

# LANCASTER COUNTY CORRECTIONS DEPARTMENT

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MICHAEL THURBER, DIRECTOR

## LANCASTER COUNTY CORRECTIONS BOARD

-AGENDA-

May 16, 2013  
Thursday @ 9:00

**LANCASTER COUNTY CORRECTIONS BOARD**

**- AGENDA -**

**Thursday, May 16, 2013  
9:00 a.m.**

**I. Approval of the February 28, 2013 Meeting**

**II. Population Statistics**

- A. Population Comments
- B. Population Graphs-Appendix 1
- C. Fiscal Year 2013 Monthly Statistical Report-Appendix 2
- D. Calendar 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- February 28, 2013 Minutes

**Lancaster County Corrections Board**  
**Meeting of Thursday, May 16, 2013**

I. APPROVAL OF MINUTES-February 28, 2013

II. POPULATION STATISTICS	<u>2012</u> Jan-March	<u>2013</u> Jan-March	Change
Average Daily Population	509.7	559.1	+ 9.7%
JAIL/out of county	363.9	411.6	+13.1%
LCF	145.8	147.5	+ 1.1%
<b>Total Bookings</b>	<b>2,376.0</b>	<b>2,514.0</b>	<b>+ 5.8%</b>
Average per month	792.0	838.0	
<b>Total Lodgings</b>	<b>1,652.0</b>	<b>1,712.0</b>	<b>+ 3.6%</b>
Average per month	550.7	570.7	
Platte County Inmate Housing (Sept. '05)	9.9	36.5	
Butler County Inmate Housing (May '07)	16.2	14.1	
Saline County Inmate Housing (Aug. 2010)	18.3	6.4	
Saunders Co. Inmate Housing (July '09)	9.8	0.0	
Dawson Co. Inmate Housing (June '11)	<u>19.4</u>	<u>56.4</u>	
<b>Total Monthly ADP</b>	<b>73.5</b>	<b>113.4</b>	<b>+54.2%</b>
Behavior Health/Jail Diversion Total	11.0	18.0	+7 individuals
Pretrial Release /CC Total	15.0	13.0	-2 individuals
Sentence Conversion/House Arrest Total	<u>11.0</u>	<u>19.0</u>	<u>+8 individuals</u>
<b>TOTALS</b>	<b>37.0</b>	<b>50.0</b>	<b>+ 13 individuals</b>

A. **Population Comments**

During the 1<sup>st</sup> quarter of 2013 the department experienced a 9.7% increase in our average daily population (559 inmates). We have also experienced a 5.8% increase in our bookings during this quarter compared to the same time period of 2012. In comparing our daily bookings, we experienced 1½ more bookings per day compared to the same quarter of 2012. Out-of-county housing of inmates remained at 113 inmates per day. This trend has remained constant over the last 6 months.

Compared to the same quarter of 2012, we have had 50 individuals released to behavioral/pre-trial release or to the sentence conversion program.

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- FY13 & CY13**

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-March, 2013, the training division handled approximately 449 applications for Correctional Officer positions. Orientation training was provided for 28 new full time officers, one new on-call officer and four new nurses.

Fourteen 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. Twenty one other officers were still apart of the program by the end of this period.

Eighteen officers attended the Officer's Training Academy, which is an 80 hour training course intended for officers who have been with the department for approximately 3 to 6 months.

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. 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, 18 inmates were admitted into the project. Seventeen were in custody at the time they were accepted into the program. Of these 18 inmates, two were also under Community Corrections supervision.

Eighteen of these inmates were also terminated from the program from January-March, 2013. One of these inmates was under the supervision of Community Corrections. Of these eighteen individuals, nine 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 January-March, 2013, we maintained an average population of 36.5 inmates in Platte County. During this same time period, 23 round trips were made, moving 201 inmates between the two facilities.

Butler County's average population for this time period was 14.1 with 53 inmates moved between the two facilities, with eight round trips.

Saline County's average population for this period was 6.4 with 29 inmates moved between the two facilities and one round trip.

Dawson County's average population was 56.4 with 278 inmates moved between the two facilities with four round trips.

