

# LANCASTER COUNTY CORRECTIONS DEPARTMENT

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MICHAEL THURBER, DIRECTOR

## LANCASTER COUNTY CORRECTIONS BOARD

### -AGENDA-

July 14, 2011  
Thursday @ 8:30

**LANCASTER COUNTY CORRECTIONS BOARD**

**- AGENDA -**

**Thursday, July 14, 2011**

**8:30 a.m.**

**I. Approval of the February 3, 2011 Meeting**

**II. Population Statistics**

- A. Population Comments
- B. Population Graphs-Appendix 1
- C. Fiscal Year 2010 Monthly Statistical Report-Appendix 2
- D. Fiscal Year 2011 Monthly Statistical Report-Appendix 3

**III. Department Activities**

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

**IV. New Business**

- A. Sampson Construction Update

**V. Adjournment**

**Attachments.**

- 1- Population Graphs
- 2- Monthly Status Reports
- 3- February 3, 2011 Minutes

**Lancaster County Corrections Board**  
Meeting of Thursday, July 14, 2011

**I. APPROVAL OF MINUTES- February 3, 2011**

<b>II. POPULATION STATISTICS</b>	<u>2010</u>	<u>2011</u>	<b>Change</b>
	<b>Jan.-June</b>	<b>Jan.-June</b>	
<b>Average Daily Population</b>	483.5	493.7	+ 2.1%
JAIL/out of county	335.6	345.2	+ 2.8 %
LCF	147.9	148.5	+ .04 %
<b>Total Bookings</b>	4,818.0	4,816.0	N/C
Average per month	803.0	802.7	
<b>Total Lodgings</b>	3,218.0	3,248.0	+ .09%
Average per month	536.3	541.3	
<b>Platte County Inmate Housing (Sept. '05)</b>			
Average per month	12.1	11.5	
<b>Butler County Inmate Housing (May '07)</b>			
Average per month	11.3	12.7	
<b>Saline County Inmate Housing (Aug. 2010)</b>			
Average per month	0.0	4.3	
<b>Saunders Co. Inmate Housing (July '09)</b>			
Average per month	27.0	36.5	
<b>Dawson Co. Inmate Housing (June '11)</b>	<u>0.0</u>	<u>8.2</u>	
<b>TOTAL ADP</b>	<b>50.4</b>	<b>73.2</b>	<b>+45.3%</b>
<b>Behavior Health/Jail Diversion Total</b>	27.0	24.0	-3 individuals
<b>Pretrial Release /CC Total</b>	23.0	24.0	+1 individual
<b>Sentence Conversion/House Arrest Total</b>	<u>46.0</u>	<u>37.0</u>	-9 individuals
<b>TOTALS</b>	<b>96.0</b>	<b>85.0</b>	<b>-11 individuals</b>

**A. Population Comments**

The department experienced a 2% increase of our average daily population during the first six months of 2011 compared to the same six month period of 2010.

Out-of-county housing has increased significantly during the first six months of 2011. Currently, the department is averaging 73 inmates out-of-county compared to 50 inmates over the same time period of 2010. In June, we added Dawson County Jail (Lexington, NE) as an out-of-county facility for inmate housing.

Behavioral Health Jail Diversion, pre-trial/post arraignment release and sentence conversion took 85 inmates out of our custody during the first six months of 2011, compared to 96 during the same period in 2010, showing an overall decrease of 11 individuals.

**B. Population Graph (see attached) Appendix 1**

The population graph shows the month to month populations for FY10 and FY11. 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 & 3-FY10, FY11**

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**

In the period from January 1- June 30, the training division handled approximately 678 applications for Correctional Officer positions.

Orientation training was provided for 12 new full-time officers and three on-call officers. The training division also provided training to a Drug Court staff member, an intern, a new Chaplin and six new Correct Care Solution (CCS) employees.

