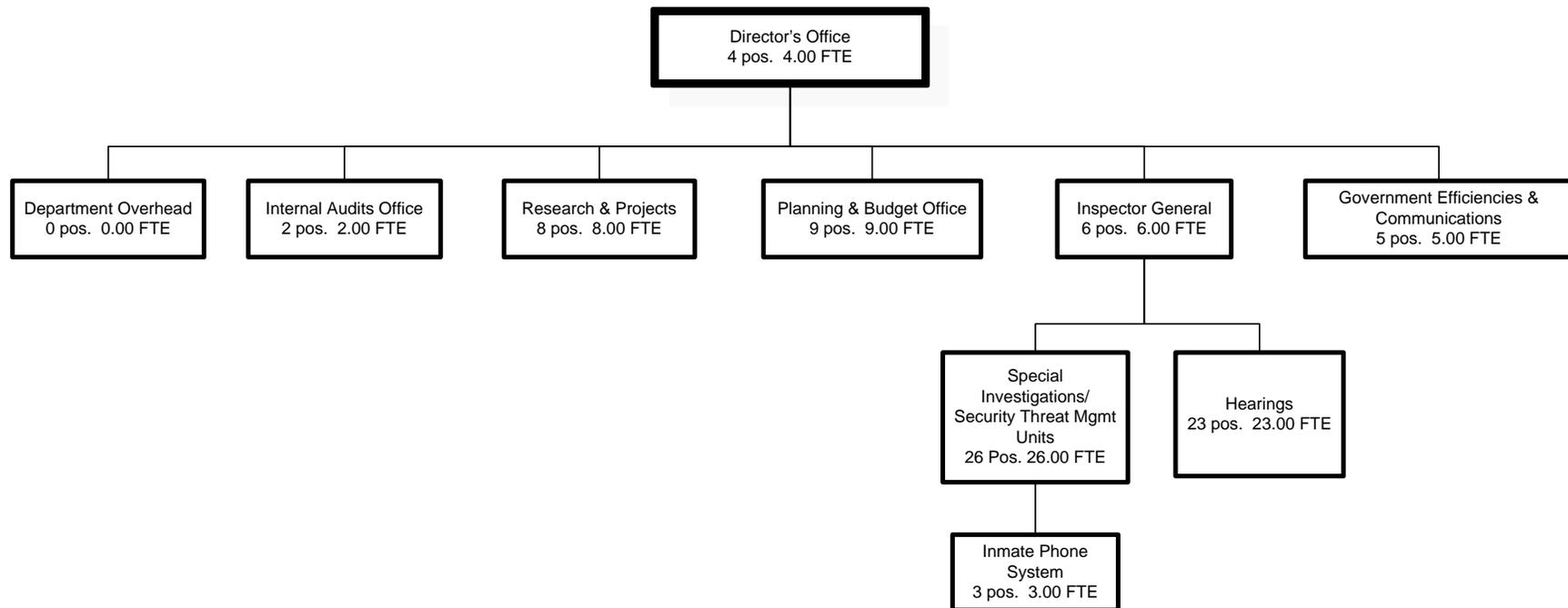


BUDGET NARRATIVE

OREGON DEPARTMENT OF CORRECTIONS

Central Administration Organizational Chart

2013-15 Current Legislatively Approved Budget



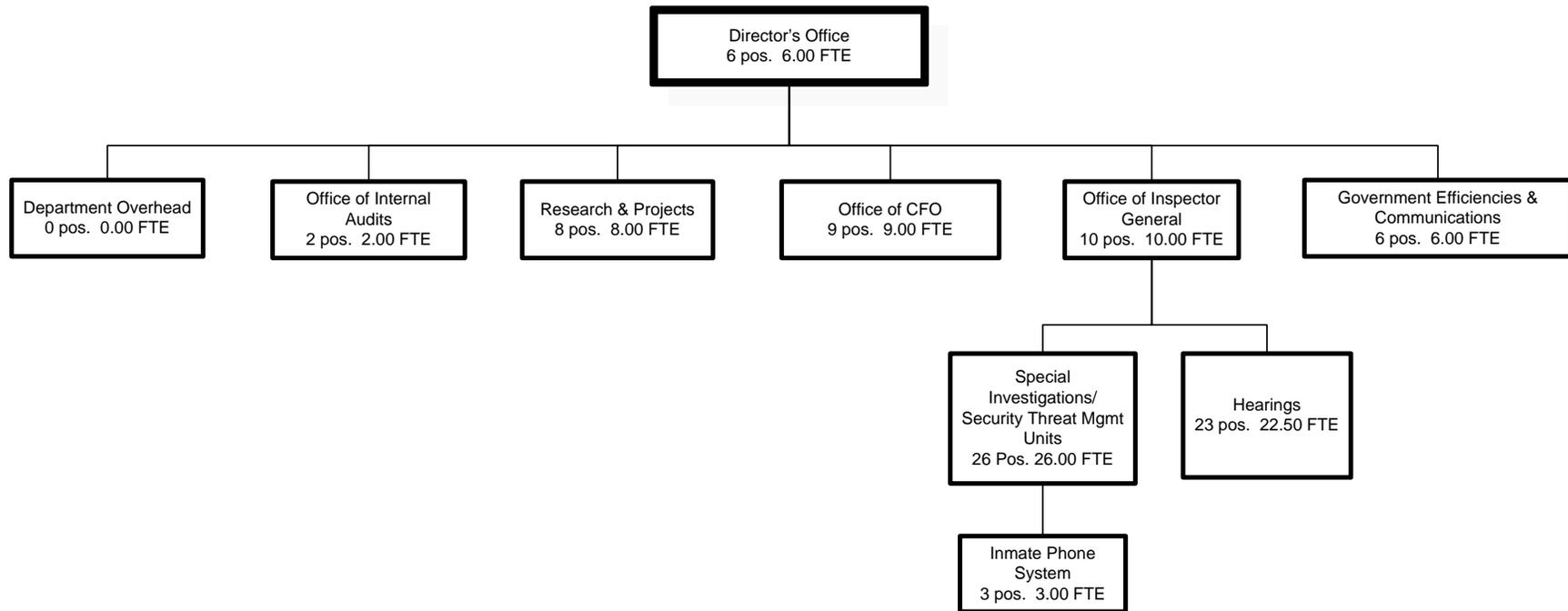
Total Positions: 86
FTE: 86.00

BUDGET NARRATIVE

OREGON DEPARTMENT OF CORRECTIONS

Central Administration Organizational Chart

2015-17 Agency Request Budget



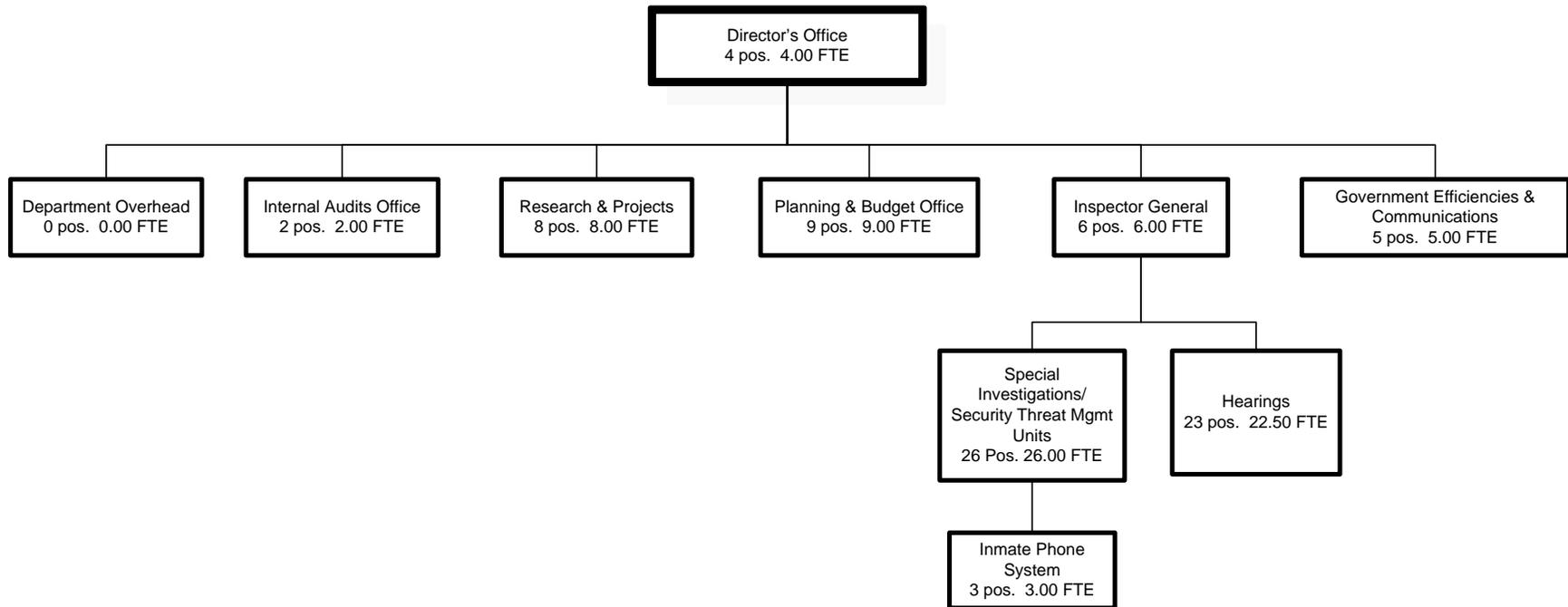
Total Positions: 93
FTE: 92.50

BUDGET NARRATIVE

OREGON DEPARTMENT OF CORRECTIONS

Central Administration Organizational Chart

2015 -17 Governor's Balanced Budget



Total Positions: 86

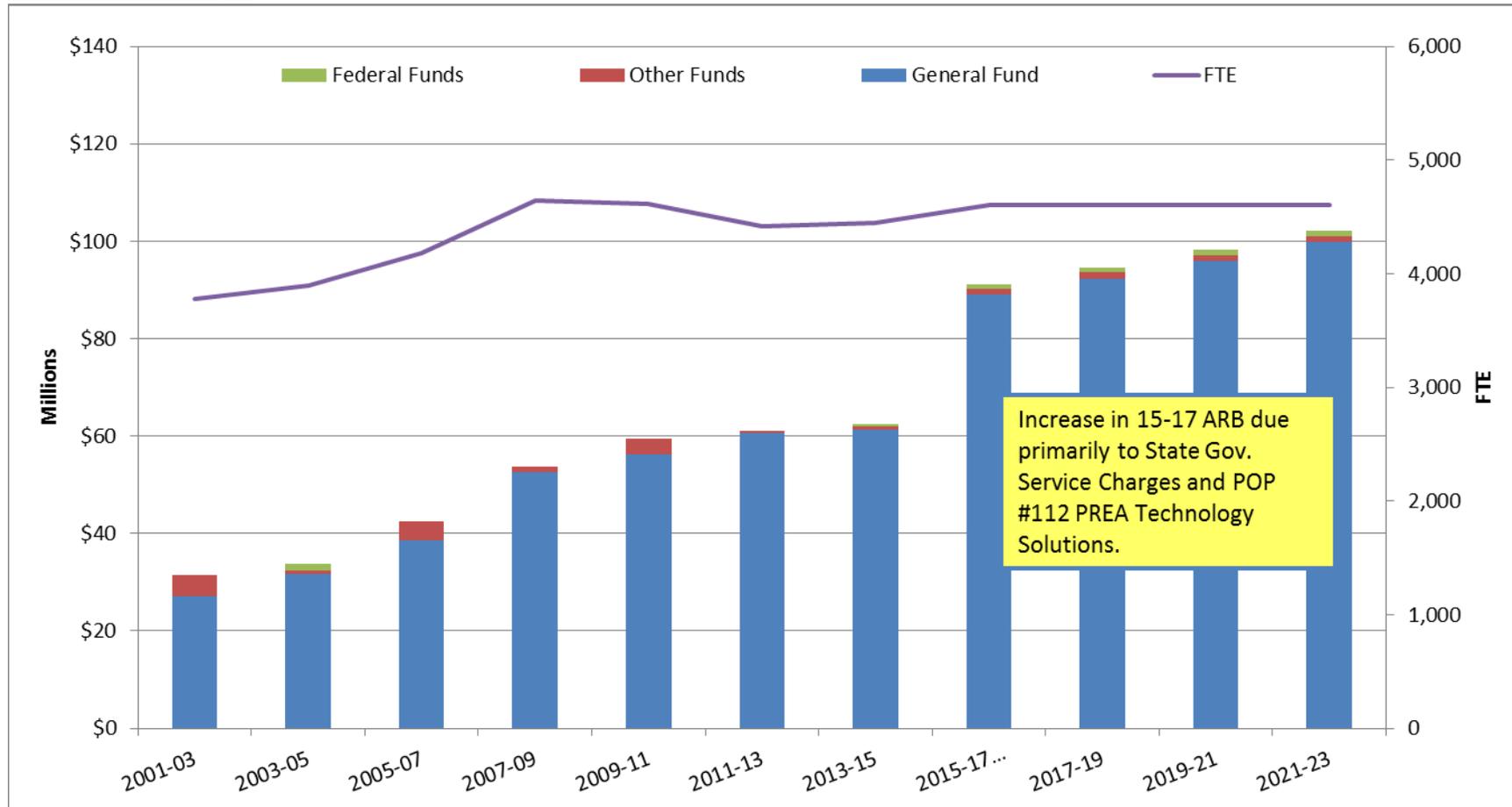
FTE: 85.50

BUDGET NARRATIVE

Central Administration

Program Unit Executive Summary

- a. 10 Year Plan Outcome Areas that are impacted by the program: Safety and improving government
- b. Primary Program Contact: Elizabeth Craig, Administrator, Government Efficiencies and Communications Office
- c. Total Funds Budget



BUDGET NARRATIVE

d. Program Overview

The Central Administration Office is structured under the Director and Deputy Director who oversee the agency, six program areas, and one budgetary account that contains agency-wide assessments and state government service charges. In addition, the administrator of Oregon Corrections Enterprises (OCE) reports to the DOC Director. This office provides overall leadership to the department, develops strategic plans, develops long-range and short-term performance goals and vision statements, participates in statewide planning activities with other agencies and business partners, provides leadership for statewide public safety initiatives, and is the state's liaison with various federal public safety organizations.

e. Program Funding Request

The Agency Request Budget included \$91,163,145 to continue providing oversight to every division and program operating within the department. This request included funding for the following Policy Option Packages, which are described in detail later in this document.

- 103 – Staffing: New Initiatives and Existing Workload (Eliminated in Governor's Balanced Budget)
- 111 – Staff Enhancements to Address Workload (Eliminated in Governor's Balanced Budget)
- 112 – PREA Technology Solutions (Eliminated in Governor's Balanced Budget)
- 116 – Bond Sale Costs
- 117 – Oregon Health Network Subsidy Limitation

f. Program Description

The Office of Central Administration relates directly to every division and program operating within the department. It interacts with other partners such as the Oregon Criminal Justice Commission, Community Corrections Directors in every county, the Oregon State Police, the Department of Public Safety Standards & Training, the Oregon Board of Parole and Post-Prison Supervision, the Oregon Youth Authority, representatives from city and county governments, the Department of Administrative Services, the Governor's Office, and members of the Legislature. This office is frequently engaged in interaction with federal and national agencies relating to public safety, including the National Institute of Corrections and Association of State Correctional Administrators. As a result, the Central Administration Office continues to focus on administrative effectiveness, accountability, and strengthening internal and external communications.

The Office of Central Administration is structured under the Director and Deputy Director who oversee six program areas (described below in the program unit summary) and one budgetary account that contains agency-wide assessments and state government service charges. This office provides overall leadership to the department, develops strategic plans, develops long-

BUDGET NARRATIVE

range and short-term performance goals and vision statements, participates in statewide planning activities with other agencies and business partners, provides leadership for statewide public safety initiatives, and is the state’s liaison with various federal public safety organizations. In addition, the administrator of Oregon Corrections Enterprises (OCE) reports to the DOC Director.

g. Program Justification and Link to 10-Year Outcome

There is a direct link between the 10-Year Safety Outcome and the Department’s core mission. The Department of Corrections’ (DOC) mission is to promote public safety by holding offenders accountable for their actions and reducing the risk of future criminal behavior. DOC creates partnerships with Oregon communities to hold offenders accountable, engage victims, and enhance the quality of life for the citizens of Oregon. DOC’s mission incorporates both the responsibility for public safety, and the constitutional tenets set forth in Oregon Revised Statute (ORS) Chapter 423 and Administrative Rules 291.001 to 291-203. DOC requires sound fiscal management of public resources using outcome-oriented strategies. DOC selects intervention strategies that change antisocial thinking and behaviors and that give adults in custody the skills necessary to become productive, law-abiding members of society after release from incarceration.

h. Program Performance

Effectiveness of Central Administration is reflected by the outcomes of performance measures for each individual program within the agency, many of which are reflected in the agency’s scorecard.

The Office of Internal Audits measures performance based on the percentage of annual audit plans completed. This information has been collected for the past six years. The percent of audits completed versus audit plans are: FY2009 – 82%, FY2010 – 88%, FY2011 – 94%, FY2012 – 121% (completed more audits than originally planned), FY2013 – 57%, FY2014 – 88%. The length of time it takes to complete an audit can vary depending on technical skill requirements, detail of audit evaluation, and staffing resources.

Internal Audits also measures its effectiveness by tracking the percentage of audit findings implemented by management within 180 days of issuance of the audit report. This measure is reflected on the agency’s scorecard.

Measure Name	Measure Calculation	Target	January 2014 QTR	May 2014 QTR	July 2014 QTR
Internal audits	Percent of internal audit findings complete within 190 days of report date	100%	52.3%	61.5%	68.8%

BUDGET NARRATIVE

