

LANCASTER COUNTY CORRECTIONS DEPARTMENT

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MICHAEL THURBER, DIRECTOR

LANCASTER COUNTY CORRECTIONS BOARD

-AGENDA-

July 31, 2008
Thursday @ 8:30

LANCASTER COUNTY CORRECTIONS BOARD

- AGENDA -

**Thursday, July 31, 2008
8:30 a.m.**

- I. Approval of the May 15, 2008 Meeting**

- II. Population Statistics**
 - A. Population Comments
 - B. Population Graphs-Appendix 1
 - C. Monthly Statistical Report-Appendix 2

- III. Department Activities**
 - A. Training
 - B. Mental Health Jail Diversion Project
 - C. Out of County Housing
 - D. LCF/Work Crew Activities
 - E. Programs Division

- IV. New Business**
 - A. Jail Design Workshops
 - B. Mission Statement

- V. Adjournment**

Attachments.

- 1- May 15, 2008 Minutes
- 2- Population Graphs
- 3- Monthly Status Reports
- 4- LCF Community Service
- 5- Mission Statement Draft

Lancaster County Corrections Board

Meeting of Thursday, July 31, 2008

I. APPROVAL OF MINUTES- May 15, 2008

II. POPULATION STATISTICS

	<u>2008</u> Jan.-March	<u>2008</u> April-June	Change
Average Daily Population	424.4	437.9	+ 3.2 %
JAIL/ Platte/Butler	303.5	314.6	+ 3.6 %
LCF	120.9	123.3	+ 2.0 %
Total Bookings	2,304.0	2,602.0	+ 12.9 %
Average per month	768.0	867.3	
Total Lodgings	1,381.0	1,524.0	+ 10.4 %
Average per month	460.3	508.0	
Platte County Inmate Housing (Sept. 05)			
Average per month	37.4	37.9	+1.4%
Butler County Inmate Housing (May 07)			
Average per month	12.4	14.3	+15.6%
York County Inmate Housing (Oct. 07)			
Average per month	2.0	.3	-.8%

A. Population Comments

During this quarter, we have experienced an increase of 3.2% in our average daily population. The average monthly book-in numbers have increased by 12% or approximately 867 persons into the downtown Adult Detention Facility. As we presented in the May meeting, we are striving to stay under 460-500 per month lodgings in order to see a lower summer population. This quarter we have averaged 508 per month. We expect the July-September quarter will increase in lodgings as bookings tend to spike during late summer.

At the beginning of this fiscal year, we have worked to keep our out of county housing under 52 inmates each day. If we continue to be successful, we should be able to stay within our contractual housing budget for Fiscal Year 2009. We are currently housing inmates in Platte, Butler, and York Counties.

B. Population Graph (see attached) Appendix 1

The population graph shows the month to month populations for FY07 and FY08. This graph shows the facility's rated capacity as of 1991 when the Adult Detention Facility opened.

C. Monthly Statistical Report (see attached) Appendix 2, FY08

This is a statistical report giving the average daily population for both facilities, number of bookings, types of arrests and releases, as well as medical and mental health services provided.

III. DEPARTMENT ACTIVITIES

A. TRAINING

During the period from April-June, 2008, the training division conducted approximately 190 interviews with potential Correctional Officer candidates, as well as a few interviews for a nurse.

Orientation training was provided for nine new officers, one on-call and eight full-time. Orientation training was also provided for two agency nurses using a newly developed lesson plan.

Five full-time officers completed the twelve week Field Training Officer Program, designed to help in the training of new officers during their first three months of employment. Seven other officers are currently enrolled in the program.

The training division also conducted Spring In-Service Training for all uniformed staff. The topic was Forced Cell Extractions and the operation of the x-ray luggage scanner.

Ten department staff members attended the Nebraska Jail Standards Conference in Columbus on April 15 & 16.

Sergeant Brandt volunteered to fingerprint children at a fair for the University Place Neighborhood. Lieutenant Anderson attended several organizational meetings for his role as the county's representative to the Lincoln Food Bank Drive.