Seven Full-Time Officers completed the 12 week Field Training Officer Program, designed to help in the training of new officers in their first three months on the job. Eight other officers were still a part of the program by the end of this period.

Two Officer's Training Academies were conducted. These are 80 hour training courses intended for officers who have been with the department for approximately three to six months.

Two In-Service training classes were conducted for all uniformed staff members. The February classes covered CPR, AED and First Aid. The May In-Service covered emergency procedures and forced cell extractions including the use of the emergency restraint chairs.

Department staff also participated in training on the Americans with Disabilities Act, a National Institute of Corrections course, How to Open a New Institution (HONI), and a Nebraska Jail Standards conference.

Lieutenant Anderson has been involved in committees that are developing a new inmate management computer program and formulating policies for the new adult detention facility.

Sgt. Brandt conducted 41 major disciplinary hearings during this period. He has been taking on the bulk of the hearings during times when the regular Disciplinary Hearing Officer is absent.

#### **B. MENTAL HEALTH JAIL DIVERSION PROJECT**

From January-March, 2011, the Jail Diversion Project accepted nine people into the program, terminated four, successfully closed three cases, and screened 51 individuals. During the next quarter, April-June, 42 were screened, 14 new clients accepted, one case closed, and three were terminated.

As of June 30, 2011, Community Mental Health was phased out and joined Community Corrections and Lancaster County Adult Drug Court. As of July 1, Drug Court participant statistics will be tracked directly through the Drug Court Program. The Jail Diversion Project will continue to ensure these individuals get adequate diagnosis to qualify and complete pre-treatment assessments to access mental health center services. The project will continue to provide support to the non-drug clients.

#### **C. OUT OF COUNTY HOUSING**

Lancaster County continues to house inmates in Platte, Butler, Saunders and Saline counties due to overcrowding. During the months of January-June, 2011, we maintained an average population of 11.5 inmates in Platte County. During this same time period, 18 round trips were made, moving 107 inmates between the two facilities.

Butler County's average population for this time period was 12.7 with 64 inmates moved between the two facilities.

Saunders County's average population for this period was 36.5 with 141 inmates moved between the two facilities.

Saline County's average population for January-June, was 4.3 with 50 inmates moved between the two facilities.

Beginning June 18, 2011, Dawson County was added to our inmate housing contracts. We maintained 8.2 inmates during this time frame in June with 11 inmates moved between facilities.

In addition, the transport division transported 3,286 inmates to court, medical appointments or other locations. This required approximately 1,329 staff hours to complete.

#### **D. LCF & WORK CREW ACTIVITIES**

January 2011-Crews worked at LCF making ceiling repairs due to roof leakage. The east restroom received drywall repairs, a ceiling spraying and shower areas were painted.

February 2011- Crews moved surplus furniture from the 233 Building to the K Street Complex, moved furniture back to Trabert Hall offices after a flood cleanup, took five days and moved the City Engineer's office to the Experian Building, and completed moves for Human Services. They also spent 2 days moving old law books from the Intake & Detention Facility to a recycling center.

March 2011-Inmate work crews helped remodel B Dorm at LCF patching drywall, ceilings and painting the entire area. They also helped renovate Security 26 into the new classification office at IDF. This included removing wall benches, patching holes, painting and moving desks into the area.

April 2011-Crews assisted the Election Commissioner loading portable booths and ballot boxes. Other projects included scraping and painting additional shower areas at LCF and moving tables, chairs, and desks from the Experian Building to the County City Building.

The Community Service Program provided litter cleanup on April 28-29 for the Lincoln Marathon along the Antelope Valley Trail. Approximately two miles of the trail were cleared by a crew of four inmates, with 36 bags of trash removed.

May 2011- Crews continued assisting the Election Commissioner with booths and ballot boxes as well as finishing shower remodeling at LCF.

June 2011-Workers assisted the Human Rights Commission with a move from K Street to the County City building's 3<sup>rd</sup> floor, interior office moves were done for the City Attorney, file cabinets & chairs were moved to K Street for the County Treasurer, and crews assisted the City Engineer with additional furniture moves from City Maintenance to the Experian Building.