The Office of Government Efficiencies and Communications performance is based on providing information to the legislature, media, public, staff, adults in custody, and the family and friends of adults in custody. Its measures are reflected on the agency's scorecard.

Measure Name	Measure Calculation	Target	January 2014 QTR	May 2014 QTR	July 2014 QTR
News coverage	Percentage of DOC-specific news coverage that is initiated by the department	30%	36%	26%	80%
Legislative requests	Number of days to respond to a legislative request (excluding requests from a hearing)	3	2.3	3.38	3.3
Public records requests	Number of days to fill a public records request	21	N/A	11.29	10.88
DOC general information inquiries	Number of days to respond to email inquiries to the DOC general email box	3	2.0	2.0	2.98

The Office of the Inspector General (OIG) measures performance based on the allocation of existing resources.

As reported in previous Agency Request Budgets, in 2013, by using intelligence and information gathered and putting this into practice in the Substance Abuse Urine Tracking Program, 80.98% of all urine analyses were positive due to reasonable suspicion training.

Additionally, by using the Security Threat Management (STM) model as an alternative service delivery option in managing the department's "high alert" offender population, there was a 37.8% reduction in the number of "high alert" adults in custody committing major misconducts in 2013. Overall, class 1 staff assaults were down 23.60% in 2013 compared to 2012. Class 1 and 2 staff assaults combined was down 22.22% in 2013 compared to 2012.

Further, in 2013, OIG staff responded to one disturbance, completed approximately 15 threat assessment interviews with adults in custody, responded to five potential disturbances conducting approximately 50 threat assessment interviews, and conducted one mass search at Eastern Oregon Correctional Institution where there were 75 interviews with adults in custody completed.

BUDGET NARRATIVE

The OIG conducted 1,509 investigations in 2013 and received, processed and ensured follow-up on an average of 157 hotline calls per month.

The OIG also measures performance through the agency's scorecard as follows.

Measure Name	Measure Calculation	Target	January 2014 QTR	May 2014 QTR	July 2014 QTR
Inmates injured on work assignments	Number of inmate injury fund claims per year	20	17	3	5
Homicides	Number of inmate deaths by homicide	0	0	0	0
Suicides	Number of inmate deaths by suicide	0	1	0	0

The Office of Research and Projects (Research) assesses effectiveness by tracking the number of users that routinely use CMIS (the data warehouse), and measuring the number of working days the data warehouse is down per quarter.

Measure Name	Measure Calculation	Target	January 2014 QTR	May 2014 QTR	July 2014 QTR
Data warehouse days	Number of working days warehouse is down per quarter (weekdays and total)	6	0	1	1.67
Data warehouse hits	Number of data warehouse hits per quarter	2,000	2,062	2,108	2,160
Warehouse users	Number of different warehouse users per quarter	200	210	203	209.3

The Office of Diversity and Inclusion monitors performance through the agency's scorecard. The performance measures that apply to Diversity and Inclusion are as follows.

Measure Name	Measure Calculation	Target	May 2014 QTR	July 2014 QTR
Gender diversity	Achieve Governor's female gender diversity goal for DOC	38%	34.0%	34.0%
Ethnic diversity	Achieve Governor's ethnicity goal for DOC	13%	12.0%	12.0%

BUDGET NARRATIVE

Gender diversity in the Correctional Officer series	Percent of females in Correctional Officer series	23%	17.7%	17.7%
Ethnic diversity in the Correctional Officer series	Percent of Persons of Color in Correctional Officer series	10.90%	13.0%	13.0%

i. Enabling Legislation/Program Authorization

Director's Office:

- ORS Chapter 423 and Administrative Rules 291-001 to 291-208
- 423.020 – Creates department and establish duties and powers vested in the department
- 423.030 – Duties and powers of ORS 423.202 are not exclusive and not intended to limit the powers and authority vested in the department
- 423.075 – The Director shall have supervision and control over the department
- Oregon Constitution, Article 1, Bill of Rights, Section 15
- Case law relating to treatment of incarcerated individuals
- U.S. Constitution, 8th Amendment

Government Efficiencies and Communication:

- ORS 194.410 – 192.505 Public Records Law
- ORS 423.400 and ORS 423.440 Government Transparency (Corrections Ombudsman)
- ORS 182.525 Biennial Report (Evidence-Based Programs)
- OAR 291-075 Citizen Complaints
- OAR 291-204 Media Access Rule
- ORS 192.243 Administrative Rules and Policies

Inspector General's Office:

- DOC Policy 70.1.4 Investigations
- OAR 291-069 Security Threat Management
- ORS 421.180 Disciplinary procedures
- OAR 291-105 Prohibited Inmate Conduct and Processing Disciplinary Actions
- Public Law 108-79 Prison Rape Elimination Act
- OAR 291-006 Inmate Discrimination Review Committee

BUDGET NARRATIVE

- USC Title 42, Chapter 126, Section 12101 Americans with Disabilities Act

Internal Audits:

- ORS 184.360 Internal Audit in State Government
- OAR 125-700 Internal Audit
- DAS Policy 10.80.10 Internal Auditing

Planning and Budget:

- ORS 171.557 State Budget Policy

Research and Project:

- OAR 291-035 Research Proposals

j. Describe the various funding streams that support the program

The funding source for the Central Administration Office is primarily General Fund, with some Other Fund support from the Inmate Welfare Fund. Central Administration is also where certain agency-wide overhead costs are reported. Costs budgeted in this location include Department of Administrative Services assessments, state government service charges, risk management and other insurance costs, Attorney General fees, office rents, utilities for Salem administrative offices, costs associated with the sales of Certificates of Participation, and repayments of loans from other state agencies.

k. Describe how the 2015-17 funding proposal advanced by the agency compares to the program authorized for the agency in 2013-15

During the 2015-17 biennium, Central Administration will continue providing oversight to every division and program operating within the department.

