

MINUTES
LANCASTER COUNTY DEPARTMENT OF CORRECTIONS (LCDC)
VERIFICATION AND VISIONING WORKSHOP
LANDMARK ONE BUILDING, 1010 LINCOLN MALL
TUESDAY, FEBRUARY 12, 2008
9:00 A.M.

Participants: Bob Workman, Bernie Heier and Larry Hudkins, County Commissioners; Mike Thurber, Corrections Director; Bob Jarrett, Terry Weber, Kent Griffith and Brenda Fisher, Corrections; Vince Mejer, Purchasing Agent; Bob Walla, Assistant Purchasing Agent; Gary Hill, Jail Design Request for Proposals (RFP) Review Committee; Jim Mastera, Community Representative; John Sampson, Sampson Construction

Consultants: Greg Newport, JoAnne Kissel, Matt Glawatz, The Clark Enersen Partners; Ron Budzinski, Tom Allison, Jim Matarelli, Brad Hall and Fred Moyer, PSA-Dewberry; Alan Latta, LTS Security Engineers; Karen Chinn, Chinn Planning

Quality Control: Al Povondra, Carlson West Povondra Architects

Others Present: Nancy Intermill, Community Member; Melissa Koci, County Clerk's Office

The meeting was opened at 9:02 a.m.

AGENDA ITEM

1 OPERATIONS AND HOUSING

Ron Budzinski, PSA-Dewberry, distributed the *Agenda for Workshop #1* (Exhibit A).

Jim Matarelli, PSA-Dewberry, indicated the total project costs was originally approximately \$91 million for a 287,000 square foot jail and by the end of discussion on February 12th they came up with a 240,000 square foot jail at \$65 million or \$230 per square foot. Now they have to figure out exactly where to cut the costs from.

The following list of *Operation Highlights* were discussed:

- * Power of Vision and Culture on Inmate Behavior
- * Community Use and Access to the Adult Detention Facility (ADF) - Community Room
- * Unique Administrative Needs

- * Opportunities for Staff Efficiencies
- * Unique Staff Training Requirements
- * Secure Administration Relationship to Administration, Intake and Housing
- * Location and Functions of Main Control
- * Visitation Options and Impacts of Video Visitation

Tom Allison, PSA-Dewberry, gave a brief history of Corrections and also shared his experiences as the Administrator of a corrections facility in Orange County, Florida. He believes the special "programs" and a good management system can help the inmates that are incarcerated have a better opportunity when they get out of jail. In Florida, 70% of the inmates got involved in some kind of change program while incarcerated.

Vince Mejer, Purchasing Agent, asked how long the prisoners were in jail?

Allison said very similar to Lancaster County's where some were small sentences and some inmates could have been in there for several years.

Mike Thurber, Corrections Director, indicated the County Board is committed to direct supervision and he believes they should embrace it, train it and move forward with it whole heartedly.

Budzinski and Thurber agreed the Community Room is a very important room in the concept and it should be visible.

Mejer asked Thurber what type of people in the community will come to the Community Room?

Thurber said they have volunteers and church groups and he envisions the programming and halfway house people using it as a meeting place also. Most of the budgetary, Information Technology, Record Keeping and Personnel things are done inside the department because there is only one Budget Officer for Lancaster County. Thurber also agreed there should be outside security for the control room and classrooms.

Mejer asked if it would be more cost effective to have one control and security system versus having two?

Matarelli said the more you can put outside the secured perimeter like Administration, staff areas and Work Release, the cheaper it will be to build.

Thurber said Lancaster County's Control Center handles way too much and he would like to see them open the doors to the sally port for booking and have more control of the outside deliveries that are coming into the building.

Budzinski noted there are many variations that can be done with the housing configuration. With the design, there will be opportunity to combine some of the issues and keep what is necessary along with consolidation to make some centralization.

They talked about Dayroom configurations and the relationship with access to outdoor recreation and the different ways of doing that. They also discussed Dayrooms with natural light along with cells that have no light and getting light to other cells by "sharing" it.

Terry Weber, Corrections Department, indicated when the past jail was built Lancaster County did not want to move the inmates more than they needed to. The problem they have now is the limited space because there are more things happening in the jail like probation, drug court and programmers wanting to meet with inmates.

Weber also said they use a classification system that scores an inmate which determines where they are housed. He said they have medium, minimum, closed and maximum custody and any of those inmates can be intermixed depending on their sentence. Today there are 184 inmates out of 411 total that are in minimum and medium custody and therefore could be considered for the same similar type of housing, which could be dorms.

Kent Griffith, Corrections Department, indicated the Work Release portion could be alongside the jail because it does not need as intense security, however it would still need a fence around the perimeter.

Thurber noted the 3 types of work release people are the work crews, inmates who go to work and trustees.

Matarelli said having the ability to be flexible with the minimum security beds and not adding on could be a concept also.

Budzinski said everything between the current jail and Airpark need to be arranged in a way to make it better and more cost effective.

Dorms were discussed and they questioned whether or not 56 is a suitable number to have in each dorm.

Weber said the committee originally agreed that 56 inmates per unit was reasonable to supervise because when they get over 60 it's a lot of people to manage.

