

LANCASTER COUNTY CORRECTIONS DEPARTMENT

605 SOUTH TENTH STREET
LINCOLN, NE 68508
(402) 441-7530
FAX: 441-8946

MICHAEL THURBER, DIRECTOR

LANCASTER COUNTY CORRECTIONS BOARD

-AGENDA-

February 28, 2013
Thursday @ 9:00

LANCASTER COUNTY CORRECTIONS BOARD

- AGENDA -

**Thursday, February 28, 2012
9:00 a.m.**

I. Approval of the October 25, 2012 Meeting

II. Population Statistics

- A. Population Comments
- B. Population Graphs-Appendix 1
- C. Calendar Year 2012 Monthly Statistical Report-Appendix 2
- D. Fiscal Year 2013 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. Adjournment

Attachments.

- 1- Population Graphs
- 2- Monthly Status Reports
- 3- October 25, 2012 Minutes

Lancaster County Corrections Board
Meeting of Thursday, February 28, 2013

I. APPROVAL OF MINUTES- October 25, 2012

II. POPULATION STATISTICS	<u>2011</u>	<u>2012</u>	Change
	Oct-Dec.	Oct-Dec.	
Average Daily Population	507.3	569.8	+12.3%
JAIL/out of county	359.4	420.0	+16.9%
LCF	147.9	149.8	+ 1.3%
Total Bookings	2,251.0	2,354.0	+ 4.6%
Average per month	753.3	784.7	
Total Lodgings	1,530.0	1,594.0	+ 4.2%
Average per month	510.0	531.3	
Platte County Inmate Housing (Sept. '05)	14.7	36.1	
Butler County Inmate Housing (May '07)	15.6	12.7	
Saline County Inmate Housing (Aug. 2010)	14.5	10.5	
Saunders Co. Inmate Housing (July '09)	9.3	0.0	
Dawson Co. Inmate Housing (June '11)	<u>18.7</u>	<u>56.7</u>	
Total Monthly ADP	72.9	116.0	+59.2%
Behavior Health/Jail Diversion Total	15.0	16.0	+1 individuals
Pretrial Release /CC Total	16.0	20.0	+4 individuals
Sentence Conversion/House Arrest Total	<u>15.0</u>	<u>10.0</u>	<u>-5 individuals</u>
TOTALS	46.0	46.0	N/C individuals

A. **Population Comments**

During the 4th quarter of 2012, the department experienced a 12% increase to our average daily population (569 inmates). We have also experienced a 4% increase in our bookings during this quarter as compared to the same time period in 2011. This required us to house more inmates out of county during this quarter, 116 vs. 72 inmates per day.

There were only 46 individuals released to behavioral health/pre-trial release and sentence conversion during this reporting quarter. This was the same number of inmates released to those programs during the 4th quarter of 2011.

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

The population graph shows the month to month populations for FY12 and FY13. 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-CY12, FY13**

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 October-December, 2012, the training division handled approximately 478 applications for Correctional Officer positions. Orientation training was provided for 29 new full time officers, one new on-call officer and four new nurses.

Thirteen full-time officers completed the 12 week field training program, designed to help in the training of new officers during their first three months on the job. Fifteen other officers were still apart of the program by the end of this period.

Sgt. Bailey participated in a career fair at Southeast Community College. Several of the students she spoke with at the event subsequently applied to be a Correctional Officer.

The training division has been heavily involved in the move into the new Adult Detention Facility. Lt. Anderson has been involved in a committee developing policies and Sgt. Bailey has started organizing the Grand Opening Events. The training division has also been actively developing a training plan for the transition into the new facility, as well as examining the training needs after the move.

B. MENTAL HEALTH JAIL DIVERSION PROJECT

During this quarter, sixteen inmates were admitted into the project. Ten were in custody at the time they were accepted into the program. Of these sixteen inmates, nine were also under Community Corrections supervision.

Seven inmates were also terminated from the program from October-December, 2012. Two of these inmates were under the supervision of Community Corrections. Of these seven individuals, four have returned to jail custody.

C. OUT OF COUNTY HOUSING

Lancaster County continues to house inmates in Platte, Butler, Saline and Dawson counties due to overcrowding. During the months of October-December, 2012, we maintained an average population of 36.1 inmates in Platte County. During this same time period, 16 round trips were made, moving 172 inmates between the two facilities.

Butler County's average population for this time period was 12.7 with 58 inmates moved between the two facilities, with one round trip.

