

CERTIFICATION

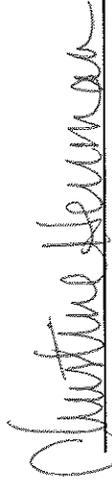
I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the accuracy of all numerical information has been verified.

Oregon Board of Parole and Post-Prison Supervision

2575 Center St NE, Ste 100, Salem, Oregon 97301

AGENCY NAME

AGENCY ADDRESS



SIGNATURE Christine Herrman

Vice-Chairperson

TITLE

Notice: Requests of those agencies headed by a board or commission must be approved by those bodies of official action and signed by the board or commission chairperson. The requests of other agencies must be approved and signed by the agency director or administrator.

OREGON BOARD OF PAROLE AND POST-PRISON SUPERIVSION

2017-2019 AGENCY REQUEST BUDGET

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BUDGET REPORT AND MEASURE SUMMARY

CARRIER: Rep. Barker

Joint Committee On Ways and Means

Action: Do Pass As Amended And Be Printed Engrossed.

Action Date: 06/26/15

Vote:

House

Yeas: 9 - Buckley, Gomberg, Huffman, Komp, Nathanson, Rayfield, Smith, Whisnant, Williamson

Exc: 3 - McLane, Read, Whitsett

Senate

Yeas: 9 - Burdick, Devlin, Hansell, Johnson, Monroe, Roblan, Shields, Steiner Hayward, Winters

Nays: 3 - Girod, Thomsen, Whitsett

Prepared By: Michelle Lisper, Department of Administrative Services

Reviewed By: Timothy Walker, Legislative Fiscal Office

Agency: Board of Parole and Post-Prison Supervision

Biennium: 2015-17

Budget Summary

	2013-15 Legislatively Approved Budget	2015-17 Current Service Level	2015-17 Committee Recommendation	Committee Change from 2013-15 Leg. Approved	
				\$ Change	% Change
General Fund	\$ -	\$ -	\$ 3,163,183	\$ 3,163,183	100.0%
Total	\$ -	\$ -	\$ 3,163,183	\$ 3,163,183	100.0%

Position Summary

Authorized Positions	0	0	12	12
Full-time Equivalent (FTE) positions	0.00	0.00	10.00	10.00

Revenue Summary

House Bill 2320 appropriates \$3,163,183 General Fund to the Board of Parole and Post-Prison Supervision (BPPPS) to support 12 positions (10.00 FTE) and the duties to carry out the provisions of the bill.

Summary of Public Safety Subcommittee Action

House Bill 2320 directs BPPPS to adopt a sex offender risk assessment methodology and classify sex offenders into risk levels. The bill requires the Board of Parole to have five members and authorizes a minimum of three board members to make and review certain discussions for the 2015-17 biennium. The bill adds nine permanent full-time positions and three full-time limited duration positions, and allocates \$420,000 for a potential location move for all or part of the agency to accommodate the additional staffing.

Board of Parole

The Subcommittee approved the appropriation of \$3,163,183 General Fund the establishment of 12 positions (10.00 FTE) for BPPPS to adopt a sex offender risk assessment methodology to classify sex offenders into risk levels. Previously, House Bill 2549 (2013) required the Department of Corrections (DOC) to conduct these assessments on individuals incarcerated and BPPPS to conduct the assessments on individuals already registered.

BPPPS is directed to classify persons convicted of certain sex crimes and sentenced to imprisonment. The bill extends the timeline in which BPPPS must have all existing registrants classified, to December 1, 2018. In addition, the bill requires the juvenile court to hold a hearing at the end of its jurisdiction over juveniles to determine if the juvenile must report as a sex offender.

The Subcommittee recommended the following positions to conduct the duties assigned in this bill. Positions are estimated to begin in October 2015 unless otherwise noted.

- One permanent full-time Operations and Policy Analyst 3 position (0.88 FTE).
- Two permanent full-time Administrative Specialist 2 positions and three limited duration Administrative Specialist 2 positions (4.36 FTE).
- Two permanent full-time Hearings Officer positions (1.63 FTE), one of the positions will not be hired prior to January 1, 2016.
- One permanent full-time Administrative Specialist 1 position (0.88 FTE).
- One permanent full-time Hearings Specialist position (0.75 FTE), not to be hired prior to January 1, 2016.
- Two permanent full-time board member positions (1.50 FTE), not to be hired prior to January 1, 2016.

The Operations and Policy Analyst 3 will establish the processes and procedures and develop the rules and methodology for implementing the program. The permanent full-time Administrative Specialist 2 positions will complete the assessments for inmates within DOC facilities (estimated at 2,079), new out-of-state registrants (estimated at 20 per month), and existing registrants that have not had an assessment (estimated at 5,000 adult males, and 800 females or youth). Three of the Administrative Specialist 2 positions are limited-duration through the 2017-19 biennium to complete the backlog of registrants needing an assessment.

BPPPS will use the two Hearings Officers to make recommendations to the Board on any disputed assessments and schedule, and conduct reclassification and relief hearing. One of the Hearings Officers is expected to begin January 1, 2016 along with a Hearings Specialist to assist with administrative duties of the Board.

Additionally, BPPPS anticipates needing to increase the Board by two members in 2015-17 (1.50 FTE) and two in the 2017-19 biennia (1.25 FTE), for a total of four additional board members beyond the current three. The two board members in 2015-17 will begin January 1, 2016. In the 2017-19 biennium, one board member will begin January 1, 2018 and the second will begin July 1, 2018. The additional board member positions will review the hearings officers' recommendations for classifications and reclassification and relief hearings. BPPPS notes that by January 2019 there will be approximately 6,500 registrants eligible for relief or reclassification. Included in the costs of the board members are pay-line exceptions for board member salaries. The Subcommittee noted that the Board will need to increase the limits set in statute for the number of board members to increase beyond five in the 2017-19 biennium.

In addition to the Administrative Specialist 1 position established in 2015-17 for staff support, BPPPS anticipates needing a second full-time Administrative Specialist 1 position to be established in 2017-19 to provide a Victim Specialist role for relief and reclassification hearings.

There is not capacity at BPPPS' current office location to support the additional positions and the Board will need to look at moving all or a portion of the staff to another location. Initial cost estimates for the appropriate amount of office space are around \$420,000. The Department of Administrative Services is instructed to unencumber this amount until the costs of any potential move or additional space needs are better understood.

Budget Note:

The Board is directed to report to the February 2016 Session of the Legislative Assembly on the hiring and implementation process to meet the requirements of House Bill 2320. In addition, the Board should report to the Legislative Assembly on progress in reducing the backlog of Static 99 reviews, reviews for female and juvenile offenders, and a forecast on current offenders eligible for appeal of their status.

Summary of Performance Measure Action

See attached Legislatively Adopted 2015-17 Key Performance Measures form.

DETAIL OF JOINT COMMITTEE ON WAYS AND MEANS ACTION

HB 2320-B

Board of Parole Post-Prison Supervision
Michelle Lisper -- 503-378-3195

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
<u>SUBCOMMITTEE RECOMMENDATION</u>									
SCR 013 - Parole Board									
HB 2320									
Personal Services	\$ 1,847,619	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,847,619	12	10.00
Services and Supplies	\$ 1,315,564	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,315,564		
TOTAL SUBCOMMITTEE RECOMMENDATION	\$ 3,163,183	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,163,183	12	10.00

BUDGET NARRATIVE

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Enrolled House Bill 2320

Introduced and printed pursuant to House Rule 12.00. Pre-session filed (at the request of House Interim Committee on Judiciary)

CHAPTER

AN ACT

Relating to crime; creating new provisions; amending ORS 90.630, 137.225, 144.005, 144.015, 144.025, 144.035, 144.054, 144.079, 144.110, 144.641, 144.783, 163.105, 163.115, 163.155, 163.476, 163.479, 181.800, 181.801, 181.803, 181.806, 181.808, 181.809, 181.810, 181.812, 181.817, 181.820, 181.821, 181.823, 181.835, 181.837 and 419A.262 and sections 7, 34 and 37, chapter 708, Oregon Laws 2013; repealing ORS 181.838, 181.839 and 181.840 and section 1, chapter 462, Oregon Laws 2015 (Enrolled Senate Bill 908); and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SEX OFFENDER CLASSIFICATION

SECTION 1. ORS 181.800 is amended to read:

181.800. The *[Department of Corrections shall]* **State Board of Parole and Post-Prison Supervision shall, in consultation with community corrections agencies,** adopt by rule a sex offender risk assessment *[tool]* **methodology** for use in classifying sex offenders *[based on the statistical likelihood that an individual sex offender will commit another sex crime]*. Application of the risk assessment *[tool]* **methodology** to a sex offender must result in placing the sex offender in one of the following levels:

- (1) A level one sex offender who presents the lowest risk of reoffending and requires a limited range of notification.
- (2) A level two sex offender who presents a moderate risk of reoffending and requires a moderate range of notification.
- (3) A level three sex offender who presents the highest risk of reoffending and requires the widest range of notification.

SECTION 2. ORS 181.801 is amended to read:

181.801. (1) When a person convicted of a crime described in ORS 163.355 to 163.427 is sentenced to a term of imprisonment in a Department of Corrections institution for that crime, the *[department]* **State Board of Parole and Post-Prison Supervision** shall *[conduct a risk assessment of]* **assess** the person utilizing the risk assessment *[tool]* **methodology** described in ORS 181.800. **The board shall apply the results of the assessment to place the person in one of the levels described in ORS 181.800** before the person is released from custody.

(2) When a person convicted of a sex crime is sentenced to a term of incarceration in a jail, or is discharged, released or placed on probation by the court, the supervisory authority as defined in ORS 144.087 shall *[conduct a risk assessment of]* **assess** the person utilizing the risk assessment

[tool] methodology described in ORS 181.800 and apply the results of the assessment to place the person in one of the levels described in ORS 181.800 no later than 60 days after the person is released from jail or discharged, released or placed on probation by the court.

(3)(a) When a person is found guilty except for insanity of a sex crime, the [State Board of Parole and Post-Prison Supervision] **Psychiatric Security Review Board or the Oregon Health Authority** shall [conduct a risk assessment of] assess the person utilizing the risk assessment [tool] methodology described in ORS 181.800 and apply the results of the assessment to place the person in one of the levels described in ORS 181.800 [within] no later than 60 days after the person is:

(A) Placed on conditional release by the Psychiatric Security Review Board or the Oregon Health Authority;

(B) Discharged from the jurisdiction of the Psychiatric Security Review Board or the Oregon Health Authority;

(C) Placed on conditional release by the court pursuant to ORS 161.327; or

(D) Discharged by the court pursuant to ORS 161.329.

(b) [The Psychiatric Security Review Board or the Oregon Health Authority shall notify the State Board of Parole and Post-Prison Supervision when the Psychiatric Security Review Board or the authority conditionally releases or discharges a person described in paragraph (a) of this subsection.] **If the State Board of Parole and Post-Prison Supervision previously completed a risk assessment and assigned a classification level described in ORS 181.800 for a person described in paragraph (a) of this subsection, the Psychiatric Security Review Board or the Oregon Health Authority need not complete a reassessment for an initial classification.**

(c) The court shall notify the [State Board of Parole and Post-Prison Supervision] **Psychiatric Security Review Board** when the court conditionally releases or discharges a person described in paragraph (a) of this subsection.

(d) **The Psychiatric Security Review Board or the Oregon Health Authority shall notify the State Board of Parole and Post-Prison Supervision no later than seven days after the Psychiatric Security Review Board or the authority conditionally releases or discharges a person who has a prior sex crime conviction that obligates the person to report as a sex offender, unless the person has also been found guilty except for insanity of a sex crime that obligates the person to report as a sex offender.**

(4) Within 60 days after the event triggering the obligation to make an initial report, the State Board of Parole and Post-Prison Supervision shall [conduct a risk assessment of] assess a person utilizing the risk assessment [tool] methodology described in ORS 181.800 and apply the results of the assessment to place the person in one of the levels described in ORS 181.800 if the person:

(a) Has been convicted in another United States court of a crime:

(A) That would constitute a sex crime if committed in this state; or

(B) For which the person would have to register as a sex offender in that court's jurisdiction, or as required under federal law, regardless of whether the crime would constitute a sex crime in this state; or

(b) Has been convicted of a sex crime and was sentenced to a term of imprisonment in a Department of Corrections institution for that sex crime, but was not subjected to a risk assessment utilizing the risk assessment [tool] methodology described in ORS 181.800 before release under subsection (1) of this section.

(5) When [the Department of Corrections,] the State Board of Parole and Post-Prison Supervision, **the Psychiatric Security Review Board, the Oregon Health Authority** or a supervisory authority [conducts a risk assessment under this section] **applies the results of a risk assessment to place a person in one of the levels described in ORS 181.800**, the agency shall notify the Department of State Police of the results of the risk assessment **within three business days after the agency's classification**. Upon receipt, the Department of State Police shall enter the results of the risk assessment into the Law Enforcement Data System.

SECTION 3. ORS 181.803 is amended to read:

181.803. Notwithstanding any other provision of law:

[(1) A person required to report as a sex offender under ORS 181.806, 181.807 or 181.808 is classified as a level three sex offender under ORS 181.800 (3) unless:]

[(a) Following a risk assessment conducted under ORS 181.801, the person is classified as a level two sex offender under ORS 181.800 (2) or as a level one sex offender under ORS 181.800 (1); or]

[(b) After filing a petition under ORS 181.821 (2), the person is reclassified as a level two sex offender under ORS 181.800 (2) by the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board.]

[(2)] (1) A person who is a sexually violent dangerous offender under ORS 137.765:

(a) Must be classified as a level three sex offender under ORS 181.800 (3); and

(b) Is not eligible for relief from the obligation to report as a sex offender or reclassification as a level two sex offender under ORS 181.800 (2), pursuant to a petition filed under ORS 181.821.

[(3)] (2) A person who has been convicted or found guilty except for insanity of one of the following offenses is not eligible for relief from the obligation to report as a sex offender pursuant to a petition filed under ORS 181.821 (1):

(a) Rape in the first degree;

(b) Sodomy in the first degree;

(c) Unlawful sexual penetration in the first degree;

(d) Kidnapping in the first degree as described in ORS 163.235 (1)(e) or when the victim is under 18 years of age; or

(e) Burglary in the first degree when committed with the intent to commit any of the offenses listed in ORS 181.805 (5)(a) to (t).

(3) A person classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013 is not eligible for relief from the obligation to report as a sex offender pursuant to a petition filed under ORS 181.821 (1).

SECTION 4. ORS 181.821 is amended to read:

181.821. (1)(a) A person who is required to report as a sex offender under ORS 181.806, 181.807 or 181.808 due to a conviction for a sex crime and is classified as a level one sex offender under ORS 181.800 (1) may petition the State Board of Parole and Post-Prison Supervision to relieve the person from the obligation to report as a sex offender under ORS 181.806, 181.807 or 181.808.

(b) A person who is required to report as a sex offender under ORS 181.806, 181.807 or 181.808 due to being found guilty except for insanity under ORS 161.295 for a sex crime, and is classified as a level one sex offender under ORS 181.800 (1), may petition the Psychiatric Security Review Board to relieve the person from the obligation to report as a sex offender under ORS 181.806, 181.807 or 181.808.

(c)(A) Except as otherwise provided in subparagraph (B) of this paragraph, a person described in paragraph (a) or (b) of this subsection may file the petition no sooner than five years after the date supervision for the sex crime is terminated or, if the person was not subject to supervision for the sex crime, five years after the date the person was discharged from the jurisdiction of the court, Psychiatric Security Review Board or Oregon Health Authority.

(B) A person who was reclassified under subsection (2) of this section from a level two sex offender under ORS 181.800 (2) to a level one sex offender under ORS 181.800 (1) may file the petition no sooner than five years after the date of reclassification.

(d) Notwithstanding paragraph (c) of this subsection, if a person is required to report because of a conviction or finding of guilty except for insanity from another United States court as that term is defined in ORS 181.805, the person may not petition for relief from reporting as a sex offender in Oregon unless the laws of the jurisdiction where the person was convicted or found guilty except for insanity would permit a petition for relief from reporting as a sex offender.

(2)(a) A person who is required to report as a sex offender under ORS 181.806, 181.807 or 181.808 due to a conviction for a sex crime and is classified as a level three sex offender under ORS 181.800

(3) may petition the State Board of Parole and Post-Prison Supervision to reclassify the person as a level two sex offender under ORS 181.800 (2).

(b) A person who is required to report as a sex offender under ORS 181.806, 181.807 or 181.808 due to being found guilty except for insanity under ORS 161.295 for a sex crime, and is classified as a level three sex offender under ORS 181.800 (3), may petition the Psychiatric Security Review Board to reclassify the person as a level two sex offender under ORS 181.800 (2).

(c) A person who is required to report as a sex offender under ORS 181.806, 181.807 or 181.808 due to a conviction for a sex crime and is classified as a level two sex offender under ORS 181.800 (2) may petition the State Board of Parole and Post-Prison Supervision to reclassify the person as a level one sex offender under ORS 181.800 (1).

(d) A person who is required to report as a sex offender under ORS 181.806, 181.807 or 181.808 due to being found guilty except for insanity under ORS 161.295 for a sex crime, and is classified as a level two sex offender under ORS 181.800 (2), may petition the Psychiatric Security Review Board to reclassify the person as a level one sex offender under ORS 181.800 (1).

(e) The petition described in this subsection may be filed no sooner than 10 years after the date supervision for the sex crime is terminated or, if the person was not subject to supervision for the sex crime, 10 years after the date the person was discharged from the jurisdiction of the court, Psychiatric Security Review Board or Oregon Health Authority.

(3)(a) The State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board shall deny a petition filed under this section if, at any time after the person is convicted or found guilty except for insanity of a sex crime, the person is convicted of or found guilty except for insanity of a person felony or a person Class A misdemeanor, as those terms are defined in the rules of the Oregon Criminal Justice Commission.

(b) The appropriate board shall deny a petition filed under subsection (2)(c) or (d) of this section if the board has previously reclassified the person as a level two sex offender under ORS 181.800 (2) as the result of a petition filed under subsection (2)(a) or (b) of this section.

(4)(a) Except as otherwise provided in subsection (3) of this section, if a person files a petition under subsection (1) of this section, the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board shall hold a hearing. At the hearing, the board shall enter an order relieving the person of the obligation to report as a sex offender under ORS 181.806, 181.807 or 181.808 if the board determines, by clear and convincing evidence, that the person:

- (A) Is statistically unlikely to reoffend; and
- (B) Does not pose a threat to the safety of the public.

(b)(A) Except as otherwise provided in subsection (3) of this section, if a person files a petition under subsection (2)(a) or (b) of this section, the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board shall hold a hearing. At the hearing, the board shall enter an order reclassifying the person as a level two sex offender under ORS 181.800 (2) if, after completion of a new risk assessment utilizing the risk assessment *[tool]* **methodology** described in ORS 181.800, the person is classified as presenting a low or moderate risk of reoffending and the board determines that a lower level of notification is sufficient to protect public safety.

(B) Except as otherwise provided in subsection (3) of this section, if a person files a petition under subsection (2)(c) or (d) of this section, the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board shall hold a hearing. At the hearing, the board shall enter an order reclassifying the person as a level one sex offender under ORS 181.800 (1) if, after completion of a new risk assessment utilizing the risk assessment *[tool]* **methodology** described in ORS 181.800, the person is classified as presenting a low risk of reoffending and the board determines that a lower level of notification is sufficient to protect public safety.

(5) In making the determinations described in subsection (4) of this section, the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board shall consider:

- (a) The nature of and degree of violence involved in the offense that requires reporting;
- (b) The age and number of victims of the offense that requires reporting;
- (c) The age of the person at the time of the offense that requires reporting;

- (d) The length of time since the offense that requires reporting and the time period during which the person has not reoffended;
- (e) The person's performance on supervision for the offense that requires reporting;
- (f) Whether the person has participated in or successfully completed a court-approved sex offender treatment program or any other rehabilitative programs;
- (g) The person's stability in employment and housing;
- (h) The person's community and personal support system;
- (i) Other criminal and relevant noncriminal behavior of the person both before and after the offense that requires reporting; and
- (j) Any other relevant factors.

(6)(a) The Attorney General may represent the state at a hearing conducted under this section unless the district attorney of the county in which the person was convicted or, if the conviction for which the person is required to report as a sex offender was entered in another United States court, the district attorney of the county in which the person resides, elects to represent the state.

(b) If a district attorney elects to represent the state, the district attorney shall give timely written notice of the election to the Attorney General, the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board and the person who is the subject of the hearing.

(c) If the district attorney declines to represent the state, the district attorney shall cooperate with the Attorney General in securing the material necessary to represent the state.

(7)(a) When the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board enters an order under this section relieving a person of the obligation to report as a sex offender under ORS 181.806, 181.807 or 181.808 or enters an order reclassifying a person as a level two sex offender under ORS 181.800 (2) or as a level one sex offender under ORS 181.800 (1), the board shall forward a copy of the order to the Department of State Police.

(b) Upon receipt of an order relieving a person of the obligation to report, the department shall remove from the Law Enforcement Data System the sex offender information obtained from the sex offender registration form submitted under ORS 181.806, 181.807 or 181.808.

(c) Upon receipt of an order reclassifying a person as a level two sex offender under ORS 181.800 (2) or as a level one sex offender under ORS 181.800 (1), the department shall update the Law Enforcement Data System to reflect the reclassification.

(8) The State Board of Parole and Post-Prison Supervision and the Psychiatric Security Review Board shall adopt rules to carry out the provisions of this section. The rules may include a filing fee in an amount determined by the appropriate board. All fees paid under this subsection shall be deposited into the General Fund and credited to the account of the appropriate board.

(9) As used in this section, "supervision" means probation, parole, post-prison supervision or any other form of supervised or conditional release.

SEX OFFENDER REPORTING

SECTION 5. ORS 181.806 is amended to read:

181.806. (1) The agency to which a person reports under subsection (3) of this section shall complete a sex offender registration form concerning the person when the person reports under subsection (3) of this section.

(2) Subsection (3) of this section applies to a person who:

(a) Is discharged, paroled or released on any form of supervised or conditional release from a jail, prison or other correctional facility or detention facility in this state at which the person was confined as a result of:

(A) Conviction of a sex crime or a crime for which the person would have to register as a sex offender under federal law; or

(B) Having been found guilty except for insanity of a sex crime;

(b) Is paroled to this state under ORS 144.610 after being convicted in another United States court of a crime:

(A) That would constitute a sex crime if committed in this state; or

(B) For which the person would have to register as a sex offender in that court's jurisdiction, or as required under federal law, regardless of whether the crime would constitute a sex crime in this state; or

(c) Is discharged by the court under ORS 161.329 after having been found guilty except for insanity of a sex crime.

(3)(a) A person described in subsection (2) of this section shall report, in person, to the Department of State Police, a city police department or a county sheriff's office, in the county to which the person was discharged, paroled or released or in which the person was otherwise placed:

(A) Within 10 days following discharge, release on parole, post-prison supervision or other supervised or conditional release;

(B) Within 10 days of a change of residence;

(C) Once each year within 10 days of the person's birth date, regardless of whether the person changed residence;

(D) Within 10 days of the first day the person works at, carries on a vocation at or attends an institution of higher education; and

(E) Within 10 days of a change in work, vocation or attendance status at an institution of higher education.

(b) If a person required to report under this subsection has complied with the initial reporting requirement under paragraph (a)(A) of this subsection, the person shall subsequently report, in person, in the circumstances specified in paragraph (a) of this subsection, as applicable, to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's last reported residence.

(c) Notwithstanding paragraphs (a) and (b) of this subsection, during the period of supervision or custody authorized by law, the Oregon Youth Authority may register a youth offender committed to its supervision and custody by order of the juvenile court or a person placed in its physical custody under ORS 137.124 or any other provision of law.

[[c] (d) The obligation to report under this subsection terminates if the conviction or adjudication that gave rise to the obligation is reversed or vacated or if the registrant is pardoned.

(4) As part of the registration and reporting requirements of this section:

(a) The person required to report shall:

(A) Provide the information necessary to complete the sex offender registration form and sign the form as required; and

(B) Submit to the requirements described in paragraph (b) of this subsection.

(b) The Department of State Police, **Oregon Youth Authority**, [the] city police department or [the] county sheriff's office:

(A) Shall photograph the person when the person initially reports under this section and each time the person reports annually under this section;

(B) May photograph the person or any identifying scars, marks or tattoos located on the person when the person reports under any of the circumstances described in this section; and

(C) Shall fingerprint the person if the person's fingerprints are not included in the record file of the Department of State Police.

NOTE: Section 6 was deleted by amendment. Subsequent sections were not renumbered.

SECTION 7. ORS 181.808 is amended to read:

181.808. (1)(a) When a person described in subsection (6) of this section moves into this state and is not otherwise required by ORS 181.806, 181.807 or 181.809 to report, the person shall report, in person, to the Department of State Police [in Marion County, Oregon], **a city police department or a county sheriff's office, in the county of the person's residence:**

(A) No later than 10 days after moving into this state;

(B) Within 10 days of a change of residence;

(C) Once each year within 10 days of the person's birth date, regardless of whether the person changed residence;

(D) Within 10 days of the first day the person works at, carries on a vocation at or attends an institution of higher education; and

(E) Within 10 days of a change in work, vocation or attendance status at an institution of higher education.

(b) If a person required to report under this subsection has complied with the initial reporting requirement under paragraph (a)(A) of this subsection, the person shall subsequently report, in person, in the circumstances specified in paragraph (a) of this subsection, as applicable, to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's last reported residence.

(2)(a) When a person described in ORS 181.806 (2) or 181.807 (2) or subsection (6) of this section attends school or works in this state, resides in another state and is not otherwise required by ORS 181.806, 181.807 or 181.809 to report, the person shall report, in person, to the Department of State Police, a city police department or a county sheriff's office, in the county in which the school or place of work is located, no later than 10 days after:

(A) The first day of school attendance or the 14th day of employment in this state; and

(B) A change in school enrollment or employment.

(b) As used in this subsection, "attends school" means enrollment in any type of school on a full-time or part-time basis.

(3)(a) When a person described in subsection (6) of this section resides in this state at the time of the conviction or adjudication giving rise to the obligation to report, continues to reside in this state following the conviction or adjudication and is not otherwise required by ORS 181.806, 181.807 or 181.809 to report, the person shall report, in person, to the Department of State Police *[in Marion County, Oregon]*, **a city police department or a county sheriff's office, in the county of the person's residence:**

(A) Within 10 days following:

(i) Discharge, release on parole or release on any form of supervised or conditional release, from a jail, prison or other correctional facility or detention facility; or

(ii) Discharge, release or placement on probation, by another United States court;

(B) Within 10 days of a change of residence;

(C) Once each year within 10 days of the person's birth date, regardless of whether the person has changed residence;

(D) Within 10 days of the first day the person works at, carries on a vocation at or attends an institution of higher education; and

(E) Within 10 days of a change in work, vocation or attendance status at an institution of higher education.

(b) If a person required to report under this subsection has complied with the applicable initial reporting requirement under paragraph (a)(A) of this subsection, the person shall subsequently report, in person, in the circumstances specified in paragraph (a) of this subsection, as applicable, to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's last reported residence.

(4) When a person reports under this section, the agency to which the person reports shall complete a sex offender registration form concerning the person.

(5) The obligation to report under this section terminates if the conviction or adjudication that gave rise to the obligation is reversed or vacated or if the registrant is pardoned.

(6) Subsections (1) to (5) of this section apply to a person convicted in another United States court of a crime:

(a) That would constitute a sex crime if committed in this state; or

(b) For which the person would have to register as a sex offender in that court's jurisdiction, or as required under federal law, regardless of whether the crime would constitute a sex crime in this state.

- (7) As part of the registration and reporting requirements of this section:
- (a) The person required to report shall:
 - (A) Provide the information necessary to complete the sex offender registration form and sign the form as required; and
 - (B) Submit to the requirements described in paragraph (b) of this subsection.
 - (b) The Department of State Police, the city police department or the **county** sheriff's office:
 - (A) Shall photograph the person when the person initially reports under this section, each time the person reports annually under subsection (1)(a)(C) or (3)(a)(C) of this section and each time the person reports under subsection (2)(a)(B) of this section;
 - (B) May photograph the person or any identifying scars, marks or tattoos located on the person when the person reports under any of the circumstances described in this section; and
 - (C) Shall fingerprint the person if the person's fingerprints are not included in the record file of the Department of State Police.

SECTION 8. ORS 181.809 is amended to read:

181.809. (1) Unless the juvenile court enters an order under ORS 181.823 or 181.826 relieving a person of the obligation to report as a sex offender, subsections (2) to (4) of this section apply to a person:

[(a) Who has been found to be within the jurisdiction of the juvenile court under ORS 419C.005, or found by the juvenile court to be responsible except for insanity under ORS 419C.411, for having committed an act that if committed by an adult would constitute a felony sex crime; or]

(a) Who has been ordered under section 31 of this 2015 Act to report as a sex offender; or

(b) Who has been found in a juvenile adjudication in another United States court to have committed an act while the person was under 18 years of age that would constitute a felony sex crime if committed in this state by an adult.

(2) A person described in subsection (1) of this section who resides in this state shall make an initial report, in person, to the Department of State Police, a city police department or a county sheriff's office as follows:

[(a) If, as a result of the juvenile adjudication for a felony sex crime, the person is discharged, released or placed on probation or any other form of supervised or conditional release by the juvenile court, the person shall make the initial report in the county in which the person is discharged, released or placed on probation or other form of supervised or conditional release, no later than 10 days after the date the person is discharged, released or placed on probation or other form of supervised or conditional release;]

[(b) If, as a result of the juvenile adjudication for a felony sex crime, the person is confined in a correctional facility by the juvenile court, the person shall make the initial report in the county in which the person is discharged or otherwise released from the facility, no later than 10 days after the date the person is discharged or otherwise released from the facility; or]

(a) The person shall report no later than 10 days after the date of the termination of juvenile court jurisdiction over the person or, if the person is placed under the jurisdiction of the Psychiatric Security Review Board, no later than 10 days after the date the person is discharged from the jurisdiction of the board; or

[(c)] **(b)** If the person is adjudicated for the act giving rise to the obligation to report in another United States court and the person is found to have committed an act that if committed by an adult in this state would constitute:

(A) A Class A or Class B felony sex crime:

(i) If the person is not a resident of this state at the time of the adjudication, the person shall make the initial report to the Department of State Police in Marion County, Oregon, no later than 10 days after the date the person moves into this state; or

(ii) If the person is a resident of this state at the time of the adjudication, the person shall make the initial report to the Department of State Police in Marion County, Oregon, no later than 10 days after the date the person is discharged, released or placed on probation or any other form of

supervised or conditional release by the other United States court or, if the person is confined in a correctional facility by the other United States court, no later than 10 days after the date the person is discharged or otherwise released from the facility.

(B) A Class C felony sex crime:

(i) If the person is not a resident of this state at the time of the adjudication, the person shall make the initial report to the Department of State Police in Marion County, Oregon, no later than six months after the date the person moves into this state; or

(ii) If the person is a resident of this state at the time of the adjudication, the person shall make the initial report to the Department of State Police in Marion County, Oregon, no later than 10 days after the date the person is discharged, released or placed on probation or any other form of supervised or conditional release by the other United States court or, if the person is confined in a correctional facility by the other United States court, no later than 10 days after the date the person is discharged or otherwise released from the facility.

(3) After making the initial report described in subsection (2) of this section, the person shall report, in person, to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's last reported residence:

(a) Within 10 days of a change of residence;

(b) Once each year within 10 days of the person's birth date, regardless of whether the person changed residence;

(c) Within 10 days of the first day the person works at, carries on a vocation at or attends an institution of higher education; and

(d) Within 10 days of a change in work, vocation or attendance status at an institution of higher education.

(4) When a person described in subsection (1) of this section attends school or works in this state, resides in another state and is not otherwise required to report as a sex offender under this section or ORS 181.806, 181.807 or 181.808, the person shall report, in person, to the Department of State Police, a city police department or a county sheriff's office, in the county in which the person attends school or works, no later than 10 days after:

(a) The first day of school attendance or the 14th day of employment in this state; and

(b) A change in school enrollment or employment.

(5) The agency to which a person reports under this section shall complete a sex offender registration form concerning the person when the person reports under this section.

(6) As part of the registration and reporting requirements of this section:

(a) The person required to report shall:

(A) Provide the information necessary to complete the sex offender registration form and sign the form as required; and

(B) Submit to the requirements described in paragraph (b) of this subsection.

(b) The Department of State Police, **Oregon Youth Authority, county juvenile department**, [the] city police department or [the] county sheriff's office:

(A) Shall photograph the person when the person initially reports under this section and each time the person reports annually under this section;

(B) May photograph the person or any identifying scars, marks or tattoos located on the person when the person reports under any of the circumstances described in this section; and

(C) Shall fingerprint the person if the person's fingerprints are not included in the record file of the Department of State Police.

(7) The obligation to report under this section is terminated if the adjudication that gave rise to the obligation is reversed or vacated.

[*(8) The court shall ensure that a person described in subsection (1)(a) of this section completes a form that documents the person's obligation to report under this section. No later than three working days after the person completes the form required by this subsection, the court shall ensure that the form is sent to the Department of State Police.*]

(8) Notwithstanding subsections (2) and (3) of this section:

(a) **The Oregon Youth Authority may register a youth offender committed to its custody and supervision by order of the juvenile court or a person placed in its physical custody under ORS 137.124 or any other provision of law.**

(b) **A county juvenile department may register a youth offender or young person, as those terms are defined in ORS 419A.004.**

SECTION 9. ORS 181.812 is amended to read:

181.812. (1) A person who is required to report as a sex offender in accordance with the applicable provisions of ORS 181.806, 181.807, 181.808 or 181.809 and who has knowledge of the reporting requirement commits the crime of failure to report as a sex offender if the person:

- (a) Fails to make the initial report to an agency;
- (b) Fails to report when the person works at, carries on a vocation at or attends an institution of higher education;
- (c) Fails to report following a change of school enrollment or employment status, including enrollment, employment or vocation status at an institution of higher education;
- (d) Moves to a new residence and fails to report the move and the person's new address;
- (e) Fails to make an annual report;
- (f) Fails to provide complete and accurate information;
- (g) Fails to sign the sex offender registration form as required; *[or]*
- (h) Fails or refuses to participate in a sex offender risk assessment as directed by the State Board of Parole and Post-Prison Supervision, Psychiatric Security Review Board, Oregon Health Authority or supervisory authority; or**

[(h)] **(i) Fails to submit to fingerprinting or to having a photograph taken of the person's face, identifying scars, marks or tattoos.**

(2)(a) It is an affirmative defense to a charge of failure to report under subsection (1)(d) of this section by a person required to report under ORS 181.806 (3)(a)(B), 181.807 (4)(a)(B) or 181.809 (3)(a) that the person reported, in person, within 10 days of a change of residence to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's new residence, if the person otherwise complied with all reporting requirements.

(b) It is an affirmative defense to a charge of failure to report under subsection (1)(a) of this section by a person required to report under ORS *[181.808 (1)(a) or]* 181.809 *[(2)(c)(A)(i)]* **(2)(b)(A)(i)** that the person reported, in person, to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's new residence, within 10 days of moving into this state.

(c) It is an affirmative defense to a charge of failure to report under subsection (1)(a) of this section by a person required to report under ORS 181.809 *[(2)(c)(B)(i)]* **(2)(b)(B)(i)** that the person reported, in person, to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's new residence, within six months of moving into this state.

(d) It is an affirmative defense to a charge of failure to report under subsection (1) of this section by a person required to report under ORS *[181.808 (3) or]* 181.809 *[(2)(c)(A)(ii)]* **(2)(b)(A)(ii)** or (B)(ii) or (3) that the person reported, in person, to the Department of State Police, a city police department or a county sheriff's office, in the county of the person's residence, if the person otherwise complied with all reporting requirements.

(e) It is an affirmative defense to a charge of failure to report under subsection (1) of this section by a person required to report under ORS 181.806 (3) that the person reported to the Oregon Youth Authority if the person establishes that the authority registered the person under ORS 181.806 (3)(c).

(f) It is an affirmative defense to a charge of failure to report under subsection (1) of this section by a person required to report under ORS 181.809 (2) or (3) that the person reported to the Oregon Youth Authority or a county juvenile department if the person establishes that the authority or department registered the person under ORS 181.809 (8).

(3)(a) Except as otherwise provided in paragraph (b) of this subsection, failure to report as a sex offender is a Class A misdemeanor.

(b) Failure to report as a sex offender is a Class C felony if the person violates:
(A) Subsection (1)(a) of this section; or
(B) Subsection (1)(b), (c), (d) or (g) of this section and the crime for which the person is required to report is a felony.

(4) A person who fails to sign and return an address verification form as required by ORS 181.810 (4) commits a violation.

SECTION 10. ORS 181.810 is amended to read:

181.810. (1) Agencies [*required to register*] **registering** offenders under ORS 181.806, 181.807, 181.808 and 181.809 shall use forms [*provided*] **and procedures adopted** by the Department of State Police **by administrative rule**. The department shall include places on the form to list all the names used by the offender and the address of the offender. No later than three working days after registration, the agency or official completing the form shall[.]

[*(a) Send the original copy of the registration form to the department; or*]

[*(b) Forward the registration information to the department by any means and, within 10 working days after registration, send the original copy of the registration form to the department.*] **forward the registration information to the department in the manner prescribed by the department.**

(2) The department shall enter into the Law Enforcement Data System the sex offender information obtained from the sex offender registration forms. If a conviction or adjudication that gave rise to the registration obligation is reversed or vacated or if the registrant is pardoned, the department shall remove from the Law Enforcement Data System the sex offender information obtained from the form.

(3) The Law Enforcement Data System may send sex offender information to the National Crime Information Center as part of the national sex offender registry in accordance with appropriate state and federal procedures.

(4) If the person is no longer under supervision, the department shall verify the residence address of a person determined to be a sexually violent dangerous offender as defined in ORS 137.765 every 90 days by mailing a verification form to the person at the person's last reported residence address. No later than 10 days after receiving the form, the person shall sign and return the form to the department.

(5) The department shall assess a person who is required to report under ORS 181.806, 181.807, 181.808 or 181.809 and who is not under supervision a fee of \$70 each year. Moneys received by the department under this subsection are continuously appropriated to the department for the purpose of carrying out the department's duties under ORS 181.800 to 181.845.

SECTION 11. ORS 181.817 is amended to read:

181.817. (1) For those sex offenders classified as a level three sex offender under ORS 181.800 (3), or designated as a predatory sex offender [*under ORS 181.838*] **prior to January 1, 2014**, the **supervising agency or the** agency making the classification or designation shall provide the Department of State Police, by electronic or other means, at the termination of supervision, with the following information for the purpose of offender profiling:

(a) Presentence investigations;

(b) Violation reports;

(c) Parole and probation orders;

(d) Conditions of parole and probation and other corrections records;

(e) Sex offender risk [*assessment tools*] **assessments**; and

(f) Any other information that the [*agency*] **supervising agency or the agency making the classification or designation** determines is appropriate disclosure of which is not otherwise prohibited by law.

(2) The Oregon Youth Authority and county juvenile departments shall provide access to information in their files to the Oregon State Police for the purpose of offender profiling.

(3)(a) Except as otherwise provided by law, the Oregon State Police may not disclose information received under subsection (1) or (2) of this section.

(b) The Department of State Police may release information on the methodology of offenses and behavior profiles derived from information received under subsection (1) or (2) of this section to local law enforcement agencies.

SECTION 12. ORS 181.820 is amended to read:

181.820. (1)(a) No sooner than 10 years after termination of supervision on probation, conditional release, parole or post-prison supervision, a person required to report under ORS 181.806, 181.807 or 181.808 may file a petition in circuit court for an order relieving the person of the duty to report. The person must pay the filing fee established under ORS 21.135. A petition may be filed under this section only if:

(A) The person has only one conviction for a sex crime;

(B) The sex crime was a misdemeanor or Class C felony or, if committed in another state, would have been a misdemeanor or Class C felony if committed in this state; and

(C) The person has not been determined to be a predatory sex offender prior to January 1, 2014.

[(C) The person has not been determined to be a predatory sex offender as described in ORS 181.838.]

(b)(A) Except as otherwise provided in this paragraph, the petition must be filed in the circuit court of the county in which the person was convicted of the sex crime.

(B) If the person was convicted of the sex crime in another state, the petition must be filed in the circuit court of the county in which the person resides.

(c) The district attorney of the county in which the petition is filed shall be named and served as the respondent in the petition.

(2) The court shall hold a hearing on the petition. In determining whether to grant the relief requested, the court shall consider:

(a) The nature of the offense that required reporting;

(b) The age and number of victims;

(c) The degree of violence involved in the offense;

(d) Other criminal and relevant noncriminal behavior of the petitioner both before and after the conviction that required reporting;

(e) The period of time during which the petitioner has not reoffended;

(f) Whether the petitioner has successfully completed a court-approved sex offender treatment program; and

(g) Any other relevant factors.

(3) If the court is satisfied by clear and convincing evidence that the petitioner is rehabilitated and that the petitioner does not pose a threat to the safety of the public, the court shall enter an order relieving the petitioner of the duty to report. When the court enters an order under this subsection, the petitioner shall send a certified copy of the court order to the Department of State Police.

