

# **LEBANON COUNTY PRISON BOARD MEETING AGENDA**

*Location:*

*Lebanon County Municipal Building  
400 South 8th Street  
Room 207  
Lebanon, PA 17042*

**Wednesday, May 20, 2026 11:30am**

**Call To Order**

**Pledge of Allegiance**

**Public Comment**

**Approval Of Minutes From April 15, 2026**

**Report From The Warden**

**\*Update on the MAT program's security policy**

**Report From Deputies/Departments**

**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.lebanoncountypa.gov](http://www.lebanoncountypa.gov) to view Commissioners meeting in its entirety.

# **LEBANON COUNTY PRISON BOARD**

## **MINUTES**

**Wednesday, April 15, 2026**

**11:30 A.M.**

The Lebanon County Prison Board was called to order at 11:30 a.m. by Commissioner Kuhn.

The following Board Members were present:

Michael J. Kuhn, County Commissioner  
Robert J. Phillips, County Commissioner  
Jo Ellen Litz, County Commissioner  
Robert M. Mettley, Controller  
Jeffrie Marley, Sheriff

The following Board Members were absent:

Pier Hess-Graf, District Attorney

Public Comment (s): None

It was moved by Commissioner Phillips, seconded by Commissioner Litz, to approve the minutes of the March 18, 2026 meeting. Vote unanimous.

Warden Tina Litz reported that there are 2 Correctional Officer vacancies. Commissary vendor changes are occurring in the week of April 13-17<sup>th</sup>, with menu revisions being made. Warden Litz mentioned that the security camera upgrade continues and the boiler replacement project will be completed within the next 2 weeks. Warden Litz also said the fire alarm/project will commence in the coming weeks and that some mandated overtime is necessary for hospitalized inmate detail.

Warden Litz recognized PrimeCare Health Services, Michelle Golembewski, for her excellent service over the last several years since the inception of PrimeCare as the Lebanon County Correctional Facility's health care provider. The Board presented Michelle with a certificate.

Deputy Warden Diehl reported that shifts are running at full capacity.

Tom Weber, CEO of PrimeCare, reported that there was a slight decrease in mental health treatment. As a result, Weber said there is a reduction in psychotropic meds being administered. He noted that there is an increase in the prevalence of Xylazine use coming into medical intakes, posing challenges in detoxification.

Tina Litz, Warden, submitted written reports of her activities for the month of March 2026. The Board reviewed this report.

Tina Litz, Warden, reported that the average daily inmate population for March was 267.68. The Board reviewed this report.

Written reports on the commissary and the canteen were submitted by Rebekah Bowsman, Fiscal Technician. The commissary average weekly sales for a four (4) week operating period, during the month of March 2026 were \$3,130.56, commission amount from February was \$3,966.11.

Heather Diehl, Deputy Warden of Operations, submitted written reports of her activities for the month of March 2026. The Board reviewed this report.

Rebecca Davis, Deputy Warden of Treatment, submitted a written report for the month of March 2026. The Board reviewed this report.

Edward Potter, Director of Training, submitted a written report giving his activities for the month of March 2026. The Board reviewed this report.

Robert Gibson, Detail Officer, submitted a written report. The Detail Section worked a total of 1,650 hours during the month of March 2026. The Board reviewed this report.

Cheyenne Gettle, Correctional Officer, filling in for Sgt Edward Bartashus, submitted a written report for the month of March 2026 giving a breakdown of cost of meals served and items donated.

Captain Scott Hocker, Director of Security, submitted a written report for the month of March 2026. The Board reviewed this report.

Jason Lipshaw, Work Release Counselor, submitted a written report for the month of March 2026. Mr. Lipshaw reported that there are four (4) inmates employed within the community on the work release program and six (6) inmates seeking employment. Seven (7) travel passes were issued during this period. The Board reviewed this report.

Benjamin Dunlop, Jubilee Prison Chaplain, submitted a written Chaplain's report for the month of March 2026. The Board reviewed this report.

A 2026 Statistical Summary Report from PrimeCare Medical was submitted.

CGL submitted a written building maintenance report for the month of March 2026. CGL completed two hundred and sixty-eight (268) work orders during this period. The Board reviewed this report.

Stephanie Warner, Teacher from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the High School Age Education Program for March 2026. The total number of students enrolled in the Emotional Support (E.S.) Program was two (2) and the Alternative Education Program was one (1). The Board reviewed this report.

Ken Travis, High School Equivalency Instructor from Lancaster-Lebanon Intermediate IU13, submitted a written monthly report on the Community Education Program for March 2026. Total sessions to prepare students for the HiSET exams were twenty-four (24), six

(6) students preparing for the March 20, 2026 GED/HiSET subtests, and twelve (12) request slips were received. The Board reviewed this report.

Meeting Adjourned.

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*Robert Mettley, County Controller  
Secretary*