#### **E. PROGRAMS DIVISION**

The Correctional Specialists coordinated an average of 19 evaluations per month with the consulting psychiatrist in the months of January through May, 2011. Correct Care Solutions coordinated 26 evaluations with their psychiatrist in June 2011. An average of two inmates per month were placed into Emergency Protective Custody and transferred with a jail hold to the Crisis Center, due to meeting the criteria of mental illness and dangerousness to oneself or others.

Correctional Specialists had an average of 525 contacts with inmates each month January through May 2011, in which mental health, personal problems, or coping with confinement concerns were addressed. In June 2011, Correctional Specialist contacts in this area were 135 and Correct Care Solutions mental health staff contacts were 422.

In addition to attending to the mental health needs of inmates, and providing support and assistance in coping with confinement, Correctional Specialists and the Chaplain coordinated an average of 126 educational, self-help, and religious programs per month January through June 2011. This number represents programs offered at both the downtown Intake & Detention Facility and the Lancaster Correctional Facility.

The Work Release Coordinator reviewed an average of 186 court ordered release applications per month in January through June 2011. This number reflects both District and County Court applications. The average number of individuals on work release in these months was 40.

#### **F. TRANSITION ACTIVITIES**

We continue to review our policies, updating them as needed in anticipation of operational changes resulting from facility design differences.

Work continues on the new Inmate Management system and lesson plans are being developed. Discussion concerning future needs at the new facility will begin in the near future.

We have began looking at the radio system options in the new facility. Discussions with the city radio shop and other providers have provided three options. These are being evaluated for cost and effectiveness.

We are continuing to look at the sign needs for the new facility. An officer has began reviewing the sign design as submitted and altering it to better meet our needs.

The department participated in "How to Open a New Institution" (HONI) training conducted by the "National Institute of Correction" (NIC). The department had approximately 20 participants from both facilities and all shifts involved. This training covered scenario, policy and procedure development, furniture, fixture and equipment needs, and planning for purchasing, storage and assembly. This training served as a tool for generating enthusiasm and interest in the transition process.

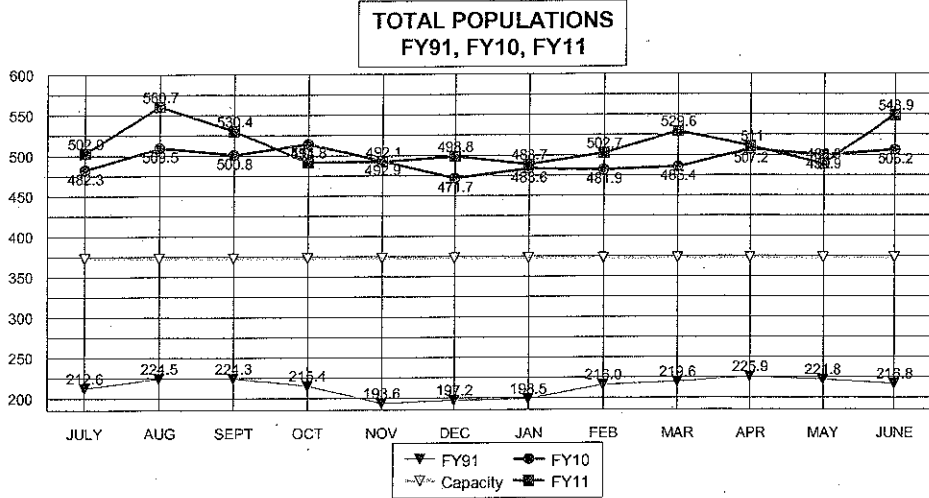
As a result of the "HONI" training, numerous task forces have been created. These include pod and dorm management, booking, records, inmate movement, kitchen, visitation, special management, classification and transport. Many more will be organized as time goes on.