In addition, the transport division transported 3,053 inmates to court, medical appointments or other locations. This required approximately 1,781 staff hours to complete.

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

January 2013 – A crew of inmates moved file cabinets for the County Assessor’s Office. The remainder of the month was spent doing general maintenance, washer/dryer repair, and snow removal. Patching and painting of dorms began. Areas of the recreation rooms were retiled.

February 2013 – An inmate crew assisted moving a mailbox and systems furniture for Adult Probation. On two separate occasions, inmate work crews assisted the Lincoln Area Retired School Personnel move books for their annual book sale. Patching and painting of dorm walls continued. New headboards were made and bumpers were attached to prevent damage to the walls. The remainder of the month was spent doing general maintenance, fire extinguisher inspections, van repairs, and snow removal.

March 2013 – A crew of inmates helped to completed dorm painting. Crews of inmates were sent to the new facility on a regular basis to wash laundry, clean, pick-up litter, and set-up for the public tours/overnight stays. General maintenance, washer/dryer repair, snow removal and phone repairs were performed throughout the month.

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/removal of snow fencing.

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

Correctional Specialists averaged 399 contacts per month, in response to inmate request forms in January, February, and March 2013.

Correctional Specialists and the Chaplain coordinated an average of 170 educational, self-help, and religious programs per month January through March 2013. This number represents programs offered at both the downtown Intake & Detention Facility and the Airpark Lancaster Correctional Facility.

The Work Release Coordinator reviewed an average of 73 court ordered release applications per month January through March 2013. This number reflects both District and County Court applications. The average number of individuals on work release in these months was 39.

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

The radio antenna system was finished and passed testing. The radios have been purchased and programmed. The signage has been installed allowing staff to start familiarizing themselves with the labeling design. This involved nearly a thousand doors throughout the facility. In most cases these doors were labeled with a key code and room identification.

Inspecting the facility for unfinished or defected components was started in earnest during this period. We continue to work with Sampson Construction to fix any issues.

Training on electronic security was completed. We began staffing the facility around the clock which has given a majority of staff an opportunity to interact with the electronic systems and familiarize themselves with the building. We also conducted joint training with the SWAT team from the Lincoln Police Department.

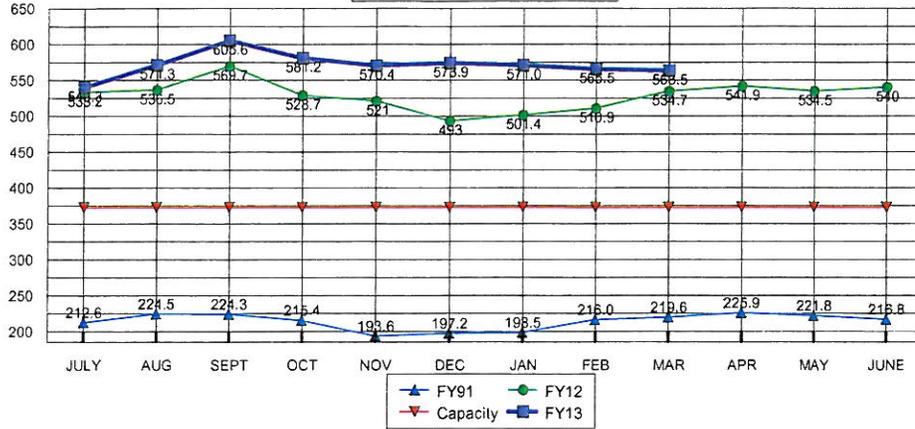
Wireless access points have been installed as well as necessary phones. The remaining phones are slated to be installed in the next 2-3 weeks.

We began gearing up for the community tours which took place in April.

We identified training material and will be conducting training in the month of June and July.