*Next meeting: May 20, 2026 – Commissioners Meeting Room 207*

# Lebanon County Correctional Facility

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



*Tina M. Litz*  
**Warden**

*Heather Diehl*  
**Deputy Warden of Operations**

*Vacant*  
**Director of Work Release**

*Rebecca Davis*  
**Deputy Warden of Treatment**

*Scott Hocker*  
**Captain of Security**

<b>PRISON BOARD MAY 1, 2026</b>	<b>TOTAL</b>	<b>MALE</b>	<b>FEMALE</b>
NUMBER OF INMATES AS OF <b>APRIL 30, 2026</b>	263	226	37
AVERAGE DAILY POPULATION: <b>APRIL</b>	270.47	230.17	40.30
NUMBER OF INMATES RECEIVED	139	113	26
NUMBER OF INMATES RELEASED	216	187	29
HIGHEST COUNT	276 4 <sup>th</sup> & 22 <sup>nd</sup>	235 4 <sup>th</sup>	43 22 <sup>nd</sup> , 25 <sup>th</sup> , 26 <sup>th</sup> & 27 <sup>th</sup>
LOWEST COUNT	256 17 <sup>th</sup> & 18 <sup>th</sup>	219 17 <sup>th</sup> & 18 <sup>th</sup>	34 9 <sup>th</sup>
NUMBER OF UNSENTENCED INMATES	81	79	2
NUMBER OF INMATES ON WORK RELEASE	11	8	3
NUMBER OF INMATES ON WORK DETAIL	29	24	5
NUMBER OF STATE SENTENCED INMATES	13	13	0
NUMBER TRANSFERRED TO STATE PRISON	11	10	1
NUMBER OF FEDERAL INMATES	0	0	0
NUMBER OF OUT-OF-COUNTY INMATES	4	3	1
NUMBER OF PAROLE/PROBATION VIOLATORS	84	71	13
<b>BREAKDOWN OF COMMITMENTS:</b>			
NEW CHARGES	35	--	--
PROBATION VIOLATION	8	--	--
PAROLE VIOLATION	7	--	--
FINES & COSTS BENCH WARRANT/SENTENCE	10	--	--
OTHER LEBANON BENCH WARRANTS	40	--	--
OUT OF COUNTY BENCH WARRANTS	4	--	--
D.J. SENTENCE	5	--	--
SENTENCED BY COURT OF COMMON PLEAS	18	--	--
WRITS FROM OTHER COUNTIES	3	--	--
DOMESTIC BENCH WARRANTS/SENTENCE	8	--	--
INMATES IN OTHER COUNTIES ON WRITS	1	--	--
IN LCCF ON WRITS FROM OTHER FACILITIES	3	3	0
IN LCCF ON WRITS AND RETURNED	0	6	0

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*Tina M. Litz*  
**Warden**

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*Heather Diehl*  
**Deputy Warden of Operations**

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**Director of Work Release**

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**Tina Litz,**  
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**Director of Work Release**  
*Scott Hocker*  
**Captain of Security**

## CANTEEN - SAVINGS/CHECKING ACCOUNT MONTH OF **APRIL 2026**

<b><i>SAVINGS ACCOUNT:</i></b>	<b><i>DESCRIPTION:</i></b>	<b><i>AMOUNT</i></b>	<b><i>TOTAL</i></b>
<b>BEGINNING BALANCE AS OF:</b>	<b>April 1, 2026</b>		<b>8,420.88</b>
Commissary Sales, colored pencils	April 2026	15,967.57	
Securepak Commission	March 2026	3,619.47	
CR - barber, commit kits, indigent kits	1/1/26-3/31/26	3,646.76	
Interest Applied		0.51	
<b>TOTAL DEPOSITS INTO SAVINGS</b>			<b>23,234.31</b>
<b>TOTAL FUNDS AVAILABLE</b>	Beginning Balance + Total Deposits		<b>31,655.19</b>
<b>TOTAL TRANSFER TO CHECKING FROM SAVINGS</b>			<b>19,880.94</b>
<b>ENDING BALANCE AS OF:</b>	<b>April 30, 2026</b>		<b>11,774.25</b>
<b>ENDING BALANCE ON: 04/30/2025</b>	Comparison of Last Years Ending Balance		<b>11,751.70</b>
<b><i>CHECKING ACCOUNT:</i></b>			
<b>BEGINNING BALANCE AS OF:</b>	<b>April 1, 2026</b>		<b>200.00</b>
<b>TOTAL DEPOSITS INTO CHECKING</b>			<b>19,880.94</b>
<b>TOTAL FUNDS AVAILABLE</b>			<b>20,080.94</b>
<b>DISBURSMENTS:</b>	<b>NON-STORE</b>		
Mychal Robinson	Inmate haircuts	175.00	
Language Line	Translators	100.00	
Charm-Tex	Inmate whites, sandals, sports balls, games	2,013.86	
Lancaster-Lebanon IU13	School Program	2,644.90	
Thomson Reuters	Law Library	2,053.67	
<b>TOTAL NON STORE DISBURSEMENTS</b>			<b>6,987.43</b>
<b>DISBURSMENTS:</b>	<b>STORE</b>		
Keefe commissary sales, commit & indigent packs	April 2026	11,076.90	
Oasis commissary sales	April 2026	1,816.61	
<b>TOTAL STORE DISBURSEMENTS</b>			<b>12,893.51</b>
<b>TOTAL OF ALL DISBURSMENTS INTO CHECKING</b>	Non-Store + Store		<b>19,880.94</b>
<b>ENDING BALANCE AS OF:</b>	<b>April 30, 2026</b>		<b>200.00</b>

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**

*Heather Diehl*  
**Deputy Warden of Operations**  
*Rebecca Davis*  
**Deputy Warden of Treatment**

**Director of Work Release**  
*Scott Hocker,*  
**Captain of Security**

## **COMMISSARY REPORT**

### **MONTH OF APRIL 2026**

	<b><u>APR 2026</u></b>	<b><u>APR 2025</u></b>
<b>OPERATING WEEKS:</b>	<b>5</b>	<b>5</b>
<b>NUMBER OF ORDERS:</b>	<b>449</b>	<b>415</b>
<b>AVERAGE WEEKLY ORDERS:</b>	<b>90</b>	<b>83</b>
<b>SALES:</b>	<b>\$ 16,372.50</b>	<b>\$ 12,618.57</b>
<b>LESS EXPENSES (CREDITS):</b>	<b>\$ -417.53</b>	<b>\$ -369.92</b>
<b>TOTAL SALES:</b>	<b>\$ 15,954.97</b>	<b>\$ 12,248.65</b>
<b>AVERAGE WEEKLY SALES:</b>	<b>\$ 3,190.99</b>	<b>\$ 2,523.71</b>
<b>COMMISSION MONTH OF MAR:</b>	<b>\$ 4,855.59</b>	<b>\$ 4,191.44</b>

**Respectfully Submitted,**

**Rebekah Bowsman, Fiscal Assistant**

**LEBANON COUNTY  
CORRECTIONAL  
FACILITY**

Tina M. Litz, Warden  
Heather Diehl, Deputy Warden - Operations  
Rebecca A. Davis, Deputy Warden - Treatment  
VACANT, Director of Work Release  
Scott Hocker, Capitan of Security