OFFENDER INFORMATION AVAILABLE TO PUBLIC

SECTION 13. ORS 181.835 is amended to read:

181.835. (1)(a) A notifying agency or a supervising agency shall release, upon request, any information that may be necessary to protect the public concerning sex offenders who reside in a specific area or concerning a specific sex offender.

(b) A notifying agency or a supervising agency may release sex offender information to a law enforcement agency if the notifying agency or supervising agency determines that the release of information is in the public interest.

(c) In addition to the release of information described in this subsection and ORS 137.540, 144.260 and 441.373, a notifying agency or a supervising agency may release sex offender information to the public in accordance with subsections (2) to (4) of this section.

(2) If the sex offender is classified as a level three sex offender under ORS 181.800 (3):

(a) The Department of State Police shall release sex offender information on a website maintained by the department; and

(b) The supervising agency or a notifying agency may release sex offender information to:

(A) A person that resides with the sex offender;

(B) A person with whom the sex offender has a significant relationship;

(C) Residential neighbors and churches, community parks, schools and child care centers, convenience stores, businesses and other places that children or other potential victims may frequent;

(D) A long term care facility, as defined in ORS 442.015, or a residential care facility, as defined in ORS 443.400, if the agency knows that the sex offender is seeking admission to the facility; and

(E) Local or regional media sources.

(3) Notwithstanding subsection (2)(a) of this section, the Department of State Police may not use the Internet to make available to the public information concerning a sex offender classified as a level three sex offender under ORS 181.800 (3) while the person is under the supervision of the Psychiatric Security Review Board or the Oregon Health Authority, unless the department is authorized to do so by a request of the supervising agency.

[(3)] (4) If the sex offender is classified as a level two sex offender under ORS 181.800 (2), the supervising agency or a notifying agency may release sex offender information to the persons or entities described in subsection (2)(b)(A) to (D) of this section.

[(4)] (5) If the sex offender is classified as a level one sex offender under ORS 181.800 (1), the supervising agency or a notifying agency may release sex offender information to a person described in subsection (2)(b)(A) of this section.

[(5)] (6) As used in this section:

(a) "Notifying agency" means the Department of State Police, a city police department, a county sheriff's office or a police department established by a university under ORS 352.383.

(b) "Sex offender information" means information that the Department of State Police determines by rule is appropriate for release to the public.

(c) "Supervising agency" means a governmental entity responsible for supervising a person required to report as a sex offender under ORS 181.806 or 181.807.

SECTION 14. ORS 181.837 is amended to read:

181.837. (1)(a) Except as otherwise provided in [ORS 181.839 or] this section, when a sex offender is under the supervision of the Oregon Youth Authority or a county juvenile department for the first time as a result of committing an act that if committed by an adult would constitute a sex crime, the Department of State Police, city police department or county sheriff's office shall release, upon request, only:

(A) The sex offender's name and year of birth;

(B) The name and zip code of the city where the sex offender resides;

(C) The name and telephone number of a contact person at the agency that is supervising the sex offender; and

(D) The name of institutions of higher education that the sex offender attends or at which the sex offender works or carries on a vocation.

(b) Notwithstanding paragraph (a) of this section, the Oregon Youth Authority or a county juvenile department shall release, upon request, any information that may be necessary to protect the public concerning a sex offender under the supervision of the authority or department.

(2) Except as otherwise limited by subsection (1)(a) of this section regarding persons who are under supervision for the first time as sex offenders, the Department of State Police, a city police department or a county sheriff's office shall release, upon request, any information that may be necessary to protect the public concerning sex offenders required to report under ORS 181.809 who reside in a specific area or concerning a specific sex offender required to report under ORS 181.809. However, the entity releasing the information may not release the identity of a victim of a sex crime.

(3)(a) The Department of State Police may make the information described in subsections (1) and (2) of this section available to the public, without the need for a request, by electronic or other

means. The Department of State Police shall make information about a person who is under supervision for the first time as a result of committing an act that if committed by an adult would constitute a sex crime accessible only by the use of the sex offender's name. For all other sex offenders required to report under ORS 181.809, the Department of State Police may make the information accessible in any manner the department chooses.

(b) Notwithstanding paragraph (a) of this subsection, the Department of State Police may not use the Internet to make information available to the public. *[except as required by paragraph (c) of this subsection.]*

[(c) Notwithstanding subsections (1) and (2) of this section, the Department of State Police shall make the information described in paragraph (d) of this subsection available to the public on the website described in ORS 181.835 (2)(a) if the information is about a person determined to be a predatory sex offender, as provided in ORS 181.838, who has also been determined, pursuant to rules of the agency making the predatory sex offender determination, to present the highest risk of reoffending and to require the widest range of notification.]

[(d) The information required to be made available under paragraph (c) of this subsection is:]

[(A) The person's name and address;]

[(B) A physical description of the person including, but not limited to, the person's age, height, weight and eye and hair color;]

[(C) The type of vehicle that the person is known to drive;]

[(D) Any conditions or restrictions upon the person's probation or conditional release;]

[(E) A description of the person's primary and secondary targets;]

[(F) A description of the person's method of offense;]

[(G) A current photograph of the person;]

[(H) If the person is under supervision, the name or telephone number of the person's supervising officer; and]

[(I) If the person is not under supervision, contact information for the Department of State Police.]

TEMPORARY PROVISIONS RELATED TO HIGH-RISK OFFENDERS

SECTION 15. ORS 90.630 is amended to read:

90.630. (1) Except as provided in subsection (4) of this section, the landlord may terminate a rental agreement that is a month-to-month or fixed term tenancy for space for a manufactured dwelling or floating home by giving to the tenant not less than 30 days' notice in writing before the date designated in the notice for termination if the tenant:

(a) Violates a law or ordinance related to the tenant's conduct as a tenant, including but not limited to a material noncompliance with ORS 90.740;

(b) Violates a rule or rental agreement provision related to the tenant's conduct as a tenant and imposed as a condition of occupancy, including but not limited to a material noncompliance with a rental agreement regarding a program of recovery in drug and alcohol free housing;

(c) Is classified as a level three sex offender under ORS 181.800 (3) *[or is determined to be a predatory sex offender under ORS 181.838]; [or]*

(d) Is an unclassified adult sex offender designated as predatory prior to January 1, 2014, or a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013; or

[(d)] (e) Fails to pay a:

(A) Late charge pursuant to ORS 90.260;

(B) Fee pursuant to ORS 90.302; or

(C) Utility or service charge pursuant to ORS 90.534 or 90.536.

(2) A violation making a tenant subject to termination under subsection (1) of this section includes a tenant's failure to maintain the space as required by law, ordinance, rental agreement or

rule, but does not include the physical condition of the dwelling or home. Termination of a rental agreement based upon the physical condition of a dwelling or home shall only be as provided in ORS 90.632.

(3) The notice required by subsection (1) of this section shall state facts sufficient to notify the tenant of the reasons for termination of the tenancy and state that the tenant may avoid termination by correcting the violation as provided in subsection (4) of this section.

(4) The tenant may avoid termination of the tenancy by correcting the violation within the 30-day period specified in subsection (1) of this section. However, if substantially the same act or omission that constituted a prior violation of which notice was given recurs within six months after the date of the notice, the landlord may terminate the tenancy upon at least 20 days' written notice specifying the violation and the date of termination of the tenancy.

(5) Notwithstanding subsection (3) or (4) of this section, a tenant who is given a notice of termination under subsection (1)(c) of this section does not have a right to correct the violation. A notice given to a tenant under subsection (1)(c) of this section must state that the tenant does not have a right to avoid the termination.

(6) This section does not limit a landlord's right to terminate a tenancy for nonpayment of rent under ORS 90.394 or for other cause under ORS 90.380 (5)(b), 90.396, 90.398 or 90.632 by complying with ORS 105.105 to 105.168.

(7) A tenancy terminates on the date designated in the notice and without regard to the expiration of the period for which, by the terms of the rental agreement, rents are to be paid. Unless otherwise agreed, rent is uniformly apportionable from day to day.

(8) Notwithstanding any other provision of this section or ORS 90.394, 90.396 or 90.398, the landlord may terminate the rental agreement for space for a manufactured dwelling or floating home because of repeated late payment of rent by giving the tenant not less than 30 days' notice in writing before the date designated in that notice for termination and may take possession as provided in ORS 105.105 to 105.168 if:

(a) The tenant has not paid the monthly rent prior to the eighth day of the rental period as described in ORS 90.394 (2)(a) or the fifth day of the rental period as described in ORS 90.394 (2)(b) in at least three of the preceding 12 months and the landlord has given the tenant a nonpayment of rent termination notice pursuant to ORS 90.394 (2) during each of those three instances of nonpayment;

(b) The landlord warns the tenant of the risk of a 30-day notice for termination with no right to correct the cause, upon the occurrence of a third nonpayment of rent termination notice within a 12-month period. The warning must be contained in at least two nonpayment of rent termination notices that precede the third notice within a 12-month period or in separate written notices that are given concurrent with, or a reasonable time after, each of the two nonpayment of rent termination notices; and

(c) The 30-day notice of termination states facts sufficient to notify the tenant of the cause for termination of the tenancy and is given to the tenant concurrent with or after the third or a subsequent nonpayment of rent termination notice.

(9) Notwithstanding subsection (4) of this section, a tenant who receives a 30-day notice of termination pursuant to subsection (8) of this section does not have a right to correct the cause for the notice.

(10) The landlord may give a copy of the notice required by subsection (8) of this section to any lienholder of the manufactured dwelling or floating home by first class mail with certificate of mailing or by any other method allowed by ORS 90.150 (2) and (3). A landlord is not liable to a tenant for any damages incurred by the tenant as a result of the landlord giving a copy of the notice in good faith to a lienholder. A lienholder's rights and obligations regarding an abandoned manufactured dwelling or floating home shall be as provided under ORS 90.675.

SECTION 16. ORS 144.641 is amended to read:

144.641. As used in this section and ORS 144.642, 144.644 and 144.646:

(1) "Dwelling" has the meaning given that term in ORS 469B.100.

- (2) "Dwelling" does not include a residential treatment facility or a halfway house.
- (3) "Halfway house" means a publicly or privately operated profit or nonprofit residential facility that provides rehabilitative care and treatment for sex offenders.
- (4) "Locations where children are the primary occupants or users" includes, but is not limited to, public and private elementary and secondary schools and licensed child care centers.
- (5) "Sex offender" means [a]:
 - (a) A sexually violent dangerous offender as defined in ORS 137.765;
 - (b) A level three sex offender under ORS 181.800 (3); or
 - (c) [*Predatory sex offender as described in ORS 181.838*] **An unclassified adult sex offender designated as predatory prior to January 1, 2014, or a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013.**
- (6) "Transitional housing" means housing intended to be occupied by a sex offender for 45 days or less immediately after release from incarceration.

SECTION 17. ORS 163.476 is amended to read:

163.476. (1) A person commits the crime of unlawfully being in a location where children regularly congregate if the person:

- (a)(A) Has been designated a sexually violent dangerous offender under ORS 137.765;
- (B) Has been classified as a level three sex offender under ORS 181.800 (3) [*or designated a predatory sex offender under ORS 181.838*], **is an unclassified adult sex offender designated as predatory prior to January 1, 2014, or is a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013,** and does not have written approval from the State Board of Parole and Post-Prison Supervision or the person's supervisory authority or supervising officer to be in or upon the specific premises;
- (C) Has been sentenced as a dangerous offender under ORS 161.725 upon conviction of a sex crime; or
- (D) Has been given a similar designation or been sentenced under a similar law of another jurisdiction; and
- (b) Knowingly enters or remains in or upon premises where persons under 18 years of age regularly congregate.

(2) As used in this section:

(a) "Premises where persons under 18 years of age regularly congregate" means schools, child care centers, playgrounds, other places intended for use primarily by persons under 18 years of age and places where persons under 18 years of age gather for regularly scheduled educational and recreational programs.

(b) "Sex crime" has the meaning given that term in ORS 181.805.

(3) Unlawfully being in a location where children regularly congregate is a Class A misdemeanor.

SECTION 18. ORS 163.479 is amended to read:

163.479. (1) A person commits the crime of unlawful contact with a child if the person:

- (a)(A) Has been designated a sexually violent dangerous offender under ORS 137.765;
- (B) Has been classified as a level three sex offender under ORS 181.800 (3);
- [(C) *Has been designated a predatory sex offender under ORS 181.838;*]
- (C) **Is an unclassified adult sex offender designated as predatory prior to January 1, 2014, or a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013;**
- (D) Has been sentenced as a dangerous offender under ORS 161.725 upon conviction of a sex crime; or

(E) Has been given a similar designation or been sentenced under a similar law of another jurisdiction; and

(b) Knowingly contacts a child with the intent to commit a crime or for the purpose of arousing or satisfying the sexual desires of the person or another person.

(2) As used in this section:

(a) "Child" means a person under 18 years of age.

(b) "Contact" means to communicate in any manner.

(c) "Sex crime" has the meaning given that term in ORS 181.805.

(3) Unlawful contact with a child is a Class C felony.

INTERAGENCY INFORMATION SHARING

SECTION 19. (1) Notwithstanding ORS 179.505, the Psychiatric Security Review Board and the Oregon Health Authority shall provide to the State Board of Parole and Post-Prison Supervision any records that would assist the State Board of Parole and Post-Prison Supervision in:

(a) Performing an initial classification of a person into one of the three levels described in ORS 181.800, as required by ORS 181.801;

(b) Deciding whether to reclassify a person as a level one or a level two sex offender or relieve the person from the obligation to report as a sex offender, as described in ORS 181.821; or

(c) Conducting a risk assessment of a person who is an existing registrant to classify the person into one of the three levels described in ORS 181.800, as required by section 7, chapter 708, Oregon Laws 2013.

(2) The State Board of Parole and Post-Prison Supervision may not release any records obtained pursuant to this section to any other agency or person unless authorized by law to do so.

SECTION 20. (1) Notwithstanding ORS 179.505, the Oregon Health Authority shall provide to the Psychiatric Security Review Board any records that would assist the board in:

(a) Performing an initial classification of a person into one of the three levels described in ORS 181.800, as required by ORS 181.801;

(b) Deciding whether to reclassify a person as a level one or a level two sex offender or relieve the person from the obligation to report as a sex offender, as described in ORS 181.821; or

(c) Conducting a risk assessment of a person who is an existing registrant to classify the person into one of the three levels described in ORS 181.800, as required by section 7, chapter 708, Oregon Laws 2013.

(2) The board may not release any records obtained pursuant to this section to any other agency or person unless authorized by law to do so.

SECTION 21. Notwithstanding ORS 419A.257 or any other provision of law, the Oregon Youth Authority and the juvenile department may disclose and provide copies of reports and other materials relating to a child, ward, youth or youth offender's history and prognosis to the Psychiatric Security Review Board, the Oregon Health Authority or the State Board of Parole and Post-Prison Supervision in order to determine whether to reclassify the person as a level one or a level two sex offender or relieve the person from the obligation to report as a sex offender, as described in ORS 181.821, or whether to classify a person who is an existing registrant into one of the three levels described in ORS 181.800, as required by section 7, chapter 708, Oregon Laws 2013.

AMENDMENTS OPERATIVE ON JANUARY 1, 2019

SECTION 22. ORS 90.630, as amended by section 15 of this 2015 Act, is amended to read:

90.630. (1) Except as provided in subsection (4) of this section, the landlord may terminate a rental agreement that is a month-to-month or fixed term tenancy for space for a manufactured dwelling or floating home by giving to the tenant not less than 30 days' notice in writing before the date designated in the notice for termination if the tenant:

(a) Violates a law or ordinance related to the tenant's conduct as a tenant, including but not limited to a material noncompliance with ORS 90.740;

(b) Violates a rule or rental agreement provision related to the tenant's conduct as a tenant and imposed as a condition of occupancy, including but not limited to a material noncompliance with a rental agreement regarding a program of recovery in drug and alcohol free housing;

(c) Is classified as a level three sex offender under ORS 181.800 (3); **or**

[(d) Is an unclassified adult sex offender designated as predatory prior to January 1, 2014, or a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013; or]

[(e)] (d) Fails to pay a:

(A) Late charge pursuant to ORS 90.260;

(B) Fee pursuant to ORS 90.302; or

(C) Utility or service charge pursuant to ORS 90.534 or 90.536.

(2) A violation making a tenant subject to termination under subsection (1) of this section includes a tenant's failure to maintain the space as required by law, ordinance, rental agreement or rule, but does not include the physical condition of the dwelling or home. Termination of a rental agreement based upon the physical condition of a dwelling or home shall only be as provided in ORS 90.632.

(3) The notice required by subsection (1) of this section shall state facts sufficient to notify the tenant of the reasons for termination of the tenancy and state that the tenant may avoid termination by correcting the violation as provided in subsection (4) of this section.

(4) The tenant may avoid termination of the tenancy by correcting the violation within the 30-day period specified in subsection (1) of this section. However, if substantially the same act or omission that constituted a prior violation of which notice was given recurs within six months after the date of the notice, the landlord may terminate the tenancy upon at least 20 days' written notice specifying the violation and the date of termination of the tenancy.

(5) Notwithstanding subsection (3) or (4) of this section, a tenant who is given a notice of termination under subsection (1)(c) of this section does not have a right to correct the violation. A notice given to a tenant under subsection (1)(c) of this section must state that the tenant does not have a right to avoid the termination.

(6) This section does not limit a landlord's right to terminate a tenancy for nonpayment of rent under ORS 90.394 or for other cause under ORS 90.380 (5)(b), 90.396, 90.398 or 90.632 by complying with ORS 105.105 to 105.168.

(7) A tenancy terminates on the date designated in the notice and without regard to the expiration of the period for which, by the terms of the rental agreement, rents are to be paid. Unless otherwise agreed, rent is uniformly apportionable from day to day.

(8) Notwithstanding any other provision of this section or ORS 90.394, 90.396 or 90.398, the landlord may terminate the rental agreement for space for a manufactured dwelling or floating home because of repeated late payment of rent by giving the tenant not less than 30 days' notice in writing before the date designated in that notice for termination and may take possession as provided in ORS 105.105 to 105.168 if:

(a) The tenant has not paid the monthly rent prior to the eighth day of the rental period as described in ORS 90.394 (2)(a) or the fifth day of the rental period as described in ORS 90.394 (2)(b) in at least three of the preceding 12 months and the landlord has given the tenant a nonpayment of rent termination notice pursuant to ORS 90.394 (2) during each of those three instances of nonpayment;

(b) The landlord warns the tenant of the risk of a 30-day notice for termination with no right to correct the cause, upon the occurrence of a third nonpayment of rent termination notice within a 12-month period. The warning must be contained in at least two nonpayment of rent termination notices that precede the third notice within a 12-month period or in separate written notices that are given concurrent with, or a reasonable time after, each of the two nonpayment of rent termination notices; and

(c) The 30-day notice of termination states facts sufficient to notify the tenant of the cause for termination of the tenancy and is given to the tenant concurrent with or after the third or a subsequent nonpayment of rent termination notice.

(9) Notwithstanding subsection (4) of this section, a tenant who receives a 30-day notice of termination pursuant to subsection (8) of this section does not have a right to correct the cause for the notice.

(10) The landlord may give a copy of the notice required by subsection (8) of this section to any lienholder of the manufactured dwelling or floating home by first class mail with certificate of mailing or by any other method allowed by ORS 90.150 (2) and (3). A landlord is not liable to a tenant for any damages incurred by the tenant as a result of the landlord giving a copy of the notice in good faith to a lienholder. A lienholder's rights and obligations regarding an abandoned manufactured dwelling or floating home shall be as provided under ORS 90.675.

SECTION 23. ORS 144.641, as amended by section 16 of this 2015 Act, is amended to read:

144.641. As used in this section and ORS 144.642, 144.644 and 144.646:

(1) "Dwelling" has the meaning given that term in ORS 469B.100.

(2) "Dwelling" does not include a residential treatment facility or a halfway house.

(3) "Halfway house" means a publicly or privately operated profit or nonprofit residential facility that provides rehabilitative care and treatment for sex offenders.

(4) "Locations where children are the primary occupants or users" includes, but is not limited to, public and private elementary and secondary schools and licensed child care centers.

(5) "Sex offender" means:

(a) A sexually violent dangerous offender as defined in ORS 137.765; **or**

(b) A level three sex offender under ORS 181.800 (3); *or*

[(c) An unclassified adult sex offender designated as predatory prior to January 1, 2014, or a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013].

(6) "Transitional housing" means housing intended to be occupied by a sex offender for 45 days or less immediately after release from incarceration.

SECTION 24. ORS 163.476, as amended by section 17 of this 2015 Act, is amended to read:

163.476. (1) A person commits the crime of unlawfully being in a location where children regularly congregate if the person:

(a)(A) Has been designated a sexually violent dangerous offender under ORS 137.765;

(B) Has been classified as a level three sex offender under ORS 181.800 (3), *[is an unclassified adult sex offender designated as predatory prior to January 1, 2014, or a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013,]* and does not have written approval from the State Board of Parole and Post-Prison Supervision or the person's supervisory authority or supervising officer to be in or upon the specific premises;

(C) Has been sentenced as a dangerous offender under ORS 161.725 upon conviction of a sex crime; *or*

(D) Has been given a similar designation or been sentenced under a similar law of another jurisdiction; *and*

(b) Knowingly enters or remains in or upon premises where persons under 18 years of age regularly congregate.

(2) As used in this section:

(a) "Premises where persons under 18 years of age regularly congregate" means schools, child care centers, playgrounds, other places intended for use primarily by persons under 18 years of age and places where persons under 18 years of age gather for regularly scheduled educational and recreational programs.

(b) "Sex crime" has the meaning given that term in ORS 181.805.

(3) Unlawfully being in a location where children regularly congregate is a Class A misdemeanor.

SECTION 25. ORS 163.479, as amended by section 18 of this 2015 Act, is amended to read:

163.479. (1) A person commits the crime of unlawful contact with a child if the person:

(a)(A) Has been designated a sexually violent dangerous offender under ORS 137.765;

(B) Has been classified as a level three sex offender under ORS 181.800 (3);

[(C) *Is an unclassified adult sex offender designated as predatory prior to January 1, 2014, or a person whom the State Board of Parole and Post-Prison Supervision, the Psychiatric Security Review Board or the Oregon Health Authority has classified as a level three sex offender under section 7 (2)(b), chapter 708, Oregon Laws 2013;*]

[(D)] (C) Has been sentenced as a dangerous offender under ORS 161.725 upon conviction of a sex crime; or

[(E)] (D) Has been given a similar designation or been sentenced under a similar law of another jurisdiction; and

(b) Knowingly contacts a child with the intent to commit a crime or for the purpose of arousing or satisfying the sexual desires of the person or another person.

(2) As used in this section:

(a) "Child" means a person under 18 years of age.

(b) "Contact" means to communicate in any manner.

(c) "Sex crime" has the meaning given that term in ORS 181.805.

(3) Unlawful contact with a child is a Class C felony.

SECTION 26. The amendments to ORS 90.630, 144.641, 163.476 and 163.479 by sections 22 to 25 of this 2015 Act become operative January 1, 2019.

2013 SESSION LAW AMENDMENTS

SECTION 27. Section 7, chapter 708, Oregon Laws 2013, is amended to read:

Sec. 7. (1) As used in this section **and sections 19 to 21 of this 2015 Act:**

(a) "Event triggering the obligation to make an initial report" has the meaning given that term in [section 3 of this 2013 Act] **ORS 181.802.**

(b) "Existing registrant" means a person for whom the event triggering the obligation to make an initial report under ORS [181.595] **181.806** (3)(a)(A), [181.596] **181.807** (4)(a)(A) or [181.597] **181.808** (1)(a)(A), (2)(a)(A) or (3)(a)(A) occurs before January 1, 2014.

(2)(a) No later than December 1, [2016] **2018**, the State Board of Parole and Post-Prison Supervision shall classify existing registrants in one of the levels described in [section 1 of this 2013 Act] **ORS 181.800.** No later than February 1, [2017] **2019**, the Department of State Police shall enter the results of the classifications described in this section into the Law Enforcement Data System.

(b) The board shall classify an existing registrant as a level three sex offender under [section 1 (3) of this 2013 Act] **ORS 181.800 (3)**, if:

(A) The person was previously designated a predatory sex offender and the designation was made after the person was afforded notice and an opportunity to be heard as to all factual questions at a meaningful time and in a meaningful manner; or

(B) The person is a sexually violent dangerous offender under ORS 137.765.

(c) **The Psychiatric Security Review Board may complete the risk assessment of an existing registrant who is under the jurisdiction of the Psychiatric Security Review Board or the Oregon Health Authority, regardless of whether the person has been found guilty except**

for insanity of a sex crime or was previously convicted of a sex crime, if the State Board of Parole and Post-Prison Supervision and the Psychiatric Security Review Board mutually agree that the Psychiatric Security Review Board has adequate resources to perform the assessment and that the performance of the assessment by the Psychiatric Security Review Board would assist in classifying the existing registrant in a more timely manner.

(3) As soon as practicable following the classification of an existing registrant under this section, the **classifying** board shall notify the person of the classification by *[certified]* mail.

[(4) If, for any reason, the board does not classify an existing registrant under subsection (2) of this section, the person is, by operation of law, classified as a level three sex offender under section 1 (3) of this 2013 Act on January 1, 2017.]

[(5)(a)] (4)(a) An existing registrant who seeks review of a classification made under this section may petition the **classifying** board for review. The petition may be filed no later than[.]

[(A) sixty] **60** days after the board provides the notice described in subsection (3) of this section[; or]

[(B) Sixty days after the person receives actual notice of the classification, if the person is classified under subsection (4) of this section].

(b) Upon receipt of a petition described in this subsection, the **classifying** board shall afford the person an opportunity to be heard as to all factual questions related to the classification.

(c) After providing the person with notice and an opportunity to be heard in accordance with this subsection, the board shall classify the person in accordance with the classifications described in *[section 1 of this 2013 Act]* **ORS 181.800**, based on all of the information available to the **classifying** board.

[(6)] (5) The *[board]* **boards** shall adopt rules to carry out the provisions of this section.

[(7)] (6) An existing registrant may not petition for reclassification or relief from the obligation to report as a sex offender as provided in *[section 5 of this 2013 Act]* **ORS 181.821** until either all existing registrants have been classified in one of the levels described in *[section 1 of this 2013 Act]* **ORS 181.800** or December 1, *[2016]* **2018**, whichever occurs first.

(7) Notwithstanding **ORS 181.837** or any other provision of law, the Department of State Police may until December 1, 2018, continue to use the Internet to make information available to the public concerning any adult sex offender designated as predatory as authorized by the law in effect on December 31, 2013.

(8) If the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board does not classify an existing registrant under **ORS 181.800** because the person has failed or refused to participate in a sex offender risk assessment as directed by the State Board of Parole and Post-Prison Supervision or the Psychiatric Security Review Board, the person is, by operation of law, classified as a level three sex offender under **ORS 181.800** (3) as of January 1, 2019.

SECTION 28. Section 34, chapter 708, Oregon Laws 2013, is amended to read:

Sec. 34. (1) **ORS 181.587** and **181.588** are repealed on January 1, 2014.

(2) **ORS 181.820** is repealed on January 1, *[2017]* **2019**.

SECTION 29. Section 37, chapter 708, Oregon Laws 2013, is amended to read:

Sec. 37. The amendments to section 35 *[of this 2013 Act]*, **chapter 708, Oregon Laws 2013**, by section 36 *[of this 2013 Act]*, **chapter 708, Oregon Laws 2013**, become operative on January 1, *[2017]* **2019**.

JUVENILE REGISTRATION HEARINGS

SECTION 30. Section 31 of this 2015 Act is added to and made a part of **ORS 181.800** to **181.845**.

SECTION 31. (1)(a) The juvenile court shall hold a hearing on the issue of reporting as a sex offender by a person who has been found to be within the jurisdiction of the juvenile court under **ORS 419C.005**, or found by the juvenile court to be responsible except for in-

sanity under ORS 419C.411, for having committed an act that if committed by an adult would constitute a felony sex crime.

(b) The hearing described in paragraph (a) of this subsection must be held during the six-month period before:

(A) The termination of juvenile court jurisdiction over the person; or

(B) The person is discharged from the jurisdiction of the Psychiatric Security Review Board, if the person was placed under the jurisdiction of the board.

(c) The court shall notify the person of the person's right to a hearing under this section upon finding the person within the jurisdiction of the juvenile court under ORS 419C.005.

(d) The county or state agency responsible for supervising the person shall notify the person when the agency determines that termination of jurisdiction will occur within six months.

(e) A petition requesting a hearing may be filed under this section by the person within six months of the termination date if the date has been set by the court, or within six months of the projected termination date provided to the person by the supervising agency.

(2) The district attorney shall notify the victim prior to the hearing of the right to appear and the right to be heard under ORS 419C.273.

(3) At the hearing described in subsection (1) of this section:

(a) The district attorney, the victim, the person and the juvenile court counselor or a representative of the Oregon Youth Authority shall have an opportunity to be heard.

(b) The person who is the subject of the hearing has the burden of proving by clear and convincing evidence that the person is rehabilitated and does not pose a threat to the safety of the public. If the court finds that the person has not met the burden of proof, the court shall enter an order requiring the person to report as a sex offender under ORS 181.809.

(4) In determining whether the person has met the burden of proof, the juvenile court may consider but need not be limited to considering:

(a) The extent and impact of any physical or emotional injury to the victim;

(b) The nature of the act that subjected the person to the duty of reporting as a sex offender;

(c) Whether the person used or threatened to use force in committing the act;

(d) Whether the act was premeditated;

(e) Whether the person took advantage of a position of authority or trust in committing the act;

(f) The age of any victim at the time of the act, the age difference between any victim and the person and the number of victims;

(g) The vulnerability of the victim;

(h) Other acts committed by the person that would be crimes if committed by an adult and criminal activities engaged in by the person before and after the adjudication;

(i) Statements, documents and recommendations by or on behalf of the victim or the parents of the victim;

(j) The person's willingness to accept personal responsibility for the act and personal accountability for the consequences of the act;

(k) The person's ability and efforts to pay the victim's expenses for counseling and other trauma-related expenses or other efforts to mitigate the effects of the act;

(L) Whether the person has participated in and satisfactorily completed a sex offender treatment program or any other intervention, and if so the juvenile court may also consider:

(A) The availability, duration and extent of the treatment activities;

(B) Reports and recommendations from the providers of the treatment;

(C) The person's compliance with court, board or supervision requirements regarding treatment; and

(D) The quality and thoroughness of the treatment program;

(m) The person's academic and employment history;

- (n) The person's use of drugs or alcohol before and after the adjudication;
- (o) The person's history of public or private indecency;
- (p) The person's compliance with and success in completing the terms of supervision;
- (q) The results of psychological examinations of the person;
- (r) The protection afforded the public by the continued existence of the records; and
- (s) Any other relevant factors.

(5) In a hearing under this section, the juvenile court may receive testimony, reports and other evidence, without regard to whether the evidence is admissible under ORS 40.010 to 40.210 and 40.310 to 40.585, if the evidence is relevant evidence related to the determination and findings required under this section. As used in this subsection, "relevant evidence" has the meaning given that term in ORS 40.150.

(6)(a) In a hearing under this section, the juvenile court shall review:

(A) Evaluations and treatment records concerning the person conducted by a clinician or program operating under the standards of practice for the evaluation and treatment of juvenile sex offenders adopted by the Sex Offender Treatment Board under ORS 675.400, and recommendations contained therein regarding the need for the person to register in order to protect the public from future sex crimes; and

(B) All examination preparation material and examination records from polygraph examinations conducted by or for the treatment provider, juvenile department or Oregon Youth Authority.

(b) Any records and materials to be reviewed by the court under this subsection shall be released and disclosed to the court, district attorney, person's attorney and to the Oregon Youth Authority or juvenile department that is responsible for the supervision of the person, no less than 15 days prior to any hearing held under this section.

(7) When the juvenile court enters an order described in subsection (3)(b) of this section, the court shall ensure that the person completes a form that documents the person's obligation to report under ORS 181.809. No later than three business days after the person completes the form required by this subsection, the court shall ensure that the form is sent to the Department of State Police.

(8)(a) A person who is the subject of a hearing under this section has the right to be represented by suitable legal counsel possessing skills and experience commensurate with the nature and complexity of the case, to consult with counsel prior to the hearing and, if financially eligible, to have suitable counsel appointed at state expense.

(b) In order to comply with the right to counsel under paragraph (a) of this subsection, the court may:

(A) Continue the appointment of the attorney appointed under ORS 419C.200 at the time of disposition;

(B) Set a date prior to the hearing under this section in order to reappoint the attorney appointed under ORS 419C.200; or

(C) Appoint or reappoint an attorney at any time in response to a request by the person who is the subject of a hearing under this section.

(9) Notwithstanding ORS 419C.005 (4)(e), the juvenile court retains jurisdiction over a person for purposes of this section.

EXPUNGEMENT

SECTION 32. ORS 137.225 is amended to read:

137.225. (1)(a) At any time after the lapse of three years from the date of pronouncement of judgment, any defendant who has fully complied with and performed the sentence of the court and whose conviction is described in subsection (5) of this section by motion may apply to the court where the conviction was entered for entry of an order setting aside the conviction; or

(b) At any time after the lapse of one year from the date of any arrest, if no accusatory instrument was filed, or at any time after an acquittal or a dismissal of the charge, the arrested person may apply to the court that would have jurisdiction over the crime for which the person was arrested, for entry of an order setting aside the record of the arrest. For the purpose of computing the one-year period, time during which the arrested person has secreted himself or herself within or without this state is not included.

(2)(a) A copy of the motion and a full set of the defendant's fingerprints shall be served upon the office of the prosecuting attorney who prosecuted the crime or violation, or who had authority to prosecute the charge if there was no accusatory instrument filed, and opportunity shall be given to contest the motion. The fingerprint card with the notation "motion for setting aside conviction," or "motion for setting aside arrest record" as the case may be, shall be forwarded to the Department of State Police. Information resulting from the fingerprint search along with the fingerprint card shall be returned to the prosecuting attorney.

(b) When a prosecuting attorney is served with a copy of a motion to set aside a conviction under this section, the prosecuting attorney shall provide a copy of the motion and notice of the hearing date to the victim, if any, of the crime by mailing a copy of the motion and notice to the victim's last-known address.

(c) When a person makes a motion under subsection (1)(a) of this section, the person must pay a fee of \$80 to the Department of State Police. The person shall attach a certified check payable to the Department of State Police in the amount of \$80 to the fingerprint card that is served upon the prosecuting attorney. The office of the prosecuting attorney shall forward the check with the fingerprint card to the Department of State Police.

(d) In addition to the fee established under paragraph (c) of this subsection, when a person makes a motion under subsection (1)(a) of this section the person must pay the filing fee established under ORS 21.135.

(3) Upon hearing the motion, the court may require the filing of such affidavits and may require the taking of such proofs as the court deems proper. The court shall allow the victim to make a statement at the hearing. Except as otherwise provided in subsection (13) of this section, if the court determines that the circumstances and behavior of the applicant from the date of conviction, or from the date of arrest as the case may be, to the date of the hearing on the motion warrant setting aside the conviction, or the arrest record as the case may be, the court shall enter an appropriate order that shall state the original arrest charge and the conviction charge, if any and if different from the original, date of charge, submitting agency and disposition. The order shall further state that positive identification has been established by the Department of State Police and further identified as to Department of State Police number or submitting agency number. Upon the entry of the order, the applicant for purposes of the law shall be deemed not to have been previously convicted, or arrested as the case may be, and the court shall issue an order sealing the record of conviction and other official records in the case, including the records of arrest whether or not the arrest resulted in a further criminal proceeding.

(4) The clerk of the court shall forward a certified copy of the order to such agencies as directed by the court. A certified copy must be sent to the Department of Corrections when the person has been in the custody of the Department of Corrections. Upon entry of the order, the conviction, arrest or other proceeding shall be deemed not to have occurred, and the applicant may answer accordingly any questions relating to its occurrence.

(5) The provisions of subsection (1)(a) of this section apply to a conviction of:

(a) A Class B felony, except for a violation of ORS 166.429 or any crime classified as a person felony as that term is defined in the rules of the Oregon Criminal Justice Commission.

(b) A Class C felony, except for criminal mistreatment in the first degree under ORS 163.205 when it would constitute child abuse as defined in ORS 419B.005 or any sex crime.

(c) The crime of possession of the narcotic drug marijuana when that crime was punishable as a felony only.

(d) A crime punishable as either a felony or a misdemeanor, in the discretion of the court, except for:

(A) Any sex crime; or

(B) The following crimes when they would constitute child abuse as defined in ORS 419B.005:

(i) Criminal mistreatment in the first degree under ORS 163.205; and

(ii) Endangering the welfare of a minor under ORS 163.575 (1)(a).

(e) A misdemeanor, including a violation of a municipal ordinance, for which a jail sentence may be imposed, except for endangering the welfare of a minor under ORS 163.575 (1)(a) when it would constitute child abuse as defined in ORS 419B.005 or any sex crime.

(f) A violation, whether under state law or local ordinance.

(g) An offense committed before January 1, 1972, that if committed after that date would be:

(A) A Class C felony, except for any sex crime or for the following crimes when they would constitute child abuse as defined in ORS 419B.005:

(i) Criminal mistreatment in the first degree under ORS 163.205; and

(ii) Endangering the welfare of a minor under ORS 163.575 (1)(a).

(B) A crime punishable as either a felony or a misdemeanor, in the discretion of the court, except for any sex crime or for the following crimes when they would constitute child abuse as defined in ORS 419B.005:

(i) Criminal mistreatment in the first degree under ORS 163.205; and

(ii) Endangering the welfare of a minor under ORS 163.575 (1)(a).

(C) A misdemeanor, except for endangering the welfare of a minor under ORS 163.575 (1)(a) when it would constitute child abuse as defined in ORS 419B.005 or any sex crime.

(D) A violation.

(6) Notwithstanding subsection (5) of this section, the provisions of subsection (1) of this section do not apply to:

(a) A conviction for a state or municipal traffic offense.

(b) A person convicted, within the 10-year period immediately preceding the filing of the motion pursuant to subsection (1) of this section, of any other offense, excluding motor vehicle violations, whether or not the other conviction is for conduct associated with the same criminal episode that caused the arrest or conviction that is sought to be set aside. Notwithstanding subsection (1) of this section, a conviction that has been set aside under this section shall be considered for the purpose of determining whether this paragraph is applicable.

(c) A person who at the time the motion authorized by subsection (1) of this section is pending before the court is under charge of commission of any crime.

(7) Notwithstanding subsection (5) of this section, the provisions of subsection (1)(a) of this section do not apply to:

(a) Criminal mistreatment in the second degree under ORS 163.200 if the victim at the time of the crime was 65 years of age or older.

(b) Criminal mistreatment in the first degree under ORS 163.205 if the victim at the time of the crime was 65 years of age or older.

(c) Criminally negligent homicide under ORS 163.145, when that offense was punishable as a Class C felony.

(8) Notwithstanding subsection (5) of this section, the provisions of subsection (1)(a) of this section apply to a conviction for:

(a) A Class B felony described in subsection (5)(a) of this section only if:

(A) Twenty years or more have elapsed from the date of the conviction sought to be set aside or of the release of the person from imprisonment for the conviction sought to be set aside, whichever is later; and

(B) The person has not been convicted of or arrested for any other offense, excluding motor vehicle violations, after the date the person was convicted of the offense sought to be set aside. Notwithstanding subsection (1) of this section, a conviction or arrest that has been set aside under

this section shall be considered for the purpose of determining whether this subparagraph is applicable.

(b) A sex crime listed in ORS 181.830 (1)(a) if:

(A) The person has been relieved of the obligation to report as a sex offender pursuant to a court order entered under ORS 181.832 or 181.833; and

(B) The person has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on, a crime that a court is prohibited from setting aside under this section.

(c) A sex crime constituting a Class C felony, if:

(A) The person was under 16 years of age at the time of the offense;

(B) The person is:

(i) Less than [*three years*] **two years and 180 days** older than the victim; **or**

(ii) **At least two years and 180 days older, but less than three years and 180 days older, than the victim and the court finds that setting aside the conviction is in the interests of justice and of benefit to the person and the community;**

(C) The victim's lack of consent was due solely to incapacity to consent by reason of being less than a specified age;

(D) The victim was at least 12 years of age at the time of the offense;

(E) The person has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on a crime that a court is prohibited from setting aside under this section; and

(F) Each conviction or finding described in this paragraph involved the same victim.

(9) The provisions of subsection (1)(b) of this section do not apply to:

(a) A person arrested within the three-year period immediately preceding the filing of the motion for any offense, excluding motor vehicle violations, and excluding arrests for conduct associated with the same criminal episode that caused the arrest that is sought to be set aside. An arrest that has been set aside under this section may not be considered for the purpose of determining whether this paragraph is applicable.

(b) An arrest for driving while under the influence of intoxicants if the charge is dismissed as a result of the person's successful completion of a diversion agreement described in ORS 813.200.

(10) The provisions of subsection (1) of this section apply to convictions and arrests that occurred before, as well as those that occurred after, September 9, 1971. There is no time limit for making an application.