**V. ADJOURNMENT**

**TOTAL POPULATIONS  
 FY91, FY12, FY13**

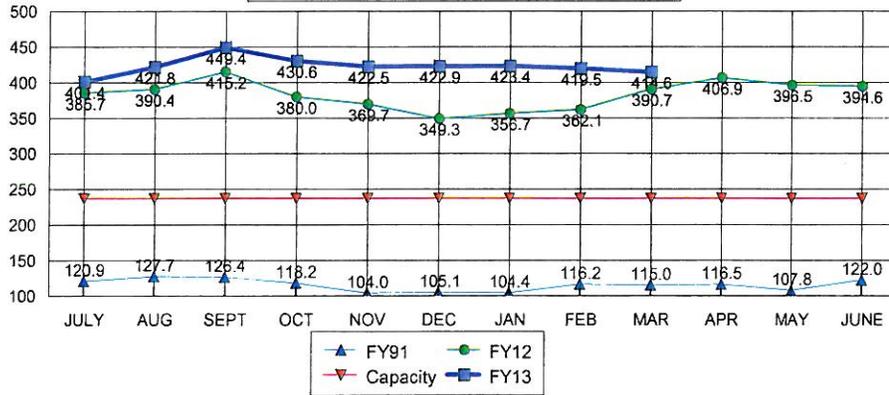


AVERAGES

FY13 TO DATE	571.4
FY12 SAME PERIOD	525.5
FY12 TO YR-END	528.8

8.7%	Change in FY12 to date over same period last year
8.1%	Change in FY12 to date over FY11 average to year-end

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

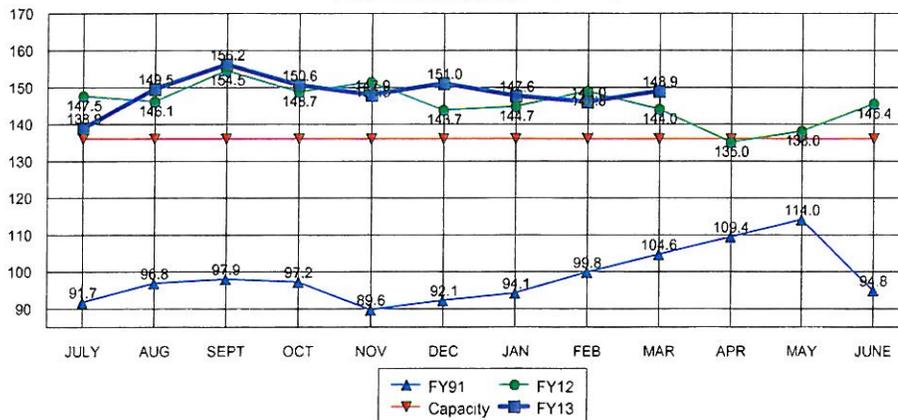


AVERAGES

FY13 TO DATE	422.9
FY12 SAME PERIOD	377.8
FY12 TO YR-END	383.2

12.0%	Change in FY13 to date over same period last year
10.4%	Change in FY13 to date over FY12 average to year-end

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



AVERAGES

FY13 TO DATE	148.5
FY12 SAME PERIOD	147.1
FY12 TO YR-END	145.6

0.9%	Change in FY13 to date over same period last year
2.0%	Change in FY13 to date over FY12 average to year-end