Saline County's average population for this period was 10.5 with 40 inmates moved between the two facilities and two round trips.

Dawson County's average population from October-December, 2012 was 56.7 with 290 inmates moved between the two facilities with one round trip.

In addition, the transport division transported 2,979 inmates to court, medical appointments or other locations. This required approximately 1,534 staff hours to complete.

D. LCF & WORK CREW ACTIVITIES

October 2012 – A crew of inmates unloaded a semi-trailer and moved chairs into the new facility. The remainder of the month was spent doing general maintenance, washer/dryer repair, and plumbing repairs. A passenger van was sent in for repair. An inmate crew assisted with removing and replanting dead trees at the Department of Motor Vehicles.

November 2012 – An inmate crew assisted the Election Commission distribute ballot boxes and signs. They also assisted with distribution of new telephones to county departments. The remainder of the month was spent doing general maintenance, fire extinguisher inspections, and washer/dryer repair.

December 2012 – A crew of inmates moved Juvenile Probation to a new location. They also continued to assist with distribution of new telephones. General maintenance, washer/dryer repair, vacuum cleaner repair, and vehicle and tractor maintenance was performed throughout the month. Snow removal work began on the facility grounds.

In addition to the regular daily county shop worker, additional inmate labor was provided to the County Engineer this quarter. Crews of two to three inmates have been under the supervision of the County Engineer, assisting with the installation of snow fencing. Approximately 752 hours of inmate labor was provided from October-December, 2012.

E. PROGRAMS DIVISION

Mental health practitioners had an average of 371 contacts with inmates each month during this quarter, in which mental health, personal problems, or coping with confinement concerns were addressed.

Correctional Specialists and the Chaplain coordinated an average of 182 educational, self-help, and religious programs per month October-December, 2012. This number represents programs offered at the Intake & Detention Facility and Lancaster Correctional Facility in Airpark.

The Work Release Coordinator reviewed an average of 90 court ordered release applications per month. This number reflects both District and County Court applications. The average number of individuals on work release this quarter was 33.

F. TRANSITION ACTIVITIES

The transition team has been involved with numerous activities during this time period. The building itself has reached a point where staff can more easily conceptualize how their future work spaces would function. As a result, we conducted staff tours in October and November, detailing essential procedures and concepts. The overwhelming response from staff has been positive.

The radio antenna system installation was initiated. It has since been completed and scheduled for testing in the next week or two. The signage design was completed and a vendor selected. This involved nearly a thousand doors throughout the facility. In most cases, these doors were labeled with a key code and room identification.

The design for connecting the current facility to the new electronic security system was completed. In fact, the fiber needed for this process has been pulled between the Hall of Justice and our current facility completing the connection to our new facility. Work should start soon on installing conduits within the current facility that will be used to operate the different devices we need to control for court movement.

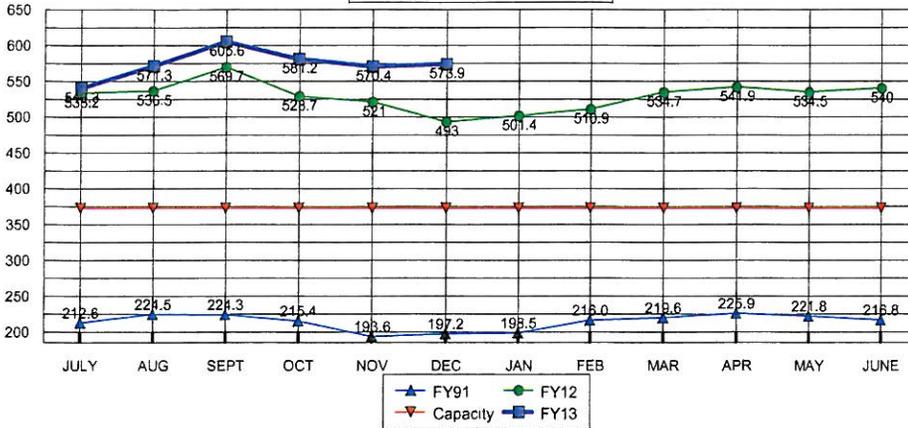
Training on some of the systems has been completed or initiated. This includes kitchen equipment, electrical systems, energy management and air handling units.

We continue to work on policy and procedures. We have completed 62 new policies and 320 post procedures. We believe this process is 95% complete. A new draft of the inmate handbook has been completed and the classification manual is being worked on.

The next focus will be on developing and conducting training as well as preparing the building for occupation.