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

**MONTHLY PRISON BOARD REPORT**

DATE: 5/5/26

REPORT FROM: 4/1/26 to 4/30/26

	<u>CURRENT</u>	<u>YEAR TO DATE</u>
CONSUMABLE	\$ 9,846.43	\$ 23,641.43
MEATS	\$ 3,241.52	\$ 13,406.66
DAIRY PRODUCTS	\$ 3,777.28	\$ 13,702.24
BAKED PRODUCTS	\$ 2,254.00	\$ 9,982.00
GROCERIES	\$ 8,337.96	\$ 38,176.21
FRESH FRUITS & VEGETABLES	\$ 1,052.00	\$ 5,196.00
TOTAL	\$ 28,509.19	\$ 104,104.54
VALUE OF USDA	\$ -	\$ -
LAUNDRY COSTS	\$ -	\$ 3,787.10

**BREAK DOWN OF COSTS**  
**MEALS SERVED**

STAFF	2,120	8,410
INMATE POPULATION	23,949	95,259
GUESTS	-	-
CENTRAL BOOKING LUNCHES	156	618
TOTAL MEALS SERVED	26,225	104,287
COST PER PERSON PER MEAL	\$ 1.09	\$ 1.00
COST PER PERSON PER DAY	\$ 3.26	\$ 2.99

**DATE****DONATED BY:**

4/2/26 Calvary Chapel 3 skids of assorted product  
4/9/26 Salvation Army 1/4 skid of macaroni salad  
4/9/26 Calvary Chapel 3 skids of assorted product  
4/16/26 Calvary Chapel 2 skids of assorted product  
4/16/26 Lebanon County Christian Ministries 2 skids of assorted breads  
4/21/26 Lebanon Rescue Mission 100 turkeys  
4/23/26 Calvary Chapel 2 skids of assorted product  
4/27/26 Lebanon County Christian Ministries 2 skids of assorted breads  
4/30/26 Calvary Chapel 2 skids of assorted product

**Respectfully submitted**

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**Sgt. Edward Bartashus, Culinary Supervisor**

.St.  
17042  
74-5451  
-1338



# Lebanon County Correctional Facility



730 East Walnut Street

Lebanon, PA 17042

Telephone: 717 274-5451  
Fax: 717 274-1338

*Tina M. Litz,*  
**Warden**

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*Heather Diehl*  
**Deputy Warden of Operations**  
*Rebecca Davis,*  
**Deputy Warden of Treatment**

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*vacant*  
**Director of Work Release**  
*Scott Hocker*  
**Captain of Security**

To: Lebanon County Prison Board  
From: Tina M. Litz, Warden  
Re: April 2026 Prison Board Report

04-01-26: Warden daily tasks completed, participated in a zoom regarding corrections data and structures.

04-02-26: Completed warden daily tasks, conducted an administrative meeting to review administrative segregation, grievances and work release classification, reviewed polices.

04-06-26: Completed warden daily tasks, attended the bi-monthly CGL maintenance meeting, CHOICE camera project started, participated in a TEAMS meeting with CCAP and several others regarding hot topics in corrections,

04-07-26: Completed daily warden tasks, implemented the county IT FOB process to operations.

04-08-26: Completed warden daily tasks, conducted interviews for an open office support position, networked with Human Resources on various topics.

04-09-26: Completed warden daily tasks, participated via zoom in the Lebanon County- City Heroin Task force meeting, conducted an administrative meeting to review administrative segregation, grievances and work release classification.

04-10-26: Completed warden daily tasks, conducted office supports interviews, conducted work release director interviews and participated in various operational meetings.

04-13-26: Completed warden daily tasks, participated in the CJAB and Team MISA meetings this date, also toured the entire facility and networked with departments where there were any follows up or concerns.

04-14-26: Completed Warden daily tasks, attended off-site meetings with human resources and county controller's office as well as meeting with solicitor to discuss various policies, also attended a TEAMS meeting with the new commissary vendor.

04-15-26: Completed daily Warden tasks, Lancaster County K-9 on-site to provide a routine security check of various areas of the facility, attended the monthly CQI and prison board meetings this date.

04-16-26: Completed warden daily tasks, conducted an administrative meeting to review administrative segregation, grievances and work release classification.

04-17-26: Completed daily warden tasks.

04-20-26: Completed daily warden tasks, participated in the bi-monthly CGL meeting, completed various policy reviews and updates.

04-21-26: Completed daily warden tasks, attended the monthly Chiefs Meeting.

04-22-26: Completed daily warden tasks.

04-23-26: Completed warden daily tasks, conducted an administrative meeting to review administrative segregation, grievances and work release classification.

04-24-26: Completed daily warden tasks, met with the Captain of Security to review various security related topics.

04-27-26: Completed warden daily tasks, conducted meeting regarding kitchen operations

04-28-26: Completed warden daily tasks, participated in the Chamber of Commerce Work Force panel.

04-29-26: PPWA Warden's Conference, HA, PA.

04-30-26: PPWA Warden's Conference, HA, PA.

Respectfully Submitted,

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Tina M. Litz  
Warden



# LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden  
Heather Diehl, Deputy Warden-Operations  
Becky Davis, Deputy Warden – Treatment  
VACANT, Director of Work Release  
Scott Hocker Captain of Security  
Edward Potter, Director of Training

730 E. Walnut Street  
Lebanon, PA 17042

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

To: Lebanon County Prison Board

5/12/2026

CC: Deputy Warden Heather Diehl- Operations

RE: May 2026 Prison Board Report- 4/1/2026 through 4/30/2026

- 4/1/2026-CCAP training- Power of Emotional intelligence in the work place
- 4/2/2026- personnel meeting
- 4/3/2026- holiday
- 4/6/2026-personnel meetings
- 4/7/2026- PTO
- 4/8/2026- Admin Support interviews
- 4/9/2026- Administrative meetings
- 4/10/2026- Work release director interview, Admin support interview
- 4/13/2026 -Personnel meetings, Policy revision
- 4/14/2026- administrative meetings
- 4/15/2026- Prison board, personnel meetings
- 4/16/2026- Administrative & personnel meeting
- 4/17/2026-Personnel meetings
- 4/20/2026- Safety committee meeting, start to on-call warden week
- 4/21/2026-personnel meetings
- 4/22/2026 – personnel meetings, Policy revision
- 4/23/2026- Administrative meeting
- 4/24/2026- PTO
- 4/27/2026- administrative meetings
- 4/28/2026- administrative meetings
- 4/29/2026- personnel meeting, CO interview
- 4/30/2026- administrative meetings

