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**LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, March 8, 2024**

Voting Members Present:

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

Others Present:

Warden Brad Shoemaker; Deputy Warden Ryan Barnes; Deputy Warden Chris Ebner; PRC Manager Rob Thompson; Tyler Flood; Austin White, Solicitor; Director Matt McDermott; and Jill Schriener.

- 1.0 Regularly Scheduled Prison Board Meeting Called to Order by Sheriff Lusk.** Meeting conducted from the Lycoming County Prison, with optional teleconference.
 - 1.1** Meeting convened at 8:31 A.M.
 - 1.2** Approval of Minutes: President Judge Butts motioned for approval of February 2024 meeting Minutes. Commissioner Mussina seconded the motion; the motion carried.
 - 1.3** Public Comment (Agenda Items Only) – None

- 2.0 Approval of Bills:** Commissioner Sortman motioned for approval of the February bills from the Prison for the amount \$180,149.69 and from the Pre-Release Center for the amount \$41,379.39.
 - 2.1** Commissioner Metzger seconded the motion; the motion carried.

- 3.0 Approval of Personnel Actions:** Commissioner Mussina motioned for the approval of personnel actions as follows.
 - 3.1** Commissioner Metzger seconded the motion; the motion carried
 - Maelynn Johnson, Licensed Practical Nurse
 - Alaynah Grimes, Licensed Practical Nurse

- Alyssa George, Full-Time Correctional Officer – Relief
- Sharif Mercer, Full-Time Correctional Officer – Relief
- Eric Shields, Full-Time Correctional Officer – Relief
- Aleyah Bathurst, Part-Time Resident Supervisor

4.0 **Informational Reports/Highlights:** Warden Shoemaker reviewed the February 2024 Prison Reports as follows:

4.1 Population:

- Males in blocks averaged 138.76; males in PRC averaged 40.38; the total average daily population of males equaled 179.17, with a peak of 189.0.
- Females in blocks averaged 28.83; females in PRC averaged 8.28; the total average daily population of females equaled 37.14, with a peak of 40.00.
- The combined average daily population of male/female population equaled 216.24, with a peak of 228.00.
- In-Home detention averaged 3.34 males and 1.31 females.
- With no overcrowding transfer population, the total average daily population matched the monthly average daily population of 216.24.

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

- Of 34 hearings conducted for 23 inmates, 8 inmates had more than one incident. 30 hearings resulted in guilty lock-ups; 3 hearings resulted in guilty lock-up with time suspended; 1 inmate was found not guilty; and, staff generated 21 informational reports.

4.3 Pre-Release Reports:

- Work Release males equaled 10 and females equaled 1.
- Work crew males equaled 31 and work crew females equaled 7,
- The monthly average for males at the Pre-Release Center equaled 41 and females equaled 8. The year-to-date average equaled 41 males and 8 females.
- Program highlights include the following: All staff participated in Stop the Bleed & Sexual Harassment Training led by Sgt. DeFrancesco, on February 27, 2024.

4.4 Bail Release Program Population for February 2024:

- Of the average 95.76 clientele, Supervised Bail averaged 37.69 clients; Intensive Supervised Bail averaged 55.28 clients; Supervised Release-DUS averaged 2.79 clients; and, Supervised Release – Domesticity averaged 0. Overall, the Bail/Release Program clients saved the prison 2,777 bed day.

4.5 Mental Health Snapshot taken on March 5, 2024:

- Of 252 total inmates in the prison system, 208 males and 44 females were categorized as follows.
- 113 males and 7 females made up Roster A, those who had no mental health history, which equated to 47.62% of the population.
- 47 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 23.02% of the population.
- 42 males and 24 females made up Roster C, those who had current mental health issues, which equated to 26.19% of the population.
- 6 males and 2 females made up Roster D, those who were determined to have serious mental illness, which equated to 3.17% of the population.
- Psychotropic Medication at PRC: Of 28 male Work Crew inmates, 5 were on psychotropic medications. Of 10 male Work Release inmates, 2 were on psychotropic medications. Total medicated males at PRC equaled 18.42%.
- Of 6 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 42.86%.
- Psychotropic Medication at LCP: Of 145 males, 37 (25.52%) were on psychotropic medications. Of 31 females, 16 (51.61%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: PRC averaged 22.22% and LCP averaged 30.11%, for a total average percentage of 11.76% medicated inmates in the prison system.

4.6 Tyler Flood, the transitional case manager, discussed the APO Reentry Program report prepared by Chief Deputy Stahl. The total program population of 65 participants, as of March 4, 2024 are categorized as follows.

- Male clients equaled 45 and female clients equaled 20.
- 1 client was referred from sentencing, 64 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 31, phase three clients equaled 23, and 657 clients were successfully discharged.
- Total processed intakes, including those who returned to the program, equaled 1,886 participants. Individual intakes without return to the program equaled 1,285.
- GPS/Alcohol monitoring Services had a total population of 26 clients categorized as follows: 9 clients with Alcohol Monitoring (TAD); 4 clients with GPS monitoring; 12 clients with Home Guard, and 3 clients with SL3 Breathalyzers.

- Total clients electronically serviced to date equaled 2,047.
- 118,672 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 3 clients for the month of February.