V. ADJOURNMENT

**TOTAL POPULATIONS
 FY91, FY12, FY13**

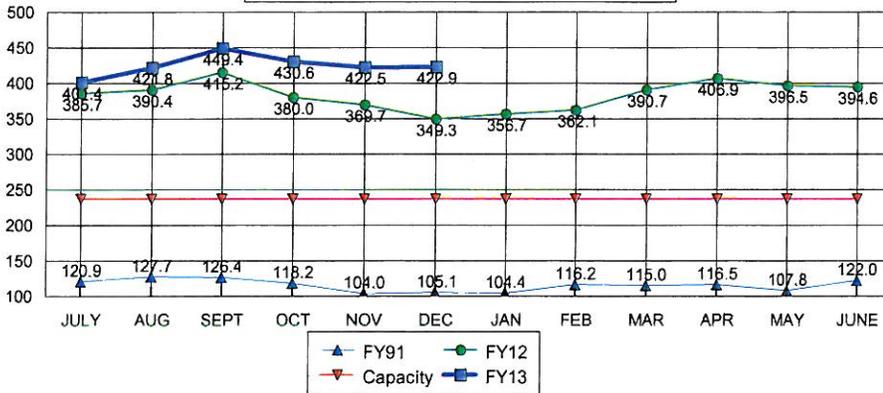


AVERAGES

FY13 TO DATE	573.8
FY12 SAME PERIOD	530.4
FY12 TO YR-END	528.8

8.2% Change in FY12 to date over same period last year
8.5% Change in FY12 to date over FY11 average to year-end

**JAIL-OFF SITE CO. POPULATION
 FY91, FY12, FY13**

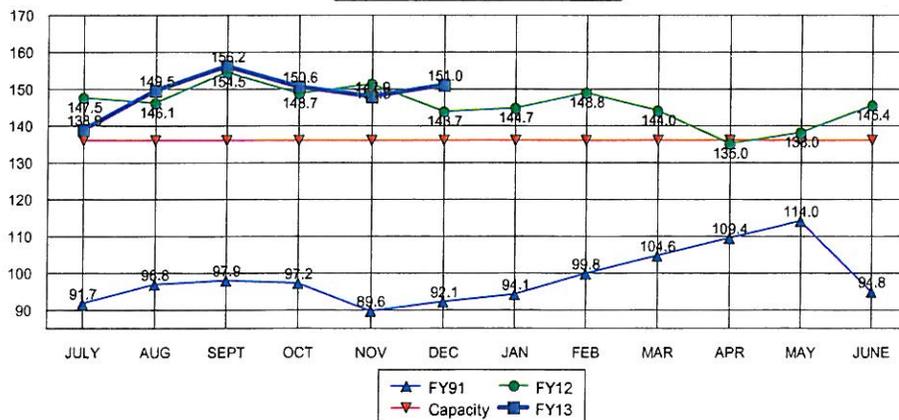


AVERAGES

FY13 TO DATE	424.8
FY12 SAME PERIOD	381.7
FY12 TO YR-END	383.2

11.3% Change in FY13 to date over same period last year
10.9% Change in FY13 to date over FY12 average to year-end

**LCF-ONLY POPULATION
 FY91, FY12, FY13**



AVERAGES

FY13 TO DATE	149.0
FY12 SAME PERIOD	147.8
FY12 TO YR-END	145.6

0.8% Change in FY13 to date over same period last year
2.3% Change in FY13 to date over FY12 average to year-end

