

LEBANON COUNTY PRISON BOARD MEETING AGENDA

Location:

*Lebanon County Municipal Building
400 S. 8th St.
Room 207
Lebanon, PA 17042*

Wednesday, April 17, 2024

Call To Order

Pledge of Allegiance

Public Comment

Approval Of Minutes From February 21, 2024

*There was no meeting held on March 20, 2024 due to lack of quorum and therefore no minutes to approve.

Report From The Warden

Report From Deputies/Departments

*Currently there is no Deputy Warden of Operations

Open Business

Adjournment

NOTE: In the interest of mutual respect and order,

- Those in attendance are asked to refrain from private conversation.*
 - Any person in attendance with a question or comment is asked to be recognized by the Chair.*
- Thank you.*

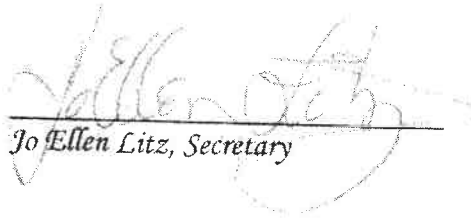
Visit www.lebcounty.org to view Commissioners meeting in its entirety.



LEBANON COUNTY PRISON BOARD

*Wednesday, March 20, 2024
Lebanon County Correctional Facility
Meeting Room 11:30 a.m.*

No meeting was held due to a lack of quorum.


Jo Ellen Litz, Secretary

Next meeting: April 17, 2024

Lebanon County Correctional Facility

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



Tina M. Litz,
Warden

Vacant
 Deputy Warden of Operations

Ray Arnold
 Director of Work Release

Rebecca Davis,
 Deputy Warden of Treatment

Dan Waltz,
 Captain of Security

PRISON BOARD APRIL 1, 2024	TOTAL	MALE	FEMALE
NUMBER OF INMATES AS OF MARCH 31, 2024	302	259	43
AVERAGE DAILY POPULATION MARCH	302.03	257.71	44.32
NUMBER OF INMATES RECEIVED	113	93	20
NUMBER OF INMATES RELEASED	118	95	23
HIGHEST COUNT	310 28th	266 28th	49 2nd
LOWEST COUNT	287 20th	246 20th	41 17th-20th, 22nd
NUMBER OF UNSENTENCED INMATES	77	71	6
NUMBER OF INMATES ON WORK RELEASE	20	14	6
NUMBER OF INMATES ON DETAIL	21	17	4
NUMBER OF STATE SENTENCED INMATES	7	7	0
NUMBER TRANSFERRED TO STATE PRISON	5	5	0
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	3	--	--
NUMBER OF PAROLE/PROBATION VIOLATORS	25	18	7
BREAKDOWN OF COMMITMENTS:			
NEW CHARGES	34	--	--
PROBATION VIOLATION	3	--	--
PAROLE VIOLATION	17	--	--
<i>Number of Parole/Probation Violators on new Temporary Detainer Policy—Hot Urine Alc/Drug Use</i>	0	0	0
FINES & COSTS BENCH WARRANT/SENTENCE	8	--	--
OTHER LEBANON BENCH WARRANTS	22	--	--
OUT OF COUNTY BENCH WARRANTS	3	--	--
D.J. SENTENCE	2	--	--
SENTENCED BY COURT OF COMMON PLEAS	14	--	--

Lebanon County Correctional Facility

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



Tina M. Litz,
Warden

Vacant
Deputy Warden of Operations

Ray Arnold
Director of Work Release

Rebecca Davis,
Deputy Warden of Treatment

Dan Waltz,
Captain of Security

WRITS FROM OTHER COUNTIES	4	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	7	--	--
INMATES IN OTHER COUNTIES ON WRITS	8	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	4	4	0
IN LCCF ON WRITS AND RETURNED	1	1	0

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
 Telephone: 717-274-5451
 Fax: 717-274-1338

