

Lebanon County Correctional Facility

730 East Walnut Street
Lebanon, PA 17042
Telephone: 717 274-5451
Fax: 717 274-1338



Tina M. Litz,
Warden

Michael L. Ott,
Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Claude Mease,
Captain of Security

PRISON BOARD AUGUST 18, 2021	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF JULY 31, 2021	294	257	37
AVERAGE DAILY POPULATION JULY	291.87	253.00	38.87
NUMBER OF INMATES RECEIVED	146	114	32
NUMBER OF INMATES RELEASED	148	115	33
HIGHEST COUNT	294-25 TH	257-31 ST	44-26 TH
LOWEST COUNT	276-17 TH	240-19 TH	34-13 TH
NUMBER OF UNSENTENCED INMATES	117	102	15
NUMBER OF INMATES ON WORK RELEASE	0	--	--
NUMBER OF INMATES ON DETAIL	20	--	--
NUMBER OF STATE SENTENCED INMATES	17	16	1
NUMBER TRANSFERRED TO STATE PRISON	5	5	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	0	0	0
NUMBER OF PAROLE/PROBATION VIOLATORS	56	--	--
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	39	--	--
PROBATION VIOLATION	15	--	--
PAROLE VIOLATION	15	--	--
<i>Number of Parole/Probation Violators on new Temporary Detainer Policy—Hot Urine Alc/Drug Use</i>	2		
FINES & COSTS BENCH WARRANT/SENTENCE	9	--	--
OTHER LEBANON BENCH WARRANTS	35	--	--
OUT OF COUNTY BENCH WARRANTS	4	--	--
D.J. SENTENCE	4	--	--
SENTENCED BY COURT OF COMMON PLEAS	14	--	--
WRITS FROM OTHER COUNTIES	0	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	11	--	--
INMATES IN OTHER COUNTIES ON WRITS	0	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	0	0	0
IN LCCF ON WRITS AND RETURNED	0	0	0

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CANTEEN - SAVINGS/CHECKING ACCOUNT MONTH OF JULY 2021

<u>SAVINGS ACCOUNT:</u>	<u>DESCRIPTION:</u>	<u>AMOUNT</u>	<u>TOTAL</u>
BEGINNING BALANCE AS OF:	<u>JULY 1, 2021</u>		51,133.75
Interest Applied		1.92	
TOTAL DEPOSITS INTO SAVINGS			1.92
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		51,135.67
TOTAL TRANSFER TO CHECKING FROM SAVINGS			7,737.63
ENDING BALANCE AS OF:	<u>JULY 31, 2021</u>		43,398.04
ENDING BALANCE ON: 7/31/2020	Comparison of Last Years Ending Balance		35,950.79
<u>CHECKING ACCOUNT:</u>			
BEGINNING BALANCE AS OF:	<u>JULY 1, 2021</u>		200.00
TOTAL DEPOSITS INTO CHECKING			7,737.63
TOTAL FUNDS AVAILABLE			7,937.63
<u>DISBURSMENTS:</u>	<u>NON-STORE</u>		
Georgia Hoke	Inmate Haircuts	146.00	
Kwik Quality Press	Organizational chart set-up	35.00	
Thomson Reuters	Law library subscription	2,319.97	
Bob Barker	Clothing, games, cell organizer, nail clipper	1,392.36	
Tina Litz Reimbursement	Organizational chart, laminate, supplies	46.80	
Charm-Tex	Inmate sanitary napkins	797.50	
Language Line Services	Translators	100.00	
Mid Atlantic Media	Recruitment	2,900.00	
TOTAL NON STORE DISBURSEMENTS			22,881.99
<u>DISBURSMENTS:</u>	<u>STORE</u>		
Keefe Commissary		0.00	
TOTAL STORE DISBURSEMENTS			0.00
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		7,737.63
ENDING BALANCE AS OF:	<u>JULY 31, 2021</u>		200.00

Respectfully Submitted,
Rebekah Bowsman, Fiscal Technician

Notes: I was not here to do end of month so no commissary was added in. It will be added into next month.

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COMMISSARY REPORT

MONTH OF JULY 2021

	<u>JULY 2021</u>	<u>JULY 2020</u>
OPERATING WEEKS:	4	5
NUMBER OF ORDERS:	363	494
AVERAGE WEEKLY ORDERS:	90	99
SALES:	\$ 15,227.85	\$ 22,693.72
LESS EXPENSES (CREDITS):	\$ -1,210.45	\$ -380.80
TOTAL SALES:	\$ 14,017.37	\$ 22,312.92
AVERAGE WEEKLY SALES:	\$ 3,806.96	\$ 4,538.74
COMMISSION MONTH OF <u>JUNE</u>:	\$ 8,846.48	\$ 5,317.21

Respectfully Submitted,

Rebekah Bowsman, Fiscal Technician

LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden
Michael L. Ott, Deputy Warden - Operations
Rebecca A. Davis, Deputy Warden - Treatment
Ray H. Arnold, Director of Work Release
Claude A. Mease, Captain of Security

730 E. Wanut
Lebanon, Pa.
Phone: 717-2
FAX: 717-274

MONTHLY PRISON BOARD REPORT

DATE: 8/5/21

REPORT FROM: 7/1/21 to 7/31/21

	<u>CURRENT</u>	<u>YEAR TO DATE</u>
CONSUMABLE	\$ 6,204.47	\$ 24,056.61
MEATS	\$ 3,112.52	\$ 13,754.30
DAIRY PRODUCTS	\$ 3,089.45	\$ 22,212.52
BAKED PRODUCTS	\$ 1,048.95	\$ 9,006.92
GROCERIES	\$ 7,568.19	\$ 53,456.81
FRESH FRUITS & VEGETABLES	\$ 1,586.25	\$ 12,029.85
TOTAL	\$ 22,609.83	\$ 134,517.01
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ -	\$ 2,603.64