The primary change for Central Administration from 2013-15 to 2015-17 is three Policy Option Package requests for positions. These positions will enable the department to further its Diversity and Inclusion efforts, continue building upon its performance management system (CORE), and research and manage grant opportunities.

Program Unit Narrative

Office of the Director

BUDGET NARRATIVE

The Office of the Director coordinates, monitors, and leads all agency activities. The Director, Deputy Director, and one Executive Assistant, work directly with all functional units throughout the agency to ensure the agency accomplishes its mission. Members of the Directors Office also work with outside stakeholders to ensure transparency and provide a conduit between the community, Legislature, special interest groups, and the general public. Reporting directly to the Office of the Director are the administrators of the Internal Audits unit, Planning and Budget Office, Government Efficiencies and Communications Office, Office of the Inspector General, Office of Diversity and Inclusion, and Office of Research and Projects. Five divisional assistant directors also report directly to the Office of the Director. These divisions are Human Resources, Operations, Community Corrections, Offender Management and Rehabilitation, and General Services. The primary cost driver for the Central Administration office is department overhead and the classifications and level of compensation of the positions it supports.

Office of Internal Audits

The Office of Internal Audits provides an objective, systematic, and disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes. Internal Audits is the only entity within the agency providing these unique services. This office supports all programs within the agency and collaborates with Internal Audit programs in other state agencies. The budget of Internal Audits is driven primarily by personnel costs.

Internal Audits uses a risk-based approach to internal auditing. Based on an annual risk assessment, and with the consultation of the DOC Audit Committee, an audit plan is created for the year. Due to staffing restraints, only the highest risks are audited each year. Internal Audits liaises with the Secretary of State (SOS) and other external auditors for financial and performance audits and reports on audit activities to DAS and SOS. In addition to risk-based auditing and liaising with external stakeholders, Internal Audits provides consulting services for internal stakeholders by providing analysis of large data sets and financial-related analysis.

The Office of Internal Audits consists of two Senior Internal Auditors and one Audit Administrator. In order to comply with International Auditing Standards, Internal Auditors are required, among other things, to attend 20 hours of training per year. Internal Audit has, for the past several years, completed this training locally and affordably through its participation in the local chapter of the Institute of Internal Auditors. This training has helped keep Internal Audits abreast of the current climate of internal auditing, as well as the unique challenges facing government as it pertains to risk analysis and governance, in order to provide the most value to the DOC.

Office of the Chief Financial Officer

The Office of the Chief Financial Officer is responsible for determining the resources necessary to support the inmate population. One of the principle activities of this office is the development of the biennial agency budget. Using budget development guidelines promulgated by the Department of Administrative Services Budget and Management Division, the budget staff develops detailed information for integration into the Current Service Level budget and works with agency program and executive staff to develop the fiscal impact information for any new proposals the agency may wish to move forward in the form of Policy Packages. This office is also

BUDGET NARRATIVE

responsible for the development of fiscal impact pricing for all new legislation for bills that have a potential impact on the agency. Inside the agency, this office is responsible for monitoring and reporting on the status of the agency budgets at multiple levels.

Expenditure forecasts are developed in conjunction with program managers and assistant directors; forecasts are updated monthly based on actual spending patterns. Interim rebalance plans, requests for additional General Fund appropriation or Other Fund and Federal Fund expenditure limitations, responses to legislative budget notes and other legislative directives are the responsibility of this office. Emergency Board requests are prepared and coordinated through this office as well. The primary cost drivers for this office are personnel costs. Other workload drivers are the growth in numbers of prison facilities, the volume of information and analytical requests from the Governor's Office, the Legislature, and the public.

The April 1, 2014, prison population forecast estimated the lowest growth the state has seen in a forecast in decades. Between April 1, 2014, and March 1, 2024, the prison population is expected to grow by just 231 adults in custody, representing a 1.6 percent growth.

Government Efficiencies and Communications Office

The Government Efficiencies and Communications Office (GECO) is charged with furthering the department's mission and goals through close collaboration with the agency's external and internal stakeholders, both inside and beyond the realm of public safety. Serving as a trusted source of accurate information, this office ensures the agency is a transparent governmental organization that members of the public can access at any time. GECO includes internal communications, external communications, media relations, legislative and government relations, public record/information coordination, and rules coordination.

Given the amount of governmental workgroups, task forces, and committees on which the department has representation, or in which the department has significant interest, the agency double-filled a position to serve as the governmental task force/workgroup/committee coordinator. This position tracks, monitors, and measures the progress of each group; provides policy advice and direction to agency leadership pertaining to the department's participation in these groups; serves as the DOC representative on these groups in the absence of the assigned representative; and regularly apprises external partners on the status of DOC's participation with these groups.

Office of the Inspector General

The Office of the Inspector General (OIG) is responsible for investigating suspected wrongdoing by adults in custody, staff, contractors, volunteers, and visitors. This office oversees management of high-risk offenders and conducts disciplinary hearings in accordance with established rules and relevant case law for adults in custody accused of rule violations. The OIG also oversees services for adults in custody who have special needs, including those who fall under the Prison Rape Elimination Act (PREA); are visually impaired, deaf or hard of hearing; geriatric; have Americans with Disabilities (ADA) needs; and those with language barriers. The cost drivers for this office are ballot initiatives, binding federal standards, and litigation.

BUDGET NARRATIVE

The department began implementing Prison Rape Elimination Act (PREA) strategies in 2004. Since that time, the department has made great strides towards creating safer prisons. With the publication of the U.S. Department of Justice's national PREA standards in 2012, the agency repurposed a position to oversee the department's efforts in coming into compliance with the new PREA standards. The PREA administrator falls under the leadership of the Inspector General and provides oversight and leadership in helping the agency comply with the new standards, prepare for national PREA audits, and uphold the agency's zero-tolerance policy towards sexual misconduct.

Office of Research and Projects

The Office of Research and Projects provides mission-critical information on offender populations, program performance, and policy impacts. Its key responsibilities are to provide continuous and ongoing evaluation of the Department's evidence-based programs, identify means to reduce recidivism, and assess programs and operational components. This office manages and maintains the agency's data warehouse and its front-end application, Correctional Management Information System (CMIS). This office collaborates with an increasing number of outside stakeholders, both within the state and across the nation. This office also manages implementation of agency-wide and interagency projects requiring the expertise of professional project managers; provides research and data to support evidence-based programs; and coordinates agency rulemaking. Personnel costs determine the need and drive the cost of the program.

The Office of Research and Projects engages in a shared research model with the Oregon Youth Authority and the Criminal Justice Commission to allow researchers to move among these agencies to best serve the research needs of Oregon's correctional system. This means resources can be re-allocated to other critical work, while the research needs of the DOC remain.

In addition, the office has recently begun upgrading its data warehouse to software that is several generations newer than existing software. The new software will offer enhanced capabilities and more efficient and effective information retrieval and aggregation. This upgrade is a significant endeavor that will take several years to complete, thus adding significantly to the workload of the Research and Projects Office.

Office of Diversity and Inclusion

In 2013, the Director's Office created the Office of Diversity and Inclusion (D&I) in response to the statewide priority of the Governor and the agency to provide direction, policy, and procedure around hiring and retaining women, minorities, and individuals who are disabled. The Diversity and Inclusion Administrator is responsible to benchmark and research evidence-based practices in diversity and inclusion, analyze recruiting and hiring disparity compared to the Governor's mandated affirmative action goals, collaborate with HR to make recommendation for policy and procedural changes in the recruiting and hiring process, oversee staff throughout the state who

BUDGET NARRATIVE

serve on the D&I Advisory Council, create and implement annual training for staff on D&I and new D&I programs, and work collaboratively through the agency and local communities on recruiting efforts for women and minorities.

To develop DOC into a diverse organization with an inclusive culture, the Diversity and Inclusion Administrator needs to spend time with other professional organizations in meetings and conferences to learn about best practices. He or she also needs to reach out to state agencies in Oregon and other states that are on the cutting edge of diversity and inclusion issues. This outreach to other agencies and implementation of new information will help establish meaningful changes in DOC.

Department Overhead

The Agency Overhead Account makes up a substantial portion of the Central Administration budget. It is the repository for a variety of assessments, fees, loan obligations, State Government Services Charges and other service charges. Since these charges benefit the agency as a whole, they are budgeted and paid centrally. The table below illustrates the proportion of the Central Administration budget that is fixed by state budget policy and not completely within the management control of the agency.

Proposed New Laws That Apply to the Program Unit

Three of the agency's nine legislative concepts for the 2015 session fall under the leadership of Central Administration.

- LC 29100/490 would allow current DOC, Board of Parole and Post-Prison Supervision, and Oregon Corrections Enterprises staff to lawfully possess a personal handgun and ammunition in their personal vehicle when the vehicle is parked in a department parking lot if the authorized staff member is present at a public building occupied by the department; has a valid concealed handgun license issued pursuant to ORS 166.291 and 166.292; and has locked the personal handgun and ammunition in a gun box inside the vehicle. This only applies if the department has not provided a secure and locked location for storage of personal handguns and ammunition. This LC is a follow-up to House Bill 4035 (2014).
- LC 29100/491 would give the department authority to deny any person access to department public records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.
- LC 29100/493 would repeal ORS 421.340 (rules for exchange of products among institutions). This is an outdated and unnecessary statute that was originally adopted at a time before the creation of the Oregon Department of Corrections (DOC), when state institutions for adult prisoners, juvenile offenders and the mentally ill and developmentally disabled were all organized within the Department of Human Services under various divisions, and when the institutions were few and managed much more independently by institution superintendents. Due to organizational changes in the structure and management of these state institutions, it is no longer useful for the various agencies that currently manage these state institutions to jointly adopt purchasing rules for purchasing products manufactured by prison inmates/prison industries/Oregon Corrections Enterprises

BUDGET NARRATIVE

(OCE). DOC currently follows the Oregon Department of Administrative Services' purchasing rules to make purchases of goods from OCE, except when the goods are for use in prison work programs.