Monthly operations

Full Operations:90

Modified Operations:0

Locked down: 0

Total Shifts: 90

In addition to the above listed, my routine duties include but are not limited to:

Review and sign Overtime/ Absence slips

Review Use of Force Incidents

Review Misconduct Reports

Conduct meetings with staff regarding questions/ concerns for operations and security

Answer request slips

# **LEBANON COUNTY CORRECTIONAL FACILITY**

Tina M. Litz, Warden  
Heather Diehl, Deputy Warden-Operations  
Becky Davis, Deputy Warden – Treatment  
VACANT, Director of Work Release  
Scott Hocker Captain of Security  
Edward Potter, Director of Training

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Assist the Captain with investigating misconduct related to inmates and staff  
Update related departments with information gathered or decisions made from investigations.  
Post notifications of transfer, promotion, and other vacancies- Forward related paperwork to  
Human resources  
Cover the duties of the Captain when he is absent

Thank you,

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Deputy Warden Heather Diehl

# Lebanon County Correctional Facility



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*Tina M. Litz,*  
**Warden**

*Heather Diehl,*  
**Deputy Warden of Operations**  
*Rebecca Davis,*  
**Deputy Warden of Treatment**

*Scott Hocker*  
**Captain of Security**

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**To: Lebanon County Prison Board**  
**From: Rebecca Davis, Deputy Warden of Treatment**  
**Re: April 2026 Prison Board**  
**4-1-26 to 4-30-26**

**4-1-26: Completed daily DW of Treatment tasks**  
**4-2-26: Completed daily DW of Treatment tasks, attended administrative meeting. Attended Interdisciplinary Team (IDT) meeting with Prime Care**  
**4-3-26: County Holiday**  
**4-6-26: Completed daily DW of Treatment tasks**  
**4-7-26: Completed daily DW of Treatment tasks, completed parole recommendations**  
**4-8-26: Completed daily DW of Treatment tasks**  
**4-9-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care**  
**4-10-26: Completed daily DW of Treatment tasks, assisted with Work Release Director interview, completed parole recommendations**  
**4-13-26: Completed daily DW of Treatment tasks, attended MISA meeting, completed parole recommendations**  
**4-14-26: Completed daily DW of Treatment tasks, attended drug court**  
**4-15-26: Completed daily DW of Treatment tasks, attended CQI meeting with Prime Care, attended prison board meeting**  
**4-16-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care**  
**4-17-26: Completed daily DW of Treatment tasks, handed out white clothing to indigent inmates, answered inmate grievances**  
**4-20-26: Completed daily DW of Treatment tasks, completed parole recommendations**  
**4-21-26: Completed daily DW of Treatment tasks**  
**4-22-26: Completed daily DW of Treatment tasks, completed parole recommendations**  
**4-23-26: Completed daily DW of Treatment tasks, attended administrative meeting, attended IDT meeting with Prime Care**  
**4-24-26: Completed daily DW of Treatment tasks, completed parole recommendations, handed out white clothing to indigent inmates**  
**4-27-26: Completed daily DW of Treatment tasks, answered inmate grievances**  
**4-28-26: Completed daily DW of Treatment tasks, completed parole recommendations, attended drug court**

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*Scott Hocker*  
**Captain of Security**

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**4-29-26: Completed daily DW of Treatment tasks, held disciplinary board hearings**  
**4-30-26: Completed daily DW of Treatment tasks, completed parole recommendations, handed out white clothing to indigent inmates, attended IDT meeting with Prime Care**

**April 2026: The counselors continue to meet with inmates to work through any questions or concerns they have during their incarceration. They also 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: 10**

**Number of grievances for the month: 16**

**Approximate number of request slips completed: 1,000 Intakes of new commitments: 76, Public Defender applications: 28**

**Respectfully,**

**Rebecca Davis**  
**Deputy Warden of Treatment**

# Lebanon County Correctional Facility



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Heather Diehl  
**Deputy Warden of Operations**  
Rebecca Davis  
**Deputy Warden of Treatment**

**Tina Litz,**  
**Warden**  
*Vacant,*  
**Director of Work Release**  
*Scott Hocker*  
**Captain of Security**

May 20, 2026

To: Lebanon County Prison Board  
From: Jason Lipshaw, Work Release Counselor  
Subject: Monthly Prion Board Report.  
Re: 04/01/2026-04/30/2026

## BOARD MEMBERS:

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

## PARTICIPANTS

	April 2026	April 2025
Inmates Employed in the Community:	11	08
Inmates added to the Program:	07	03
Inmates removed from the Program:	00	05
Removed for a Major Misconduct:	00	00

## REQUEST SLIPS / COUNSELING

	April 2026	April 2025
Request Slips:	91	83

## WORK RELEASE AVAILABILITY / TRAVEL PASSES

	April 2026	April 2025
Inmates Seeking Employment:	09	05
Total Number of Travel Passes (TP):	09	09
Travel Passes for Employment:	08	09
Travel Passes for Work Related Items:	01	00
Travel Passes for Medical Apps.:	00	00
Travel Passes for Legal Matters:	00	00
Travel Passes for D & A Therapy:	00	00

## FINANCIAL STATUS

	Month of April 2026	Year to date 2026
AMOUNT RECEIVED	\$10,589.90	\$61,605.17
ROOM AND BOARD	\$2,887.67	\$14,607.78
FINES AND COSTS	\$3,148.00	\$13,627.17
DISTRICT JUSTICES	\$0.00	\$410.00
PROCESSING FEE	\$125.00	\$379.53
DRUG TESTING	\$260.00	\$1,260.00
SUPERVISION FEE	\$520.00	\$2,520.00
MONEY DEDUCTED	\$6,940.67	\$32,804.48
INMATE BALANCE	\$3,649.23	\$28,800.69
COST RECOVERY - Room & Board RB	\$63.98	\$1,062.95

### Work Release

Work Release Classification was held this month, and 04 inmates were approved.  
Assisted Inmates with employment placement.  
Prepared Prison Board Report.

