reported by ofc oliveri	Constant Use	Repaired
HVAC (Heating / Cooling)	LCCF-15000	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14955	Monthly, Air Handler Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14972	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14954	Monthly, Air Handler Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15065	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15066	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15067	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15062	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15061	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15063	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15059	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15060	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15058	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15068	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15064	Quarterly, Exhaust Fan	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15118	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15117	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15115	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15116	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15114	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-15135	too cold on block 5 and alpha unit	Constant Use	Repaired
HVAC (Heating / Cooling)	LCCF-15023	Monthly, Air Dryer	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15147	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15148	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14978	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14973	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14979	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14980	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14976	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14977	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14975	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15096	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14956	Monthly, Air Handler Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15001	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15095	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15098	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15099	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15071	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14990	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14988	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14989	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14986	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14987	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14984	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14985	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14982	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14983	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14981	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15097	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14991	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-14992	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15075	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15072	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15073	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15074	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15013	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15011	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15012	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14999	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14997	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14998	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14996	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14994	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14995	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14993	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15081	RTU Not working	Constant Use	Repaired
HVAC (Heating / Cooling)	LCCF-15085	Outmate vents not blowing air	Constant Use	Found to be OK
HVAC (Heating / Cooling)	LCCF-14953	Monthly, Wall/Window A/C Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14961	Quarterly, Condensing Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14962	Quarterly, Condensing Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-15052	Outmate lower no Airflow	Constant Use	Found to be OK
HVAC (Heating / Cooling)	LCCF-14940	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14943	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14944	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14941	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14942	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14974	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14958	Quarterly, Condensing Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14959	Quarterly, Condensing Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14960	Quarterly, Condensing Unit	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-14957	Quarterly, Condensing Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-14963	Quarterly, Condensing Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling) - 83 Total:				
Kitchen Equipment				
Kitchen Equipment	LCCF-15051	Drain line in kitchen broken	Constant Use	Repaired
Kitchen Equipment	LCCF-15043	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15031	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15044	Monthly, Booster Heater	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14967	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14968	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-14966	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15036	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15037	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15035	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15033	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15034	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15026	Monthly, Ice Machine	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15107	Cooler plate coming off	Constant Use	Repaired
Kitchen Equipment	LCCF-15029	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15041	Monthly, Refrigerator, Reach-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15042	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15040	Monthly, Warming Cabinet	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15038	Monthly, Food Slicer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15039	Monthly, Commercial Dishwasher	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15030	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15032	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15027	Monthly, Garbage Disposal	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15028	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-15025	Monthly, Food Mixer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment - 25 Total:				
Laundry Equipment				
Laundry Equipment	LCCF-15104	Dryer stack 2 not working	Constant Use	Replaced

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Laundry Equipment	LCCF-15009	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-15010	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-15005	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-15007	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-15008	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-15006	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
<i>Laundry Equipment - 7 Total:</i>				
Life Safety				
Life Safety	LCCF-15014	Monthly, Fire Alarm / Annunciator Panel	PM/Inspection Generated Work Order	PM Completed
<i>Life Safety - 1 Total:</i>				
Mechanical				
Mechanical	LCCF-15022	Monthly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15110	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15111	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15142	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15143	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15057	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15078	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14937	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14936	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15056	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15092	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15101	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15091	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14965	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-14964	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15024	Monthly, Air Curtain	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-15121	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
<i>Mechanical - 17 Total:</i>				
Pest Control				
Pest Control	LCCF-15158	Escort Pest Control	PM/Inspection Generated Work Order	Escorted Contractor
<i>Pest Control - 1 Total:</i>				
Plumbing				