(11) For purposes of any civil action in which truth is an element of a claim for relief or affirmative defense, the provisions of subsection (3) of this section providing that the conviction, arrest or other proceeding be deemed not to have occurred do not apply and a party may apply to the court for an order requiring disclosure of the official records in the case as may be necessary in the interest of justice.

(12) Upon motion of any prosecutor or defendant in a case involving records sealed under this section, supported by affidavit showing good cause, the court with jurisdiction may order the reopening and disclosure of any records sealed under this section for the limited purpose of assisting the investigation of the movant. However, such an order has no other effect on the orders setting aside the conviction or the arrest record.

(13) Unless the court makes written findings by clear and convincing evidence that granting the motion would not be in the best interests of justice, the court shall grant the motion and enter an order as provided in subsection (3) of this section if the defendant has been convicted of one of the following crimes and is otherwise eligible for relief under this section:

(a) Abandonment of a child, ORS 163.535.

(b) Attempted assault in the second degree, ORS 163.175.

(c) Assault in the third degree, ORS 163.165.

(d) Coercion, ORS 163.275.

(e) Criminal mistreatment in the first degree, ORS 163.205.

- (f) Attempted escape in the first degree, ORS 162.165.
- (g) Incest, ORS 163.525, if the victim was at least 18 years of age.
- (h) Intimidation in the first degree, ORS 166.165.
- (i) Attempted kidnapping in the second degree, ORS 163.225.
- (j) Attempted robbery in the second degree, ORS 164.405.
- (k) Robbery in the third degree, ORS 164.395.
- (L) Supplying contraband, ORS 162.185.
- (m) Unlawful use of a weapon, ORS 166.220.
- (14) As used in this section, "sex crime" has the meaning given that term in ORS 181.805.

SECTION 32a. If Senate Bill 908 becomes law, section 1, chapter 462, Oregon Laws 2015 (Enrolled Senate Bill 908) (amending ORS 137.225), is repealed and ORS 137.225, as amended by section 32 of this 2015 Act, is amended to read:

137.225. (1)(a) **Except as provided in paragraph (c) of this subsection**, at any time after the lapse of three years from the date of pronouncement of judgment, any defendant who has fully complied with and performed the sentence of the court and whose conviction is described in subsection (5) of this section by motion may apply to the court where the conviction was entered for entry of an order setting aside the conviction[; or]. **A person who is still under supervision, or who is still incarcerated, as part of the sentence for the offense that is the subject of the motion has not fully complied with or performed the sentence of the court.**

(b) At any time after the lapse of one year from the date of any arrest, if no accusatory instrument was filed, or at any time after an acquittal or a dismissal of the charge, the arrested person may apply to the court that would have jurisdiction over the crime for which the person was arrested, for entry of an order setting aside the record of the arrest. For the purpose of computing the one-year period, time during which the arrested person has secreted himself or herself within or without this state is not included.

(c) A person whose sentence of probation was revoked may not apply to the court for entry of an order setting aside the conviction for which the person was sentenced to probation for a period of 10 years from the date of revocation.

(2)(a) A copy of the motion and a full set of the defendant's fingerprints shall be served upon the office of the prosecuting attorney who prosecuted the crime or violation, or who had authority to prosecute the charge if there was no accusatory instrument filed, and opportunity shall be given to contest the motion. The fingerprint card with the notation "motion for setting aside conviction," or "motion for setting aside arrest record" as the case may be, shall be forwarded to the Department of State Police. Information resulting from the fingerprint search along with the fingerprint card shall be returned to the prosecuting attorney.

(b) When a prosecuting attorney is served with a copy of a motion to set aside a conviction under this section, the prosecuting attorney shall provide a copy of the motion and notice of the hearing date to the victim, if any, of the crime by mailing a copy of the motion and notice to the victim's last-known address.

(c) When a person makes a motion under subsection (1)(a) of this section, the person must pay a fee of \$80 to the Department of State Police. The person shall attach a certified check payable to the Department of State Police in the amount of \$80 to the fingerprint card that is served upon the prosecuting attorney. The office of the prosecuting attorney shall forward the check with the fingerprint card to the Department of State Police.

(d) In addition to the fee established under paragraph (c) of this subsection, when a person makes a motion under subsection (1)(a) of this section the person must pay the filing fee established under ORS 21.135.

(3) Upon hearing the motion, the court may require the filing of such affidavits and may require the taking of such proofs as the court deems proper. The court shall allow the victim to make a statement at the hearing. Except as otherwise provided in subsection [(13)] (12) of this section, if the court determines that the circumstances and behavior of the applicant from the date of conviction, or from the date of arrest as the case may be, to the date of the hearing on the motion

warrant setting aside the conviction, or the arrest record as the case may be, the court shall enter an appropriate order that shall state the original arrest charge and the conviction charge, if any and if different from the original, date of charge, submitting agency and disposition. The order shall further state that positive identification has been established by the Department of State Police and further identified as to Department of State Police number or submitting agency number. Upon the entry of the order, the applicant for purposes of the law shall be deemed not to have been previously convicted, or arrested as the case may be, and the court shall issue an order sealing the record of conviction and other official records in the case, including the records of arrest whether or not the arrest resulted in a further criminal proceeding.

(4) The clerk of the court shall forward a certified copy of the order to such agencies as directed by the court. A certified copy must be sent to the Department of Corrections when the person has been in the custody of the Department of Corrections. Upon entry of the order, the conviction, arrest or other proceeding shall be deemed not to have occurred, and the applicant may answer accordingly any questions relating to its occurrence.

(5) The provisions of subsection (1)(a) of this section apply to a conviction [of] **for:**

(a) A Class B felony, except for a violation of ORS 166.429 or any crime classified as a person felony as that term is defined in the rules of the Oregon Criminal Justice Commission, **only if:**

(A)(i) Twenty years or more have elapsed from the date of the conviction sought to be set aside or of the release of the person from imprisonment for the conviction sought to be set aside, whichever is later; and

(ii) The person has not been convicted of or arrested for any other offense, excluding motor vehicle violations, after the date the person was convicted of the offense sought to be set aside. Notwithstanding subsection (1) of this section, a conviction or arrest that has been set aside under this section shall be considered for the purpose of determining whether this subparagraph is applicable; or

(B) The Class B felony is described in paragraphs (b) to (e) of this subsection.

[(b) A Class C felony, except for criminal mistreatment in the first degree under ORS 163.205 when it would constitute child abuse as defined in ORS 419B.005 or any sex crime.]

[(c) The crime of possession of the narcotic drug marijuana when that crime was punishable as a felony only.]

[(d) A crime punishable as either a felony or a misdemeanor, in the discretion of the court, except for:]

[(A) Any sex crime; or]

[(B) The following crimes when they would constitute child abuse as defined in ORS 419B.005:]

[(i) Criminal mistreatment in the first degree under ORS 163.205; and]

[(ii) Endangering the welfare of a minor under ORS 163.575 (1)(a).]

[(e) A misdemeanor, including a violation of a municipal ordinance, for which a jail sentence may be imposed, except for endangering the welfare of a minor under ORS 163.575 (1)(a) when it would constitute child abuse as defined in ORS 419B.005 or any sex crime.]

[(f) A violation, whether under state law or local ordinance.]

[(g) An offense committed before January 1, 1972, that if committed after that date would be:]

[(A) A Class C felony, except for any sex crime or for the following crimes when they would constitute child abuse as defined in ORS 419B.005:]

[(i) Criminal mistreatment in the first degree under ORS 163.205; and]

[(ii) Endangering the welfare of a minor under ORS 163.575 (1)(a).]

[(B) A crime punishable as either a felony or a misdemeanor, in the discretion of the court, except for any sex crime or for the following crimes when they would constitute child abuse as defined in ORS 419B.005:]

[(i) Criminal mistreatment in the first degree under ORS 163.205; and]

[(ii) Endangering the welfare of a minor under ORS 163.575 (1)(a).]

[(C) A misdemeanor, except for endangering the welfare of a minor under ORS 163.575 (1)(a) when it would constitute child abuse as defined in ORS 419B.005 or any sex crime.]

[(D) A violation.]

(b) Any crime punishable as a misdemeanor, including judgment of conviction for a misdemeanor pursuant to ORS 161.705.

(c) Unlawful possession of a controlled substance classified in Schedule I.

(d) An offense constituting a violation under state law or local ordinance.

(e) An offense committed before January 1, 1972, that, if committed after that date, would qualify for an order under this section.

(6) Notwithstanding subsection (5) of this section, the provisions of subsection (1)(a) of this section do not apply to a conviction for:

(a) Criminal mistreatment in the second degree under ORS 163.200 if the victim at the time of the crime was 65 years of age or older.

(b) Criminal mistreatment in the first degree under ORS 163.205 if the victim at the time of the crime was 65 years of age or older, or when the offense constitutes child abuse as defined in ORS 419B.005.

(c) Endangering the welfare of a minor under ORS 163.575 (1)(a), when the offense constitutes child abuse as defined in ORS 419B.005.

(d) Criminally negligent homicide under ORS 163.145, when that offense was punishable as a Class C felony.

(e) Assault in the third degree under ORS 163.165 (1)(h).

(f) Any sex crime, unless:

(A) The sex crime is listed in ORS 181.830 (1)(a) and:

(i) The person has been relieved of the obligation to report as a sex offender pursuant to a court order entered under ORS 181.832 or 181.833; and

(ii) The person has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on a crime for which the court is prohibited from setting aside the conviction under this section; or

(B) The sex crime constitutes a Class C felony and:

(i) The person was under 16 years of age at the time of the offense;

(ii) The person is:

(I) Less than two years and 180 days older than the victim; or

(II) At least two years and 180 days older, but less than three years and 180 days older, than the victim and the court finds that setting aside the conviction is in the interests of justice and of benefit to the person and the community;

(iii) The victim's lack of consent was due solely to incapacity to consent by reason of being less than a specified age;

(iv) The victim was at least 12 years of age at the time of the offense;

(v) The person has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on a crime for which the court is prohibited from setting aside the conviction under this section; and

(vi) Each conviction or finding described in this subparagraph involved the same victim.

[(6)] (7) Notwithstanding subsection (5) of this section, the provisions of subsection (1) of this section do not apply to:

(a) A conviction for a state or municipal traffic offense.

(b) A person convicted, within the 10-year period immediately preceding the filing of the motion pursuant to subsection (1) of this section, of any other offense, excluding motor vehicle violations, whether or not the other conviction is for conduct associated with the same criminal episode that caused the arrest or conviction that is sought to be set aside. **A single violation, other than a motor vehicle violation, within the last 10 years is not a conviction under this subsection.** Notwithstanding subsection (1) of this section, a conviction that has been set aside under this section shall be considered for the purpose of determining whether this paragraph is applicable.

(c) A person who at the time the motion authorized by subsection (1) of this section is pending before the court is under charge of commission of any crime.

[(7) Notwithstanding subsection (5) of this section, the provisions of subsection (1)(a) of this section do not apply to:]

[(a) Criminal mistreatment in the second degree under ORS 163.200 if the victim at the time of the crime was 65 years of age or older.]

[(b) Criminal mistreatment in the first degree under ORS 163.205 if the victim at the time of the crime was 65 years of age or older.]

[(c) Criminally negligent homicide under ORS 163.145, when that offense was punishable as a Class C felony.]

[(8) Notwithstanding subsection (5) of this section, the provisions of subsection (1)(a) of this section apply to a conviction for:]

[(a) A Class B felony described in subsection (5)(a) of this section only if:]

[(A) Twenty years or more have elapsed from the date of the conviction sought to be set aside or of the release of the person from imprisonment for the conviction sought to be set aside, whichever is later; and]

[(B) The person has not been convicted of or arrested for any other offense, excluding motor vehicle violations, after the date the person was convicted of the offense sought to be set aside. Notwithstanding subsection (1) of this section, a conviction or arrest that has been set aside under this section shall be considered for the purpose of determining whether this subparagraph is applicable.]

[(b) A sex crime listed in ORS 181.830 (1)(a) if:]

[(A) The person has been relieved of the obligation to report as a sex offender pursuant to a court order entered under ORS 181.832 or 181.833; and]

[(B) The person has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on, a crime that a court is prohibited from setting aside under this section.]

[(c) A sex crime constituting a Class C felony, if:]

[(A) The person was under 16 years of age at the time of the offense;]

[(B) The person is:]

[(i) Less than two years and 180 days older than the victim; or]

[(ii) At least two years and 180 days older, but less than three years and 180 days older, than the victim and the court finds that setting aside the conviction is in the interests of justice and of benefit to the person and the community;]

[(C) The victim's lack of consent was due solely to incapacity to consent by reason of being less than a specified age;]

[(D) The victim was at least 12 years of age at the time of the offense;]

[(E) The person has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on a crime that a court is prohibited from setting aside under this section; and]

[(F) Each conviction or finding described in this paragraph involved the same victim.]

[(9)] (8) The provisions of subsection (1)(b) of this section do not apply to:

(a) A person arrested within the three-year period immediately preceding the filing of the motion for any offense, excluding motor vehicle violations, and excluding arrests for conduct associated with the same criminal episode that caused the arrest that is sought to be set aside. An arrest that has been set aside under this section may not be considered for the purpose of determining whether this paragraph is applicable.

(b) An arrest for driving while under the influence of intoxicants if the charge is dismissed as a result of the person's successful completion of a diversion agreement described in ORS 813.200.

[(10)] (9) The provisions of subsection (1) of this section apply to convictions and arrests that occurred before, as well as those that occurred after, September 9, 1971. There is no time limit for making an application.

[(11)] (10) For purposes of any civil action in which truth is an element of a claim for relief or affirmative defense, the provisions of subsection (3) of this section providing that the conviction, arrest or other proceeding be deemed not to have occurred do not apply and a party may apply to

the court for an order requiring disclosure of the official records in the case as may be necessary in the interest of justice.

[(12)] (11) Upon motion of any prosecutor or defendant in a case involving records sealed under this section, supported by affidavit showing good cause, the court with jurisdiction may order the reopening and disclosure of any records sealed under this section for the limited purpose of assisting the investigation of the movant. However, such an order has no other effect on the orders setting aside the conviction or the arrest record.

[(13)] (12) Unless the court makes written findings by clear and convincing evidence that granting the motion would not be in the best interests of justice, the court shall grant the motion and enter an order as provided in subsection (3) of this section if the defendant has been convicted of one of the following crimes and is otherwise eligible for relief under this section:

- (a) Abandonment of a child, ORS 163.535.
- (b) Attempted assault in the second degree, ORS 163.175.
- (c) Assault in the third degree, ORS 163.165.
- (d) Coercion, ORS 163.275.
- (e) Criminal mistreatment in the first degree, ORS 163.205.
- (f) Attempted escape in the first degree, ORS 162.165.
- (g) Incest, ORS 163.525, if the victim was at least 18 years of age.
- (h) Intimidation in the first degree, ORS 166.165.
- (i) Attempted kidnapping in the second degree, ORS 163.225.
- (j) Attempted robbery in the second degree, ORS 164.405.
- (k) Robbery in the third degree, ORS 164.395.
- (L) Supplying contraband, ORS 162.185.
- (m) Unlawful use of a weapon, ORS 166.220.

[(14)] (13) As used in this section, "sex crime" has the meaning given that term in ORS 181.805.

SECTION 33. ORS 419A.262 is amended to read:

419A.262. (1) An expunction proceeding shall be commenced in the county where the subject person resided at the time of the most recent termination.

(2) Upon application of either a person who is the subject of a record or a juvenile department, or upon its own motion, the juvenile court shall order expunction if, after a hearing when the matter is contested, it finds that:

- (a) At least five years have elapsed since the date of the person's most recent termination;
- (b) Since the date of the most recent termination, the person has not been convicted of a felony or a Class A misdemeanor;
- (c) No proceedings seeking a criminal conviction or an adjudication in a juvenile court are pending against the person;
- (d) The person is not within the jurisdiction of any juvenile court on the basis of a petition alleging an act or behavior as defined in ORS 419B.100 (1)(a) to (c) and (f) or 419C.005; and
- (e) The juvenile department is not aware of any pending investigation of the conduct of the person by any law enforcement agency.

(3)(a) Notwithstanding subsection (2) of this section, upon application of a person who is the subject of a record kept by a juvenile court or juvenile department, upon application of the juvenile department, or upon its own motion, the juvenile court, after a hearing when the matter is contested under subsection (13) of this section, shall order expunction if it finds that:

(A) The application requests expunction of only that part of the person's record that involves a charge, allegation or adjudication based on conduct that if done by an adult would constitute the crime of prostitution under ORS 167.007; and

(B) The person was under 18 years of age at the time of the conduct.

(b) Except as provided in subsections (13) and (14) of this section, there is no waiting period required before the juvenile court orders expunction under this subsection.

(4) In the case of an application by the juvenile department or of the court acting upon its own motion, expunction shall not be ordered if actual notice of expunction has not been given to the

person in accordance with subsection (12) of this section unless the person has reached 21 years of age.

(5) When a person who is the subject of a record kept by a juvenile court or juvenile department reaches 18 years of age, the juvenile court, after a hearing when the matter is contested, shall order expunction if:

- (a) The person never has been found to be within the jurisdiction of the court; or
- (b) The conditions of subsection (2) or (3) of this section have been met.

(6) Expunction shall not be ordered under this section if actual notice of expunction has not been given to the person in accordance with subsection (12) of this section unless the person has reached 21 years of age.

(7) Subsections (5) and (6) of this section apply only to cases resulting in termination after September 13, 1975.

(8) Notwithstanding subsections (2), (3) and (5) to (7) of this section, upon application of a person who is the subject of a record kept by a juvenile court or juvenile department, upon application of the juvenile department, or upon its own motion, the juvenile court, after a hearing when the matter is contested, may order expunction of all or any part of the person's record if it finds that to do so would be in the best interests of the person and the public. In the case of an application by the juvenile department or of the court acting upon its own motion, expunction shall not be ordered if actual notice of expunction has not been given to the person in accordance with subsection (12) of this section unless the person has reached 21 years of age.

(9) Notwithstanding ORS 419A.260 (1)(d)(J)(x), (xiii), **(xix)** or (xviii), a person who has been found to be within the jurisdiction of the juvenile court based on an act that if committed by an adult would constitute:

(a) Rape in the third degree under ORS 163.355, sodomy in the third degree under ORS 163.385 or sexual abuse in the third degree under ORS 163.415, or an attempt to commit those crimes, may apply for an order of expunction under this section. The court shall order expunction of the records in the case if, after a hearing when the matter is contested, the court finds that the person:

(A) Meets the requirements of subsection (2) of this section;

(B) Has been relieved of the obligation to report as a sex offender pursuant to a court order entered under ORS 181.832 or 181.833; and

(C) Has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on a crime listed in ORS 419A.260 (1)(d)(J), other than the adjudication that is the subject of the motion.

(b) A sex crime that is a Class C felony may apply for an order of expunction under this section. The court shall order expunction of the records in the case if, after a hearing when the matter is contested, the court finds that:

(A) The person meets the requirements of subsection (2) of this section;

(B) The person was under 16 years of age at the time of the offense;

(C) The person is:

(i) Less than *[three years]* **two years and 180 days** older than the victim; **or**

(ii) At least two years and 180 days older, but less than three years and 180 days older, than the victim and the expunction is in the interests of justice and of benefit to the person and the community;

(D) The victim's lack of consent was due solely to incapacity to consent by reason of being less than a specified age;

(E) The victim was at least 12 years of age at the time of the offense;

(F) Each finding described in this paragraph involved the same victim; and

(G) The person has not been convicted of, found guilty except for insanity of or found to be within the jurisdiction of the juvenile court based on a crime listed in ORS 419A.260 (1)(d)(J) or an offense the court is prohibited from setting aside under ORS 137.225, other than the adjudication that is the subject of the motion.

(10) When an expunction proceeding is commenced by application of the person whose records are to be expunged, the person shall set forth as part of the application the names of the juvenile courts, juvenile departments, institutions and law enforcement and other agencies that the person has reason to believe possess an expungible record of the person. The juvenile department shall provide the names and addresses of the juvenile courts, juvenile departments, institutions and law enforcement and other agencies that a reasonable search of department files indicates have expungible records.

(11) When an expunction proceeding is commenced by application of the juvenile department or upon the court's own motion, the application or motion shall set forth the names and addresses of the juvenile courts, juvenile departments, institutions and law enforcement and other agencies that a reasonable search of department files indicates have expungible records and those provided by the subject person.

(12)(a) Notice and a copy of an application for expunction under subsections (2) to (8) of this section shall be given to:

(A) The district attorney of the county in which the expunction proceeding is commenced and the district attorney of each county in which the record sought to be expunged is kept; and

(B) The person who is the subject of the record if the person has not initiated the expunction proceeding.

(b) A district attorney who receives notice under this subsection shall notify the victim of the acts that resulted in the disposition that is the subject of the application for expunction and shall mail a copy of the application for expunction to the victim's last known address.

(13)(a) Within 30 days of receiving the notice of application for expunction under subsection (12) of this section, a district attorney shall give written notice of any objection and the grounds therefor to the person whose records are to be expunged and to the juvenile court.

(b) Except as provided in subsection (14)(c) of this section, if no objection is filed the court may decide the issue of expunction either without a hearing or after full hearing under subsections (14) to (17) of this section.

(14) When an expunction is pending under subsections (2) to (8) of this section, the court may proceed with or without a hearing, except that:

(a) The court may not enter an expunction judgment without a hearing if a timely objection to expunction has been filed under subsection (13) of this section;

(b) The court may not deny an expunction without a hearing if the proceeding is based on an application of the subject; and

(c) The court shall proceed without a hearing if:

(A) No objection is filed under subsection (13) of this section;

(B) The application requests expunction of only that part of the person's record that involves a charge, allegation or adjudication based on conduct that if done by an adult would constitute the crime of prostitution under ORS 167.007; and

(C) The person was under 18 years of age at the time of the conduct.

(15)(a) Notice of a hearing on a pending expunction shall be served on the subject and any district attorney filing a timely objection under subsection (13) of this section.

(b) When a district attorney receives notice of a hearing for expunction of a record concerning a youth or youth offender proceeding under ORS chapter 419C, if the victim of the acts that resulted in the disposition that is the subject of the application for expunction requests, the district attorney shall mail notice of the hearing to the victim's last-known address.

(16) The court shall conduct a hearing on a pending expunction in accord with the provisions of ORS 419B.195, 419B.198, 419B.201, 419B.205, 419B.208, 419B.310, 419B.812 to 419B.839 and 419B.908. Rules of evidence shall be as in a hearing to establish juvenile court jurisdiction and as defined in ORS 419B.310 (3) and 419C.400 (2). The burden of proof shall be with the party contesting expunction.

(17) At the conclusion of a hearing on a pending expunction, the court shall issue judgment granting or denying expunction.

(18) The juvenile court or juvenile department shall send a copy of an expunction judgment to each agency subject to the judgment. Upon receipt of a copy of the judgment, the agency shall comply and, within 21 days of the date of receipt, return the copy to the juvenile court or juvenile department with an indorsement indicating compliance.

(19) When all agencies subject to an expunction judgment have indicated their compliance or in any event no later than six weeks following the date the judgment was delivered as required by subsection (18) of this section, the juvenile court shall provide the person who is the subject of the record with a copy of the expunction judgment, a list of complying and noncomplying agencies, and a written notice of rights and effects of expunction. The juvenile court and juvenile department then shall expunge forthwith all records which they possess and which are subject to the judgment, except the original expunction judgment and the list of complying and noncomplying agencies which must be preserved under seal.

(20) In addition to those agencies identified in ORS 419A.260 (1)(d), the juvenile, circuit, municipal and justice courts, and the district and city attorneys of this state, are bound by an expunction judgment of any juvenile court of appropriate jurisdiction in this state issuing an expunction judgment.

(21) Upon entry of an expunction judgment, the contact that is the subject of the expunged record shall not be disclosed by any agency. An agency that is subject to an expunction judgment shall respond to any inquiry about the contact by indicating that no record or reference concerning the contact exists.

(22) A person who is the subject of a record that has been expunged under this section may assert that the record never existed and that the contact, which was the subject of the record, never occurred without incurring a penalty for perjury or false swearing under the laws of this state.

(23) Juvenile courts, by court rule or by order related to a particular matter, may direct that records concerning a subject person be destroyed. No records shall be destroyed until at least three years have elapsed after the date of the subject's most recent termination. In the event the record has been expunged, the expunction judgment and list of complying and noncomplying agencies may not be destroyed, but shall be preserved under seal. The destruction of records under this subsection does not constitute expunction.

(24) An expunction judgment and list of complying and noncomplying agencies shall be released from confidentiality only on order of the court originating the expunction judgment, based on a finding that review of a particular case furthers compliance with the expunction provisions of this chapter.

(25) A subject has a right of action against any person who intentionally violates the confidentiality provisions of this section. In the proceeding, punitive damages up to an amount of \$1,000 may be sought in addition to any actual damages. The prevailing party shall be entitled to costs and reasonable attorney fees.

(26) Intentional violation of the confidentiality provisions of this section by a public employee is cause for dismissal.

(27) A person who intentionally releases all or part of an expunged record commits a Class C misdemeanor.

MISCELLANEOUS PROVISIONS

NOTE: Section 34 was deleted by amendment. Subsequent sections were not renumbered.

SECTION 35. ORS 181.823 is amended to read:

181.823. (1) A person required to report as a sex offender under ORS 181.809 (1)(a), **or required to report as a sex offender under the laws of another state as a result of an adjudication in an Oregon juvenile court**, may file a petition for an order relieving the person of the [duty] **obligation** to report. The person must pay the filing fee established under ORS 21.135. If the person resides:

(a) In this state and is required to report under ORS 181.809 (2) or (3), the petition must be filed in the juvenile court in which the person was adjudicated for the act that requires reporting.

(b) In another state and is required to report under ORS 181.809 (4), the petition must be filed in the juvenile court in the county in which the person attends school or works.

(c) In another state and is required to report under the laws of the other state, the petition must be filed in the juvenile court in which the person was adjudicated for the act that requires reporting.

(2) If the act giving rise to the obligation to report would constitute:

(a) A Class A or Class B felony sex crime if committed by an adult, the petition may be filed no sooner than two years after the termination of juvenile court jurisdiction over the person or, if the person is placed under the jurisdiction of the Psychiatric Security Review Board, no sooner than two years after the person is discharged from the jurisdiction of the board.

(b) A Class C felony sex crime if committed by an adult, the petition may be filed no sooner than 30 days before the termination of juvenile court jurisdiction over the person or, if the person is placed under the jurisdiction of the Psychiatric Security Review Board, no sooner than 30 days before the person is discharged from the jurisdiction of the board.

(3)(a) The juvenile court in which a petition under this section is filed may transfer the matter to the juvenile court of the county that last supervised the person if the court determines that the convenience of the parties, the victim and witnesses require the transfer.

(b) The juvenile court has exclusive original jurisdiction in any proceeding under this section.

(c) The person, the district attorney and the juvenile department are parties to a hearing on a petition filed under this section.

(4) The person filing the petition has the burden of proving by clear and convincing evidence that the person is rehabilitated and does not pose a threat to the safety of the public. In determining whether the person has met the burden of proof, the juvenile court may consider but need not be limited to considering:

(a) The extent and impact of any physical or emotional injury to the victim;

(b) The nature of the act that subjected the person to the [*duty*] **obligation** of reporting as a sex offender;

(c) Whether the person used or threatened to use force in committing the act;

(d) Whether the act was premeditated;

(e) Whether the person took advantage of a position of authority or trust in committing the act;

(f) The age of any victim at the time of the act, the age difference between any victim and the person and the number of victims;

(g) The vulnerability of the victim;

(h) Other acts committed by the person that would be crimes if committed by an adult and criminal activities engaged in by the person before and after the adjudication;

(i) Statements, documents and recommendations by or on behalf of the victim or the parents of the victim;

(j) The person's willingness to accept personal responsibility for the act and personal accountability for the consequences of the act;

(k) The person's ability and efforts to pay the victim's expenses for counseling and other trauma-related expenses or other efforts to mitigate the effects of the act;

(L) Whether the person has participated in and satisfactorily completed a sex offender treatment program or any other intervention, and if so the juvenile court may also consider:

(A) The availability, duration and extent of the treatment activities;

(B) Reports and recommendations from the providers of the treatment;

(C) The person's compliance with court, board or supervision requirements regarding treatment; and

(D) The quality and thoroughness of the treatment program;

(m) The person's academic and employment history;

(n) The person's use of drugs or alcohol before and after the adjudication;

- (o) The person's history of public or private indecency;
- (p) The person's compliance with and success in completing the terms of supervision;
- (q) The results of psychological examinations of the person;
- (r) The protection afforded the public by the continued existence of the records; and
- (s) Any other relevant factors.

(5) In a hearing under this section, the juvenile court may receive testimony, reports and other evidence without regard to whether the evidence is admissible under ORS 40.010 to 40.210 and 40.310 to 40.585 if the evidence is relevant to the determination and findings required under this section. As used in this subsection, "relevant evidence" has the meaning given that term in ORS 40.150.

(6) When a petition is filed under this section, the state has the right to have a psychosexual evaluation of the person conducted. The state shall file notice with the juvenile court of its intention to have the person evaluated. If the person objects to the evaluator chosen by the state, the juvenile court for good cause shown may direct the state to select a different evaluator.

(7) As soon as practicable after a petition has been filed under this section, the district attorney or juvenile department shall make a reasonable effort to notify the victim of the crime that the person has filed a petition seeking relief under this section and, if the victim has requested, to inform the victim of the date, time and place of a hearing on the petition in advance of the hearing.

(8)(a) When a petition filed under this section is filed:

(A) While the person is under the jurisdiction of the juvenile court or the Psychiatric Security Review Board or less than three years after the date the jurisdiction is terminated, the court shall hold a hearing no sooner than 60 days and no later than 120 days after the date of filing.

(B) Three years or more after the date the juvenile court or board jurisdiction is terminated, the court shall hold a hearing no sooner than 90 days and no later than 150 days after the date of filing.

(b) Notwithstanding paragraph (a) of this subsection, upon a showing of good cause, the court may extend the period of time in which a hearing on the petition must be held.

(9)(a) When the person proves by clear and convincing evidence that the person is rehabilitated and does not pose a threat to the safety of the public, the court shall grant the petition.

(b) Notwithstanding paragraph (a) of this subsection, the court may not grant a petition filed under this section before the date the juvenile court or board jurisdiction over the person is terminated.

(10) When a juvenile court enters an order relieving a person of the requirement to report under ORS 181.809, the person shall send a certified copy of the juvenile court order to the Department of State Police.

(11) If a person commits an act that could be charged as a sex crime listed in ORS 137.707 and the person is 15, 16 or 17 years of age at the time the act is committed, the state and the person may stipulate that the person may not petition for relief under this section as part of an agreement that the person be subject to the jurisdiction of the juvenile court rather than being prosecuted as an adult under ORS 137.707.

(12) When a petition is filed under subsection (2)(b) of this section before the termination of juvenile court or board jurisdiction, if the person, or the parent or guardian of the person if the person is less than 18 years of age, requests counsel and is without sufficient financial means to employ suitable counsel to represent the person, for purposes of the petition described in this section, the court shall appoint suitable counsel to represent the person. Appointment of counsel under this subsection is subject to ORS 419C.200, 419C.203, 419C.206 and 419C.209.

SECTION 36. ORS 181.838, 181.839 and 181.840 are repealed.

STATE BOARD OF PAROLE AND POST-PRISON SUPERVISION

SECTION 37. ORS 144.005 is amended to read:

144.005. (1) A State Board of Parole and Post-Prison Supervision of at least three but no more than five members hereby is created. At least one member must be a woman.

(2)(a) Members of the board shall be appointed by the Governor and serve for a term of four years.

(b) If the number of members falls below three for any cause, the Governor shall make an appointment to become immediately effective for the unexpired term.

(c) The Governor at any time may remove any member for inefficiency, neglect of duty or malfeasance in office.

(3) Each member shall devote the member's entire time to the performance of the duties imposed on the board and shall not engage in any partisan political activity.

(4) The members shall receive a salary set by the Governor. In addition, all members may receive actual and necessary travel and other expenses incurred in the performance of their official duties within limits as provided by law or under ORS 292.220 and 292.230.

(5) The Director of the Department of Corrections shall serve as an ex officio nonvoting member of the board **and shall not be considered a member for the purposes of subsections (1) to (4) of this section.**

SECTION 38. ORS 144.015 is amended to read:

144.015. **Except as provided in ORS 144.005 (2)(b),** the appointment of a member of the State Board of Parole and Post-Prison Supervision is subject to confirmation by the Senate as provided in ORS 171.562 and 171.565.

SECTION 39. ORS 144.025 is amended to read:

144.025. (1) The Governor shall select one of the members of the State Board of Parole and Post-Prison Supervision as chairperson and another member as vice chairperson, for such terms and with duties and powers, in addition to those established by law, necessary for the performance of the function of such office as the Governor determines.

(2) A majority of the members of the board constitutes a quorum for decisions concerning rules and policies.

(3) Except as otherwise provided in this chapter, decisions affecting individuals under the jurisdiction of the board shall be made as designated by the rules of the board.

(4) **Except as otherwise provided by statute, all board hearings are presumed to be panel hearings.**

(5) **The chairperson of the board may require all voting members of the board to participate in any hearing or decision requiring at least three board members. The decision to require the participation of all board members is not appealable.**

(6) **The board shall adopt rules concerning the number of board members that participate in board hearings and decisions.**

SECTION 40. ORS 144.035 is amended to read:

144.035. (1) In hearings conducted by the State Board of Parole and Post-Prison Supervision, the board may sit together or in panels.

(2) Panels may consist of one or two board members or of one member and one hearings officer, appointed by the chairperson as a designated representative of the board. A panel consisting of one member or of one member and one hearings officer shall be used only when considering inmates convicted of non person-to-person crimes as defined in the rules of the Oregon Criminal Justice Commission. The chairperson of the board from time to time shall make assignments of members to the panels. The chairperson of the board may participate on any panel.

(3) The chairperson shall apportion matters for decision to the panels. Each panel shall have the authority to hear and determine all questions before it. However:

(a) If there is a division in the panel so that a decision is not unanimous, another member shall vote after administrative review of the record.

(b) In case of a panel consisting of one board member, another member shall vote after administrative review of the record.

(c) If the original panel was made up of one board member and the member voting after administrative review of the record disagrees with the decision, the matter shall be reassigned to a

panel made up of the remaining board members. If this second panel agrees with neither member of the original panel, the matter will be referred to a hearing before the full board.

(4) The provisions of subsections (1) to (3) of this section shall not apply to a decision to release a prisoner sentenced under ORS 144.110 (1). In such cases, the board shall release the prisoner only upon affirmative vote of a majority of *[the board]* **three board members or, if the chairperson requires all voting members to participate, a majority of all voting members.**

(5) The chairperson may elect to conduct the hearings described in this section by conference call with the prisoner.

SECTION 41. ORS 144.054 is amended to read:

144.054. Whenever the State Board of Parole and Post-Prison Supervision makes a decision affecting a person sentenced to life imprisonment or convicted of a crime involving the death of a victim, whether or not the prosecution directly charged the person with causing the death of the victim, the decision affecting such person must be reviewed by *[the full membership of the board]* **no fewer than three board members.**

SECTION 42. ORS 144.079 is amended to read:

144.079. (1)(a) If a prisoner is sentenced to terms of imprisonment that are consecutive to one another and result from crimes committed during the period before the prisoner's first initial parole hearing, or if a prisoner is sentenced to terms of imprisonment that are consecutive to one another and result from crimes committed during the period between any two initial parole hearings, the total term resulting from the crimes committed during each such separate period shall be determined by the State Board of Parole and Post-Prison Supervision as follows, except as provided in subsection (2) of this section, and the total terms so determined shall then be summed as provided in ORS 144.783 (1):

(A) First, the board shall establish the appropriate range for the felony determined by the board, according to its rules, to be the most serious of the felonies committed during the period. If two or more felonies are determined to be equally the most serious, the board shall establish the appropriate range under this paragraph only for one of those felonies.

(B) Second, the board shall establish a range for each of the remaining felonies committed during the same period. For purposes of establishing the ranges for the remaining felonies under this paragraph, the board shall not consider prior criminal history.

(C) Third, the board shall determine the total range applicable in the offender's case for crimes committed during the same period by summing the ranges established under subparagraph (B) of this paragraph with the range established under subparagraph (A) of this paragraph and shall determine an appropriate term within that range.

(D) Finally, the board shall vary the term determined under subparagraph (C) of this paragraph according to rules established under ORS 144.785 (1), if the board finds aggravating or mitigating factors in the case. The board shall consider as an aggravating factor the fact that the prisoner has been sentenced to consecutive terms of imprisonment.

(b) Whenever a prisoner is committed to the custody of the Department of Corrections for a crime that was committed during a period already considered at an initial parole hearing and upon a sentence consecutive to any sentence imposed for crimes committed during that period, the board shall conduct a hearing to consider the previously unconsidered crime. The hearing shall be a hearing supplemental to the original initial hearing concerning crimes committed during the period. Time limitations and other procedural provisions applicable to initial hearings shall apply to a supplemental hearing under this subsection. Upon conclusion of the supplemental hearing, the board shall redetermine the appropriate total term for the period. The redetermination shall be conducted de novo under the provisions of subsection (2) of this section.

(2) The method established by this section for determining, where applicable, the total term resulting from the summing of consecutive sentences shall apply only if none of the crimes involved is:

- (a) Murder, as defined in ORS 163.115 or any aggravated form thereof;
- (b) Assault in the first degree, as defined in ORS 163.185;

- (c) Kidnapping in the first degree, as defined in ORS 163.235;
- (d) Rape in the first degree, as defined in ORS 163.375;
- (e) Sodomy in the first degree, as defined in ORS 163.405;
- (f) Unlawful sexual penetration, as defined in ORS 163.411;
- (g) Arson in the first degree, as defined in ORS 164.325; or
- (h) Treason, as defined in ORS 166.005.

(3) The duration of imprisonment pursuant to consecutive sentences may be less than the sum of the terms under subsection (1) of this section if the board finds, by affirmative vote of a majority of *[its]* **three board members or, if the chairperson requires all voting members to participate, a majority of all voting members**, that consecutive sentences are not appropriate penalties for the criminal offenses involved and that the combined terms of imprisonment are not necessary to protect community security.

(4) The *[State]* board *[of Parole and Post-Prison Supervision]* shall use the method set forth in subsections (1) to (3) of this section to determine the parole release date for any person serving a sentence in the custody of the Department of Corrections for crimes committed before or after July 11, 1987.

SECTION 43. ORS 144.110 is amended to read:

144.110. (1) In any felony case, the court may impose a minimum term of imprisonment of up to one-half of the sentence it imposes.

(2) Notwithstanding the provisions of ORS 144.120 and 144.780:

(a) The State Board of Parole and Post-Prison Supervision shall not release a prisoner on parole who has been sentenced under subsection (1) of this section until the minimum term has been served, except upon affirmative vote of a majority of *[the members of the board]* **three board members or, if the chairperson requires all voting members to participate, a majority of all voting members**.

(b) The board shall not release a prisoner on parole:

(A) Who has been convicted of murder defined as aggravated murder under the provisions of ORS 163.095, except as provided in ORS 163.105; or

(B) Who has been convicted of murder under the provisions of ORS 163.115, except as provided in ORS 163.115 (5)(c) to (f) **or 163.155 (6) to (8)**.

SECTION 44. ORS 144.783 is amended to read:

144.783. (1) When a prisoner is sentenced to two or more consecutive terms of imprisonment, the duration of the term of imprisonment shall be the sum of the terms set by the State Board of Parole and Post-Prison Supervision pursuant to the ranges established for the offenses, subject to ORS 144.079, and subject to the variations established pursuant to ORS 144.785 (1).

(2) The duration of imprisonment pursuant to consecutive sentences may be less than the sum of the terms under subsection (1) of this section if the board finds, by affirmative vote of a majority of *[its members]* **three board members or, if the chairperson requires all voting members to participate, a majority of all voting members**, that consecutive sentences are not appropriate penalties for the criminal offenses involved and that the combined terms of imprisonment are not necessary to protect community security.

SECTION 45. ORS 163.105 is amended to read:

163.105. Notwithstanding the provisions of ORS chapter 144 and ORS 421.450 to 421.490:

(1)(a) Except as otherwise provided in ORS *[137.700]* **137.707**, when a defendant is convicted of aggravated murder as defined by ORS 163.095, the defendant shall be sentenced, pursuant to ORS 163.150, to death, life imprisonment without the possibility of release or parole or life imprisonment.

(b) A person sentenced to life imprisonment without the possibility of release or parole under this section shall not have that sentence suspended, deferred or commuted by any judicial officer, and the State Board of Parole and Post-Prison Supervision may not parole the prisoner nor reduce the period of confinement in any manner whatsoever. The Department of Corrections or any executive official may not permit the prisoner to participate in any sort of release or furlough program.

(c) If sentenced to life imprisonment, the court shall order that the defendant shall be confined for a minimum of 30 years without possibility of parole, release to post-prison supervision, release on work release or any form of temporary leave or employment at a forest or work camp.