B. MENTAL HEALTH JAIL DIVERSION PROJECT

During this successful release quarter, approximately 58 people were possible candidates based on charges. Of these, 48 were eligible based on their history, nine wanted the program and met the mental health diagnosis criteria and were accepted into the program and ten were terminated. Two of the ten terminated have returned to jail. They also screened four individuals for Community Corrections. One was released on cash bond, two were denied, and one didn't meet the necessary criteria. They have closed four cases during this quarter.

The project has seen improvements in community beds becoming available for their clients with residential treatment. There has been steady improvement during this quarter with people being placed into an appropriate level of treatment in a timely manner. This may be due to the Mental Health Diversion Project becoming better known with the community. Typically, they have seen waiting periods of up to 6 months for residential treatment. Quite often the individuals they are working with do not make it through the waiting period without returning to jail. This usually leads to new charges and excessive relapses.

A letter to the editor of American Jails was written and will be published in the August edition. This letter is in response to an inquiry about case management as compared to Forensic Intensive Case Management.

C. OUT OF COUNTY HOUSING

Lancaster County Corrections continues to house inmates in Platte, Butler and York counties due to overcrowding. During the months of April, May, and June, 2008, we maintained an average population of 37.9 inmates in Platte County. During this same time period, 24 round trips were made moving 164 inmates between the two facilities.

Butler County's average population for this time period was 14.3. Nineteen inmates were moved between the two facilities.

York County's average population was .3. No inmates were housed in April or May, 2008. Twenty two inmates were moved between the two facilities during the month of June.

In addition, the transport division transported 3,444 inmates to court, medical appointments, or other locations. This required approximately 1,337 staff hours to complete.

D. LCF/WORK CREW ACTIVITIES

During the months of April and May, 2008, maintenance provided approximately 35 hours in repairs to our Transition Coordinator's office. This consisted of floor, ceiling and wall repairs as well as repainting.

Work crews assisted the Election Commissioner's office loading poll booths for approximately 9 hours in May. The Community Service Crews also began road clean up on May 20, 2008. Reports are attached showing locations and hours of their services.

Maintenance staff have been working on rebuilding the battery packs for the emergency lighting back up system. There are approximately 180 packs that need to be rebuilt to complete this project.

Staff continue to work on routine maintenance at both facilities as needed.

E. PROGRAMS DIVISION

The Correctional Specialists coordinated an average of 41 evaluations per month with the consulting psychiatrist in the months of April-June, 2008. There was an average of three inmates per month being placed into Emergency Protective Custody and transferred with a jail hold to the Crisis Center or Lincoln Regional Center due to meeting the criteria of mental illness. They also had an average of 478 contacts with inmates during each month in which mental health, personal problems, or coping with confinement were addressed.

In addition to attending to the mental health needs of inmates, Correctional Specialists and the Chaplain coordinated and average of 186 educational, self-help, and religious programs per month during this time period. This number represents programs offered at the downtown Intake & Detention Facility and Lancaster Correctional Facility in Airpark.

The Work Release Coordinator reviewed an average of 170 court ordered release applications per month during this quarter. This number reflects both District and County Court applications. The average number of individuals on work release per month was 31.

IV. NEW BUSINESS

A. Jail Design Workshops

During this quarter, there were six workshops held at Clark Enersen Partners. As presented through the website, most meetings were to work on schematic overview and discussions regarding the programmatic service component of the new jail.

Meetings with law enforcement, District Energy staff and food service/laundry design consultants were conducted. The architect and Sampson Construction are continuing to work on the site plans and traffic studies around the site are being coordinated. As the next quarter begins, the department's Transition Coordinator is working on breaking down units for our staff to assist in the booking design and module equipment. A sub-group will be working with the CJIS community regarding the radio communications at the new site. As the new quarter unfolds, there will be more meetings with District Energy and the architect regarding the schematics and designing the food service and maintenance areas.