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-15055	Vandalism: [male locker room sink drain broken]	Vandalism	Repaired
Plumbing	LCCF-14948	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14949	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14938	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14946	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14939	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15053	Block 3 showers not working properly	Constant Use	Found to be OK
Plumbing	LCCF-14934	The sink is leaking from underneath	Constant Use	Duplicate Request
Plumbing	LCCF-15079	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15069	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15087	sink is leaking in lower section of male work release	Defective Part	Replaced
Plumbing	LCCF-15080	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15077	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15070	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15050	water Leaking from sink in bathroom of block 5	Constant Use	Duplicate Request
Plumbing	LCCF-15084	OM water heater not working	Constant Use	Repaired
Plumbing	LCCF-15122	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15123	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15134	Holding Cell 2-sink clogged	Constant Use	Unclogged
Plumbing	LCCF-15019	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15020	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15018	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15017	Monthly, Water Circulating Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15125	replace circulating pump	Defective Part	Replaced
Plumbing	LCCF-13625	toilet in strip search room is clogged	Constant Use	Repaired
Plumbing	LCCF-15086	Sink Leaking in 3/42	Constant Use	Duplicate Request
Plumbing	LCCF-15016	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15015	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14685	alpha right shower constant drip/ run	Constant Use	Duplicate Request
Plumbing	LCCF-15102	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15103	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15100	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15093	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-15094	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-14927	The shower closest to "C" cell doesn't drain	Constant Use	Duplicate Request
Plumbing	LCCF-15054	Sink in Dental office not working	Constant Use	Replaced
Plumbing	LCCF-15109	Restroom-medical bathroom sink is broke	Constant Use	Duplicate Request
Plumbing	LCCF-15089	Clogged toilet.	Constant Use	Duplicate Request
Plumbing	LCCF-14950	Part of the pipe in a sink in OM upper came off on Friday 8/28. The sink is one that was already out of service. I'm told the part that is still in the wall can be pulled out a couple inches. DWT Davis	Constant Use	Out of Service
Plumbing	LCCF-14684	alpha left shower- low water pressure	Constant Use	Duplicate Request
Plumbing	LCCF-15141	toliet t isn't working	Constant Use	Found to be OK
Plumbing	LCCF-15113	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15112	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15120	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15021	Monthly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-15049	Pipe leak in admin	Constant Use	Repaired
<i>Plumbing - 46 Total:</i>				
Preventive				
Preventive	LCCF-14900	floor in kitchen under hot pots	Constant Use	Deferred
<i>Preventive - 1 Total:</i>				
Safety				
Safety	LCCF-14833	Repair Inmate Escape Alarm	Constant Use	Replaced
<i>Safety - 1 Total:</i>				
Security				
Security	LCCF-15046	Equipment and Material Inspection with Security Staff	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-15127	21 DOOR LOCK COVER FELL OFF	Constant Use	Repaired
Security	LCCF-15136	outter and inner receiving gate are able to open at the same time	Constant Use	Adjusted
Security	LCCF-14629	The inter lock is not working on the receiving gate. If inside gate is open, you are able to open the outside	Constant Use	Duplicate Request
Security	LCCF-14623	Inside gate is sticking halfway when it eventually opens	Constant Use	Duplicate Request
Security	LCCF-15159	inmate stuck in cell	Constant Use	Repaired
Security	LCCF-14867	Block 2 block door needs to be pressed multiple times before opening.	Constant Use	Repaired
Security	LCCF-15137	door stopper is not catching the floor.	Constant Use	Duplicate Request
Security	LCCF-15138	sorry, door stopper is not catching the floor. 5 O/M station	Constant Use	Repaired
Security	LCCF-15162	Block 5 alpha door wont work	Constant Use	Repaired
Security	LCCF-15169	Block 4 cell 59 gate not working	Constant Use	Repaired
Security	LCCF-15151	Door Problem: Outside door handle was broken and lose. Handle was removed and turned into maintenance	Constant Use	Deferred
Security	LCCF-15171	Callback: [ECB - Block 3 cell 44 will not open]	Constant Use	Found to be OK
Security	LCCF-14864	GATE ISSUE	Constant Use	Repaired
Security	LCCF-14865	GATE ISSUE	Constant Use	Repaired
Security	LCCF-15105	Cell 65-not securing	Constant Use	Repaired

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Security - 16 Total:				

LEBANON COUNTY CORRECTIONAL FACILITY	Tina M. Litz, Warden Heather Diehl , Deputy Warden of Operations Rebecca A Davis , Deputy Warden of Treatment Christopher Watson, Director of Work Release Scott Hocker. 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
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October 21, 2026,
OCTOBER PRISON BOARD MEETING
DETAIL SECTION

This Report Covers September 1, 2026, to September 30, 2026

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (19) different male inmates.

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

FEMALE: Consists of (05) different female inmates.

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

0 : Pretrial Detainee inmates working on Inside Detail crew.

295 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 around county prison
6. Pressure washed all the showers in facility
7. Painted Intake Holding Cells
8. Painted Intake Shower area
9. Kitchen Floor sealed

PRISON BOARD CON'T DETAIL SECTION.

Total Detail hours worked from September 1, 2026, through September 30, 2026

Inside: 360 - 540

Outside: 758 - 780

Total: 1,118 - 1320

**Respectfully Submitted,
Detail Israel Matos**



Rebuild. Restore. Renew...Lives.

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Prison Board Report

Sep-26

	# of classes	avg attendance
Worship Services (English Male)	8	7
Worship Services (Spanish Male)	8	7
Worship Services (English Female)	4	6
Recovery Class (English Male)	9	5
12 Step Classes (English Female)	N/A	
Bible Study Classes (English Male)	8	3
Bible Study Classes (Spanish Male)	8	2
Bible Study Classes (English Female)	8	6
Individual Counseling Sessions	52	
Request Slips Answered	276	
Housing Area Visits	38	

Respectfully Submitted

Reynaldo Soria, Jubilee Prison Chaplain



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

Monthly Report September 2026

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 an 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.

2 - Total Students

3 - Total Students for month of September

0 – Total Requests/Interviews conducted this month

Respectfully Submitted,

Stephanie M. Warner
IU13 Teacher

Lancaster-Lebanon Intermediate Unit #13

Lebanon County Correctional Facility

Community Education Program

Monthly Report for **September, 2026**

H.S.E. High School Equivalency

Sessions to prepare students for the HiSET exams: (3 sessions per day)	<u>27</u>
LCCF Students who took GED/HiSET tests on 9/28/26:	<u>5</u>
Students preparing for the GED/HiSET tests on 11/6/26:	<u>7</u>
Request Slips Received:	<u>17</u>

Respectfully Submitted,

Ken Travis
HSE Instructor,
LL IU13 Community Education