**LANCASTER COUNTY CORRECTIONS DEPARTMENT
MONTHLY STATUS REPORT**

CALENDAR YEAR 2012

	2012												AVERAGE TO DATE	TOTAL TO DATE	
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC			
INTAKE & DETENTION FACILITY															
Average Daily Population @ IDF	292.9	286.5	291.7	288.4	291.8	286.6	292.5	316.0	330.7	305.7	304.5	301.8	299	N/A	
High for Month	323	308	317	309	314	302	317	341	354	327	318	323	321	N/A	
Low for Month	268	268	275	270	269	272	280	293	309	287	288	266	279	N/A	
Platte County ADP	3.2	9.9	16.6	21.9	14.4	19.8	17.1	13.6	22.7	32.0	37.8	38.4	21	N/A	
Butler County ADP	15.3	17.2	16.0	15.3	14.3	15.2	13.6	13.5	13.0	12.6	10.7	14.8	14	N/A	
Saline County ADP	18.6	17.1	19.2	18.7	16.5	13.6	14.5	14.8	19.6	15.0	2.5	14.1	15	N/A	
Saunders County ADP	7.6	8.8	12.9	20.8	16.1	10.9	6.6	5.1	0.7	0.0	0.0	0.0	7	N/A	
Dawson County ADP	13.6	17.8	26.8	34.9	35.1	38.8	47.5	52.0	55.3	57.7	61.9	50.5	41	N/A	
Total Number of Bookings	783	760	833	793	878	825	886	861	818	735	830	789	816	9,791	
New Bookings	197	171	191	196	191	201	188	207	197	174	186	190	191	2,289	
Felony Arrests	168	165	170	180	205	162	227	204	150	156	174	177	178	2,138	
Misdemeanor Arrests	470	456	517	492	528	548	534	540	514	458	505	499	505	6,061	
Domestic Violence Arrests	82	62	68	84	65	70	83	80	73	71	69	55	72	862	
DWI Arrests	69	73	70	61	64	67	56	57	65	53	58	65	63	758	
Felons Sentenced	18	25	15	15	16	17	14	16	22	20	17	22	18	217	
Misdemeanants Sentenced	59	67	68	55	66	54	66	58	66	42	69	37	59	707	
Held for Other Jurisdictions	58	47	63	51	63	50	45	43	66	59	65	54	55	664	
Total Conditionally Released	228	241	255	244	292	270	264	237	261	235	268	257	254	3,052	
Percent Conditionally Released	29.12%	31.71%	30.61%	30.77%	33.26%	32.73%	29.80%	27.53%	31.91%	31.97%	32.29%	32.57%	31%	N/A	
Pre-Arrestment Releases	126	130	138	146	190	169	159	132	153	134	143	140	147	1,760	
Court Disposition Releases	102	111	117	98	102	101	105	105	108	101	125	117	108	1,292	
Total of Individuals Lodged	555	519	578	549	586	555	622	624	557	500	562	532	562	6,739	

LANCASTER CORRECTIONAL FACILITY														
Average Daily Population	144.7	148.8	144.0	135.0	138.0	145.4	138.9	149.5	156.2	150.6	147.9	151.0	146	N/A
High for Month	152	159	156	148	149	151	147	159	161	160	155	157	155	N/A
Low for Month	129	136	130	119	114	139	128	135	148	143	142	137	133	N/A
Estimated Value of Inmate Labor @ \$7.25	\$6,880	\$2,291	\$5,148	\$4,575	\$5,387	\$4,430	\$3,843	\$3,705	\$3,110	\$5,206	\$5,271	\$3,270	\$4,426	\$53,114

MEDICAL/MENTAL HEALTH SERVICES														
Referred to Jail Physician	67	60	64	57	56	61	75	83	70	72	60	75	67	800
Referred to Mental Health/LRC	2	1	4	1	1	2	1	4	1	0	1	0	2	18
Transferred to Emergency Room	6	2	9	3	1	5	2	9	7	14	5	4	6	67

APPENDIX 2

**LANCASTER COUNTY CORRECTIONS DEPARTMENT
MONTHLY STATUS REPORT**

FISCAL YEAR 2013

	2012						AVERAGE TO DATE	TOTAL TO DATE
	JUL	AUG	SEP	OCT	NOV	DEC		
Average Daily Population @IDF	292.5	316.0	330.7	305.7	304.5	301.8	308.5	N/A
High for Month	317	341	354	327	318	323	330.0	N/A
Low for Month	280	293	309	287	288	266	287.2	N/A
Platte County ADP	17.1	13.6	22.7	32.0	37.8	38.4	26.9	N/A
Butler County ADP	13.6	13.5	13.0	12.6	10.7	14.8	13.0	N/A
Saline County ADP	14.5	14.8	19.6	15.0	2.5	14.1	13.4	N/A
Saunders County ADP	6.6	5.1	0.7	0.0	0.0	0.0	2.1	N/A
Dawson County ADP	47.5	52.0	55.3	57.7	61.9	50.5	54.1	N/A
Total Number of Bookings	886	861	818	735	830	789	819.8	4,919
Felony Arrests	227	204	150	156	174	177	181.3	1,088
Misdemeanor Arrests	534	540	514	458	505	499	508.3	3,050
Felons Sentenced	14	16	22	20	17	22	18.5	111
Misdemeanants Sentenced	66	58	66	42	69	37	56.3	338
Held for Other Jurisdictions	45	43	66	59	65	54	55.3	332
Total Conditionally Released	264	237	261	235	268	257	253.7	1,522
Percent Conditionally Released	29.80%	27.53%	31.91%	31.97%	32.29%	32.57%	31.0%	31.0%
Pre-Arrestment Releases	159	132	153	134	143	140	143.5	861
Court Disposition Releases	105	105	108	101	125	117	110.2	661
Total of Individuals Lodged	622	624	557	500	562	562	571.2	3,427

