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LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, January 12, 2024

Voting Members Present:

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

Others Present:

Warden Brad Shoemaker; Deputy Warden Ryan Barnes; Deputy Warden Chris Ebner; PRC Manager Rob Thompson; Chief Deputy Spiegel; Brittany Young; Nicole English; Brian Bluth, Solicitor; Director Matt McDermott; Dave Sprout, Lewisburg Prison Project; Kaleigh Lorow; Tony Cooper; and Jill Schriener.

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 8:31 A.M.

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

- Nominations opened for Prison Board Chairman. Commissioner Sortman nominated Sheriff Lusk 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 Sortman nominated Commissioner Metzger. 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. Sheriff Lusk 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 Chairman Lusk, upon completion of officer elections.

2.0 **Approval of Minutes:** President Judge Butts motioned for approval of December 2023 meeting Minutes.

2.1 Commissioner Mussina seconded the motion; the motion carried.

3.0 **Public Comment (Agenda Items Only)** - None

4.0 **Approval of Bills:** Commissioner Metzger motioned for approval of the December 2023 bills from the Prison for the amount \$112,718,41 and from the Pre-Release Center for the amount \$35,579.67.

4.1 President Judge Butts seconded the motion; the motion carried.

5.0 **Approval of Personnel Actions:** President Judge Butts motioned for the approval of personnel actions as follows.

5.1 Commissioner Sortman seconded the motion; the motion carried

- Alexandra Medford, Full-Time Correctional Officer – Relief
- Christine Wenger, Full-Time Correctional Officer – Relief
- Ty Nicholls, Full-Time Correctional Officer – Relief
- Shawn Meskell, Full-Time Correctional Officer - Relief
- Christopher Heisley, Full-Time Correctional Officer – Relief
- Kayla Mull, Part-Time Correctional Officer – Relief
- Shayla Wyland, Full-Time Resident Supervisor
- Gabriel Campana, Full-Time Resident Supervisor
- Michelle Probst, Full-Time Resident Supervisor/Cook
- Tom Tamberelli, Part-Time Driver

6.0 **Informational Highlights:** Warden Shoemaker reviewed the December 2023 Prison Reports as follows:

6.1 Population:

- Males in blocks averaged 146.26; males in PRC averaged 34.90; the total average daily population of males equaled 181.16, with a peak of 188.00.
- Females in blocks averaged 26.45; females in PRC averaged 7.39; the total average daily population of females equaled 33.84, with a peak of 38.00.
- The combined average daily population of male/female population equaled 215.00, with a peak of 224.00.

- In-Home detention averaged 3.35 males and zero females.
 - With no overcrowding transfer population, the total average daily population equaled 215.00. This total is lowest seen over all months of the year, and even when compared to years past.
- 6.2** Prison Disciplinary Hearings conducted and chaired by Deputy Warden Barnes:
- Of 45 hearings conducted for 30 inmates, 8 inmates had more than one incident. 42 hearings resulted in guilty lock-ups; 2 hearings ended in guilty lock-up with time suspended; 1 inmate was found not guilty; and, staff generated 24 informational reports.
- 6.3** Pre-Release Reports:
- Work Release males equaled 14 and females equaled 1.
 - Work crew males equaled 21 and work crew females equaled 7,
 - The monthly average for males at the Pre-Release Center equaled 35 and females equaled 8. The year-to-date average equaled 37 males and 11 females.
 - Program highlights include the following: N/A
- 6.4** Bail Release Program Population for December 2023:
- Of the average 135.67 clientele, Supervised Bail averaged 47.16 clients, Intensive Supervised Bail averaged 84.48 clients and, Supervised Release-DUS averaged 4.03 clients. Overall, the Bail/Release Program clients saved 4206 bed days in the prison.
- 6.5** Mental Health Snapshot taken on January 9, 2024:
- Of 249 total inmates in the prison system, 209 males and 40 females were categorized as follows.
 - 95 males and 7 females made up Roster A, those who had no mental health history, which equated to 40.97% of the population.
 - 59 males and 11 females made up Roster B, those who had past mental health history but no active symptoms in the last year, which equated to 28.11% of the population.
 - 50 males and 19 females made up Roster C, those who had current mental health issues, which equated to 27.71% of the population.
 - 5 males and 3 females made up Roster D, those who were determined to have serious mental illness, which equated to 3.21% of the population.
 - Psychotropic Medication at PRC: Of 27 male Work Crew inmates, 5 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, 2 were on psychotropic medications. Of 1 female work release inmate, 1 was on psychotropic medications. Total medicated females at PRC equaled 50.0%.
- Psychotropic Medication at LCP: Of 145 males, 32 (22.07%) were on psychotropic medications. Of 28 females, 11 (39.29%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: PRC averaged 26.67% and LCP averaged 24.86%, for a total average percentage of 25.23% medicated inmates in the prison system.

