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Victim/Witness Coordinator

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LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, August 8, 2025

Voting Members Present:

Commissioner Marc Sortman
Commissioner Mark Mussina
District Attorney Thomas Marino
President Jude Nancy Butts
Controller, Nicki Gottschall

Others Present:

Warden; Ryan Barnes Deputy Warden of Inmate Services; Austin White, Solicitor (via telephone); Nicole English, In-Prison Re-Entry; Brad Shoemaker, Warden; Robert Thompson; Pre-Release Center Manager; 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 8:33 A.M.

1.2 Approval of Minutes: Controller Nicki Gottschall motioned for approval of August 2025 meeting Minutes. President Nancy Butts seconded the motion; the motion carried.

1.3 Public Comment (Agenda Items Only) – None

2.0 Expenditure Report:

2.1 Approval of Expenditure Report: Nikki Gottschall motioned for the approval of August 2025 Expenditure Report. Mark Mussina seconded the motion; the motion was carried.

3.0 Approval of Personnel Actions: Nikki Gottschall motioned for the approval of personnel actions as follows.

3.1 Thomas A. Marino seconded the motion; the motion carried

- Erin Dvorscak, Full-Time Nurse Supervisor
- Amber Comly, Full-Time Correctional Officer-Relief
- Owen Bigelow, Full-Time Correctional Officer-Relief
- Camren Hakes, Full-Time Correctional Officer-Relief
- Connor Leard, Full-Time Correctional Officer-Relief
- Christian Lafferty, Full-Time Correctional Officer-Relief

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

4.1 Population:

- Males in blocks averaged 186.61; males in PRC averaged 37.81; the total average daily population of males equaled 224.42, with a peak of 233.00.
- Females in blocks averaged 28.55; females in PRC averaged 6.48, the total average daily population of females equaled 35.03, with a peak of 39.00.
- The combined average daily population of male/female population equaled 259.45, with a peak of 266.00.
- In-Home detention averaged 0.84 males and 2.06 females.
- With no overcrowding transfer population, the total average daily population was equal to the monthly average daily population of 259.45.

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

- Of 46 hearings conducted for 30 inmates, 11 inmates had more than one incident. 41 hearings resulted in guilty lock-ups; 2 hearings resulted in guilty lock-up with time suspended; 3 inmates were found not guilty; and, staff generated 15 informational reports.

4.3 **Informational Highlights:**

- On July 29, 2025, Deputy Warden Ebner, Nurse Supervisor Dorscak and Warden Shoemaker met with representatives from River Valley Health and West Branch Drug and Alcohol Abuse Commission to discuss the Medication Assisted Treatment program..

4.4 Pre-Release Reports:

- Work Release males equaled 11 and females equaled 1.
- Work crew males equaled 27 and work crew females equaled 6.
- The monthly average for males at the Pre-Release Center equaled 38 and females equaled 7. The year-to-date average equaled 33 males and 8 females.
- Program Highlights:
None

4.5 Mental Health Snapshot taken on July 8, 2025:

- Of 368 total inmates in the prison system, 250 males and 118 females were categorized as follows.
- 109 males and 86 females made up Roster A, those who had no mental health history, which equated to 52.99% of the population.
- 61 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 19.57% of the population.
- 73 males and 18 females made up Roster C, those who had current mental health issues, which equated to 24.72% of the population.
- 7 males and 3 females made up Roster D, those who were determined to have serious mental illness, which equated to 2.72% of the population.
- **Psychotropic Medication at PRC:** Of 26 male Work Crew inmates, 5 were on psychotropic medications. Of 10 male Work Release inmates, 3 were on psychotropic medications. Total medicated males at PRC equaled 22.00%.
- Of 6 female Work Crew inmates, 3 were on psychotropic medications. Of 1 female Work Release, 0 was on psychotropic medications. Total medicated females at PRC equaled 50.00%.

- **Psychotropic Medication at LCP:** Of 189 males overall, 81 (42.86%) were on psychotropic medications. Of 28 females overall, 10 (35.71%) were on psychotropic medications.
- **Total Medicated Inmates within the Prison System:** Overall, PRC averaged 26.19% medicated inmates. LCP averaged 41.927% medicated inmates. The total average percentage equaled 39.387% medicated inmates in the prison system.

4.6 Nicole English from Re-Entry, discussed the APO Reentry Program report prepared by Deputy Chief John Stahl. The total program population of 111 participants, as of July 1, 2025, are categorized as follows.

- Male clients equaled 77 and female clients equaled 34.
- Phase two clients equaled 52, phase three clients equaled 33.
- Total Successfully discharged clients: 781.
- Total processed intakes, including those who returned to the program, equaled 2,235 participants. Overall individual intakes without return to program is 1,458.
- GPS/Alcohol monitoring serviced a total population of 35 clients categorized as follows: 11 clients with Alcohol Monitoring (TAD); 9 clients with GPS monitoring; 14 clients with Home Guard, and 1 client with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 2,240.
- 133,091 total days have been served on electronic monitoring services.

4.7 Nicole English discussed the In-Prison Reentry Program, which had 44 current active participants and 0 pending intake as of July 31, 2025. Since January 2025, the following statistics are recorded as follows:

- 69 intakes have been completed, 8 ORAS Assessment has been completed, 6 Transitional Action Plans (TAP) for participants were created for participants, and 29 sessions were completed.
- 59 total participants were released from incarceration and programming. Of those participants, 20 referrals/appointments were made and 290 other resources were given. Other resources comprise educational pamphlets or similar developmental information.

- 83 total referrals were made to the program, of which 76 were referred by LCP and 7 were from PRC. Of all referrals, 14 refused to participate, 2 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 5 total referrals were made to the program in July.
- Total referrals categorized by the type of sentence are as follows: 6 from probation violations; 6 from max out cases; 49 from new cases; 17 from domestic matters; 5 from contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for Re-Entry Services reported 112 average participants per day; 18 total intakes; 21 total discharges; 9 successful completions; and Electronic Monitoring averaged 118 total participants as follows: 37 adult, 65 Pre-Trial and 15 juvenile participants.

5.0 Old Business:

5.1 Review updates to Prison Policy 18.7 and Pre-Release Policy 13.0. These policies were updated. No action is needed.

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).

- 9/12/25 8:30 a.m. @ Prison
- 10/10/25: 8:30 a.m. @ Third Street Plaza (CB)
- 11/14/25: 8:30 a.m. @ Third Street Plaza (CB)

10.0 Adjournment of Prison Board Meeting: With agenda items completed, the meeting closed at 8:45 a.m. by Commissioner Marc Sortman.

Thomas A. Marino

District Attorney, Thomas A. Marino
Prison Board Secretary