(2) At any time after completion of a minimum period of confinement pursuant to subsection (1)(c) of this section, the State Board of Parole and Post-Prison Supervision, upon the petition of a prisoner so confined, shall hold a hearing to determine if the prisoner is likely to be rehabilitated within a reasonable period of time. The sole issue is whether or not the prisoner is likely to be rehabilitated within a reasonable period of time. At the hearing, the prisoner has:

(a) The burden of proving by a preponderance of the evidence the likelihood of rehabilitation within a reasonable period of time;

(b) The right, if the prisoner is without sufficient funds to employ an attorney, to be represented by legal counsel, appointed by the board, at board expense; and

(c) The right to a subpoena upon a showing of the general relevance and reasonable scope of the evidence sought, provided that any subpoena issued on behalf of the prisoner must be issued by the State Board of Parole and Post-Prison Supervision pursuant to rules adopted by the board.

(3) If, upon hearing all of the evidence, the board, upon a unanimous vote of *[all of its]* **three board members or, if the chairperson requires all voting members to participate, a unanimous vote of all voting members**, finds that the prisoner is capable of rehabilitation and that the terms of the prisoner's confinement should be changed to life imprisonment with the possibility of parole, release to post-prison supervision or work release, it shall enter an order to that effect and the order shall convert the terms of the prisoner's confinement to life imprisonment with the possibility of parole, release to post-prison supervision or work release and may set a release date. Otherwise the board shall deny the relief sought in the petition.

(4) If the board denies the relief sought in the petition, the board shall determine the date of the subsequent hearing, and the prisoner may petition for an interim hearing, in accordance with ORS 144.285.

(5) The board's final order shall be accompanied by findings of fact and conclusions of law. The findings of fact shall consist of a concise statement of the underlying facts supporting the findings as to each contested issue of fact and as to each ultimate fact required to support the board's order.

SECTION 46. ORS 163.115 is amended to read:

163.115. (1) Except as provided in ORS 163.118 and 163.125, criminal homicide constitutes murder:

(a) When it is committed intentionally, except that it is an affirmative defense that, at the time of the homicide, the defendant was under the influence of an extreme emotional disturbance;

(b) When it is committed by a person, acting either alone or with one or more persons, who commits or attempts to commit any of the following crimes and in the course of and in furtherance of the crime the person is committing or attempting to commit, or during the immediate flight therefrom, the person, or another participant if there be any, causes the death of a person other than one of the participants:

(A) Arson in the first degree as defined in ORS 164.325;

(B) Criminal mischief in the first degree by means of an explosive as defined in ORS 164.365;

(C) Burglary in the first degree as defined in ORS 164.225;

(D) Escape in the first degree as defined in ORS 162.165;

(E) Kidnapping in the second degree as defined in ORS 163.225;

(F) Kidnapping in the first degree as defined in ORS 163.235;

(G) Robbery in the first degree as defined in ORS 164.415;

(H) Any felony sexual offense in the first degree defined in this chapter;

(I) Compelling prostitution as defined in ORS 167.017; or

(J) Assault in the first degree, as defined in ORS 163.185, and the victim is under 14 years of age, or assault in the second degree, as defined in ORS 163.175 (1)(a) or (b), and the victim is under 14 years of age; or

(c) By abuse when a person, recklessly under circumstances manifesting extreme indifference to the value of human life, causes the death of a child under 14 years of age or a dependent person, as defined in ORS 163.205, and:

(A) The person has previously engaged in a pattern or practice of assault or torture of the victim or another child under 14 years of age or a dependent person; or

(B) The person causes the death by neglect or maltreatment.

(2) An accusatory instrument alleging murder by abuse under subsection (1)(c) of this section need not allege specific incidents of assault or torture.

(3) It is an affirmative defense to a charge of violating subsection (1)(b) of this section that the defendant:

(a) Was not the only participant in the underlying crime;

(b) Did not commit the homicidal act or in any way solicit, request, command, importune, cause or aid in the commission thereof;

(c) Was not armed with a dangerous or deadly weapon;

(d) Had no reasonable ground to believe that any other participant was armed with a dangerous or deadly weapon; and

(e) Had no reasonable ground to believe that any other participant intended to engage in conduct likely to result in death.

(4) It is an affirmative defense to a charge of violating subsection (1)(c)(B) of this section that the victim was a dependent person who was at least 18 years of age and was under care or treatment solely by spiritual means pursuant to the religious beliefs or practices of the dependent person or the guardian of the dependent person.

[(5)(a)] (5) Except as otherwise provided in ORS 163.155[,]:

(a) A person convicted of murder, who was at least 15 years of age at the time of committing the murder, shall be punished by imprisonment for life.

(b) When a defendant is convicted of murder under this section, the court shall order that the defendant shall be confined for a minimum of 25 years without possibility of parole, release to post-prison supervision, release on work release or any form of temporary leave or employment at a forest or work camp.

(c) At any time after completion of a minimum period of confinement pursuant to paragraph (b) of this subsection, the State Board of Parole and Post-Prison Supervision, upon the petition of a prisoner so confined, shall hold a hearing to determine if the prisoner is likely to be rehabilitated within a reasonable period of time. The sole issue is whether the prisoner is likely to be rehabilitated within a reasonable period of time. At the hearing the prisoner has:

(A) The burden of proving by a preponderance of the evidence the likelihood of rehabilitation within a reasonable period of time;

(B) The right, if the prisoner is without sufficient funds to employ an attorney, to be represented by legal counsel, appointed by the board, at board expense; and

(C) The right to a subpoena upon a showing of the general relevance and reasonable scope of the evidence sought, provided that any subpoena issued on behalf of the prisoner must be issued by the State Board of Parole and Post-Prison Supervision pursuant to rules adopted by the board.

(d) If, upon hearing all of the evidence, the board, upon a unanimous vote of *[all of its]* **three board members or, if the chairperson requires all voting members to participate, a unanimous vote of all voting** members, finds that the prisoner is capable of rehabilitation and that the terms of the prisoner's confinement should be changed to life imprisonment with the possibility of parole, release to post-prison supervision or work release, it shall enter an order to that effect and the order shall convert the terms of the prisoner's confinement to life imprisonment with the possibility of parole, release to post-prison supervision or work release and may set a release date. Otherwise, the board shall deny the relief sought in the petition.

(e) If the board denies the relief sought in the petition, the board shall determine the date of the subsequent hearing, and the prisoner may petition for an interim hearing, in accordance with ORS 144.285.

(f) The board's final order shall be accompanied by findings of fact and conclusions of law. The findings of fact shall consist of a concise statement of the underlying facts supporting the findings as to each contested issue of fact and as to each ultimate fact required to support the board's order.

(6) As used in this section:

(a) "Assault" means [*to intentionally, knowingly or recklessly cause*] **the intentional, knowing or reckless causation of physical injury** to another person. "Assault" does not include the [*causing*] **causation** of physical injury in a motor vehicle accident that occurs by reason of the reckless conduct of a defendant.

(b) "Neglect or maltreatment" means a violation of ORS 163.535, 163.545 or 163.547 or a failure to provide adequate food, clothing, shelter or medical care that is likely to endanger the health or welfare of a child under 14 years of age or a dependent person. This paragraph is not intended to replace or affect the duty or standard of care required under ORS chapter 677.

(c) "Pattern or practice" means one or more previous episodes.

(d) "Torture" means [*to intentionally inflict*] **the intentional infliction of intense physical pain** upon an unwilling victim as a separate objective apart from any other purpose.

SECTION 47. ORS 163.155 is amended to read:

163.155. (1) When a defendant, who was at least 15 years of age at the time of committing the murder, is convicted of murdering a pregnant victim under ORS 163.115 (1)(a) and the defendant knew that the victim was pregnant, the defendant shall be sentenced to life imprisonment without the possibility of release or parole or to life imprisonment. The court shall conduct a sentencing proceeding to determine whether the defendant shall be sentenced to life imprisonment without the possibility of release or parole as described in subsection (4) of this section or to life imprisonment as described in subsection (5) of this section. If the defendant waives all rights to a jury sentencing proceeding, the court shall conduct the sentencing proceeding as the trier of fact. The procedure for the sentencing proceeding, whether before a court or a jury, shall follow the procedure of ORS 163.150 (1)(a), as modified by this section.

(2) Following the presentation of evidence and argument under subsection (1) of this section, the court shall instruct the jury that the trial court shall sentence the defendant to life imprisonment without the possibility of release or parole as described in subsection (4) of this section, unless after considering all of the evidence submitted, 10 or more members of the jury find there are sufficient mitigating circumstances to warrant life imprisonment with the possibility of release or parole as described in subsection (5) of this section. If 10 or more members of the jury do not find there are sufficient mitigating circumstances to warrant life imprisonment with the possibility of release or parole, the trial court shall sentence the defendant to life imprisonment without the possibility of release or parole as described in subsection (4) of this section. If 10 or more members of the jury find there are sufficient mitigating circumstances to warrant life imprisonment with the possibility of release or parole, the trial court shall sentence the defendant to life imprisonment as described in subsection (5) of this section.

(3) Nothing in this section precludes the court from sentencing the defendant to life imprisonment, as described in subsection (5) of this section, or life imprisonment without the possibility of release or parole, as described in subsection (4) of this section, pursuant to a stipulation of sentence or stipulation of sentencing facts agreed to and offered by both parties if the defendant waives all rights to a jury sentencing proceeding.

(4) A sentence of life imprisonment without the possibility of release or parole under this section may not be suspended, deferred or commuted by any judicial officer, and the State Board of Parole and Post-Prison Supervision may neither parole the prisoner nor reduce the period of confinement in any manner whatsoever. The Department of Corrections or any executive official may not permit the prisoner to participate in any sort of release or furlough program.

(5) If the defendant is sentenced to life imprisonment, the court shall order that the defendant be confined for a minimum of 30 years without possibility of parole, release to post-prison supervision, release on work release or any form of temporary leave or employment at a forest or work camp.

(6) At any time after completion of the minimum period of confinement pursuant to subsection (5) of this section, the board, upon the petition of a prisoner so confined, shall hold a hearing to determine if the prisoner is likely to be rehabilitated within a reasonable period of time. The sole issue shall be whether the prisoner is likely to be rehabilitated within a reasonable period of time. The proceeding shall be conducted in the manner prescribed for a contested case hearing under ORS chapter 183, except that:

(a) The prisoner has the burden of proving by a preponderance of the evidence the likelihood of rehabilitation within a reasonable period of time;

(b) The prisoner has the right, if the prisoner is without sufficient funds to employ an attorney, to be represented by legal counsel, appointed by the board, at board expense; and

(c) The prisoner has the right to a subpoena upon a showing of the general relevance and reasonable scope of the evidence sought, provided that any subpoena issued on behalf of the prisoner must be issued by the board pursuant to rules adopted by the board.

(7) If, upon hearing all of the evidence, the board, upon a unanimous vote of *[all of its]* **three board members or, if the chairperson requires all voting members to participate, a unanimous vote of all voting** members, finds that the prisoner is capable of rehabilitation and that the terms of the prisoner's confinement should be changed to life imprisonment with the possibility of parole, release on post-prison supervision or work release, it shall enter an order to that effect and the order shall convert the terms of the prisoner's confinement to life imprisonment with the possibility of parole, release on post-prison supervision or work release and may set a release date. Otherwise the board shall deny the relief sought in the petition.

(8) Not less than two years after the denial of the relief sought in a petition under this section, the prisoner may petition again for a change in the terms of confinement. Further petitions for a change may be filed at intervals of not less than two years thereafter.

SECTION 48. In addition to and not in lieu of any other appropriation, there is appropriated to the State Board of Parole and Post-Prison Supervision, for the biennium beginning July 1, 2015, out of the General Fund, the amount of \$3,163,183, for the purposes of carrying out the amendments to ORS 144.005, 144.015, 144.025, 144.035, 144.054, 144.079, 144.110, 144.783, 163.105, 163.115 and 163.155 by sections 37 to 47 of this 2015 Act.

OPERATIVE DATE PROVISION

SECTION 49. The amendments to ORS 137.225 by section 32a of this 2015 Act become operative January 1, 2016.

CAPTIONS

SECTION 50. The unit captions used in this 2015 Act are provided only for the convenience of the reader and do not become part of the statutory law of this state or express any legislative intent in the enactment of this 2015 Act.

EMERGENCY CLAUSE

SECTION 51. This 2015 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2015 Act takes effect on its passage.

Passed by House June 30, 2015

Repassed by House July 6, 2015

.....
Timothy G. Sekerak, Chief Clerk of House

.....
Tina Kotek, Speaker of House

Passed by Senate July 6, 2015

.....
Peter Courtney, President of Senate

Received by Governor:

.....M.,....., 2015

Approved:

.....M.,....., 2015

.....
Kate Brown, Governor

Filed in Office of Secretary of State:

.....M.,....., 2015

.....
Jeanne P. Atkins, Secretary of State

Joint Committee On Ways and Means

Action: Do Pass.

Action Date: 05/01/15

Vote:

House

Yeas: 10 - Buckley, Gomberg, Huffman, Komp, McLane, Rayfield, Smith, Whisnant, Whitsett, Williamson

Exc: 2 - Nathanson, Read

Senate

Yeas: 10 - Burdick, Devlin, Hansell, Johnson, Monroe, Roblan, Shields, Steiner Hayward, Thomsen, Winters

Nays: 2 - Girod, Whitsett

Prepared By: Michelle Lisper, Department of Administrative Services

Reviewed By: Tim Walker, Legislative Fiscal Office

Agency: Board of Parole and Post-Prison Supervision

Biennium: 2015-17

Budget Summary*

	2013-15 Legislatively Approved Budget ⁽¹⁾	2015-17 Current Service Level	2015-17 Committee Recommendation	Committee Change from 2013-15 Leg. Approved	
				\$ Change	% Change
General Fund	\$ 4,507,739	\$ 4,595,471	\$ 4,750,621	\$ 242,882	5.4%
Other Funds Limited	\$ 10,536	\$ 10,852	\$ 10,852	\$ 316	3.0%
Total	\$ 4,518,275	\$ 4,606,323	\$ 4,761,473	\$ 243,198	5.4%

Position Summary

Authorized Positions	16	16	16	0
Full-time Equivalent (FTE) positions	15.67	16.00	16.00	0.33

⁽¹⁾ Includes adjustments through December 2014

* Excludes Capital Construction expenditures

Revenue Summary

General Fund supports over 99 percent of the Board of Parole and Post-Prison Supervision’s budget. There is a small amount of Other Funds income from sales of documents and tapes; this revenue structure is essentially unchanged from previous biennia.

Summary of Public Safety Subcommittee Action

The Board protects the public and reduces the risk of repeat criminal behavior through its incarceration and evidence-based community supervision decisions. The Board classifies sex offenders to a notification level and determines qualifications for reclassification and/or relief from registration. The program functions as a major partner in the criminal justice system through its release decisions, supervisory authority, victim involvement and support, and stakeholder involvement. Additionally, the Board partners with the Department of Corrections through evidence-based supervision and intervention methods, as well as assisting with training and community education efforts.

The Public Safety Subcommittee approved a budget for the Board of \$4,750,621 General Fund and \$10,852 Other Funds expenditure limitation, and 16 positions (16.00 FTE). This represents a 5.4 percent increase over the 2013-15 Legislatively Approved Budget as of December 2014, and a 3.4 percent increase over the current service level.

The Subcommittee approved the following adjustments to the Board’s current service level budget:

Package 101: Reclassify Administrative Specialist 1 to Supervisory Executive Assistant. This package increases the General Fund expenditure limitation by \$46,601 and upwardly reclassifies the position from a lead worker to supervisory. This position supervises support staff and acts as an agency representative and liaison while attending various public safety meetings.

Package 102: Board Member Salary Costs. This package increases the General Fund expenditure limitation by \$73,549. The funding covers the salaries for two board members, and brings the salary for the board's chairperson within pay parity of the other board members. The Chairperson is an acting board member with supervisory responsibility over the other members of the Board.

Package 103: Required Offender Psychological Evaluations. This package increases the General Fund expenditure limitation by \$35,000. This funding will be used to pay the medical service costs affiliated with psychiatric or psychological evaluations of prisoners being considered for parole by the Board.

Summary of Performance Measure Action

See attached Legislatively Adopted 2015-17 Key Performance Measures form.

DETAIL OF JOINT COMMITTEE ON WAYS AND MEANS ACTION

SB 5529-A

Board of Parole and Post-Prison Supervision
Michelle Lisper -- 503-378-3195

DESCRIPTION	GENERAL FUND	LOTTERY FUNDS	OTHER FUNDS		FEDERAL FUNDS		TOTAL ALL FUNDS	POS	FTE
			LIMITED	NONLIMITED	LIMITED	NONLIMITED			
2013-15 Legislatively Approved Budget at Dec 2014 *	\$ 4,507,739	\$ -	\$ 10,536	\$ -	\$ -	\$ -	\$ 4,518,275	16	15.67
2015-17 Current Service Level (CSL)*	\$ 4,595,471	\$ -	\$ 10,852	\$ -	\$ -	\$ -	\$ 4,606,323	16	16.00
SUBCOMMITTEE ADJUSTMENTS (from CSL)									
SCR - 013 - Parole Board									
Package 101: Reclassify AS1 to Supv Exec Asst Personal Services	\$ 46,601	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,601	0	0.00
Package 102: Board Members Salary Costs Personal Services	\$ 73,549	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,549	0	0.00
Package 103: Required Offender Psych Evals Services and Supplies	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000		
TOTAL ADJUSTMENTS	\$ 155,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,150		
SUBCOMMITTEE RECOMMENDATION *	\$ 4,750,621	\$ -	\$ 10,852	\$ -	\$ -	\$ -	\$ 4,761,473	16	16.00
% Change from 2013-15 Leg Approved Budget	5.4%	0.0%	3.0%	0.0%	0.0%	0.0%	5.4%	0.0%	2.1%
% Change from 2015-17 Current Service Level	3.4%	0.0%	0.0%	0.0%	0.0%	0.0%	3.4%	0.0%	0.0%

*Excludes Capital Construction Expenditures

Legislatively Approved 2015-2017 Key Performance Measures

Agency: PAROLE and POST-PRISON SUPERVISION, BOARD of

Mission: To work in partnership with the Department of Corrections and local supervisory authorities to protect the public and reduce the risk of repeat criminal behavior through incarceration and community supervision decisions based on applicable laws, victims' interests, public safety and recognized principles of offender behavior change.

Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2016	Target 2017
1 - PAROLE RECIDIVISM- Percentage of Matrix Inmates (applies to offenders whose crime(s) were committed before November 1, 1989), Dangerous Offenders (sentenced by the court as a dangerous offender pursuant to ORS 161.725 and ORS 161.735), and Aggravated Murderers convicted of a new felony within three years of initial release. (Subset of OBM #64)		Approved KPM	3.33	8.50	8.50
2 - ORDER OF SUPERVISION- Percentage of offenders being released from prison where the Board's order of supervision has been received by the community corrections office on or before the offender's release date from prison.		Approved KPM	94.70	99.00	99.00
3 - VICTIM NOTIFICATION- Percentage of active registered victims for which the Board has an accurate point of contact for notification of hearings and of an offender's release.		Approved KPM	91.30	91.00	91.00
4 - ARREST WARRANT- Percentage of warrants received by the Board in which the warrant is issued within 5 days.		Approved KPM	88.40	94.20	94.20
5 - REVOCATION- Percentage of revocations for offenders who violate their conditions of parole or post-prison supervision.		Approved KPM	7.50	10.00	10.00
6 - DISCHARGE OF SUPERVISION- Percentage of expiration (of post-prison supervision or parole) orders that have been completed and mailed within 5 days of an offenders discharge from parole or post-prison supervision.		Approved KPM	91.80	91.50	91.50
7 - ADMINISTRATIVE REVIEW- Percentage of administrative review responses completed and mailed within 60 days of receipt of an inmate/offender administrative review request.		Approved KPM	0.00	70.00	70.00
8 - CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Accuracy	Approved KPM	97.54	100.00	100.00

Print Date: 4/29/2015

5 of 6

Agency: PAROLE and POST-PRISON SUPERVISION, BOARD of

Mission: To work in partnership with the Department of Corrections and local supervisory authorities to protect the public and reduce the risk of repeat criminal behavior through incarceration and community supervision decisions based on applicable laws, victims' interests, public safety and recognized principles of offender behavior change.

Legislatively Proposed KPMs	Customer Service Category	Agency Request	Most Current Result	Target 2016	Target 2017
8 - CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Availability of Information	Approved KPM	91.37	100.00	100.00
8 - CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Expertise	Approved KPM	93.26	100.00	100.00
8 - CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Helpfulness	Approved KPM	93.26	100.00	100.00
8 - CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Overall	Approved KPM	96.08	100.00	100.00
8 - CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	Timeliness	Approved KPM	94.16	100.00	100.00

LFO Recommendation:

Approve the APPR's as presented.

Sub-Committee Action:

Enrolled
Senate Bill 5529

Printed pursuant to Senate Interim Rule 213.28 by order of the President of the Senate in conformance with pre-session filing rules, indicating neither advocacy nor opposition on the part of the President (at the request of Oregon Department of Administrative Services)

CHAPTER

AN ACT

Relating to the financial administration of the State Board of Parole and Post-Prison Supervision; and declaring an emergency.

Be It Enacted by the People of the State of Oregon:

SECTION 1. There is appropriated to the State Board of Parole and Post-Prison Supervision, for the biennium beginning July 1, 2015, out of the General Fund, the amount of \$4,750,621.

SECTION 2. Notwithstanding any other law limiting expenditures, the amount of \$10,852 is established for the biennium beginning July 1, 2015, as the maximum limit for payment of expenses from fees, moneys or other revenues, including Miscellaneous Receipts, but excluding lottery funds and federal funds, collected or received by the State Board of Parole and Post-Prison Supervision.

SECTION 3. This 2015 Act being necessary for the immediate preservation of the public peace, health and safety, an emergency is declared to exist, and this 2015 Act takes effect July 1, 2015.

Passed by Senate May 7, 2015

.....
Lori L. Brocker, Secretary of Senate

.....
Peter Courtney, President of Senate

Passed by House May 28, 2015

.....
Tina Kotek, Speaker of House

Received by Governor:

.....M.,....., 2015

Approved:

.....M.,....., 2015

.....
Kate Brown, Governor

Filed in Office of Secretary of State:

.....M.,....., 2015

.....
Jeanne P. Atkins, Secretary of State

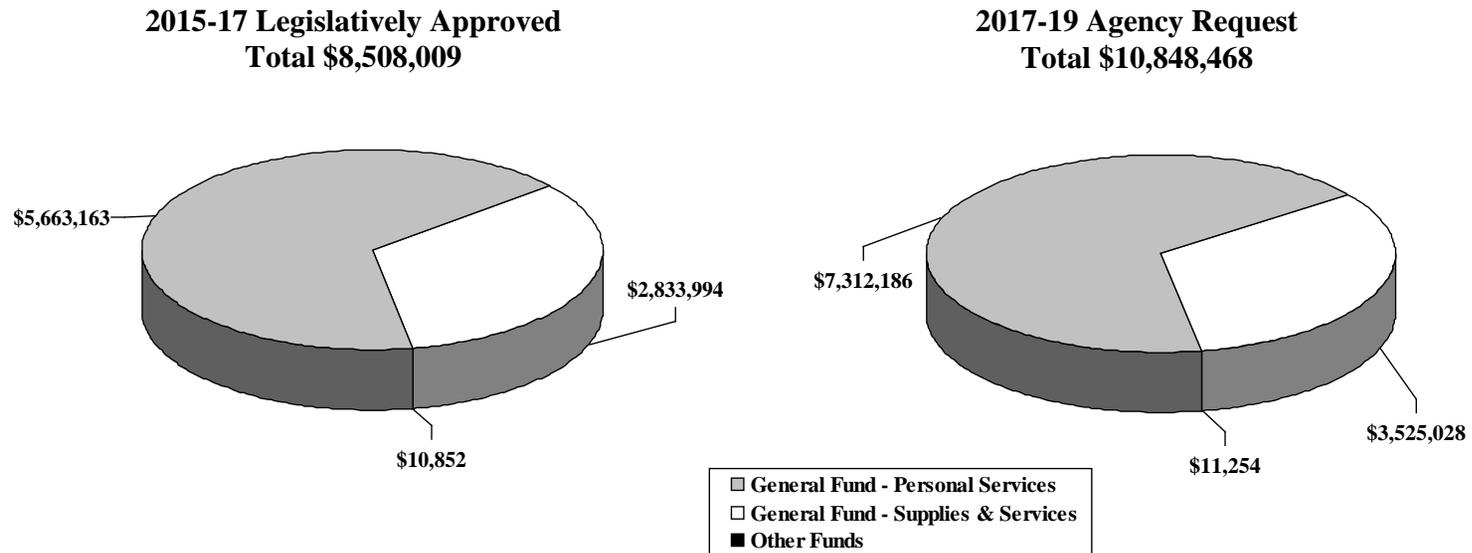
AGENCY SUMMARY NARRATIVE

Board of Parole and Post-Prison Supervision

A. Budget Summary Graphics

Board of Parole & Post-Prison Supervision All Funds

Comparison between 2015-17 Legislatively Approved Budget vs.
2017-19 Agency Request Budget

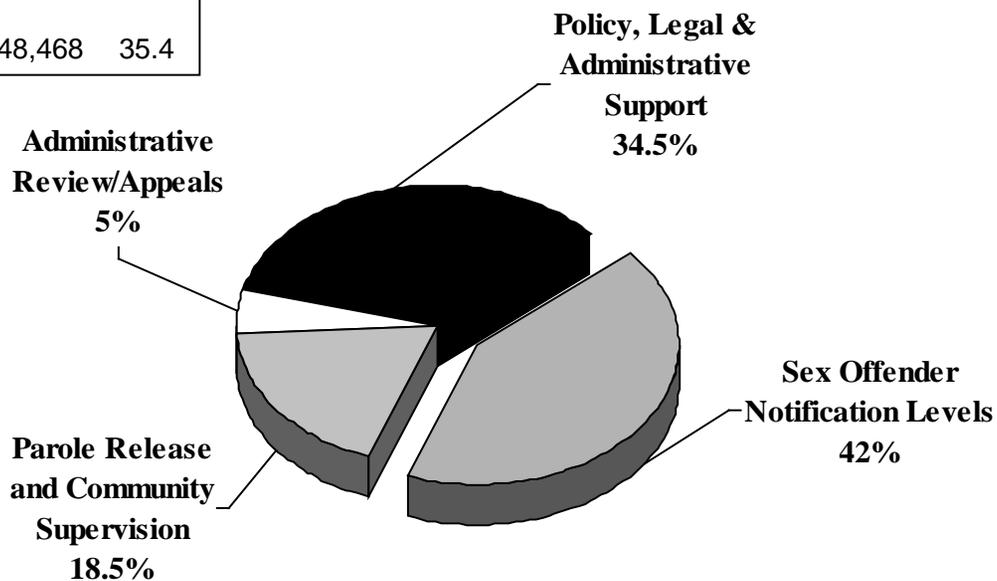


AGENCY SUMMARY NARRATIVE

Board of Parole and Post-Prison Supervision

2017-19 Agency Request Budget Program Allocation

<u>Program</u>	<u>Allocation</u>	<u>FTE</u>
Parole Release & Community Supervision	\$2,004,884	6.55
Administrative Review/Appeals	\$ 541,861	1.75
Policy, Legal & Admin Support	\$3,738,839	12.2
Sex Offender Notification Levels	\$4,551,630	14.9
Other Funds	\$ 11,254	n/a
Total:	\$10,848,468	35.4



AGENCY SUMMARY NARRATIVE

B. MISSION STATEMENT AND STATUTORY AUTHORITY

The Mission of the Oregon Board of Parole and Post-Prison Supervision is:

To work in partnership with the Department of Corrections and local supervisory authorities to protect the public and reduce the risk of repeat criminal behavior through incarceration and community supervision decisions based on applicable laws, victims' interests, public safety, and recognized principles of offender behavioral change.

The Statutory Authority of the Oregon Board of Parole and Post-Prison Supervision is:

- *Oregon Revised Statutes Chapters 144 and 163A.100 et al; Oregon Administrative Rules, Division 255 and 213.*

The Oregon Constitution, Article I, Bill of Rights, establishes the Fundamental Principles of Oregon's Criminal Justice System:

- *Section 15. Foundation principles of criminal law. Laws for the punishment of crime shall be founded on these principles; protection of society, personal responsibility, accountability for one's actions and reformation.*

The Oregon Board of Parole and Post-Prison Supervision's mission and core values reflected below incorporate the constitutional tenets set forth above that guide our agency toward successful mission accomplishments:

- **Integrity:** By being accountable for our actions, responsible in our management, exercising good judgment in our decisions, and respectful in our business relations.
- **Excellence:** By providing services in a manner that demonstrates the importance of our mission, meeting the public's expectations, leading by the examples we set.
- **People:** By understanding that our most important resource, our strength and vitality as an agency, comes from the people we serve to those who serve.
- **Communication:** By working together to foster an open and cooperative environment that encourages effective communications, listening and responding with respect for one another.
- **Customer Service:** By being responsible to the needs of our partners and customers, ensuring our commitments are clear and realistic, following through with what we say we are going to do.
- **Teamwork:** By supporting and appreciating our fellow team members, working together for results which inspire excellence, recognizing that our success depends on each of us.

AGENCY SUMMARY NARRATIVE

C. AGENCY STRATEGIC PLANS

Agency Process Improvement Efforts

The Board continually seeks process improvements and efficiencies. Over the past several biennia, there has been a renewed effort to streamline processes in order to help Board members and staff meet the growing workload demands. The Board's workload continues to increase due to a growing inmate and offender population, increased requests for victim/stakeholder notification and involvement, as well as the new Sex Offender Notification Level program under ORS 163A.100, et al. It had become increasingly difficult to schedule earned vacation time for Board members and staff; even short absences due to illness led to significant backlogs and disruption to staff workloads for those who were required to absorb the additional assignments.

In 2015, through the passage of HB 2320, the Board was funded for 12 additional positions (10 FTE): 2 Board Members, 2 Hearings Officers, 2 Assessment Specialists (permanent), 3 Assessment Specialists (limited duration through 2019), 1 Hearings Specialist, 1 Administrative Assistant, and 1 Policy Analyst. Additionally, two staff positions were identified for reclassification to account for higher-level duty requirements. For 2017-19, the Board is requesting five (5) permanent positions and seven (7) limited duration positions: 2 Hearings Officers, 1 Victim Specialist, 1 Records Specialist, 1 Office Specialist and 7 Assessment Specialists to assist in completing the backlog of assessments (10.68 FTE).

Additional efficiencies are expected with the 2015 rewrite of the Parole Board Management Information System (PBMIS), which continues to maintain an interface with the Department of Corrections Information System for shared information. The Board has experienced an approximate decrease of 49 percent in the cost of paper and classification folders since the rewrite went live in September 2015. The Board will be collaborating with DOC and the Secretary of State to move toward an electronic records storage and retrieval system through the Oregon Records Management System (ORMS). The Board continues to research affordable and secure options to transition the agency to an entirely paperless system and electronic storage database.

For 2017-19 the Board is requesting funding for an inter-agency agreement with DOC to maintain service and development of PBMIS, as well as increased staffing to assist with the increased workload related to the Sex Offender Notification Level program.

AGENCY SUMMARY NARRATIVE

2017-19 Short-Term Plan

AGENCY PROGRAMS

Under the authority of ORS 144 and OAR 255, the Board imposes prison terms and makes parole decisions on inmates whose criminal conduct occurred prior to November 1, 1989; for those who have been sentenced as “dangerous offenders”; for those convicted of aggravated murder who are eligible for parole; and for those convicted of murder after June 30, 1995. The Board has the legal authority to decide if and when these inmates are released from prison, and are ordered to serve a term of parole in the community.

Parole is a period of supervision in the community following release from prison prior to the maximum custody date. Offenders on parole are released from prison by the Board before their sentences are completed and serve the remainder of the sentence under community supervision. Except for those sentenced as “dangerous offenders”, or for murder or aggravated murder with the possibility of parole, convictions for crimes committed on or after November 1, 1989 fall under sentencing guidelines with determinate sentences.

For most crimes committed on or after November 1, 1989, the sentencing court and the Department of Corrections (DOC) establish the length of prison terms using statutory guidelines. The Board does not determine the release date for these inmates. They are released to the community and ordered to serve a term of post-prison supervision after their calculated maximum custody date.

Post-prison supervision is a sentence of correctional supervision in the community following a prison or jail sentence. The court and DOC determines how long the sentence will be, and the Board or local supervisory authority determines the conditions which must be met by the offender during the period of supervision. In almost all cases, offenders who violate post-prison supervision are not returned to prison. The maximum sanction for a post-prison supervision violation is 180 days in jail. Under SB1145, these sanctions must be served in a local jail, because the sanction is less than one year. Discharge from post-prison supervision for offenders sentenced under sentencing guidelines occurs automatically upon expiration of the statutory period of post-prison supervision.

Under the authority of ORS 163A.100, et al, and OAR 255, the Board classifies Oregon’s registered sex offenders to a risk-based community notification level (Sex Offender Notification Level – SONL): Level I – Low, Level II – Moderate, Level III – High. As of June 2016, there were nearly 29,000 registered sex offenders in the Oregon State Police sex offender database. The Board is responsible for classifying approximately 27,500 registrants, while Community Corrections and the Psychiatric Security Review board is responsible for approximately 1200 and 300, respectively.

Registrant populations are separated by specific demographics in order to complete accurate and meaningful risk assessments, which are performed by specially trained Board staff and certified or licensed evaluators. For any registrant whose first reporting event was prior to January 1, 2014 (“existing registrants”), the Board must classify them to an SONL by December 1, 2018. For registrants whose first

AGENCY SUMMARY NARRATIVE

reporting event is on or after January 1, 2014 (“*new registrants*”), the Board must classify them to an SONL before their release from DOC, or within 60 days of their triggering event to register.

Beginning January 2019, the Board will conduct hearings to determine a registrant’s eligibility for reclassification to a lower notification level or for relief from registration. At that time, there will be approximately 6500 registrants who will automatically meet the required timeline to petition for a hearing.

The Board’s organizational structure has one decision unit and thus, is one program. However, contained within the Agency’s statutory authority and mission are the following listed functions:

- Set parole dates for inmates committing felony crimes prior to November 1, 1989 (the “matrix” population, which numbers approximately 370 today).
- Determine when, or if, specific inmates who are eligible for parole should be released from prison: sentenced as “Dangerous Offenders” or sentenced for aggravated murder, regardless of the date of crime; or, sentenced for murder and convicted after June 30, 1995.
- As of July 2016, approximately 1221 inmates fall into this pool, which is only 8% of the total inmate population. Of those inmates, 140 (11%) are designated as Dangerous Offenders. The Board currently conducts an average of 20 hearings per month for these inmates.
- Complete sex offender risk assessments for registered sex offenders in Oregon, and classify them to a notification level by risk to reoffend in the community (Level I, Level II, or Level III).
- Review and respond to offender objections to risk assessment scores prior to final classification.
- Review and respond to offender petitions for reclassification or relief from registration, and conduct hearings as needed to determine offenders’ eligibility, approval or denial of such petitions.
- Notify victims, district attorneys and/or other relevant parties of reclassification or relief hearings, as required.
- Establish conditions of community supervision (parole and post-prison supervision) for all offenders being released from prison (averaging 450 per month).
- Issue warrants for absconders (more than 500 per month) and sanction violators of community supervision (more than 450 per month).
- Notify victims and criminal justice stakeholders of hearings and releases. The Board corresponds with approximately 5,400 active victims and conducts an average of 53 notifications per month. (This is victim notification only; it does not include notification to district attorney offices, defense attorneys, or other interested parties.)

AGENCY SUMMARY NARRATIVE

- Monitor, adjust, and discharge an offender's status on supervision (more than 300 discharge orders per month).
- Respond to inmate and offender administrative and judicial appeals.
- Adopt administrative procedures and rules in accordance with statutory and policy changes.
- Provide education, training and resource materials to stakeholders, including DOJ, community corrections, DOC counselors, tribal councils, district attorneys, defense attorneys, legislators and others.
- Respond to public, media and offender inquiries.

The Board's primary funding source is the General Fund, supporting Agency operations and 29 full-time employees. Because of statutory changes and workload increases over the last biennium, the Board has submitted policy option packages for five (5) permanent positions and seven (7) limited duration positions: 2 Hearings Officers, 1 Victim Specialist, 1 Records Specialist, 1 Office Specialist and 7 Assessment Specialists.

The main source of Other Funds revenue for the Board is from the sale of documents and hearing recordings to members of the public and inmates/offenders, and by collection of appellate court judgements owed to the Board. The current projection for 2017-19 OF revenues is \$11,254.

BUDGET NARRATIVE

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AGENCY SUMMARY NARRATIVE

ENVIRONMENTAL FACTORS

The following factors have dramatically altered and/or affected the Board's role and workload in recent years:

- Implementation of HB 2320 in 2015;
- Implementation of HB 2549 in 2013;
- Implementation of HB 3194 in 2013;
- Implementation of sentencing guidelines in 1989;
- Implementation of SB 1145 in 1995;
- Increases in inmate and offender populations;
- Increases in the number of registered sex offenders;
- Increases in, and results of, inmate and offender judicial appeals;
- Increases in victim participation in post-sentencing matters; and
- Biennial statutory changes.

The number of inmates under the Board's jurisdiction to determine the prison release dates has declined from a high of 5,300 in 1989 to approximately 1221 today. This population of inmates is approximately 8 percent of the total inmate population. The agency's major focus is gradually shifting from determining when inmates are released from prison to approving release plans; imposing conditions of community supervision; and determining the appropriateness of the offender remaining in the community if a violation of conditions occurs. A strong emphasis is placed on imposing individual, evidence-based supervision conditions tailored to protect the public and meet offender needs. This is also followed by swift action when offender behavior indicates a risk to the community. As of July 2016, there were 14,546 offenders on supervision in the community under the Board's authority for sanctions, revocations, or other actions. Additional focus has been shifted toward the work of the Sex Offender Notification Level program implemented by HB2549 and HB2320; the Board must assess and classify registered sex offenders to a risk-based notification level based on their risk to reoffend in the community.

The day-to-day role of Board members has shifted from conducting institutional hearings with inmates five days per week in 1989, to one or two days per week today. However, much greater demands are placed on the present Board members' time to address victim, district attorney and community concerns about the release of certain inmates and their families. Board members now have daily contact with DOC inmate counselors, community corrections/parole officers, and Department of Justice staff to discuss individual cases and coordinate appropriate resources and effective approaches. An increasing post-prison population results in a greater workload demand for the entire Agency, as does the implementation of the Sex Offender Notification Level program, which has statutory deadlines for completion of registrant classifications.

AGENCY SUMMARY NARRATIVE

AGENCY LONG-TERM GOALS 2017-23 SIX YEAR PLAN

The Oregon Board of Parole and Post-Prison Supervision has identified the following long-term strategic goals and efforts that will advance the Agency's mission and relate to Oregon Benchmark #64, Adult Recidivism – percentage of paroled offenders convicted of a new felony within three years of initial release. This measure shows the effectiveness of both incarceration and community supervision.

INITIATIVE

STRATEGY

A) Protect the Public

- Governor's Priority: Foster Safe Communities
- KPM #1: Parole Recidivism

Promote and help develop laws, rules and policies to improve public safety through appropriate release decisions, effective conditions and sanctions for those on supervision in the community, and through appropriate risk assessment for registered sex offenders in the community.

Continue the established partnerships and agreements with the Department of Corrections and Local Supervisory Authorities to return those offenders to custody who are determined to be too dangerous to remain in the community.

Continue to carefully screen inmates who are eligible to release from prison to ensure that the inmate is suitable for parole; that adequate community notice has been given; appropriate supervision conditions are imposed; and adequate community resources are available.

B) Reduce the Risk of Repeat Criminal Behavior

- Governor's Priority: Foster Safe Communities
- KPM #1: Parole Recidivism
- KPM #7: Administrative Review

Continue the partnership with the Department of Corrections and county governments, which maximizes the benefits of combined state and county resources, to fully implement the Oregon Accountability Model in an effort to improve release planning, transition, and community supervision to manage and shape behavior in prosocial ways.

Work in partnership with the Governor, Legislature, Department of Corrections, county governments and other public safety partners to develop a criminal justice system that maximizes public safety and encourages long-term behavior changes, and has sufficient flexibility to deal with the diversity of the criminal population and the public safety limitations inherent in releasing offenders to the community.

AGENCY SUMMARY NARRATIVE

(B cont'd)

Review and evaluate release decisions and processes to be more consistent with the latest evidence-based practices.

C) Ensure Legal Integrity

- Governor's Priority: Excellence in State Government
- KPM #7: Administrative Review
- KPM #8: Customer Service

Work with the Department of Justice to ensure that Board processes, decisions and actions are in full compliance with all applicable rules and laws.

Work with the Secretary of State to ensure proper measures are taken to provide transparency with public records requests.

D) Value Victims Interests

- Governor's Priority: Foster Safe Communities And Excellence in State Government
- KPM #3: Victim Notification
- KPM #8: Customer Service

Enhance support and communications with victims, co-victims, and victim groups by giving them a voice in the criminal justice system. Partner with victim resources to create a system which meets victims' needs from the commission of a crime, and throughout sentencing, incarceration, and community supervision.

Ensure victims have a role in the Sex Offender Notification Level processes.

Create a less intimidating and safer environment for victims and the general public who wish to participate in Board hearings by developing video conferencing capabilities with state prisons and selected county correction facilities;

E) Value Partnerships with Stakeholders

- KPM #8: Customer Service

Conduct an external survey of the Board's customers evaluating the Board's performance in meeting the needs of our stakeholders in providing information and direct services.