Expenditures by Fund Type, Positions and Full-Time Equivalents – 2015-17 Agency Request Budget

Program Sub-Unit	Position / FTE	Revenue Sources			
		General Fund	Other Funds	Federal Fund	Total Fund
Agency Administration	8 / 8.00	\$2,800,578	\$82,400		\$2,882,978
Department Overhead	0 / 0.00	\$51,615,145	\$497,977	\$447,807	\$52,560,929
Research Office	8 / 8.00	\$2,406,232			\$2,406,232
Planning & Budget Office	9 / 9.00	\$2,542,011			\$2,542,011
Inspector General	62 / 61.50	\$28,220,622	\$572,614	\$524,321	\$29,317,557
Gov't Efficiencies & Communications	6 / 6.00	\$1,453,438			\$1,453,438
Program Unit Total	93 / 92.50	\$89,038,026	\$1,152,991	\$972,128	\$91,163,145

Expenditures by Fund Type, Positions and Full-Time Equivalents – 2015-17 Governor's Balanced Budget

Program Sub-Unit	Position / FTE	Revenue Sources			
		General Fund	Other Funds	Federal Fund	Total Fund
Agency Administration	6 / 6.00	\$2,116,370	\$82,400		\$2,198,770
Department Overhead	0 / 0.00	\$50,353,457	\$621,365	\$447,807	\$51,422,629
Research Office	8 / 8.00	\$2,126,232			\$2,126,232
Planning & Budget Office	9 / 9.00	\$2,533,173			\$2,533,173
Inspector General	58 / 57.50	\$12,477,314	\$572,614	\$524,321	\$13,574,249
Gov't Efficiencies & Communications	5 / 5.00	\$1,220,832			\$1,220,832
Program Unit Total	86 / 85.50	\$70,827,378	\$1,276,379	\$972,128	\$73,075,885

BUDGET NARRATIVE

Revenue Sources and Proposed Revenue Changes

Other Fund revenues recorded in the Director's Office sub-unit are received from Social Security Administration Incentive Fund, DOC executive staff, and Oregon Trail Card, and are used to pay for a "finder's fee" for DOC's effort in identifying adults in custody eligible for Social Security (but denied benefits because of incarceration), travel reimbursements, and account balancing.

Other Fund revenues recorded in the Agency Overhead sub-unit include the Oregon Health Network Broadband program. Federal Funds recorded in this sub-unit are for the proper accounting of donated federal funds from the Federal Communications Commission that flow through the Oregon Health Network to expand bandwidth to health care providers, including Oregon prisons. This is simply an accounting transaction; it does not represent a cash transaction.

The Inspector General's Office receives Other Funds from the Inmate Welfare Fund to provide staff for inmate phone system management and security. Federal Funds are received in this sub-unit for the current Prison Rape Elimination Act (PREA) grant. A 25% match requirement is satisfied by the ongoing staff efforts to implement the new federal law.

BUDGET NARRATIVE

Central Administration Division

010 Non-PICS Psnl Svc / Vacancy Factor

Package Description

Purpose

This package includes three components: 1) The cost of Personal Services adjustments, such as inflation on non-PICS accounts, i.e., overtime, differentials, unemployment compensation, and mass transit taxes, which are not automatically generated by PICS; 2) An adjustment for the anticipated savings associated with normal employee turnover, commonly referred to as vacancy savings, which is developed using a formula prescribed by the Department of Administrative Services (DAS) Chief Financial Office (CFO) that considers both the savings and costs associated with normal turnover activity; and 3) An adjustment to the Public Employee Retirement System (PERS) Pension Obligation Bond assessment, which is also developed by DAS CFO.

How Achieved

Non-PICS Accounts – With the exception of Mass Transit, adjustment amounts are computed by multiplying the above referenced accounts in the 2015-17 Base Budget by the standard inflation factor of 3.0%.

Vacancy Savings –Vacancy savings are computed using the formula and guidelines prescribed in the Budget and Legislative Concept Instructions and approved by DAS CFO. This formulaic estimate of vacancy savings is then compared against the base budget, resulting in a package 010 adjustment.

PERS Pension Obligation Bonds – The Pension Obligation Bond amount is provided to the DAS CFO. This budgeted amount is distributed to DAS for Debt Service on PERS Pension Obligation Bonds. There is no inflation factor applied to Pension Obligation Bonds.

Agency Request Budget

Staffing Impact

None

Revenue Sources

General Fund	\$1,094,762
Other Funds	2,795
Federal Funds	0

BUDGET NARRATIVE

Governor's Balanced Budget

Staffing Impact

None

Revenue Sources

General Fund	\$1,094,762
Other Funds	2,795
<u>Federal Funds</u>	<u>0</u>
Total Funds	\$1,097,557

2017-19 Fiscal Impact

Actions approved in this package will have varying impacts on future periods. Normal inflation will be integrated into and become part of the Base Budget for 2017-19, as will the funding approved in the non-PICS exceptions. Vacancy savings are re-projected each biennium based on agency experience. The Pension Obligation Bond financing will be an ongoing liability for the agency.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	1,094,762	-	-	-	-	-	1,094,762
Total Revenues	\$1,094,762	-	-	-	-	-	\$1,094,762
Personal Services							
Temporary Appointments	4,335	-	-	-	-	-	4,335
Overtime Payments	658	-	-	-	-	-	658
All Other Differential	4,788	-	616	-	-	-	5,404
Public Employees' Retire Cont	1,063	-	120	-	-	-	1,183
Pension Obligation Bond	42,986	-	1,886	-	-	-	44,872
Social Security Taxes	748	-	47	-	-	-	795
Unemployment Assessments	132	-	-	-	-	-	132
Mass Transit Tax	3,142	-	137	-	-	-	3,279
Vacancy Savings	1,036,910	-	(11)	-	-	-	1,036,899
Total Personal Services	\$1,094,762	-	\$2,795	-	-	-	\$1,097,557
Total Expenditures							
Total Expenditures	1,094,762	-	2,795	-	-	-	1,097,557
Total Expenditures	\$1,094,762	-	\$2,795	-	-	-	\$1,097,557
Ending Balance							
Ending Balance	-	-	(2,795)	-	-	-	(2,795)
Total Ending Balance	-	-	(\$2,795)	-	-	-	(\$2,795)

BUDGET NARRATIVE

Central Administration Division

022 Phase-out Pgm & One-time Costs

Package Description

Purpose

This package includes the financial impact associated with phasing out programs, services, or legislative actions that were terminated during the 2013-15 biennium. This includes the elimination of one-time expenditures and/or reductions that were a part of the 2013-15 budget. The Central Administration Division is phasing out a one-time reduction that was assumed in the 2013-15 biennium.

How Achieved

This package includes the financial impact associated with phasing out the non-PICS Personal Services, Services and Supplies, Capital Outlay, and Special Payments for programs and services eliminated during the 2013-15 biennium.

Note: The position/FTE counts and the PICS financial impact of phased-out positions is included in the Base Budget as part of the automated budget development process. Only the incremental change for the above mentioned non-PICS accounts is included in this package.

Agency Request Budget

Staffing Impact

None

Revenue Sources

General Fund	\$345,780
Other Funds	0
Federal Funds	0

Governor's Balanced Budget

Staffing Impact

None

Revenue Sources

BUDGET NARRATIVE

General Fund	\$345,780
Other Funds	0
Federal Funds	0
<hr/>	
Total Funds	\$345,780

2017-19 Fiscal Impact

The actions included in this package will become part of the Base Budget for 2017-19.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 022 - Phase-out Pgm & One-time Costs

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	345,780	-	-	-	-	-	345,780
Total Revenues	\$345,780	-	-	-	-	-	\$345,780
Services & Supplies							
Data Processing	237,125	-	-	-	-	-	237,125
Other Services and Supplies	108,655	-	-	-	-	-	108,655
Total Services & Supplies	\$345,780	-	-	-	-	-	\$345,780
Total Expenditures							
Total Expenditures	345,780	-	-	-	-	-	345,780
Total Expenditures	\$345,780	-	-	-	-	-	\$345,780
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

031 Standard Inflation

Package Description

Purpose

This package includes funding for inflation and adjustments to reflect the Price List of Goods and Services issued by DAS. The prescribed standard inflation factors were used for all accounts in this Division.

How Achieved

For 2015-17, inflation factors are 3.0% for standard inflation, 3.3% for Professional Services, 19.2% for Attorney General charges, 3.0% for Facility Rental and Taxes, and 3.0% for Special Payments. Inflation requested in this package is based on the 2015-17 Base Budget. Inflation associated with biennialized phased-in programs, when applicable, is included in package 021. Inflation associated with new institution start-up and operation is included in the essential package for caseload in package 040.

Agency Request Budget

Staffing Impact

None

Revenue Sources

General Fund	\$8,304,890
Other Funds	5,885
Federal Funds	15,236

Governor's Balanced Budget

Staffing Impact

None

BUDGET NARRATIVE

Revenue Sources

General Fund	\$7,034,364
Other Funds	5,885
Federal Funds	15,236
<hr/>	
Total Funds	\$7,055,485

2017-19 Fiscal Impact

The actions included in this package will become part of the Base Budget for 2017-19.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 031 - Standard Inflation

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	7,034,364	-	-	-	-	-	7,034,364
Total Revenues	\$7,034,364	-	-	-	-	-	\$7,034,364

Services & Supplies

Instate Travel	6,633	-	504	2,900	-	-	10,037
Out of State Travel	356	-	600	-	-	-	956
Employee Training	5,420	-	-	-	-	-	5,420
Office Expenses	18,054	-	311	-	-	-	18,365
State Gov. Service Charges	6,556,552	-	-	-	-	-	6,556,552
Data Processing	35,360	-	-	-	-	-	35,360
Publicity and Publications	1,126	-	-	-	-	-	1,126
Professional Services	6,738	-	-	12,336	-	-	19,074
Attorney General	289,854	-	-	-	-	-	289,854
Employee Recruitment and Develop	715	-	-	-	-	-	715
Dues and Subscriptions	156	-	-	-	-	-	156
Facilities Rental and Taxes	39,415	-	-	-	-	-	39,415
Fuels and Utilities	22,287	-	-	-	-	-	22,287
Facilities Maintenance	153	-	-	-	-	-	153
Medical Services and Supplies	6,247	-	-	-	-	-	6,247
Other Care of Residents and Patients	59	-	-	-	-	-	59
Other COP Costs	3,349	-	2,670	-	-	-	6,019
Other Services and Supplies	34,659	-	1,800	-	-	-	36,459
Expendable Prop 250 - 5000	1,190	-	-	-	-	-	1,190

____ Agency Request
2015-17 Biennium

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Essential and Policy Package Fiscal Impact Summary - BPR013

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 031 - Standard Inflation

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
IT Expendable Property	1,145	-	-	-	-	-	1,145
Total Services & Supplies	\$7,029,468	-	\$5,885	\$15,236	-	-	\$7,050,589
Capital Outlay							
Office Furniture and Fixtures	1,818	-	-	-	-	-	1,818
Total Capital Outlay	\$1,818	-	-	-	-	-	\$1,818
Special Payments							
Dist to Individuals	2,827	-	-	-	-	-	2,827
Other Special Payments	251	-	-	-	-	-	251
Total Special Payments	\$3,078	-	-	-	-	-	\$3,078
Total Expenditures							
Total Expenditures	7,034,364	-	5,885	15,236	-	-	7,055,485
Total Expenditures	\$7,034,364	-	\$5,885	\$15,236	-	-	\$7,055,485
Ending Balance							
Ending Balance	-	-	(5,885)	(15,236)	-	-	(21,121)
Total Ending Balance	-	-	(\$5,885)	(\$15,236)	-	-	(\$21,121)

BUDGET NARRATIVE

Central Administration Division

032 Above Standard Inflation

Package Description

Purpose

This package includes funding for above standard inflation as prescribed by DAS. Approval by the DAS CFO is required in order to use this package. The Central Administration Division has the above standard inflation factor applied to the Professional Services object code.