4.7 Tyler Flood discussed the In-Prison Reentry Program, which had 50 current active participants and 0 pending intakes as of February 29, 2024. Since January 2024, the following statistics are recorded as follows:

- 32 intakes have been completed, 1 LSI-R Assessments have been completed, 28 Transitional Action Plans (TAP) for participants were created for participants, and 49 sessions were completed.
- 18 total participants were released from incarceration and programming. Of those participants, 3 referrals/appointments were made and 17 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 31 total referrals were made to the program, of which 29 were referred by LCP and 2 were from PRC. Of all referrals, 1 refused to participate, 3 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 11 total referrals were made to the program in February.
- Total referrals categorized by the type of sentence are as follows: 0 from probation violations; 3 from max out cases; 14 from new cases; 7 from domestic matters; 7 from a contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for regular Re-Entry Services reported 72 average participants per day; 3 total intakes; 11 total discharges; 5 successful completions of the discharges; and Electronic Monitoring averaged 43 total participants as follows: 23 adult and 17 juvenile participants.

4.8 Warden Shoemaker ended with the following Additional Informational Highlights:

- Deputy Warden Ebner co-chaired the CJAB Mental Health subcommittee meeting on February 12, 2024
- The Prison entered into an agreement with Encartele, Inc., to install their "CIDENT" Content Broadcasting System throughout the prison On February 15, 2024. Warden Shoemaker explained this is a real-time news system throughout the prison, similar to those found in doctors' offices, that scrolls through inmate information updates and time and date that is controlled by the prison.

- Prison Staff attended Stop the Bleed and Sexual Harassment in the Workplace training conducted by Training SGT Joe DeFrancesco on February 22, 2024.
- Warden Shoemaker attended a meeting with West Branch Drug and Alcohol Abuse Commission and Williamsport Family Medical Center to discuss Methadone and Medication Assisted Treatment on February 23, 2024.

5.0 Old Business: None

6.0 New Business: NA

7.0 Board Discussion(s):

- 7.1** In respect to Section 3.0, Personnel Actions, Commissioner Sortman inquired about the officer relief detail. Warden Shoemaker explained that this population is within the TBA in that it is a C.O. position not assigned to a specific shift, but ready to fill in to ensure the prison is fully staffed on any given day. Commissioner Mussina inquired about the current LPN staffing. Warden Shoemaker updated the prison is fully staffed now; there is a full-time nurse at the jail now and one at PRC.
- 7.2** In regards to Section 4.7, the contempt of court population of referrals, Commissioner Sortman inquired about the ways to be in contempt. Judge Butts explained contempt of court is essential when someone disregards a courts order.
- 7.3** Sheriff Lusk announced an update from the Commissioners Board meeting led by Commissioner Metzger, in that staff will be reviewing the prison policy regarding ICE detainees. Currently they are in possession of the Butler County policy to reference and the goal is to ensure Lycoming County incorporates the language they are not a sanctuary county. ICE agents are and will continue to be permitted to access ICE inmates at the prison. Commissioner Metzger agreed that at the board meeting, it was announced Lycoming is not a sanctuary county and they intend to adopt Butler County's policy and present it for approval in the near future. The prison has always cooperated with ICE agents. District Attorney Marino assured Lycoming County would not tolerate a sanctuary County and this will clean up any of those types of issues. Further, the DA added some clarity with recalling his former government positions and explained this confusion occurred because of when regions were divided up across the state, Lycoming County ended up drawn within a region.

However, that is based on another government agency looking at the map and deciding what a region is. Thus, that does not automatically make this county a sanctuary county.

Commissioner Sortman added his accord.

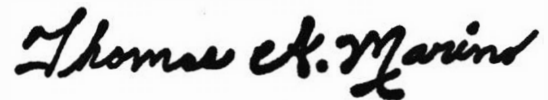
- 7.4 Sheriff Lusk inquired with the warden about the policy on housing neighboring county inmates upon request, however keeping in mind the population of female inmates, and discussed the benefit of the same. Sheriff Lusk remembered doing this before Covid overcrowding and recalls the amount of revenue it brought to the county. Warden Shoemaker explained the policy allows for that and is crafted to defer inmate populations if no space is available. Commissioner Sortman wondered if the prison has had a concern with female population. Warden Shoemaker explained the prison just has less bedding available for female inmate population.
- 7.5 DA Marino acknowledge the Warden and his team, and Sheriff Lusk and his team for their assistance/accommodations with the recent arrests made.

8.0 **Public Comment:** None

9.0 **Upcoming Prison Board Meeting Time/Locations:**

04/12/24 @ Executive Plaza (CB)	09/13/24 @ Prison
05/10/24 @ Executive Plaza (CB)	10/11/24 @ Executive Plaza (CB)
06/14/24 @ Prison	11/08/24 @ Executive Plaza (CB)
07/12/24 @ Executive Plaza (CB)	12/13/24 @ Prison
08/09/24 @ Executive Plaza (CB)	

10.0 **Adjournment of Prison Board Meeting:** With agenda items completed, the meeting closed at 8:54 AM.



District Attorney, Thomas A. Marino
Prison Board Secretary