**LANCASTER COUNTY CORRECTIONS DEPARTMENT  
MONTHLY STATUS REPORT**

**FISCAL YEAR 2013**

	2012						2013						AVERAGE TO DATE	TOTAL TO DATE
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
<b>Average Daily Population @IDF</b>	292.5	316.0	330.7	305.7	304.5	301.8	301.0	299.4	294.2				305.1	N/A
High for Month	317	341	354	327	318	323	323	316	307				325.1	N/A
Low for Month	280	293	309	287	288	266	283	281	278				285.0	N/A
<b>Platte County ADP</b>	17.1	13.6	22.7	32.0	37.8	38.4	32.2	41.2	36.2				30.1	N/A
<b>Butler County ADP</b>	13.6	13.5	13.0	12.6	10.7	14.8	14.5	13.3	14.5				13.4	N/A
<b>Saline County ADP</b>	14.5	14.8	19.6	15.0	2.5	14.1	11.7	3.9	3.5				11.1	N/A
<b>Saunders County ADP</b>	6.6	5.1	0.7	0.0	0.0	0.0	0.0	0.0	0.0				1.4	N/A
<b>Dawson County ADP</b>	47.5	52.0	55.3	57.7	61.9	50.5	58.2	54.9	56.1				54.9	N/A
Total Number of Bookings	886	861	818	735	830	789	902	750	862				825.9	7,433
Felony Arrests	227	204	150	156	174	177	204	146	181				179.9	1,619
Misdemeanor Arrests	534	540	514	458	505	499	560	477	529				512.9	4,616
Felons Sentenced	14	16	22	20	17	22	25	15	19				18.9	170
Misdemeanants Sentenced	66	58	66	42	69	37	67	61	68				59.3	534
Held for Other Jurisdictions	45	43	66	59	65	54	47	51	65				55.0	495
Total Conditionally Released	264	237	261	235	268	257	284	246	272				258.2	2,324
Percent Conditionally Released	29.80%	27.53%	31.91%	31.97%	32.29%	32.57%	31.49%	32.80%	31.56%				31.3%	31.3%
Pre-Arrestment Releases	159	132	153	134	143	140	159	142	163				147.2	1,325
Court Disposition Releases	105	105	108	101	125	117	125	104	109				111.0	999
Total of Individuals Lodged	622	624	557	500	562	562	618	504	590				571.0	5,139
<b>LANCASTER CORRECTIONAL FACILITY</b>														
<b>Average Daily Population</b>	138.9	149.5	156.2	150.6	147.9	151.0	147.6	146.0	148.9				148.5	N/A
High for Month	147	159	161	160	155	157	151	151	154				155.0	N/A
Low for Month	128	135	148	143	142	137	142	140	141				139.6	N/A
County Work Release	9	8	8	8	4	5	8	14	11				8.4	75
District Work Release	17	19	24	25	27	32	29	26	27				25.1	226
Estimated Value of Inmate Labor	\$3,843	\$3,705	\$3,110	\$5,206	\$5,271	\$3,270	\$6,221	\$4,024	\$4,365				\$4,335	\$39,013
<b>MEDICAL/MENTAL HEALTH SERVICES</b>														
Referred to Jail Physician	74	83	70	72	60	75	69	61	74				71	638
Referred to Mental Health/LRC	1	4	1	0	1	0	1	1	1				1	10
Transferred to Emergency Room	2	9	7	14	5	4	3	4	5				6	53

**LANCASTER COUNTY CORRECTIONS DEPARTMENT  
MONTHLY STATUS REPORT**

**CALENDAR YEAR 2013**

	2013			AVERAGE TO DATE	TOTAL TO DATE
	JAN	FEB	MAR		
<b>INTAKE &amp; DETENTION FACILITY</b>					
<b>Average Daily Population @ IDF</b>	301.0	299.4	294.2	298	N/A
High for Month	323	316.0	307	315	N/A
Low for Month	283	281	278	281	N/A
<b>Platte County ADP</b>	32.2	41.2	36.2	37	N/A
<b>Butler County ADP</b>	14.5	13.3	14.5	14	N/A
<b>Saline County ADP</b>	11.7	3.9	3.5	6	N/A
<b>Saunders County ADP</b>	0.0	0.0	0.0	0	N/A
<b>Dawson County ADP</b>	58.2	54.9	56.1	56	N/A
Total Number of Bookings	902	750	862	838	2,514
New Bookings	190	193	201	195	584
Felony Arrests	204	146	181	177	531
Misdemeanor Arrests	560	477	529	522	1,566
Domestic Violence Arrests	83	65	73	74	221
DWI Arrests	61	57	69	62	187
Felons Sentenced	25	15	19	20	59
Misdemeanants Sentenced	67	61	68	65	196
Held for Other Jurisdictions	47	51	65	54	163
Total Conditionally Released	284	246	272	267	802
Percent Conditionally Released	31.49%	32.80%	31.56%	32%	N/A
Pre-Arrestment Releases	159	142	163	155	464
Court Disposition Releases	125	104	109	113	338
Total of Individuals Lodged	618	504	590	571	1,712

<b>LANCASTER CORRECTIONAL FACILITY</b>					
<b>Average Daily Population</b>	147.6	146.0	148.9	148	N/A
High for Month	151	151	154	152	N/A
Low for Month	142	140	141	141	N/A
Estimated Value of Inmate Labor @ \$7.25	\$6,221	\$4,024	\$4,365	\$4,870	\$14,609

