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LYCOMING COUNTY PRISON BOARD  
MEETING MINUTES | PUBLIC MEETING  
Friday, April 11, 2025

**Voting Members Present:**

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

**Others Present:**

Brad Shoemaker Warden; Eric Spiegel Deputy Chief; Robert Thompson Pre-Release Center Manager; Tyler Flood, In-Prison Re-Entry Coordinator; Michael Hagen Director of Human Resources; Pat Crossley, Sun Gazette; Tony Cooper, Raul Carbajal and Lynelle Cromley Paralegal DA Office.

- 1.0 Regularly Scheduled Prison Board Meeting Called to Order by Commissioner Scott Metzger.** Meeting conducted from the Lycoming County Commissioners Meeting Room, with optional teleconference.
- 1.1** Meeting convened at 8:32 A.M.
- 1.2** Approval of Minutes: Commissioner Mark Sortman motioned for approval of March 2025 meeting Minutes. Nicki Gottschall Controller seconded the motion; the motion carried.
- 1.3** Public Comment (Agenda Items Only) – None

**2.0 Expenditure Report:**

- 2.1** Approval of Expenditure Report: Controller Nicki Gottschall motioned for the approval of March 2025 Expenditure Report. Marc Sortman seconded the motion; the motion was carried.

**3.0 Approval of Personnel Actions:** Sheriff Mark Lusk motioned for the approval of personnel actions as follows.

- 3.1** Controller Nicki Gottschall seconded the motion; the motion carried

- Sonya Medina, Full-Time Licensed Practical Nurse
- Sarah Wallach, Full-Time Correctional Officer-Relief
- Robert Geyer, Full-Time Correctional Officer - Relief

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

**4.1** Population:

- Males in blocks averaged 183.94; males in PRC averaged 32.23; the total average daily population of males equaled 216.16, with a peak of 224.00.
- Females in blocks averaged 23.10; females in PRC averaged 5.16; the total average daily population of females equaled 28.26, with a peak of 32.00.
- The combined average daily population of male/female population equaled 244.42, with a peak of 253.00.
- In-Home detention averaged 1.26 males and 0.00 females.
- With no overcrowding transfer population, the total average daily population was equal to the monthly average daily population of 244.42.

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

- Of 34 hearings conducted for 27 inmates, 5 inmates had more than one incident. 32 hearings resulted in guilty lock-ups; 2 hearings resulted in guilty lock-up with time suspended; 0 inmates were found not guilty; and, staff generated 12 informational reports.

#### **4.3 Special Highlights**

- On March 9, 2025, Williamsport Area High School recorded portions of a Mock Crash Video at the Prison.
- On March 17, 2025, Deputy Warden Ebner and Warden Shoemaker attended the Lycoming County CJAB Pre-Trial Subcommittee meeting held at Third Street Plaza.
- On March 18, 2025, Prison and PRC administration met with Cost Management Plus representative Julia Alday. The Prison Inmate Medical Cost Containment (PIMCC) program report indicated our healthcare savings for the period of October 2024 to February 2025 totaled \$126,050.69 for inpatient services.
- On March 20, 2025, Prison staff attended Mental Health First Aid Training.

#### **4.4 Pre-Release Reports:**

- Work Release males equaled 0 and females equaled 0.
- Work crew males equaled 22 and work crew females equaled 3.
- The monthly average for males at the Pre-Release Center equaled 22 and females equaled 3. The year-to-date average equaled 58 males and 14 females.
- Program Highlights:  
All staff attended part one of three Mental Health/First Aid training on 3/25/25 led by LCP Counselor Mikaela Brunozzi and Forensic Mental Health Caseworker Barbie Osborn.