### Inmates Added to the Work Release Program for the month of April 2026.

Folckemer, Jason	Greektown Pizza
Hoffer, Nicole	Henry Molded Products INC.
Mease, Chase	ASK Foods
Paine, Kraig	Sherwin Williams
Pendergrass, Pernell	Holiday INN.
Rodriguez, Carlos	Hands from the Heart Healthcare
Vanbrocklin, David	Big Daddy's Wings and Ribs Restaurant

### Inmates removed/released from the Work Release Program for the month of April 2026.

None

Respectfully submitted,

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Jason Lipshaw  
Work Release Counselor

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Rebecca Davis  
Deputy Warden of Treatment

# LEBANON COUNTY CORRECTIONAL FACILITY

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Heather Diehl, Deputy Warden – Operations  
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Lebanon, PA 17042

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

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To: Lebanon County Prison Board  
Fr: Captain Scott Hocker  
Re: April 2026 Prison Board Report

4/1/2026 CCAP meeting in Harrisburg  
4/2/2026 Investigation into block 1. Addressed block 1.  
4/3/2026 Holiday  
4/6/2026 Investigations completed. All monthly reports submitted to the state.  
4/7/2026 Roll out for DUO Fobs. Personnel matters.  
4/8/2026 Started training on how to conduct background checks.  
4/9/2026 Attended an Admin. Meeting. Meeting on new cameras for the facility.  
4/10/2026 Conducted OIC checks throughout the facility.  
4/13/2026 Worked 11:30pm to 8:00pm. Conducted checks throughout the facility.  
Checked the conditions of the control stations.  
4/14/2026 Meeting at the county building about the Union contract.  
4/15/2026 Lancaster Co. K9 into the facility to conducted searches for drugs in parts  
of the facility.  
4/16/2026 Attended an Admin meeting. Worked on personnel matters.  
4/17/2026 Investigation into trays in block 4.  
4/20/2026 Worked a half day. Interviewed 2 inmates for an investigation.  
4/21/2026 Personnel matters.  
4/22/2026 Policy review  
4/23/2026 Attended an Admin meeting. Reviewed policies.  
4/24/2026 Policy review. Reviewed CERT training and implementation.  
4/27/2026 Attended a meeting for the kitchen. Attended a Cyprium meeting.  
Completed the training for background checks, and testing.  
4/28/2026 Policy review. Personnel matters  
4/29/2026 Policy review. Completed disciplinary boards.  
4/30/2026 Policy reviews

Captain Scott M. Hocker

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# **LEBANON COUNTY CORRECTIONAL FACILITY**

Tina M. Litz, Warden  
Heather Diehl, Deputy Warden – Operations  
Rebecca Davis, Deputy Warden – Treatment  
Scott Hocker, Director of Security  
Vacant, Director of Work Release  
Edward Potter, Director of Training

730 E. Walnut Street  
Lebanon, PA 17042

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

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## Daily Duties:

- Oversees all correctional shift work, periodically attending each work shift, in accordance with established schedules or evident need.
- Assists the Deputy Warden in staffing shifts and scheduling days off.
- Ensures that operational reports, logs, and memos from staff are complete, accurate, and timely filled
- Daily, inspects the Prison and premises, ensuring correction of evident deficiencies, ensures Supervisors are advised of corrective measures taken.
- Investigates complaints (issued by staff, inmates, agencies of criminal justice/law enforcement, and/or the general public) reporting findings to the Warden or the Deputy Warden of Security, composes and issues to proper authority reports on same.
- Counsel/discipline subordinate personnel when necessary, documenting and coordinating such action with either the Deputy Warden of Security or the Warden.
- Collaborate with all prison departments in coordinating complimentary activities. Attends Department Head Meetings and Staff Meetings, as the Prison Warden directs, and performs related tasks as necessary
- Other various tasks not mentioned above

# LEBANON COUNTY CORRECTIONAL FACILITY

Tina M. Litz, Warden  
 Heather Diehl, Deputy Warden – Operations  
 Rebecca Davis, Deputy Warden – Treatment  
 Vacant, Director of Work Release  
 Captain Scott Hocker, 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: April 2026 Report**