BREAK DOWN OF COSTS MEALS SERVED

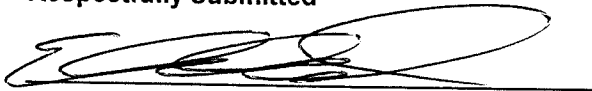
STAFF	2,165	14,790
INMATE POPULATION	26,538	190,584
GUESTS	-	-
CENTRAL BOOKING LUNCHES	162	1,092
TOTAL MEALS SERVED	28,865	206,466
COST PER PERSON PER MEAL	\$ 0.78	\$ 0.65
COST PER PERSON PER DAY	\$ 2.35	\$ 1.95

DATE

DONATED BY:

7/06/21 Calvary Chapel of Lebanon donated 2 skids of salad kits, 1/2 skid of crackers and 1/2 skid of cookies
7/06/21 Lebanon valley cold storage donated 3 skids assorted baked goods
7/07/21 Calvary Chapel of Lebanon donated 1 skid corn on the cob, 30 boxes of mints, 1/2 skid of crossants,
1/4 skid frozen chicken
7/20/21 Lebanon cold storage 3 skids baked goods
7/23/21 Gemma Angels 1/2 skid of bread and produce
7/24/21 Gemma Angels 1 skid of milk and produce

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Edward Bartashus', written over a horizontal line.

Sgt. Edward Bartashus, Culinary Supervisor

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Rebecca Davis,
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Ray Arnold
Director of Work Release
Claude Mease,
Captain of Security

To: Lebanon County Prison Board
From: Tina M. Litz, Warden
Re: July, 2021 Prison Board
07-1-21 through 07-31-21

07-01-21: Completed daily Warden tasks, met with payroll to go over operations, met with the Prime Care HSA to touch base on operations, toured block 5 control stations

07-02-21: Completed daily warden tasks, toured block six control station, networked with GTL and the IT department about tablets and attended a Treatment meeting

07-06-21: Completed daily warden tasks, toured MUI and the medical dorm, and the dayshift control stations. Networked with Human resources about personnel matters.

07-07-21: Completed daily warden tasks, attended the Lions Club luncheon and discussed LCCF staff and programming, attended an administration this date.

07-08-21: Completed daily warden tasks, completed right to know forms, reviewed GTL tablet policy's, networked with a kitchen officer over menu options, discussed pending law cases with Attorney Clayberger and Deputy Warden Of Treatment,

07-12-21: Completed warden daily tasks,

07-13-21: Completed daily warden tasks, attended the Team MISA meeting, reviewed the training budget and had the opportunity to speak at the Leadership Lebanon Valley Justice Day event. Officer Valerie Anderson attended the event with me.

07-14-21: Completed warden tasks, completed/reviewed parole applications, toured blocks one and two , attended the Sgt meeting held this date.

07-15-21: Completed warden daily tasks, met with administration and Sgt. Hocker to discuss operations, discussed staffing with DW Ott and scheduling/payroll clerk, met with the maintenance supervisor to review budget and work details, addressed outmate upper due to behavioral issues. GTL provided the kickoff meeting and walk through for the start of the tablet installation.

07-16-21: Completed daily warden tasks, completed internal promotion paperwork, toured RHU, Dorm, MIU and block 5. Also, attended a former retired Correctional officer's funeral.

07-19-21: Completed daily warden tasks, networked with County administrator on operations.

07-20-21: Completed daily warden tasks, toured block 6 and block 5 control stations, networked with various advertising sources, attended a mediation in Harrisburg, PA.

07-21-21: Completed daily warden tasks, attended the CQI and prison board meetings this date, and reviewed admin seg's and grievances.

07-22-21: Completed daily tasks, attended union negotiation meetings and networked with attorney over policy's.

07-23-21: Completed warden daily, met with DW Ott and DW Davis to discuss operations and treatment departments, Toured o/m and block 6 control stations.

07-26-21: Completed daily warden tasks, discussed grievances, met with Sgt. Bartashus to discuss kitchen operation, attended the county monthly safety committee meeting via zoom, toured block 6 upper and lower, and handled a personnel issue.

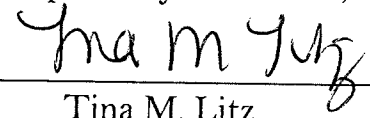
07-27-21: Completed daily warden tasks and completed an outer perimeter check.

07-28-21: Completed warden daily tasks, toured out mate upper and lower, attended an administrative meeting, and participated in a zoom meeting with the Lebanon County Chapter of the NAACP.

07-29-21: Completed daily Warden tasks, met with Steve "frogman" Todd for advertisement purposes, met with Lt. Settle, Captain McCoy and Lt. Potts from the Department of Corrections came to discuss an updated security analysis of the facility.

07-30-21: Completed daily warden tasks, hosted the Lancaster County Prison administration for a walk through and discussion of operations and an opportunity for a security information share, updated prison board and dealt with Captain Mease and personnel issues.