#### **4.5 Mental Health Snapshot taken on March 11, 2025:**

- Of 272 total inmates in the prison system, 235 males and 37 females were categorized as follows.
- 103 males and 5 females made up Roster A, those who had no mental health history, which equated to 39.717% of the population.
- 47 males and 15 females made up Roster B, those who had past mental health history but no active symptoms in the last year, which equated to 22.78% of the population.
- 74 males and 14 females made up Roster C, those who had current mental health issues, which equated to 32.35% of the population.
- 11 males and 3 females made up Roster D, those who were determined to have serious mental illness, which equated to 5.15% of the population.

- Psychotropic Medication at PRC: Of 22 male Work Crew inmates, 6 were on psychotropic medications. Of 10 male Work Release inmates, 5 were on psychotropic medications. Total medicated males at PRC equaled 34.38%.
- Of 5 female Work Crew inmates, 3 were on psychotropic medications. Of 0 female Work Release, 0 was on psychotropic medications. Total medicated females at PRC equaled 60.00%.
- Psychotropic Medication at LCP: Of 179 males overall, 89 (49.727%) were on psychotropic medications. Of 29 females overall, 9 (31.03%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: Overall, PRC averaged 37.84% medicated inmates. LCP averaged 47.12% medicated inmates. The total average percentage equaled 45.71% 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 110 participants, as of April 2, 2025 are categorized as follows.

- Male clients equaled 80 and female clients equaled 30.
- Zero clients were referred from sentencing, 110 were referred by APO, and zero clients were from pre-trial status.
- Phase two clients equaled 52, phase three clients equaled 32.
- Total Successfully discharged clients: 747.
- Total processed intakes, including those who returned to the program, equaled 2,163 participants. Overall individual intakes without return to program is 1,419.
- GPS/Alcohol monitoring serviced a total population of 38 clients categorized as follows: 15 clients with Alcohol Monitoring (TAD); 12 clients with GPS monitoring; 9 clients with Home Guard, and 2 clients with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 2,186.
- 128,959 total days have been served on electronic monitoring services.
- Monthly total intake breakdown reports 14 clients for the month of March.

**4.7** Tyler Flood discussed the In-Prison Reentry Program, which had 36 current active participants and 5 pending intakes as of March 31, 2025. Since January 2025, the following statistics are recorded as follows:

- 28 intakes have been completed, 6 ORAS Assessment has been completed, 28 Transitional Action Plans (TAP) for participants were created for participants, and 83 sessions were completed.
- 29 total participants were released from incarceration and programming. Of those participants, 10 referrals/appointments were made and 106 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 37 total referrals were made to the program, of which 35 were referred by LCP and 2 were from PRC. Of all referrals, 7 refused to participate, 2 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 13 total referrals were made to the program in March.
- Total referrals categorized by the type of sentence are as follows: 3 from probation violations; 1 from max out cases; 22 from new cases; 8 from domestic matters; 3 from contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for Re-Entry Services reported 117 average participants per day; 149 total intakes; 31 total discharges; 14 successful completions; and Electronic Monitoring averaged 131 total participants as follows: 38 adult, 67 Pre-Trial and 26 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.
- Graduation is May 2, 2025 at 11:00 at the Community Theatre League located at 100 West 3<sup>rd</sup> Street, Williamsport, PA.

**5.0 Old Business:** None

**6.0 New Business:** None

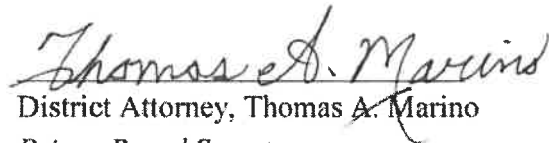
7.0 **Board Comment:** None

8.0 **Public Comment:** None

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

- 5/9/25: 8:30 a.m. @ Third Street Plaza (CB)
- 6/13/25: 8:30 a.m. @ Prison
- 7/11/25: 8:30 a.m. @ Third Street Plaza (CB)

10.0 **Adjournment of Prison Board Meeting:** With agenda items completed, the meeting closed at 9:00 a.m. by Commissioner Scott Metzger.

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