Tina Litz,
Warden

Deputy Warden of Operations
Rebecca Davis
 Deputy Warden of Treatment

Ray Arnold,
 Director of Work Release
Daniel Waltz,
 Captain of Security

CANTEEN - SAVINGS/CHECKING ACCOUNT MONTH OF MARCH 2024

<u>SAVINGS ACCOUNT:</u>	<u>DESCRIPTION:</u>	<u>AMOUNT</u>	<u>TOTAL</u>
BEGINNING BALANCE AS OF:	March 1, 2024		30,228.38
Commissary sales, colored pencils, headphones	March 2024	14,787.28	
Securepak commission	February 2024	5,348.88	
Interest Applied		4.16	
TOTAL DEPOSITS INTO SAVINGS			20,140.32
TOTAL FUNDS AVAILABLE	Beginning Balance + Total Deposits		50,368.70
TOTAL TRANSFER TO CHECKING FROM SAVINGS			17,259.11
ENDING BALANCE AS OF:	March 31, 2024		33,109.59
ENDING BALANCE ON: 3/31/2023	Comparison of Last Years Ending Balance		54,404.43
<u>CHECKING ACCOUNT:</u>			
BEGINNING BALANCE AS OF:	March 1, 2024		200.00
TOTAL DEPOSITS INTO CHECKING			17,259.11
TOTAL FUNDS AVAILABLE	Voided check 7370		656.00
			18,115.11
<u>DISBURSMENTS:</u>	<u>NON-STORE</u>		
Charm-Tex	Whites	614.00	
Thomson Reuters	Law library	1,700.39	
Lancaster/Lebanon IU13	GED Testing	115.00	
PA Comptroller Operations	Form DC-198	46.50	
PowerDMS	Power Policy Subscription	2,992.19	
Redwood Toxicology	Drug Tests	22.00	
Capital One Walmart	TVs, remotes, vacuums, hair trimmers	692.59	
Personal Protection Consultants	PPCD/OCAT annual certification	110.00	
TOTAL NON STORE DISBURSEMENTS			5,636.67
<u>DISBURSMENTS:</u>	<u>STORE</u>		
Keefe Commissary - commissary sales, Commitment and indigent kits	February 2024	11,622.44	
TOTAL STORE DISBURSEMENTS			11,622.44
TOTAL OF ALL DISBURSMENTS INTO CHECKING	Non-Store + Store		17,259.11
ENDING BALANCE AS OF:	March 31, 2024		200.00

Respectfully Submitted,
Rebekah Bowsman, Fiscal Assistant

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
Telephone: 717-274-5451
Fax: 717-274-1338

Tina Litz,
Warden

Deputy Warden of Operations
Rebecca Davis
Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Daniel Waltz
Captain of Security

COMMISSARY REPORT

MONTH OF MARCH 2024

	<u>MAR 2024</u>	<u>MAR 2023</u>
OPERATING WEEKS:	4	5
NUMBER OF ORDERS:	413	465
AVERAGE WEEKLY ORDERS:	103	93
SALES:	\$ 15,136.68	\$ 15,525.59
LESS EXPENSES (CREDITS):	\$ -363.70	\$ -1,143.45
TOTAL SALES:	\$ 14,772.98	\$ 14,382.14
AVERAGE WEEKLY SALES:	\$ 3,784.17	\$ 3,105.12
COMMISSION MONTH OF FEB:	\$ 4,875.27	\$ 3,967.13

Respectfully Submitted,

Rebekah Bowsman, Fiscal Assistant

**LEBANON COUNTY
CORRECTIONAL
FACILITY**

Tina M. Litz, Warden
Deputy Warden - Operations
Rebecca A. Davis, Deputy Warden - Treatment
Raymond H. Arnold, Director of Work Release
Daniel J. Waltz, Capitan of Security

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

MONTHLY PRISON BOARD REPORT

DATE:

REPORT FROM: 3/1/24 TO 3/31/24

	<u>CURRENT</u>	<u>YEAR TO DATE</u>
CONSUMABLE	\$ 2,648.94	\$ 17,127.78
MEATS	\$ 2,137.33	\$ 5,903.01
DAIRY PRODUCTS	\$ 2,276.10	\$ 8,284.20
BAKED PRODUCTS	\$ 3,680.00	\$ 11,824.00
GROCERIES	\$ 7,226.20	\$ 34,869.71
FRESH FRUITS & VEGETABLES	\$ 1,088.00	\$ 3,999.50
TOTAL	\$ 19,056.57	\$ 82,008.20
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ -	\$ 275.18

BREAK DOWN OF COSTS
MEALS SERVED


STAFF	-	4,240
INMATE POPULATION	21,324	73,356
GUESTS	-	-
CENTRAL BOOKING LUNCHESES	-	312
TOTAL MEALS SERVED	21,324	77,908
COST PER PERSON PER MEAL	\$ 0.89	\$ 1.05
COST PER PERSON PER DAY	\$ 2.68	\$ 3.16

DATE

DONATED BY:

3/7/24 Calvary Chapel -- 4 skids assorted product
3/14/24 Calvary Chapel --- 4 skids assorted product
3/18/24 Bills Produce --- 6 cases assorted produce
3/22/24 Calvary Chapel --- 3 skids assorted product
3/25/24 Bills Produce -- 2 cases of peppers
3/28/24 Calvary Chapel -- 3 skids assorted product

Respectfully submitted



Sgt. Edward Bartashus, Culinary Supervisor

Lebanon County Correctional Facility

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



Tina M. Litz,
Warden

Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Ray Arnold
Director of Work Release
Daniel Waltz,
Captain of Security

To: Lebanon County Prison Board

From: Tina M. Litz, Warden

Re: April, 2024 Prison Board

3-1-24 through 3-31-24

03-01-24: Completed warden daily tasks, completed IT computer training.

03-04-24: Completed warden daily tasks, submitted General Information Report to the Department of Corrections, networked with Human Resources and Solicitor on various topics.

03-05-24: Completed warden daily tasks, participated in various meetings.

03-06-24: Completed warden daily tasks, conducted an administrative meeting on this date.