#### **IV. NEW BUSINESS**

##### **A. SAMPSON CONSTRUCTION UPDATE**

Presentation by Chuck Richter, Project Manager

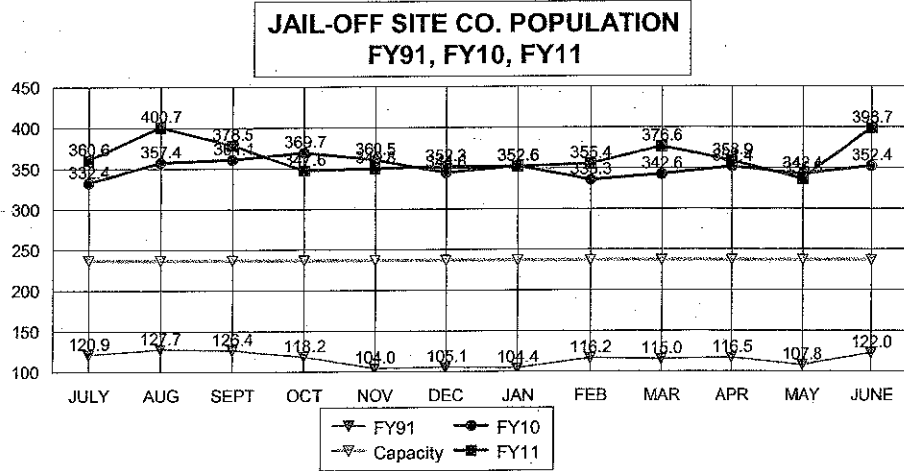
#### **V. ADJOURNMENT**



AVERAGES

FY11 TO DATE	512.2
FY10 SAME PERIOD	494.6
FY10 TO YR-END	494.6

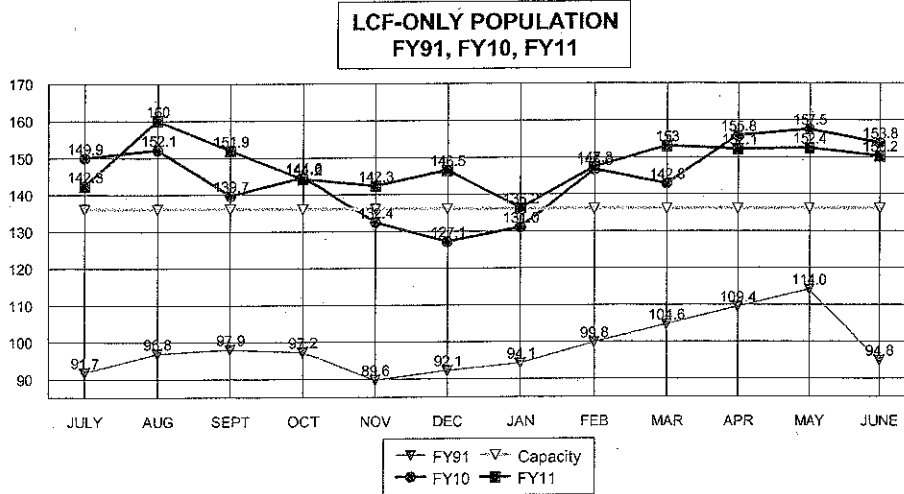
3.6%	Change in FY11 to date over same period last year
3.6%	Change in FY11 to date over FY10 average to year-end



AVERAGES

FY11 TO DATE	364.0
FY10 SAME PERIOD	350.2
FY10 TO YR-END	350.2

3.9%	Change in FY11 to date over same period last year
3.9%	Change in FY11 to date over FY10 average to year-end



AVERAGES

FY11 TO DATE	148.2
FY10 SAME PERIOD	144.4
FY10 TO YR-END	144.4

2.6%	Change in FY11 to date over same period last year
2.6%	Change in FY11 to date over FY10 average to year-end