B. Mission Statement (see attached draft)

Programs Director, Brenda Fisher and LCF Administrator, Kent Griffith led a group of 10 staff members representing all areas of the Corrections Department in developing a first and second draft of Mission, Values, and Vision Statements. The second draft dated June 20, 2008 was presented at the Jail Planning Workshop on June 24, 2008.

**MINUTES
BOARD OF CORRECTIONS
QUARTERLY MEETING
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, MAY 15, 2008
9:30 A.M.**

Board Members Present: Bernie Heier, Chair
Bob Workman, Vice Chair
Larry Hudkins
Ray Stevens
Deb Schorr

Others Present: Mike Thurber, Corrections Director
Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dan Nolte, County Clerk
Cori Beattie, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 9:25 a.m.

AGENDA ITEM

**1 APPROVAL OF BOARD OF CORRECTIONS MINUTES OF
THURSDAY, FEBRUARY 14, 2008**

MOTION: Stevens moved and Workman seconded approval of the Board of Corrections Meeting minutes dated February 14, 2008. Hudkins, Schorr, Stevens, Workman and Heier voted aye. Motion carried.

2 POPULATION STATISTICS

A. Population Comments

Mike Thurber, Corrections Director, reported a 3.8% decrease in average daily population comparing the first quarter of 2008 to the same period in 2007. The decrease is due to a 12.6% reduction in population at the Lancaster Correctional Facility (LCF). The reduction equates to approximately 18 individuals, per day.

B. Population Graphs

See agenda packet.

C. Monthly Statistical Report

See agenda packet.

3 DEPARTMENT ACTIVITIES

A. Training

Thurber said the Training Division conducted interviews for correctional officers and a nursing position. Orientation training was provided to new officers and Community Corrections staff.

B. Mental Health Jail Diversion Project

Thurber said the Jail Diversion Project is running at capacity, with 31 currently active. He said the key is getting them back on medication and/or into treatment. Thurber noted Part II of an article about the program was published in the March/April issue of *American Jails* magazine.

C. Out of County Housing

Thurber said on average 37 inmates were housed in Platte County and 12 in Butler County during the first quarter of 2008. York County housed 2 inmates during January and February, 2008. Moving inmates between facilities consumed 197.5 staffing hours this quarter.

D. Lancaster Correctional Facility (LCF)/Work Crew Projects

Thurber reported on work and road crew projects (see agenda packet).

Thurber said Sgt. Engstrom is evaluating and making recommendations for inmates who wish to apply for conversion to house arrest part way through their sentence. His recommendations are forwarded to the Community Corrections staff supervising the program.

E. Programs Division

Thurber said psychiatric evaluations related to Emergency Protective Custody (EPC) issues average 31 per month. An average of 4 inmates per month were placed into EPC and transferred with a jail hold to the Crisis Center or Lincoln Regional Center (LRC).

Thurber said the new Chaplain is getting acclimated and conducting self-help and religious programs in both facilities.

Thurber said the Work Release Coordinator reviewed an average of 150 court ordered release applications, per month, the first quarter. The average number of individuals on work release for that period was 34.

Thurber reported there was an average of 16 professional contact visits with inmates, per month, during the first quarter.

Thurber said Programs staff extended invitations to program and service providers in the community to attend the Jail Planning Workshops. A large number of providers, representing agencies in seven major topic areas, participated in break-out discussion groups on how to deliver and/or expand and enhance existing programs in the new facility.

4 NEW BUSINESS

A. Introduction of Transition Coordinator, Brad Johnson

Thurber introduced Brad Johnson, Transition Coordinator.

In response to a question from Schorr, Johnson said he is attending the weekly construction meetings.

B. Nebraska Jail Standards

Thurber said the County Board needs to submit a letter of intent to build a new Adult Detention Facility to Nebraska Jail Standards.

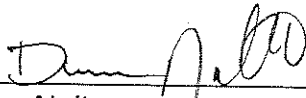
Stevens suggested the Board look at how many city offenders are placed on house arrest and whether the County is being adequately compensated for the cost of administrating the program.

Hudkins said he believes the County should be capturing costs with a booking fee.