03-07-23: Completed daily warden tasks.

03-08-24: Completed daily warden tasks, toured various areas of facility.

03-11-24: Completed daily warden tasks, met with various staff to discuss various operations and personnel matters, participated in TEAM MISA.

03-12-24: Completed daily Warden tasks, met with union and staff to discuss various matters.

03-13-24: Completed warden daily tasks, met with Prodigy Solutions to discuss products, conducted an administrative meeting this date.

03-14-24: Completed warden daily tasks, participated in the treatment meeting via zoom, handled operational tasks, and conducted an inner perimeter check.

03-15-24: Completed daily warden tasks and operational tasks. PA State Police k-9 unit assisted in a search of facility.

03-18-24: Completed warden daily tasks, toured various areas of the facility.

03-19-24: Completed daily warden tasks, attended the monthly Chiefs meeting and conducted a CGL maintenance meeting.

03-20-24: Completed daily warden tasks, attended monthly CQI and Prison Board meeting, participated in zoom operational meetings.

03-21-24: Completed daily warden tasks, and conducted and administrative meeting.

03-25-24: Completed daily warden tasks, conducted office support interviews, met with DW Davis to discuss personnel matters, and networked with the solicitor and Human Resources.

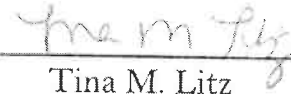
03-26-24: Completed daily warden tasks, attended the Sgt's meeting, met with Captain, CGL and J.T. Wilt to review fence project., set up interviews for open positions.

03-27-24: Completed daily warden tasks, conducted office support interviews, conducted meetings with various administrators regarding policy and operations of the facility.

03-28-24: Conducted daily warden tasks, networked with IT regarding equipment and operations. Jubilee chaplains provided a memorial service prior/after all shifts for Sgt. Perkins, who passed away after 33 years of service and dedication to the county Lebanon and the Correctional Facility. LCCF also thanks the Wellness Group and designee for dropping off baked potatoes to the facility.

03-29-24: Holiday

Respectfully Submitted,



Tina M. Litz
Warden

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
Telephone: 717-274-5451
Fax: 717-274-1338

Tina M. Litz,
Warden

James Giles,
Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Daniel Waltz
Captain of Security

To: Lebanon County Prison Board
From: Rebecca Davis, Deputy Warden of Treatment
Re: March 2024 Prison Board
3-1-24 through 3-29-24

- 3-1-24: Completed daily DW of Treatment tasks**
- 3-4-24: Completed daily DW of Treatment tasks**
- 3-5-24: Completed Daily DW of Treatment tasks, answered inmate grievances**
- 3-6-24: Completed Daily DW of Treatment tasks, attended administrative meeting**
- 3-7-24: Completed Daily DW of Treatment tasks, completed parole recommendations, assisted with inmate disciplinary boards**
- 3-8-24: Completed daily DW of Treatment tasks**
- 3-11-24: Completed daily DW of Treatment tasks, attended MISA meeting, trained new work Release Assistant Counselor**
- 3-12-24: Completed daily DW of Treatment tasks, trained new work release assistant counselor**
- 3-13-24: Completed daily DW of Treatment tasks, trained new work release assistant counselor, attended administrative meeting**
- 3-14-24: Completed daily DW of Treatment tasks, trained new work release assistant counselor, completed parole recommendations**
- 3-15-24: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates**
- 3-18-24: Completed daily DW of Treatment tasks, meeting with IU-13**
- 3-19-24: Completed daily DW of Treatment tasks**
- 3-20-24: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended prison board, completed parole recommendations**
- 3-21-24: Completed daily DW of Treatment tasks, attended administrative meeting**
- 3-22-24: Completed daily DW of Treatment Tasks**
- 3-25-24: Completed daily DW of Treatment Tasks**
- 3-26-24: Completed daily DW of Treatment tasks**
- 3-27-24: Completed daily DW of Treatment tasks,**
- 3-28-24: Completed daily DW of Treatment tasks**
- 3-29-24: County Holiday**

Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042
Telephone: 717-274-5451
Fax: 717-274-1338

Tina M. Litz,
Warden

James Giles,
Deputy Warden of Operations
Rebecca Davis,
Deputy Warden of Treatment

Ray Arnold,
Director of Work Release
Daniel Waltz
Captain of Security

March 2024: In the month of March, a new hire by the name of Gina Gonzalez started working in the position of the Work Release Assistant Counselor. Counselors continue to meet with the inmate population to discuss questions and concerns they have during their incarceration. The counselors continue to connect inmates with attorneys, probation/parole, children and youth, SARCC, various other in-county and out of county agencies and re-entry programs.