Partner with public safety agencies to develop and use a statewide criminal justice information system with vital offender information accessible to all public safety agencies.

AGENCY SUMMARY NARRATIVE

F) Operations Efficiency

- Governor's Priority: Excellence in State Government
- KPM #2: Order of Supervision
- KPM #3: Victim Notification
- KPM #4: Arrest Warrant
- KPM #6: Discharge of Supervision
- KPM #7: Administrative Review
- KPM #8: Customer Service

Work with our projected and existing resources to be a completely paperless agency.

Increase staff positions in order to effectively and efficiently conduct all statutory and administrative duties.

Maintain shared resources with Department of Corrections for continued service and development of the Parole Board Management Information System and continued integration of information between the Board, DOC, Community Corrections, and other public safety partners.

Improve records storage and retrieval system, including implementing an electronic records process, and improve public record request transparency.

The Board has submitted Policy Option Packages for additional staff positions, as well as funding for an inter-agency agreement with DOC in order to meet the abovementioned initiatives. Any legislative concepts filed by the Board had no fiscal impact.

AGENCY SUMMARY NARRATIVE

CRITERIA FOR 2017-19 BUDGET DEVELOPMENT

The FY 2017-19 budget reflects the following objectives developed through the Board's 24-month planning process:

- Increase staffing levels to perform the Boards statutorily required public safety functions.
- Monitor performance measure data as an indication of agency success in each of its statutory functions.
- Adjust the Board's funding for previously underfunded and rising Personal and Professional Services costs, driven by the passage of HB 2549 (2013) and HB 2320 (2015) for the implementation of a sex offender notification level system.
- Conduct hearings to determine whether release or re-release to supervision is consistent with the applicable rules and statutes, which reflect principles based on public safety, rehabilitation, and victims' rights. For the approximately 1221 inmates under the Board's release authority, the Board considers both static and dynamic factors in making its decision, including, but not limited to: the nature of the underlying convictions; the inmate's criminal history; the history and nature of the inmate's supervision in the community, including any violations; findings made by a psychologist or psychiatrist; the inmate's conduct while incarcerated; programs and activities completed or attended while incarcerated and/or in the community; treatment and supervision available in the community; release plans; victim statements and statement by the district attorney from the committing jurisdiction; if any, support in the community; and, best practices related to discretionary release and offender supervision in the community.
- Conduct reviews of assessment score objections by all registered offenders who are being classified to a Sex Offender Notification Level (SONL).
- Begin rulemaking with public safety partners and stakeholders for SONL hearings that begin January 2019.
- Continue working closely with the Department of Justice and the Department of Administrative Services Risk Management Division in the management of inmate and offender appeals. Legal costs have historically represented 10 - 20% of the Board's budget.
- Continue the collaboration and partnership in the management and responsibility of conducting parole violation hearings with county community corrections agencies. Hearings are able to be conducted at a reduced cost through the use of Inter-Governmental Agreements with various county governments.
- Continue to develop and refine business continuity plans to establish direction in performing agency statutory functions under circumstances involving a disaster.
- Continue to pursue an objective of operating more efficiently by establishing a paperless system.

BUDGET NARRATIVE

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Summary of 2017-19 Biennium Budget

**Parole & Post Prison Supervision, State Board of
Parole & Post Prison Supervision, State Bd of
2017-19 Biennium**

**Agency Request Budget
Cross Reference Number: 25500-000-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
2015-17 Leg Adopted Budget	28	26.00	7,818,830	7,807,978	-	10,852	-	-	-
2015-17 Emergency Boards	-	-	232,938	232,938	-	-	-	-	-
2015-17 Leg Approved Budget	28	26.00	8,051,768	8,040,916	-	10,852	-	-	-
2017-19 Base Budget Adjustments									
Net Cost of Position Actions									
Administrative Biennialized E-Board, Phase-Out	(3)	(1.00)	456,241	456,241	-	-	-	-	-
Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2017-19 Base Budget	25	25.00	8,508,009	8,497,157	-	10,852	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
Non-PICS Personal Service Increase/(Decrease)	-	-	36,259	36,259	-	-	-	-	-
Subtotal	-	-	36,259	36,259	-	-	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase - In	-	-	160,777	160,777	-	-	-	-	-
022 - Phase-out Pgm & One-time Costs	-	-	(491,330)	(491,330)	-	-	-	-	-
Subtotal	-	-	(330,553)	(330,553)	-	-	-	-	-
030 - Inflation & Price List Adjustments									
Cost of Goods & Services Increase/(Decrease)	-	-	382,695	382,293	-	402	-	-	-
State Gov't & Services Charges Increase/(Decrease)			106,818	106,818	-	-	-	-	-
Subtotal	-	-	489,513	489,111	-	402	-	-	-

Summary of 2017-19 Biennium Budget

**Parole & Post Prison Supervision, State Board of
Parole & Post Prison Supervision, State Bd of
2017-19 Biennium**

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040 - Mandated Caseload									
040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2017-19 Current Service Level	25	25.00	8,703,228	8,691,974	-	11,254	-	-	-

Summary of 2017-19 Biennium Budget

**Parole & Post Prison Supervision, State Board of
Parole & Post Prison Supervision, State Bd of
2017-19 Biennium**

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Cross Reference Number: 25500-000-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
Subtotal: 2017-19 Current Service Level	25	25.00	8,703,228	8,691,974	-	11,254	-	-	-
070 - Revenue Reductions/Shortfall									
070 - Revenue Shortfalls	-	-	-	-	-	-	-	-	-
Modified 2017-19 Current Service Level	25	25.00	8,703,228	8,691,974	-	11,254	-	-	-
080 - E-Boards									
080 - May 2016 E-Board	-	-	-	-	-	-	-	-	-
Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
Policy Packages									
101 - Finance 2015 Reclassifications	-	-	-	-	-	-	-	-	-
102 - Assessment Specialists	7	6.68	1,207,865	1,207,865	-	-	-	-	-
103 - Inter-Agency Agreement	-	-	218,000	218,000	-	-	-	-	-
104 - Hearings Officers	2	1.50	351,393	351,393	-	-	-	-	-
105 - Records Officers	1	1.00	154,816	154,816	-	-	-	-	-
106 - Victim Specialist	1	0.75	125,246	125,246	-	-	-	-	-
107 - Office Specialist	1	0.50	82,890	82,890	-	-	-	-	-
108 - Dues/Memberships	-	-	5,030	5,030	-	-	-	-	-
Subtotal Policy Packages	12	10.43	2,145,240	2,145,240	-	-	-	-	-
Total 2017-19 Agency Request Budget	37	35.43	10,848,468	10,837,214	-	11,254	-	-	-
Percentage Change From 2015-17 Leg Approved Budget	32.14%	36.27%	34.73%	34.78%	-	3.70%	-	-	-
Percentage Change From 2017-19 Current Service Level	48.00%	41.72%	24.65%	24.68%	-	-	-	-	-

Summary of 2017-19 Biennium Budget

**Parole & Post Prison Supervision, State Board of
Parole Board
2017-19 Biennium**

**Agency Request Budget
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	<i>Positions</i>	<i>Full-Time Equivalent (FTE)</i>	<i>ALL FUNDS</i>	<i>General Fund</i>	<i>Lottery Funds</i>	<i>Other Funds</i>	<i>Federal Funds</i>	<i>Nonlimited Other Funds</i>	<i>Nonlimited Federal Funds</i>
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Estimated Cost of Merit Increase			-	-	-	-	-	-	-
Base Debt Service Adjustment			-	-	-	-	-	-	-
Base Nonlimited Adjustment			-	-	-	-	-	-	-
Capital Construction			-	-	-	-	-	-	-
Subtotal 2017-19 Base Budget	25	25.00	8,508,009	8,497,157	-	10,852	-	-	-
Essential Packages									
010 - Non-PICS Pers Svc/Vacancy Factor									
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Subtotal	-	-	36,259	36,259	-	-	-	-	-
020 - Phase In / Out Pgm & One-time Cost									
021 - Phase - In	-	-	160,777	160,777	-	-	-	-	-
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Parole Board
2017-19 Biennium**

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040 - Mandated Caseload	-	-	-	-	-	-	-	-	-
050 - Fundshifts and Revenue Reductions									
050 - Fundshifts	-	-	-	-	-	-	-	-	-
060 - Technical Adjustments									
060 - Technical Adjustments	-	-	-	-	-	-	-	-	-
Subtotal: 2017-19 Current Service Level	25	25.00	8,703,228	8,691,974	-	11,254	-	-	-

Summary of 2017-19 Biennium Budget

**Parole & Post Prison Supervision, State Board of
Parole Board
2017-19 Biennium**

**Agency Request Budget
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080 - E-Boards									
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Subtotal Emergency Board Packages	-	-	-	-	-	-	-	-	-
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108 - Dues/Memberships	-	-	5,030	5,030	-	-	-	-	-
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Percentage Change From 2015-17 Leg Approved Budget	32.14%	36.27%	34.73%	34.78%	-	3.70%	-	-	-
Percentage Change From 2017-19 Current Service Level	48.00%	41.72%	24.65%	24.68%	-	-	-	-	-

PROGRAM PRIORITIZATION FOR 2017-19

Agency Name: Board of Parole & Post-Prison Supervision																			Agency Number: 25500			
2017-19 Biennium																						
Program 1																						
Program/Division Priorities for 2015-17 Biennium																						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
Priority (ranked with highest priority first)	Agency Initials	Program or Activity Initials	Program Unit/Activity Description	Identify Key Performance Measure(s)	Primary Purpose Program-Activity Code	GF	LF	OF	NL-OF	FF	NL-FF	TOTAL FUNDS	Pos.	FTE	New or Enhanced Program (Y/N)	Included as Reduction Option (Y/N)	Legal Req. Code (C, D, FM, FO, S)	Legal Citation	Explain What is Mandatory (for C, FM, and FO Only)	Comments on Proposed Changes to CSL included in Agency Request		
Agcy	Prgm/Div																					
25500	P1:D1	BOPPPS	Authority	Parole Release and Community Supervision	1,2,3,4,5,6,8	5	\$2,004,884					\$ 2,004,884	6.6	6.55	N	Y	S	ORS 144		(103) DOC Inter-Agency Agreement; (105) Records Specialist; (106) Victim Specialist; (107) Office Specialist		
25500	P1:D2	BOPPPS	Legal	Response to Legal Action and Review	7,8	5	\$541,861					\$ 541,861	1.8	1.75	Y	Y	S	ORS 144		(101) Position Reclassifications; (104) Hearings Officers; (105) Records Specialist; (108) Dues/Memberships		
25500	P1:D3	BOPPPS	Support	Policies, Rules, Operations	1,2,3,4,5,6,7,8	5	\$3,738,839					\$ 3,738,839	12.2	12.20	Y	Y	S	ORS 144, ORS 163A.100		(101) Position Reclassifications; (102) Assessment Specialists; (103) DOC Inter-Agency Agreement; (104) Hearings Officers; (105) Records Specialist; (106) Victim Specialist; (107) Office Specialist; (108) Dues/Memberships		
25500	P1:D4	BOPPPS	Authority	Sex Offender Notification Levels	3, 8	5	\$4,551,630					\$ 4,551,630	15	14.90	Y	Y	S	ORS 163A.100		(102) Assessment Specialists; (103) DOC Inter-Agency Agreement; (104) Hearings Officers; (106) Victim Specialist; (107) Office Specialist;		
												\$ 11,254										
												\$ 11,254										
							\$10,837,214					\$ 10,848,468	35	35.40								

Within each Program/Division area, prioritize each Budget Program Unit (Activities) by detail budget level in ORBITS

7. Primary Purpose Program/Activity Exists

- 1 Civil Justice
- 2 Community Development
- 3 Consumer Protection
- 4 Administrative Function
- 5 Criminal Justice
- 6 Economic Development
- 7 Education & Skill Development
- 8 Emergency Services
- 9 Environmental Protection
- 10 Public Health
- 11 Recreation, Heritage, or Cultural
- 12 Social Support

19. Legal Requirement Code

- C Constitutional
- D Debt Service
- FM Federal - Mandatory
- FO Federal - Optional (once you choose to participate, certain requirements exist)
- S Statutory

Document criteria used to prioritize activities:

To work in partnership with the Department of Corrections and local supervisory authorities to protect the public and reduce the risk of repeat criminal behavior through incarceration and community supervision decisions, based on applicable laws, victims' interests, public safety and recognized principles of offender behavior change.

***Please Note:** The Board of Parole & Post-Prison Supervision is one Program, which has been divided into four (4) Divisions. Changes to any one Division would result in changes to the others, as well. FTE, professional services, and operating costs are interlinked and shared across Divisions.

BUDGET NARRATIVE

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10% REDUCTION OPTIONS (ORS 291.216)

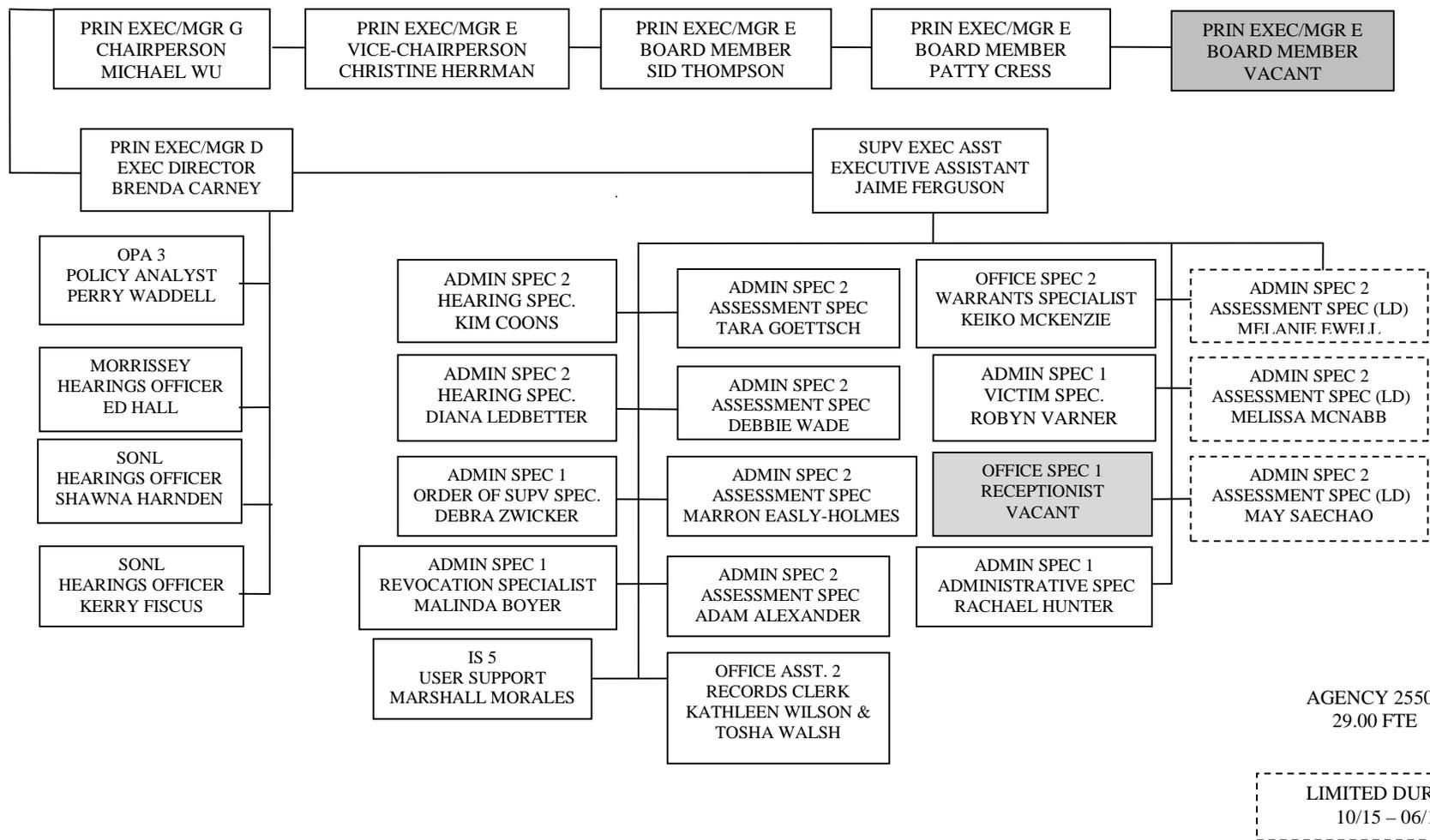
ACTIVITY OR PROGRAM	DESCRIBE REDUCTION	AMOUNT AND FUND TYPE	RANK AND JUSTIFICATION
(WHICH PROGRAM OR ACTIVITY WILL NOT BE UNDERTAKEN)	(DESCRIBE THE EFFECTS OF THIS REDUCTION. INCLUDE POSITIONS AND FTE IN 2017-19 AND 2019-21)	(GF, LF, OF, FF. IDENTIFY REVENUE SOURCE FOR OF, FF)	(RANK THE ACTIVITIES OR PROGRAMS NOT UNDERTAKEN IN ORDER OF LOWEST COST FOR BENEFIT OBTAINED)
<p style="text-align: center;">1 Package 031: Standard Inflation</p>	<p>IMPACTS ABILITY TO PAY COSTS FOR GOODS AND SERVICES, INCLUDING CONTRACTED SERVICES FOR PSYCHOLOGICAL EVALUATIONS, SEX OFFENDER ASSESSMENTS, ATTORNEY GENERAL SERVICES AND INTER-GOVERNMENTAL AGREEMENTS FOR HEARINGS OFFICERS. LIMITS OFFICE SUPPLIES, EQUIPMENT AND TECHNOLOGY NECESSARY TO COMPLETE CORE FUNCTIONS.</p>	<p style="text-align: center;">GF - \$285,821</p>	<p style="text-align: center;">1</p> <p>WHILE A REDUCTION IN INFLATION WOULD FURTHER REDUCE THOSE DESCRIBED SERVICES, IT WOULD NOT CEASE PROGRAM ACTIVITIES. <i>(NO LEGISLATIVE CONCEPT HAS BEEN FILED)</i></p>
<p style="text-align: center;">2 Professional Services</p>	<p>REDUCTION IN PROFESSIONAL SERVICES WILL INHIBIT THE BOARD'S ABILITY TO MAINTAIN EFFECTIVE CONTRACTED SERVICES FOR STATUTORILY REQUIRED PSYCHOLOGICAL AND SEX OFFENDER EVALUATIONS; INTER-GOVERNMENTAL AGREEMENTS, AND OTHER NECESSARY BUSINESS SERVICES.</p>	<p style="text-align: center;">GF - \$332,364</p>	<p style="text-align: center;">2</p> <p>REDUCTION IN PROFESSIONAL SERVICES WILL INHIBIT THE BOARD'S ABILITY TO COMPLETE CERTAIN STATUTORY DUTIES AND MAINTAIN SOME CONTRACTED SERVICES, BUT IT WILL NOT CEASE PROGRAM ACTIVITIES. <i>(NO LEGISLATIVE CONCEPT HAS BEEN FILED)</i></p>
<p style="text-align: center;">3 Information Systems Spec 5 Systems Analyst (4000027)</p>	<p>REDUCTION OF THIS POSITION TO .5 FTE WILL DELAY MAINTENANCE ON AGENCY COMPUTERS AND EQUIPMENT, AND WILL INCREASE THE BOARD'S RELIANCE ON THE DEPARTMENT OF CORRECTIONS' HELP DESK FOR SUPPORT. THIS WILL RESULT IN A GREATER DELAYED RESPONSE TIME FOR STAFF ISSUES IN NEED OF RESOLVING.</p>	<p style="text-align: center;">GF - \$114,695</p>	<p style="text-align: center;">3</p> <p>REDUCTION OF POSITION WILL REDUCE RESPONSE TIME FOR COMPUTER AND EQUIPMENT ISSUES. IT MAY AFFECT OTHER REQUIRED PROGRAM ACTIVITIES BECAUSE OF ASSISTANCE DELAYS, BUT IT WILL NOT CEASE PROGRAM ACTIVITIES. <i>(NO LEGISLATIVE CONCEPT HAS BEEN FILED)</i></p>

10% REDUCTION OPTIONS (ORS 291.216)

ACTIVITY OR PROGRAM	DESCRIBE REDUCTION	AMOUNT AND FUND TYPE	RANK AND JUSTIFICATION
(WHICH PROGRAM OR ACTIVITY WILL NOT BE UNDERTAKEN)	(DESCRIBE THE EFFECTS OF THIS REDUCTION. INCLUDE POSITIONS AND FTE IN 2017-19 AND 2019-21)	(GF, LF, OF, FF. IDENTIFY REVENUE SOURCE FOR OF, FF)	(RANK THE ACTIVITIES OR PROGRAMS NOT UNDERTAKEN IN ORDER OF LOWEST COST FOR BENEFIT OBTAINED)
<p style="text-align: center;">4 Office Specialist 1 Receptionist (4000029)</p>	<p>REDUCTION OF THIS POSITION TO .5 FTE WILL REDUCE THE BOARD'S ABILITY TO PROMPTLY RESPOND TO CUSTOMERS AND STAKEHOLDERS WHO MAY CALL OR VISIT THE BOARD. CERTAIN DUTIES FROM THIS DESK WILL BE SHIFTED TO OTHER POSITIONS, CREATING INCREASED WORKLOADS FOR STAFF.</p>	<p style="text-align: center;">GF - \$58,510</p>	<p style="text-align: center;">4</p> <p>REDUCTION OF POSITION WILL PRODUCE REDUCED RESPONSE TIME TO CUSTOMERS AND STAKEHOLDERS, AND WILL AFFECT OTHER PROGRAM ACTIVITIES DUE TO INCREASING WORKLOADS, BUT IT WILL NOT CEASE PROGRAM ACTIVITIES. <i>(No LEGISLATIVE CONCEPT HAS BEEN FILED)</i></p>
<p style="text-align: center;">5 Administrative Spec 2 Assessment Specialist (4170045)</p>	<p>REDUCTION OF THIS POSITION TO .5 FTE WILL INHIBIT THE BOARD'S ABILITY TO EFFECTIVELY COMPLETE STATUTORILY REQUIRED ASSESSMENTS BY THE PRESCRIBED DEADLINE OF DECEMBER 1, 2018 (ORS 163A.100). WORK WOULD BE SHIFTED TO OTHER STAFF, RESULTING IN ADDITIONAL DELAYS.</p>	<p style="text-align: center;">GF - \$77,808</p>	<p style="text-align: center;">5</p> <p>REDUCTION OF POSITION WILL INHIBIT THE BOARD'S ABILITY TO COMPLY WITH STATUTORY DUTIES AND DEADLINES, BUT IT WILL NOT CEASE PROGRAM ACTIVITIES. <i>(No LEGISLATIVE CONCEPT HAS BEEN FILED)</i></p>

AGENCY SUMMARY NARRATIVE

OREGON BOARD OF PAROLE AND POST-PRISON SUPERVISION 2015-17 ORGANIZATION CHART

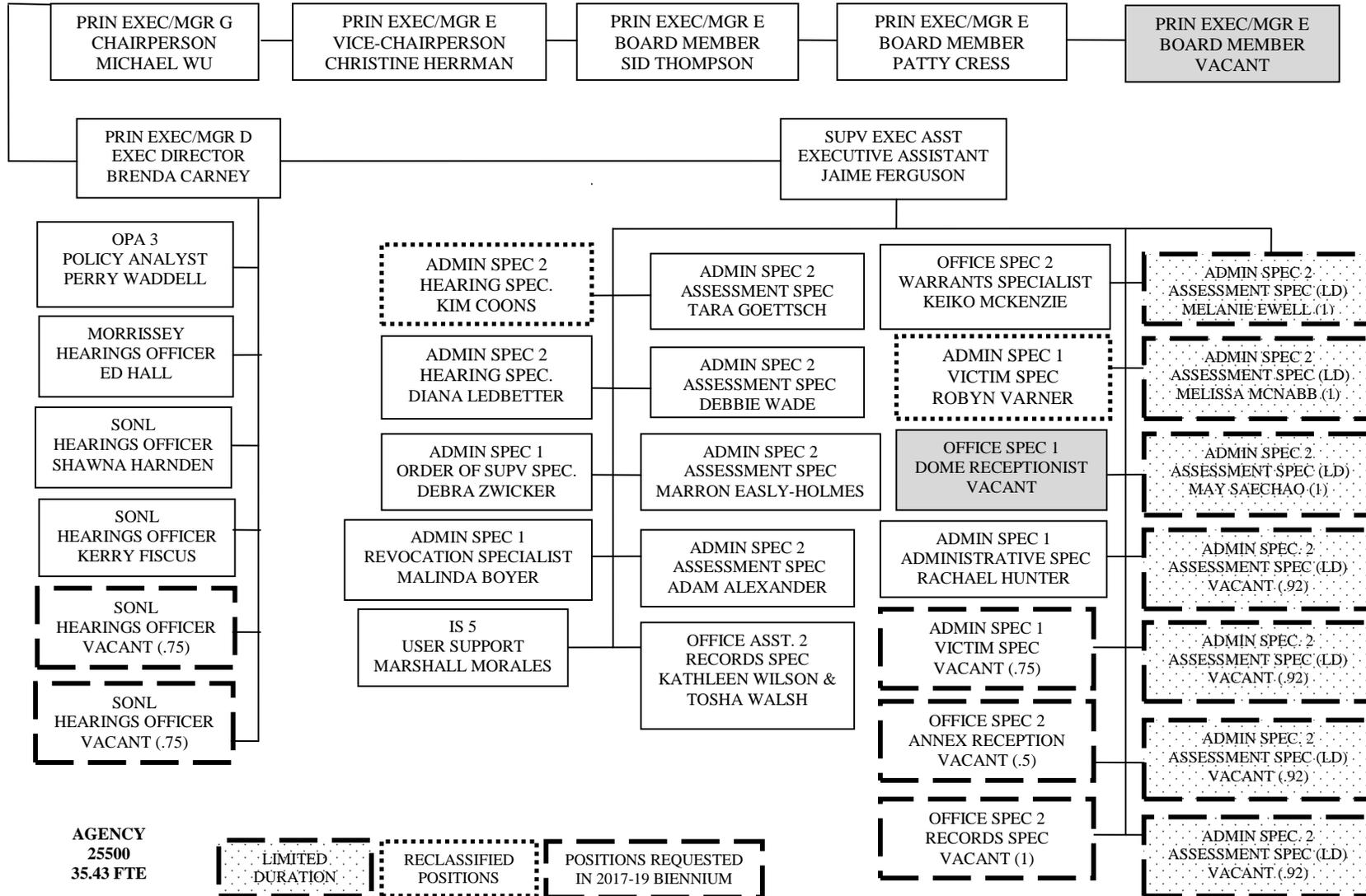


AGENCY 25500
29.00 FTE

LIMITED DURATION
10/15 – 06/19

AGENCY SUMMARY NARRATIVE

OREGON BOARD OF PAROLE AND POST-PRISON SUPERVISION 2017-19 ORGANIZATION CHART



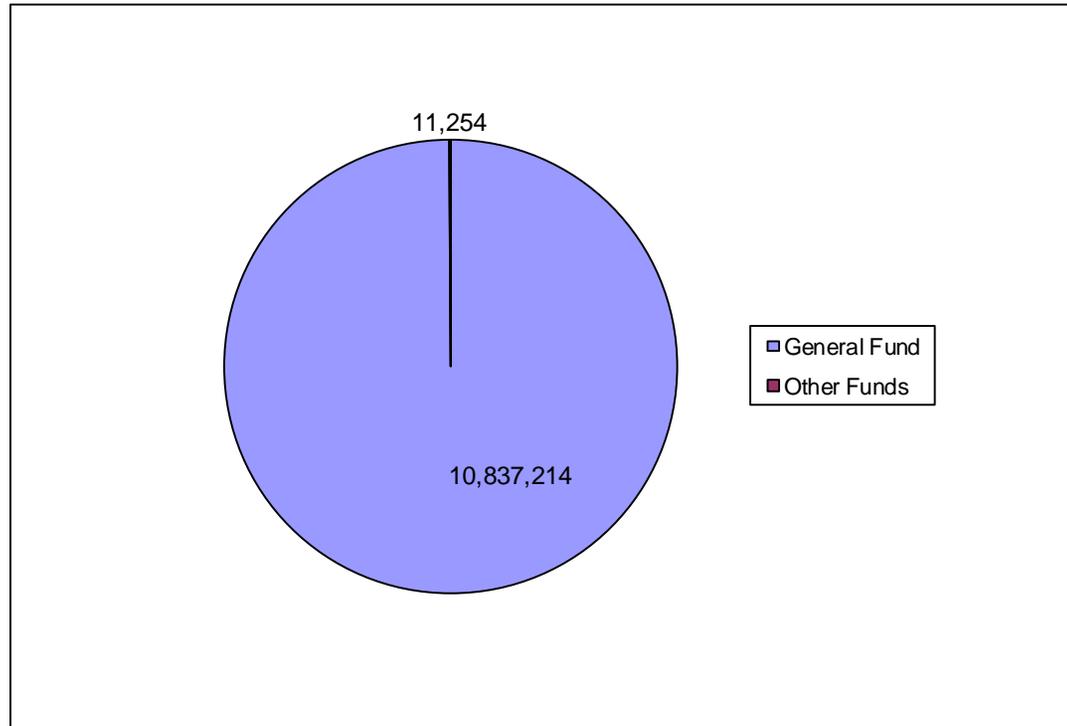
Summary Cross Reference Number	Cross Reference Description	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
013-00-00-00000	Parole Board						
	General Fund	4,451,421	7,807,978	8,040,916	10,837,214	-	-
	Other Funds	835	10,852	10,852	11,254	-	-
	All Funds	4,452,256	7,818,830	8,051,768	10,848,468	-	-
TOTAL AGENCY							
	General Fund	4,451,421	7,807,978	8,040,916	10,837,214	-	-
	Other Funds	835	10,852	10,852	11,254	-	-
	All Funds	4,452,256	7,818,830	8,051,768	10,848,468	-	-

BUDGET NARRATIVE

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REVENUE FORECAST NARRATIVE

The 2017-19 Agency Request Budget for the Board of Parole and Post-Prison Supervision is funded 99.9% by General Fund, and only .1% from Other Funds Revenue. The Board has only one program.



The main source of Other Funds Revenues for the Board is from the sale of documents and hearing tapes to members of the public and inmates/offenders. The documents include copies of offender files and records, Board Orders, and Administrative Rules. Additionally, Other Fund revenues include collection of appellate judgements owed to the Board.

In January 1988, the Emergency Board granted an Other Funds limitation to the Board, which is used for office supplies and services. This limitation has been continued with slight increases in the approved spending amount over time.

In 2017-19, there are no proposed changes in revenue sources or fees, nor are there any proposals for new legislation.

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

Source	Fund	2013-15	2015-17	2015-17	2017-19		
		Actuals	Legislatively Adopted	Legislatively Approved	Agency Request	Governor's	Legislatively Adopted
Fines and Forfeitures	OF	1,165	5,072	5,072	5,072		
Sales Incom	OF	3,618	5,258	5,258	5,258		

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

Parole & Post Prison Supervision, State Board of
2017-19 Biennium

Agency Number: 25500

Cross Reference Number: 25500-000-00-00-00000

<i>Source</i>	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Other Funds						
Fines and Forfeitures	1,165	5,072	5,072	5,072	-	-
Sales Income	3,618	5,258	5,258	5,258	-	-
Total Other Funds	\$4,783	\$10,330	\$10,330	\$10,330	-	-

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

Parole & Post Prison Supervision, State Board of
2017-19 Biennium

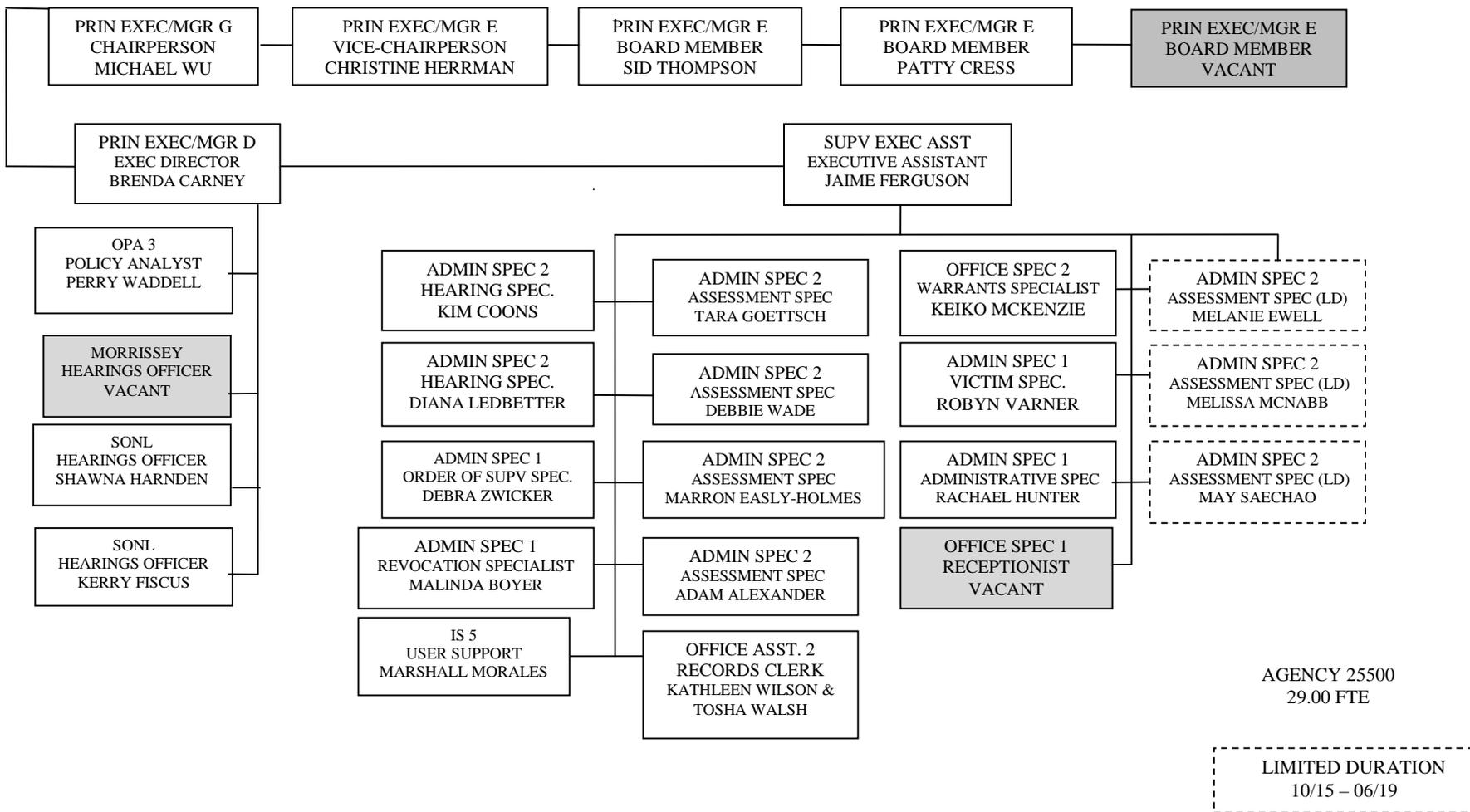
Agency Number: 25500

Cross Reference Number: 25500-013-00-00-00000

<i>Source</i>	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Other Funds						
Fines and Forfeitures	1,165	5,072	5,072	5,072	-	-
Sales Income	3,618	5,258	5,258	5,258	-	-
Total Other Funds	\$4,783	\$10,330	\$10,330	\$10,330	-	-

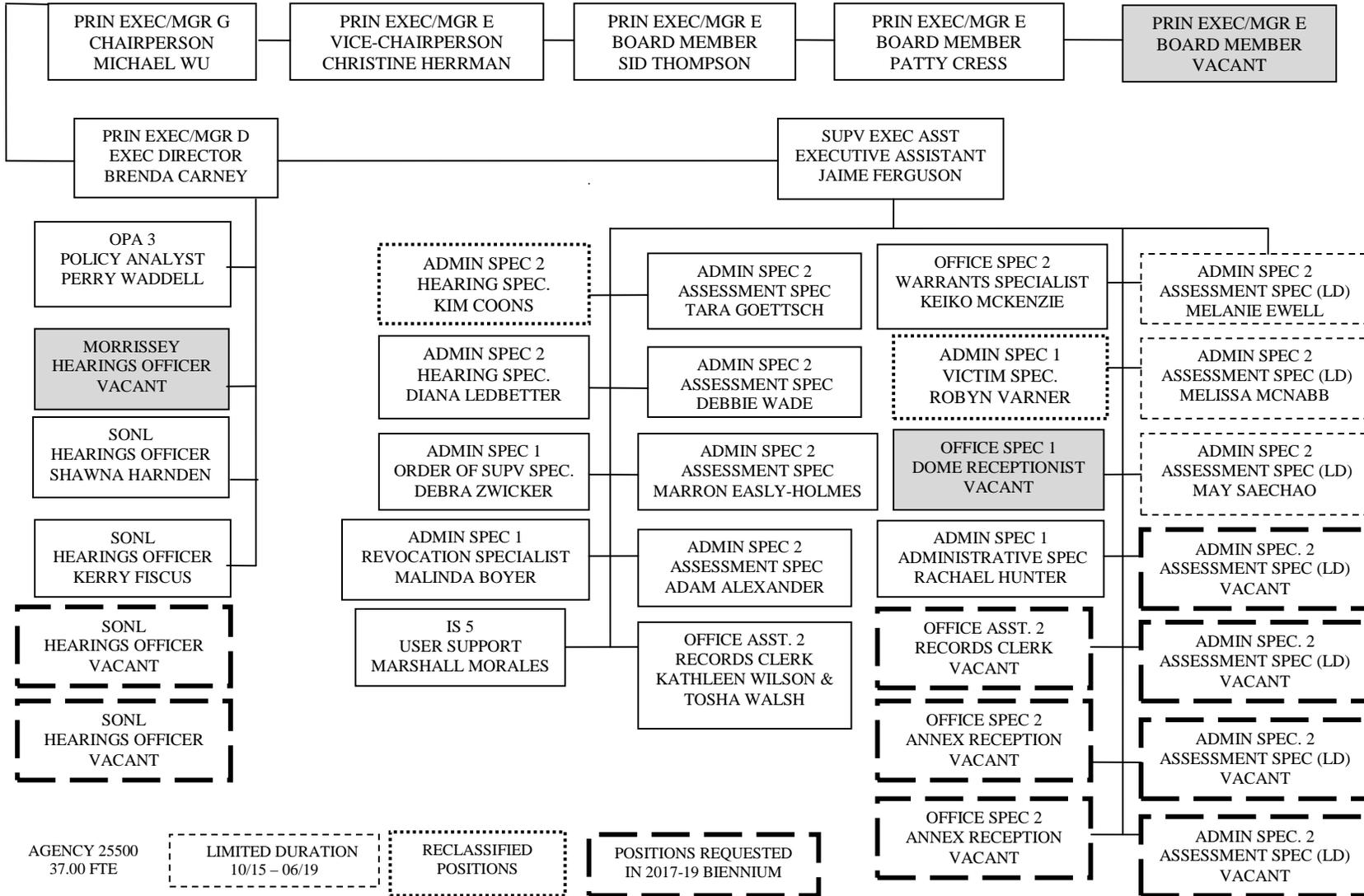
PROGRAM UNITS ORGANIZATION CHARTS

OREGON BOARD OF PAROLE AND POST-PRISON SUPERVISION 2015-17 ORGANIZATION CHART



PROGRAM UNITS ORGANIZATION CHARTS

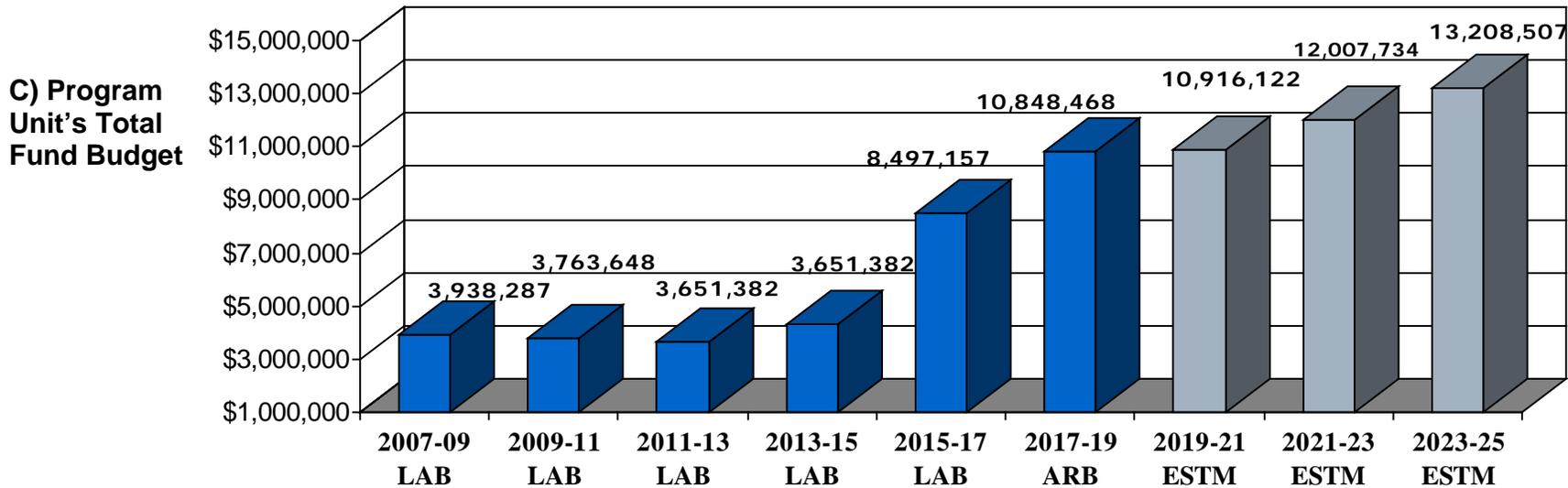
OREGON BOARD OF PAROLE AND POST-PRISON SUPERVISION 2017-19 ORGANIZATION CHART



PROGRAM UNIT EXECUTIVE SUMMARY

Oregon Board of Parole & Post-Prison Supervision:

A) Primary Long Term Focus Area: Public Safety/Fostering Safe Communities
Secondary/Tertiary Outcome Area: Excellence in State Government
B) Program Contact: Brenda Carney, 503-945-0919



D) Program Overview:

The Board of Parole and Post-Prison Supervision (the Board) protects the public and reduces the risk of repeat criminal behavior through its incarceration and evidence- and research-based release and community supervision decisions. The Board also classifies registered sex offenders to a community notification level based on their risk to reoffend in the community, and determines qualifications for reclassification and/or relief from registration. This program functions as a major partner in the criminal justice system through its release decisions, supervisory authority, victim involvement and support, and stakeholder involvement. The Board also maintains its partnership with the Department of Corrections through evidence- and research-based supervision and intervention methods, as well as training and community education efforts.

