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

Voting Members Present:

Commissioner Scott Metzger
Commissioner Marc Sortman
Commissioner Mark Mussina
District Attorney Thomas Marino
Controller, Nicki Gottschall
President Judge Nancy Butts
Chief Deputy Eric Spiegel

Others Present:

Matthew McDermott Director of Administration; Brian Bluth Prison Solicitor; Brad Shoemaker Warden; Chris Ebner Deputy Warden; Ryan Barnes Deputy Warden of Inmate Services; Robert Thompson, Pre-Release Center Manager; 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; Pat Crossley Sun Gazette; Tony Cooper and Lynelle Cromley Paralegal DA Office.

1.0 Regularly Scheduled Prison Board Meeting Called to Order by Commissioner Marc

Sortman. Meeting conducted from the Lycoming County Commissioners Meeting Room, with optional teleconference.

1.1 Meeting convened at 8:31 A.M.

1.2 Approval of Minutes: Commissioner Mark Mussina motioned for approval of February 2025 meeting Minutes. Nicki Gottschall Controller 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 February 2025 Expenditure Report. Mark Mussina seconded the motion; the motion was carried.

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

3.1 Controller Nicki Gottschall seconded the motion; the motion carried

- Joseph Brought, Full-Time Correctional Officer-Relief
- Nicholas Vognetz, Full-Time Correctional Officer-Relief
- Nathan Llniski, Full-Time Correctional Officer - Relief
- Sara Fox, Full-Time Correctional Officer - Relief
- Claudette Moyd, Full-Time Resident Supervisor
- Cherill Greene, Full-Time Resident Supervisor

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

4.1 Population:

- Males in blocks averaged 195.43; males in PRC averaged 29.71; the total average daily population of males equaled 225.14, with a peak of 234.00.
- Females in blocks averaged 24.54; females in PRC averaged 6.00; the total average daily population of females equaled 30.54, with a peak of 35.00.
- The combined average daily population of male/female population equaled 255.68, with a peak of 263.00.
- In-Home detention averaged 1.00 males and 0.00 females.
- With no overcrowding transfer population, the total average daily population was equal to the monthly average daily population of 255.68.

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

- Of 52 hearings conducted for 34 inmates, 8 inmates had more than one incident. 47 hearings resulted in guilty lock-ups; 3 hearings resulted in guilty lock-up with time suspended; 2 inmates were found not guilty; and, staff generated 13 informational reports.

4.3 Pre-Release Reports:

- Work Release males equaled 0 and females equaled 0.
- Work crew males equaled 17 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 8 females.
- Program Highlights:
Resident Supervisor Lane Gibson attended Train the Trainer training at the DOC Training Academy from 2/9/25 to 2/21/25.
All staff attended part one of three Mental Health/First Aid training on 2/11/25 led by LCP Counselor Mikaela Brunozzi and Forensic Mental Health Careworker Barbie Osborn.

4.4 Mental Health Snapshot taken on March 11, 2025:

- Of 276 total inmates in the prison system, 245 males and 31 females were categorized as follows.
- 112 males and 3 females made up Roster A, those who had no mental health history, which equated to 41.67% of the population.
- 45 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 20.29% of the population.
- 79 males and 14 females made up Roster C, those who had current mental health issues, which equated to 33.69% of the population.
- 9 males and 3 females made up Roster D, those who were determined to have serious mental illness, which equated to 4.35% of the population.
- Psychotropic Medication at PRC: Of 23 male Work Crew inmates, 7 were on psychotropic medications. Of 10 male Work Release inmates, 3 were on psychotropic medications. Total medicated males at PRC equaled 30.30%.
- Of 580 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 80.00%.

- Psychotropic Medication at LCP: Of 186 males overall, 84 (45.167%) were on psychotropic medications. Of 22 females overall, 10 (45.451%) were on psychotropic medications.
 - Total Medicated Inmates within the Prison System: Overall, PRC averaged 36.84% medicated inmates. LCP averaged 45.19% medicated inmates. The total average percentage equaled 43.90% 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 1127 participants, as of March 6, 2025 are categorized as follows.
- Male clients equaled 99 and female clients equaled 28.
 - Zero clients were referred from sentencing, 127 were referred by APO, and zero clients were from pre-trial status.
 - Phase two clients equaled 50, phase three clients equaled 37.
 - Total Successfully discharged clients: 733.
 - Total processed intakes, including those who returned to the program, equaled 2,149 participants.
 - GPS/Alcohol monitoring serviced a total population of 36 clients categorized as follows: 16 clients with Alcohol Monitoring (TAD); 9 clients with GPS monitoring; 11 clients with Home Guard, and 0 client with SL3 Breathalyzers.
 - Total clients electronically serviced to date equaled 2,175.
 - 127,896 total days have been served on electronic monitoring services.
 - Monthly total intake breakdown reports 10 clients for the month of February.
- 4.7 Tyler Flood discussed the In-Prison Reentry Program, which had 38 current active participants and 1 pending intake as of February 28, 2025. Since January 2025, the following statistics are recorded as follows:
- 20 intakes have been completed, 1 ORAS Assessment has been completed, 10 Transitional Action Plans (TAP) for participants were created for participants, and 54 sessions were completed.

- 17 total participants were released from incarceration and programming. Of those participants, 6 referrals/appointments were made and 66 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 24 total referrals were made to the program, of which 22 were referred by LCP and 2 were from PRC. Of all referrals, 6 refused to participate, 0 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 12 total referrals were made to the program in February.
- Total referrals categorized by the type of sentence are as follows: 1 from probation violations; 1 from max out cases; 14 from new cases; 5 from domestic matters; 3 from a contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for Re-Entry Services reported 115 average participants per day; 29 total intakes; 15 total discharges; 4 successful completions; and Electronic Monitoring averaged 124 total participants as follows: 35 adult, 64 Pre-Trial and 25 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.

Discussion regarding the 2024 Program Outcomes for GEO pamphlet that was handed out.

5.0 Old Business: None

6.0 New Business:


6.1 Personnel Matter. Jessica Kipp has abandoned her position. A motion was made to elimination the position by Mark Mussina, Seconded by Nancy Butts. All were in favor. Motion carried.

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).

- 4/11/25 8:30 a.m. @ Third Street Plaza (CB)
- 5/9/25 8:30 a.m. @ Third Street Plaza (CB)
- 6/13/25: 8:30 a.m. @ Prison

9.0 **Adjournment of Prison Board Meeting:** With agenda items completed, the meeting closed at 9:05 a.m. by Commissioner Scott Metzger.


District Attorney, Thomas A. Marino
Prison Board Secretary