**LANCASTER COUNTY CORRECTIONS DEPARTMENT  
MONTHLY STATUS REPORT**

**FISCAL YEAR 2010**

	2009						2010						AVERAGE TO DATE	TOTAL TO DATE
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
Average Daily Population	271.9	271.3	271.0	285.6	275.5	270.7	278.3	263.9	282.5	300.6	292.1	293.6	279.8	N/A
High for Month	301	305	289	299	287	288	301	304	311	320	311	321	303.1	N/A
Low for Month	255	245	261	272	260	255	260	340	249	288	276	279	270.0	N/A
Platte County ADP	25.3	24.6	26.7	28.9	29.6	23.3	23.7	17.0	9.0	7.2	6.5	9.1	19.2	N/A
Butler County ADP	17	19	18	17	14	9	9	11	12	11	12	13	13.5	N/A
York County ADP	2	0	0	0	0	0	0	0	0	0	0	0	0.1	N/A
Saunders County ADP	6	29	33	26	27	25	24	28	27	26	27	30	25.7	N/A
Total Number of Bookings	1010	918	889	816	761	675	817	668	796	828	836	873	823.9	9,887
Felony Arrests	157	135	161	163	137	136	145	113	163	160	171	164	150.4	1,805
Misdemeanor Arrests	707	654	602	528	511	430	545	413	504	505	516	556	539.3	6,471
Felons Sentenced	23	16	24	19	16	13	19	26	25	34	31	25	22.6	271
Misdemeanants Sentenced	59	51	57	58	51	55	59	57	59	70	62	65	58.6	703
Held for Other Jurisdictions	64	62	45	48	46	41	49	63	45	59	56	63	53.4	641
Total Conditionally Released	363	312	286	263	278	199	292	216	265	277	270	280	275.1	3,301
Percent Conditionally Released	35.94%	33.99%	32.17%	32.23%	36.53%	29.48%	36.23%	32.34%	33.29%	33.45%	32.30%	32.07%	33.3%	33.3%
Pre-Arrestment Releases	218	180	186	149	160	114	178	119	163	176	161	162	163.8	1,966
Court Disposition Releases	145	132	100	114	118	85	114	97	102	101	109	118	111.3	1,335
Total of Individuals Lodged	647	606	603	553	483	476	525	452	531	551	566	593	548.8	6,586
<b>LANCASTER CORRECTIONAL FACILITY</b>														
Average Daily Population	149.9	152.1	139.7	144.6	132.4	127.1	131.0	146.6	142.8	155.8	157.5	153.8	144.4	N/A
High for Month	157	162	143	156	144	139	146	159	160	164	161	163	154.5	N/A
Low for Month	140	140	137	139	123	106	110	134	138	148	153	145	134.4	N/A
Estimated Value of Inmate Labor	\$4,375	\$5,307	\$3,150	\$3,537	\$3,444	\$3,321	\$4,024	\$4,597	\$4,481	\$5,496	\$3,669	\$3,625	\$4,085	\$49,024
<b>MEDICAL/MENTAL HEALTH SERVICES</b>														
Referred to Jail Physician	43	35	36	59	27	50	40	40	36	32	30	52	40	480
Referred to Mental Health/LRC	7	4	6	7	2	2	6	2	0	3	2	4	4	45
Transferred to Emergency Room	7	5	5	7	3	7	3	9	8	4	1	5	5	64

