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LYCOMING COUNTY PRISON BOARD  
MEETING MINUTES | PUBLIC MEETING  
Friday, November 14, 2025

**Voting Members Present:**

Commissioner Scott Metzger  
Commissioner Mark Mussina  
Commission Marc Sortman  
Chief Deputy Eric Spiegel  
District Attorney Thomas Marino  
President Judge Nancy Butts

**Others Present:**

Emily Snyder, Deputy Controller; Brad Shoemaker Warden; Ryan Barnes, Deputy Warden of Inmate Services; Tyler Flood, In-Prison Re-Entry; Robert Thompson; Pre-Release Center Manager; Chris Ebner, Deputy Warden; Michael Hagen, Director of Human Services; Shannon Barnes, Director of Management Operations; Pat Crossley, Sun Gazette; Brian Bluth, Prison Solicitor; Steven Hartley and Lynelle Cromley.

**1.0 Regularly Scheduled Prison Board Meeting Called to Order by Commissioner Scott Metzger.**

1.1 Meeting convened at 8:33 A.M.

1.2 Approval of Minutes: Mark Mussina motioned for approval of November 2025 meeting Minutes. Eric Spiegel seconded the motion; the motion carried.

1.3 Public Comment (Agenda Items Only) – None

**2.0 Expenditure Report:**

2.1 Approval of Expenditure Report: Nancy Butts motioned for the approval of October 2025 Expenditure Report. Tom Marino seconded the motion; the motion was carried.

**3.0     Approval of Personnel Actions:** Nancy Butts motioned for the approval of personnel actions as follows.

**3.1**     Mark Mussina seconded the motion; the motion carried

- McKenzie King, Full-Time Correctional Officer-Relief
- Donovan Ferguson, Full-Time Correctional Officer-Relief
- Scott Clinard, Full-Time Correctional Officer-Relief
- Billie Mitcheltree, Sergeant/Training Coordinator
- Ashley Wilson, Licensed Practical Nurse
- Maison Irwin, Full-Time Resident Supervisor
- Duane Long, Work Crew Foreman Supervisor
- Robert Squires, Work Crew Foreman

**4.0     Informational Reports/Highlights:** Warden Shoemaker reviewed the September Prison Reports as follows:

**4.1**     Population:

- Males in blocks averaged 196.55; males in PRC averaged 35.00; the total average daily population of males equaled 231.55, with a peak of 243.00.
- Females in blocks averaged 27.00; females in PRC averaged 14.10, the total average daily population of females equaled 41.10, with a peak of 46.00.
- The combined average daily population of male/female population equaled 272.65, with a peak of 283.00.
- In-Home detention averaged 1.58 males and 0.00 females.
- With no overcrowding transfer population, the total average daily population was equal to the monthly average daily population of 272.65.

**4.2**     Prison Disciplinary Hearings conducted and chaired by Deputy Warden of Inmate Services Barnes:

- Of 63 hearings conducted for 42 inmates, 12 inmates had more than one incident. 58 hearings resulted in guilty lock-ups; 4 hearing resulted in guilty lock-up with time suspended; 1 inmate were found not guilty; and, staff generated 19 informational reports.

#### 4.3 Pre-Release

Work Release males equaled 0 and females equaled 0.

- Work crew males equaled 28 and work crew females equaled 10.
- The monthly average for males at the Pre-Release Center equaled 28 and females equaled 10. The year-to-date average equaled 215 males and 10 females.
- Program Highlights:  
All staff attended a de-escalation and communication training on October 14, 2025 led by Training Supervisors RSII Doug Ellsworth and RS II Lane Gibson.

#### 4.4 **Mental Health Snapshot taken on October 8, 2025:**

- Of 303 total inmates in the prison system, 268 males and 35 females were categorized as follows.
- 94 males and 5 females made up Roster A, those who had no mental health history, which equated to 32.67% of the population.
- 69 males and 9 females made up Roster B, those who had past mental health history but no active symptoms in the last year, which equated to 25.74% of the population.
- 96 males and 20 females made up Roster C, those who had current mental health issues, which equated to 38.28% of the population.
- 9 males and 1 female made up Roster D, those who were determined to have serious mental illness, which equated to 3.31% of the population.

#### 4.5 **Psychotropic Medication at PRC:** Of 29 male Work Crew inmates, 11 were on psychotropic medications. Of 12 male Work Release inmates, 2 were on psychotropic medications. Total medicated males at PRC equaled 31.71%.