<b>MEDICAL/MENTAL HEALTH SERVICES</b>					
Referred to Jail Physician	69	61	74	68	204
Referred to Mental Health/LRC	1	1	1	1	3
Transferred to Emergency Room	3	4	5	4	12

**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 4<sup>th</sup> 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 4<sup>th</sup> 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

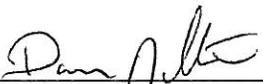
Thurber said transition activities included installation and testing of the radio antenna system, labeling and key coding of doors, and training on the systems. The design for connecting the current facility to the new electronic security system was also completed.

Thurber suggested tentative scheduling of the ribbon-cutting for the new facility for 1:00 p.m. on March 18<sup>th</sup>. 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.

  
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Dan Nolte  
Lancaster County Clerk



**MINUTES  
BOARD OF CORRECTIONS  
QUARTERLY MEETING  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, MAY 16, 2013  
9:00 A.M.**

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

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

The Chair called the meeting to order at 8:58 a.m.

**AGENDA ITEM**

**1 APPROVAL OF BOARD OF CORRECTIONS MINUTES OF THURSDAY, FEBRUARY 28, 2013**

**MOTION:** Smoyer moved and Amundson seconded approval of the February 28, 2013 Board of Corrections Meeting minutes. Smoyer, Amundson, Raybould and Hudkins voted aye. Schorr was absent from voting. Motion carried 4-0.

**2 POPULATION STATISTICS**

A. Population Comments

Mike Thurber, Corrections Director, said there was a 9.7% increase in the average daily population this quarter, with an average of 559 inmates. There was also a 5.8% increase in bookings during this quarter, compared to the same period in 2012.

Schorr arrived at the meeting at 9:01 a.m.

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

See agenda packet.

### **3 DEPARTMENT ACTIVITIES**

#### **A. Training**

Thurber said the Training Division handled 499 applications for Correctional Officer positions this quarter. Orientation training was provided to 28 new full-time officers, one new on-call officer and four new nurses. Eighteen officers attended the Officers Training Academy, an 80-hour training course. The Training Division is also working on policies and procedures for the new Lancaster County Adult Detention Facility (LCADF).

#### **B. Mental Health Jail Diversion Program**

Thurber said 50 individuals were released to behavioral/pre-trial release or the sentence conversion program this quarter. Three individuals were sent to the Crisis Center.

#### **C. Out-of-County Housing**

Thurber said out-of-county housing remained at 113 inmates per day, with most housed in Butler, Dawson and Platte County facilities. He noted the Transport Division has transported 3,053 inmates to court, medical appointments or other locations.

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

Thurber said work crew activities included furniture moves, general maintenance and assisting County Engineering with installation/removal of snow fencing.

#### **E. Programs Division**

Thurber said Correctional Specialists had an average of 339 inmate contacts per month this quarter. The Chaplain coordinated educational, self-help and religious programs. The Work Release Coordinator reviewed an average of 73 court-ordered release applications from the District and County Courts this quarter. An average of 39 inmates per day were on work release.

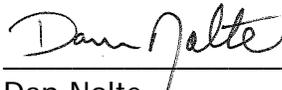
## F. Transition Activities

Brad Johnson, Transition Coordinator, said the radio antenna system was completed this quarter and passed testing. The radios have been used during tours of the new LCADF and they are working well. Training on the electronic security system has been completed. He said joint training was also conducted with the Lincoln Police Department (LPD) Special Weapons and Tactics (SWAT) Team on different scenarios.

There was consensus to recognize Three Eagles Communication (radio broadcast group) for their assistance with news releases and scheduling of public tours and an overnight shakedown of the new LCADF at a County Board of Commissioners Meeting.

## 4 ADJOURNMENT

**MOTION:** Amundson moved and Smoyer seconded to adjourn the meeting at 9:15 a.m. Schorr, Smoyer, Amundson, Raybould and Hudkins voted aye. Motion carried 5-0.



Dan Nolte  
Lancaster County Clerk