Number of DNA's done for the month: 16

Number of grievances for the month: 13

Approximate number of request slips completed: 950, Intakes of new commitments: 47, Public

Defender applications: 19

Respectfully,

Rebecca Davis
Deputy Warden of Treatment

Lebanon County Correctional Facility



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

Tina Litz,
Warden

Vacant

Deputy Warden of Operations
Rebecca Davis
Deputy Warden of Treatment

Ray H. Arnold,
Director of Work Release
Daniel Waltz,
Captain of Security

April 18, 2024

To: Lebanon County Prison Board
From: Ray H. Arnold, Director of Work Release
Subject: Monthly Prion Board Report.
Re: 03/01/2024 – 03/31/2024

BOARD MEMBERS:

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

PARTICIPANTS

	March 2024	March 2024
Inmates Employed in the Community:	20	12
Inmates added to the Program:	11	05
Inmates removed from the Program:	06	08
Removed for a Major Misconduct:	01	02

REQUEST SLIPS / COUNSELING

	March 2024	March 2024
Request Slips:	132	99
Intakes:	0	0

WORK RELEASE AVAILABILITY / TRAVEL PASSES

	March 2024	March 2024
Inmates Seeking Employment:	07	03
Total Number of Travel Passes (TP):	12	09
Travel Passes for Employment:	08	06
Travel Passes for Work Related Items:	02	00
Travel Passes for Medical Apps.:	02	03
Travel Passes for Legal Matters:	0	00
Travel Passes for D & A Therapy:	0	00

FINANCIAL STATUS

	Month of March 2024	Year to date 2024
AMOUNT RECEIVED	\$26,024.19	\$61,893.08
ROOM AND BOARD	\$6,743.84	\$15,724.24
FINES AND COSTS	\$4,777.01	\$12,353.51
DISTRICT JUSTICES	\$40.00	\$80.00
PROCESSING FEE	\$125.00	\$435.00
DRUG TESTING	\$450.00	\$1,230.00
SUPERVISOR FEE	\$900.00	\$2,460.00
MONEY DEDUCTED	\$13,035.85	\$32,272.75
INMATE BALANCE	\$12,988.34	\$29,620.33
COST RECOVERY - Room & Board RB	\$716.65	\$1,504.17

OIC CHECKS OF FACILITY AND GROUNDS:

Conducted OIC Checks on the following dates: Week of 03/10/2024.

Disciplinary Boards

Served as Disciplinary Board Chairperson for the week 03/10/2024.

Served as Co-Chair for Disciplinary Boards for the week of 03/17/2024.

Staff Incidents

Assigned to investigate staff for policy violations. Assisted Deputy Warden Davis and Captain of Security Waltz.

MEETINGS

Attended the Prison Board Meeting.

Attended Administration meetings – Discussion Prison Operations

Typed admin minutes for the facility.

Prison Operations

Assisted with Prison Operations throughout the month.

On Call Warden

Worked as on call Warden this month.

Work Release

Work Release Classification held this month, 07 approved.

Assisted Inmates with employment placement.

Prepared Prison Board Report.

Employment site checks - 2 employers.

Training

Trained the Work Release Assistant Counselor in Work Release Operations. This will be on going.

Inmates Added to the Work Release Program for the month of March 2024.

Hostetter, Rebecah	Adcock Brothers
Auman, Thomas	Subway
Ortiz, Hector	Uni-temp
Lopez – Mercado, Jeavel	Hearth Restaurant
Boltz, David	TE Connectivity
Lawrence, Derek	GAF Inc.
Melendez, Michael	Wendy's
Ortiz – Candelario, Ricardo	Matel
Hernandez, Miguel	Uni-temp
Schaeffer, Adam	MGD Tractors
Kresge, Casey	Hearth Restaurant

Inmates removed/released from the Work Release Program for the Month of March 2024.

Morris, Kaji	Domestic Relations Max
Jones, Nancy	County Parole
Sheehan, Jonathon	County Parole
Whitman, David	County Parole Max
Feliciano, Jose	County Parole
Huber, Shane	County Parole
Rodriguez – Ruiz, Ricardo	Misconduct – Violation of Work Release Rules and Regulations

Respectfully submitted,



Ray H. Arnold
Director of Work Release

CC: TML
Prison Board

LEBANON COUNTY CORRECTIONAL FACILITY

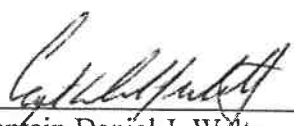
Tina M. Litz, Warden
Deputy Warden – Operations
Becky Davis, Deputy Warden – Treatment
Raymond Arnold, Director of Work Release
Daniel J. Waltz Captain of Security

