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LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, October 13, 2023

Voting Members Present:

Commissioner Tony Mussare, President
Sheriff Mark Lusk, Vice-President
Commissioner Scott Metzger
Commissioner Richard Mirabito
Controller Krista Rogers

Others Present:

Warden Brad Shoemaker; Deputy Warden Ryan Barnes; Deputy Warden Chris Ebner; PRC Manager Rob Thomas; Allison Wolfe; Re-entry Coordinator Nick Henning; Austin White; Director Matt McDermott; Tony Cooper; and Jill Schriener, District Attorney Office.

1.0 Regularly Scheduled Prison Board Meeting Called to Order by Commissioner Mussare.

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

1.1 Meeting convened at 8:31 A.M.

1.2 Sheriff Lusk motioned for the approval of September 2023 meeting minutes, seconded by Commissioner Mirabito. Motion approved.

2.0 Public Comment (Agenda items only):

None.

3.0 Approval of Bills:

3.1 Commissioner Mirabito motioned for approval of the September 2023 bills for the Prison of the amount \$167,589.01 and for the Pre-Release Center of the amount \$31,099.18. Sheriff Lusk seconded the motion. Motion approved.

4.0 Approval of Personnel Actions:

4.1 Sheriff Lusk motioned for the approval of personnel actions as follows, seconded by Commissioner Mirabito. Motion approved.

- Bryant Wilson, Full-Time Correctional Officer - Relief
- Zachary Miller, Full-Time Correctional Officer – Relief
- Matthew Walker, Full-Time Correctional Officer – Relief

5.0 Informational Highlights:

5.1 Warden Shoemaker reviewed the September 2023 Prison Population Reports as follows:

- Males in blocks averaged 176.37; males in PRC averaged 41.60; the total average daily population of males equaled 217.97, with a peak of 225.00.
- Females in blocks averaged 27.93, females in PRC averaged 10.57; the total average daily population of females equaled 38.50, with a peak of 41.0.
- The combined average daily population of male/female population equaled 256.47, with a peak of 266.00.
- In-Home detention averaged 9.03 males and zero females.
- Overcrowding transfers averaged zero males and zero females. Thus, the total average daily population with overcrowding transfers equaled 256.47, which is closely equal to last months total. However, looking back to January, the total with overcrowding transfers averaged 218.32.

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

- Of 96 hearings conducted for 43 inmates, 19 inmates had more than one incident. 93 hearings resulted in guilty lock-ups; 2 hearings ended in guilty lock-up with time suspended; 3 inmates were found not guilty; and, staff generated 26 informational reports.

5.3 Pre-Release Reports:

- Work Release males equaled 12 and females equaled 1.
- Work crew males equaled 30 and work crew females equaled 10,
- The monthly average for males at the Pre-Release Center equaled 42 and females equaled 11. The year-to-date average equaled 36 males and 11 females.

- Program highlights include the following:
 - On September 14, 2023, all staff attended Officer Safety and Awareness training led by Sergeant J. DeFrancesco.

5.4 Bail Release Program Population for September 2023:

- Of the average 137.16 clientele, Supervised Bail averaged 45.63 clients, Intensive Supervised Bail averaged 89.43 clients and, Supervised Release-DUS averaged 2.1 clients. Overall, 4,115 bed days were saved in the prison.

5.5 Mental Health Snapshot taken on October 11, 2023:

- Of 266 total inmates in the prison system, 222 males and 44 females were categorized as follows:
 - 102 males and 6 females made up Roster A, those who had no mental health history, which equated to 40.60% of the population.
 - 56 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 25.56% of the population.
 - 55 males and 23 females made up Roster C, those who had current mental health issues, which equated to 29.32% of the population.
 - 9 males and 3 females made up Roster D, those who were determined to have serious mental illness, which equated to 4.51% of the population.
- Psychotropic Medication at PRC: Of 27 male Work Crew inmates, 5 were on psychotropic medications. Of 12 male Work Release inmates, 3 were on psychotropic medications. Total medicated males at PRC equaled 20.51%. Of 10 female Work Crew inmates, 5 were on psychotropic medications. Of 1 female Work Release inmate, 1 was on medications. Totaled medicated females at PRC equaled 54.55%.
- Psychotropic Medication at LCP: Of 157 males, 31 (19.75%) were on psychotropic medications. Of 26 females, 10 (38.46%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: PRC averaged 28.0% and LCP averaged 22.40%, for a total average percentage of 23.61% medicated inmates in the prison system.

