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LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, January 10, 2024

Voting Members Present:

Commissioner Scott Metzger
Commissioner Marc Sortman
Commissioner Mark Mussina
Chief Deputy Eric Spiegel
President Judge Nancy Butts
Controller Nicki Gottschall

Others Present:

Warden Brad Shoemaker; Deputy Warden Ryan Barnes; Deputy Warden Chris Ebner; PRC Manager Rob Thompson;; Brian Bluth, Solicitor; Director Matt McDermott; Sharif Mercer; Jennifer Brown of Controller's Office; and Lynelle Cromley.

1.0 Regularly Scheduled Prison Board Meeting Called to Order by Sheriff Mark Lusk.

Meeting conducted from the Commissioner's Board Room at the Executive Plaza, with optional teleconference.

1.1 Meeting convened at 8:30 a.m. Commissioner Scott Metzger called the meeting to order.

1.2 Meeting turned over to Solicitor Bluth to conduct the Election of Officers

- Nominations opened for Prison Board Chairman. Controller Nicki Gottschall nominated Commissioner Scott Metzger for Chairman. With no other nominations, the position for Chairman is closed. After all members voted, and with everyone in favor, the nomination for Chairman carried.
- Nominations opened for Prison Board Vice-Chairman. Commissioner Metzger nominated Commissioner Marc Sortman. With no other nominations, the position for Vice-Chairman is closed. After all members voted, and with everyone in favor, the nomination for Vice-Chairman carried.
- Nominations opened for Secretary of Prison Board. Controller Nicki Gottschall nominated District Attorney Marino. With no other nominations, the position for Secretary is closed. After all members voted, and with everyone in favor, the nomination for Secretary carried.

1.3 The meeting was returned to Commissioner Metzger, upon completion of officer elections.

2.0 Approval of Minutes: Commissioner Marc Sortman motioned for approval of December 2024 meeting Minutes.

2.1 Deputy Controller Nicki Gottschall seconded the motion; the motion carried.

3.0 Public Comment (Agenda Items Only) - None

4.0 Approval of Bills: Controller Nicki Gottschall motioned for approval of the December 2024 bills from the Prison for the amount \$140,883.15 and from the Pre-Release Center for the amount \$28,172.34.

4.1 Commissioner Mark Mussina seconded the motion; the motion carried.

5.0 Approval of Personnel Actions: Controller Nicki Gottschall motioned for the approval of personnel actions as follows.

5.1 Commissioner Mussina seconded the motion; the motion carried.

- Noah Derr, Part--Time Correctional Officer – Relief

6.0 Informational Reports: Warden Shoemaker reviewed the December Prison Reports as follows:

6.1 Population:

- Males in blocks averaged 186.45; males in PRC averaged 30.97; the total average daily population of males equaled 217.42, with a peak of 229.
- Females in blocks averaged 23.65; females in PRC averaged 5.84; the total average daily population of females equaled 29.48, with a peak of 36.00.
- The combined average daily population of male/female population equaled 246.9, with a peak of 263.
- In-Home detention averaged 2.03 males and .13 females.
- With no overcrowding transfer population, the total average daily population equaled 246.9. This total is highest seen over all months of the year, and even when compared to years past. Yearly average 235.16 compared to 232.02 2023. In December of last year our average daily population was 215.00 and in December 246.

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

- Of 44 hearings conducted for 33 inmates, 8 inmates had more than one incident. 42 hearings resulted in guilty lock-ups; 0 hearings ended in guilty lock-up with time suspended; 2 inmates were found not guilty; and, staff generated 23 informational reports.

6.3 Pre-Release Reports:

- Work Release males equaled 11 and females equaled 1.
- Work crew males equaled 21 and work crew females equaled 5,
- The monthly average for males at the Pre-Release Center equaled 32 and females equaled 6. The year-to-date average equaled 37 males and 7 females.
- Program highlights include the following: N/A

6.4 Bail Release Program Population for December 2023:

- Of the average 129.38 clientele, Supervised Bail averaged 39.06 clients, Intensive Supervised Bail averaged 88.26 clients and, Supervised Release-DUS averaged 2.06 clients. Overall, the Bail/Release Program clients saved 4011 bed days in the prison.

