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LYCOMING COUNTY PRISON BOARD
MEETING MINUTES | PUBLIC MEETING
Friday, December 12, 2025

Voting Members Present:

Commissioner Scott Metzger
Commissioner Mark Mussina
Commission Marc Sortman
Chief Deputy Eric Spiegel
President Judge Nancy Butts
Controller, Nicki Gottschall

Others Present:

Shannon Barnes, Director of Management Operations; Brian Shoemaker, Warden; Chris Ebner, Deputy Warden; Ryan Barnes; Deputy Warden of Inmate Services; Robert Thompson, Pre-Release Center Manager; Stephen Hartley; Tyler Flood; Devon Seldon-his attorney; and Lynelle Cromley.

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

- 1.1 Meeting convened at 8:30 A.M.
- 1.2 Approval of Minutes: Mark Mussina motioned for approval of November 2025 meeting Minutes. Marc Sortman seconded the motion; the motion carried.
- 1.3 Public Comment (Agenda Items Only) – None

2.0 Expenditure Report:

- 2.1 Approval of Expenditure Report: Nicki Gottschall motioned for the approval of November 2025 Expenditure Report. Marc Sortman seconded the motion; the motion was carried.

3.0 Personnel Actions:

3.1 Mark Mussina made a motion to accept personnel actions; seconded by Nancy Butts; the motion was carried.

- Reginald Gallman, Full-Time Resident Supervisor
- Samuel Hostrander, Full-Time Correctional Officer

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

4.1 Population:

- Males in blocks averaged 200.53; males in PRC averaged 39.20; the total average daily population of males equaled 239.73, with a peak of 249.00.
- Females in blocks averaged 19.93; females in PRC averaged 11.93, the total average daily population of females equaled 31.87, with a peak of 36.00.
- The combined average daily population of male/female population equaled 271.60, with a peak of 283.00.
- In-Home detention averaged 0.00 males and 0.00 females.
- With no overcrowding transfer population, the total average daily population was equal to the monthly average daily population of 271.60.

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

- Of 28 hearings conducted for 42 inmates, 5 inmates had more than one incident. 25 hearings resulted in guilty lock-ups; 2 hearing resulted in guilty lock-up with time suspended; 1 inmate were found not guilty; and, staff generated 13 informational reports.

4.3 Pre-Release

Work Release males equaled 12 and females equaled 3.

- Work crew males equaled 28 and work crew females equaled 10.
- The monthly average for males at the Pre-Release Center equaled 27 and females equaled 9. The year-to-date average equaled 35 males and 9 females.

4.4 Mental Health Snapshot taken on December 9, 2025:

- Of 285 total inmates in the prison system, 255 males and 30 females were categorized as follows.
- 94 males and 4 females made up Roster A, those who had no mental health history, which equated to 34.39% of the population.
- 68 males and 8 females made up Roster B, those who had past mental health history but no active symptoms in the last year, which equated to 26.67% of the population.
- 83 males and 16 females made up Roster C, those who had current mental health issues, which equated to 34.74% of the population.
- 10 males and 2 females made up Roster D, those who were determined to have serious mental illness, which equated to 4.20% of the population.

4.5 Psychotropic Medication at PRC:

- Of 27 male Work Crew inmates, 11 were on psychotropic medications. Of 10 male Work Release inmates, 2 were on psychotropic medications. Total medicated males at PRC equaled 35.14%.
- Of 7 female Work Crew inmates, 4 were on psychotropic medications. Of 3 females Work Release, 2 was on psychotropic medications. Total medicated females at PRC equaled 60.00%.
- Psychotropic Medication at LCP: Of 199 males overall, 85 (42.71%) were on psychotropic medications. Of 18 females overall, 13 (72.22%) were on psychotropic medications.
- Total Medicated Inmates within the Prison System: Overall, PRC averaged 40.43% medicated inmates. LCP averaged 45.16% medicated inmates. The total average percentage equaled 44.32% 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 110 participants, as of December 8, 2025, are categorized as follows.

- Male clients equaled 67 and female clients equaled 43.
- Phase two clients equaled 47, phase three clients equaled 32.
- Total Successfully discharged clients: 827.
- Total processed intakes, including those who returned to the program, equaled 2,316 participants. Overall individual intakes without return to program is 1,488.
- GPS/Alcohol monitoring serviced a total population of 55 clients categorized as follows: 5 clients with Alcohol Monitoring (TAD); 49 clients with GPS monitoring; 0 clients with Home Guard; and 1 client with SL3 Breathalyzers.
- Total clients electronically serviced to date equaled 3,041.
- 136,120 total days have been served on electronic monitoring services.

4.7 Tyler Flood discussed the In-Prison Reentry Program, which had 42 current active participants and 0 pending intake as of November 30, 2025. Since January 2025, the following statistics are recorded as follows:

- 109 intakes have been completed, 73 ORAS Assessment has been completed, 109 Transitional Action Plans (TAP) for participants were created for participants, and 397 sessions were completed.
- 103 total participants were released from incarceration and programming. Of those participants, 34 referrals/appointments were made and 511 other resources were given. Other resources comprise educational pamphlets or similar developmental information.
- 137 total referrals were made to the program, of which 130 were referred by LCP and 7 were from PRC. Of all referrals, 27 refused to participate, 3 were released from incarceration before being seen by the coordinator, and 0 did not meet criteria.
- 8 total referrals were made to the program in November.

- Total referrals categorized by the type of sentence are as follows: 10 from probation violations; 12 from max out cases; 81 from new cases; 23 from domestic matters; 11 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 November 14, 2025, Prison and PRC administration met with the members of the River Valley Transit Authority to discuss participation by work crews in future clean-up projects throughout the county.
- On November 20, 2025, Prison Staff attended Fire Safety training conducted by Training Sgt. Billie Mitcheltree held at the MAMA grounds in Muncy, Pa.
- On November 2, 2025, five correctional officers attended Basic Firearms Training – Part I conducted by Certified Firearms Training Instructor, LT. Josh Rogers.

5.0 Old Business: None

6.0 Executive Session: An executive session was held from 8:43 a.m. to 9:25 a.m.

7.0 New Business:

Personnel Matter: Motion was made by Nicki Gottschall to terminate employment of Devon Seldon, seconded by Eric Spiegel; vote carried.

8.0 Board Comment:

Recognition was given for Nancy Butts and Brian Bluth. 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).

- 01/09/26: 8:30 a.m. @ Third Street Plaza (CB)
- 02/23/26: 8:30 a.m. @ Third Street Plaza (CB)
- 03/13/26: 8:30 a.m. @ Prison

11.0 Adjournment of Prison Board Meeting: With agenda items completed, the meeting closed at 9:30 a.m. by Commissioner Scott Metzger.

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