How Achieved

For 2015-17, the above standard inflation factor for Medical Services and Supplies is 1.7%, and the non-DAS inflation related to facility rent and taxes is 1.4%. These are in addition to the inflation included in package 031.

Agency Request Budget

Staffing Impact

None

Revenue Sources

General Fund	\$674
Other Funds	0
Federal Funds	1,234

Governor's Balanced Budget

Staffing Impact

None

Revenue Sources

General Fund	\$674
Other Funds	0
Federal Funds	1,234
<u>Total Funds</u>	<u>\$1,908</u>

BUDGET NARRATIVE

2017-19 Fiscal Impact

The actions included in this package will become part of the Base Budget for 2017-19.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 032 - Above Standard Inflation

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	674	-	-	-	-	-	674
Total Revenues	\$674	-	-	-	-	-	\$674
Services & Supplies							
Professional Services	674	-	-	1,234	-	-	1,908
Facilities Rental and Taxes	-	-	-	-	-	-	-
Medical Services and Supplies	-	-	-	-	-	-	-
Total Services & Supplies	\$674	-	-	\$1,234	-	-	\$1,908
Total Expenditures							
Total Expenditures	674	-	-	1,234	-	-	1,908
Total Expenditures	\$674	-	-	\$1,234	-	-	\$1,908
Ending Balance							
Ending Balance	-	-	-	(1,234)	-	-	(1,234)
Total Ending Balance	-	-	-	(\$1,234)	-	-	(\$1,234)

BUDGET NARRATIVE

Central Administration Division

040 Mandated Caseload

Package Description

Purpose

Mandated caseload changes included in this package are based on caseload changes for programs that are required by the federal government, the state constitution, or court actions. Mandated caseload costs include but are not limited to the cost of the additional staff and operating costs required to operate these programs. The April 2014 Oregon Corrections Population Forecast published by the DAS Office of Economic Analysis is the basis for actions presented in this package in the Agency Request Budget. The Governor's Balanced Budget 040 package is based on the October 2014 caseload forecast.

How Achieved

In response to the caseload projections included in the April 2014 Population Forecast, DOC completes a Population Management Plan that details the location and number of beds to be opened and/or closed in the institutions. This plan reflects the continued use of temporary and emergency beds within the department's facilities as needed to manage the changing prison population. Specifically, the plan includes opening temporary and emergency beds during 2015-17 at Oregon State Correctional Institution, Eastern Oregon Correctional Institution, and Two Rivers Correctional Institution. The plan also includes closing temporary and emergency beds during 2015-17 at Oregon State Correctional Institution, Coffee Creek Correctional Facility, Eastern Oregon Correctional Institution, Santiam Correctional Institution, and Snake River Correctional Institution.

During 2013-15, unfunded temporary and emergency beds were brought into production due to discrepancies between the April 2013 Population Forecast and actual prison growth. The funding for those prison beds, had the forecast been correct, would have become part of the 2015-17 base budget. Specifically, unfunded temporary and emergency beds were utilized at Powder River Correctional Facility, Warner Creek Correctional Facility, Deer Ridge Correctional Institution, Eastern Oregon Correctional Institution, and Oregon State Correctional Institution. Unfunded temporary and emergency beds were taken off line at Santiam Correctional Institution, Oregon State Penitentiary, Coffee Creek Correctional Facility, and Snake River Correctional Institution. Actions within this package resolve those issues, providing ongoing funding for those beds.

Additional services and supplies funding will be needed in order to meet the needs of this larger population at the various locations indicated. The Governor's Balanced Budget 040 package is based on the October 2014 caseload forecast.

BUDGET NARRATIVE

Agency Request Budget

Staffing Impact

Positions	0
FTE	0

Revenue Sources

General Fund	\$16,169
Other Funds	0
Federal Funds	0
<u>Total Funds</u>	<u>\$16,619</u>

Governor's Balanced Budget

Staffing Impact

Positions	0
FTE	0

Revenue Sources

General Fund	\$100,150
Other Funds	0
Federal Funds	0
<u>Total Funds</u>	<u>\$100,150</u>

2017-19 Fiscal Impact

This package will have an impact on the 2017-19 budget, with beds phasing-in during 2015-17 needing to be funded for a full 24-month period in 2017-19. Base salary and Other Personnel Expenses for new staff will be automatically adjusted by PICS. Additional Services & Supplies and non-PICS Personal Services accounts will be manually adjusted in package 021. The additional operating costs will be offset partially by the elimination of one-time and startup supplies and equipment in package 022.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 040 - Mandated Caseload

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	100,150	-	-	-	-	-	100,150
Total Revenues	\$100,150	-	-	-	-	-	\$100,150
Services & Supplies							
Office Expenses	12,255	-	-	-	-	-	12,255
Data Processing	18,063	-	-	-	-	-	18,063
Professional Services	4,451	-	-	-	-	-	4,451
Attorney General	42,241	-	-	-	-	-	42,241
Fuels and Utilities	14,722	-	-	-	-	-	14,722
Medical Services and Supplies	4,127	-	-	-	-	-	4,127
Other Services and Supplies	4,291	-	-	-	-	-	4,291
Total Services & Supplies	\$100,150	-	-	-	-	-	\$100,150
Total Expenditures							
Total Expenditures	100,150	-	-	-	-	-	100,150
Total Expenditures	\$100,150	-	-	-	-	-	\$100,150
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

060 Technical Adjustments

Package Description

Purpose

This package is used for technical budget adjustments such as agency reorganizations and expenditure category budget shifts that do not meet the criteria of the other essential packages.

How Achieved

The Oregon Health Network (OHN) is a nonprofit organization whose mission is to improve the quality, access, and delivery of health care to all Oregonians through enhanced broadband connectivity, health care IT best practices, hosted services, and advocacy.

The Oregon Health Network (OHN) provides subsidized broadband to health care providers using Federal Funds received from the FCC. The subsidies cover the eligible portions of installation and monthly service charges, to include telecommunications vendor charges, SDC charges, and an administration fee to OHN.

Prior to June 1, 2014, all GF and FF OHN-related accounting activity was recorded in Health Services SRC 010. Starting June 1, 2014, DOC is recording all OHN-related activity in SCR 004 Central Administration.

For 2015-17, DOC is requesting a net zero SCR shift of GF and FF limitation from Health Services SCR 010 to Central Administration 004.

Agency Request Budget

Staffing Impact

None

Revenue Sources

General Fund	\$515,665
Other Funds	0
Federal Funds	325,124

BUDGET NARRATIVE

Governor’s Balanced Budget

Staffing Impact

None

Revenue Sources

General Fund	\$515,665
Other Funds	0
Federal Funds	<u>325,124</u>
Total Funds	\$840,789

2017-19 Fiscal Impact

The actions included in this package will become a part of the Base Budget for 2017-19.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 060 - Technical Adjustments

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	515,665	-	-	-	-	-	515,665
Federal Funds	-	-	-	325,124	-	-	325,124
Total Revenues	\$515,665	-	-	\$325,124	-	-	\$840,789
Services & Supplies							
Telecommunications	3,596,969	-	-	325,124	-	-	3,922,093
State Gov. Service Charges	(5,578,203)	-	-	-	-	-	(5,578,203)
Data Processing	2,496,899	-	-	-	-	-	2,496,899
Total Services & Supplies	\$515,665	-	-	\$325,124	-	-	\$840,789
Total Expenditures							
Total Expenditures	515,665	-	-	325,124	-	-	840,789
Total Expenditures	\$515,665	-	-	\$325,124	-	-	\$840,789
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

103 Staffing: New Initiatives & Existing Workload

Agency Overview

Policy option package 103 seeks to address issues related to staffing new initiatives and existing workload throughout several divisions within the Department of Corrections. The actions within this package permanently fund 11 positions throughout seven divisions. Below is the Agency Request Budget impact summary. Please see division-specific narrative for more detail.

- Central Administration Division: 3 Pos., 3.00 FTE, General Fund: \$916,814
- Health Services Division: 1 Pos., 1.00 FTE, General Fund: \$301,856
- Operations Division: 1 Pos., 1.00 FTE, General Fund: \$272,314
- Human Resources: 1 Pos., 1.00 FTE, General Fund: \$225,695
- Community Corrections Division: 1 Pos., 1.00 FTE, General Fund: \$289,314
- Offender Management and Rehabilitation Division: 3 Pos., 3.00 FTE, General Fund: \$666,553
- General Services Division: 1 Pos., 1.00 FTE, General Fund: \$364,939
- Total Package: 11 Pos., 11.00 FTE, General Fund: \$3,037,485

Purpose

During the last two biennia, the Oregon Department of Corrections (DOC) has been required to reduce the amount of management service employees and to reduce overall budgets. The addition of these new positions will provide the department the necessary resources to meet the full-time workload that exists and fulfill requirements regarding new initiatives.

PREA Coordinator

This package requests the establishment of a PREA Coordinator position in the Inspector General's Office of the Oregon Department of Corrections (ODOC). The Department of Justice's National Prison Rape Elimination Act (PREA) standards were published in the federal register on June 20, 2012 and became effective on August 20, 2012. In those standards it states, "An agency shall employ or designate an upper-level, agency-wide PREA coordinator with sufficient time and authority to develop, implement, and oversee agency efforts to comply with the PREA standards in all of its facilities." ODOC was an early adopter of PREA and ending sexual violence in the Department's 14 institutions is a priority. There has never been an authorized position for the PREA Coordinator. In the past, the Department received grants to help offset the cost, but PREA is a permanent and significant function and the federal standards require this position.

BUDGET NARRATIVE

Diversity and Inclusion Administrator

The State of Oregon established Affirmative Action on July 1, 1975, to eliminate the effects of past and present under-representation, intended or unintended, that are evident by analysis of present employment patterns, practices or policies. ORS 243.305 states, “(1) It is declared to be the public policy of Oregon that all branches of state government shall be leaders among employing entities within the state in providing to its citizens and employees, through a program of affirmative action, fair and equal opportunities for employment and advancement in programs and services and in the awarding of contracts.