Respectfully Submitted,



Tina M. Litz
Warden

/

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Rebecca A. Davis
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Ray H. Arnold,
Director of Work Release
Claude A. Mease
Captain of Security

August 3, 2021

To: Lebanon County Prison Board
Fr: Michael L. Ott, Deputy Warden of Operations
Re: July Prison Board Report
7-1-30-21 thru 7-31-21

7-1-21: Typed and handed out minutes from the recent Administrative Staff meeting. Conducted housing inspections of the General Population and BLK#5 housing areas. I made myself available to staff and inmates for questions that they may have.

7-2-21: Submitted the monthly report of juveniles in custody to the Pennsylvania Commission on Crime and Delinquency. Sent the annual uniform sign-up sheet out to all the security shift supervisors.

7-6-21: I reviewed inmate files for eligibility to work on institutional work crews. Captain Claude Mease and I questioned an officer whose off duty conduct was in violation of the L.C.C.F. Code of Ethics.

7-7-21: Attended the Administrative Staff meeting in the morning and took minutes for said meeting. A fire drill was conducted in BLK#6 lower, all inmates were evacuated and staff response was good. Submitted the monthly Extraordinary Occurrence Report to the Pennsylvania Department of Corrections.

7-8-21: Typed and handed out minutes from the above-mentioned Admin. meeting. Assisted Director Richmond with pre-employment interviews.

7-12-21: I reviewed inmate files for eligibility to work on institutional work crews.

7-14-21: Captain Mease and I conducted the interview process for the Lance Corporal and Private First Class positions. Our recommendations will be forwarded to the Warden for her approval.

7-16-21: Continued to conduct policy review of the Use of Force section in our Standard Operating Procedure.

July Prison Board Report
Continued.....P.2

7-19-21: Captain Mease and I conducted a disciplinary hearing for an officer who violated the L.C.C.F. Code of Ethics.

7-20-21: Submitted names of Officers to be removed from payroll due to no longer being employed at L.C.C.F.

7-21-21: Attended Prime Care CQI meeting for L.C.C.F. Completed the appropriate sections of the annual Bureau of Justice Prison survey for 2020. Attended the monthly meeting of the Lebanon County Prison Board.

7-22-21: Attended the labor negotiation meeting between the County of Lebanon and AFSCME representatives for Local 2791.

7-26 thru 8-2-21: ON VACATION

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Michael L. Ott', written over a horizontal line.

Michael L. Ott,
Deputy Warden of Operations

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Rebecca Davis,
Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Claude Mease
Captain of Security

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: May 2021 Prison Board
7-1-21 through 7-30-21

7-1-21: Vacation Day

7-2-21: Completed daily DW of Treatment tasks, attended administrative meeting

7-6-21: Completed daily DW of Treatment tasks, collected school folders from the GED students, toured Outmate upper and lower, blocks 3 and 4, handed out legal mail, soap and masks given to the entire OM section

7-7-21: Completed daily DW of Treatment tasks, attended administrative meeting, handed out legal work/home plan, network with Prime Care about any ongoing concerns

7-8-21: Completed daily DW of Treatment tasks, toured blocks 1 and 2 and gave board a games to each housing unit, held disciplinary boards with Counselor Potter, made haircut list

7-9-21: Completed daily DW of Treatment tasks, handed out legal mail/home plans

7-12 through 16-21: Vacation

7-19-21: Completed daily DW of Treatment tasks, collected school folders from the GED Students, worked on grievances, printed out case laws for inmates, handed out legal mail/homeplans

7-20-21: Completed daily DW of Treatment tasks, handed out legal mail, network with Chaplains about Chapel schedule, held disciplinary boards with Counselor Gibson

7-21-21: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, handed out legal mail/homeplans, toured block 4, memo to staff/inmate about soap and mask procedure, memo to staff and inmates about church services starting, attended a webinar- "How to be a leader"

7-22-21: Completed daily DW of Treatment tasks, attended GTL progress meeting, toured blocks 1, 2, 5 and outmate upper and lower

7-23-21: Completed daily DW of Treatment tasks

7-26-21: Completed daily DW of Treatment tasks, collected school folders from the GED students, programs in the Chapel resumed as of this date

7-27-21: Completed daily DW of Treatment tasks, worked on grievances

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7-28-21: Completed daily DW of Treatment tasks, attended administrative meeting, continue to work on volunteer list, worked on grievances

7-29-21: Completed daily DW of Treatment Tasks, networked with Prime Care about any ongoing concerns, worked on grievances, handed out homeplans, OIC check on the 4-12 shift---Toured Blocks 1-6, OM upper and lower

7-30-21: Completed daily DW of Treatment tasks, gave a tour to Deputy Warden of Inmate Services from Lancaster County Prison, worked on grievances

July 2021: Counselors continued to arrange phone calls with various agencies including attorneys, PA Counseling Services, children and youth, calls with schools (regarding children of those incarcerated), bail, and over the phone court proceedings. Bi-weekly indigent kit list/hand out continues to happen as well as completing notary work, helping inmate population apply for rehabilitation facilities or halfway housing.

Number of DNA's done for the month: 13

Number of grievances for the month: 18

Approximate number of request slips completed: 650, Intakes of new commitments: 49, Public Defender applications: 31 Number of indigent kits handed out: 106

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

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Robert J. Karnes,
Warden

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Deputy Warden of Operations
Tina Litz
Deputy Warden of Treatment

Ray H. Arnold,
Director of Work Release

Captain of Security

July 21, 2021

TO: LEBANON COUNTY PRISON BOARD
FROM: RAY H. ARNOLD, DWR
Subject: MONTHLY REPORT

RE: 07/01/2021 – 07/31/2021

BOARD MEMBERS:

Please be advised that the following has transpired since the last meeting of the prison board.

