

Minutes of the Monthly  
Meeting of the  
Lancaster County Prison Board  
January 15, 2026

The meeting was called to order by Commissioner Joshua Parsons at 9:15 a.m. in the Public Meeting Room at the Lancaster County Administrative Office Building.

Members Present: Commissioner Joshua Parsons, Commissioner Ray D'Agostino, Commissioner Alice Yoder, President Judge Leonard Brown, Chief Deputy Sheriff Marc Shaffer, District Attorney Heather Adams, and Controller Scott Wiglesworth.

Others Present: Cheryl Steberger, Miguel Castro, Joseph Shiffer, Bob Devonshire, Neil Ward, Christina Pedigree, Kim Wolfe, Kent Kroehler, Mike Fitzpatrick, Jen Nissley, Kim McDevitt, Dan Flynn, Christine Wirbick, Larry George, Jacquelyn Pfursich, Dennis Dougherty, Karlee Shambaugh, Gregory Hahn, Lydia Kovalchuk, and Kathy Kunkel.

Note: there were others present who did not sign in and whose identity is unknown.

Commissioner Yoder moved to approve the minutes of the December 18, 2025, Prison Board meeting. Commissioner D'Agostino seconded. The motion carried unanimously.

Cheryl Steberger, Warden; Miguel Castro, Deputy Warden of Operations; Joseph Shiffer, Deputy Warden for Inmate Services; Bob Devonshire Director of General Services; and Scott Wiglesworth, Controller, gave reports on their areas of responsibility. All these reports, including operations and statistical information, are posted on the County's website.

Warden Steberger gave her report on the Prison in-house population. In December 2024, 794 was the average population compared to December 2025, the average population was also 794. This morning the total is 792. Warden Steberger noted that the population high in 2025 was 848 and the low was 751. The Warden reported there were 4,042 admissions and 4,026 discharges in 2025. There were 4,150 admissions in 2024.

Warden Steberger noted that Arla Brown, Director of Administration, retired in December. After conducting interviews, they have chosen an applicant and will be announcing the new hire at the next Prison Board meeting.

Warden Steberger reported the death of an inmate who was taken into custody at the prison on January 1st. After staff noted his breathing was labored they contacted EMS and he was taken to LGH. His condition worsened and he died at 5 am the next day at the hospital. The County Coroner is investigating and will provide us with a report.

Deputy Warden, Miguel Castro, reported on the Officers of the Month for December 2025: 1<sup>st</sup> shift Officer Elyse Nauman, 2<sup>nd</sup> shift Officer Matthew Bosley, and 3<sup>rd</sup> shift Officer Zachary Kleiser. Deputy Warden Castro stated that they all showed exemplary skills and abilities in their work duties.

Deputy Warden Castro stated the Operations Officer selected for the Month of December was Officer Ronny Gomez. He reported that Sergeant Cody Hawk was selected as the Supervisor of the Quarter for the 4th Quarter of 2025.

Deputy Warden Castro provided staffing updates. Currently there are vacancies for one sergeant, one lieutenant, and one captain. Deputy Warden Castro reported that December ended with 10 correctional officer vacancies.

Deputy Warden Castro noted that recently K9 Officer Cromley and Records officer Michael Spotts participated in the Hershey Ronald McDonald House Real-Life Heroes program. They dressed as comic book heroes and visited with children receiving care at the Ronald McDonald House.

In the response to the question regarding the full prison staffing complement, Deputy Warden Castro said it is set at 201. Deputy Warden Castro also stated that he feels the low number of vacancies reflects the reputation of the County as a good workplace. In addition, he felt the staff's careful screening of applicants results in better qualified individuals.

Deputy Warden Shiffer reported that he and staff are currently working out details and meeting with community based partners to increase services for the One Unified Reentry program. Deputy Warden Shiffer reported that the prison applied for the Pennsylvania Commission on Crime and Delinquency (PCCD) grant for Medication-Assisted Substance Use Treatment (MAT) for \$158,485. The grant runs from April 2026 to March 2028.

Deputy Warden Shiffer reported that 13 individuals graduated from the MRT program which started in 2025. This is a 12-step program which is run in conjunction with the County Adult Probation Department. He noted that 65 individuals graduated from the Drug & Alcohol Program in 2025. Deputy Warden Shiffer was pleased to report 9.3% recidivism at 90 days, 17.2% at 180 days, and 26.4% at one year for the Drug & Alcohol Program. The overall recidivism rate for the institution is 65%.

In response to questions regarding tracking the metrics on the prison programs, Deputy Warden Shiffer stated the goal is place the data into ATIMS.

Deputy Warden Shiffer reported that the Prison will be hosting a blood drive next Tuesday. He noted that last year 51 individuals donated and the prison placed 4<sup>th</sup>.

