

**Lebanon County Criminal Justice Advisory Board**  
**Minutes of the Meeting of October 21, 2014**

**Time: 11:00 a.m.**

**Place: Second Floor Conference Room, MH/ID/EI, 220 East Lehman St., Lebanon**

**Present**

David J. Arnold, District Attorney and LCCJAB Chairman; Brian L. Deiderick, Chief Public Defender and CJAB Vice-Chairman; Honorable John C. Tylwalk, President Judge, Court of Common Pleas; Robert J. Phillips, County Commissioner; Jamie Wolgemuth, County Administrator; Stephanie Axarlis, Court Administrator; Sally Barry, Director of Probation Services; Bruce E. Klingler, Sheriff; James Donmoyer, Director of Commission on Drug and Alcohol Abuse; Kevin Schrum, Director of MH/ID/EI; Daniel Wright, Police Chief, City of Lebanon; Sarah Primak, Veterans Justice Outreach Coordinator; Karen Hess, Director of Domestic Relations; Kim Mackey, Regional Coordinator, PA Commission on Crime and Delinquency; and, John P. Shott, CJAB Planner/Grant Coordinator.

**Absent**

Robert Karnes, Warden; James Holtry, Director, Children and Youth Services.

Chairman David Arnold called the meeting to order at 11:04 a.m.

**Minutes of 08/19/2014 CJAB Meeting**—Approved as written on a motion by Mr. Deiderick, seconded by Mr. Donmoyer.

President Judge Tylwalk introduced Ms. Stephanie Axarlis, whom he has designated to serve as the new Court Administrator, replacing Mr. Wingert. Her appointment as Court Administrator must be approved by the Administrative Office of PA Courts (AOPC). Ms. Axarlis was formally welcomed to the Board.

**Proposed Amendment to CJAB Bylaws**—As directed by the Board at the August meeting, Mr. Shott prepared a proposed amendment to the Bylaws adding the Director of Domestic Relations as a Core Member. The amendment was distributed to all members via email in advance of the meeting. Director Barry, who had recommended the amendment, offered her opinion that adding the Director of Domestic relations to CJAB is important because Domestic Relations deals with many of the same clients served by the criminal justice system. President Judge Tylwalk also noted that the Prison Overcrowding Committee had discussed the need to consider placing those failing to pay child support on probation supervision instead of sending them to the Correctional Facility. This is viewed as a way to prevent prison overcrowding while giving such persons an opportunity to remain employed and meet their domestic obligations. On a motion by Mr. Deiderick, seconded by Mr. Wolgemuth, the Board officially adopted the amendment to the Bylaws. Ms. Karen Hess, Director of Domestic Relations, was formally welcomed to the Board.

**Veterans Justice Outreach**—Ms. Sarah Primak is the new Veterans' Justice Outreach Coordinator for Lebanon County, replacing Julie Bergstresser, who accepted a similar position in New York. Ms. Primak was formally welcomed to the Board.

## REPORTS OF STANDING COMMITTEES

- **D.U.I. Court**—Lebanon County will not be the recipient of federal grant dollars to sustain and enhance the D.U.I. Court program for 2015 and 2016. An application for grant funding in the amount of \$266,667 (over two years) had been submitted by the County to the U.S. Justice Department in March in recognition that the current federal funding through PCCD is being eliminated at the end of 2014. At present, the County funds 75 percent of the program's costs. The grant program through the Justice Department was highly competitive, and Lebanon County's application was rejected for mostly technical reasons. In light of this development, sustainability of the D.U.I. Court program is now a major issue that must be addressed as budget meetings take place. No final word has been received with respect to the Accreditation process. A report on the site visitations conducted by the Administrative Office of PA Courts (AOPC) in July is being reviewed, but it is not known when the report will be released and what recommendations are forthcoming.
- **Veterans' Court**—The establishment of a Veterans' Court in Lebanon County remains on hold. The President Judge intends to have a good working relationship with Sarah Primak, the new Veterans Justice Outreach Coordinator, in the ongoing effort to address unmet needs of veterans in the county. The main question is whether the number of offenders who are veterans justifies the creation of an entirely separate court. Concern expressed by the President Judge that creating a new court could remove offenders from the D.U.I. Court and Renaissance Crossroads programs, both of which receive funding for their ongoing operations. A reduction in the number of offenders in these programs could jeopardize future funding.
- **Prison Overcrowding**—No official report. Ms. Barry raised the topic of a Day Reporting Center as a viable alternative to incarceration for eligible offenders in Lebanon County. She recently contacted GEO Reentry Services, which currently operates 12 of these centers in Pennsylvania—including Franklin and Dauphin counties, both of which CJAB reps have visited-- to put together a proposal for officials to review. The proposal submitted by GEO is quite comprehensive in discussing how a Reentry Service Center (RSC) could work in Lebanon County and what kind of services the company is equipped to offer. A major issue for GEO and the County is whether any facility in the City is currently available to house a day center. Two possible locations: the Lebanon Daily News building at 8<sup>th</sup> and Poplar Streets and the former Maribella's Restaurant on West Cumberland Street. Copies of GEO's proposal have not been distributed to other CJAB members pending receipt of figures estimating the costs of operating a Reentry Service Center. According to the report, GEO could locate a site and hire and train qualified personnel within eight weeks.
- **Mental Health/Intellectual Disabilities**—A second Mental Health First Aid (MHFA) training for law enforcement was held on Sept. 18<sup>th</sup> at Probation Services. Another training is scheduled for December 9<sup>th</sup>. Mr. Shott has been invited to take part in a panel discussion on Dec. 2<sup>nd</sup> in Grantville regarding counties' experience with MHFA training. This is part of a forensics conference sponsored by Drexel University. The PCCD "mini-grant" of \$1,470 awarded to the County earlier this year is being used in support of the ongoing Suicide Prevention Campaign. Notices of where to call for help if contemplating suicide are running weekly in the Merchandiser, and Phillips Office Solutions has printed fliers and other materials with information for those seeking assistance. Mr. Schrum noted that the number of reported suicides in the county in 2014 is now at 20.