PARTICIPANTS

	July 2021	July 2020
Inmates Employed in the Community:	0	0
Inmates added to the Program:	0	0
Inmates removed from the Program:	0	0
Removed for a Major Misconduct:	0	0

REQUEST SLIPS / COUNSELING

	July 2021	July 2020
Request Slips:	83	142
Intakes:	0	0

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	July 2021	July 2020
Inmates Seeking Employment:	0	0
Total Number of Travel Passes (TP):	0	0
Travel Passes for Employment:	0	0
Travel Passes for Work Related Items:	0	0
Travel Passes for Medical Apps.:	0	0
Travel Passes for Legal Matters:	0	0
Travel Passes for D & A Therapy:	0	0

FINANCIAL STATUS

	Month of July 2021	Year to date 2021
AMOUNT RECEIVED	\$244.76	\$1,211.99
COST RECOVERY - Room & Board RB	\$244.76	\$1,211.99
ROOM AND BOARD	\$0.00	\$0.00
FINES AND COSTS	\$0.00	\$0.00
DISTRICT JUSTICES	\$0.00	\$0.00
PROCESSING FEE	\$0.00	\$0.00
DRUG TESTING	\$0.00	\$0.00
SUPERVISON FEE	\$0.00	\$0.00
MONEY DEDUCTED	\$244.76	\$1,211.99
INMATE BALANCE	\$0.00	\$0.00

VIDEO COURT

Supervised Video Court for the month of July 2021 Total – 197

OIC CHECKS OF FACILITY AND GROUNDS:

Conducted OIC Checks on the following dates: Week of 07/11/2021, 07/18/2021, and 07/25/2021

GTL Meeting

Attended weekly GTL meeting Via Zoom

ADMINISTRATION MEETINGS

Attended Administration meetings – Discussion Prison Operations

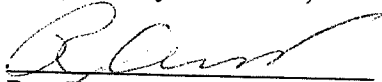
Prison Operations

Assisted with Prison Operations throughout the month.

Lancaster County Prion Admin

Lancaster County Prison Administration visited our Facility. Met with their Deputy Warden of Treatment during their tour..

Respectfully submitted,



Ray H. Arnold

Director of Work Release

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TO: Lebanon County Prison Board
FR: Captain Claude Mease, Director of Security
RE: 1 July, 2021 – 31 July, 2021

7/01/2021: Performed regular duties
7/02/2021: Performed regular duties. Conducted OIC checks.
7/03/2021: Reported to Prison with CERT Commander/ BLM protest
7/06/2021: Performed regular duties. Proctored test for PFC/LCPL.
7/07/2021: Performed regular duties.
7/08/2021: Off duty
7/09/2021: Performed regular duties. Assisted with Disciplinary Boards.
7/12/2021: Performed regular duties.
7/13/2021: CRST Qualification. Performed regular duties.
7/14/2021: Performed regular duties. Interviewed Officers for Pfc / Lcpl. Positions
Interviewed new employees.
7/15/2021: Performed regular duties.
7/16/2021: Scheduled day off.
7/19/2021: Performed regular duties. Conducted OIC checks throughout facility.
Spoke with inmates and staff.
7/20/2021: Performed regular duties. Assisted GTL set up
7/21/2021: Performed regular duties. Assisted with GTL set up
7/22/2021: Performed regular duties. Assisted with new employee interviews.
Assisted with GTL set up
7/23/2021: Performed regular duties.
7/24/2021: Off
7/26/2021: Performed regular duties. Conducted Disciplinary Boards.
7/27/2021: Performed regular duties.
7/28/2021: Performed regular duties.
7/29/2021: Performed regular duties. Meeting with DOC Security Analysis Team.
7/30/2021: Performed regular duties. Meeting with Lancaster County Administration.

Respectfully Submitted:

Captain C. A. Mease, Director of Security

LEBANON COUNTY CORRECTIONAL FACILITY

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Claude Mease, Director of Security
Scott Richmond, Director of Training

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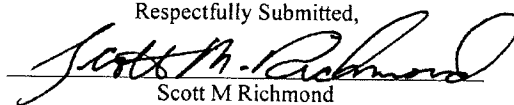
To: Lebanon County Prison Board

08/11/2021

From: Scott M Richmond (Director of Training)
RE: July Prison Board Report
July 1 – July 31, 2021

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 OFF Used 7.0 hours of vacation	2 OFF Used 7.0 hours of earned comp	3 OFF	4 OFF
5 OFF Holiday	6 Supervised PFC and LCPL Testing	7 Admin Meeting and submitted weekly Guardian Report	8 Conducted interviews	9 Conducted DB Hearings	10 OFF	11 OFF
12 Conducted new officers testing	13 Created BCOT Schedule	14 Conducted new officer interviews, submitted weekly Guardian Report	15 OFF used 7.0 hours of personal time	16 OFF Used 7.0 hours of vacation time	17 OFF	18 OFF
19 OFF Used 7.0 hours of vacation	20 New officer testing, updated physical form for review	21 NIC Webinar training, submitted weekly Guardian Report	22 New officer interviews	23 New officer testing	24 OFF	25 OFF
26 Verified new hires would be attending physicals scheduled for 7/27 @ 10:00	27 New officer pre- employment physicals, conducted DB Hearings	28 Admin Meeting, submitted weekly Guardian Report, conducted new officer interviews	29 New officer Testing	30 OIC Check and control center inventory, escorted Lancaster County Admin Team through facility	31 OFF	