# April 2026

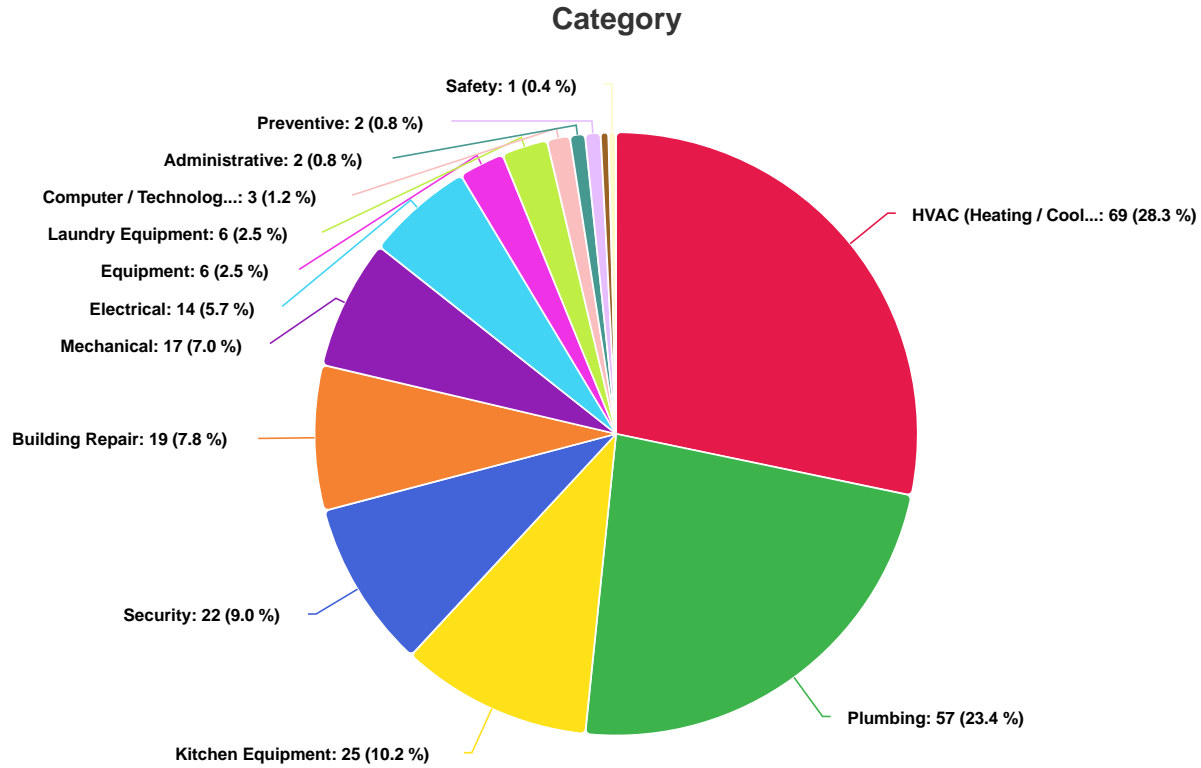
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 Off	2 Administrative meeting	3 Holiday	4	5
6 Updated training files	7 Worked on Use of Force Training materials	8 Fixed portable camera issues	9 Administrative meeting	10 Completed Inventories	11	12
13 Worked on Use of Force Training materials	14 Worked on Use of Force Training materials	15 Worked on Use of Force Training materials	16 Administrative meeting	17 Worked on internal policies	18	19
20 Complete CLEAN recertification	21 Held Disciplinary Boards	22 Off	23 Administrative meeting	24 Created training notification and administered to all staff	25	26
27 Completed remedial training for Officers	28 Created procedural order	29 Correctional Officer Interview	30 Scheduled Correctional Officer interviews	31 Scheduled Correctional Officer interviews		











Report Criteria

- Repair Center is **Lebanon County Correctional Facility**
- Status is not equal to **Canceled** or **Denied**
- Complete is between **'4/1/2026'** AND **'4/30/2026'**

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
<b>Administrative</b>				
Administrative	LCCF-14051	New hire in processing, familiarization, training	Training	Trained
Administrative	LCCF-13888	Dumbwaiter Inspection	PM/Inspection Generated Work Order	Escorted Contractor
<i>Administrative - 2 Total:</i>				
<b>Building Repair</b>				
Building Repair	LCCF-13889	Sanded down the stool to debur edges	Constant Use	Repaired
Building Repair	LCCF-13887	light covers cut to fit.	Misalignment	Repaired
Building Repair	LCCF-13805	Monthly, Facility Safety Inspection	PM/Inspection Generated Work Order	PM Completed
Building Repair	LCCF-13701	window cracked and missing calk	Constant Use	Repaired
Building Repair	LCCF-13858	there are two fans in the hallway outside of the maintenance door. the black fan needs fixed or trashed it does not work.  the yellow fan needed its base repaired because the weight was loose and that is sitting there also.	Constant Use	Repaired
Building Repair	LCCF-13891	Day room lights out	Defective Part	Repaired
Building Repair	LCCF-13896	Blown light bulbs	Constant Use	Replaced
Building Repair	LCCF-13903	Cell 27 needs caulked	Constant Use	Repaired
Building Repair	LCCF-13862	Shower needs to have new plastic covering installed	Constant Use	Repaired
Building Repair	LCCF-13907	cell 21 sink doesn't work	Constant Use	Repaired
Building Repair	LCCF-13908	sink not draining	Constant Use	Repaired
Building Repair	LCCF-13910	Faucet handle not working	Constant Use	Replaced

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Building Repair	LCCF-13909	toilet not flushing	Constant Use	Repaired
Building Repair	LCCF-13865	Bench in medical is coming away from the wall	Constant Use	Repaired
Building Repair	LCCF-13938	Pencil sharpener was broken	Constant Use	Replaced
Building Repair	LCCF-13939	pencil sharpener was broke	Constant Use	Replaced
Building Repair	LCCF-13940	pencil sharpener was broke	Constant Use	Replaced
Building Repair	LCCF-13941	Door stopper wasn't holding	Constant Use	Replaced
Building Repair	LCCF-13955	escort verizon for facility network upgrade	Escorting - Client Requested	Escorted Contractor
<b>Building Repair - 19 Total:</b>				
<b>Computer / Technology</b>				
Computer / Technology	LCCF-13932	No tv	Misalignment	Adjusted
Computer / Technology	LCCF-13902	Block 2 Tv does not work	Defective Part	Repaired
Computer / Technology	LCCF-13892	TV Not working	Constant Use	Repaired
<b>Computer / Technology - 3 Total:</b>				
<b>Electrical</b>				
Electrical	LCCF-13669	Panel on block one side in 1&2 stairwell switch in not working.	Constant Use	Repaired
Electrical	LCCF-13922	Callback: [Block 1 & 2 station panels not working]	Defective Part	Out of Service
Electrical	LCCF-13928	control panels down	Fuse Blown	Replaced
Electrical	LCCF-13912	Transformer shorted on the block two side	Electrical Failure	Replaced
Electrical	LCCF-13764	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13762	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13763	Monthly, Emergency Lighting	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13643	the room light in dorm 3 doesn't work.	Electrical Failure	Repaired
Electrical	LCCF-13911	Dorm 2 room light doesnt work	Electrical Failure	Repaired
Electrical	LCCF-13937	Vandalism: [TV is not working.]	Vandalism	Out of Service
Electrical	LCCF-13730	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13731	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
Electrical	LCCF-13854	the light in the bathroom is out	Constant Use	Replaced
Electrical	LCCF-13729	Monthly, Transfer Switch	PM/Inspection Generated Work Order	PM Completed
<b>Electrical - 14 Total:</b>				
<b>Equipment</b>				
Equipment	LCCF-13694	Day Room-tables in dayroom (top) is loose	Escorting - Client Requested	Contractor to Repair
Equipment	LCCF-13807	Equipment Broken-Medical Department Dentist chair arms	Constant Use	Contractor to Repair
Equipment	LCCF-13806	Equipment Broken-Medical Department Refrigerator not working	Constant Use	Contractor to Repair
Equipment	LCCF-13866	Medicals dental chair has broken armrest	Constant Use	Deferred
Equipment	LCCF-13143	Cell A-gate	Constant Use	Contractor to Repair
Equipment	LCCF-13933	Desk in mental health office	Defective Part	Repaired
<b>Equipment - 6 Total:</b>				
<b>HVAC (Heating / Cooling)</b>				
HVAC (Heating / Cooling)	LCCF-13773	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13772	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-13719	Monthly, Air Handler Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13873	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13877	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13874	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13875	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13876	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13917	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13707	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13711	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13710	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13708	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13709	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13783	Monthly, Air Dryer	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13816	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13815	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13732	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13733	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13817	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13848	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13847	Weekly, Filter Change	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13760	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13761	Monthly, Exhaust Hood	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13759	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13758	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13757	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13756	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13754	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13753	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13752	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13751	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed



Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
HVAC (Heating / Cooling)	LCCF-13736	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13735	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13755	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13734	Monthly, Roof Top Unit	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13771	Monthly, Wall Mount, Mini-Split	PM/Inspection Generated Work Order	PM Completed
HVAC (Heating / Cooling)	LCCF-13838	ac in 1/2 control station not functioning correctly. officers report it is incredibly hot	Constant Use	Repaired
HVAC (Heating / Cooling)	LCCF-13718	Monthly, Wall/Window A/C Unit	PM/Inspection Generated Work Order	PM Completed
<b>HVAC (Heating / Cooling) - 69 Total:</b>				
<b>Kitchen Equipment</b>				
Kitchen Equipment	LCCF-13785	Monthly, Food Mixer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13726	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13803	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13802	Monthly, Range Hood	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13801	Monthly, Refrigerator, Reach-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13800	Monthly, Warming Cabinet	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13798	Monthly, Food Slicer	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13799	Monthly, Commercial Dishwasher	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13792	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13788	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13790	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13787	Monthly, Garbage Disposal	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13804	Monthly, Booster Heater	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13786	Monthly, Ice Machine	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-12840	when turned on was sparking and smoking, I de-energized the oven.	Constant Use	Duplicate Request
Kitchen Equipment	LCCF-13727	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13728	Monthly, Kettle, Steam	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13797	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13795	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13794	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13793	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13796	Monthly, Oven, Gas	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Kitchen Equipment	LCCF-13791	Monthly, Freezer, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13789	Monthly, Refrigerator, Walk-In	PM/Inspection Generated Work Order	PM Completed
Kitchen Equipment	LCCF-13834	we keep having a "no prob" "error" and the machine will not get hot enough	Constant Use	Duplicate Request
<i>Kitchen Equipment - 25 Total:</i>				
<b>Laundry Equipment</b>				
Laundry Equipment	LCCF-13768	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-13770	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-13766	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-13767	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-13765	Monthly, Clothes Dryer, Gas	PM/Inspection Generated Work Order	PM Completed
Laundry Equipment	LCCF-13769	Monthly, Clothes Washer, Comm.	PM/Inspection Generated Work Order	PM Completed
<i>Laundry Equipment - 6 Total:</i>				
<b>Mechanical</b>				
Mechanical	LCCF-13880	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13840	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13841	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13851	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13713	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13782	Monthly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13720	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13703	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13721	Monthly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13784	Monthly, Air Curtain	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13704	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13811	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13831	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13810	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13869	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13870	Weekly, Emergency Generator	PM/Inspection Generated Work Order	PM Completed
Mechanical	LCCF-13924	Weekly, Air Compressor	PM/Inspection Generated Work Order	PM Completed
<i>Mechanical - 17 Total:</i>				
<b>Pest Control</b>				