730 E. Walnut Street
Lebanon, PA 17042
Phone: 717-274-5451
Fax: 717-274-1338

April 1, 2024

Prison Board Report for March 2024

3-1-2024 Vacation Day
3-4-2024 Attended a meeting with county solicitor. Various topics were discussed.
3-5-2024 Review of the female yard fence project was conducted.
3-6-2024 Attended an administrative meeting. Various topics were discussed.
3-7-2024 Vacation Day.
3-8-2024 Vacation Day.
3-11-2024 Assisted Director Potter with Use of Force, Restraint Chair, and G.L.O.V.E. training class for line duty staff.
3-12-2024 Conducted Disciplinary boards for the inmate population that violated Prison Regulations.
3-13-2024 Attended administrative meeting. Various topics were discussed.
3-14-2024 Assisted Director Potter with Use of Force, Restraint Chair, and G.L.O.V.E. training class for line duty staff.
3-15-2024 Pennsylvania State Police K-9 unit conducted a search of several housing units within the facility.
3-18-2024 Attended a Safety meeting with the County of Lebanon.
3-19-2024 Assisted Director Arnold with disciplinary boards for the population that violated Prison Regulations.
3-20-2024 Attended Prison Board meeting. Various topics were discussed. Investigation of a union member that violated policy and procedures.
3-21-2024 Attended an administrative meeting. Various topics were discussed. Investigation started involving a union member that violated policy and procedures.
3-22-2024 Turned in radios that need repaired and picked up repaired portable radios at B. Moyer communications.
3-25-2024 Completed and filed paperwork.
3-26-2024 Conducted a Sergeants meeting. Various topics were discussed. Conducted a Loudermill hearing for a union member that violated policy and procedures.
3-27-2024 Completed the finalization of results from Loudermill hearing for a union member that violated policy and procedures.
3-28-2024 Investigation started involving a union member that violated policy and procedures.
3-29-2024 Holiday.



Captain Daniel J. Waltz

**LEBANON COUNTY
CORRECTIONAL
FACILITY**

Tina M. Litz, Warden
Deputy Warden – Operations
Rebecca Davis, Deputy Warden – Treatment
Ray Arnold, Director of Work Release
Daniel Walitz, Director of Security
Edward Potter, Director of Training

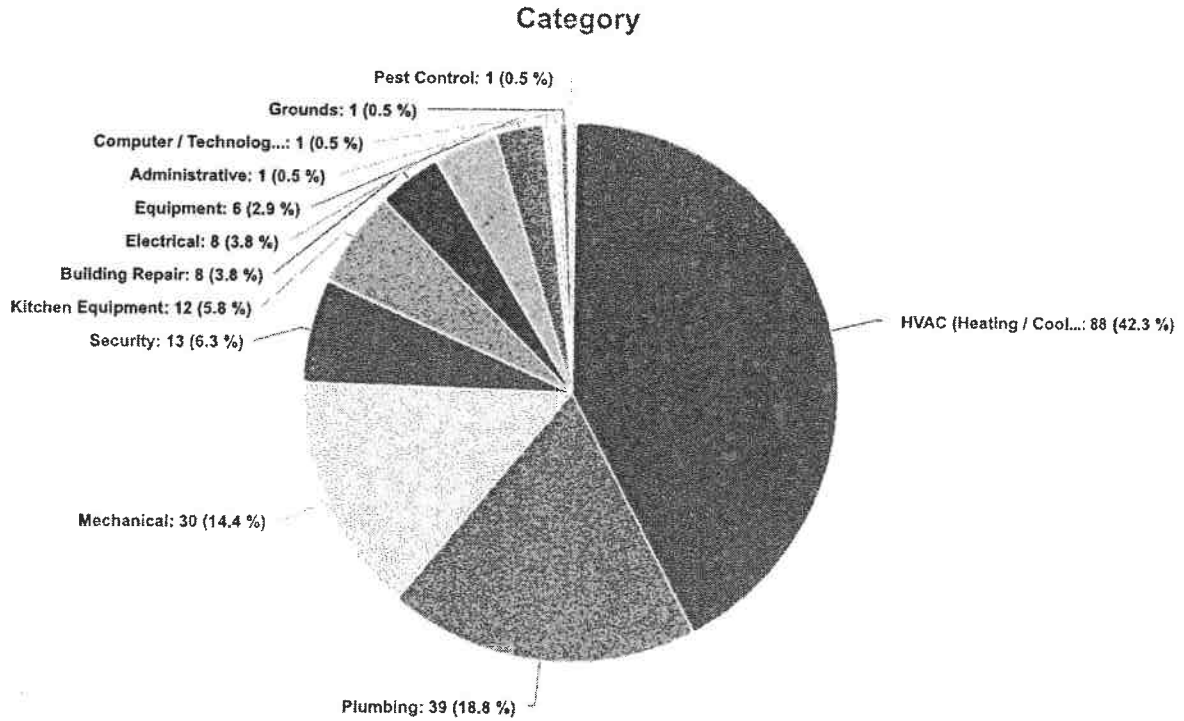
730 E. Walnut Street
Lebanon, PA 17042

Phone: 717-274-5451
Fax: 717-274-1338

To: Prison Board
From: Director of Training, Edward Potter Jr.
RE: March Report

March 2024

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
4 Loudermill investigation	5 Background checks Filed AHA cards	6 Admin Meeting Updated training rosters and Shift rosters	7 Disciplinary Board Hearings	8 Used comp time	9	10
11 Use of Force/ GLOVE/ Restraint Chair Training	12 Off Sick	13 Created certificates Updated training files	14 Use of Force/ GLOVE/ Restraint Chair Training	15 Created certificates Updated training files	16	17
18 Correctional Officer Interviews	19 Security training with Inmate Counselor	20 Correctional Officer Interviews	21 Admin Meeting Correctional Interview	22 Created Academy schedule and made reservations	23	24
25 Worked on Academy re- accreditation	26 Station Inventories Facility Tour Sergeants Meeting	27 New Hire Physicals-	28 Created New hire packets and training files-	29 Off Holiday	30	31