Bob Devonshire, Director of General Services, gave the Facilities Management Report. Mr. Devonshire reported that they are working on the new correctional facility project. Work orders in December 2025 were 152; with 1,523 work orders year to date. There were 152 work orders per month on average and 127 work orders per month for a 5-year average.

In response to a question regarding emergency preparedness for an electrical emergency, Mr. Devonshire stated that the prison has an emergency generator that kicks on automatically.

Scott Wiglesworth, Controller, presented the Financial Report as of December 31, 2025.

The Prison's Operating: total revenue received to date was \$1,616,463.

Expenditures to date: Personnel Services \$28,791,561; Supplies \$874,542; Purchased Services \$12,228,256; Capital Expenditures \$17,355 for a total year to date of \$41,911,714.

For the Prison Maintenance category: Supplies \$82,230 and Purchased Services \$1,739,792 for a total year to date of \$1,822,022.

For the Inmate General Welfare Fund (IGWF): Revenues to date \$1,359,320; Expenditures \$1,685,661. The current IGWF balance is \$18,339.

Warden Steberger reported on the new prison project which is now in the design development stage. She stated that the facility team is comprised of Linda Schreiner herself, Bob Devonshire, GFT Incorporated, Rettew Associates, and Skanska USA.

Purchasing Director Linda Schreiner presented a report update on the Prison Project's Design Development Plan. As a follow up to previous public listening sessions with the most recent held on January 6, 2026, Ms. Shreiner gave a power point presentation with an overview describing as follows: Mission statement and guiding principles; Purpose of design development; Site description; Design development presentation; Sustainability/operational efficiency; and opinion of probable costs. In addition, Ms. Shreiner reviewed key design features and 6 proposed alternate options and the corresponding estimated cost.

Current plans for the new facility call for a total capacity of 1,046 beds. The new prison would include 22 housing units, ranging from 6-64 beds with most at 64 with specialty units that serve specific populations such as a juvenile unit with 6 beds.

Ms. Shreiner noted that Skanska USA, the engineering and construction firm hired by the County last year, estimates the cost of the project to fall between \$423 million and \$497 million. She stated that next steps are for review of further feedback from the public by the end of next week and bring back to a Commissioners' work session to

consider and provide direction on the construction documents. After acceptance of the Design Development Plan by the Board of Commissioners, the next step will be the Construction Document (CD) Phase.

She noted that this power point is available on the correctional facility project website: [lccf-pa.com](http://lccf-pa.com) and encouraged the public to provide feedback by scanning the QR code listed on the site.

In business from guests, Christine Wirbick, Lancaster Township, wished to emphasize the need for funding Wellness space for the inmates at the new facility. She stated that meaningful wellness programming is essential for treatment and rehabilitation and should not be considered as extras.

Kent Kroehler, Have a Heart, asked if central booking is still an add alternate and how it will be run. Commissioner Parsons stated the recommendation was to include as part of the plan. He stated that the final decision is up to the Commissioners. Mr. Kroehler also asked about the size of the urban yards.

Jason Perkowski, Power Interfaith, asked about the work release area regarding heating and cooling and if the design will allow for future expansion and adaptation. He asked about programming for a central processing unit. Commissioner Parsons stated how we operationalize it is a secondary question.

Neil Ward, Have a Heart, asked about the Wellness center and Mental health units and how they will operate. In response to his question on the facility access points the Warden stated it will be priority to be secure.

Ms. Wirbick asked if the mental health unit is designed differently from other units. Deputy Warden Castro stated that there will be sufficient space for the separate male and female mental health units. In addition, they allow for office space for mental health professionals on the unit.

Mr. Kroehler asked about court orders to move people to a state hospital, Torrence, and how long is the waiting list. Even though the numbers are low at two or three, he felt the wait time is inappropriate and costs the prison. He also thought there are incomplete parole plans that can affect housing.

Neil Ward asked about the Rapid Resolution Court and President Judge Brown said the next meeting is scheduled on January 30, 2026 with 95 scheduled.

Ms. Wirbick commented that she felt that the prison statistics for length of stay for those deemed incompetent are incorrect as currently the time is recorded only when the inmate is deemed incompetent. She stated that there is a lengthy period of time from when they are incarcerated to when they are deemed incompetent.

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Commissioner D'Agostino moved to adjourn the meeting at 10:45 a.m. Commissioner Yoder seconded. The motion carried unanimously. The next meeting will be held on February 19, 2026, at 9:15 a.m.

Sincerely,

A handwritten signature in black ink that reads "Scott Wiglesworth". The signature is written in a cursive style with a large, prominent 'S' at the beginning.

Scott Wiglesworth  
Controller