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LYCOMING COUNTY PRISON BOARD  
MEETING MINUTES | PUBLIC MEETING  
Friday, February 14, 2025

**Voting Members Present:**

Commissioner Scott Metzger  
Commissioner Marc Sortman  
Commissioner Mark Mussina  
District Attorney Thomas Marino  
Sheriff Mark Lusk  
Controller, Nicki Gottschall

**Others Present:**

Brian Bluth, Solicitor via telephone; Brad Shoemaker, Warden, Chris Ebner, Deputy Warden; Ryan Barnes, Deputy Warden of Inmate Services; Robert Thompson, Pre-Release Center Manager; Tyler Flood, In-Prison Re-Entry Coordinator; Jenn Brown Controller Office; Tammy Edkin, Chaplain of Prison; Raul Carbajal; Veronica Piaquadio; 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 Commissioners Meeting Room, with optional teleconference.

**1.1** Meeting convened at 8:35 A.M.

**1.2** Approval of Minutes: Sheriff Mark Lusk motioned for approval of January 2025 meeting Minutes. District Attorney Thomas Marino seconded the motion; the motion carried.

**1.3** Public Comment (Agenda Items Only) – None

**2.0 Expenditure Report:**

**2.0** Approval of Expenditure Report: Controller Nicki Gottschall motioned for the approval of January 2025 Expenditure Report. Sheriff Mark Lusk seconded the motion; the motion was 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

- Illa Dionne, Full-Time Correctional Officer-Relief
- Alan Swigart, Full-Time Correctional Officer-Relief
- Jessica Kipp, Full-Time Correctional Officer - Relief
- Kayne Jones, Full-Time Correctional Officer - Relief
- Cecilia Miller, Full-Time Resident Supervisor
- Faith Kovalski, Full-Time Resident Supervisor
- Riley Hay, Full-Tim Resident Supervisor

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

**4.1** Population:

- Males in blocks averaged 192.90; males in PRC averaged 27.94; the total average daily population of males equaled 220.84, with a peak of 234.00.
- Females in blocks averaged 22.23; females in PRC averaged 5.77; the total average daily population of females equaled 28.00, with a peak of 31.00.
- The combined average daily population of male/female population equaled 248.84, with a peak of 260.00.
- In-Home detention averaged 0.58 males and 0.00 females.
- With no overcrowding transfer population, the total average daily population was equal to the monthly average daily population of 248.84.

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

- Of 91 hearings conducted for 62 inmates, 21 inmates had more than one incident. 63 hearings resulted in guilty lock-ups; 16 hearings resulted in guilty lock-up with time suspended; 12 inmates were found not guilty; and, staff generated 9 informational reports.

#### 4.3 Pre-Release Reports:

- Work Release males equaled 0 and females equaled 0.
- Work crew males equaled 19 and work crew females equaled 3.
- The monthly average for males at the Pre-Release Center equaled 19 and females equaled 3. The year-to-date average equaled 19 males and 3 females.
- Program Highlights: On January 14, 2025, all staff attended CPR/First Aid Training led by Sergeant J. DeFrancessco.

#### 4.4 Bail Release Program:

- Bail Release is now under the courts.

#### 4.5 Mental Health Snapshot taken on February 11, 2025:

- Of 279 total inmates in the prison system, 243 males and 36 females were categorized as follows.
- 111 males and 5 females made up Roster A, those who had no mental health history, which equated to 41.58% of the population.
- 36 males and 12 females made up Roster B, those who had past mental health history but no active symptoms in the last year, which equated to 17.20% of the population.
- 86 males and 16 females made up Roster C, those who had current mental health issues, which equated to 36.56% of the population.
- 10 males and 3 females made up Roster D, those who were determined to have serious mental illness, which equated to 4.66% of the population.
- Psychotropic Medication at PRC: Of 21 male Work Crew inmates, 7 were on psychotropic medications. Of 8 male Work Release inmates, 2 were on psychotropic medications. Total medicated males at PRC equaled 31.34%.
- Of 7 female Work Crew inmates, 4 were on psychotropic medications. Of 0 female Work Release, 0 was on psychotropic medications. Total medicated females at PRC equaled 57.14%.