Respectfully Submitted,


Scott M Richmond



Statistical Summary Report

Year 2021

Rev A

MEDICAL, INC. +													FACILITY STATISTICS												Total
Monthly ADP													Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total		
Deaths													278	282	300	309	326	313	284					299	
Total # of Patients in the Hospital													0	0	0	0	0	0	0					0	
Total # Patient Days													2	0	1	2	2	5	7					19	
# of Intake Screenings													8	0	5	6	6	9	7					41	
# of Grievances													120	112	167	134	143	115	146					937	
# of Founded Grievances													2	3	5	2	1	3	5					21	
# of Adverse Patient Occurrences													0	0	0	0	0	0	0					0	
# of Patients Detoxed													13	6	16	22	36	15	18					126	
# of Patients Detoxed Opiate (Clonidine / Vistaril)													37	55	65	31	46	34	52					320	
# of Patients on Subutex / Suboxone													21	34	50	36	30	12	22					205	
# of Patients on Subutex Rapid Taper													3	3	8	7	3	2	3					29	
# of Patients Receiving Methadone													22	32	33	7	3	2	3					102	
# of Patients Given Vivitrol													2	2	4	2	3	5	6					24	
# of Patients Detoxed ETOH													0	0	0	0	0	0	0					0	
# of Patients Detoxed Benzodiazepines													16	23	19	13	16	20	16					123	
# of Patients on Restraints													3	2	7	10	10	8	8					48	
# of Shifts Involving Restraints													0	0	1	0	1	2	2					6	
# of Medical Transports													0	0	1	0	1	2	2					6	
# of Infirmary/Medical Housing Admissions													20	20	21	18	19	27	20					145	
# of Vivitrol Doses Given													3	5	3	8	0	2	3					24	
# of Narcan Doses Given													0	0	0	0	0	0	0					0	
In-House Surgeries													0	0	0	3	2	2	6					13	
In-House EKG's													2	3	0	4	4	0	0					13	
In-House X-Ray's													10	25	31	16	14	19	7					122	
													5	12	18	13	10	12	9					79	

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
OUTSIDE CONSULTATIONS											
Allergy	0	0	0	0	0	0	0	0	0	0	0
Cardiology	1	0	1	2	1	0	1	0	0	0	6
Dermatology	0	0	0	0	0	0	0	0	0	0	0
Dialysis	0	0	0	0	0	0	0	0	0	0	0
ENT	1	1	0	2	0	1	1	1	1	1	6
Emergency Room	4	7	4	14	5	7	0	0	0	0	53
Ambulance Trips	1	5	9	4	7	3	6	0	0	0	35
Gastroenterology	0	0	1	2	0	0	0	0	0	0	4
General Medicine	0	0	0	0	0	0	0	0	0	0	0
General Surgery	0	0	0	0	0	0	0	0	0	0	0
Gynecology	0	0	0	0	0	0	0	0	0	0	0
Hematology	0	0	0	0	0	0	0	0	0	0	0
Methadone	2	1	6	2	3	5	8	0	0	0	27
Neurology	1	0	0	1	0	0	0	0	0	0	2
Neurosurgery	0	1	0	0	0	1	0	0	0	0	2
Obstetrics	5	4	3	1	0	0	1	0	0	0	14
Oncology	0	0	0	0	0	0	0	0	0	0	0
Ophthalmology	1	0	0	2	0	0	0	0	0	0	3
Orthopedics	1	6	3	2	3	2	2	0	0	0	19
Physical Therapy	0	0	1	0	0	0	0	0	0	0	1
Plastic Surgery	0	0	0	0	0	0	0	0	0	0	0
Podiatry	0	0	0	0	0	0	0	0	0	0	0
Proctology	0	0	0	0	0	0	0	0	0	0	0
Psychiatry	0	0	0	0	0	0	0	0	0	0	0
Surgery Performed	0	1	0	0	0	0	0	0	0	0	2
Thoracic Surgery	0	0	0	0	0	0	0	0	0	0	0
Urology	0	0	0	0	0	0	0	0	0	0	0
Outside X-Rays (CT, MRI, etc.)	1	1	1	1	2	2	1	1	1	1	9
Wound Clinic	3	2	1	0	0	0	0	0	0	0	6
Diagnostic Test (outside)	1	1	4	1	1	0	0	0	0	0	8
Other Trips / Outside Consults	1	0	0	1	2	6	0	0	0	0	10
# of Missed Appointments (in-house)	0	0	0	0	0	0	0	0	0	0	0
# of Missed Appointments (outside facility)	0	0	0	0	0	0	0	0	0	0	0
Total Outside Consultations	23	30	42	25	32	27	34	0	0	0	213