PROGRAM UNIT EXECUTIVE SUMMARY

E) Program Funding Request:

This program is requesting **\$10,848,468** to continue as the releasing authority for certain inmates and the supervising authority for offenders on parole and post-prison supervision. This includes making release decisions on approximately 1220 inmates in prison, and serving as the supervising authority for over 14,000 offenders in the community. Additionally, this program is requesting increased funding to complete its statutorily mandated duties pursuant to ORS 163A.100, et seq. for Sex Offender Notification Level classification. This request includes funding for the following Policy Option Packages:

- **101 Finance 2015 Reclassifications:** This package requires no additional funding; however, legislative approval is needed to complete the position reclassifications. These positions, in part, ensure that the Board meets the requirements outlined in KPM #s 1, 3, and 8.
- **102 Assessment Specialists (AS2):** This package requests **\$1,207,865** to continue three (3) limited duration positions from the 2015-17 biennium, and establish an additional four (4) limited duration positions to effectively complete the required sex offender assessments under ORS 163A.100, et seq. This will impact KPM #s 3 and 8, and the Governor's Priority: Fostering Safe Communities. *(Limited duration positions only thru June 30, 2019.)*
- **103 Inter-Agency Agreement:** This package requests **\$218,000** in order to continue maintenance and development for the Parole Board Management Information System by the Department of Corrections. This will impact KPM #s 2, 3, 4, 6, 7 and 8, as well as the Governor's Priority: Excellence in State Government.
- **104 Hearings Officers:** This package requests **\$351,393** to establish two (2) Hearings Officer positions. Hearings Officers will review registrant objections to risk assessments and determine accuracy of information, as well as conduct reclassification and relief from registration hearings beginning January 2019. This will impact KPM #s 3 and 8, and the Governor's Priority: Fostering Safe Communities.
- **105 Records Specialist (OS2):** This package requests **\$154,816** to establish one (1) Records Specialist position to assist the Board with the current Records Office workload, as well as implement more streamlined record and archiving processes and improve the Board's response time for public records requests. This will impact KPM #s 7 and 8, and the Governor's Priority: Excellence in State Government.

PROGRAM UNIT EXECUTIVE SUMMARY

- **106 Victim Specialist (AS1):** This package requests **\$125,246** to establish one (1) Victim Specialist position. This position will assist with the current victim specialist workload, but will also assist in creating a process to register and assist victims through the Sex Offender Notification Level process, specifically during the reclassification and relief hearings beginning January 2019. This will impact KPM #s 3 and 8, and the Governor's Priority: Fostering Safe Communities.

- **107 Office Specialist (OS2):** This package requests **\$82,890** to establish one (1) Office Specialist position. This position will assist the Board with daily clerical and administrative duties at the Annex location and serve at the reception desk for public check in during reclassification and relief hearings. This will impact KPM #8 and the Governor's Priority: Excellence in State Government.

- **108 Dues/Membership:** This package requests **\$5,030** to pay for Board member and staff Oregon State Bar membership dues, as well as various association memberships required for specified annual training events. This will impact KPM #s 1, 5 and 8, and the Governor's Priorities: Excellence in State Government and Fostering Safe Communities.

Estimated costs 2015-17 through 2021-2023:

	<u>POP 101</u>	<u>POP 102</u>	<u>POP 103</u>	<u>POP 104</u>	<u>POP 105</u>	<u>POP 106</u>	<u>POP 107</u>	<u>POP 108</u>
<u>2017-19</u>	\$0.00	\$1,207,865	\$218,000	\$351,393	\$154,816	\$125,246	\$82,890	\$5,030
<u>2019-21</u>	\$0.00	*	\$226,284	\$369,490	\$160,454	\$146,065	\$136,759	\$5,221
<u>2021-23</u>	\$0.00	*	\$235,562	\$385,747	\$167,514	\$152,492	\$142,777	\$5,435

**Indicates limited duration positions ending June 30, 2019.*

PROGRAM UNIT EXECUTIVE SUMMARY

F) Program Description:

Parole is a period of supervision in the community following release from prison for offenders with convictions that have a crime commitment date before November 1, 1989, as well as those who have been sentenced as 'dangerous offenders', and those convicted of murder or aggravated murder who are eligible for parole. Offenders on parole are released from prison by the Board before their sentences are completed, and serve the remainder of the sentence under community supervision. **Post-Prison Supervision** is a sentence of correctional supervision in the community following a prison or jail sentence for offenders with convictions that have a crime commitment date on or after November 1, 1989. For most of these crimes, the sentencing court and the Department of Corrections establish the length of prison terms using statutory guidelines. The Board determines the conditions of supervision.

The Board of Parole & Post-Prison Supervision has one decision unit and is, therefore, one program. Contained within the agency's statutory authority, this program's listed functions are as follows:

- Set parole dates for inmates committing felony crimes prior to November 1, 1989; determine when, or if, inmates sentenced for murder or aggravated murder, and who are eligible for parole, or those sentenced as "dangerous offenders" should be released from prison, regardless of the date of crime.
- Establish conditions of community supervision for all offenders being released from prison.
- Issue warrants for Board offenders who have absconded and sanction those offenders in violation of community supervision.
- Notify victims and criminal justice stakeholders of Board hearings and inmate releases.
- Monitor, adjust and discharge an offender's status on supervision.
- Respond to inmate and offender administrative and judicial appeals.
- Adopt administrative procedures and rules in accordance with statutory and policy changes. Provide education, training and resource materials to stakeholders, including DOJ, community corrections employees, DOC counselors, tribal representatives, district attorneys, defense attorneys, legislators and others.
- Assess and classify registered sex offenders into community notification levels based on their risk to reoffend in the community. Future processes will include hearings for reclassification and relief from sex offender registration.
- Respond to public, media and offender inquiries.

Program Justification and Link to Long Term Outcomes:

The purpose of the Board of Parole and Post-Prison Supervision is to contribute to the safety of Oregonians by establishing and overseeing the supervision practices on every offender released from the Oregon Department of Corrections. In addition, the Board makes release decisions on Oregon's most dangerous criminals, and does so by utilizing both policies and practices that target only those offenders who are ready for reentry into our communities. The vision described in the Governor's Long Term Outcomes for

PROGRAM UNIT EXECUTIVE SUMMARY

Fostering Safe Communities includes managing offenders within local public safety systems rather than in prisons. The Board of Parole & Post-Prison Supervision is essential to the management of these offenders.

The Long Term Outcomes include these strategies:

- **Deter and reduce the amount of crime and dysfunctional behaviors in the community:** The Board responds to violations of supervision in the community with swift and sure sanctions that address the behavior while also considering the criminogenic and rehabilitative needs of the offender.
- **Reduce reliance on prison:** The Board reserves the option of returning offenders to prison for only the most serious behavioral violations which directly threaten the public's safety.
- **Evidence-based supervision strategies:** The Board collaborates with its Department of Corrections and Community Corrections partners to establish supervision conditions that adhere to the risk-need principle, which places the offender in the best situation for successful reintegration into the community.
- **Communications systems:** The Board has policies and practices in place for responses to warrant requests from the community corrections field. These communication protocols result in our warrants being completely processed through the law enforcement communication systems, and, therefore, enabling our law enforcement partners to respond swiftly to violation matters.
- **Improve citizen access to justice:** The Board notifies community corrections partners, individual victims, and district attorney offices of upcoming hearings to allow each access to represent how the offender's criminal behaviors have impacted them and the public's safety.

These functions of the Board strengthen the local supervision of offenders, as well as the swiftness and certainty of punishment in county jails; they reduce the likelihood for offenders to commit future crime and promote re-entry into the community; develop and coordinate shared public safety data and real-time communication systems to increase responsiveness to protect citizens; and improves citizen access to justice and the ability to exercise their rights.

Program Performance:

Performance in this program is measured in a number of ways. The most significant measure is the rate at which offenders remain out of prison upon release, which is the inverse of the recidivism rate.

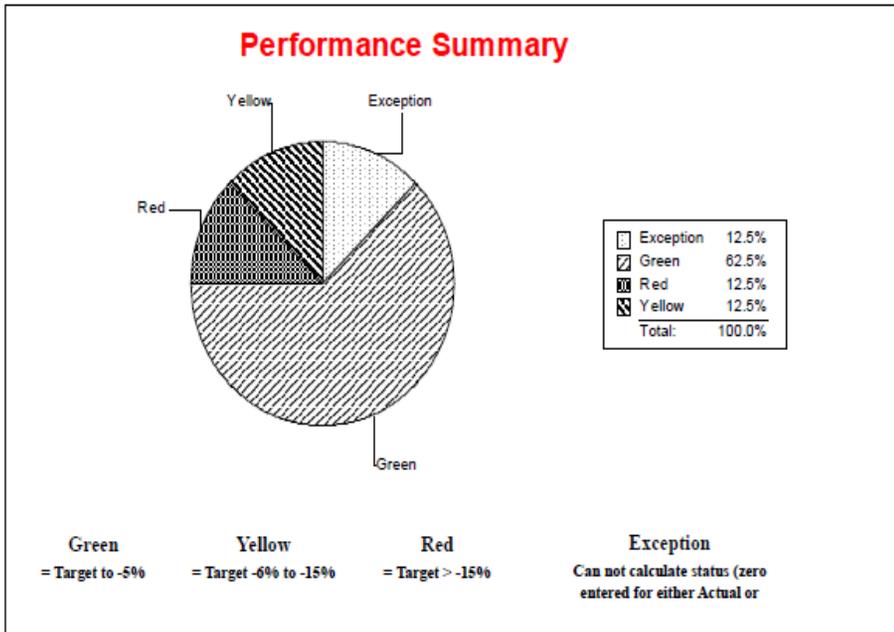
According to statistics pulled from the Department of Corrections, offenders who released to parole or post-prison supervision between 2009 and 2012 have maintained a 74.1% success rate.

PROGRAM UNIT EXECUTIVE SUMMARY

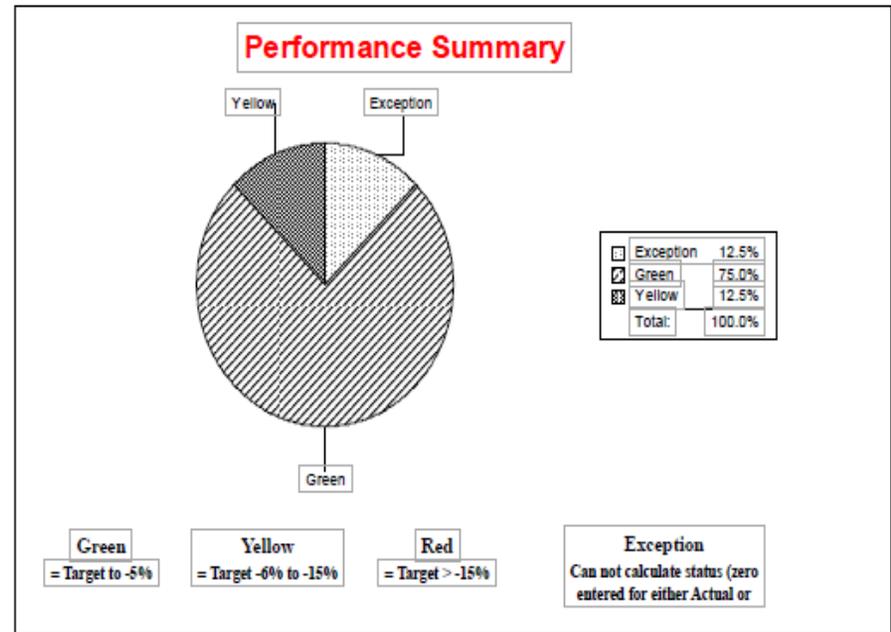
Additional Performance Measures:

Legislatively adopted budget key performance measures 3 (Victim Notification), 4 (Arrest Warrants) and 5 (Revocation): Measure the percentage of victim notification, the timeliness of processing warrants, and the percentage of revocation used for supervision violations.

2013-2014



2014-2015



Enabling Legislation/Program Authorization:

The statutory authority of the Oregon Board of Parole & Post-Prison Supervision is in Oregon Revised Statutes, Chapter 144 and Chapter 163A.100 et seq.; Oregon Administrative Rules, Divisions 255 and 213; and the Oregon Constitution, Article 1 Bill of Rights, establishes the Fundamental Principles of Oregon's Criminal Justice System, Section 15.

PROGRAM UNIT EXECUTIVE SUMMARY

Funding Streams:

The Board's primary source of funding is the General Fund, supporting agency operations and 29 full-time employees.

Significant Proposed Program Changes from 2015-17:

Please see "Program Funding Request" section of this report. The Board is proposing the abovementioned changes in order to comply with statutory obligations, as well as properly maintain Board functions by increasing funding for required offender services and increase staffing to perform agency duties. The proposed changes increase the Current Service Level by \$2,340,459; however, \$1,207,865 is for limited duration positions through June 30, 2019.

BUDGET NARRATIVE

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PROGRAM UNIT NARRATIVE

The Board of Parole & Post-Prison Supervision has one decision unit and is, therefore, one program.

While the Board's **release** authority has dwindled over the years to approximately 1221 inmates, its supervisory authority over offenders on Post-Prison Supervision in the community has risen to over 14,000 offenders. The Board reviews and votes on every release plan submitted by inmates preparing for their departure from the Department of Corrections, ensuring they will have the most successful re-entry, based on available housing and resources. The Board also determines the conditions of supervision prior to an inmate's release, which initiates future action for reviewing and voting every warrant request and sanction or revocation report submitted by a supervising officer for violations of those conditions.

Pursuant to HB2549 (2013) and HB2320 (2015), the Board is responsible for assessing and classifying Oregon's registered sex offenders to a Sex Offender Notification Level (SONL). Over 10,000 registered sex offenders are to be classified by December 1, 2018, and the Board must also assess and classify new releases from DOC and any out-of-state registrants. While the Board was granted funding in 2015-17 for two (2) permanent and three (3) limited duration Administrative Specialist positions to complete the assessments, more recent statistics show a higher number of registrants who require the assessment. The Board is in need of additional staff to complete the assessments and develop and carry out the rules and processes for the SONL system outlined in ORS 163A.100 et seq.

The Board's primary funding source is the General Fund, supporting Agency operations and 29 full-time employees. Due to statutory changes and workload increases over the past several biennia, the Board has submitted policy option packages for twelve (12) additional positions: Seven (7) limited duration Assessment Specialists (AS2); two (2) Hearings Officers; one (1) Records Specialist (OS2); one (1) Victim Specialist (AS1); and one (1) Office Specialist (OS2). We have also submitted packages to increase funding for an inter-agency agreement with the Department of Corrections and additional funding for annual dues and memberships for Board members and staff. **Total funding requested by agency in policy packages: \$2,145,240.**

The main source of Other Funds revenue for the Board is from the sale of documents and hearing tapes to members of the public and inmates/offenders, and by collection of court-ordered restitution owed to the Board from appellate decisions. **The current projection for 2017-19 OF revenues is \$11,254.** No significant changes are proposed.

The Board's base budget of \$8,497,157 is increased to a modified essential budget of \$8,691,974. This amount includes \$491,330 that is phased out from initial supplies and services provided for new positions in 2015-17, as well as initial moving and leasing costs to expand office space. Increases for phase-in funding include adjusted facility and leasing costs, as well as supplies and services for employee expenses totaling \$160,777; standard inflation totaled \$285,821 and above-standard inflation totaled \$203,290 for adjustments in facility and leasing costs. A technical adjustment of \$70,000 shifted funding from Attorney General costs to Medical Services in order to appropriately subsidize contracts for required psychological evaluations for those inmates who are eligible to appear before the Board for consideration of parole. **The total Agency Budget Request is \$10,848,468.**

BUDGET NARRATIVE

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PROGRAM UNIT - POLICY OPTION PACKAGES

Position Reclassifications – Package 101

Purpose

- 1) Reclassification of an Office Specialist 1 (Position #4000008, C0103, Victim Specialist) to an Administrative Specialist 1 (C0107, SR17 Step 2).
- 2) Reclassification of an Administrative Specialist 1 (Position #4000015, C0107, Hearings Specialist) to an Administrative Specialist 2 (C0108, SR 19 Step 2).

Reclassify two (2) staff positions to accurately reflect the level of responsibility required. **These positions have been approved for reclassification by the Department of Administrative Services.**

1) Victim Specialist (VS) provides services and support to all victims who are registered with the Board for notification. VS assists management in developing procedures, systems and forms necessary to complete the agency's work, as well as delivery of services to victims, stakeholders and partnering agencies. VS reviews and tracks victim requests for information; discusses safety planning for victims and family preparing for an offender's release; and provides statutorily mandated notification to victims and local district attorneys. VS must practice crisis/trauma intervention and assess victims' immediate and long-term needs in preparation for Board hearings, including sex offender reclassification and relief of registration hearings, as well as preparation for inmate release.

VS plans, prepares and presents training and/or informational sessions for agency staff, stakeholders, or to the public to educate on agency services, as well as changes in statute or rule that may affect procedures for those services. VS represents the Board on crime victims' rights task forces, advisory boards and committees as requested. VS collects data and prepares reports outlining impacts of legislation or changes in procedures on agency program, and compiles information related to Key Performance Measures.

2) Hearings Specialist (HS) coordinates and schedules all in-person, video conference and telephonic Board hearings within the Department of Corrections (DOC) institutional settings, as well as ensuring inmates are transported to the appropriate locations for the hearings and maintains an electronic recording of each hearing and files or archives as required. HS provides notification to DOC, stakeholders, attorneys and other relevant parties of scheduled hearings and interprets agency services, rules, policy and procedures for such hearings. HS completes standard verbiage on Board Action Forms (BAF) for Board members to review and approve, creates hearing packets for each Board member to review prior to each hearing, and arranges for any necessary interpreters.

PROGRAM UNIT - POLICY OPTION PACKAGES

HS maintains records for offender psychological evaluations and schedules those evaluations with the appropriate provider. HS coordinates with community providers for those offenders who may be out of the local area or out of state and arranges for interpreters, if needed. HS orders and maintains post-sentence reports for Aggravated Murder, Murder and dangerous offenders as needed; provides research for Key Performance Measures and other requested statistics and compiles information requested by the Department of Justice. HS will provide support to the Board and Hearings Officers during reclassification and relief of registration hearings for those sex offenders classified under the Sex Offender Notification Level system (ORS 163A.100 et seq.) HS is back-up for several positions, including Warrants, Sanctions and Orders of Supervision.

The following factors have dramatically altered and/or affected the Board's role and workload in recent years:

- Implementation of sentencing guidelines in 1989;
- Implementation of SB 1145 in 1995;
- Implementation of HB 2549 in 2013;
- Implementation of HB 3194 in 2013;
- Implementation of HB 2320 in 2015;
- Increases in inmate and offender populations;
- Increases in, and results of, inmate and offender judicial appeals;
- Increases in victim participation in post-sentencing matters;
- Biennial statutory changes.

Benchmarks facilitated will include:

- **KPM #3 Victim Notification** – The percentage of active registered victims for which the Board has an accurate point of contact for notification of hearings and of an offender's release. (***Note: A request for change to this KPM has been submitted to include a more meaningful measurement of performance.*)
- **KPM #7 Administrative Review** – The percentage of administrative review responses completed and mailed within 60 days of receipt of an inmate/offender administrative review request.
- **KPM #8 Customer Service** - the percentage of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timelines, accuracy, helpfulness, expertise, and availability of information.

PROGRAM UNIT - POLICY OPTION PACKAGES

- **Governor's Priorities: Excellence in State Government and Fostering Safe Communities** – Ensuring appropriate notifications are sent to registered victims in a timely manner, as well as providing appropriate services and safety planning to those victims who request it.

Agency strategic plan provisions are advanced in the areas of:

- **Protect the Public:** Promote and help develop laws, rules and policies to improve public safety through appropriate release decisions and effective conditions and sanctions for those on supervision in the community. Continue the established partnerships and agreements with the Department of Corrections and Local Supervisory Authorities to return those offenders to custody who are determined to be too dangerous to remain in the community.
- **Value Victims Interests:** Continue to enhance support and communications with victims, co-victims, and victim groups by giving victims a voice in the criminal justice system. Partner with victim advocates to create a system which meets victims' needs from the commission of a crime, and throughout sentencing, incarceration, and community supervision. Ensure victims have a role in the Sex Offender Notification Level processes. Create a less-intimidating and safer environment for victims and the general public who wish to participate in Board hearings by developing video conferencing capabilities with state prisons and selected county correction facilities; and enhance communications with victims, co-victims, victim advocates, and victim groups.
- **Value Partnerships with Stakeholders:** Meet the needs of our stakeholders by providing information and direct services.
- **Ensure Legal Integrity:** Work with the Department of Justice to ensure that Board processes, decisions and actions are in full compliance with all applicable laws.

How Achieved:

Budget and position cuts in prior biennia required the Agency to disperse various duties throughout the remaining staff. Continuity of duties by these positions will ensure efficient workflow within the agency.

Quantifying Results

Staffing audits will confirm appropriate classification for this position.

PROGRAM UNIT - POLICY OPTION PACKAGES

STAFFING IMPACT

None

REVENUE SOURCE

General Fund - \$0

Governor's Balanced Budget

Staffing Impact

Revenue Source

General Fund -

2017-19 Fiscal Impact

PROGRAM UNIT - POLICY OPTION PACKAGES

Assessment Specialists – Package 102

Purpose

A. Establish seven (7) limited duration Assessment Specialist positions (C0108 AP, SR19). Three (3) positions were previously funded in 2015-17 and were projected to continue through June 30, 2019; these positions would continue at step 5. Four (4) additional positions would be new and funded at step 2; their duration would also be through June 30, 2019.

Pursuant to HB2549 (2013) and HB2320 (2015) the Board is responsible for assessing and classifying Oregon's registered sex offenders to a Sex Offender Notification Level (SONL) based on their risk to reoffend in the community. This not only includes over 10,000 current registrants who are to be classified by December 1, 2018, but also those currently incarcerated with the Department of Corrections (DOC) for sex crimes to be classified prior to release, and those who have been released from DOC since January 1, 2014. It is projected that nearly 1400 sex offenders will be released from DOC in the 2017-19 biennium. Under HB2549, inmates were under DOC jurisdiction for assessment and classification; however, under HB2320, those duties shifted to the Board and created a backlog of assessments for released registrants. The Board is also responsible for assessing and classifying new out-of-state registrants. In addition to assessment and classification, the Board is responsible for reviewing and responding to registrant objections to assessment scores before a final classification is made.

The Board currently employs four (4) permanent and three (3) limited duration Assessment Specialists (part of package), who compile registrant information from DOC and the Oregon State Police Sex Offender Registry (SOR) databases. They review each registrant's information to determine the type of assessment needed based on their sex crime, gender and age at the time of their offense(s). Assessment Specialists request records from numerous resources to obtain the most information possible to complete an accurate and meaningful assessment that reflects a registrant's risk to reoffend in the community. They also ensure that registrants receive full due process rights by providing assessment information to registrants for review and allowing an opportunity to object to any factual information that may be incorrect.

Assessment Specialists correctly interpret and apply laws, rules, policies and procedures that govern registered sex offenders in Oregon, identified in ORS 163A.100 et seq., and OAR 255 Divisions 85, as well as all applicable laws, administrative rules, Board policies and procedures.

Updated statistics from DOC show there are over 10,000 current registrants who require assessment and classification by December 1, 2018 vs the original approximation of 6500. Additionally, with the increased responsibility of DOC inmates and those released since

PROGRAM UNIT - POLICY OPTION PACKAGES

January 1, 2014, there is a backlog of assessments which has greatly delayed the process. Without additional Assessment Specialists, the Board will not meet the December 1, 2018 deadline.

The following factors have dramatically altered and/or affected the Board's role and workload in recent years:

- The implementation of sentencing guidelines in 1989;
- The implementation of HB2549 in 2013;
- The implementation of HB2320 in 2015;
- Increases in inmate and offender populations;
- Increases in the number of registered sex offenders;
- Increases in, and results of, inmate and offender judicial appeals;
- Increases in victim participation in post-sentencing matters;
- Biennial statutory changes.

Benchmarks facilitated will include:

- **KPM #8 Customer Service:** Percent of customers rating their satisfaction with the Agency's customer service as "good" or excellent"; overall customer service, timelines, accuracy, helpfulness, expertise and availability of information.
- **Governor's Priority: Fostering Safe Communities** – Assessment Specialists will apply validated and research-based risk assessments and ensure they are accurate and meaningful to present a registrant's risk to re-offend in the community.

Agency strategic plan provisions are advanced in the areas of:

- **Protect the Public:** Promote and help develop laws, rules and policies to improve public safety through appropriate risk assessment for registered sex offenders in the community.
- **Ensure Legal Integrity:** Work with the Department of Justice to ensure that Board processes, decisions and actions are in full compliance with all applicable laws.
- **Value Victim Interests:** Ensure victims have a role in the Sex Offender Notification Level processes.

PROGRAM UNIT - POLICY OPTION PACKAGES

- **Value Partnerships with Stakeholders:** Meet the needs of our stakeholders in providing information and direct services. Partner with public safety agencies to develop and use SONL standards throughout the state.
- **Operations Efficiency:** Increase staff positions in order to effectively and efficiently conduct all statutory and administrative duties

How Achieved:

If approved, three (3) of the Assessment Specialist positions would be implemented July 1, 2017, as a continuation from the 2015-17 program allotment, and the remaining four (4) Assessment Specialists would be implemented in September 2017. The additional Assessment Specialist positions will provide a more equal distribution of daily work and increase the Board's ability to meet statutory requirements.

Quantifying Results:

Staffing audits will confirm appropriate classification of these positions. Assessments and classifications will be tracked for volume and disposition.

STAFFING IMPACT:

Positions	7
FTE	6.68

REVENUE SOURCE:

General Fund -	\$1,207,865
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Governor's Balanced Budget:

Staffing Impact:

Revenue Source:

General Fund –

2017-2019 Fiscal Impact:

BUDGET NARRATIVE

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PROGRAM UNIT - POLICY OPTION PACKAGES

DOC Inter-Agency Agreement – Package 103

Purpose

A. Increase the funding for Professional Services by **\$218,000** in order to establish an inter-agency agreement with the Department of Corrections (DOC) for the continued development and maintenance of the Parole Board Management Information System (PBMIS).

The Board currently shares IT network, data and maintenance services with DOC. DOC's Correctional Information System (CIS) interfaces with PBMIS and shares data between the Board, DOC and Community Corrections. In 2014, DOC advised the Board that failure of PBMIS was imminent based on its outdated programming and DOC's need to continue with upgrades to CIS; they could not proceed with their programming without first resolving PBMIS issues, due to the interface between the two systems. The Board received funding from the E-Board to establish an inter-agency agreement with DOC, specifically for the purpose of DOC rewriting PBMIS from an unsupported 1997 software program to a web-based Java platform.

PBMIS went live in September 2015 and has increased the Board's ability to streamline processes from desk to desk, and has decreased paper and printing costs approximately 49% by electronically storing and transferring nearly 80% of the Board's generated documents.

Because DOC completed the rewrite using their resources, it is now completely maintained by DOC IT services. Although the rewrite of PBMIS has been increasingly successful, there are still corrections and enhancements that must be completed in order for the Board to be complete in its functionality. Unfortunately, DOC does not have the manpower to provide the full-time resources needed, and the Board's sole IT Systems Analyst is not experienced in the development and maintenance skills employed by the DOC staff.

Without the dedicated staff to perform the corrections and enhancements needed to maintain PBMIS, the Board would be required to submit service requests through DOC's IT helpdesk and policy group to determine the urgency and priority of any issues that needed to be resolved. This extreme delay would greatly impact not only the Board's daily functionality, but also the Board's ability to share information with DOC and Community Corrections agencies through the CIS interface. Information would not be updated, and would impair all agencies' abilities to provide accurate information to partner agencies, stakeholders and the community.

The following factors have dramatically altered and/or affected the Board's ability to provide in-house IT service to PBMIS:

- Current Board IT staff does not have the experience needed for continued maintenance and development of PBMIS
- DOC currently owns and maintains PBMIS programming;

PROGRAM UNIT - POLICY OPTION PACKAGES

- DOC lacks full-time manpower resources to continue maintenance and development, which will result in delays in resolving issues due to referring problems through the Help Desk and policy groups;
- The Board has an immediate need to increase functionality of PB MIS to include SONL programming for assessments, review, classification and victim registration and notification.

Benchmarks facilitated will include:

- **KPM #8 Customer Service:** Percent of customers rating their satisfaction with the Agency's customer service as "good" or excellent"; overall customer service, timelines, accuracy, helpfulness, expertise and availability of information.
- **Governor's Priority: Excellence in State Government:** Increase shared resources; improve availability of information to partner agencies and the public; and reduce paper, printing and storage costs.

Agency strategic plan provisions are advanced in the areas of:

- **Protect the Public:** Promote and help develop laws, rules and policies to improve public safety through appropriate release decisions and effective conditions and sanctions for those on supervision in the community, and through appropriate risk assessment for registered sex offenders in the community.
- **Operations Efficiency:** Work with our projected and existing resources to be a completely paperless agency. Maintain shared resources with Department of Corrections for continued service and development of the Parole Board Management Information System and continued integration of information between the Board and DOC. Improve records storage and retrieval system, including implementing an electronic records process, and improve public record request transparency.

How Achieved:

If approved, increased professional services funding would be implemented at the beginning of the 2017-19 biennium.

Quantifying Results:

Audits of DOC services and functionality of PB MIS will be tracked.

PROGRAM UNIT - POLICY OPTION PACKAGES

STAFFING IMPACT:

None

REVENUE SOURCE:

General Fund - \$218,000

Governor's Balanced Budget:

Staffing Impact:

None.

Revenue Source:

General Fund –

2017-2019 Fiscal Impact:

BUDGET NARRATIVE

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PROGRAM UNIT - POLICY OPTION PACKAGES

Hearings Officers – Package 104

Purpose

- A. Establish two (2) Hearings Officer positions (1519 AP, SR28) with funding at Step 2.

Pursuant to HB2549 (2013) and HB2320 (2015) the Board is responsible for assessing and classifying Oregon's registered sex offenders to a Sex Offender Notification Level (SONL) based on their risk to reoffend in the community. This not only includes over 10,000 current registrants, but also those currently incarcerated with the Department of Corrections (DOC) for sex crimes, and those who have been released from DOC since January 1, 2014. It is projected that nearly 1400 sex offenders will be released from DOC in the 2017-19 biennium. The Board is also responsible for assessing and classifying new out-of-state registrants. In addition to assessment and classification, the Board is responsible for reviewing and responding to registrant objections to assessment scores before a final classification is made.

The Board currently employs three (3) hearings officers: one (1) conducts Morrissey Hearings for offenders in violation of community supervision in 26 of 36 Oregon counties, and conducts approximately 60 hearings per month and approximately 1400 hearings per biennium; two hearings officers (2) conduct reviews of registrant objections to ensure the accuracy of the assessment and make findings to submit a recommendation to the Board for a final SONL. These Hearings Officers will also assist the Board in conducting reclassification and relief of registration hearings that begin January 2019, as well as provide back-up support to the Morrissey Hearings Officer.

Hearings Officers correctly interpret and apply laws, rules, policies and procedures that govern offenders on parole or post-prison supervision in Oregon, as well as those registered sex offenders identified in ORS 163A.100 et seq. Hearings Officers make findings and recommendations in accordance with ORS Chapters 144 and 163A, OAR 255 Divisions 75 and 85, as well as all applicable laws, administrative rules, Board policies and procedures.

With the addition of the reclassification and relief hearings that begin in January 2019, the Hearings Officers caseload will be dramatically increased. There are currently over 28,000 registered sex offenders in Oregon, and as of January 2019, there will be approximately 6500 registrants who will be eligible to petition the Board for a hearing. This will require review and response to each registrant's petition, including all documents submitted by them; notification to appropriate parties (victim, district attorney, etc.); participation in hearings with Board members to approve or deny petitions; and assist the Board in writing a final decision to submit to Oregon State Police Sex Offender Registration Unit.

PROGRAM UNIT - POLICY OPTION PACKAGES

The following factors have dramatically altered and/or affected the Board's role and workload in recent years:

- The implementation of sentencing guidelines in 1989;
- The implementation of SB1145 in 1995;
- The implementation of HB2549 in 2013;
- The implementation of HB3194 in 2013;
- The implementation of HB2320 in 2015;
- Increases in inmate and offender populations;
- Increases in the number of registered sex offenders;
- Increases in, and results of, inmate and offender judicial appeals;
- Increases in victim participation in post-sentencing matters;
- Biennial statutory changes.

Benchmarks facilitated will include:

- **KPM #3 Victim Notification:** Percentage of active registered victims for which the Board has an accurate point of contact for notification of hearings and of an offender's release. (***Note: A request for changes to this KPM has been submitted to include a more meaningful measurement of performance.*)
- **KPM #8 Customer Service:** Percent of customers rating their satisfaction with the Agency's customer service as "good" or excellent"; overall customer service, timelines, accuracy, helpfulness, expertise and availability of information.
- **Governor's Priority: Fostering Safe Communities** – Hearings Officers will apply evidence-based practices when making decisions for offender sanctions, typically resulting in less jail days for lower risk offenders, as well as ensuring registrant assessments are accurate and meaningful to present a registrant's risk to re-offend in the community.

Agency strategic plan provisions are advanced in the areas of:

- **Protect the Public:** Promote and help develop laws, rules and policies to improve public safety through appropriate release decisions and effective conditions and sanctions for those on supervision in the community, and through appropriate risk assessment for registered sex offenders in the community.

PROGRAM UNIT - POLICY OPTION PACKAGES

- **Reduce the Risk of Repeat Criminal Behavior:** Continue the partnership with the Department of Corrections and county governments, which maximizes the benefits of combined state and county resources, in order to fully implement the Department's Oregon Accountability Model in an effort to improve release planning, transition, and community supervision to manage and shape behavior in pro-social ways.
- **Ensure Legal Integrity:** Work with the Department of Justice to ensure that Board processes, decisions and actions are in full compliance with all applicable laws.
- **Value Victims Interests:** Ensure victims have a role in the Sex Offender Notification Level processes.
- **Value Partnerships with Stakeholders:** Meet the needs of our stakeholders in providing information and direct services related to offender sanctioning processes and SONL processes.
- **Operations Efficiency:** Increase staff positions in order to effectively and efficiently conduct all statutory and administrative duties.

How Achieved:

If approved, the Hearings Officer positions would be implemented in January 2018. The additional Hearings Officer positions will provide a more equal distribution of daily work, a rotation during frequent weekly hearings, as well as more efficient response times for assessment review, reclassification and relief petition results, and completion of violation reports.

Quantifying Results:

Staffing audits will confirm appropriate classification of these positions. Future reclassification and relief of registration hearings will be tracked for volume and disposition.

STAFFING IMPACT:

Positions	2
FTE	1.5

PROGRAM UNIT - POLICY OPTION PACKAGES

REVENUE SOURCE:

General Fund - \$351,393

Governor's Balanced Budget:

Staffing Impact:

Revenue Source:

General Fund –

2017-2019 Fiscal Impact:

PROGRAM UNIT - POLICY OPTION PACKAGES

Records Specialist – Package 105

Purpose

- A. Establish one (1) permanent Office Specialist 2 position (C0104 AP, SR15 step 2).

The Board currently has one (1) full-time Records Specialist position. This position is double-filled to assist with an extreme backlog of filing and to provide additional coverage while the permanent staff is on leave. The Records Office is a high-volume, fast-paced desk, which requires staff to maintain a high level of organization and an ability to adhere to timelines outlined in statute and rule for record retention schedules, as well as public record requests. The Board is working toward obtaining an electronic file storage and archiving program through the Oregon Records Management System (ORMS). This position will help implement and organize that program to provide more timely responses to stakeholders and the public, as well as improve the time in which it takes to organize and maintain offender files.

The Board has continued to struggle with maintaining timely filing of paperwork due to the increased amount of correspondence received each day. The Records Office is an average of three to four months behind with filing paperwork into offender files, and this increases as the number of public records requests continues to rise. This position will assist with the backlog of paper filing, as well as maintain the volume once the desired outcome has been reached.

Records Specialists correctly interpret and apply laws, rules, policies and procedures that govern public records in Oregon, identified in ORS Chapters 144 and 192, and OARs Chapter 125 Division 20 and Chapter 255 Division 15, as well as all applicable laws, administrative rules, Board policies and procedures.

The following factors have dramatically altered and/or affected the Board's role and workload in recent years:

- The implementation of sentencing guidelines in 1989;
- The implementation of HB2549 in 2013;
- The implementation of HB3194 in 2013;
- The implementation of HB2320 in 2015;
- Increases in inmate and offender populations;
- Increases in registered sex offenders;
- Increases in, and results of, inmate and offender judicial appeals;
- Increases in victim participation in post-sentencing matters;

PROGRAM UNIT - POLICY OPTION PACKAGES

- Increase in public records requests based on parole hearings, sex offender notification levels, appellate decisions, etc.
- Biennial statutory changes and executive orders pertaining to public records requests.

Benchmarks facilitated will include:

- **KPM #8 Customer Service:** Percent of customers rating their satisfaction with the Agency's customer service as "good" or excellent"; overall customer service, timelines, accuracy, helpfulness, expertise and availability of information.
- **Governor's Priority: Excellence in State Government** – Records Specialists will adhere to statute and rule guidelines pertaining to file retention schedules and public records requests in an effort to practice greater agency transparency to the public.

Agency strategic plan provisions are advanced in the areas of:

- **Ensure Legal Integrity:** Work with the Department of Justice to ensure that Board processes, decisions and actions are in full compliance with all applicable laws, and work with the Secretary of State to ensure proper measures are taken to provide transparency with public records requests.
- **Value Partnerships with Stakeholders:** Partner with public safety agencies to develop and use a statewide criminal justice information system with vital offender information accessible to all public safety agencies. This includes providing specific information to public safety partners and sharing information systems, and meet the needs of our stakeholders in providing information and direct services.
- **Operations Efficiency:** Work with our projected and existing resources to be a completely paperless agency; Increase staff positions in order to effectively and efficiently conduct all statutory and administrative duties; Improve records storage and retrieval system, including implementing an electronic records process, and improve public record request transparency.

How Achieved:

If approved, the Records Specialist position would be implemented July 1, 2017. The additional Records Specialist position will provide a more equal distribution of daily work and increase the Board's ability to meet rule and statutory requirements.

Quantifying Results:

Staffing audits will confirm appropriate classification of these positions. Review of adherence to retention schedules and responses to public records requests will be tracked.

PROGRAM UNIT - POLICY OPTION PACKAGES

STAFFING IMPACT:

Positions	1
FTE	1

REVENUE SOURCE:

General Fund -	\$154,816
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Governor's Balanced Budget:

Staffing Impact:

Revenue Source:

General Fund –

2017-2019 Fiscal Impact:

BUDGET NARRATIVE

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PROGRAM UNIT - POLICY OPTION PACKAGES

Victim Specialist – Package 106

Purpose

- A. Establish one (1) permanent Administrative Specialist 1 position (C0107 AP, SR17 step 2).

The Board currently has one (1) full-time Victim Specialist position that is dedicated to providing victim services to those who are registered with the Board to receive notification pertaining to an inmate's hearings before the Board, as well as a pending release from DOC. The Victim Specialist maintains victim registration data; assists in compiling KPM information; provides various tasks and support requested by victims, the Board and stakeholders; and, assists with educating the community and public safety partners about the Board's work and involvement with victims.