Brenda Fisher, Corrections Department, noted the programming pieces need to be in place while the transition phase is going on.

Budzinski said programs are becoming a bigger part of the jail system and they need to figure out who else should be involved from the program side and who is out there in Lancaster County that should be engaged in the transition and programming phase.

Matarelli noted the diagram shows about 5 times more Dayroom than what is actually in the program.

Thurber said they probably over counted for mental health cells, but those cells could also be used to house other inmates.

Budzinski noted they have gone from 120 to 90 bed capacity and there could be one 30 bed unit that contains the really bad inmates which is on one level with single cells. He said the other unit is one that has a mix of double occupancy cells, which would be on the lower level and more of the dormitory type.

Matarelli said if they go to 24 beds instead of 30, there could actually be 24 singles which equals 48 in the mixture and 24 females which might be a combination of singles, doubles and dorms, which equals 96.

Budzinski said in the minimum custody housing, which is dorms, the video visitation is more incorporated in the Dayroom than in a separate room or in a separate space outside the Dayroom. Budzinski also asked about housing support spaces. He said with the minimum custody housing unit they showed 3 multipurpose rooms, video visitation and law library and they would like to know exactly what is needed specifically on the housing unit from the programming side.

Matarelli said medium housing has 3 multipurpose rooms, maximum has 1 multipurpose room, the reception area has 2 rooms plus video arraignment along with a centralized program space that has around 5 centralized classrooms. He suggested eliminating one of the multipurpose rooms, moving one to central and keeping one at the housing unit to make it more balanced as far as square footage and still provide enough space for activities.

The meeting was adjourned at 12:05 p.m.

Dan Nolte
Lancaster County Clerk

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TUESDAY, FEBRUARY 12, 2008
1:00 P.M. (CONTINUED FROM THE MORNING SESSION)

Participants: Mike Thurber, Corrections Director; Bob Jarrett, Terry Weber, Kent Griffith and Brenda Fisher, Corrections; Kim Etherton, Community Corrections Director; Steve Rowoldt, Chief Probation Officer in Adult Probation; County Court Judge James L. Foster; Bob Hays, Public Defender's Office; Terry Wagner, Lancaster County Sheriff; Captain Joe Lefler, Sheriff's Office; Don Scheinost, Lincoln Police Department; Vince Mejer, Purchasing Agent; Gary Hill, Jail Design Request for Proposals (RFP) Review Committee; John Sampson and Chuck Richter, Sampson Construction; Denny Macomber, Jail Standards; and Jim Mastera, Community Representative.

Consultants: Greg Newport, JoAnne Kissel, Matt Glawatz, The Clark Enersen Partners; Ron Budzinski, Tom Allison, Brad Hall, Jim Matarelli, and Fred Moyer, PSA-Dewberry; Karen Chinn, Chinn Planning; and Alan Latta, LTS Security Engineers.

Quality Control: Al Povondra, Carlson, West and Povondra Architects.

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

AGENDA ITEM

2 DIRECT SUPERVISION AND SERVICE DELIVERY

Direct Supervision

Mike Thurber, Corrections Director, and Corrections staff discussed how they envision the direct supervision model working in the new facility.

Service Delivery

Centralized dining versus dining in the day rooms and cells was discussed. Modification of the multi-purpose areas to allow for food delivery, pharmacy, commissary and laundry was suggested, with a central distribution area between the housing units. Thurber said individual trays, rather than bulk food delivery, is assumed and said transport of food to the Youth Service Center, Cornhusker Place (Detox) and the Crisis Center will continue.

3 CONTINUUM OF CARE AND GEOMETRY

Continuum of Care

Discussion focused on inmate programs (substance abuse, mental health, education and vocational programs) and programming space. Brenda Fisher, Corrections, said she believes many of the programs could be accomplished within a multi-purpose room setting. She also reported on a pilot program being offered through Southeast Community College (SCC) called *Seven Steps to Success* (inmates are assisted in obtaining their General Educational Development (GED), have vocational assessment and are provided limited scholarships based on aptitude assessment and career interests). There was general consensus to retain the 1,000 square feet of vocational training space that was included in the plan.

Geometry

The group looked at various floor plans (see attached materials).

4 INTAKE/RELEASE/TRANSFER AND HEALTH CARE/MENTAL HEALTH

Intake/Release/Transfer

The group viewed a diagram of the intake/release/transfer area (see attached materials) and questions were raised as to whether the area is large enough. It was noted that a holding area for the courts will also be part of the final schematic design.

Health Care/Mental Health

Karen Chinn, Chinn Planning, said there will be 15 infirmary beds (a combination of single and double rooms) and 4 observation rooms for medical or mental health observation. At least one of the rooms will have negative air flow to control infectious diseases. There will also be exam treatment rooms and a dental operatory.

5 OTHER BUSINESS

The consultants recommended that Thurber and the County Board visit adult correctional facilities in Orange County, Florida and Hampton County, Massachusetts before the next workshop in March.

There being no further business, the meeting was adjourned at approximately 3:20 p.m.

Dan Nolte
Lancaster County Clerk

NOTE: Materials that were discussed at the workshop are attached.