Report Criteria

- Repair Center is Lebanon County Correctional Facility
- Status is not equal to Canceled or Denied
- Complete is between '3/1/2024' AND '3/31/2024'

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Administrative				
Administrative	LCCF-5892	Training on MLHR for personal safety: Introduction	Training	Trained
Administrative - 1 Total:				
Building Repair				
Building Repair	LCCF-5913	Computer desk needs built.	New Install	New Install Complete
Building Repair	LCCF-5912	lobby needs new trim put up.	New Install	Replaced
Building Repair	LCCF-5857	Install wall clock in quarantine room	Administrative	New Install Complete
Building Repair	LCCF-5921	currently the following cells are out of service block 1-b/13 block 2-28/d/c block 3-d/41 block 4-61/72	Constant Use	Meetings / Documenting / Ordering
Building Repair	LCCF-5922	orm yard was placed out of service, not sure if a work order was placed.	Defective Part	Duplicate Request
Building Repair	LCCF-5835	Bench in medical is loose and needs reattached.	Constant Use	Repaired
Building Repair	LCCF-5834	Install and run all new electrical wiring and box and outlet and conduit to new refrigerator in storage.	New Install	New Install Complete
Building Repair	LCCF-5864	Hang cork board in lobby. Asked by warden	New Install	Completed
Building Repair - 8 Total:				
Computer / Technology				
Computer / Technology	LCCF-5917	remote for T.V is not working	Constant Use	Completed
Computer / Technology - 1 Total:				
Electrical				
Electrical	LCCF-5653	Replace main disconnect. When unit is turned off, will not fully seat when turned back on.	Defective Part	Replaced
Electrical	LCCF-5914	light in the cutimate yard damaged - placed out of s	Abuse	Completed
Electrical	LCCF-5771	Monthly, Emergency Lighting	Preventive / Inspection	PM Completed
Electrical	LCCF-5704	Monthly, Transfer Switch	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Electrical	LCCF-5772	Monthly, Emergency Lighting	Preventive / Inspection	PM Completed
Electrical	LCCF-5646	Needs new disconnect box	Defective Part	Replaced
Electrical	LCCF-5645	Needs new disconnect box	Defective Part	Replaced
Electrical	LCCF-5705	Monthly, Transfer Switch	Preventive / Inspection	PM Completed
Electrical - 8 Total:				
Equipment				
Equipment	LCCF-5856	Replace Key Box in the Briefing room	New Install	Replaced
Equipment	LCCF-2356	Condensate Pump (004291)	Defective Part	Repaired
Equipment	LCCF-5836	Mechanical Equipment Room fan needs new belt size A-42 or 4L440	Defective Part	Replaced
Equipment	LCCF-5889	booster heater is discharging water when turned on for a bit. have it turned off at the moment since i did not want it to run dry	Defective Part	Replaced
Equipment	LCCF-5401	Rhu Cell #84 top bunk Bunk sheet metal needs rewelded to the frame.	Defective Part	Repaired
Equipment	LCCF-5858	Replace broken light covers	Abuse	Replaced
Equipment - 6 Total:				
Grounds				
Grounds	LCCF-5862	Fence	Dirt or Foreign Matter	Cleaned
Grounds - 1 Total:				
HVAC (Heating / Cooling)				
HVAC (Heating / Cooling)	LCCF-5809	Monthly, Condensate Pump	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5805	Monthly, Air Dryer	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5797	Monthly, Unit Heater, Hot Water	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5685	Monthly, Wall/Window A/C Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5876	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5877	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5878	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5879	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5503	Monthly, Wall Mount, Mini-Split	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5476	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5841	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5845	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5844	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5843	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5842	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5765	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5904	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5901	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5713	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5714	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5723	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-5722	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5721	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5736	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5747	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5745	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5746	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5767	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5900	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5903	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5735	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5761	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5748	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5763	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5764	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5742	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5766	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5738	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5737	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5750	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5749	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5739	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5734	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5894	Escorted A.A Krall	Escort Contractor	Escorted Contractor
HVAC (Heating / Cooling)	LCCF-5798	Monthly, Unit Heater, Hot Water	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5768	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5741	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5740	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5757	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5758	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5755	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5753	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5756	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5754	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5752	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-5744	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5751	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5770	Monthly, Exhaust Hood	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5769	Monthly, Exhaust Hood	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5743	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5718	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5719	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5715	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5717	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5716	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5709	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5708	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5707	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5706	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5728	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5727	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5726	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5729	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5731	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5711	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5730	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5732	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5712	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5710	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5724	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5733	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5725	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5720	Monthly, Roof Top Unit	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5762	Monthly, Exhaust Fan	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5932	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5933	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5936	Weekly, Filter Change	Preventive / Inspection	PM Completed
HVAC (Heating / Cooling)	LCCF-5935	Weekly, Filter Change	Preventive / Inspection	PM Completed