5.6 Warden Shoemaker ended with the following Additional Informational Highlights:

- On September 5, 2023, Deputy Warden Barnes, Deputy Warden Ebner, and Warden Shoemaker conducted a tour of the prison for Pa. College of Technology students.

- On September 6-7, 2023, Bail/Release staff completed ORAS training along with members of Adult Probation Office.
- On September 7, 2023, Deputy Warden Ebner attended the Human Services Expo at Pa. College of Technology hosted by Pa State Representative Jamie Flick.
- On September 15, Deputy Warden Ebner and Warden Shoemaker attended the quarterly Lycoming County CJAB meeting held in Third Street Plaza.
- On September 21, 2023, Prison Staff attended Officer Safety Training conducted by Training Sgt. Joe DeFrancesco.

6.0 **Old Business:** In-Prison Reentry Coordinator Nicholas Henning discussed the In-Prison reentry Program and APO Reentry program as follows.

- 6.1** The In-Prison Reentry Program had 41 current active participants and 0 pending intakes as of September 30, 2023. Since January 2023, the following statistics are recorded as follows:
- 96 intakes have been completed, 37 LSI-R Assessments have been completed, 96 Transitional Action Plans (TAP) for participants were created for participants, and 237 sessions were completed.
 - 84 total participants were released from incarceration and programming. Of those participants, 43 referrals/appointments were made and 216 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
 - 122 total referrals were made to the program, of which 93 were referred by LCP and 26 were from PRC. Of all referrals, 4 refused to participate, 6 were released from incarceration before being seen by the coordinator, and 3 did not meet criteria.
 - 8 total referrals were made to the program in September.
 - Total referrals categorized by the type of sentence are as follows: 24 from probation violations; 18 from max out cases; 42 from new cases; 24 from domestic matters; 11 from a contempt matters; and 3 from treatment court.
 - September statistics for Re-Entry Services reported 73 average participants per day; 14 total intakes; 8 total discharges; 6 successful completions of the discharges; and Electronic Monitoring averaged 27 total participants as follows: 18 adult and 9 juvenile participants.

6.2 The APO Re-Entry Program had a total program population of 75 participants, as of October 2, 2023.

- Male clients equaled 56 and female clients equaled 19.
- 4 clients were referred from sentencing, 71 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 41, phase three clients equaled 10, and 635 clients were successfully discharged. Total processed intakes, including those who returned to the program, equaled 1,833 participants. Individual intakes without return to the program equaled 1,239.
- GPS/Alcohol monitoring Services had a total population of 18 clients categorized as follows: 6 clients with Alcohol Monitoring (TAD); 4 clients with GPS monitoring; 6 clients with Home Guard, and 8 clients with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 1,999.
- 115,368 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 14 clients for the month of September.

6.3 Board Discussion(s): The Board members discussed the following:

- In respect to Section 5, the Informational highlights, Warden Shoemaker explained the ORAS training that the staff completed is the newest version of risk assessment the County is using collectively. APO, Bail, and GEO Reentry staff will be unified rather than individualized in the offender assessment processes.
- Warden Shoemaker highlighted the next Prison Board meeting is on a Thursday, not a Friday, due to Veterans Day holiday.

Upcoming Prison Board Meeting Time/Locations:

11/09/23 @ Executive Plaza (CB)
12/08/23 @ Prison
01/12/24 @ Executive Plaza (CB)
02/09/24 @ Executive Plaza (CB)
03/08/24 @ Prison
04/12/24 @ Executive Plaza (CB)

7.0 New Business:

7.1 Public Comment: None

8.0 Executive Session: Prison Board meeting paused for an Executive session, at 8:43 A.M.

8.1 Meeting reconvened at 8:59 A.M.

9.0 Additional New Business after Executive Session: Commissioner Mirabito motioned to add to personnel matters to the agenda, seconded by Sheriff Lusk, motion approved. The Board voted on two Personnel matter as follows.

9.1 Commissioner Metzger motioned to terminate Cindy Steinback. Sheriff Lusk seconded the motion, and motion carried unanimously.

9.2 Commissioner Mirabito motioned to terminate Zaire Jones-Wallace. Sheriff Lusk seconded the motion, and the motion carried unanimously.

10.0 Adjournment of Prison Board Meeting:

10.1 Agenda items completed; meeting closed at 9:01 AM.

This meeting can be viewed by following this link:

<https://www.youtube.com/watch?v=ogpijQQz3yE>



District Attorney Ryan C. Gardner,
Prison Board Secretary