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**LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, June 14, 2024**

Voting Members Present:

Commissioner Scott Metzger
Commissioner Mark Mussina
Sheriff Mark Lusk
District Attorney Thomas Marino
President Judge Nancy Butts
Controller Krista Rogers

Others Present:

Warden Brad Shoemaker; Deputy Warden Ryan Barnes; Chief Deputy Eric Spiegel; Tyler Flood; Brian Bluth, Solicitor; Director Matt McDermott; Tony Cooper; and, Jill Schriener.

1.0 Regularly Scheduled Prison Board Meeting Called to Order by Sheriff Lusk. Meeting conducted from the Lycoming County Prison, with optional teleconference.

- 1.1 Meeting convened at 8:33 A.M.
- 1.2 Approval of Minutes: DA Marino motioned for approval of May 2024 meeting Minutes. President Judge Butts seconded the motion; the motion carried.
- 1.3 Public Comment (Agenda Items Only) – None

2.0 Approval of Bills: DA Marino motioned for approval of the May bills from the Prison for the amount \$157, 455.81 and from the Pre-Release Center for the amount \$36,915.16

- 2.1 President Judge Butts seconded the motion; the motion carried.

3.0 Approval of Personnel Actions: Commissioner Mussina motioned for the approval of personnel actions as follows.

- 3.1 DA Marino seconded the motion; the motion carried
 - Christopher Shaffer, Full-Time Correctional Officer-Relief
 - Robert Geary, Full-Time Correctional Officer-Relief
 - Davon Seldon, Full-Time Correctional Officer-Relief

- Michaela Allen, Full-Time Correctional Officer-Relief
- Isaiah Gingerich, Full-Time Correctional Officer-Relief
- Johnathan Hamm, Full-Time Correctional Officer-Relief
- Caleb Ross, Part-Time Correctional Officer-Relief
- Damian Doane, Part-Time Correctional Officer-Relief
- Jody Butters, Full-Time Resident Supervisor
- Tapanga Jolin, Full-Time Resident Supervisor
- Robert Squires, Full-Time Work Crew Foreman

4.0 Informational Reports/Highlights: Warden Shoemaker reviewed the May 2024 Prison Reports as follows:

4.1 Population:

- Males in blocks averaged 168.45; males in PRC averaged 37.48; the total average daily population of males equaled 205.94, with a peak of 220.0.
- Females in blocks averaged 27.10; females in PRC averaged 9.35; the total average daily population of females equaled 36.45, with a peak of 44.0.
- The combined average daily population of male/female population equaled 242.39, with a peak of 258.0.
- In-Home detention averaged 0.74 males and zero females.
- With no overcrowding transfer population, the total average daily population matched the monthly average daily population of 242.39, which is about 16 more inmates per day compared to last month.

4.2 Prison Disciplinary Hearings conducted and chaired by Deputy Warden Barnes:

- Of 76 hearings conducted for 46 inmates, 12 inmates had more than one incident. 69 hearings resulted in guilty lock-ups; 2 hearings resulted in guilty lock-up with time suspended; 5 inmates were found not guilty; and, staff generated 14 informational reports.

4.3 Pre-Release Reports:

- Work Release males equaled 11 and females equaled 0.
- Work crew males equaled 27 and work crew females equaled 9,
- The monthly average for males at the Pre-Release Center equaled 38 and females equaled 9. The year-to-date average equaled 38 males and 8 females.
- Program Highlights: Resident Supervisor II's Doug Ellsworth and Jesse Wagner conducted training at the landfill on the following dates: 4/30/24; 5/7/24; 5/14/24; and, 5/21/24. Warden Shoemaker explained that PRC works closely with landfill staff to have a work crew sent every day.

4.4 Bail Release Program Population Averages for May 2024:

- Of the average 99.29 clientele, Supervised Bail averaged 28.97 clients; Intensive Supervised Bail averaged 70.32 clients; Supervised Release-DUS averaged zero clients; and, Supervised Release – Domesticity averaged 0. Overall, the Bail/Release Program clients saved the prison 3078 bed day.

4.5 Mental Health Snapshot taken on June 11, 2024:

- Of 278 total inmates in the prison system, 238 males and 40 females were categorized as follows.
- 116 males and 10 females made up Roster A, those who had no mental health history, which equated to 45.32% of the population.
- 61 males and 9 females made up Roster B, those who had past mental health history but no active symptoms in the last year, which equated to 25.18% of the population.
- 53 males and 18 females made up Roster C, those who had current mental health issues, which equated to 25.54% of the population.
- 8 males and 3 females made up Roster D, those who were determined to have serious mental illness, which equated to 3.96% of the population.
- Psychotropic Medication at PRC: Of 31 male Work Crew inmates, 10 were on psychotropic medications. Of 11 male Work Release inmates, 1 was on psychotropic medications. Total medicated males at PRC equaled 26.83%.
- Of 9 female Work Crew inmates, 4 were on psychotropic medications. Total medicated females at PRC equaled 44.44%.
- Psychotropic Medication at LCP: Of 173 males, 59 (34.10%) were on psychotropic medications. Of 27 females, 12 (44.44%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: PRC averaged 30.0% and LCP averaged 35.5%, for a total average percentage of 34.4% medicated inmates in the prison system.

4.6 Tyler Flood, the transitional case manager, discussed the APO Reentry Program report prepared by Chief Deputy Stahl. The total program population of 102 participants, as of June 3, 2024 are categorized as follows.

- Male clients equaled 74 and female clients equaled 28.
- Zero clients were referred from sentencing, 102 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 28, phase three clients equaled 27, and 672 clients were successfully discharged. Total processed intakes, including those who

returned to the program, equaled 1,977 participants. Individual intakes without return to the program equaled 1,338.