HVAC (Heating / Cooling) - 88 Total:

Kitchen Equipment

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Kitchen Equipment	LCCF-5701	Monthly, Kettle, Steam	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5831	Monthly, Range Hood	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5700	Monthly, Kettle, Steam	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5702	Monthly, Kettle, Steam	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5683	One of the plastic floater carts broke. the wheel is broken and needs replaced.	Defective Part	Repaired
Kitchen Equipment	LCCF-5546	Monthly, Refrigerator, Reach-In	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5545	Monthly, Warming Cabinet	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5544	Monthly, Commercial Dishwasher	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5531	Monthly, Garbage Disposal	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5535	Monthly, Freezer, Walk-In	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5533	Monthly, Refrigerator, Walk-In	Preventive / Inspection	PM Completed
Kitchen Equipment	LCCF-5813	Monthly, Ice Machine	Preventive / Inspection	PM Completed
Kitchen Equipment - 12 Total:				
Mechanical				
Mechanical	LCCF-5689	Monthly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5690	Monthly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5882	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5881	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5884	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-5672	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-5670	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5698	Monthly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5669	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5847	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5848	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5660	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5838	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5804	Monthly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-5850	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-5837	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5811	Monthly, Door, Roll-Up	Preventive / Inspection	PM Completed
Mechanical	LCCF-5810	Monthly, Air Curtain	Preventive / Inspection	PM Completed
Mechanical	LCCF-5871	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5872	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5909	Weekly, Air Compressor	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Mechanical	LCCF-5906	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5907	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5897	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5896	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5940	Weekly, Air Compressor	Preventive / Inspection	PM Completed
Mechanical	LCCF-5929	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5928	Weekly, Emergency Generator	Preventive / Inspection	PM Completed
Mechanical	LCCF-5938	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical	LCCF-5937	Weekly, Boiler	Preventive / Inspection	PM Completed
Mechanical - 30 Total:				
Pest Control				
Pest Control	LCCF-5946	Escort Orkin	Preventive / Inspection	Escorted Contractor
Pest Control - 1 Total:				
Plumbing				
Plumbing	LCCF-5923	male locker room faucet broken	Preventive / Inspection	PM Completed
Plumbing	LCCF-5939	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-5942	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-5941	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-5931	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-5899	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-5916	sink not working properly.	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-5915	sink not working properly.	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-5918	sink clogged	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-5911	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-5910	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-5870	Shower Drains are backing up	Dirt or Foreign Matter	Unclogged
Plumbing	LCCF-5926	Medical Dorm Shower drain backing up	Constant Use	Unclogged
Plumbing	LCCF-5855	drain in the district justice's office is clogged.	Constant Use	Replaced
Plumbing	LCCF-5908	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-5791	Monthly, Water Circulating Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-5866	Cell 65 toilet clogged	Defective Part	Repaired
Plumbing	LCCF-5888	Cell 23 toilet clogged	Constant Use	Unclogged
Plumbing	LCCF-5874	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-5852	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-5851	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-5840	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-5803	Monthly, Water Softener	Preventive / Inspection	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-5849	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-5663	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-5671	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-5674	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-5673	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-5883	Weekly, Water Softener	Preventive / Inspection	PM Completed
Plumbing	LCCF-5885	Weekly, Macerator (Muffin Monster)	Preventive / Inspection	PM Completed
Plumbing	LCCF-5886	Weekly, Lift Station Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-5839	Weekly, Drain	Preventive / Inspection	PM Completed
Plumbing	LCCF-5868	Isolation Cell 83 sink clogged	Dirt or Foreign Matter	Unlogged
Plumbing	LCCF-5863	block 5 alpha shower drains	Dirt or Foreign Matter	Unlogged
Plumbing	LCCF-5806	Monthly, Hot Water Storage Tank	Preventive / Inspection	PM Completed
Plumbing	LCCF-5808	Monthly, Heat Exchanger	Preventive / Inspection	PM Completed
Plumbing	LCCF-5807	Monthly, Hot Water Storage Tank	Preventive / Inspection	PM Completed
Plumbing	LCCF-5793	Monthly, Water Circulating Pump	Preventive / Inspection	PM Completed
Plumbing	LCCF-5860	RHU 85 - toilet is clogged. was plunged but not working.	Defective Part	Replaced
Plumbing - 39 Total:				
Security				
Security	LCCF-5861	Cell 50 gate not closing	Defective Part	Repaired
Security	LCCF-5572	Escorted Security Fencing while replacing fence for female yard.	Escort Contractor	Escorted Contractor
Security	LCCF-5867	CAMERA OVER TV O.T.S	Electrical Failure	Reset
Security	LCCF-5869	Key Stuck/Broke in Lock-central control key is broke on the left side of the panel	Defective Part	Completed
Security	LCCF-5684	CCTV Issue Camera needs replaced in RHU #82	Abuse	Replaced
Security	LCCF-5859	Sargeant control tv replace	Defective Part	Replaced
Security	LCCF-5887	door from gym to kitchen will not open	Dirt or Foreign Matter	Cleaned
Security	LCCF-5038	GATE DOES NOT LOCK	Constant Use	Found to be OK
Security	LCCF-5313	cell gate will not close - placed out of service	Constant Use	Found to be OK
Security	LCCF-5339	Block 3 Cell 37 has been getting stuck	Constant Use	Found to be OK
Security	LCCF-5590	Gate Not Opening/Shutting Blk#2 Cell 31	Constant Use	Found to be OK
Security	LCCF-5927	Gate Not Opening/Shutting-Outside Intake Gate is working noise when opening and closing	Misalignment	Adjusted
Security	LCCF-5890	Door stop on OM Counselors door.	New Install	Replaced
Security - 13 Total:				