(2) “Affirmative action” means a method of eliminating the effects of past and present discrimination, intended or unintended, on the basis of race, religion, national origin, age, sex, marital status or physical or mental disabilities. [1975 c.529 §1; 1981 c.436 §1; 1989 c.224 §35]” Further, Governor Kitzhaber stated, “The Governor of the State of Oregon is committed to the right of all persons to work and advance on the basis of merit, ability, and potential.”

Director Colette Peters said in a letter to the Governor, “I believe that state agencies should always strive to hire the best and the brightest and to create a diverse workforce. To that end, we are working very hard to help ensure we are creating a diverse workforce through recruiting, training, and succession planning for women and minorities who are in the agency. I envision skilled and dedicated staff members who reflect all the best characteristics of Oregon’s talented and diverse population.”

In 2013 the Diversity and Inclusion (D&I) office was created with one full time administrator and one full time office staff. The office’s creation was in response to the statewide priority of the Governor and the agency to provide direction, policy, and procedure around hiring and retaining women, minorities, and individuals who are disabled. The full time administrator is not a permanent position and is unfunded at this time. The purpose of this request is to make this position funded and permanent and to eliminate a double-fill.

Office of Continuous Improvement

In March of 2013, the DOC’s leadership team, Policy Group, began contracting with Mass Ingenuity to conduct an organizational review. Mass Ingenuity is made up of a group of dedicated experts in the business field, from business management to organizational development who work with government agencies to bring the best businesses practices to them. Eleven Oregon agencies are currently using the NOW Management System framework to develop their performance management systems. DOC does not currently have staffing to maintain an Office of Continuous Improvement to support the agencies desire to advance the 10 Year Plan, key change initiative, agency’s mission, strategic plan, meet outcome and performance measures as well as key performance measures.

The agency is proposing staffing to support an Office of Continuous Improvement (OCI) to meet State and agency objectives as well as Senate Bill 676 (Chapter 563, 2011 Laws), a law aimed to shift resources to outcome-based budgeting that connects the budget with performance management.

How Achieved

BUDGET NARRATIVE

PREA Coordinator

The Oregon Department of Corrections has a zero tolerance for sexual abuse. The PREA Coordinator is an independent advisor reporting directly to the Inspector General. The primary purpose of this position is to develop effective programs, prevention, monitoring and training to prevent the sexual abuse of inmates housed by ODOC. This position provides overall assessment of activities facilitates discussions with staff and administrators and prepares plan-of-action steps for the Office of Inspector General, Policy Group and Operations. Develop strategic planning for cultural change efforts; prepares monthly reports with a work plan for each year of the assignment; prepares an annual report, highlighting the progress that was made for that year; provides leadership in creating a structure which encourages reporting and unbiased investigations.

The PREA Coordinator is responsible for working collaboratively with external stakeholders such as, Oregon State Police, District Attorneys, Community Corrections, Oregon Cure, Attorney General Sexual Assault Task Force, Oregon Sheriff and Jail Commanders Association and Oregon Youth Authority. This position works with 14 Institutions statewide to identify individual areas of concern and making recommendations to prevent sexual assault within institutions. The position also works with DOC facilities to establish a list of security equipment enhancements and priorities.

This position will travel across the state presenting materials to staff and provide action plans for managers to ensure all staff are trained in a consistent manner and in compliance with national standards. It works with other correctional agencies at the county level across the state to increase awareness and foster relationships with DOC partners and stakeholders. Training items include: inmate and staff training; identification of vulnerable and sexually assaultive inmates; safe reporting mechanisms for inmates; safe and legal housing for inmates, victims and sexually assaultive inmates; specialized staff (SART) within each institution to start immediate processes after a reported violation; training auditors for continual monitoring of the systems effectiveness of projects; coordinate and deliver a staff awareness campaign for initial discussion on PREA.

The Coordinator is responsible for the development, revision and distribution of the department's written policy on PREA. It analyzes the policy issues concerning PREA and develops and implements proposals, policies and strategies to support the PREA program. It also coordinates periodic review of existing administrative rules and policies. The PREA Coordinator writes DOC policy based on current National Standards, and changes necessary through experience and audits and recommends and formulates plans to change policy direction based on changes to the federal regulations, federal standards and from data compiled.

Diversity and Inclusion Administrator

The Diversity and Inclusion Administrator is responsible to:

- benchmark and research evidence-based practices in diversity and inclusion,
- focus on CORE's seven-step problem solving process. This process is being used to analyze recruiting and hiring disparity compared to Governor's mandated affirmative action goals (CORE, Correctional Objectives through Research and Engagement, is the Department of Corrections researched-based problem solving program),

BUDGET NARRATIVE

- evaluate CORE and other data (CORE data includes key mandated measures for women and ethnic minorities in regard to hiring, current staffing and staff retention),
- collaborate with Human Resources to make recommendation for policy and procedural change in the recruiting and hiring process,
- oversee staff throughout the state who serve on the D&I Advisory Council,
- create and implement annual training for staff on D&I and new D&I programs, and
- work collaboratively through the agency and local communities for recruiting efforts for women and minorities.

Tangible benefits of this position:

While the primary focus may be on hiring and employment parity within corrections, the weightier issue is that of enlisting and retaining talent.

Goals:

- a. Encourage a culture that successfully motivates and generates the highest productivity of all employees, across lines including race, gender, sexual orientation, nationality, religion, age, political affiliation, and disability;
- b. Meet or exceed Executive Order 05-01 outlining Oregon's expectations for affirmative action, diversity and cultural competency;
- c. Position the agency to take full advantage of culturally-savvy staff as older staff leave corrections service.

Office of Continuous Improvement

- **An OCI would assist process owners to identify, analyze and improve existing business processes within the organization to meet new goals and objectives**
 - Increasing performance
 - Reducing costs
- **An OCI would use a specific methodology and/or strategy to increase the likelihood of successful results**
 - Identify and prioritize work
 - Define routine work by describing processes
 - Measure effectiveness
 - Eliminate inefficiencies
- **An OCI would introduce process changes to improve the quality of a product or service, to better match customer and consumer needs**
 - Customers define value
 - Employees create value

BUDGET NARRATIVE

- Management supports employees so they can create value
- **An OCI would help the agency meet its strategic goals through the use of proven methods and tools**
 - Connect everyone to these processes
 - Use measures to alert us to problems
 - Enable all staff to participate in making improvements
 - Create an environment that is a source of pride for all
 - Develop a common language
- **An OCI would offer training opportunities for agency employees to prepare them to lead or participate in projects**
 - Increase ownership and positive accountability
 - Move towards more fact based, data driven decisions and actions
 - Improve transparency
 - Enhance teamwork and collaboration
 - Provide a greater opportunity for engagement in making the agency stronger
- **An OCI would also provide project support and guidance for project sponsors, leaders, and teams throughout the duration of their projects**
 - Identifying projects
 - Scoping projects (charter development, process mapping, etc.)
 - Analyzing data
 - Coaching project leaders through CI methods and tools
 - Facilitating problem-solving, implementation plans, and communication plans
 - Supporting project leaders with change management
 - Training project leaders and teams in CI

Staffing Impact

Positions	3
FTE	3.00

Quantifying Results

PREA Coordinator

Ongoing compliance of the national Prison Rape Elimination Act, staff are trained on how to detect and respond to sexual abuse and inmates are educated in their right to be free from sexual abuse.

BUDGET NARRATIVE

Diversity and Inclusion Administrator

1. Demonstrate increase in *agency-wide* diversity and inclusion results as measured against state affirmative action goals:
 - Female staff increase from 33.8% female staff to 35% (38% is DOC's affirmative action goal for women).
 - Ethnic/Racial minority increase from 11.7% to 12.1% (12.5% is DOC's affirmative action goal from ethnic/racial minorities).
2. Process improvement yielding increased percentages of female and ethnic/racial *new hires*:
 - Female new hire staff increase from 31.9% staff to 35% (38% is DOC's affirmative action goal for women).
 - Ethnic/Racial minority new hire increase from 11.2% staff to 12.1% (12.5% is DOC's affirmative action goal from ethnic/racial minorities).
3. Increase *retention* of populations of female (compared to male) staff and ethnic/racial (compared to Caucasian) staff.
 - This measure is still in the developmental phase and specific parameters have not yet been set.

Office of Continuous Improvement

The OCI will initiate a capability breakthrough initiative of the performance management system to quantify results by using a five step breakthrough plan:

- Step 1: Agree on the Objective
- Step 2: Assess the Situation
- Step 3: Develop the Strategies
- Step 4: Set the Specific Targets
- Step 5: Set the Sub-Targets

A work plan will be utilized to include the tasks needing to be completed and document who would be responsible for completion. It will support effective expectations and reinforce accountability.

Agency Request Budget

Revenue Sources

General Fund	\$916,814*
Other Funds	\$0
<u>Federal Funds</u>	<u>\$0</u>
Total Funds	\$916,814

BUDGET NARRATIVE

*\$232,606 (PREA Coordinator)
\$363,432 (Diversity and Inclusion Administrator)
\$320,776 (Office of Continuous Improvement)
\$916,814 Total

Governor's Balanced Budget

Revenue Sources

General Fund	\$0
Other Funds	\$0
Federal Funds	\$0
<u>Total Funds</u>	<u>\$0</u>

This package was removed in the Governor's Balanced Budget

2017-19 Impact

This package was denied and will not have an impact in the 2015-17 or 2017-19 biennia.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 103 - Staffing: New Initiatives & Existing Workload

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	-	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-	-
Personal Services							
Class/Unclass Sal. and Per Diem	-	-	-	-	-	-	-
Empl. Rel. Bd. Assessments	-	-	-	-	-	-	-
Public Employees' Retire Cont	-	-	-	-	-	-	-
Social Security Taxes	-	-	-	-	-	-	-
Unemployment Assessments	-	-	-	-	-	-	-
Worker's Comp. Assess. (WCD)	-	-	-	-	-	-	-
Mass Transit Tax	-	-	-	-	-	-	-
Flexible Benefits	-	-	-	-	-	-	-
Total Personal Services	-	-	-	-	-	-	-
Services & Supplies							
Instate Travel	-	-	-	-	-	-	-
Office Expenses	-	-	-	-	-	-	-
Data Processing	-	-	-	-	-	-	-
Other Services and Supplies	-	-	-	-	-	-	-
Expendable Prop 250 - 5000	-	-	-	-	-	-	-
IT Expendable Property	-	-	-	-	-	-	-
Total Services & Supplies	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 103 - Staffing: New Initiatives & Existing Workload

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-
Total Positions							
Total Positions							-
Total Positions	-	-	-	-	-	-	-
Total FTE							
Total FTE							-
Total FTE	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

110 Technology Infrastructure

Agency Overview

Policy Option package 110 seeks to address issues related to technology upgrades throughout several divisions within the Department of Corrections. The actions within this package permanently fund five positions within the General Services Division, as well as improve infrastructure necessary to ensure departmental efficiency through future biennia. Below is the Agency Request Budget impact summary. Please see the division specific narrative for more detail.