6.6 Warden Shoemaker ended with the following Additional Informational Highlights:

- On December 6, 2023, Deputy Warden Ebner and Warden Shoemaker participated in a housing meeting with multiple organizations held at the West Branch Drug and Alcohol Abuse Commission Office.
- On December 6, 2023, members of the Lycoming County Hostage Negotiations Team participated in a training exercise held at Third Street Plaza.
- On December 11-12, 2023, Bail/Release Officer Caleb Blank completed Train the Trainer training for the Ohio Risk Assessment System.
- On December 14, 2023, Deputy Warden Barnes, Deputy Warden Ebner and Warden Shoemaker provided a tour of the prison to the leadership Lycoming Class of 2024.
- On December 15, 2023, Deputy Warden Ebner and Warden Shoemaker attended the Lycoming County CJAB meeting held at Third Street Plaza.

7.0 Old Business: Brittany Young discussed the In-Prison reentry Program and APO Reentry program as follows.

7.1 The In-Prison Reentry Program had 31 current active participants and 4 pending intakes as of December 30, 2023. Since January 2023, the following statistics are recorded as follows:

- 120 intakes have been completed, 41 LSI-R Assessments have been completed, 119 Transitional Action Plans (TAP) for participants were created for participants, and 287 sessions were completed.
- 112 total participants were released from incarceration and programming. Of those participants, 54 referrals/appointments were made and 295 other resources were given. Other resources comprise educational pamphlets or similar developmental information.

- 147 total referrals were made to the program, of which 120 were referred by LCP and 27 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.
- 9 total referrals were made to the program in December.
- Total referrals categorized by the type of sentence are as follows: 28 from probation violations; 22 from max out cases; 56 from new cases; 27 from domestic matters; 14 from a contempt matters; and 3 from treatment court.
- December statistics for regular Re-Entry Services reported 81 average participants per day; 11 total intakes; 15 total discharges; 2 successful completions of the discharges; and Electronic Monitoring averaged 30 total participants as follows: 20 adult and 13 juvenile participants.

7.2 The APO Re-Entry Program had a total program population of 84 participants, as of January 1, 2024.

- Male clients equaled 61 and female clients equaled 23.
- 3 clients were referred from sentencing, 81 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 32, phase three clients equaled 23, and 645 clients were successfully discharged. Total processed intakes, including those who returned to the program, equaled 1,875 participants. Individual intakes without return to the program equaled 1,271.
- GPS/Alcohol monitoring Services had a total population of 20 clients categorized as follows: 6 clients with Alcohol Monitoring (TAD); 3 clients with GPS monitoring; 10 clients with Home Guard, and 1 client with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 2,025.
- 117,202 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 11 clients for the month of December.

7.3 Board Discussion(s):

- In respect to Section 5, Approval of Personnel actions, Sheriff Lusk recognized that at most of the newly-hired personnel are of correctional officer level. Warden Shoemaker affirmed and added they are making progress.

- In respect to Section 1, Election of Officers, Sheriff Lusk congratulated all the newly elected officials and welcomes Commissioner Sortman, Commissioner Mussina, and DA Marino to the Board.

Upcoming Prison Board Meeting Time/Locations:

02/09/24 @ Executive Plaza (CB)
03/08/24 @ Prison
04/12/24 @ Executive Plaza (CB)
05/10/24 @ Executive Plaza (CB)
06/14/24 @ Prison
07/12/24 @ Executive Plaza (CB)
08/09/24 @ Executive Plaza (CB)

8.0 Executive Session: Prison Board meeting paused for an Executive session, at 8:50 A.M.

8.1 Meeting reconvened at 9:20 A.M.

9.0 New Business

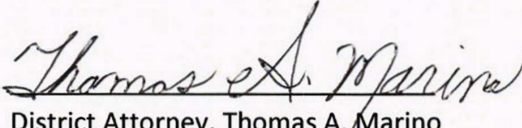
9.1 After Executive Session, the Board Members voted on a personnel matter. President Judge Butts motioned to terminate employment for Kaleigh Lorow. Controller Rogers seconded the motion. DA Marino opposed the motion. With a majority vote, the motion carried.

9.2 Public Comment: Tony Cooper, from South Williamsport, wanted to highlight that when searching the county's website online for the Meeting Minutes, he has noticed there are some posted.

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

Utilize the following link to view this public meeting in real time:

<https://www.youtube.com/watch?v=BQfNK4tCNpE>


District Attorney, Thomas A. Marino
Prison Board Secretary