Pursuant to HB2549 (2013) and HB2320 (2015), the Board is responsible for assessing and classifying certain sex offenders to a Sex Offender Notification Level (SONL) based on their risk to reoffend in the community. During the classification process, victims will have the opportunity to provide information to the Board for consideration, as well as participate in a hearing to determine the classification of certain offenders, if requested. The Board will also be responsible for conducting hearings for reclassification and relief from registration beginning January 2019. Victims will receive notification and be given the opportunity to provide information to the Board, as well as participate in any scheduled hearing. The current Victim Specialist position cannot accommodate this additional workload.

Victim Specialists correctly interpret and apply laws, rules, policies and procedures that govern victim rights, identified in ORS Chapters 144 and 147, and specific OARs under Chapters 137, as well as all applicable laws, administrative rules, Board policies and procedures.

The following factors have dramatically altered and/or affected the Board's role and workload in recent years:

- The implementation of sentencing guidelines in 1989;
- The implementation of HB2549 in 2013;
- The implementation of HB3194 in 2013;
- The implementation of HB2320 in 2015;
- Increases in inmate and offender populations;
- Increases in the number of registered sex offenders;
- Increases in, and results of, inmate and offender judicial appeals;
- Increases in victim participation in post-sentencing matters;

PROGRAM UNIT - POLICY OPTION PACKAGES

- Biennial statutory changes.

Benchmarks facilitated will include:

- **KPM #3 Victim Notification:** Percentage of active registered victims for which the Board has an accurate point of contact for notification of hearings and of an offender's release (***Note: A KPM change has been submitted for a more meaningful measure.*)
- **KPM #8 Customer Service:** Percent of customers rating their satisfaction with the Agency's customer service as "good" or excellent"; overall customer service, timelines, accuracy, helpfulness, expertise and availability of information.
- **Governor's Priority: Excellence in State Government and Fostering Safe Communities** – Victim Specialists will provide specific services and information to registered victims, which will improve education and understanding of the Board's roles and processes, as well as increase more meaningful safety planning for victims of crimes.

Agency strategic plan provisions are advanced in the areas of:

- **Protect the Public:** Promote and help develop laws, rules and policies to improve public safety through appropriate release decisions and effective conditions and sanctions for those on supervision in the community; continue the practice of carefully screening inmates who are eligible to release from prison, in order to ensure that the inmate is suitable for parole, that adequate community notice has been given, appropriate supervision conditions are imposed, and adequate community resources are available.
- **Ensure Legal Integrity:** Work with the Department of Justice to ensure that Board processes, decisions and actions are in full compliance with all applicable laws.
- **Value Victims Interests:** Continue to enhance support and communications with victims, co-victims, and victim groups by giving victims a voice in the criminal justice system. Partner with victim advocates to create a system which meets victims' needs from the commission of a crime, and throughout sentencing, incarceration, and community supervision. Ensure victims have a role in the Sex Offender Notification Level processes. Create a less-intimidating and safer environment for victims and the general public who wish to participate in Board hearings by developing video conferencing capabilities with state prisons and selected county correction facilities; and enhance communications with victims, co-victims, victim advocates, and victim groups.
- **Operations Efficiency:** Increase staff positions in order to effectively and efficiently conduct all statutory and administrative duties.

PROGRAM UNIT - POLICY OPTION PACKAGES

How Achieved:

If approved, the Victim Specialist position would be implemented January 2018. The additional Victim Specialist position will provide a more equal distribution of daily work and increase the Board's ability to meet rule and statutory requirements.

Quantifying Results:

Staffing audits will confirm appropriate classification of these positions. Review of adherence to statutory timelines pertaining to victim and DA notification of Board hearings, including SONL hearings, and inmate releases will be measured.

STAFFING IMPACT:

Positions	1
FTE	.75

REVENUE SOURCE:

General Fund -	\$125,246
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Governor's Balanced Budget:

Staffing Impact:

Revenue Source:

General Fund –

2017-2019 Fiscal Impact:

BUDGET NARRATIVE

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PROGRAM UNIT - POLICY OPTION PACKAGES

Office Specialist – Package 107

Purpose

- A. Establish one (1) permanent Office Specialist 2 position (C0104 AP, SR15 step 2).

The Board currently has one (1) full-time Office Specialist position that is located at the Dome Building Administrative Offices. With the recent expansion to an annex location for staff that are primarily dedicated to the Sex Offender Notification Level (SONL) program, the Board is in need of this position to assist with the clerical and administrative duties desired by management, Board members, Assessment Specialists, Hearings Officers and Victim Specialists to prepare for SONL hearings beginning January 2019.

Pursuant to HB2549 (2013) and HB2320 (2015), the Board is responsible for assessing and classifying certain sex offenders to a Sex Offender Notification Level (SONL) based on their risk to reoffend in the community. The Board will also be responsible for conducting hearings for reclassification and relief from registration beginning January 2019. The Board currently has no available position to take on the requested duties in the annex location. In addition to the clerical and administrative duties, this position will act as the annex location reception to greet and check in hearing participants, as well as provide information to the general public.

Office Specialists respond to inquiries about specific agency/program information and services or directs inquiries as necessary; explains and clarifies rules, processes, and procedures to clientele; and provides information about available Board services.

The following factors have dramatically altered and/or affected the Board's role and workload in recent years:

- The implementation of sentencing guidelines in 1989;
- The implementation of HB2549 in 2013;
- The implementation of HB3194 in 2013;
- The implementation of HB2320 in 2015;
- Increases in inmate and offender populations;
- Increases in the number of registered sex offenders;
- Increases in, and results of, inmate and offender judicial appeals;
- Increases in victim participation in post-sentencing matters;
- Biennial statutory changes.

PROGRAM UNIT - POLICY OPTION PACKAGES

Benchmarks facilitated will include:

- **KPM #8 Customer Service:** Percent of customers rating their satisfaction with the Agency’s customer service as “good” or excellent”; overall customer service, timelines, accuracy, helpfulness, expertise and availability of information.
- **Governor’s Priority: Excellence in State Government** – Office Specialists will provide information to victims, offenders, stakeholders and the general public, which will increase the understanding of the Board’s roles and processes, as well as provide assistance to Board staff to ensure seamless office operations.

Agency strategic plan provisions are advanced in the areas of:

- **Ensure Legal Integrity:** Ensure that Board processes are adhered to pursuant to relevant statutes, rules and Board practices and policy.
- **Value Partnerships with Stakeholders:** Ensure the Board is meeting the needs of the public, stakeholders and public safety partners through excellent customer service.
- **Operations Efficiency:** Increase staff positions in order to effectively and efficiently conduct all statutory and administrative duties. Work with our projected and existing resources to be a completely paperless agency.

How Achieved:

If approved, the Office Specialist position would be implemented July 2018. The additional Office Specialist position will provide a more equal distribution of daily work at the annex location and increase the Board’s ability to meet rule and statutory requirements.

Quantifying Results:

Staffing audits will confirm appropriate classification of these positions. Review of performance of specific duties will be measured.

STAFFING IMPACT:

Positions	1
FTE	.5

PROGRAM UNIT - POLICY OPTION PACKAGES

REVENUE SOURCE:

General Fund - \$82,890

Governor's Balanced Budget:

Staffing Impact:

Revenue Source:

General Fund –

2017-2019 Fiscal Impact:

BUDGET NARRATIVE

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PROGRAM UNIT - POLICY OPTION PACKAGES

Dues and Memberships – Package 108

Purpose

- A. Increase the funding for staff dues and memberships by **\$5030**.

The Board currently employs two (2) Board members and one (1) staff member who are required to pay an annual fee to maintain their Oregon State Bar membership. Membership allows them to access specific databases that are regularly utilized by the Board for legal research relevant to administrative reviews and development of rules, policy and legislative changes. Cost is approximately \$4800 per biennium.

Board members and select staff attend annual training provided by the Association of Paroling Authorities International, which has a membership fee for up to 8 members. These trainings and/or conferences provide Board members and staff with the most up-to-date practices of paroling authorities around the world, as well as providing training specific to various topics such as evidence- and research-based paroling decisions, appropriate risk assessment for offender populations, and successful supervision practices for parolees. Cost is approximately \$750 per biennium.

Benchmarks facilitated will include:

- **KPM #1 Parole Recidivism:** Percentage of Matrix Inmates (applies to offenders whose crime(s) were committed before November 1, 1989), Dangerous Offenders (sentenced by the court as a dangerous offender pursuant to ORS 161.725 and ORS 161.735), and Aggravated Murderers convicted of a new felony within three years of initial release. (Subset of OBM #64)
- **KPM #5 Revocation:** Percentage of revocations for offenders who violate their conditions of parole or post-prison supervision.
- **KPM #7 Administrative Review:** Percentage of administrative review responses completed and mailed within 60 days of receipt of an inmate/offender's administrative review request.
- **KPM #8 Customer Service:** Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent"; overall customer service, timelines, accuracy, helpfulness, expertise and availability of information.

PROGRAM UNIT - POLICY OPTION PACKAGES

Agency strategic plan provisions are advanced in the areas of:

- **Protect the Public:** Promote and help develop laws, rules and policies to improve public safety through appropriate release decisions and effective conditions and sanctions for those on supervision in the community, and through appropriate risk assessment for registered sex offenders in the community. Continue the established partnerships and agreements with the Department of Corrections and Local Supervisory Authorities to return those offenders to custody who are determined to be too dangerous to remain in the community. Continue the practice of carefully screening inmates who are eligible to release from prison, in order to ensure that the inmate is suitable for parole, that adequate community notice has been given, appropriate supervision conditions are imposed, and adequate community resources are available.
- **Reduce the Risk of Repeat Criminal Behavior:** Partner with the Department of Corrections and county governments, which maximizes the benefits of combined state and county resources, in order to fully implement the Department's Oregon Accountability Model in an effort to improve release planning, transition, and community supervision to manage and shape behavior in pro-social ways. Work in partnership with the Governor, Legislature, Department of Corrections and county governments to develop a criminal justice system that maximizes public safety and encourages long-term behavior changes in offenders; develop a system with sufficient flexibility to deal with the diversity of the criminal population, as well as the public safety limitations inherent in releasing offenders to the community. Review and evaluate our release decision process, as well as our releasing authority decisions, in order to be more consistent with the latest evidence-based practices.
- **Ensure Legal Integrity:** Work with the Department of Justice to ensure that Board processes, decisions and actions are in full compliance with all applicable laws. Work with the Secretary of State to ensure proper measures are taken to provide transparency with public records requests.
- **Value Victims Interests:** Enhance support and communications with victims, co-victims, and victim groups by giving victims a voice in the criminal justice system. Partner with victim advocates to create a system which meets victims' needs from the commission of a crime, and throughout sentencing, incarceration, and community supervision, and enhance communications with victims, co-victims, victim advocates, and victim groups. Create a less-intimidating and safer environment for victims and the general public who wish to participate in Board hearings.

How Achieved:

If approved, increased funding would be implemented at the beginning of the 2017-2019 biennium.

PROGRAM UNIT - POLICY OPTION PACKAGES

Quantifying Results:

Audits of Board and staff member attendance and/or use of Bar membership to determine effect on Board's functionality.

STAFFING IMPACT:

None

REVENUE SOURCE:

General Fund - \$5,030

Governor's Balanced Budget:

Staffing Impact:

None.

Revenue Source:

General Fund –

2017-19 Fiscal Impact:

BUDGET NARRATIVE

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	36,259	-	-	-	-	-	36,259
Total Revenues	\$36,259	-	-	-	-	-	\$36,259
Personal Services							
Overtime Payments	232	-	-	-	-	-	232
All Other Differential	11,051	-	-	-	-	-	11,051
Public Employees' Retire Cont	2,154	-	-	-	-	-	2,154
Pension Obligation Bond	19,463	-	-	-	-	-	19,463
Social Security Taxes	863	-	-	-	-	-	863
Unemployment Assessments	402	-	-	-	-	-	402
Mass Transit Tax	2,094	-	-	-	-	-	2,094
Total Personal Services	\$36,259	-	-	-	-	-	\$36,259
Total Expenditures							
Total Expenditures	36,259	-	-	-	-	-	36,259
Total Expenditures	\$36,259	-	-	-	-	-	\$36,259
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 021 - Phase - In

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	160,777	-	-	-	-	-	160,777
Total Revenues	\$160,777	-	-	-	-	-	\$160,777
Services & Supplies							
Instate Travel	5,848	-	-	-	-	-	5,848
Employee Training	3,554	-	-	-	-	-	3,554
Office Expenses	11,960	-	-	-	-	-	11,960
Data Processing	1,008	-	-	-	-	-	1,008
Facilities Rental and Taxes	111,711	-	-	-	-	-	111,711
Other Services and Supplies	2,122	-	-	-	-	-	2,122
IT Expendable Property	24,574	-	-	-	-	-	24,574
Total Services & Supplies	\$160,777	-	-	-	-	-	\$160,777
Total Expenditures							
Total Expenditures	160,777	-	-	-	-	-	160,777
Total Expenditures	\$160,777	-	-	-	-	-	\$160,777
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

**Parole & Post Prison Supervision, State Board of
Pkg: 022 - Phase-out Pgm & One-time Costs**

**Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(491,330)	-	-	-	-	-	(491,330)
Total Revenues	(\$491,330)	-	-	-	-	-	(\$491,330)
Services & Supplies							
Instate Travel	(9,161)	-	-	-	-	-	(9,161)
Employee Training	(5,568)	-	-	-	-	-	(5,568)
Office Expenses	(18,736)	-	-	-	-	-	(18,736)
Telecommunications	(5,245)	-	-	-	-	-	(5,245)
Data Processing	(1,579)	-	-	-	-	-	(1,579)
Facilities Rental and Taxes	(420,000)	-	-	-	-	-	(420,000)
Other Services and Supplies	(3,131)	-	-	-	-	-	(3,131)
Expendable Prop 250 - 5000	(14,005)	-	-	-	-	-	(14,005)
IT Expendable Property	(13,905)	-	-	-	-	-	(13,905)
Total Services & Supplies	(\$491,330)	-	-	-	-	-	(\$491,330)
Total Expenditures							
Total Expenditures	(491,330)	-	-	-	-	-	(491,330)
Total Expenditures	(\$491,330)	-	-	-	-	-	(\$491,330)
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

**Parole & Post Prison Supervision, State Board of
Pkg: 031 - Standard Inflation**

**Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	285,821	-	-	-	-	-	285,821
Total Revenues	\$285,821	-	-	-	-	-	\$285,821
Services & Supplies							
Instate Travel	1,199	-	-	-	-	-	1,199
Employee Training	628	-	-	-	-	-	628
Office Expenses	2,973	-	402	-	-	-	3,375
Telecommunications	487	-	-	-	-	-	487
State Gov. Service Charges	106,818	-	-	-	-	-	106,818
Data Processing	785	-	-	-	-	-	785
Professional Services	30,684	-	-	-	-	-	30,684
Attorney General	132,670	-	-	-	-	-	132,670
Dues and Subscriptions	19	-	-	-	-	-	19
Facilities Rental and Taxes	-	-	-	-	-	-	-
Facilities Maintenance	417	-	-	-	-	-	417
Medical Services and Supplies	4,985	-	-	-	-	-	4,985
Other Services and Supplies	419	-	-	-	-	-	419
Expendable Prop 250 - 5000	1,913	-	-	-	-	-	1,913
IT Expendable Property	1,824	-	-	-	-	-	1,824
Total Services & Supplies	\$285,821	-	\$402	-	-	-	\$286,223

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 031 - Standard Inflation

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	285,821	-	402	-	-	-	286,223
Total Expenditures	\$285,821	-	\$402	-	-	-	\$286,223
Ending Balance							
Ending Balance	-	-	(402)	-	-	-	(402)
Total Ending Balance	-	-	(\$402)	-	-	-	(\$402)

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 032 - Above Standard Inflation

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	203,290	-	-	-	-	-	203,290
Total Revenues	\$203,290	-	-	-	-	-	\$203,290
Services & Supplies							
Facilities Rental and Taxes	203,290	-	-	-	-	-	203,290
Total Services & Supplies	\$203,290	-	-	-	-	-	\$203,290
Total Expenditures							
Total Expenditures	203,290	-	-	-	-	-	203,290
Total Expenditures	\$203,290	-	-	-	-	-	\$203,290
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 060 - Technical Adjustments

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
Attorney General	(70,000)	-	-	-	-	-	(70,000)
Medical Services and Supplies	70,000	-	-	-	-	-	70,000
Total Services & Supplies	-	-	-	-	-	-	-
Total Expenditures							
Total Expenditures	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 101 - Finance 2015 Reclassifications

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Personal Services							
Class/Unclass Sal. and Per Diem	-	-	-	-	-	-	-
Public Employees' Retire Cont	-	-	-	-	-	-	-
Social Security Taxes	-	-	-	-	-	-	-
Total Personal Services	-	-	-	-	-	-	-
Total Expenditures							
Total Expenditures	-	-	-	-	-	-	-
Total Expenditures	-	-	-	-	-	-	-
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

**Parole & Post Prison Supervision, State Board of
Pkg: 102 - Assessment Specialists**

**Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	1,207,865	-	-	-	-	-	1,207,865
Total Revenues	\$1,207,865	-	-	-	-	-	\$1,207,865
Personal Services							
Class/Unclass Sal. and Per Diem	623,616	-	-	-	-	-	623,616
Empl. Rel. Bd. Assessments	379	-	-	-	-	-	379
Public Employees' Retire Cont	119,050	-	-	-	-	-	119,050
Social Security Taxes	47,707	-	-	-	-	-	47,707
Worker's Comp. Assess. (WCD)	459	-	-	-	-	-	459
Mass Transit Tax	3,742	-	-	-	-	-	3,742
Flexible Benefits	222,240	-	-	-	-	-	222,240
Total Personal Services	\$1,017,193	-	-	-	-	-	\$1,017,193
Services & Supplies							
Instate Travel	24,037	-	-	-	-	-	24,037
Employee Training	14,609	-	-	-	-	-	14,609
Office Expenses	49,162	-	-	-	-	-	49,162
Telecommunications	13,764	-	-	-	-	-	13,764
Data Processing	4,142	-	-	-	-	-	4,142
Other Services and Supplies	8,216	-	-	-	-	-	8,216
Expendable Prop 250 - 5000	38,508	-	-	-	-	-	38,508
IT Expendable Property	38,234	-	-	-	-	-	38,234
Total Services & Supplies	\$190,672	-	-	-	-	-	\$190,672

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 102 - Assessment Specialists

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	1,207,865	-	-	-	-	-	1,207,865
Total Expenditures	\$1,207,865	-	-	-	-	-	\$1,207,865
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-
Total Positions							
Total Positions							7
Total Positions	-	-	-	-	-	-	7
Total FTE							
Total FTE							6.68
Total FTE	-	-	-	-	-	-	6.68

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 103 - Inter-Agency Agreement

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	218,000	-	-	-	-	-	218,000
Total Revenues	\$218,000	-	-	-	-	-	\$218,000
Services & Supplies							
IT Professional Services	218,000	-	-	-	-	-	218,000
Total Services & Supplies	\$218,000	-	-	-	-	-	\$218,000
Total Expenditures							
Total Expenditures	218,000	-	-	-	-	-	218,000
Total Expenditures	\$218,000	-	-	-	-	-	\$218,000
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

**Parole & Post Prison Supervision, State Board of
Pkg: 104 - Hearings Officers**

**Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	351,393	-	-	-	-	-	351,393
Total Revenues	\$351,393	-	-	-	-	-	\$351,393
Personal Services							
Class/Unclass Sal. and Per Diem	199,224	-	-	-	-	-	199,224
Empl. Rel. Bd. Assessments	86	-	-	-	-	-	86
Public Employees' Retire Cont	38,032	-	-	-	-	-	38,032
Social Security Taxes	15,240	-	-	-	-	-	15,240
Worker's Comp. Assess. (WCD)	102	-	-	-	-	-	102
Mass Transit Tax	1,195	-	-	-	-	-	1,195
Flexible Benefits	50,004	-	-	-	-	-	50,004
Total Personal Services	\$303,883	-	-	-	-	-	\$303,883
Services & Supplies							
Instate Travel	5,398	-	-	-	-	-	5,398
Employee Training	3,281	-	-	-	-	-	3,281
Office Expenses	11,039	-	-	-	-	-	11,039
Telecommunications	3,091	-	-	-	-	-	3,091
Data Processing	930	-	-	-	-	-	930
Other Services and Supplies	1,845	-	-	-	-	-	1,845
Expendable Prop 250 - 5000	11,002	-	-	-	-	-	11,002
IT Expendable Property	10,924	-	-	-	-	-	10,924
Total Services & Supplies	\$47,510	-	-	-	-	-	\$47,510

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Parole & Post Prison Supervision, State Board of
Pkg: 104 - Hearings Officers

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	351,393	-	-	-	-	-	351,393
Total Expenditures	\$351,393	-	-	-	-	-	\$351,393
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-
Total Positions							
Total Positions							2
Total Positions	-	-	-	-	-	-	2
Total FTE							
Total FTE							1.50
Total FTE	-	-	-	-	-	-	1.50

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

**Parole & Post Prison Supervision, State Board of
Pkg: 105 - Records Officers**

**Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	154,816	-	-	-	-	-	154,816
Total Revenues	\$154,816	-	-	-	-	-	\$154,816
Personal Services							
Class/Unclass Sal. and Per Diem	73,296	-	-	-	-	-	73,296
Empl. Rel. Bd. Assessments	57	-	-	-	-	-	57
Public Employees' Retire Cont	13,992	-	-	-	-	-	13,992
Social Security Taxes	5,607	-	-	-	-	-	5,607
Worker's Comp. Assess. (WCD)	69	-	-	-	-	-	69
Mass Transit Tax	440	-	-	-	-	-	440
Flexible Benefits	33,336	-	-	-	-	-	33,336
Total Personal Services	\$126,797	-	-	-	-	-	\$126,797
Services & Supplies							
Instate Travel	3,598	-	-	-	-	-	3,598
Employee Training	2,187	-	-	-	-	-	2,187
Office Expenses	7,360	-	-	-	-	-	7,360
Telecommunications	2,061	-	-	-	-	-	2,061
Data Processing	620	-	-	-	-	-	620
Other Services and Supplies	1,230	-	-	-	-	-	1,230
Expendable Prop 250 - 5000	5,501	-	-	-	-	-	5,501
IT Expendable Property	5,462	-	-	-	-	-	5,462
Total Services & Supplies	\$28,019	-	-	-	-	-	\$28,019

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 105 - Records Officers

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	154,816	-	-	-	-	-	154,816
Total Expenditures	\$154,816	-	-	-	-	-	\$154,816
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-
Total Positions							
Total Positions							1
Total Positions	-	-	-	-	-	-	1
Total FTE							
Total FTE							1.00
Total FTE	-	-	-	-	-	-	1.00

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

**Parole & Post Prison Supervision, State Board of
Pkg: 106 - Victim Specialist**

**Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	125,246	-	-	-	-	-	125,246
Total Revenues	\$125,246	-	-	-	-	-	\$125,246
Personal Services							
Class/Unclass Sal. and Per Diem	59,994	-	-	-	-	-	59,994
Empl. Rel. Bd. Assessments	43	-	-	-	-	-	43
Public Employees' Retire Cont	11,453	-	-	-	-	-	11,453
Social Security Taxes	4,589	-	-	-	-	-	4,589
Worker's Comp. Assess. (WCD)	51	-	-	-	-	-	51
Mass Transit Tax	360	-	-	-	-	-	360
Flexible Benefits	25,002	-	-	-	-	-	25,002
Total Personal Services	\$101,492	-	-	-	-	-	\$101,492
Services & Supplies							
Instate Travel	2,699	-	-	-	-	-	2,699
Employee Training	1,640	-	-	-	-	-	1,640
Office Expenses	5,520	-	-	-	-	-	5,520
Telecommunications	1,545	-	-	-	-	-	1,545
Data Processing	465	-	-	-	-	-	465
Other Services and Supplies	922	-	-	-	-	-	922
Expendable Prop 250 - 5000	5,501	-	-	-	-	-	5,501
IT Expendable Property	5,462	-	-	-	-	-	5,462
Total Services & Supplies	\$23,754	-	-	-	-	-	\$23,754

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 106 - Victim Specialist

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	125,246	-	-	-	-	-	125,246
Total Expenditures	\$125,246	-	-	-	-	-	\$125,246
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-
Total Positions							
Total Positions							1
Total Positions	-	-	-	-	-	-	1
Total FTE							
Total FTE							0.75
Total FTE	-	-	-	-	-	-	0.75

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

**Parole & Post Prison Supervision, State Board of
Pkg: 107 - Office Specialist**

**Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	82,890	-	-	-	-	-	82,890
Total Revenues	\$82,890	-	-	-	-	-	\$82,890
Personal Services							
Class/Unclass Sal. and Per Diem	36,648	-	-	-	-	-	36,648
Empl. Rel. Bd. Assessments	29	-	-	-	-	-	29
Public Employees' Retire Cont	6,996	-	-	-	-	-	6,996
Social Security Taxes	2,804	-	-	-	-	-	2,804
Worker's Comp. Assess. (WCD)	34	-	-	-	-	-	34
Mass Transit Tax	220	-	-	-	-	-	220
Flexible Benefits	16,668	-	-	-	-	-	16,668
Total Personal Services	\$63,399	-	-	-	-	-	\$63,399
Services & Supplies							
Instate Travel	1,799	-	-	-	-	-	1,799
Employee Training	1,094	-	-	-	-	-	1,094
Office Expenses	3,680	-	-	-	-	-	3,680
Telecommunications	1,030	-	-	-	-	-	1,030
Data Processing	310	-	-	-	-	-	310
Other Services and Supplies	615	-	-	-	-	-	615
Expendable Prop 250 - 5000	5,501	-	-	-	-	-	5,501
IT Expendable Property	5,462	-	-	-	-	-	5,462
Total Services & Supplies	\$19,491	-	-	-	-	-	\$19,491

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ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 107 - Office Specialist

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	82,890	-	-	-	-	-	82,890
Total Expenditures	\$82,890	-	-	-	-	-	\$82,890
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-
Total Positions							
Total Positions							1
Total Positions	-	-	-	-	-	-	1
Total FTE							
Total FTE							0.50
Total FTE	-	-	-	-	-	-	0.50

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Parole & Post Prison Supervision, State Board of
Pkg: 108 - Dues/Memberships

Cross Reference Name: Parole Board
Cross Reference Number: 25500-013-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	5,030	-	-	-	-	-	5,030
Total Revenues	\$5,030	-	-	-	-	-	\$5,030
Services & Supplies							
Dues and Subscriptions	5,030	-	-	-	-	-	5,030
Total Services & Supplies	\$5,030	-	-	-	-	-	\$5,030
Total Expenditures							
Total Expenditures	5,030	-	-	-	-	-	5,030
Total Expenditures	\$5,030	-	-	-	-	-	\$5,030
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	-	-	-	-	-	-	-

PACKAGE: 101 - Finance 2015 Reclassifications

POSITION NUMBER	CLASS COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4000008	AP C0103	AA OFFICE SPECIALIST 1	1-	1.00-	24.00-	08	3,333.00	79,992- 54,851-				79,992- 54,851-
4000008	AP C0107	AA ADMINISTRATIVE SPECIALIST 1	1	1.00	24.00	02	3,333.00	79,992 54,851				79,992 54,851
4000015	AP C0107	AA ADMINISTRATIVE SPECIALIST 1	1-	1.00-	24.00-	04	3,651.00	87,624- 56,893-				87,624- 56,893-
4000015	AP C0108	AA ADMINISTRATIVE SPECIALIST 2	1	1.00	24.00	02	3,651.00	87,624 56,893				87,624 56,893

TOTAL PICS SALARY
 TOTAL PICS OPE

TOTAL PICS PERSONAL SERVICES = .00 .00

PACKAGE: 102 - Assessment Specialists

POSITION NUMBER	CLASS	COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4190046	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	1	1.00	24.00	05	4,199.00	100,776 60,409				100,776 60,409
4190047	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	1	1.00	24.00	05	4,199.00	100,776 60,409				100,776 60,409
4190048	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	1	1.00	24.00	05	4,199.00	100,776 60,409				100,776 60,409
4190049	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	1	.92	22.00	02	3,651.00	80,322 52,152				80,322 52,152
4190050	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	1	.92	22.00	02	3,651.00	80,322 52,152				80,322 52,152
4190051	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	1	.92	22.00	02	3,651.00	80,322 52,152				80,322 52,152
4190052	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	1	.92	22.00	02	3,651.00	80,322 52,152				80,322 52,152
TOTAL PICS SALARY									623,616				623,616
TOTAL PICS OPE									389,835				389,835
TOTAL PICS PERSONAL SERVICES =									---	-----	-----	-----	-----
									7	6.68	160.00		1,013,451

PACKAGE: 104 - Hearings Officers

POSITION NUMBER	CLASS COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4190053	AP C1519 AA	CORRECTIONAL HEARINGS OFFICER	1	.75	18.00	02	5,534.00	99,612 51,732				99,612 51,732
4190054	AP C1519 AA	CORRECTIONAL HEARINGS OFFICER	1	.75	18.00	02	5,534.00	99,612 51,732				99,612 51,732
TOTAL PICS SALARY								199,224				199,224
TOTAL PICS OPE								103,464				103,464
TOTAL PICS PERSONAL SERVICES =			2	1.50	36.00			302,688				302,688

PACKAGE: 105 - Records Officers

POSITION NUMBER	CLASS COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4190055	AP	C0104 AA OFFICE SPECIALIST 2	1	1.00	24.00	02	3,054.00	73,296 53,061				73,296 53,061
TOTAL PICS SALARY								73,296				73,296
TOTAL PICS OPE								53,061				53,061
TOTAL PICS PERSONAL SERVICES =			1	1.00	24.00			126,357				126,357

PACKAGE: 106 - Victim Specialist

POSITION NUMBER	CLASS COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE	
4190056	AP	C0107 AA	ADMINISTRATIVE SPECIALIST 1	1	.75	18.00	02	3,333.00	59,994				59,994
								41,138					41,138
TOTAL PICS SALARY								59,994					59,994
TOTAL PICS OPE								41,138					41,138
TOTAL PICS PERSONAL SERVICES =			1	.75	18.00			101,132					101,132

PACKAGE: 107 - Office Specialist

POSITION NUMBER	CLASS COMP	CLASS NAME	POS CNT	FTE	MOS	STEP	RATE	GF SAL/OPE	OF SAL/OPE	FF SAL/OPE	LF SAL/OPE	AF SAL/OPE
4190057	AP	C0104 AA	OFFICE SPECIALIST 2	1	.50	12.00	02	3,054.00	36,648 26,531			36,648 26,531
								TOTAL PICS SALARY				36,648
								TOTAL PICS OPE				26,531
TOTAL PICS PERSONAL SERVICES =			1	.50	12.00			63,179				63,179

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

Parole & Post Prison Supervision, State Board of
2017-19 Biennium

Agency Number: 25500

Cross Reference Number: 25500-000-00-00-00000

<i>Source</i>	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Other Funds						
Fines and Forfeitures	1,165	5,072	5,072	5,072	-	-
Sales Income	3,618	5,258	5,258	5,258	-	-
Total Other Funds	\$4,783	\$10,330	\$10,330	\$10,330	-	-

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

Parole & Post Prison Supervision, State Board of
2017-19 Biennium

Agency Number: 25500

Cross Reference Number: 25500-013-00-00-00000

<i>Source</i>	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Leg Approved Budget	2017-19 Agency Request Budget	2017-19 Governor's Budget	2017-19 Leg Adopted Budget
Other Funds						
Fines and Forfeitures	1,165	5,072	5,072	5,072	-	-
Sales Income	3,618	5,258	5,258	5,258	-	-
Total Other Funds	\$4,783	\$10,330	\$10,330	\$10,330	-	-

PAROLE and POST-PRISON SUPERVISION, BOARD of
Annual Performance Progress Report (APPR) for Fiscal Year (2014-2015)

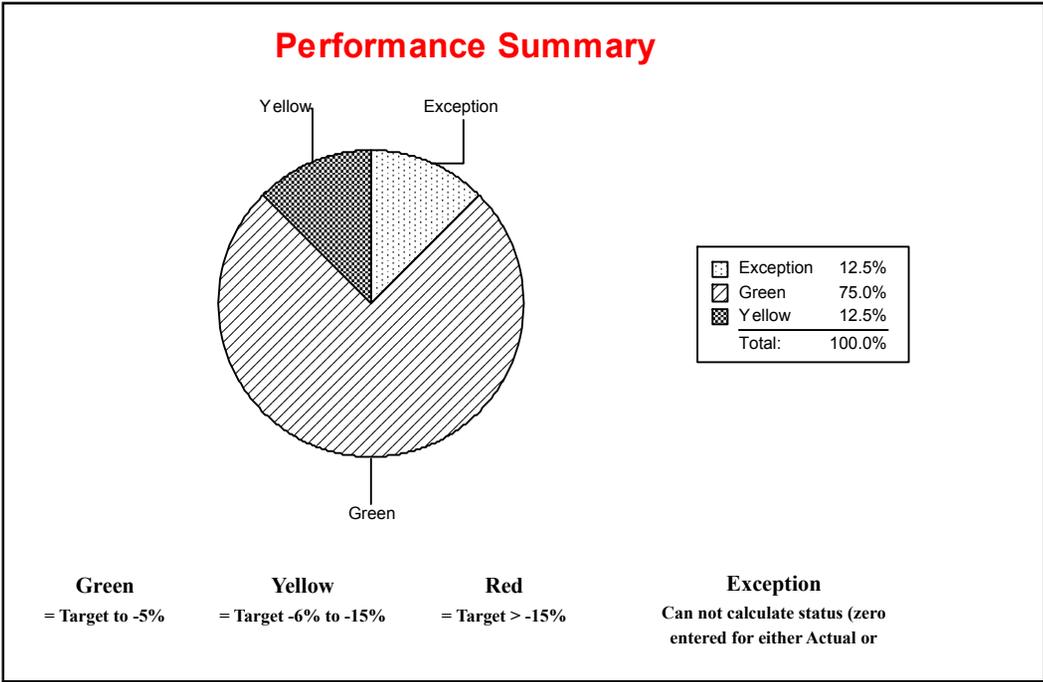
Original Submission Date: 2015

Finalize Date: 11/23/2015

2014-2015 KPM #	2014-2015 Approved Key Performance Measures (KPMs)
1	PAROLE RECIDIVISM- Percentage of Matrix Inmates (applies to offenders whose crime(s) were committed before November 1, 1989), Dangerous Offenders (sentenced by the court as a dangerous offender pursuant to ORS 161.725 and ORS 161.735), and Aggravated Murderers convicted of a new felony within three years of initial release. (Subset of OBM #64)
2	ORDER OF SUPERVISION- Percentage of offenders being released from prison where the Board's order of supervision has been received by the community corrections office on or before the offender's release date from prison.
3	VICTIM NOTIFICATION- Percentage of active registered victims for which the Board has an accurate point of contact for notification of hearings and of an offender's release.
4	ARREST WARRANT- Percentage of warrants received by the Board in which the warrant is issued within 5 days.
5	REVOCAATION- Percentage of revocations for offenders who violate their conditions of parole or post-prison supervision.
6	DISCHARGE OF SUPERVISION- Percentage of expiration (of post-prison supervision or parole) orders that have been completed and mailed within 5 days of an offenders discharge from parole or post-prison supervision.
7	ADMINISTRATIVE REVIEW- Percentage of administrative review responses completed and mailed within 60 days of receipt of an inmate/offender administrative review request.
8	CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.

New Delete	Proposed Key Performance Measures (KPM's) for Biennium 2015-2017
	Title: Rationale:

PAROLE and POST-PRISON SUPERVISION, BOARD of		I. EXECUTIVE SUMMARY	
Agency Mission: To work in partnership with the Department of Corrections and local supervisory authorities to protect the public and reduce the risk of repeat criminal behavior through incarceration and community supervision decisions based on applicable laws, victims' interests, public safety and recognized principles of offender behavior change.			
Contact: Kristin Wings-Yanez, Chairperson		Contact Phone: 503-945-9009	
Alternate: Brenda Carney, Executive Director		Alternate Phone: 503-945-0919	



1. SCOPE OF REPORT

Since 1989, the number of inmates in DOC custody has grown from approximately 4,500 to more than 14,600 today, and the number of offenders on parole or post-prison supervision has grown to nearly 25,000; of which, over 14,400 are under the Board's authority for setting conditions of supervision, issuing warrants, and voting sanctions and revocations. The Board of Parole was created in 1911, and the full-time Board was authorized in 1969. Statutory authority is found in Oregon Revised Statutes Chapter 144. The Board now consists of three members appointed to four-year terms by the Governor and confirmed by the

Oregon Senate. Currently, the Board is composed of 17 FTE: three Board Members, an Executive Director, an Executive Assistant, and 13 support staff (includes a job share). Structure: The Board's internal structure is built around seven statutorily mandated functions that include responsibilities for inmates currently incarcerated or who have been released from prison on supervision. The Board conducts approximately 20 hearings each month to determine if and when inmates under the Board's release authority should be released from prison. Each case can take from two to five hours of preparation prior to conducting the hearing. Offenders under the Board's release authority include Matrix offenders who committed their felony crimes prior to November 1, 1989; Aggravated murderers and murderers with life sentences who are eligible for parole; and inmates designated by the courts as Dangerous Offenders (regardless of crime date). The Board orders conditions of parole and post-prison supervision for all felony offenders released from prison, and issues approximately 450 orders each month. The Board issues approximately 500 arrest warrants each month for felony offenders who abscond parole or post-prison supervision. The Board also orders and reviews approximately 500 sanctions each month for felony offenders who violate their conditions of parole or post-prison supervision. The Board averages approximately 300 discharge orders each month for felony offenders who have completed their terms of parole or post-prison supervision. Registered crime victims, District Attorneys and others are notified of Board hearings and inmate release dates. The Board also responds to administrative and judicial appeals filed by felony offenders. The Board receives approximately 10 administrative review requests each month.

2. THE OREGON CONTEXT

The Board's Mission: To work in partnership with the Department of Corrections and local supervisory authorities to protect the public and reduce the risk of repeat criminal behavior through incarceration and community supervision decisions based on applicable laws, victims' interests, public safety and recognized principles of offender behavior change. Article I, 15 of the Oregon Constitution provides: Laws for the punishment of crime shall be founded on these principles: protection of society, personal responsibility, accountability for ones actions and reformation. The Board's mission, statutory responsibilities, agency goals and performance measures align with Oregon Benchmark #64 Adult Recidivism (percentage of released offenders convicted of a new felony within three years of release from prison). This benchmark is a critical measure of public safety and the Boards ability to improve the success and safety of incarceration-to-community transition.

3. PERFORMANCE SUMMARY

Overall, the Board is meeting the majority of its performance measures, despite increasing workloads for existing staff and Board members. However, there continues to be issues with compliance with KPM #7 Administrative Review, due to the Board's increased workload and a complete turnover in Board members the last biennium.

4. CHALLENGES

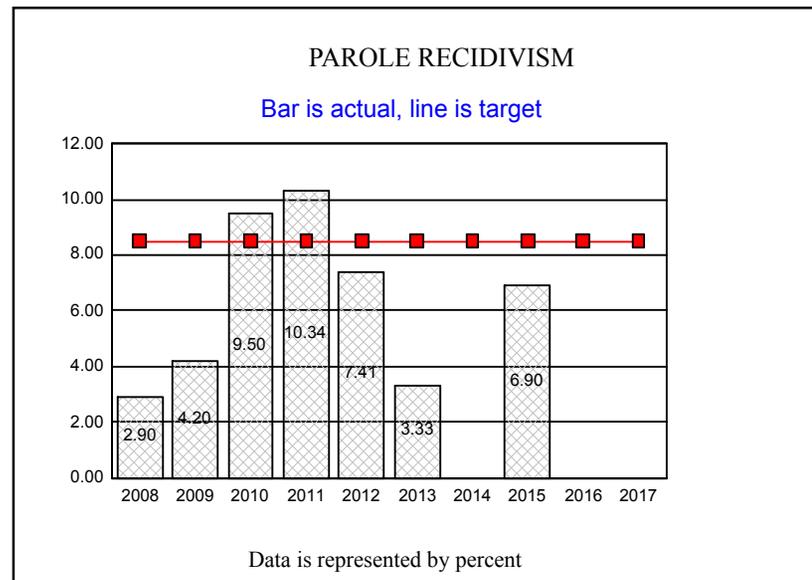
Responsibilities and workloads for the Board continue to increase as the populations of prison inmates and offenders on parole and post-prison supervision grows. The challenge rises to keep up with the many decisions of the Board, which include such public safety functions as establishing release dates, imposing conditions of supervision, issuing arrest warrants, imposing sanctions for violations, discharging offenders from supervision, responding to appeals, and providing

key services to victims and other stakeholders. Additionally, in 2013 and 2105, House Bills 2549 and 2320 passed, respectively, which requires the Board to implement a sex offender notification level system in collaboration with the Department of Corrections, Oregon Youth Authority, Psychiatric Security Review Board and Oregon State Police. The Board is tasked with completing nearly 6000 assessments by December 2018, as well as developing a process for reclassification and relief from registration by January 2019. The Board was understaffed and underfunded for this project; however, both funding and positions were approved for the 2015-17 biennium.