## **CJAB DEPARTMENTS: REPORTS AND ISSUES OF INTEREST**

**Disproportionate Minority Contact (DMC) Initiative**—Mr. Shott has submitted an application to PCCD for federal grant funding under the DMC Initiative to fund part of the salary and benefits of the Juvenile Probation Officer assigned to supervise offenders participating in the Day Treatment Program operated by Youth Advocate Programs (YAP). The grant application is for \$50,000, to be expended over a two-year period. The DMC Initiative is focused on reducing the disproportionate number of minorities coming in contact with the juvenile justice system. The application is based on the fact that most of the offenders participating in YAP's program are minorities and that the partnership between the County and YAP represents the kind of collaboration needed to address this issue. The Day Program, operating out of YAP's new site in North Lebanon Township, began accepting offenders in July. The official Ribbon Cutting/Open House for the program will take place on October 31<sup>st</sup>, beginning at 11:00 a.m.

**Unified Case Management**—No report. Chairman Arnold noted that reps from the York County District Attorney's Office are interested in visiting Lebanon County to see how our District Attorney's Office has utilized UCM since the "go live" date. A possible UCM for Public Defenders' Offices might be in the offing.

**CJAB Conference**—Mr. Shott attended a PCCD Conference for CJAB Coordinators and Chairs on September 16<sup>th</sup> in State College. The main topic at the event focused on counties' development and implementation of Strategic Plans.

**Strategic Plan for 2013-2014**—Lebanon County's Strategic Plan was adopted by the CJAB in October 2013. Mr. Shott will prepare an end-of-year progress report for the December meeting. The issue is whether the Board needs to identify and prioritize new issues for a Strategic Plan for 2015 and beyond. PCCD is requiring that CJABs establish and update plans as part of the process for applying for grant funding.

### **OTHER UPDATES FROM CJAB DEPARTMENTS**

Mr. Donmoyer informed the members that PA Counseling Services' outpatient program for juveniles is now accepting referrals. Also, New Perspectives began outpatient treatment services at its new location at 240 South 8<sup>th</sup> Street. The Medical Assistance County Jail Implementation Project should in effect in the county by the start of 2015. The objective of this project is to assist inmates in accessing needed drug/alcohol treatment post-release and expedite completion of Medical Assistance applications. Drug and Alcohol will work with the District Attorney's Office to establish a process to determine who is eligible for and should receive drug/alcohol rehab. The County has opted not to enter into a contract with Miracle Group of Harrisburg to operate "Hope Station Lebanon," a recovery center for women located at 418 Cumberland Street. The County will continue searching for other providers capable of offering this service.

Ms. Barry reported that the AOPC's Juvenile Delinquency Project, which involves managing delinquents' files and records in the Common Pleas Case Management System (CPCMS), went "live" during the week of October 13<sup>th</sup>. The new system was used for Juvenile Court held October 17<sup>th</sup>.

AOPC reps have conducted training sessions for staff. Challenges exist, such as pre-loading court orders and ensuring that everyone has access to the system.

Chief Wright announced that the City and other municipal police departments are planning for 2015 and the possibility that Central Booking will not be operating on a 24-7 schedule. The President Judge expressed his support of continuing all three shifts for Central Booking. Issues arising from eliminating one of the shifts include the availability of magisterial district justices, scheduling set times for arraignments, and the impact on local police departments, especially smaller municipal departments, that do not have the staff complement or facilities to hold offenders until an arraignment takes place. The cost-sharing plan among municipalities to keep Central Booking fully operational is still being discussed among local officials.

Mr. Deiderick noted that two attorneys in the Public Defender's Office have left their employment with the County to pursue other opportunities.

## **NEW BUSINESS**

President Judge Tylwalk requested that each member of the Board introduce himself/herself to Ms. Axarlis.

Two items that need to be addressed at the December CJAB meeting: CJAB meeting dates for 2015 and election of Board officers for 2015.

A request has been received from Ms. Lauren Holubec, Adult Education Coordinator, Lebanon County Career and Technology Center, to become a member of the CJAB. Ms. Holubec also serves on the South Central Workforce Investment Board and hopes to become more involved in assisting with the reentry and training of recently released offenders. The Board directed Mr. Shott to invite Ms. Holubec to attend the December meeting and give a brief presentation on her involvement with the criminal justice system and to discuss her interest in becoming a CJAB member.

With no further business to address, the meeting adjourned at 12:10 p.m. on a motion by Sheriff Klingler, seconded by President Judge Tylwalk.

**NEXT CJAB MEETING: Tuesday, December 16, 2014, 11:00 a.m., Second Floor Conference Room, MH/ID/EI, 220 East Lehman Street.**