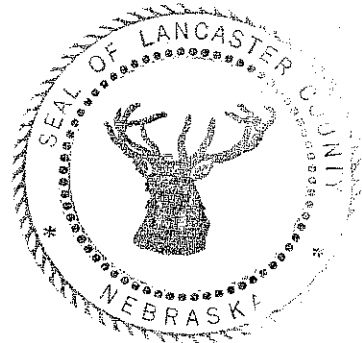
Thurber said the U.S. Marshals Service has to pay a booking fee if an individual is booked in and will remain in the facility. He said the fee does not apply if an individual is booked in on a state charge and it reverts to a federal charge. Thurber said the Lincoln Police Department (LPD) does not pay a booking fee, although it has been suggested.

5 ADJOURNMENT

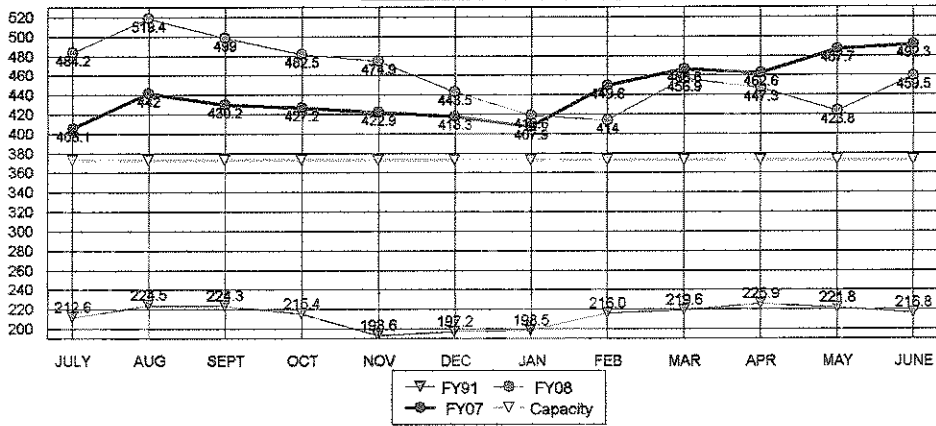
MOTION: Schorr moved and Hudkins seconded to adjourn the meeting at 9:52 a.m. Schorr, Stevens, Workman, Hudkins and Heier voted aye. Motion carried.



Dan Nolte
Lancaster County Clerk



**TOTAL POPULATIONS
 FY91, FY07, FY08**

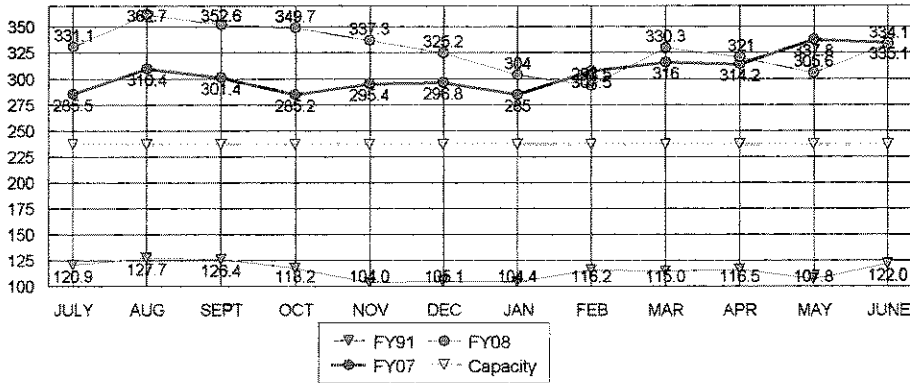


AVERAGES

FY08 TO DATE	460.4
FY07 SAME PERIOD	442.8
FY07 TO YR-END	442.8

4.0%	Change in FY07 to date over same period last year
4.0%	Change in FY07 to date over FY06 average to year-end