LEBANON COUNTY CORRECTIONAL FACILITY	Tina M. Litz, Warden , Deputy Warden of Operations Rebecca A Davis , Deputy Warden of Treatment Ray. H. Arnold. Director of Work Release Daniel J Waltz Director of Security, Edward Potter. Director of Training	730 E. Walnut Street Lebanon, Pa. 17042 Phone: (717) 274-5451 Fax: (717) 274-1338 www.lebcounty.org
---	--	---

April 17, 2024,
APRIL PRISON BOARD MEETING
DETAIL SECTION

This Report Covers March 1, 2024, to March. 31, 2024

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (12) different male inmates.

OUTSIDE: Outside detail consisted of (05) 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.

225 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. Maintained the exterior grounds of all county property's

**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 Dorm
 - 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 and cut grass at the Lebanon Count Correctional Facility
6. Disinfectant showers and bathroom on blk 6 upper and lower
7. Painted kitchen and hallway
8. Disinfectant showers in blk 1/2/3/4
9. Disinfectant showers in blk 5
10. painted lobby
11. painted ceiling grid in lobby
12. removed all the ceiling tile in lobby

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

Total Detail hours worked from March . 1, 2024 through March . 31, 2024

Inside: 1150
Outside: 280
Total: 1430

Respectfully Submitted,



Detail SGT Gibson



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

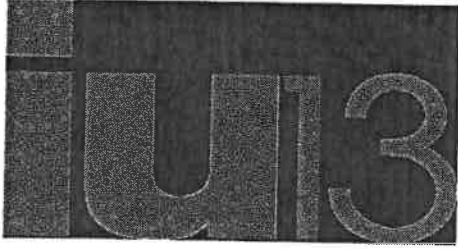
Prison Board Report

March, 2024

Worship Services (English Male)	8	11
Worship Services (Spanish Male)	9	8
Worship Services (English Female)	5	10
12 Step Classes (English Male)	11	3
12 Step Classes (English Female)	4	8
Bible Study Classes (English Male)	10	4
Bible Study Classes (Spanish Male)	11	2
Bible Study Classes (English Female)	12	5
Individual Counseling Sessions		69
Request Slips Answered		232
Housing Area Visits		15

Respectfully Submitted

Rev Marilyn A. Nolte
LCCF Chaplain Manager



**Lancaster – Lebanon Intermediate Unit #13
High School Age Education Program**

Monthly Report for March 2024

E.S. (Emotional Support) Program:

The student must meet criteria under Chapter 14 of the Special Education Regulations for the state of Pennsylvania. The student has a disability, and the education program is delivered through and Individual Education Plan (IEP). The student works towards the IEP goals and objectives to meet graduation requirements. IEP grade reports are issued quarterly. Upon completion a diploma is issued.

Requirements:

- Age 21 or under.
- Student has a disability as per the Individuals with Disabilities Education Act/Chapter 14.
- Has not completed High School and has an IEP.

0 - Total Students

Alternative Education Program:

The student is regular education in an alternative education program. All students will work on all academic skills to meet graduation requirements. Upon completion of cumulative credit hours, they will receive an Alternative Education High School Diploma.

Requirements:

- Age 21 or under
- Previously enrolled in Regular Education
- Have not completed High School or G.E.D.

4 - Total Students

4 - Total Students for month of March

0 – Total Requests/Interviews conducted this month

Respectfully Submitted,

Stephanie M. Warner
IU13 Teacher

Lancaster-Lebanon Intermediate Unit #13

Lebanon County Correctional Facility

Community Education Program

Monthly Report for: March, 2024

H.S.E. High School Equivalency

HiSET Exams passed, by LCCF Students, in March
Sessions to prepare students for the HiSET exams:
(3 sessions per day)

24 5

Request Slips Received:

8

Respectfully Submitted,

Ken Travis
HSE Instructor