- General Services Division: 5 Pos., 3.00 FTE, General Fund: \$2,363,664
- Central Administration Division: 0 Pos., 0.00 FTE, General Fund: \$280,000
- Offender Management and Rehabilitation Division: 0 Pos., 0.00 FTE, General Fund: \$198,000
- Total Package: 5 Pos. 3.00 FTE, General Fund: \$2,841,664

Purpose

Department of Corrections has had many biennia of budget challenges. Because of these budget challenges, DOC has not kept up with technology upgrades and is still using manual and paper processes that do not allow for efficiencies, nor sharing of data, to the degree that it could be shared.

How Achieved

- DOC is proposing a series of upgrades that will position DOC to begin to take advantage of efficiencies from technology. The following is an upgrade that will affect the Central Administration Division:
 - **SAS Data Warehouse Software Maintenance**
The research unit uses SAS software to create and maintain its data warehouse that is used to provide data via its web portal, CMIS, as well as fulfill ad hoc and CORE-related data requests. The data is also used to support research, program evaluation, and risk assessment. SAS software requires an annual maintenance fee of \$140,000 (\$280,000/biennium). No positions / FTE are requested.

Staffing Impact

Positions: 0
FTE: 0.00

BUDGET NARRATIVE

Quantifying Results

The modernization of these critical business areas is essential to the department's ability to promote public safety by supporting all department functions that are necessary for offender management, case management, sentence management, and fiscal accountability.

- The new and upgraded systems provide the department with a foundation to share data and essential information to improve business efficiencies and decisions.
- Evidence of the successful adoption of these foundation improvements will be demonstrated by an increase in collaboration, a reduction of manual processes, and improvement in the quality and speed of decisions.

Agency Request Budget

Revenue Sources

General Fund	\$280,000
Other Funds	0
Federal Fund	0
<u>Total Funds</u>	<u>\$280,000</u>

Governor's Balanced Budget

Revenue Sources

General Fund	\$0
Other Funds	0
Federal Fund	0
<u>Total Funds</u>	<u>\$0</u>

This package was removed in the Governor's Balanced Budget

2017-19 Impact

This package was denied and will not have an impact in the 2015-17 or 2017-19 biennia.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 110 - Technology Infrastructure

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	-	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-	-
Capital Outlay							
Data Processing Software	-	-	-	-	-	-	-
Total Capital Outlay	-	-	-	-	-	-	-
Total Expenditures							
Total Expenditures	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

111 Staff Enhancements to Address Workload

Agency Overview

Policy Option package 111 seeks to address issues related to workload throughout several divisions within the Department of Corrections. The actions within this package permanently fund ten positions throughout four divisions. Below is the Agency Request Budget impact summary. Please see division specific narrative for more detail.

- Central Administration Division: 4 Pos., 4.00 FTE, General Fund: \$904,444
- Community Corrections Division: 2 Pos., 2.00 FTE, General Fund: \$297,738
- Offender Management and Rehabilitation Division: 3 Pos., 3.00 FTE, General Fund: \$547,627
- General Services Division: 1 Pos., 1.00 FTE, General Fund: \$349,189
- Total Package: 10 Pos., 10.00 FTE, General Fund: \$2,098,998

Purpose

Package 111 is to restore position authority in targeted areas of need within the department relating to Federal compliance, Grants funding, and other key functions within the DOC. Below are the specific positions being requested for the Central Administration Division.

PREA Compliance Managers

This package requests the establishment of three new positions in the Inspector General's Office of the Oregon Department of Corrections (DOC). The three positions requested are for regional Prison Rape Elimination Act (PREA) Captains. These positions will assist the PREA Coordinator in PREA compliance. The federal standards state, "(c) Where an agency operates more than one facility, each facility shall designate a PREA compliance manager with sufficient time and authority to coordinate the facility's efforts to comply with the PREA standards." Tracking, responding to and investigating PREA incidents require a significant amount of time and cannot be absorbed into another position. These positions support the Department's mission of running safe and secure institutions for staff and inmates.

Grants Coordinator

This policy package is being submitted to seek funding for a dedicated position to coordinate and centralize grant application and management activities for the department as well as potentially assisting other agencies such as Oregon Youth Authority, State Police, and the Criminal Justice Commission under a shared-services model. As the department continues to build upon new, innovative, and evidence-

BUDGET NARRATIVE

based programming, a Grants Manager position would provide the necessary resource to research the availability of grants as well as to serve as the department expert in grant application and management regulations and processes.

Successful grant seeking and management can be complex and requires commitment, dedication, and resources to ensure adherence to the numerous and intricate governing laws, regulations, and reporting requirements. Additionally, due to the significant impact grant funding can have on daily operations of an organization, it is crucial that the grants application, acceptance, and management processes are efficient, consistent, and timely.

Unfortunately, the department previously declined a grant award for which an application was submitted due to lack of understanding about governing rules and regulations. Returning or declining grant funds are red flags for funders and this instance alone could negatively impact future grant applications submitted by DOC. Other consequences of poor grant management activities such as missed deadlines and misuse of funds can result in negative financial or programmatic audit findings, which can also have a significant impact on an award and the department.

How Achieved

PREA Compliance Managers

The Oregon Department of Corrections has a zero tolerance for sexual abuse.

The three PREA Captain positions will work regionally in order to detect, respond to and investigate PREA incidents and ensure compliance with the federal PREA standards. They will also be responsible for data collection and reporting. These captains will be the lead for the Department's Sexual Assault Response Teams (SART) ensuring proper procedure is followed.

Directly manage the day-to-day PREA investigations and inmates who have a PREA designator. The PREA standards require the Department to investigate all allegations of sexual abuse and sexual harassment. Gather and analyze information pertaining to intelligence and investigations associated with sexual assault.

PREA Captains will investigate all inappropriate staff/inmate relationships. The PREA captains will provide consultation and oversight to senior DOC management through active involvement in committees, training development and rule, procedure and policy review and updating.

Grants Coordinator

The addition of a Grants Manager position would provide the department with the necessary resource to establish and maintain the structure necessary to ensure that grant awards will not be mismanaged and all grant requirements are completed in an efficient and timely manner.

BUDGET NARRATIVE

Additionally, as General Fund dollars continue to decrease, the addition of a Grants Manager position would provide the department with the ability and resource to seek other funding options to help supplement important evidence-based programs and services, introduce new initiatives, gain technological advances, and subsidize programmatic staffing.

Staffing Impact

Positions	4
FTE	4.00

Quantifying Results

PREA Compliance Managers

Ongoing compliance with the national Prison Rape Elimination Act, staff are trained on how to detect and respond to sexual abuse and inmates are educated in their right to be free from sexual abuse.

Grants Coordinator

The department has developed Correctional Outcomes through Research and Engagement (CORE) as a means to monitor and measure the daily work performed throughout the department. This will allow the department the ability to identify opportunities for improvement and streamline processes as well as use data for identification of constraints, effectively use resources and ultimately promote public safety. To gauge the department's progress, each core process is measured and replicated on an agency scorecard.

Grant funds can be used to support important programs and services, extend pre-existing services, introduce new initiatives, gain technological advances, and subsidize programmatic staffing, all of which benefits the betterment of our adults in custody and in turn Oregon communities by positively impacting recidivism rates and ties directly to the following department CORE outcome measures (OM):

- OM5a – New felony convictions, Statewide Post-Prison Supervision (36-month recidivism rate)
- OM5c – New felony convictions, Linn and Douglas Post- Prison Supervision (36-month recidivism rate)
- OM5e – Re-arrest recidivism (Re-arrest for any reason)

Agency Request Budget

Revenue Sources

General Fund	\$904,444*
Other Funds	0
<u>Federal Funds</u>	<u>0</u>
Total Funds	\$904,444

BUDGET NARRATIVE

*\$671,838 (3 PREA Compliance Managers)
\$232,606 (1 Grants Coordinator)
\$904,444 Total

Governor's Balanced Budget

Revenue Sources

General Fund	\$0
Other Funds	0
<u>Federal Funds</u>	<u>0</u>
Total Funds	\$0

This package was removed in the Governor's Balanced Budget.

2017-19 Impact

This package was denied and will not have an impact in the 2015-17 or 2017-19 biennia.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 111 - Staff Enhancements to Address Workload

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	-	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-	-
Personal Services							
Class/Unclass Sal. and Per Diem	-	-	-	-	-	-	-
Empl. Rel. Bd. Assessments	-	-	-	-	-	-	-
Public Employees' Retire Cont	-	-	-	-	-	-	-
Social Security Taxes	-	-	-	-	-	-	-
Unemployment Assessments	-	-	-	-	-	-	-
Worker's Comp. Assess. (WCD)	-	-	-	-	-	-	-
Mass Transit Tax	-	-	-	-	-	-	-
Flexible Benefits	-	-	-	-	-	-	-
Total Personal Services	-	-	-	-	-	-	-
Services & Supplies							
Instate Travel	-	-	-	-	-	-	-
Office Expenses	-	-	-	-	-	-	-
Data Processing	-	-	-	-	-	-	-
Other Services and Supplies	-	-	-	-	-	-	-
Expendable Prop 250 - 5000	-	-	-	-	-	-	-
IT Expendable Property	-	-	-	-	-	-	-
Total Services & Supplies	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 111 - Staff Enhancements to Address Workload

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-
Total Positions							
Total Positions							-
Total Positions	-	-	-	-	-	-	-
Total FTE							
Total FTE							-
Total FTE	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

112 PREA Technology Solutions

Purpose

This package requests technology solutions that will enhance security and support the Prison Rape Elimination Act (PREA). The Oregon Department of Corrections has a zero tolerance policy for sexual abuse. New technology is a critical component for detecting prison rape and other security concerns.

How Achieved

Technology Solution #1- Eliminate Pat Down Searches

Replace physical pat down searches with metal detection devices or other Transportation Security Administration (TSA) body scanner devices. This technology would increase inmate movement and reduce the need for staff to physically touch inmates. Collectively, the following three products address this issue in different ways.

A. Chair Metal Detector (Ranger Security BOSS II)

This metal detector is a chair that detects any metal on or inside the inmate. Purchasing 55 units (\$8,779 per unit) to cover the five largest institutions would cost \$482,845.

B. Metrasens Metal Detector

Metrasens produces a portable and highly sensitive metal detector, which has been successfully tested at the Oregon State Penitentiary. It is made to detect and differentiate between knives, cell phones and other metal objects. The cost of 55 of these units is about \$570,000.

C. TSA Style Body Scanners

This technology detects illegal and dangerous items. Typically it is used to identify the presence of weapons and contraband that are hidden beneath a person's clothing. The system takes five seconds from entry to report and scans the entire body of a person. Processing 100 inmates through the scanner would take approximately 15 minutes. Each unit costs \$170,000. For the five largest institutions, the Department would need 11 units for a total of \$1,870,000.

Technology Solution #2 – Replace Daily Count

Replace daily count with a technology solution. Depending on the software married up with these systems, the systems can be used to track movement, schedule program/job movement, prohibit access to certain areas, track inmate associations (Security Threat Management, criminal investigations and PREA investigations) and count inmates.

BUDGET NARRATIVE

Electronic inmate tracking would allow the Department to wirelessly monitor inmates and perform real-time location supervision, tightening inmate control and enhancing the security for staff. The recommendation is that staff also participates in the bracelet program at Coffee Creek Correctional Facility. The system could be used to track Security Threat Management (STM) inmate movement, who they affiliate with (both in partnering on crime and who their victims are), track who is in the yard during a disturbance, etc. The system would be used in PREA cases to address location of events and who was where when the events took place. The estimated cost is \$12,000,000.