APPENDIX 2



**LANCASTER COUNTY CORRECTIONS DEPARTMENT  
MONTHLY STATUS REPORT**

**FISCAL YEAR 2011**

	2010						2011						AVERAGE TO DATE	TOTAL TO DATE
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
Average Daily Population	287.3	305.0	276.9	293.2	296.2	290.9	282.8	282.8	295.4	286.0	279.8	307.4	290.3	N/A
High for Month	302	321	317	315	316	313	303	311	334	332	316	327	317.3	N/A
Low for Month	272	291	252	272	285	257	270	258	276	257	259	289	269.8	N/A
Platte County ADP	10.0	9.0	9.0	9.0	7.0	6.4	7.1	7.9	9.2	6.6	7.0	31.4	10.0	N/A
Butler County ADP	14	14	16	9	9	10	11	16	18	10	8	13	12.3	N/A
Saline County ADP	0	11	15	5	6	2	2	0	2	4	4	14	5.3	N/A
Saunders County ADP	43	56	54	24	22	32	40	39	45	44	32	19	37.4	N/A
Dawson County ADP												8.2	8.2	N/A
Total Number of Bookings	828	945	856	821	818	736	761	731	845	745	839	895	818.3	9,820
Felony Arrests	157	176	160	173	177	161	147	144	176	152	168	192	165.3	1,983
Misdemeanor Arrests	540	609	568	527	503	466	478	432	497	465	509	556	512.5	6,150
Felons Sentenced	22	25	18	22	11	15	29	19	23	15	22	23	20.3	244
Misdemeanants Sentenced	58	70	58	55	62	51	48	78	78	58	73	68	63.1	757
Held for Other Jurisdictions	51	65	52	44	65	43	59	58	71	53	67	56	57.0	684
Total Conditionally Released	275	298	290	299	291	212	239	219	284	275	270	281	269.4	3,233
Percent Conditionally Released	33.21%	31.53%	33.88%	36.42%	35.57%	28.80%	31.40%	29.96%	33.61%	36.91%	32.18%	31.40%	32.9%	32.9%
Pre-Arrestment Releases	163	174	202	188	159	136	140	123	175	165	181	176	165.2	1,982
Court Disposition Releases	112	124	88	111	132	76	99	96	109	110	89	105	104.3	1,251
Total of Individuals Lodged	553	647	566	522	527	524	522	512	561	470	569	614	548.9	6,587
<b>LANCASTER CORRECTIONAL FACILITY</b>														
Average Daily Population	142.3	160.0	151.9	144.2	142.3	146.5	136.2	147.3	153.0	152.1	152.4	150.2	148.2	N/A
High for Month	164	165	159	152	154	155	147	156	156	155	157	155	156.3	N/A
Low for Month	131	150	146	130	130	137	128	134	148	147	145	144	139.2	N/A
Estimated Value of Inmate Labor	\$3,589	\$3,683	\$3,415	\$3,698	\$3,248	\$3,168	\$3,785	\$4,336	\$5,532	\$4,365	\$4,488	\$4,481	\$3,982	\$47,786
<b>MEDICAL/MENTAL HEALTH SERVICES</b>														
Referred to Jail Physician	38	50	34	27	36	37	29	25	20	23	6	93	35	418
Referred to Mental Health/LRC	1	3	2	6	3	6	3	2	1	0	2	1	3	30
Transferred to Emergency Room	3	4	5	5	6	8	6	5	4	6	5	14	6	71

APPENDIX 3

**MINUTES  
BOARD OF CORRECTIONS  
QUARTERLY MEETING  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, FEBRUARY 3, 2011  
9:00 A.M.**

Board Members Present: Bernie Heier, Chair  
Jane Raybould, Vice Chair  
Larry Hudkins  
Deb Schorr

Board Members Absent: Brent Smoyer

Others Present: Mike Thurber, Corrections Director  
Brad Johnson, Transition Coordinator  
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

**NOTE:** The Board of Commissioners voted at the January 20, 2011 Staff Meeting to appoint Commissioner Heier as Chair and Commissioner Raybould as Vice Chair of the Board of Corrections.

The Chair opened the meeting at 9:11 a.m.

**AGENDA ITEM**

**1 APPROVAL OF BOARD OF CORRECTIONS MINUTES OF THURSDAY, NOVEMBER 18, 2010**

**MOTION:** Hudkins moved and Schorr seconded approval of the November 18, 2010 Board of Corrections Meeting minutes. Hudkins, Schorr and Heier voted aye. Raybould abstained from voting. Smoyer was absent from voting. Motion carried 3-0, with one abstention.