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Pest Control	LCCF-13856	Worms in Outmate lower bathroom	Constant Use	Contractor to Repair
<i>Pest Control - 1 Total:</i>				
<b>Plumbing</b>				
Plumbing	LCCF-13780	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13779	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13879	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13380	block 5 cell 75 sink is leaking water from the bottom.	Constant Use	Unclogged
Plumbing	LCCF-13778	Monthly, Water Heater, Domestic Gas	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13781	Monthly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13777	Monthly, Water Circulating Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13775	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13883	cell 76 clogged	Constant Use	Unclogged
Plumbing	LCCF-13884	Toilet Broken. 4/72 button on toilet does not work. Inmate cannot flush toilet	Constant Use	Repaired
Plumbing	LCCF-13867	The blue lever nozzle in the detail closet in the lobby is spraying everywhere when detail tries to use it per Officer Barcynski.	Constant Use	Completed
Plumbing	LCCF-13632	cell 22 is full of poo and needs flushed -Warden Litz	Constant Use	Unclogged
Plumbing	LCCF-13850	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13886	Vandalism: [Clogged toilet]	Vandalism	Unclogged
Plumbing	LCCF-13878	Callback: [No hot water]	Constant Use	Adjusted
Plumbing	LCCF-13861	cell 47 toilet	Constant Use	Replaced
Plumbing	LCCF-13853	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13852	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13842	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13843	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13849	Plumbing Issue- water not running for sink	Constant Use	Found to be OK
Plumbing	LCCF-13813	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13812	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13855	Vandalism: [Toilet not flushing]	Vandalism	Unclogged
Plumbing	LCCF-13706	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13833	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13832	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13830	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13702	toilet issue	Constant Use	Unclogged
Plumbing	LCCF-13705	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13809	Cell 48-toilet clogged	Constant Use	Unclogged
Plumbing	LCCF-13714	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Plumbing	LCCF-13715	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13712	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13926	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13923	Weekly, Water Softener	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13952	Toilet is clogged	Constant Use	Unclogged
Plumbing	LCCF-13951	Block 1 cell tens toilet was clogged	Constant Use	Unclogged
Plumbing	LCCF-13942	Vandalism: [Block3 cell F clogged]	Vandalism	Unclogged
Plumbing	LCCF-13776	Monthly, Expansion Tank	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13904	sink clogged	Constant Use	Repaired
Plumbing	LCCF-13882	Weekly, Lift Station Pump	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13837	Cell 21-sink malfunctioning	Constant Use	Repaired
Plumbing	LCCF-13897	Cell 32 sink does not work	Constant Use	Repaired
Plumbing	LCCF-13898	Cell 33 sink does not work	Constant Use	Repaired
Plumbing	LCCF-13899	Cell 24 sink does not work	Constant Use	Repaired
Plumbing	LCCF-13900	Cell 25 toilet doesnt work	Constant Use	Repaired
Plumbing	LCCF-13894	Sink doesn't work	Constant Use	Repaired
Plumbing	LCCF-13881	Weekly, Macerator (Muffin Monster)	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13868	Shower drain smells like sewage	Constant Use	Cleaned
Plumbing	LCCF-13871	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13872	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13895	NURSES TOILET IS NOT FLUSHING	Constant Use	Repaired
Plumbing	LCCF-13934	Vandalism: [clogged toilet]	Vandalism	Unclogged
Plumbing	LCCF-13935	clogged sink	Constant Use	Unclogged
Plumbing	LCCF-13916	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
Plumbing	LCCF-13915	Weekly, Drain	PM/Inspection Generated Work Order	PM Completed
<b>Plumbing - 57 Total:</b>				
<b>Preventive</b>				
Preventive	LCCF-13927	Preventive Maintenance Ceiling tile is stained and growing mold in records area. directly above middle front desk.	Constant Use	Replaced
Preventive	LCCF-13885	Gen serve	PM/Inspection Generated Work Order	PM Completed
<b>Preventive - 2 Total:</b>				
<b>Safety</b>				
Safety	LCCF-13943	Johnson controls fire alarm testing	Escorting - Client Requested	Escorted Contractor
<b>Safety - 1 Total:</b>				
<b>Security</b>				
Security	LCCF-13638	female outmate locker room door not securing	Constant Use	Duplicate Request
Security	LCCF-13667	Cell 56 would not open and had to be opened manually. the Inmate was relocated to another cell and cell 56 was placed out of service.	Constant Use	Repaired
Security	LCCF-13668	Cell 57 would not open and had to be opened manually. the Inmates were relocated to another cell and cell 57 was placed out of service.	Constant Use	Repaired
Security	LCCF-13949	cell 59 doesn't open	Constant Use	Repaired

Category Name	Work Order #	Reason	Failure Reason Name	Solution Name
Security	LCCF-13893	Cell wont open	Constant Use	Repaired
Security	LCCF-13890	stuck lock	Constant Use	Repaired
Security	LCCF-13665	gate not functioning properly-placed out of service	Constant Use	Repaired
Security	LCCF-13901	Cell 31 gate wont open	Constant Use	Repaired
Security	LCCF-13931	Shelf in outmate	Misalignment	Relocated / Reinstalled
Security	LCCF-13698	Gate not working	Constant Use	Repaired
Security	LCCF-13936	Choice camera upgrade	Escorting - Client Requested	Escorted Contractor
Security	LCCF-13930	OM Station camera interference	Remove / Relocate	Repaired
Security	LCCF-13722	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-13724	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-13725	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-13723	Quarterly, Gate Opener	PM/Inspection Generated Work Order	PM Completed
Security	LCCF-13835	Choice Camera Upgrade	Escorting - Client Requested	Escorted Contractor
Security	LCCF-13860	Cell 37 stuck	Constant Use	Repaired
Security	LCCF-13839	cell gate will not open	Constant Use	Repaired
Security	LCCF-13859	Gate Not Opening/Shutting-BLOCK 1 CELL 1 GATE NOT SECURING	Constant Use	Repaired
Security	LCCF-13688	Block 1 yard post has severe rust at the bottom.	Constant Use	Repaired
Security	LCCF-12301	Switch needs replaced. cell gate will constantly close	Defective Part	Out of Service
<b>Security - 22 Total:</b>				

LEBANON COUNTY CORRECTIONAL FACILITY	Tina M. Litz, Warden Heather Diehl , Deputy Warden of Operations Rebecca A Davis , Deputy Warden of Treatment . Director of Work Release Scott Hocker. 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
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**MAY 20 , 2026**  
**MAY PRISON BOARD MEETING**  
**DETAIL SECTION**

This Report Covers April 1, 2026, to April 30, 2026

The Detail Section consists of the following persons:

INSIDE: Inside detail consisted of (19) different male inmates.

OUTSIDE: Outside detail consisted of (05) different male inmates.

FEMALE: Consists of (05) different female inmates.

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

0 : Pretrial Detainee inmates working on Inside Detail crew.

287 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 around county prison
6. Pressure washed all the showers in facility
7. Painted all the cells in block 1/2/3

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

**Total Detail hours worked from April. 1, 2026 through April. 30, 2026**

<b>Inside:</b>	<b><u>1250</u></b>
<b>Outside:</b>	<b>500</b>
<b>Total:</b>	<b>1750</b>

**Respectfully Submitted,**

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**Detail SGT Gibson**



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## Prison Board Report

April, 2025

		avg attendance
Worship Services (English Male)	8	10
Worship Services (Spanish Male)	8	8
Worship Services (English Female)	4	10
Recovery Classes (English Male)	2	3
Recovery Classes (English Female)	0	0
Bible Study Classes (English Male)	11	5
Bible Study Classes (Spanish Male)	9	2
Bible Study Classes (English Female)	9	7
Individual Counseling Sessions	37	
Request Slips Answered	195	
Housing Area Visits	25	

Respectfully Submitted

Benjamin Dunlop, Jubilee Prison Chaplain



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

### Monthly Report April 2026

#### **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.

**1 - 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.

**1 - Total Students**

**2 - Total Students for month of March**

**2 – 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 **April, 2026**

**H.S.E. High School Equivalency**

Sessions to prepare students for the HiSET exams: (3 sessions per day)	<u>21</u>
Students preparing for the 5/15/26 GED/HiSET subtests:	<u>6</u>
Request Slips Received:	<u>14</u>

Respectfully Submitted,

Ken Travis  
HSE Instructor,  
LL IU13 Community Education