**JAIL-OFF SITE CO. POPULATION
 FY91, FY07, FY08**

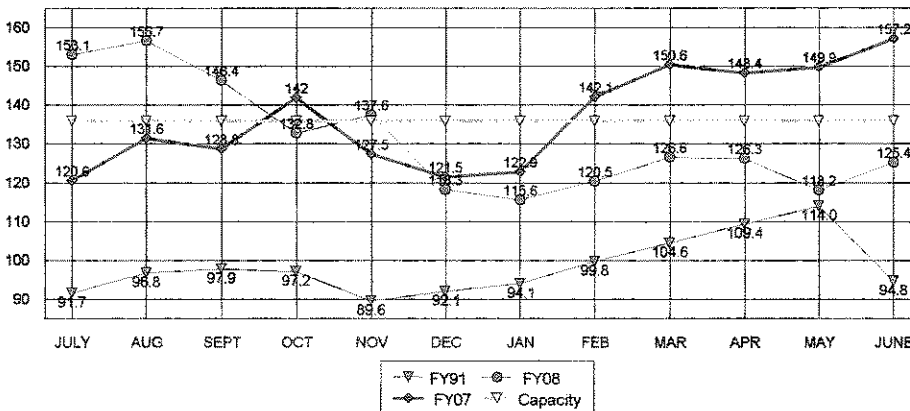


AVERAGES

FY08 TO DATE	328.9
FY07 SAME PERIOD	305.9
FY07 TO YR-END	305.9

7.5%	Change in FY08 to date over same period last year
7.5%	Change in FY08 to date over FY07 average to year-end

**LCF-ONLY POPULATION
 FY91, FY07, FY08**



AVERAGES

FY08 TO DATE	131.5
FY07 SAME PERIOD	136.9
FY07 TO YR-END	136.9

-4.0%	Change in FY08 to date over same period last year
-4.0%	Change in FY08 to date over FY07 average to year-end

**LANCASTER COUNTY CORRECTIONS DEPARTMENT
MONTHLY STATUS REPORT**

FISCAL YEAR 2008

	2008												TOTAL TO DATE				
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN					
INTAKE & DETENTION FACILITY																	
Average Daily Population	275.8	303.1	287.8	280.0	262.1	251.7	241.9	242.6	271.2	255.3	251.7	279.0					266.9
High for Month	298	335	328	308	280	275	263	259	290	276	268	300					290.0
Low for Month	251	285	263	257	238	233	221	229	245	228	227	258					244.6
Platte County ADP	45.0	49.8	49.6	48.5	48.0	46.8	39.0	32.9	39.9	44.5	34.4	34.8					N/A
Butler County ADP	10	10	10	12	15	16	13	12	13	15	14	14					N/A
York County ADP				3	7	4	5	1	0	0	0	1					N/A
Total Number of Bookings	984	933	803	801	732	616	770	744	790	769	865	968					9,775
Felony Arrests	176	183	153	157	140	140	131	141	174	151	182	168					1,896
Misdemeanor Arrests	604	541	494	481	430	349	510	444	499	511	563	668					6,094
Felons Sentenced	11	9	4	13	7	6	14	21	10	7	13	16					131
Misdemeanants Sentenced	127	126	81	99	92	65	59	67	57	41	57	55					926
Held for Other Jurisdictions	66	74	71	57	63	56	56	71	50	59	50	61					734
Total Conditionally Released	301	296	274	272	300	222	302	298	323	335	340	403					3,666
Percent Conditionally Released	30.59%	31.73%	34.12%	33.96%	40.98%	36.04%	39.22%	40.50%	40.89%	43.56%	39.31%	41.63%					37.7%
Pre-Arrestment Releases	190	180	184	172	211	151	219	220	237	242	249	260					2,515
Court Disposition Releases	111	116	90	100	89	71	84	78	86	93	91	143					1,152
Total of Individuals Lodged	683	637	529	529	432	394	468	446	467	434	525	565					6,109
LANCASTER CORRECTIONAL FACILITY																	
Average Daily Population	153.1	156.7	146.4	132.8	137.6	118.3	115.6	120.5	126.6	126.3	118.2	125.4					131.5
High for Month	158	158	168	144	150	137	126	132	137	140	130	141					143.4
Low for Month	143	149	127	124	126	99	103	110	114	109	103	113					118.3
Estimated Value of Inmate Labor	\$2,704	\$2,524	\$2,843	\$2,338	\$1,808	\$2,153	\$1,864	\$2,230	\$2,220	\$2,245	\$1,797	\$2,838					\$2,297
MEDICAL/MENTAL HEALTH SERVICES																	
Referred to Jail Physician	29	45	26	49	30	32	30	27	29	47	26	28					33
Referred to Mental Health/LRC	4	7	11	4	3	1	4	0	8	2	2	6					4
Transferred to Emergency Room	2	4	5	3	4	0	3	5	6	6	11	8					5