Statistical Summary Report Year 2021 Rev A

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
MEDICAL - SICK CALLS											
MD Sick Call	0	0	0	0	2	3					5
NP/PA Sick Call	343	246	250	255	251						1958
MD/PA/CRNP Sick Call	343	246	250	255	251	0	0	0	0	0	1963
Nurse Sick Call	264	230	268	320	326						2067
MD Physicals	0	0	0	0	0						0
NP/PA Physicals	0	3	2	0	0						12
Nursing Physicals	15	0	13	3	12						58
Annual Physicals	5	2	6	1	3	6					23
MENTAL HEALTH											
Psychiatrist / Groups Seen	0	0	0	0	0						0
Psychiatrist / Individuals Seen	85	51	93	58	70	62	43				462
Psychologist Groups	0	0	0	0	0						0
Psychologist / Individuals Seen	55	43	62	70	68	80	83				461
M.H. Worker Groups	0	0	0	0	0						0
M.H. Worker / Individuals Seen	383	258	426	430	384	270	241				2392
# of Involuntary M.H. Commitments	0	0	0	0	0						0
# of Patients Waiting Transfer to State Hospital	0	0	0	0	0						0
# of Patients w/Involuntary Med/Tx Orders	0	0	0	0	0						0
# of Patients on Suicide Watch	21	28	30	28	20	18	15				160
# of Attempted Suicides	0	0	0	0	1	0	0				1
# of Completed Suicides	0	0	0	0	0	0	0				0
# of Patients on MH Scale as Category - A	31	30	29	22	33	32	26				203
% of Patients on MH Scale as Category - A							0.0%	0.0%	0.0%	0.0%	9.7%
# of Patients on MH Scale as Category - B	51	44	40	52	46	41	38				314
% of Patients on MH Scale as Category - B							0.0%	0.0%	0.0%	0.0%	15.0%
# of Patients on MH Scale as Category - C	113	126	136	142	141	141	134				933
% of Patients on MH Scale as Category - C							0.0%	0.0%	0.0%	0.0%	44.6%
# of Patients on MH Scale as Category - D	13	16	17	14	15	12	17				104
% of Patients on MH Scale as Category - D							0.0%	0.0%	0.0%	0.0%	5.0%



Statistical Summary Report
Year 2021
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	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
DENTAL											
Extractions	0	12	3	10	8	7	12				52
Fillings	0	0	0	0	0	0	0				0
Exams	18	10	15	21	20	17	21				122
Other	0	0	0	0	0	0	0				0
Total Patients Seen by Dentist	18	21	19	20	25	32	47				182
Patients seen by Oral Surgeon	0	0	0	0	0	0	0				0
# of Annual Dental Exams	4	3	5	5	4	5	9				35
PHARMACY											
# of patients on Psych Meds	132	138	153	148	156	146	146				1019
% ADP on Psych Meds	57.5%	59.7%	65.0%	64.0%	67.3%	62.5%	62.5%	0.0%	0.0%	0.0%	48.7%
# of patients on Medical Meds	143	144	142	145	151	126	152				1003
% ADP on Medical Meds	59.8%	59.1%	57.3%	58.4%	58.3%	46.3%	53.5%	0.0%	0.0%	0.0%	48.1%
# of patients on HIV Meds	2	1	0	0	1	1	1				6
% ADP on HIV Meds	0.7%	0.4%	0.0%	0.0%	0.4%	0.3%	0.3%	0.0%	0.0%	0.0%	0.3%
# of patients on OTC Meds	134	139	153	154	175	160	158				1073
% of ADP on OTC Meds	57.7%	59.7%	65.0%	64.0%	67.3%	62.5%	62.5%	0.0%	0.0%	0.0%	51.3%

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
DISEASE CASES											
HIV Test Done	3	0	0	1	3	0					7
HIV Cases	2	1	0	1	2	1					8
AIDS Cases	0	0	0	0	0	0					0
Hepatitis Cases	26	26	18	23	18	29					166
Syphilis Cases	0	0	0	0	1	0					1
Gonorrhea Cases	0	0	0	0	0	0					0
# of Pregnant Females (avg)	4	2	1	0	0	1					1
# of Miscarriages	0	0	0	0	0	0					0
# of Abortions	0	0	0	0	0	0					0
# of Deliveries	1	0	1	0	0	1					3
# of patients isolated to rule out MRSA	0	0	0	2	0	0					2
# of confirmed MRSA cases	0	0	0	2	0	0					2
TB Treatment	0	0	0	0	0	0					0
PPD Test	163	136	182	166	159	178					1149
(+) PPD's	14	28	25	11	15	2					103
RPR Test	0	0	0	0	1	0					2
COVID-19 # of Lab PCR Test Performed	80	31	3	0	0	0					117
COVID-19 # of Antigen Rapid Test Performed	169	267	228	214	143	146					1337
COVID-19 # of IgH (Antibody) Test Performed	108	99	121	128	65	27					599
COVID-19 Total Positive	45	3	3	13	5	0					69
COVID-19 Total Positive %	12.6%	0.8%	0.9%	3.8%	2.4%	0.0%					3.4%
COVID-19 Total Negative	284	295	228	201	138	146					1462
COVID-19 Total Negative %	79.6%	74.3%	64.8%	58.3%	66.3%	84.4%					71.2%
COVID-19 # of Vaccinations Administered	0	0	0	0	79	21					100
COVID-19 # of Serious Adverse Reactions to Vac	0	0	0	0	1	0					1
CHRONIC CARE											
# of Chronic Care Asthma/COPD/Pulmonary	36	35	33	20	30	48					238
# of Chronic Care Diabetes/Endocrine	14	9	14	9	9	22					84
# of Chronic Care HIV/AIDS/Hep.C	18	16	18	16	16	30					132
# of Chronic Care Hypertension/Cardio	34	30	33	21	24	40					219
# of Chronic Care OB/GYN/Pregnant	4	2	2	1	0	1					10
# of Chronic Care Seizure/Neurology	11	7	15	5	6	13					72



Statistical Summary Report
Year 2021
Rev A

[illegible]

Monthly ADP = Total daily population number, divided by total number of days in month

Deaths = Total number of inmate/patient deaths

Inpatient Hospitalization = Total number of inpatient admissions in outside (community) hospitals

Total Patient Days = Total number of actual days for all inpatient admissions (at community hospitals)

Outpatient Surgeries = Number of surgeries done outside facility in hospital or clinic

ER Visits = Total number of inmates/patients sent to ER

Ambulance Trips = Total number of trips

Outside Consultation = Total number of individual outside consults. If same inmate/patient went twice to orthopedic, count as two (2) consults. **Do not include oral surgery consults.**

X-Rays (outside) = Any x-ray (**usually STAT**) done outside

In-house Ultrasounds = The number of in-house ultrasounds done in one (1) month.