LANCASTER CORRECTIONAL FACILITY

Average Daily Population	138.9	149.5	156.2	150.6	147.9	151.0	149.0	N/A
High for Month	147	159	161	160	155	157	156.5	N/A
Low for Month	128	135	148	143	142	137	138.8	N/A
County Work Release	9	8	8	8	4	5	7.1	42
District Work Release	17	19	24	25	27	32	24.0	144
Estimated Value of Inmate Labor	\$3,843	\$3,705	\$3,110	\$5,206	\$5,271	\$3,270	\$4,067	\$24,404

MEDICAL/MENTAL HEALTH SERVICES

Referred to Jail Physician	74	83	70	72	60	75	72	434
Referred to Mental Health/LRC	1	4	1	0	1	0	1	7
Transferred to Emergency Room	2	9	7	14	5	4	7	41

APPENDIX 3

**MINUTES
BOARD OF CORRECTIONS
QUARTERLY MEETING
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, OCTOBER 25, 2012
8:30 A.M.**

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

The Chair called the meeting to order at 8:32 a.m.

AGENDA ITEM

1 APPROVAL OF BOARD OF CORRECTIONS MINUTES OF THURSDAY, AUGUST 2, 2012

MOTION: Schorr moved and Smoyer seconded approval of the August 2, 2012 Board of Corrections Meeting minutes. Smoyer, Hudkins, Schorr, Raybould and Heier voted aye. Motion carried 5-0.

2 POPULATION STATISTICS

A. Population Comments

Mike Thurber, Corrections Director, said the inmate population increased by 4.5% this quarter, compared to the same period in 2011. There was also a 2.7% increase in daily lodgings. He said 31% to 33% of offenders that are booked are released the same day. Thurber said a high of 632 offenders in custody was recorded on September 24th. The average is 570 to 590 inmates per day, with 556 currently housed. He also reported a small decrease in behavioral/pre-trial and sentence conversion releases this quarter.

B. Population Graphs - Appendix 1

See agenda packet.

C. Fiscal Year 2012 Monthly Statistical Report - Appendix 2 and Fiscal Year 2013 Monthly Statistical Report - Appendix 3

See agenda packet.

3 DEPARTMENT ACTIVITIES

A. Training

Thurber said there were 369 applications for Correctional Officer positions this quarter. Orientation training was provided to 15 new full-time officers. Eight full-time officers completed the 12-week field training program and 11 officers attended the Officer's Training Academy (an 80-hour training course).

B. Mental Health Jail Diversion Program

Thurber said nine inmates were admitted into the program this quarter. Three were in custody at the time. He said that is a significant decrease as the average was nine a month.

Schorr asked the reason for the decrease. Thurber said it may be that the charges are more serious. He said judges also have different sentencing patterns.

Raybould noted that pre-trial and sentence conversion numbers have also decreased substantially. Thurber said there has also been a record number revoked on diversion. Raybould asked him to provide those numbers to the Board for comparison. Thurber said he will also talk to Joe Kelly, County Attorney; Kim Etherton, Community Corrections Director; and County Court Judge Laurie Yardley, the Presiding Judge in County Court, about the programs.

C. Out-of-County Housing

Thurber said Lancaster County continues to house inmates in Butler, Dawson, Platte and Saline Counties, due to overcrowding. Saunders County is no longer accepting Lancaster County's inmates, as their facility is becoming overcrowded. He said he is looking at Buffalo County as another option.

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

Thurber said work crews have assisted with moving furniture and supplies and general maintenance. He said the Community Service Program/County Road Litter Pickup Program was continued through the quarter, noting they have picked up litter on every county road at least four times.

E. Programs Division

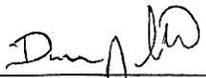
Thurber said there was an average of 47 psychiatric evaluations per month. An average of two inmates per month were placed into Emergency Protective Custody and were transferred with a jail hold to the Crisis Center. The Good News Jail and Prison Ministry Chaplain held a praise celebration and almost \$6,000 was raised. The Work Release Coordinator reviewed an average of 109 court-ordered release applications each month. The average number of individuals on work release this quarter was 28.