Staffing Impact

Positions	0
FTE	0.00

Quantifying Results

Evidence of the successful adoption of these measures will be demonstrated by a reduction of prison rape and other security threats, as well as assistance in tracking Security Threat Management, criminal investigations and PREA.

Agency Request Budget

Revenue Sources

General Fund	\$14,922,845
Other Funds	0
Federal Funds	0
<u>Total Funds</u>	<u>\$14,922,845</u>

Governor's Balanced Budget

Revenue Sources

General Fund	\$0
Other Funds	0
Federal Funds	0
<u>Total Funds</u>	<u>\$0</u>

This package was removed in the Governor's Balanced Budget.

BUDGET NARRATIVE

2017-19 Impact

This package was denied and will not have an impact in the 2015-17 or 2017-19 biennia.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 112 - PREA Technology Solutions

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	-	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-	-
Services & Supplies							
Expendable Prop 250 - 5000	-	-	-	-	-	-	-
Total Services & Supplies	-	-	-	-	-	-	-
Capital Outlay							
Technical Equipment	-	-	-	-	-	-	-
Other Capital Outlay	-	-	-	-	-	-	-
Total Capital Outlay	-	-	-	-	-	-	-
Total Expenditures							
Total Expenditures	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

116 New Debt Service and Bond Sale Costs

Agency Overview

Policy Option package 116 provides the necessary funding to issue and manage debt that will be used to fund the critical Policy Option Packages outlined in the 2015-17 Agency Request Budget. There are no position actions taken within this package. Below is the Agency Request Budget impact summary.

- Central Administration Division: 0 Pos., 0.00 FTE, Other Funds: \$406,307
- Debt Service: 0 Pos., 0.00 FTE, General Fund: \$2,904,458
- Total Package: 0 Pos., 0.00 FTE, Total Fund: \$3,310,765

Purpose

The purpose of this package is to provide the necessary Other Funds to pay for cost of issuance related to bonds used to pay for 2015-17 Policy Option Packages.

How Achieved

Other Funds are requested for 2015-17 obligations that will arise from the sale of bonds to finance the following Policy Option Packages:

- | | |
|---|--------------------------|
| • Package 104, CIS Replacement Project | \$ 2,000,000 Other Funds |
| • Package 105, Inmate Thin-Client Network Replacement | \$ 623,175 Other Funds |
| • Package 106, Deferred Maintenance Priority Projects | \$14,220,432 Other Funds |
| • Package 119, DAS VOIP Telephony Upgrade | \$ 5,566,681 Other Funds |

Through this Package 116, \$406,307 of Other Funds is requested for costs related to the issuance of the bonds.

Staffing Impact

Positions: 0
FTE: 0.00

Funding Results

Funding for the cost of issuance related to bonds used to finance approved capital projects is a necessary part of the budgetary decision-making process. If the requested projects are approved for Other Fund financing, this package and the Other Fund

BUDGET NARRATIVE

expenditure limitation requested in Package 116, Debt Service, will need to be approved in order to sell the bonds and service the outstanding bond obligations.

Agency Request Budget

Revenue Sources

General Fund	\$ 0	
Other Funds	406,307*	Total Bond Issuance Costs
<u>Federal Funds</u>	<u>0</u>	
Total Funds	\$406,307	

*\$ 36,825 Inmate Thin Client
\$ 50,000 Corrections Info Sys Replacement
\$226,163 Deferred Maintenance Priority Projects
\$ 93,319 VOIP Telephony Upgrade
\$406,307 Total

Governor's Balanced Budget

Revenue Sources

General Fund	\$0	
Other Funds	529,695*	Total Bond Issuance Costs
<u>Federal Funds</u>	<u>0</u>	
Total Funds	\$529,695	

*\$ 36,825 Inmate Thin Client
\$254,568 Deferred Maintenance Priority Projects
\$238,302 VOIP Telephony Upgrade
\$529,695 Total

2017-19 Impact

There will be no impact on 2017-19 because the bonds have been issued and will therefore have no additional costs of issuance.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 116 - New Debt Service and Bond Sale Costs

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Obligation Bonds	-	-	529,695	-	-	-	529,695
Total Revenues	-	-	\$529,695	-	-	-	\$529,695
Services & Supplies							
Other COP Costs	-	-	529,695	-	-	-	529,695
Total Services & Supplies	-	-	\$529,695	-	-	-	\$529,695
Total Expenditures							
Total Expenditures	-	-	529,695	-	-	-	529,695
Total Expenditures	-	-	\$529,695	-	-	-	\$529,695
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

BUDGET NARRATIVE

Central Administration Division

117 Oregon Health Network Subsidy Limitation

Purpose

This package requests additional Federal Fund expenditure limitation for the purposes of ensuring sufficient Federal Funds limitation is available to appropriately account for agency assets.

How Achieved

The Oregon Health Network (OHN) is a non-profit organization whose mission is to improve the quality, access, and delivery of health care to all Oregonians through enhanced broadband connectivity, health care IT best practices, hosted services, and advocacy.

During the 2013 biennium, the department began to participate in the OHN's Rural Health Care Pilot Program. This program was created to install broadband telecommunication and network capacity in institutions across the state, for the purpose of connecting institution medical facilities and the broader medical community in Oregon. The program provides both Other Fund subsidies and Federal Fund subsidies through the Federal Communications Commission (FCC).

Both the Oregon Health Network subsidy (Other Funds) and the federal subsidy through the FCC are used to pay installers and contractors directly; these funds never pass through the department. However, the Department of Administrative Services Statewide Accounting Budgeting Reporting Section (SABRS) advised the department that these investments – in what ultimately becomes a recordable agency asset – need to be properly recorded in the state's financial statements.

The department currently has a Federal Fund expenditure limitation of \$325,124 for this program, but is anticipating an additional investment by the FCC of \$122,683 for the 2015-17 biennium.

Staffing Impact

Positions:	0
FTE:	0.00

Quantifying Results

Implementation of this program has substantially increased the bandwidth capability of the health network system within the department's institutions and enhanced the electronic communication between the department and the network of Oregon medical services and providers. This allows greater engagement by outside providers for on-site evaluation and care.

BUDGET NARRATIVE

Agency Request Budget

Revenue Sources

General Fund	\$0
Other Funds	0
<u>Federal Funds</u>	<u>122,683</u>
Total Funds	\$122,683

Governor's Balanced Budget

Revenue Sources

General Fund	\$0
Other Funds	0
<u>Federal Funds</u>	<u>122,683</u>
Total Funds	\$122,683

This package was removed in the Governor's Balanced Budget.

2017-19 Impact

The level of support from the OHN for both Other and Federal Funds is subject to availability of funds and cannot reasonably be estimated this far into the future. Without adjustment, this would become part of the 2017-19 base budgets.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 117 - Oregon Health Network Subsidy Limitation

Cross Reference Name: Central Administration
Cross Reference Number: 29100-004-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
Federal Funds	-	-	-	122,683	-	-	122,683
Total Revenues	-	-	-	\$122,683	-	-	\$122,683
Services & Supplies							
Telecommunications	-	-	-	122,683	-	-	122,683
Total Services & Supplies	-	-	-	\$122,683	-	-	\$122,683
Total Expenditures							
Total Expenditures	-	-	-	122,683	-	-	122,683
Total Expenditures	-	-	-	\$122,683	-	-	\$122,683
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Corrections, Dept of
2015-17 Biennium

Agency Number: 29100
Cross Reference Number: 29100-004-00-00-00000

<i>Source</i>	2011-13 Actuals	2013-15 Leg Adopted Budget	2013-15 Leg Approved Budget	2015-17 Agency Request Budget	2015-17 Governor's Budget	2015-17 Leg Adopted Budget
Other Funds						
Federal Revenues	136,600	108,800	108,800	39,233	39,233	-
Charges for Services	5,512	3,446	3,446	2,174	2,174	-
Fines and Forfeitures	-	1,179	1,179	609	609	-
General Fund Obligation Bonds	-	89,000	89,000	406,307	529,695	-
Sales Income	17,436	15,170	15,170	13,368	13,368	-
Donations	100	-	-	-	-	-
Other Revenues	8,317,759	12,446	12,446	3,715,670	3,715,670	-
Transfer In - Intrafund	532,498	556,094	556,094	81,723	81,723	-
Transfer In Other	-	9,787,477	9,787,477	-	-	-
Transfer Out - Intrafund	(7,548,494)	(9,787,477)	(9,787,477)	(1,438,365)	(1,438,365)	-
Total Other Funds	\$1,461,411	\$786,135	\$786,135	\$2,820,719	\$2,944,107	-
Federal Funds						
Federal Funds	408,791	600,000	600,000	1,065,807	1,065,807	-
Total Federal Funds	\$408,791	\$600,000	\$600,000	\$1,065,807	\$1,065,807	-
Nonlimited Other Funds						
Refunding Bonds	1,820,943	-	-	-	-	-
Total Nonlimited Other Funds	\$1,820,943	-	-	-	-	-

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Source	Fund	ORBITS Revenue Acct	2011-2013 Actual	2013-15 Legislatively Adopted	2013-15 Estimated	2015-17		
						Agency Request	Governor's Balanced	Legislatively Adopted
Social Security Administration incentive funds	Other	0355	\$136,600	\$108,800	\$126,545	\$39,233	\$39,233	\$0
ID card replacements, Witness Fees, copier revenue	Other	0410	5,512	3,446	8,660	2,174	2,174	0
Inmate Restitution for property damage	Other	0505	0	1,179	0	609	609	0
General Fund Obligation Bonds	Other	0555	0	89,000	0	406,307	529,695	0
Refunding Bonds	Other	0575	1,820,943	0	0	0	0	0
Legal records requests revenue, surplus property sales	Other	0705	17,436	15,170	17,116	13,368	13,368	0
Miscellaneous non-federal grants and donations	Other	0905	100	0	0	0	0	0
Victim restitution allocations, travel reimbursements, and transfer of Inmate Welfare Funds between programs	Other	0975	8,317,759	12,446	(1,068,078)	3,715,670	3,715,670	0

DETAIL OF LOTTERY FUNDS, OTHER FUNDS, AND FEDERAL FUNDS REVENUE

Source	Fund	ORBITS Revenue Acct	2011-2013 Actual	2013-15 Legislatively Adopted	2013-15 Estimated	2015-17		
						Agency Request	Governor's Balanced	Legislatively Adopted
Federal Funds from the State Criminal Alien Assistance Program (SCAAP), Prison Rape Elimination Act (PREA) and Federal grant for inmate educational programs	Other	0995	408,791	600,000	252,553	1,065,807	1,065,807	0
Movement of IWF revenues between organizational units	Other	1010	532,498	556,094	0	81,723	81,723	0
Recording of initial Inmate Welfare Fund (IWF) Receipts	Other	1050	0	9,787,477	0	0	0	0
Transfer of IWF revenues between organizational units	Other	2010	(7,548,494)	(9,787,477)	0	(1,438,365)	(1,438,365)	0