- Of 9 female Work Crew inmates, 5 were on psychotropic medications. Of 3 females Work Release, 2 was on psychotropic medications. Total medicated females at PRC equaled 58.33%.

- **Psychotropic Medication at LCP:** Of 206 males overall, 71 (34.47%) were on psychotropic medications. Of 20 females overall, 9 (45.00%) were on psychotropic medications.
- **Total Medicated Inmates within the Prison System:** Overall, PRC averaged 37.74% medicated inmates. LCP averaged 35.40% medicated inmates. The total average percentage equaled 35.845% medicated inmates in the prison system.

**4.6** Tyler Flood from Re-Entry, discussed the APO Reentry Program report prepared by Deputy Chief John Stahl. The total program population of 101 participants, as of November 5, 2025, are categorized as follows.

- Male clients equaled 66 and female clients equaled 35.
- Phase two clients equaled 38, phase three clients equaled 43.
- Total Successfully discharged clients: 818.
- Total processed intakes, including those who returned to the program, equaled 2,291 participants. Overall individual intakes without return to program is 1,481.
- GPS/Alcohol monitoring serviced a total population of 35 clients categorized as follows: 4 clients with Alcohol Monitoring (TAD); 10 clients with GPS monitoring; 11 clients with Home Guard; 0 client with SL3 Breathalyzers; and 8 clients with Veri Watch.
- Total clients electronically serviced to date equaled 3,034.
- 135,594 total days have been served on electronic monitoring services.

**4.7** Tyler Flood discussed the In-Prison Reentry Program, which had 45 current active participants and 1 pending intake as of October 31, 2025. Since January 2025, the following statistics are recorded as follows:

- 102 intakes have been completed, 67 ORAS Assessment has been completed, 102 Transitional Action Plans (TAP) for participants were created for participants, and 347 sessions were completed.

- 91 total participants were released from incarceration and programming. Of those participants, 32 referrals/appointments were made and 439 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 128 total referrals were made to the program, of which 121 were referred by LCP and 7 were from PRC. Of all referrals, 26 refused to participate, 3 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 12 total referrals were made to the program in October.
- Total referrals categorized by the type of sentence are as follows: 10 from probation violations; 10 from max out cases; 77 from new cases; 23 from domestic matters; 8 from contempt matters; and 0 from treatment court and pretrial matters.
- Statistics for Re-Entry Services reported 100 average participants per day; 17 total intakes; 26 total discharges; 15 successful completions; and Electronic Monitoring averaged 103 total participants as follows: 24 adult, 57 Pre-Trial, 16 juvenile participants and 6 VeriWatch.

#### **4.8 Informational Highlights**

- On October 3, 2025, Warden Shoemaker participated in a Prison Inmate Medical Cost Containment Board Meeting.
- On October 6, 2025, Deputy Warden Ebner and Warden Shoemaker attended the Lycoming County CJAB Pre-Trial Subcommittee Meeting held in Third Street Plaza.

#### **5.0 Old Business: None**

#### **6.0 Executive Session: None**

#### **7.0 New Business:**

Personnel Matter: Ratification for job abandonment of Dalton Confer. Mark Mussina made a motion and Marc Sortman seconded the motion, vote carried.

Discussion regarding current trial list and continuances.

**8.0 Board Comment:**

Recognition for Solicitor Brian Bluth who is remaining the Solicitor until the end of the year.

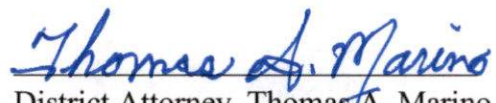
Thank you for your Service, Guidance, Legal Expertise, and Friendship.

**9.0 Public Comment:** None

**10.0 Upcoming Prison Board Meeting Time/Locations:** All Executive Plaza meetings will be held in the Commissioners' Board Room in Executive Plaza (CB).

- 12/12/25: 8:30 a.m. @ Prison
- 01/09/26: 8:30 a.m. @ Third Street Plaza (CB)
- 02/23/26: 8:30 a.m. @ Third Street Plaza (CB)

**11.0 Adjournment of Prison Board Meeting:** With agenda items completed, the meeting closed at 8:50 a.m. by Commissioner Scott Metzger.

  
District Attorney, Thomas A. Marino  
*Prison Board Secretary*