APPENDIX 2

LCF COMMUNITY SERVICE PROGRAM

COUNTY ROAD LITTER PICK-UP

May 2008

(started on May 20th)

NUMBER OF COUNTY ROAD CLEAN-UP TRIPS: 5

TOTAL INMATE HOURS WORKED: 98

TOTAL STAFF HOURS WORKED: 31

ROAD DISTANCE CLEARED OF LITTER: 32 miles (both sides of road)

BAGS OF LITTER REMOVED: 66

June 2008

NUMBER OF COUNTY ROAD CLEAN-UP TRIPS: 11

TOTAL INMATE HOURS WORKED: 205

TOTAL STAFF HOURS WORKED: 70.5

ROAD DISTANCE CLEARED OF LITTER: 80 miles (both sides of road)

BAGS OF LITTER REMOVED: 146

May-June 2008 Community Service Crew Locations

Date	Location
05/20	West on W. Wittstruck Rd. from SW. 114 th to SW. 72 nd . South on SW. 72 nd from W. Wittstruck Rd to W. Martell Rd.
5/21	South on SW 72 nd from W. Martell Rd. to W. Panama Rd. West on W. Panama Rd from SW 72 nd to SW. 128 th . North on SW 128 th from W. Panama Rd. to W. Stagecoach Rd.
5/27	SW 72 nd and W. Panama Rd. South to W. Oliver Creek Rd. East on Olive Creek Rd. from SW. 72 nd to SW. 58 th .
5/29	South on NW 27 th from W. Raymond Rd to W. Mckelvie Rd. West on Rock Creek Rd from NW 70 th to NW 84 th South on NW 84 th from W. Rock Creek Rd to W Davey Rd. East on W. Davey Rd from NW 84 th to NW 70 th North on NW 70 from W. Davey Rd to W Rock Creek Rd.
5/30	NW 126 th from W. Agnew to W Little Salt Rd. W. Little Salt Rd from NW 126 to NW 112 th . NW 112 th from W Little Salt Rd to W. Agnew. W Agnew from NW 112 th to NW 126 th . NW 98 th from W. Rock Creek to W. Agnew. W Agnew from NW 112 th to NW 126 th . NW 98 th from W Rock Creek to W Agnew. W Agnew from NW 98 th to NW 84 th . NW 84 th from W Agnew to W Rock Creek. W Rock Creek from W 84 th to NW 98 th .
06/05	W Hallam Rd from SW 114 th to SW 142 nd , SW 142 nd from W Hallam to W Gage, W Gage from SW 142 nd to SW 114 th , SW 114 th from W Gage to W Hallam, SW 128 th from W Hallam to W Gage
06/06	W Princeton Rd from SW 29 th to SW 42 nd , SW 42 nd from W Princeton to W Pella, W Pella from SW 42 nd to SW 29 th , SW 29 th from W Princeton to W Olive Creek, W Olive Creek from SW 29 th to SW 14 th , SW 14 th from W Olive Creek to W Princeton, W Princeton from SW 14 th to SW 29 th .
6/09	SW 140 th from W Van Dorn to W Pioneers. W Pioneers from SW 140 th to SW 128 th . SW 128 th from W Pioneers to W Van Dorn. W Van Dorn from SW 128 th to SW 140 th . W Van Dorn from SW 100 th to SW 114 th . SW 114 th from W Van Dorn to W Pioneers. W Pioneers from SW 114 th to SW 100 th . SW 100 th from W Pioneers to W Van Dorn.
6/10	W Olive Creek from S134th to S120th. S120th from Olive Creek to Princeton Rd. Princeton Rd from S120th to S134th. S134th from Princeton to Olive Creek. Pella Rd from S120th to S110th. S 110 th from Pella to Firth Rd. Firth Rd from S 110 th to S 120 th . S120th from Firth to Pella Rd.