## 2 POPULATION STATISTICS

### A. Population Comments

Mike Thurber, Corrections Director, said the department had an 1% increase in monthly booking totals this quarter and a 4% increase in the number of inmates lodged after booking. He said historically there is a decrease in bookings/incarcerations during the 4<sup>th</sup> quarter. Thurber said they are limiting the number of out-of-county placements, averaging 56 per day, to help hold down costs.

### B. Population Graphs

See agenda packet.

### C. Fiscal Year 2011 Monthly Statistical Report

See agenda packet.

### D. Fiscal Year 2010 Monthly Statistical Report

See agenda packet.

### E. Calendar Year 2010 Monthly Statistical Report

See agenda packet.

**NOTE:** The following document was also disseminated (Exhibit A): Lancaster County Corrections Department, Average Population by Year.

## 3 DEPARTMENT ACTIVITIES

### A. Training

Thurber said the Training Division handled 438 applications for correctional officer positions this quarter, noting the department has continuous recruitment. In-service training was provided to all uniformed staff members covering workplace violence, DNA database collection, logging of programs and activities, and the fundamentals of running a direct supervision unit. A training class was also provided to new staff on distributing medications.

## B. Mental Health Jail Diversion Program

Thurber said 8 were accepted into the Mental Health Jail Diversion Program this quarter. Three were terminated and 3 cases were successfully closed. The program also accepted one transfer from the Buffalo County.

## C. Out-of-County Housing

Thurber said they continue to house inmates in Butler, Platte, Saline and Saunders Counties, due to overcrowding in the jail facility. The Transport Division transported 2,749 inmates to court, medical, and other outside appointments this quarter.

## D. Lancaster Correctional Facility (LCF)/Work Crew Activities

Thurber said jail work crew activities this quarter included moving items for the Election Commissioner's office, moving sales equipment to the surplus sale auction site, and routine facility maintenance.

## E. Programs Division

Thurber said Correctional Specialists coordinated an average of 31 evaluations per month with the consulting psychiatrist this quarter. An average of five inmates per month were placed into Emergency Protective Custody and transferred to the Crisis Center or Lincoln Regional Center with a jail hold. He said Correctional Specialists averaged 496 contacts with inmates, addressing personal problems and mental health and confinement issues. In addition, Correctional Specialists and the Chaplain coordinated 135 educational, self-help and religious programs per month.

## F. Transition Activities

Brad Johnson, Transition Coordinator, gave an update on transition activities. He said staff are reviewing current policies to see which will need to be updated for the new facility. Post orders will also be updated. Johnson said work continues on the new inmate management system, fiber optic project, keying plan and the staffing analysis. He said they are also looking at signage needs and are working with the Sheriff's Office on a plan for the transport of inmates between the courts and new facility.

Raybould asked where they stand in terms of the budget.

Thurber said they are on target for the project, although staffing and furniture, fixtures and equipment for the facility still need to be addressed.

In response to a question from Hudkins, Johnson said they are still working on the issue of video arraignments and plan to meet with contractors to discuss where the equipment will be located.

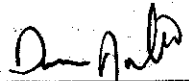
Thurber also gave a brief overview of the Lancaster County Corrections Community Service Program (Exhibit B).

#### **4 NEW BUSINESS**

Thurber said Randy Bartelt, Chaplain, has resigned to take another position and said the Good News Jail and Prison Ministries is in the process of recruiting a replacement.

#### **5 ADJOURNMENT**

**MOTION:** Schorr moved and Hudkins seconded to adjourn the meeting at 9:37 a.m. Hudkins, Raybould, Schorr and Heier voted aye. Smoyer was absent from voting. Motion carried 4-0.

  
\_\_\_\_\_  
Dan Nolte  
Lancaster County Clerk