F. Transition Activities

Brad Johnson, Transition Coordinator, said the Transition Team has developed nine post orders, 145 procedures, 185 scenarios and 30 new policies. He said they have started training and tours to familiarize staff with the new facility. The radio system will be installed in the next couple of weeks and radios should be purchased by the end of the year. A request for proposal (RFP) for the inmate phone system was issued and the selection process will begin next month. Johnson said there is also a RFP related to the connection between the new Lancaster County Adult Detention Facility (LCADF) and the existing jail that is related to the transport of prisoners.

4 ADJOURNMENT

MOTION: Smoyer moved and Schorr seconded to adjourn the meeting at 8:53 a.m. Schorr, Smoyer, Raybould, Hudkins and Heier voted aye. Motion carried 5-0.



Dan Nolte
Lancaster County Clerk



**MINUTES
BOARD OF CORRECTIONS
QUARTERLY MEETING
COUNTY-CITY BUILDING, ROOM 113
THURSDAY, FEBRUARY 28, 2013
9:00 A.M.**

Board Members Present: Larry Hudkins, Chair
Jane Raybould, Vice Chair
Brent Smoyer
Roma Amundson

Board Members Absent: Deb Schorr

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

The Chair called the meeting to order at 9:10 a.m.

AGENDA ITEM

1 APPROVAL OF BOARD OF CORRECTIONS MINUTES OF THURSDAY, OCTOBER 25, 2012

MOTION: Raybould moved and Amundson seconded approval of the October 25, 2012 Board of Corrections Meeting minutes. Raybould, Amundson, Smoyer and Hudkins voted aye. Schorr was absent from voting. Motion carried 4-0.

2 POPULATION STATISTICS

A. Population Comments

Mike Thurber, Corrections Director, reported a 12% increase in average daily population during the 4th quarter of 2012. There was also a 4% increase in bookings, compared to the same time period in 2011, which resulted in more out-of-county placements (116 inmates per day). He said he hopes to cap that number at 102 next quarter. Thurber also reported that 46 individuals were released to behavioral health/pre-trial release and sentence conversion during this quarter of 2012, which was the same number released to those programs during the 4th quarter of 2011.

- B. Population Graphs - Appendix 1
- C. Calendar Year 2012 Monthly Statistical Report - Appendix 2
- D. Fiscal Year 2013 Monthly Statistical Report - Appendix 3

See agenda packet.

3 DEPARTMENT ACTIVITIES

A. Training

Thurber said the department is currently nine under optimal staffing levels for correctional officers (CO's). He said 13 full-time CO's completed a 12-week field training program during the quarter. Thurber said the Training Division has also been heavily involved with opening of the new Lancaster County Adult Detention Facility (LCADF).

B. Mental Health Jail Diversion Program

Thurber said 16 inmates were admitted into the program during the quarter.

C. Out-of-County Housing

Thurber said they continue to house inmates in Butler, Dawson, Platte and Saline County facilities, due to overcrowding.

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

Thurber said work crew activities included furniture moves, assisting the Election Commissioner's Office with distribution of ballot boxes and signage for the election, and general maintenance duties. He said he will likely shift to using on-call CO's to supervise the work crews.

E. Programs Division

Thurber said mental health practitioners had an average of 371 contacts with inmates each month during the quarter and the Work Release Coordinator reviewed a average of 90 court-ordered release applications per month.

F. Transition Activities

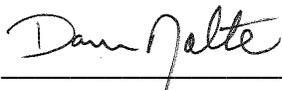
Thurber said transition activities included installation and testing of the radio antenna system, labeling and key coding of doors, and training on the systems. The design for connecting the current facility to the new electronic security system was also completed.

Thurber suggested tentative scheduling of the ribbon-cutting for the new facility for 1:00 p.m. on March 18th. He said Three Eagles Communication (radio broadcast group) will assist with news releases. Thurber noted there will be public tours of the new facility and opportunities to stay overnight in the facility.

Raybould expressed concern regarding the numbers for the jail diversion, behavioral health, pre-trial release and house arrest programs. She also requested more information regarding the reasons for revocation and suggested that further discussion be scheduled with Kim Etherton, Community Corrections Director.

4 ADJOURNMENT

MOTION: Smoyer moved and Amundson seconded to adjourn the meeting at 9:29 a.m. Raybould, Amundson, Smoyer and Hudkins voted aye. Schorr was absent from voting. Motion carried 4-0.



Dan Nolte
Lancaster County Clerk