X-Rays (in-house) = All x-rays done in-house (excluding dental)

Diagnostic Tests = Testing done outside (IVP's, CAT Scans, MRI, Upper GI, Ultrasounds, etc.)

MD Sickline = Inmates/patients seen by Doctor **do not include chronic illness checks** (include in clinics)

NP/PA Sickline = Same as above

Nurse Sickline = Total number of inmates/patients seen by Nursing staff each day in response to sick call slips (**do not include med runs, daily treatments**)

MD Physicals = Intake or annual inmate/patient physicals, (**do not** include staff physicals)

NP/PA Physicals = Same as above

Nursing Physicals = Intake physicals

Inmates/patients seen by Psychiatrist for Group Counseling = Total number for month (i.e. 10 inmates/patients group, 4 groups = 40).

Inmates/patients seen by Psychiatrist for Individual Counseling = Total number for month

Inmates/patients seen by Psychologist for Group Counseling = Total number for month

Inmates/patients seen by Psychologist for Individual Counseling = Total number for month

Inmates/patients seen by Mental Health Worker for Group Counseling = Total number for month

Inmates/patients seen by Mental Health Worker for Individual Counseling = Total number for month

Involuntary Mental Health Commitments = Number of inmates/patients committed in month

Inmates/patients seen by the Oral Surgeon = Number of inmates/patients seen by the Oral Surgeon

In-house Surgeries = include I&D's suturing, excisions, biopsies, cryo treatments, toenails

Inmates/patients seen at In-house Clinics = include total number of chronic illness follow ups, educational groups, flu vaccines (i.e. diabetic, HIV, hypertensive, COPD, asthma, podophyllin, STD etc.)

Inmates/patients seen at OB/GYN Clinics = total number seen for month

Number of Intake Screenings = Total number of intake screenings done

% ADP on Psychotropic meds = Total number of individual inmates/patients on psychotropics divided by the monthly ADP. (if an inmate/patient is on more than one (1) psychotropic, only count once). 51 (inmates/patients) / 410 (ADP) = 12.4% (percentage)

% ADP on Prescription Medication = Total number individual inmates/patients on prescription medications. If an inmate/patient is on more than one (1) prescription medication, only count once. 77 (inmates/patients) / 423 (ADP) = 18.2% (percentage)

HIV Tests Done = Total number HIV tests drawn each month

HIV Cases = Total number of individual HIV cases handled during month

Syphilis Cases = Total number per month

Gonorrhea Cases = Total number per month

Tuberculosis Cases = Total number of active cases per month
PPD's = Total number of PPD's administered for the month
Positive PPD Results = number of inmates/patients with positive PPD results in month
RPR's = Total number of RPR's drawn for month
Shifts involving 1 to 1 Watches = The total number of shifts involved in a 1 to 1 watch for each inmate/patient. (If an inmate/patient is on a 1 to 1 watch for three (3) days the total number of shifts would be nine (9).
Inmates/patients in Restraints = The total number of inmates/patients placed in restraints during the month. The length of time does not matter (15 minutes or 15 days involving the same inmate/patient equals one (1).
Shifts involving Restraints = The total number of shifts involved in an inmate/patient being in restraints. (If an inmate/patient is in restraints for twenty-four (24) hours the total number of shifts would be three (3).
Medical Transports = The total number of medical transports outside the facility. These trips would be for diagnostic testing, specialty consults, follow up visits, stat blood work, etc. **Please do not include ambulance trips in this total.**

**LEBANON
COUNTY
CORRECTIONAL
FACILITY**

Robert Karnes, Warden
Michael L. Ott , Deputy Warden - Operations
Tina M. Litz , Deputy Warden – Treatment
Michael K. Stuckey, Director of Work Release
Joseph Wheeler Director of Security

730 E. Walnut St.
Lebanon, Pa 17042
Phone (717) 274-5451
Fax (717) 274-1338

PRISON BOARD MEETING
MAINTENANCE SECTION

THIS REPORT COVERS: July 1, 2021 to July 31, 2021

DAILY BASIS:

1. Blow down boilers & compressors.
2. Check computer for new RTU.
3. Check sewer system pumps.

WEEKLY BASIS:

1. Change block filters.
2. Measure fuel oil.
3. Change various light bulbs within facility.
4. Change RTU filters.
5. Check washer and dryer vents.

MONTHLY BASIS:

1. Check and adjust cell gates in prison.
2. Unclog various drains in facility.
3. Work on various cameras in facility.
4. Clean out showers and block drains in facility.
5. Performed various preventive maintenance jobs in facility.

