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48 West Third Street • Williamsport, PA 17701

LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, December 13, 2024

Voting Members Present:

Commissioner Scott Metzger
Commissioner Marc Sortman
Commissioner Mark Mussina
District Attorney Thomas Marino
Sheriff Chief Deputy Eric Spiegel
President Judge Nancy Butts
Deputy Controller, Nicki Gottschall

Others Present:

Warden Brad Shoemaker; Robert Thompson; Re-entry Coordinator Tyler Flood; Chief Deputy Eric Spiegel; Brian Bluth, Solicitor via telephone; Pat Crossley; Tony Cooper and Lynelle Cromley.

1.0 Regularly Scheduled Prison Board Meeting Called to Order by Vice President

Commissioner Scott Metzger. Meeting conducted from the Lycoming County Prison, with optional teleconference.

1.1 Meeting convened at 8:34 A.M.

1.2 Approval of Minutes: Chief Deputy Eric Spiegel motioned for approval of November 2024 meeting Minutes. DA Thomas Marino 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 November 2024 bills from the Prison for the amount \$136,953.93 and from the Pre-Release Center for the amount \$26,937.90.

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

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

3.1 DA Thomas Marino seconded the motion; the motion carried

- Rachel Fox, Full-Time Licensed Practical Nurse
- Crystal Stiver, Full-Time Licensed Practical Nurse
- Jay Rice, Full-Time Correctional Officer - Relief
- Joshua Clancy, Full-Time Correctional Officer - Relief
- Mary Stein, Full-Time Resident Supervisor

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

4.1 Population:

- Males in blocks averaged 173.41; males in PRC averaged 34.80; the total average daily population of males equaled 208.27, with a peak of 228.00.
- Females in blocks averaged 26.03; females in PRC averaged 6.30; the total average daily population of females equaled 32.33, with a peak of 37.00.
- The combined average daily population of male/female population equaled 240.60, with a peak of 263.00.
- In-Home detention averaged 1.57 males and 0.00 females.
- With no overcrowding transfer population, the total average daily population was equal to the monthly average daily population of 240.60, which is lower than October.

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

- Of 44 hearings conducted for 36 inmates, 7 inmates had more than one incident. 39 hearings resulted in guilty lock-ups; 3 hearings resulted in guilty lock-up with time suspended; 2 inmates were found not guilty; and, staff generated 8 informational reports.

4.3 Pre-Release Reports:

- Work Release males equaled 11 and females equaled 1.
- Work crew males equaled 24 and work crew females equaled 5,
- The monthly average for males at the Pre-Release Center equaled 35 and females

equaled 6. The year-to-date average equaled 38 males and 7 females.

- Program Highlights: None.

4.4 Bail Release Program Population Averages for November 2024:

- Of the average 120.8 clientele, Supervised Bail averaged 33.67 clients; Intensive Supervised Bail averaged 86.13 clients; Supervised Release-DUS averaged 1.0 clients; and Supervised Release – Domesticity averaged 0. Overall, the Bail/Release Program clients saved the prison 3,624 bed days.

4.5 Mental Health Snapshot taken on November taken on December 10, 2024:

- Of 279 total inmates in the prison system, 105 males and 5 females were categorized as follows.
- 105 males and 5 females made up Roster A, those who had no mental health history, which equated to 39.43% of the population.
- 44 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 18.997% of the population.
- 81 males and 17 females made up Roster C, those who had current mental health issues, which equated to 35.13% of the population.
- 14 males and 4 females made up Roster D, those who were determined to have serious mental illness, which equated to 6.45% of the population.
- Psychotropic Medication at PRC: Of 31 male Work Crew inmates, 10 were on psychotropic medications. Of 11 male Work Release inmates, 3 were on psychotropic medications. Total medicated males at PRC equaled 30.95%.
- Of 7 female Work Crew inmates, 4 were on psychotropic medications. Of 1 female Work Release, 1 was on psychotropic medications. Total medicated females at PRC equaled 62.50%.
- Psychotropic Medication at LCP: Of 191 males overall, 77 (40.317%) were on psychotropic medications. Of 23 females overall, 13 (56.52%) were on psychotropic medications.

- Total Medicated Inmates within the Prison System: Overall, PRC averaged 36.00% medicated inmates. LCP averaged 442.06% medicated inmates. The total average percentage equaled 40.91% medicated inmates in the prison system.

4.6 Tyler Flood, the Re-Entry Coordinator, discussed the APO Reentry Program report prepared by Chief Deputy John Stahl. The total program population of 125 participants, as of December 9, 2024 are categorized as follows.

- Male clients equaled 93 and female clients equaled 32.
- Zero clients were referred from sentencing, 125 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 67, phase three clients equaled 33.
- Total processed intakes, including those who returned to the program, equaled 2,064 participants.
- GPS/Alcohol monitoring serviced a total population of 26 clients categorized as follows: 12 clients with Alcohol Monitoring (TAD); 8 clients with GPS monitoring; 5 clients with Home Guard, and 1 client with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 2,144.
- 125,198 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 17 clients for the month of November.

4.7 Tyler Flood discussed the In-Prison Reentry Program, which had 39 current active participants and 0 pending intake as of November 30, 2024. Since January 2024, the following statistics are recorded as follows:

- 113 intakes have been completed, 14 ORAS Assessment has been completed, 108 Transitional Action Plans (TAP) for participants were created for participants, and 283 sessions were completed.
- 108 total participants were released from incarceration and programming. Of those participants, 19 referrals/appointments were made and 222 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 133 total referrals were made to the program, of which 129 were referred by LCP and 4 were from PRC. Of all referrals, 19 refused to participate, 6 were released

from incarceration before being seen by the coordinator, and 0 did not meet criteria.

- 8 total referrals were made to the program in November.
- Total referrals categorized by the type of sentence are as follows: 8 from probation violations; 12 from max out cases; 72 from new cases; 23 from domestic matters; 18 from a contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for Re-Entry Services reported 122 average participants per day; 17 total intakes; 19 total discharges; 7 successful completions; and Electronic Monitoring averaged 44 total participants as follows: 24 adult and 20 juvenile participants. Warden Shoemaker stated included in the packet for the board to review are the Prison and PRC program reports, as well as, the Mental Health Forensic Contact Reports.

5.0 **Old Business:** None

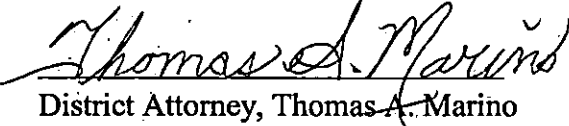
6.0 **New Business:** None

7.0 **Public Comment:** None

8.0 **Upcoming Prison Board Meeting Time/Locations:** All Third Street Plaza meetings will be held in the Commissioners' Board Room at 33 West Third Street, 3rd floor, Williamsport, PA.

- 1/10/24 8:30 a.m. @ Third Street Plaza

10.0 **Adjournment of Prison Board Meeting:** With agenda items completed, the meeting closed at 9:01 a.m. by Commissioner Marc Sortman.


District Attorney, Thomas A. Marino
Prison Board Secretary