

MINUTES
LANCASTER COUNTY DEPARTMENT OF CORRECTIONS (LCDC)
WORKSHOP NO. 3
LANDMARK ONE BUILDING, 1010 LINCOLN MALL
MONDAY, APRIL 21, 2008
11:00 A.M. TO 1:00 P.M.

Participants: Bob Workman and Ray Stevens, County Commissioners; Gwen Thorpe, Deputy Chief Administrative Officer for the County Board; Dennis Meyer, Budget and Fiscal Officer; Brenda Fisher, Bob Jarrett, Kent Griffith, Brad Johnson and Terry Weber, Corrections Department; Mike Thurber, Corrections Director

Consultants: Joanne Kissel and Greg Newport, The Clark Enersen Partners; Ron Budzinski, Tom Allison, Brad Hall and Jim Matarelli, PSA-Dewberry

Others Present: Cori Beattie, Deputy County Clerk and Susan Starcher, County Clerk's Office

AGENDA ITEM

1 SCHEMATIC OVERVIEW

Jim Matarelli, PSA-Dewberry, presented the design overview which included the following:

- Site plan/organization
- Building organization/configuration
- Master plan/future expansion
 - Phase I - Consists of approximately 240,000 to 260,000 square feet and containing 664 beds
 - Phase II - Addition of 336 beds
 - Phase III - Addition of 448 beds
 - Phase IV - Addition of 352 beds
- Massing Model - Includes first floor floor plan, general housing module and housing stack

General discussion took place regarding outstanding issues relating to site access off of West "O" Street.

Ron Budzinski, PSA-Dewberry, reviewed the three areas to be used for programming: free side, centralized and de-centralized. Also reviewed were program services (mental health, medical, substance abuse, work force development, faith based, education and transition out) and organization of the Continuum of Care Committee.

Submitted into the record were the following:

- Diagram of the Adult Detention Facility (ADF) containing the following (Exhibit A):
 - Site Plan
 - First Floor
 - Ground Floor
 - General Male Population - Housing (First Level)
 - General Male Population - Housing (Mezzanine)
 - Booking/Medical/Release (Option A)
 - Partial First Floor Plan
 - Partial Ground Floor Plan
 - Typical Dormitory Module
 - Typical Dormitory Layout
 - Mental Health Units
 - Special Management Unit
 - Second Floor Administration
- Sketchbook - Design Options (Exhibit B)
- Continuum of Care Development: A Human Resource Recovery System (Exhibit C)

Ray Stevens, County Commissioner, addressed concerns regarding access and paving in relation to Southwest 40th Street.

In response to Stevens' concerns, Greg Newport, Clark Enersen Partners, stated that at the current time there are no plans to pave, however, there is a possibility for a traffic light at the intersection of Southwest 40th and West "O" Streets when traffic counts increase.

Brief discussion took place regarding multi-purpose room, library, chaplain and other space(s) to support volunteers and individuals who come into the facility to provide programming.

Workman asked if there were plans for an industrial arts/machine shop.

Matarelli stated there will be approximately 1,000 square feet on the ground floor between the warehouse and maintenance area which could be used for industrial arts/machine shop.

The meeting briefly recessed at 1 p.m..

Dan Nolte
County Clerk

MINUTES
LANCASTER COUNTY DEPARTMENT OF CORRECTIONS (LCDC)
DESIGN WORKSHOP #3
LANDMARK ONE BUILDING, 1010 LINCOLN MALL
COMMUNITY DESIGN STUDIO
MONDAY, APRIL 21, 2008
1:00 P.M. - 4:30 P.M.

Participants: Mike Thurber, Corrections Director; Bob Jarrett, Terry Weber, Kent Griffith, Brenda Fisher, Melanie Bailey, Connie Osborne, Bill Arneson, Kelly Ward, Ina Thiel, and Sherri Cotter, Corrections; Randy Bartelt, Chaplain.

Consultants: Greg Newport and JoAnne Kissel, The Clark Enersen Partners; Ron Budzinski, Tom Allison, Brad Hall and Jim Matarelli, PSA-Dewberry.

Others Present: Ann Taylor, County Clerk's Office.

AGENDA ITEM

1 OPERATIONAL DIRECTION FOR NEW JAIL PROGRAMS AND ARCHITECTURAL REQUIREMENTS

Jim Matarelli, PSA-Dewberry, presented a diagram of the adult detention facility, noting the following (Exhibit A):

- * Site plan
- * First floor
- * Ground floor
- * General Male Population Housing (First Level & Mezzanine)
- * Booking/Medical/Release
- * Partial First Floor Plan
- * Partial Ground Floor Plan
- * Typical Dormitory Module
- * Typical Dormitory Layout
- * Mental Health Units
- * Special Management Unit
- * Second Floor Administration

Matarelli said the building is developing into a two-level facility with 240,000 to 245,000 square feet. The lower level is at grade on the back of the building. He said 664 beds are planned for the initial phase (136 are for female offenders). Support space (kitchen, laundry, programming) will be built to serve 1,000 beds. Matarelli said there is room on the site for build-out to 1,800 to 1,900 beds and expansion of support space.

Mike Thurber, Corrections Director, questioned whether sufficient space has been allotted for minimum security/inside workers (96 beds).

Ron Budzinski, PSA-Dewberry, discussed program services and relayed some of the comments from Workshop #2 (Exhibit B). He noted seven groups within the community want to provide programs within the facility:

- * Mental Health
 - * Partnership with Community
 - * Expedite Medications to Inmates
 - * Inmate Orientation
 - * Inmate Recovery Plan
- * Medical Services
 - * Release Planning
 - * Case Management
 - * Education
- * Substance Abuse
 - * Therapeutic Environment
 - * 15-Person Group Rooms
 - * Assessment Planning
 - * Cross-Training
 - * Information Sharing
 - * Treatment for Women
- * Job Skills and Workforce Training
 - * Job Placement
 - * Life Skills
 - * Job Readiness
 - * Community Awareness
- * Faith-Based Programs
 - * Multi-Purpose Presentations
 - * Icon Storage
 - * Bible Study
 - * Baptisms
 - * Families & Work Release
- * Educational Programs
 - * 20-Person Classrooms
 - * Computer Lab
 - * Testing
 - * Orientation
 - * Community Relations
- * Transition Out
 - * Case Managers
 - * Advisors
 - * Re-entry Housing

- * Family Support
- * Communication with Agencies

An Inmate Management System (IMS) (matrix mapping of inmate behavioral responses to program and environmental opportunities) was also discussed (see Exhibit B).

Continuum of Care Development: A Human Resource Recovery System, an article by Tom Allison of PSA-Dewberry, was disseminated (Exhibit C). Formation of a Continuum of Care Committee (CCC) to oversee the development of program services was suggested. Participants would include the following:

- * Adult Detention Facility (ADF) Director
- * Justice System
- * Staff
- * Public Providers
- * Advisory Group

Allison stressed the need for new vision, mission and value statements.

Brenda Fisher, Corrections, discussed programming in the existing facility and explained how different housing units are assigned (Exhibit D).

Programming needs for the new facility were also discussed and development of a program plan for each individual was suggested.

There being no further business, the meeting was adjourned at 4:20 p.m.

Dan Nolte
Lancaster County Clerk