Total # : 168 various jobs performed during the month of: July 2021

Maintenance Prison Board
Page-2

Item: *Repairs*
 Made:

1	71	<u>Plumbing Items Repaired:</u> Water valve adjustments , water valve replacements, floor drain clogs, sewer traps, sink repairs, replace piping, etc.
2	5	<u>Electrical Items Corrected & Repaired:</u> Light bulb replacements, light fixture repairs, heat units, tv cables changed, outlet and light switch repairs, inmate radios, run generator weekly, etc.
3	6	<u>Kitchen Equipment Repaired:</u> Refrigerant equipment, all small cooking items, hoses, shelving, carts, etc.
4	23	<u>Heating & Cooling Equipment:</u> Cleaned coils and filters, replace filters, lubrication, minor adjustments, change belts, boilers rotated, boiler chemicals added, fuel oil testing, etc.
5	20	<u>Prison Equipment:</u> Including gates, doors, cell furnishings, outside fencing work, caulking windows, etc.
6	0	<u>Household Items:</u> Including walls, floors, cell mattresses cleaned and repaired, recovered, etc.
7	2	<u>Miscellaneous Repairs:</u> Officer chairs repaired and welded, inmate chairs repaired and welded, dining room chairs repaired, cleaning equipment repaired, inmate coffee pots, etc.
8	38	<u>Electronic Equipment Repairs:</u> TV's, TV cable, monitors, dukane communicator repairs and adjustments, cameras, portable radios, base equipment, fire alarms, etc.
9	3	<u>Prison Vehicles:</u> Stake body truck, vans, automobiles, minor repairs, lubrication and adjustments, etc.
10	0	<u>Building & Grounds:</u> Work performed on walls, passage doors, windows, floors, pavements, tree and shrubs, driveways, roofing, etc.
11	0	<u>Buildings & Grounds Continued:</u> Garden tractor, lawn mowers, snow removing equipment, snow shovels, shovels, rakes, garden tools , etc.
Total	168	



Respectfully Submitted,

Michael S. Kemmerling, Maintenance Supervisor

LEBANON COUNTY CORRECTIONAL FACILITY	Tina M. Litz, Warden Michael L. Ott, Deputy Warden of Operations , Deputy Warden of Treatment Ray. H. Arnold. Director of Work Release Claude. A Mease Director of Security, Scott M Richmond. Director of Training	730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org
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AUGUST 18 2021
AUGUST PRISON BOARD MEETING
DETAIL SECTION

This Report Covers July 1, 2021 to July 31, 2021:

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (10) different male inmates.

OUTSIDE: Outside detail consisted of (06) different male inmates.

FEMALE: Consists of (04) different female inmates.

0 : Pretrial Detainee (non-sentenced inmates) inmates working on
Outside Detail crew.

0 : Pretrial Detainee inmates working on Inside Detail crew.

98 : Request slips were handled by Detail section.

The following transpired since the last prison board meeting:

On a Daily Basis:

1. Cleaned the inside of LCCF.
2. Performed various duties and work assignments within LCCF.

On a Weekly Basis:

3. Maintained the exterior grounds of LCCF.
4. Cleaned District Justice Office of Anthony Verna

PRISON BOARD CON'T
DETAIL SECTION

ON A PERIODIC BASIS:

1. Supervised Detail inmates while they cleaned the inmate dayrooms, showers and individual cells in all general population housing units.
2. The following areas were washed, scrubbed and disinfected:
 - Medical isolation cells #86 and #87.
 - Medical Infirmary
 - Medical Exam room and offices
 - SHU/RHU cells
3. Foam scrubbed shower in all blocks, housing areas and medical infirmary.
4. Cleaned all vents in the facility.
5. Picked up sticks, cleaned up and or checked for debris at the following County properties:
 1. Courthouse
 2. The bank surrounding the 8th street parking lot.
 3. EMA
 4. Community Action Partnership
 5. Probation/Parole
 6. Donald Rhine Building
 7. Monument Park
 8. New perspectives
 9. Area Agency on Aging
 10. Union Canal
 11. MH/ID/EI
 12. Vacant property behind MH/ID/EI
 13. Property located along route 422 by the Driver's License Exam Center
6. Cut grass at all county property's
7. A meeting was held with the Captain and detail officer. The topics discussed was detail operations

**PRISON BOARD CON'T
DETAIL SECTION.**

Total Detail hours worked from July 1, 2021 through July 31, 2021:

Inside:	<u>1,254</u>
Outside:	<u>1,805</u>
Total:	3,059

Respectfully Submitted,



Detail Officer Gibson



Rebuild. Restore. Renew...Lives.

235 S 12th St, Lebanon PA 17042 • Tel: 717-274-7528 • Fax: 717-274-0149 • www.jub.org

PRISON BOARD

July, 2021

	<u>Total</u>	<u>Avg Att.</u>
Worship Services (English/Male)	-	-
Worship Services (English/Female)	2	10
Worship Services (Spanish/Male)	2	6
Bible Study Classes (English/Male)	2	8
Bible Study Classes (English/Female)	4	8
Bible Study Classes (Spanish/Male)	1	1
All Other Classes/Groups (English/Male)	1	9
All Other Classes/Groups (English/Female)	2	7
One-on-One Counseling Sessions*	15	
Request Slips Answered	149	
Housing Area Visits		

*We are grateful to be permitted to resume programs and counseling effective 7/26/21.
We welcomed our new full time Men's Chaplains Ben Dunlop*

Respectfully submitted,

Marilyn A. Nolte
Rev. Marilyn A. Nolte

LCCF Chaplain Manager