- GPS/Alcohol monitoring Services had a total population of 33 clients categorized as follows: 11 clients with Alcohol Monitoring (TAD); 6 clients with GPS monitoring; 12 clients with Home Guard, and 4 clients with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 2,089.
- 121, 367 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 32 clients for the month of May.

4.7 Tyler Flood discussed the In-Prison Reentry Program, which had 42 current active participants and 1 pending intake as of May 31, 2024. Since January 2024, the following statistics are recorded as follows:

- 65 intakes have been completed, 3 ORAS Assessment has been completed, 61 Transitional Action Plans (TAP) for participants were created for participants, and 128 sessions were completed.
- 54 total participants were released from incarceration and programming. Of those participants, 7 referrals/appointments were made and 59 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 71 total referrals were made to the program, of which 69 were referred by LCP and 2 were from PRC. Of all referrals, 8 refused to participate, 6 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 10 total referrals were made to the program in May.
- Total referrals categorized by the type of sentence are as follows: 5 from probation violations; 6 from max out cases; 37 from new cases; 12 from domestic matters; 11 from a contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for Re-Entry Services reported 105 average participants per day; 32 total intakes; 19 total discharges; 8 successful completions of the discharges; and Electronic Monitoring averaged 40 total participants as follows: 31 adult and 9 juvenile participants.

4.8 Warden Shoemaker ended with the following Additional Informational Highlights:

- The PA Dept. of Corrections Office of County Inspections and Services conducted the Title 37, Chapter 95 inspections of the Prison and Pre-release Center, on May 2-3, 2024.
- Deputy Warden Barnes and Ebner, and Warden Shoemaker attended the CCAP Prison Personnel Workshop in Hershey, PA., on May 23, 2024.

- Prison Staff participated in firearms training and qualification conducted by Certified Firearms Instructor, Lt. Josh Rogers, on various dates in May 2024.

5.0 Old Business: none

6.0 Executive Session: Prison Board meeting paused for an Executive session regarding a personnel matter at 8:57 A.M.

6.1 Board meeting reconvened at 9:06 A.M.

7.0 New Business: After Executive session, the Prison Board members reconvened to vote on a personnel matter as follows.

7.1 Commissioner Mussina motioned to terminate the employment of Quentin Reighard. DA Marino seconded the motion, and the motion carried.

8.0 Board Discussion(s):

8.1 In respect to Section 3.0, Personnel Actions, Sheriff Lusk recognized the full list of new staff at the prison, which is refreshing in comparison to being short-staffed. Commissioner Mussina inquired about the staffing crisis during covid. Warden Shoemaker recalled the shortage was significant, such as down more than 20 staff. Deputy Warden Barnes added that they are only down about 4 staff now.

8.2 In relation to Section 4.0, Additional Highlights, Sheriff Lusk inquired how long the inspectors from the PA Dept. of Corrections were here to conduct the prison and PRC inspections. Warden Shoemaker explained they were here for two days, and inspections are only bi-annually when the facilities are in full compliance.

8.3 Regarding the average daily population percentages discussed in Section 4.1, DA Marino inquired about the PRC population in terms of the actual number of inmates. Warden Shoemaker explained there are less than 50 PRS inmates.

8.4 In relation to Section 4.3, Pre-Release, President Judge Butts highlighted Ludo's visit, the county facility service dog. Warden Shoemaker explained, due to a recent PRC resident request, Ludo will be visiting PRC residents every month from this point forward to offer emotional support.

8.5 Also concerning the PRC population, Sheriff Lusk inquired about how many work crew residents are sent to the landfill. Warden Shoemaker responded that 10-20 workers per day are helping out. The Sheriff recognized how devastating it would be without that benefit.

8.6 Commissioner Mussina inquired about the total prison population reported in Section 4.5. Warden Shoemaker explained the total number reported in 4.5 includes all inmates and not only the mental health population.

8.7 Commissioner Metzger recognized Sheriff Lusk and Warden Shoemaker, on behalf of the community, for the work they undertook to remove Lycoming County from the sanctuary website. Sheriff Lusk responded that the label boiled down to interpretation and once

they cleared it up, ICE has a better understanding.

8.8 Commissioner Metzger appreciates the courts and the District Attorney for collaborative work they continue to do to populate PRC because the cost of the facility is significant to the community. He explained it boils down to utilizing the facility as it is intended for. Meanwhile, the continued work for a juvenile facility is also important due to the juvenile crisis we are recognizing across states.

8.9 President Judge Butts discussed the GEO operations related to their location. GEO is moving and there will be no extra cost or operation impact to the prison. Warden Shoemaker agrees the move will not burden any services. Director McDermott explained GEO plans to move in coming week to a third street location near Bruster's Ice Cream.

9.0 **Public Comment:** Tony Cooper, from South Williamsport, was present to speak about the following prison processes, as a former inmate. Firstly, Tony Cooper reorganized medical related data on the inmate intake forms to reflect Social Security Disability data and medical marijuana data. Tony distributes copies of his work to all board members. Secondly, Tony revamped a form related to physical labor to enable doctor input and explains that he believes his updated form addresses today's needs. Tony distributes a copy of his work to all board members. Tony recognized the policy still lacks the word disability, and that the policy should be posted on the prison website instead of requiring a right to know request.

10.0 **Upcoming Prison Board Meeting Time/Locations:** All Executive Plaza meetings will be held in the Commissioners' Board Room at the new location on the Third Floor of the Third Street Plaza (TSP) building.

07/12/24 @ Third Street Plaza (CB),

08/09/24 @ Third Street Plaza (CB)

09/13/24 @ Prison

11.0 **Adjournment of Prison Board Meeting:** With agenda items completed, the meeting closed at 9:17 AM.



District Attorney, Thomas A. Marino

Prison Board Secretary