- Psychotropic Medication at LCP: Of 195 males overall, 85 (43.597%) were on psychotropic medications. Of 26 females overall, 11 (42.31%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: Overall, PRC averaged 36.11% medicated inmates. LCP averaged 43.44% medicated inmates. The total average percentage equaled 42.41% medicated inmates in the prison system.

**4.6** Tyler Flood, the Re-Entry Coordinator, discussed the APO Reentry Program report prepared by Deputy Chief John Stahl. The total program population of 113 participants, as of February 10, 2025 are categorized as follows.

- Male clients equaled 82 and female clients equaled 31.
- Zero clients were referred from sentencing, 113 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 57, phase three clients equaled 31.
- Total Successfully discharged clients: 729.
- Total processed intakes, including those who returned to the program, equaled 2,120 participants.
- GPS/Alcohol monitoring serviced a total population of 30 clients categorized as follows: 14 clients with Alcohol Monitoring (TAD); 6 clients with GPS monitoring; 9 clients with Home Guard, and 1 client with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 2,165.
- 126,881 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 9 clients for the month of January.

**4.7** Tyler Flood discussed the In-Prison Reentry Program, which had 33 current active participants and 0 pending intake as of February 14, 2025. Since January 2025, the following statistics are recorded as follows:

- 10 intakes have been completed, 3 ORAS Assessment has been completed, 10 Transitional Action Plans (TAP) for participants were created for participants, and 29 sessions were completed.
- 12 total participants were released from incarceration and programming. Of those participants, 5 referrals/appointments were made and 39 other resources were

given. Other resources comprise educational pamphlets or similar developmental information.

- 12 total referrals were made to the program, of which 12 were referred by LCP and 0 were from PRC. Of all referrals, 5 refused to participate, 0 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 9 total referrals were made to the program in January.
- Total referrals categorized by the type of sentence are as follows: 0 from probation violations; 0 from max out cases; 8 from new cases; 2 from domestic matters; 2 from a contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for Re-Entry Services reported 110 average participants per day; 9 total intakes; 24 total discharges; 8 successful completions; and Electronic Monitoring averaged 113 total participants as follows: 35 adult, 58 Pre-Trial 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.

Warden Brad Shoemaker discussed John Hogan who is the District Area Manager present statistics a three year look back and the three-year recidivism rate for graduates of the GEO program was 9% compared to three years prior to that it was 8%.

Warden Brad Shoemaker invited Chaplain Tammy Edkin to the meeting. January 10, 2025, Prison Fellowship informed the prison that Chaplain Tammy Edkin was the December 2024 was the recipient of the Outstanding Chaplain's Award. Chaplain Tammy Edkin was invited to the meeting to be recognized. Tammy spoke about how she nominated and received the award. Tammy shared the great things that are happening.

**5.0 Old Business: None**

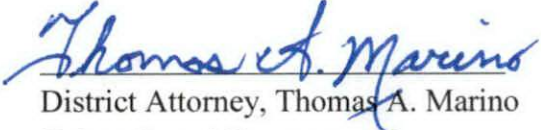
**6.0 New Business: None**

**7.0 Public Comment: None**

8.0 **Upcoming Prison Board Meeting Time/Locations:** All Executive Plaza meetings will be held in the Commissioners' Board Room in Executive Plaza (CB).

- 3/14/25 8:30 a.m. @ Prison
- 4/11/25 8:30 a.m. @ CB
- 5/9/25: 8:30 a.m. @ CB

10.0 **Adjournment of Prison Board Meeting:** With agenda items completed, the meeting closed at 9:10 a.m. by Commissioner Scott Metzger.

  
District Attorney, Thomas A. Marino  
*Prison Board Secretary*