6/11	South on S110th from Bennett to Wittstruck. Wittstruck from S110 to S141st. S110th from Martell to Roca. Roca from S110th to S120th. S120th from Roca to Martell. Martell from S120th to S110th.
6/17	East on W Mill from NW140th to NW 126 th . NW 126 th from W Mill to W Waverly. W Waverly from Sw126th to SW 140 th . SW 140 th from W Waverly Rd to W Mill. W Bluff Rd from SW 126 th to SW 140 th . SW 140 th from W Bluff to W Mckelvie. W Mckelvie from SW 140 th to SW 126 th . SW 126 th from W Mckelvie to W Bluff.
6/18	Hickman Rd from S134th to S148th. S148th from Hickman to Stage Coach Rd. Stagecoach Rd from S148th to S 134 th . S134th from Stagecoach to Hickman Rd.
6/19	S 96 th from Pella to Princeton Rd. Princeton Rd from S96th to S110th. S110th from Princeton Rd to Pella Rd. Pella Rd from S110th to S96th. S110th from Panama Rd to Stagecoach Rd. Stagecoach Rd from S110th to S120th. S120th from Stagecoach Rd to Panama Rd. Panama Rd from S120th to S110th.
6/23	SW 58 th from W Princeton to W Pella from SW 58 th to SW 72 nd . SW 72 nd from Pella to Princeton. W Princeton from SW 72 nd to SW 58 th . SW 86 th from Princeton to Pella. Pella from SW 86 th to SW 100 th . SW 100 th from Pella to Princeton. W Princeton from SW 100 th to SW 86 th .
6/26	NW84th from W Bluff to W Waverly. W Bluff from NW 84 th to NW 70 th . NW 70 th from W Bluff to W Waverly. W Waverly from NW 70 th to NW84th. W Waverly Rd from NW 105 th to NW 112 th . NW 112 th from W Waverly to W Bluff.
6/30	SW 114 th from W Pella to W Princeton. W Princeton from SW 114 th to SW 128 th . SW 128 th from W Princeton to W Pella. W Pella from SW 128 th to SW 114 th . W Princeton from SW 114 th to SW 100 th . SW 100 th from W Princeton to W Olive creek Rd. W Olive Creek Rd from SW 100 th to SW 114 th . SW 114 th from Olive Creek Rd to W Princeton.

MISSION STATEMENT

Lancaster County Department of Corrections provides for public safety by detaining adults in a safe, secure, and humane environment until their legal release, with the goal of returning them to the community as responsible citizens.

GUIDING VALUES

- I. We recognize that professional, competent staff are the Department's most valuable resource. We believe in empowering and supporting staff, while maintaining high standards of ethical and professional conduct.
- II. We recognize that we are responsible for the fiscal and natural resources provided to us. We believe in providing efficient, sustainable, and cost-effective stewardship.
- III. We recognize that we are responsible for the care and safety of inmates. We believe in behavioral accountability and the principles of direct supervision as the best means to fulfill this responsibility.
- IV. We recognize that we are a vital part of the criminal justice system. We believe in establishing and maintaining effective and professional working relationships with other criminal justice agencies.
- V. We recognize the importance of setting clear, achievable goals. We believe in remaining open to change which improves our ability to meet these goals.
- VI. We recognize that inmates come from our community, and will return to it. We believe in implementing programs that will equip them to successfully re-enter the community.

VISION STATEMENT

Lancaster County Corrections promotes positive change in inmates by using innovative training, effective practices, and community partnerships to provide them with skills they need to become contributing members of our community.

DRAFT DOCUMENT 06/20/08