6.5 Mental Health Snapshot taken on January 7, 2025:

- Of 276 total inmates in the prison system, 242 males and 34 females were categorized as follows.
- 113 males and 4 females made up Roster A, those who had no mental health history, which equated to 42.39% of the population.
- 43 males and 13 females made up Roster B, those who had past mental health history but no active symptoms in the last year, which equated to 20.29% of the population.
- 77 males and 13 females made up Roster C, those who had current mental health issues, which equated to 32.61% of the population.
- 9 males and 4 females made up Roster D, those who were determined to have serious mental illness, which equated to 4.71% of the population.
- Psychotropic Medication at PRC: Of 20 male Work Crew inmates, 7 were on psychotropic medications. Of 12 male Work Release inmates, 4 were on psychotropic medications. Total medicated males at PRC equaled 23.08%.
- Of 5 female Work Crew inmates, 3 were on psychotropic medications. Of 0 female work release inmate, 0 was on psychotropic medications. Total medicated females at PRC equaled 60.0%.
- Psychotropic Medication at LCP: Of 190 males, 83 (43.68%) were on psychotropic medications. Of 26 females, 12 (46.15%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: PRC averaged 37.14% and LCP averaged 43.98%, for a total average percentage of 43.02% medicated inmates in the prison system.
- Bail Release is now under the Courts.

6.6 The In-Prison Reentry Program had 35 current active participants and 3 pending intakes as of December 31, 2024. Since December 31, 2024, the following statistics are recorded as follows:

- 123 intakes have been completed, 123 Transitional Action Plans (TAP) for participants were created for participants, and 301 sessions were completed.
- 118 total participants were released from incarceration and programming. Of those participants, 31 referrals/appointments were made and 246 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 149 total referrals were made to the program, of which 145 were referred by LCP and 4 were from PRC. Of all referrals, 20 refused to participate, 6 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 14 total referrals were made to the program in December.
- Total referrals categorized by the type of sentence are as follows: 12 from probation violations; 16 from max out cases; 77 from new cases; 25 from domestic matters; 19 from a contempt matters; and 0 from treatment court.
- December statistics for regular Re-Entry Services reported 122 average participants per day; 17 total intakes; 25 total discharges; 14 successful completions of the discharges; and Electronic Monitoring averaged 48 total participants.

7.0 The APO Re-Entry Program had a total program population of 11984 participants, as of January 6, 2025.

- Male clients equaled 87 and female clients equaled 32.
- Zero clients were referred from sentencing, 119 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 59, phase three clients equaled 34, and 721 clients were successfully discharged. Total processed intakes, including those who returned to the program, equaled 12,111 participants. Individual intakes without return to the program equaled 1,400.
- GPS/Alcohol monitoring Services had a total population of 23 clients categorized as follows: 11 clients with Alcohol Monitoring (TAD); 7 clients with GPS monitoring; 4 clients with Home Guard, and 1 client with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 2,150.
- 126,038 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 17 clients for the month of December.

7.1 Informational Highlights:

On December 11, 2024, CO Jacob Freeze; CO Sean Meskel; RS1 Gabe Campana; and RS1 Michelle Probst completed Basic Training at Pennsylvania Departments of Correction Academy in Elizabethtown.

On December 12, 2024, Deputy Warden Chris Ebner and Warden Shoemaker conducted a tour of the jail for the Leadership Lycoming Class of 2026.

8.0 Old Business:

None

9.0 Executive Session: Prison Board meeting paused for an Executive session, at 8:44 A.M.

Meeting reconvened at 9:10 A.M.

10.0 New Business

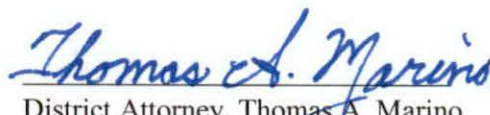
10.1 Motion made by Commissioner Scott Metzger regarding the termination for employment of Sharif Mercer at Lycoming County Prison. Motion was seconded by President Judge Butts.

10.2 Public Comment: Time will now be listed on the Lycoming County Prison Board Meeting Agenda.

10.3 Public Comment: Sharif Mercer thanked the board members.

11.0 Next Prison Board Meeting will be held on February 14, 2025, at 8:30 A.M. in the Commissioners' Board Room at Third Street Plaza.

Adjournment of Prison Board Meeting: Agenda items completed; meeting closed at 9:20 AM.


District Attorney, Thomas A. Marino
Prison Board Secretary