5. RESOURCES AND EFFICIENCY

2015-17 planned improvements include continued efforts to inform and educate public safety partners on best practices, including the supervision and sanctioning of offenders in the community; incorporating research-based principles into conditions of supervision and release planning processes to gain greater reductions in recidivism over time by targeting services to high-risk offenders and setting conditions of evidence-based interventions to address criminal risk factors; reworking the agency website and printed materials to better meet the needs of victims, offenders on supervision and their families, local supervising authorities and others; implementing a victim notification project with District Attorneys and Department of Justice; and continuing agency efforts to improve all agency processes and practices in support of increased public safety. Long-term efficiency/quality improvements will be gained by the replacement of the legacy Parole Board Management Information System (PBMIS), which will increase electronic records management of Board files, and ensure full and ongoing compatibility of sharable information with the Department of Corrections and other Public Safety partners.

KPM #1	PAROLE RECIDIVISM- Percentage of Matrix Inmates (applies to offenders whose crime(s) were committed before November 1, 1989), Dangerous Offenders (sentenced by the court as a dangerous offender pursuant to ORS 161.725 and ORS 161.735), and Aggravated Murderers convicted of a new felony within three years of initial release. (Subset of OBM #64)	2002
Goal	PAROLE RECIDIVISM - Protect the public by reducing an offender's likelihood of returning to criminal behavior through research- and evidence-based practices.	
Oregon Context	Oregon Benchmark #64- Adult Recidivism	
Data Source	Department of Corrections Research and Evaluation Unit	
Owner	Brenda Carney, Executive Director (503) 945-0919	



1. OUR STRATEGY

Make sound parole release decisions for those offenders under the Board's release authority by following the agency's mission, as well as the Oregon constitutional provision that, "Laws for the punishment of crime shall be founded on these principles: protection of society, personal responsibility, accountability for one's actions and reformation."

2. ABOUT THE TARGETS

Targets have been historically set since 2002, following a baseline-establishment period. A downward trend is desired.

3. HOW WE ARE DOING

The Board has met its goal, as the recidivism rate is below the target. As the number of offenders under the Board's release authority declines, this measure is increasingly focused on the recidivism rates of Matrix offenders who committed their crimes prior to November 1, 1989, as well as Aggravated Murderers and Murderers with life sentences who are eligible for parole, and those offenders sentenced by the courts as Dangerous Offenders, regardless of their crime dates.

4. HOW WE COMPARE

The Board's parole recidivism rate is significantly lower than the overall statewide recidivism rate, as the nature of the offenders under the Board's release authority is substantially narrower.

5. FACTORS AFFECTING RESULTS

Because of the reduced number of offenders under the Board's release authority, compared to the overall releasing inmate population, even a small change in rates of recidivism will have a significant impact on this measure.

6. WHAT NEEDS TO BE DONE

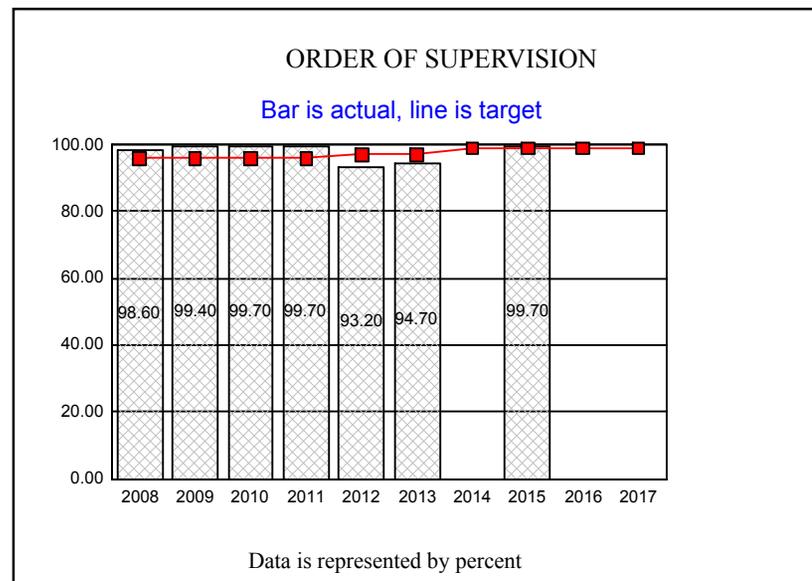
Continue to implement ongoing efforts to improve the parole hearings process.

7. ABOUT THE DATA

The reporting date is based on the number of Parole Offenders released during 2011 - 2012 Oregon fiscal year, which reports results for the 2014-15 Oregon

fiscal year.

KPM #2	ORDER OF SUPERVISION- Percentage of offenders being released from prison where the Board's order of supervision has been received by the community corrections office on or before the offender's release date from prison.	2003
Goal	ORDERS OF SUPERVISION: Protect the public by implementing research- and evidence-based practices to create conditions of supervision based on offenders' criminogenic factors and community safety.	
Oregon Context	Oregon Benchmark #64 - Adult Recidivism	
Data Source	Parole Board Management Information System (PBMIS)	
Owner	Brenda Carney, Executive Director (503) 945-0919	



1. OUR STRATEGY

Through collaboration with the Board's public safety partners (Department of Corrections and local community corrections agencies), ensure that individual

offenders' orders of supervision are appropriate and timely.

2. ABOUT THE TARGETS

Targets have been historically set since 2003, following a baseline-establishment period since 2001. 2015-17 targets are based on an average of past performance. A higher trend is desirable.

3. HOW WE ARE DOING

The agency has met its goal. The Board has been challenged at times to meet this measure, due to low staffing levels, as well as increasing workloads commensurate with the growth in the prison population and the number of offenders on parole and post-prison supervision in the community. However, improvements in agency processes, as well as the rewrite of the Board's information system have improved order accuracy and timeliness.

4. HOW WE COMPARE

There is no direct comparison data available.

5. FACTORS AFFECTING RESULTS

The Board receives release plans from the Department of Corrections and County Community Corrections Agencies. The Board approves release plans, imposes conditions of supervision, and issues Orders of Supervision. The Board has seen a growth in workload, which includes the implementation of an increase in Short-Term Transitional Leave from DOC, pursuant to HB3194 (2013).

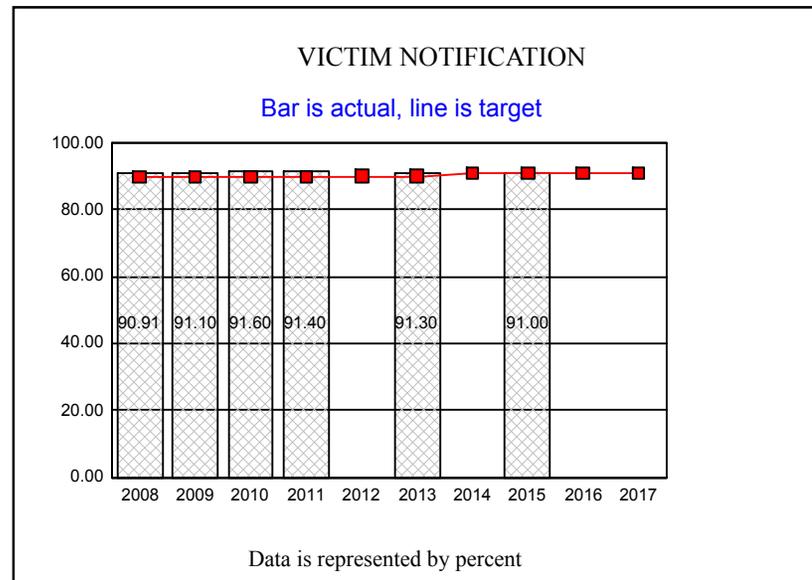
6. WHAT NEEDS TO BE DONE

Continue to analyze internal processes and priorities and cooperate with our public safety partners. Future performance measure adjustments may be requested as the Board and the Department of Corrections focuses increased efforts on the conditions of supervision for those offenders at highest risk of recidivism and highest risk to the community.

7. ABOUT THE DATA

Reporting is the Oregon 2014-2015 fiscal year.

KPM #3	VICTIM NOTIFICATION- Percentage of active registered victims for which the Board has an accurate point of contact for notification of hearings and of an offender's release.	2002
Goal	VICTIM NOTIFICATION: Value Victim Interest	
Oregon Context	Oregon Benchmark #64 - Adult Recidivism	
Data Source	Parole Board Management Information System (PB MIS).	
Owner	Brenda Carney, Executive Director (503) 945-0919	



1. OUR STRATEGY

Foster information sharing among victim advocates.

2. ABOUT THE TARGETS

2015-17 targets are based on an average of past performance. A higher trend is desired.

3. HOW WE ARE DOING

The Board has met its goal. In 2015, the Board had an average of 5197 total active registered victims, for whom the Board had approximately 4738 correct mailing addresses (91%).

4. HOW WE COMPARE

No comparable data is available.

5. FACTORS AFFECTING RESULTS

Factors include registered victims changing addresses without notifying the Board. When this occurs and mail is returned to the Board as undeliverable, the victim is then listed as without an accurate point of contact.

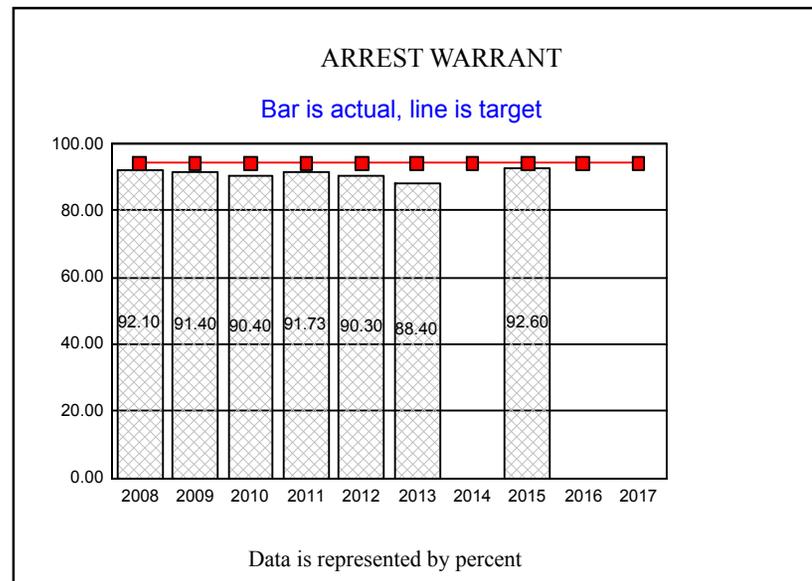
6. WHAT NEEDS TO BE DONE

In the 2015-17 biennium, the Board will work to improve its written and website materials for victims to ensure that all victims who wish to be notified of parole hearings and changes in their offenders' status can easily understand and exercise their rights and responsibilities at any chosen level of participation. Additionally, a rewrite of the Board's information system (PBMIS) will help to create a more streamlined notification process, including the documents related to the various notifications.

7. ABOUT THE DATA

The reporting cycle is the Oregon Fiscal year 2014-2015.

KPM #4	ARREST WARRANT- Percentage of warrants received by the Board in which the warrant is issued within 5 days.	2002
Goal	ARREST WARRANT: Protect the Public by ensuring warrants are issued in a timely manner in order to prevent further criminal behavior.	
Oregon Context	Oregon Benchmark #64 - Adult Recidivism	
Data Source	Parole Board Management Information System (PB MIS).	
Owner	Brenda Carney, Executive Director (503) 945-0919	



1. OUR STRATEGY

Respond rapidly to the serious risk that some offenders on parole and post-prison supervision pose when not following their conditions of supervision in the community.

2. ABOUT THE TARGETS

2015-17 targets are based on an average of past performance. An upward trend is desired.

3. HOW WE ARE DOING

The Board did not meet its goal for 2015, but is well within range at 92.6%. The target levels have steadily increased since the measure's inception in 2003, when the target was 82%.

4. HOW WE COMPARE

No comparable data is available.

5. FACTORS AFFECTING RESULTS

Delays in community processes cause delays in the Board's issuance of the warrant. When nationwide warrants are requested per Interstate Compact rules for offenders supervised out of state, the Board must request approval from the Governor's office; at times, this could take up to 14 days.

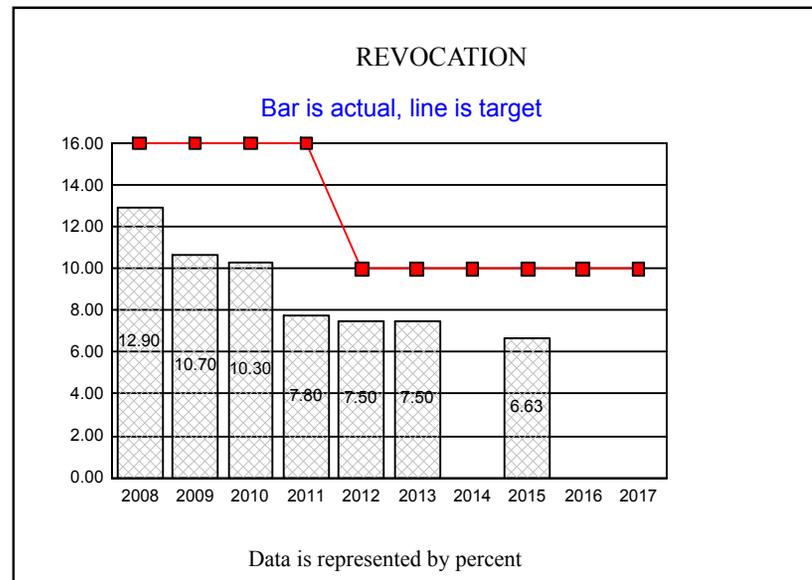
6. WHAT NEEDS TO BE DONE

Continue internal agency cross-training, adjustment processes as needed, and work to make improvements between partnering agencies and the Governor's office to ensure a speedy warrant. The Board will consider future amendments to this performance measure in conjunction with its public safety partners to better reflect actual areas of responsibility and timeliness.

7. ABOUT THE DATA

The reporting cycle is the Oregon fiscal year 2014-2015.

KPM #5	REVOCATION- Percentage of revocations for offenders who violate their conditions of parole or post-prison supervision.	2002
Goal	REVOCATION: Protect the public by reducing the risk of repeat criminal behavior through research- and evidence-based sanctioning practices.	
Oregon Context	Oregon Benchmark #64 - Adult Recidivism	
Data Source	Parole Board Management Information System (PBMISS).	
Owner	Brenda Carney, Executive Director (503) 945-0919	



1. OUR STRATEGY

Support local community corrections agencies in their sanctioning of offenders on parole and post-prison supervision for violations of supervision conditions.

2. ABOUT THE TARGETS

2015-17 targets are based on an average of past performance. A downward trend is desired.

3. HOW WE ARE DOING

The Board exceeded its goal, continuing the trend of improvement.

4. HOW WE COMPARE

No comparable data is available.

5. FACTORS AFFECTING RESULTS

The Board imposes structured sanctions for offenders in violation of conditions of supervision. The Board revokes the supervision of offenders who pose extreme risk to the community or who continually fail to comply with supervision requirements. Actual supervision of these offenders is conducted by local supervisory authorities in the counties.

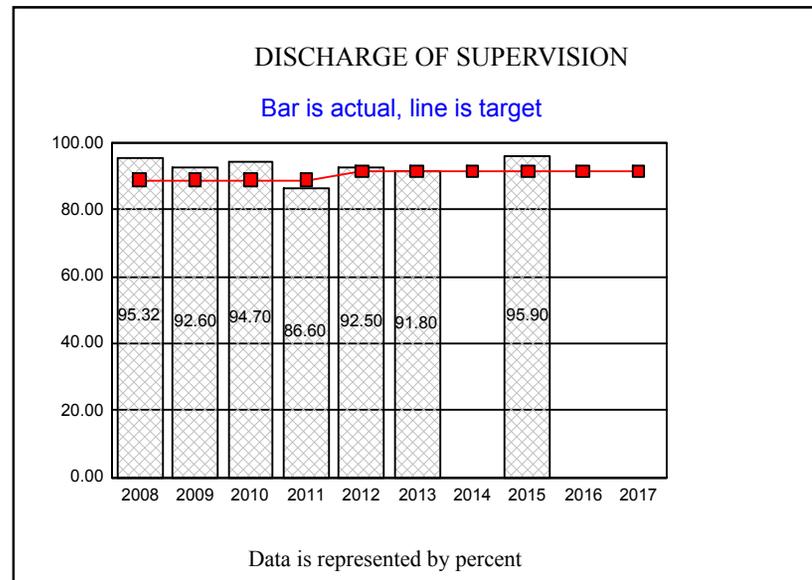
6. WHAT NEEDS TO BE DONE

Continue collaboration, training and structured sanction refinement to best match revocations with those offenders at greatest risk to the community; as well as help counties manage their jail bed populations within their individual budgetary constraints by utilizing research- and evidence-based responses to violations and appropriate use of sanction and revocation processes

7. ABOUT THE DATA

The reporting cycle is the Oregon fiscal year 2014-2015.

KPM #6	DISCHARGE OF SUPERVISION- Percentage of expiration (of post-prison supervision or parole) orders that have been completed and mailed within 5 days of an offenders discharge from parole or post-prison supervision.	2002
Goal	DISCHARGE OF SUPERVISION: Reduce the possibility of legal action due to inaccurate file information.	
Oregon Context	Oregon Benchmark #64 - Adult Recidivism	
Data Source	Parole Board Management Information System (PBMISS).	
Owner	Brenda Carney, Executive Director (503)945-0919	



1. OUR STRATEGY

The Board's strategy is to improve discharge processes within the agency and with community corrections, as well as provide continuity with those processes.

2. ABOUT THE TARGETS

2015-17 targets are based on an average of past performance. An upward trend is desired.

3. HOW WE ARE DOING

The Board exceeded its goal, continuing a trend of improvement.

4. HOW WE COMPARE

No comparable data is available.

5. FACTORS AFFECTING RESULTS

The Board monitors and adjusts an offender's status on supervision, as well as completing the discharge certification upon completion of Parole or Post-Prison Supervision. The rising numbers of offenders on supervision has resulted in increased workloads for Board staff, including an increase in the duties covered by this performance measure. Additionally, there has not been adequate coverage for this duty when trained staff members are absent.

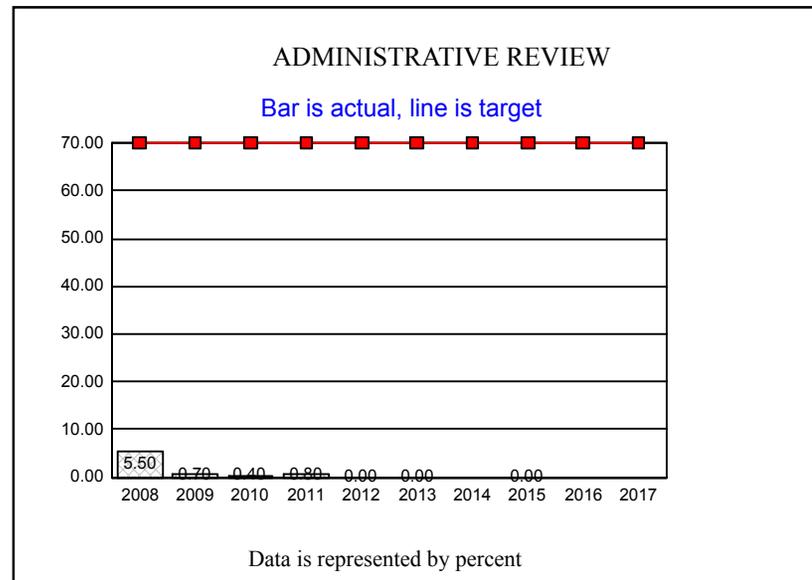
6. WHAT NEEDS TO BE DONE

Continue efforts to cross-train staff and adapt personnel resources to perform all of the Board's statutorily required functions, as well as consider ways to improve efficiency for this process.

7. ABOUT THE DATA

The reporting cycle is the Oregon 2014-2015 fiscal year.

KPM #7	ADMINISTRATIVE REVIEW- Percentage of administrative review responses completed and mailed within 60 days of receipt of an inmate/offender administrative review request.	2001
Goal	ADMINISTRATIVE REVIEW: Ensure the legal integrity of the Board's decisions, as well as their decision making processes.	
Oregon Context	Oregon Benchmark #64 - Adult Recidivism	
Data Source	Parole Board Management Information System (PBMIS).	
Owner	Brenda Carney, Executive Director (503) 945-0919	



1. OUR STRATEGY

Prioritize Board Member workload to allow addressing of administrative review request backlogs. Train selected Board staff to carry out pre-review functions to facilitate the timely processing and tracking of requests.

2. ABOUT THE TARGETS

2015-17 targets are based on an average of past performance. An upward trend is desired.

3. HOW WE ARE DOING

The Board did not meet this goal. In early 2014, the Board had reduced its backlog of administrative review responses from over a year response time to 9 months. Unfortunately, there was a complete turnover of Board members in the beginning of the 2013-15 biennium, and responses have now returned to a 12-month timeline.

4. HOW WE COMPARE

No comparable data is available.

5. FACTORS AFFECTING RESULTS

Significant workload demands on Board members and key support staff have eroded the Board's efforts to gain compliance in prior biennia.

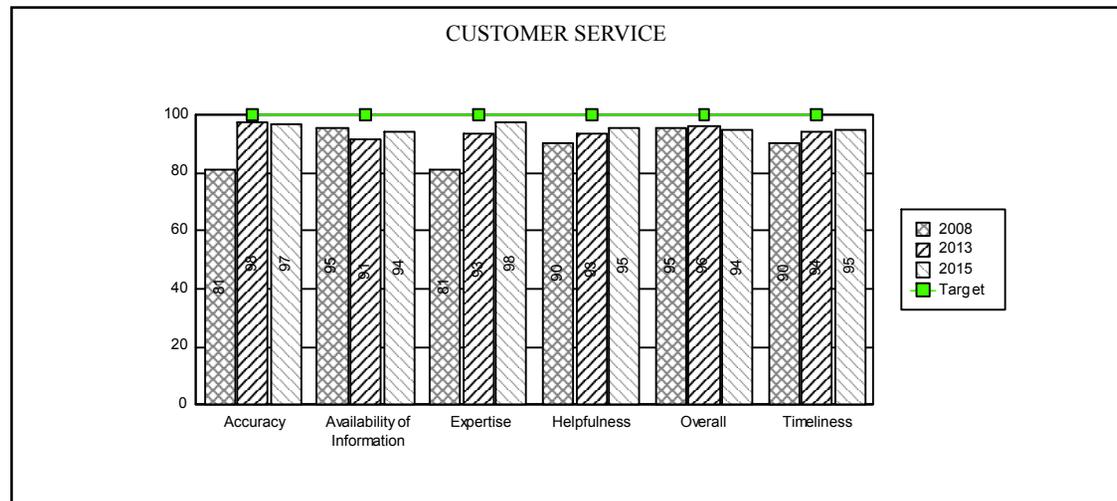
6. WHAT NEEDS TO BE DONE

Approved funding to establish an Operations & Policy Analyst 3 position to support the Board as a Policy Analyst, providing legal assistance and research with the administrative appeals process, as well as the addition of two (2) additional Board members for the 2015-17 biennium will allow the Board to come closer to compliance to the extent required by statute and rule. The existence of the OPA 3 position should reduce the cost of legal services provided to the Board by the Department of Justice.

7. ABOUT THE DATA

The reporting cycle is the Oregon 2014-15 fiscal year.

KPM #8	CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	2005
Goal	CUSTOMER SERVICE: Increase the value of relationships with partnering agencies and stakeholders.	
Oregon Context	Agency Mission and Oregon Benchmark #64 - Adult Recidivism	
Data Source	Agency Survey Results	
Owner	Brenda Carney, Executive Director (503) 945-0919	



1. OUR STRATEGY

Collaborate with public safety partners and other stakeholders to provide accurate, complete and timely information upon request. Information is relevant to inmates under the Board's release authority and those offenders who are or were on parole or post-prison supervision.

2. ABOUT THE TARGETS

Targets are based on 2005 survey results. An upward trend is desired.

3. HOW WE ARE DOING

While the Board did not meet the target of 100%, there is an overall rating of 94.41% satisfaction with the Board. Based on the last reported customer service results in 2013, the Board declined in some areas. Overall, the Board is doing well in customer service.

4. HOW WE COMPARE

No comparable data is available.

5. FACTORS AFFECTING RESULTS

The number and complexity of requests, as well as the rising overall workloads for Board staff are key factors. Staff absences and turnover have contributed to delays in providing services. Technological advances are expected to assist in meeting workload increases through the use of document scanning and e-mailing of individual document requests.

6. WHAT NEEDS TO BE DONE

Stable staffing will ensure that the Board's responses to requests of the Records Office remain timely and accurate. Additionally, the Board is piloting several electronic filing and storage projects that will assist in referencing and locating specific information.

7. ABOUT THE DATA

The reporting cycle is the Oregon 2014 - 2015 fiscal year.

PAROLE and POST-PRISON SUPERVISION, BOARD of	III. USING PERFORMANCE DATA
Agency Mission: To work in partnership with the Department of Corrections and local supervisory authorities to protect the public and reduce the risk of repeat criminal behavior through incarceration and community supervision decisions based on applicable laws, victims' interests, public safety and recognized principles of offender behavior change.	
Contact: Kristin Wings-Yanez, Chairperson	Contact Phone: 503-945-9009
Alternate: Brenda Carney, Executive Director	Alternate Phone: 503-945-0919

The following questions indicate how performance measures and data are used for management and accountability purposes.	
1. INCLUSIVITY	<p>* Staff: Currently the Board is composed of 17 FTE: three Board Members, an Executive Director, an Executive Assistant, and 13 support staff (including one job share). All members and staff are directly involved in multiple Key Performance Measures.</p> <p>* Elected Officials: The Board works in collaboration with elected officials throughout Oregon government, including the Governor's Office, legislators and their staffs, the Attorney General's Office, and district attorneys' offices.</p> <p>* Stakeholders: The Board works in collaboration with its public safety partners on measures that cross agency boundaries, including the Oregon Department of Corrections, community corrections agencies, district attorneys, criminal defense attorneys, advocacy organizations, and others.</p> <p>* Citizens: The Board interacts regularly with crime victims, offenders' families, interested citizens and the media regarding agency activities related to Key Performance Measures.</p>
2 MANAGING FOR RESULTS	Growing workloads and limited resources lead Board management to work closely with staff to ensure key functions of the Board are efficiently and effectively met. When agency needs cannot be met within existing resources, management has requested additional resources.
3 STAFF TRAINING	Staff training is conducted through monthly meetings, small group meetings, and one-on-one cross-training. The Board has limited financial resources for outside training.
4 COMMUNICATING RESULTS	<p>* Staff: Staff report and receive monthly statistical data on components of the Key Performance Measures.</p> <p>* Elected Officials: The Board shares Key Performance Measure-related data with elected officials throughout</p>

	<p>Oregon government, including the Governor's Office, legislators and their staffs, the Attorney General and his staff, and district attorneys. The Board reports Key Performance Measures to the Legislature each biennium as part of the Ways and Means committee process.</p> <p>* Stakeholders: The Board reports Key Performance Measures on its website at http://www.oregon.gov/boppps.</p> <p>* Citizens: The Board reports Key Performance Measures on its website at http://www.oregon.gov/boppps.</p>
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Agency Management Report

KPMs For Reporting Year 2015

Finalize Date: 11/23/2015

Agency: PAROLE and POST-PRISON SUPERVISION, BOARD of

	Green = Target to -5%	Yellow = Target -6% to -15%	Red = Target > -15%	Pending	Exception Can not calculate status (zero entered for either Actual or Target)
Summary Stats:	75.00%	12.50%	0.00%	0.00%	12.50%

Detailed Report:

KPMs	Actual	Target	Status	Most Recent Year	Management Comments
1 - PAROLE RECIDIVISM- Percentage of Matrix Inmates (applies to offenders whose crime(s) were committed before November 1, 1989), Dangerous Offenders (sentenced by the court as a dangerous offender pursuant to ORS 161.725 and ORS 161.735), and Aggravated Murderers convicted of a new felony within three years of initial release. (Subset of OBM #64)	6.90	8.50	Green	2015	As the population is narrower and the number of releases is substantially lower, it is not practical to compare DOC PPS or Probation recidivism rates to the parole outcomes. 2015 Recidivism: 0 property; 1 drug; 0 person; and 1 "other". (2 of 29 released)
2 - ORDER OF SUPERVISION- Percentage of offenders being released from prison where the Board's order of supervision has been received by the community corrections office on or before the offender's release date from prison.	99.70	99.00	Green	2015	
3 - VICTIM NOTIFICATION- Percentage of active registered victims for which the Board has an accurate point of contact for notification of hearings and of an offender's release.	91.00	91.00	Green	2015	
4 - ARREST WARRANT- Percentage of warrants received by the Board in which the warrant is issued within 5 days.	92.60	94.20	Green	2015	

Agency Management Report

KPMs For Reporting Year 2015

Finalize Date: 11/23/2015

KPMs	Actual	Target	Status	Most Recent Year	Management Comments
5 - REVOCATION- Percentage of revocations for offenders who violate their conditions of parole or post-prison supervision.	6.63	10.00	Green	2015	A reduction in revocation can be attributed to the increase in county jails not having bed space to accommodate a longer revocation sanction, as well as implementation of evidence-based sanctioning.
6 - DISCHARGE OF SUPERVISION- Percentage of expiration (of post-prison supervision or parole) orders that have been completed and mailed within 5 days of an offenders discharge from parole or post-prison supervision.	95.90	91.50	Green	2015	
7 - ADMINISTRATIVE REVIEW- Percentage of administrative review responses completed and mailed within 60 days of receipt of an inmate/offender administrative review request.	0.00	70.00	Exception	2015	
8 - CUSTOMER SERVICE- Percent of customers rating their satisfaction with the Agency's customer service as "good" or "excellent": overall customer service, timeliness, accuracy, helpfulness, expertise, and availability of information.	94.41	100.00	Yellow	2015	

This report provides high-level performance information which may not be sufficient to fully explain the complexities associated with some of the reported measurement results . Please reference the agency's most recent Annual Performance Progress Report to better understand a measure's intent, performance history, factors impacting performance and data gather and calculation methodology.

Secretary of State Audit Report

Jeanne P. Atkins, Secretary of State

Gary Blackmer, Director, Audits Division



State Agencies Respond Well to Routine Public Records Requests, but Struggle with Complex Requests and Emerging Technologies

Executive Summary

Oregon state agencies respond well to most public records requests for routine information, but the infrequent complex requests produce challenges. As a result, some requesters believe that agencies deliberately discourage, delay, or block the release of public information.

The Department of Administrative Services should provide guidance and training to help agencies develop procedures, and agencies should create timeliness goals for responding to requests. Better monitoring, consistent fees, use of technology, and third-party mediation could also help with the retention and disclosure of public records and improve trust in Oregon's government.

Oregon's public records law was enacted in 1973. Known primarily as a law of disclosure, the law grants all citizens within the state of Oregon the right to inspect all records – with some exceptions.

When the law first passed, it included 16 classes of records that could be exempt from disclosure for a total of 55 exemptions. Changes and revisions since that time have raised the total number of exemptions in Oregon law to more than 400. The intent, however, remains the same: that Oregon's government is accessible and transparent to its people.

For our audit, we examined nine agencies of varying sizes and missions to capture a fuller picture of public records in Oregon state agencies. The nine agencies were:

- The Department of Human Services
- The Oregon Employment Department
- The Department of Environmental Quality
- The Public Employees Retirement System
- The Oregon Liquor Control Commission
- The Oregon Department of Education
- The Oregon Real Estate Agency
- The Oregon State Board of Nursing
- The Board of Parole and Post-Prison Supervision

Agencies handle routine requests well, struggle with complex ones

We found that public records requests generally fall into one of two categories. The first is routine requests, or common requests for information that agencies have easy and ready access to. These requests, which generally make up 90 percent or more of an agency's total requests, can be fulfilled at little to no cost and within a couple of weeks.

The other category is non-routine or complex requests. These are voluminous in scope, ask for "any and all" information, or are otherwise complicated for an agency to complete. These are the requests that can take weeks or months to fulfill and often at a high cost.

In the selected files we reviewed, we found no evidence to suggest that agencies were regularly taking an unreasonably long time, or charging unreasonably high fees, to respond to records requests. But when agencies struggle to respond to complex, non-routine requests, it can foster suspicion and distrust, which in turn can undermine the credibility and transparency of both the agency and Oregon government.

To address this distrust, some states and provinces have established a neutral, third-party entity that helps mediate disagreements between requesters and agencies. An ombudsman or commission can help determine when a request is too broad or when an agency is taking an unreasonably long time to respond. Oregon has no such mechanism. The Attorney General's role is limited to denials based on exemptions and fee waivers.

Agencies retain public records longer than required

It is important that agencies properly retain and manage their public records so they can be efficiently located and disclosed in response to a records request. To do this, agencies must follow their retention schedules – guidelines, created and authorized by the Archives Division, that determine how long certain records must be kept before they are destroyed or transferred to the State Archives for permanent retention.

But we found that agencies are keeping too many records for too long, resulting in a large volume of information. Some employees are too cautious about accidentally deleting or losing track of a public record, and so have a tendency to "keep everything."

We found that better management tools and specific training on the issue of record retention may help state employees better manage records. This can reduce the volume of public information statewide and assist agencies to more efficiently respond to public records requests.

Exemptions remain an issue and may require a closer look

Exemptions – those instances in which a record may be exempt from disclosure – make up a major portion of Oregon's public records law.

Agencies generally understand which exemptions most commonly apply to the records in their care. But due to the sheer number of exemptions in the law, including how they are worded and where in statute they are located, staff sometimes must consult with experts or the Department of Justice.

There is a perception among some requesters that agencies inappropriately use exemptions to block the release of public information. Most of Oregon's exemptions are applied at the agency's discretion. After weighing the public interest, these records may be disclosed *even if* an exemption applies. The exception is confidential information, which is legally prohibited from release.

These issues regarding exemptions are not new. After a national report gave Oregon a failing grade in government transparency eight years ago, state officials closely examined the law and accepted feedback from requesters and public officials. Their findings, published in 2010 as the Attorney General's Government Transparency Report, found that "Any meaningful overhaul of Oregon's public records law must reorganize and make coherent sense of the numerous exemptions."

A bill was subsequently introduced in the 2011 legislative session to address some of these recommendations, but it failed to pass. A task force was recently convened by the Attorney General to examine in greater detail the issues of exemptions in Oregon law.

Variations in responses frustrate some requesters

Requesters expect their government will be transparent and open, that fees charged for requests will be reasonable and records will be made available as quickly as possible. They expect agencies that fail to do so will be held accountable.

But variation among agencies' responses to records requests – in both fees and timeliness – can lead to confusion and frustration among requesters when they are not sure what kind of response to expect.

Agencies charge differing fees to provide public information. This variation extends to both the fees for copying costs and the charge for staff time to respond to a request. Agencies charge anywhere from \$0.05 to \$0.25 per page in copying costs, and from \$15 to \$40 per hour for staff time.

We also found a time variation among agencies in responding to requests, due largely to the differences between routine and non-routine requests. First, agencies have varying internal guidelines for what it means to be timely, if they have any internal guidelines at all. Second, timeliness depends largely on the type of request an agency receives. We found that routine requests were fulfilled within 14 days, while non-routine requests could take upwards of 265 days to fulfill.

We saw no evidence to suggest that adding a specific deadline in law would positively affect agencies' abilities to respond to requests in a timely fashion. But agencies that set internal guidelines or goals to respond to

requests hold themselves accountable to requesters while maintaining the flexibility provided in Oregon law.

Agencies are not keeping up with changing technologies

Oregon's public records law was updated in 2011 to extend the definition of a public record to electronic or digital messages. Agencies have taken a longer time to update their own policies to include emerging technologies such as email, text, and instant messages.

More than half of the agencies we examined had policies to address email as it relates to public records. But only one agency had specific language to address the use of a personal or private email account in conducting the public's business. Only one agency had a policy to address the use of instant messages, and no agencies had policies regarding text messages, as public records.

A few agencies have adopted policies to address social media, which appear to draw language from the Social Networking Media guide provided by the Department of Administrative Services.

Technologies like those mentioned above have changed how government and its agencies communicate with the public. Technology can also help agencies improve transparency by being proactive and making information available online. Several agencies have done so with commonly requested information, which can help reduce the overall number of public records requests.

Recommendations

Our recommendations are addressed to three groups: the Department of Administrative Services (DAS), all state agencies, and the Oregon Legislature.

We recommend the Department of Administrative Services create statewide, standard rates for copying and rates for employee labor, to resolve some of the inconsistency in public records requests fees statewide. We also recommend they provide guidance to agencies regarding communication technologies as they relate to public records, including personal email, text and instant messages, and social media.

For agencies, we recommend they create policies and procedures to clearly address communication technologies under the guidance of DAS. We also recommend they adopt tools to help manage both record retention and public records requests.

For the Legislature, we recommend they consider creating a neutral third-party, such as an ombudsman, to mediate disputes between requesters and agencies. We also encourage them to consider the forthcoming results from the Attorney General's task force for any recommended changes regarding the public records law.

For a complete list of our recommendations, see page 24 in this report.

Agency Response

The response from the Department of Administrative Services is attached at the end of the report.

The origin of public records in Oregon

The passage of Oregon's public records law

The right to inspect public records in Oregon dates back to the early 1900s, when the Legislature first enacted the statute granting citizens the right to inspect public records. This right was subjected to three limitations:

- The inspection of records is to be for a lawful purpose.
- Inspection is to be conducted during business hours.
- Inspection should not interfere with the regular duties of the officer who possessed the records.

But in putting the statute into practice, officials realized there were circumstances that warranted certain limitations. This led to the Legislature passing the 1973 Public Records Act.

The 1973 law gave citizens the right to inspect all records, with some exceptions. Sixteen classes of records were exempted from disclosure for a total of 55 exemptions, covering records such as accident reports, student records, and personal information in which disclosure would result in an invasion of privacy.

Passage of the 1973 law also gave citizens an avenue to obtain records they believed belonged to the public. Anyone who is denied access to records can petition the Attorney General or a district attorney for an order requiring the public body to allow inspection.

The public records laws governing retention and disposition were originally enacted in 1961. The 1973 law established the right of the public to access those records.

The current public records law includes changes and additions made since 1973, but the intent of the law remains the same: that Oregon's government is accessible and transparent to its people.

Current laws regarding record retention, fees, timeliness, and exemptions

The current public records law includes an overview of how state agencies should retain their records and how to respond to public records requests. The law allows agencies to charge fees and set guidelines for turnaround time. The law also identifies which records may be exempt from disclosure.

Agencies are required to maintain public records according to retention schedules. Schedules are set based on the content of the record and not the format in which it is recorded.

An agency is allowed to charge fees to recoup the actual cost of making public records available. Fees may include the cost for summarizing,

The definition of a public record regarding disclosure:

Any writing that contains information relating to the conduct of the public's business, including but not limited to court records, mortgages, and deed records, prepared, owned, used or retained by a public body regardless of physical form or characteristics. ORS 192.410

compiling or tailoring the public records (either in organization or format) to meet a person's request. Fees may also cover the cost of time spent by an attorney in reviewing and redacting requested records or identifying exempt and non-exempt records. Agencies also have the ability to waive or reduce these fees.

The definition of a public record regarding retention:

Any information that is prepared, owned, used or retained by a state agency or political subdivision; relates to an activity, transaction or function of the state agency or political subdivision; and is necessary to satisfy the fiscal, legal, administrative or historical policies, requirements or needs of the state agency or political subdivision. ORS 192.005

After an agency receives a public records request, it is required to respond "as soon as practicable and without unreasonable delay." Agencies must acknowledge the receipt of the request.

The law lists records that are currently exempt from disclosure. These include, but are not limited to, trade secrets, information relating to the appraisal of real estate prior to its acquisition, and investigatory information compiled for criminal law purposes. Other public records exempt from disclosure include information of a personal nature such as medical files or employee or volunteer Social Security numbers.

Most of these exemptions are considered conditional, meaning that a public body is free to disclose a record or information even if an exemption applies to the record. Agencies must consider the public interest when determining if an exempt record should be disclosed.

Other records are always considered confidential, meaning that agencies are legally prohibited from releasing that information. For example, agencies are prohibited from releasing a public employee's photo I.D. badge or card without that employee's written consent.

Overview of the process for requesting public records

A public records request can vary in formality, from a simple telephone call to ask for a document to a composed letter that cites the public records law. For the purposes of this audit, we refer to public records requests as those that were documented as such by each agency.

Anyone can request public records by submitting a written request or contacting the agency via telephone or in person. The request usually includes a description of the information, the type of records, subject matter, approximate dates the records were created, names of any people involved, and contact information for the requester.

The custodian (public body mandated to create, maintain, care for or control a public record) has the duty to make non-exempt public records available for inspection and copying. The custodian receives a request, reviews it, and retrieves the records and, if they are not exempt from disclosure, provides the records to the requester.

Generally, a request that requires payment goes through the same process. In the cases where a fee would exceed \$25, the custodian must provide a fee estimate to the requester before the information is retrieved. The requester pays for the fees before records are disclosed.

We asked nine agencies about the public records requests they received between January 2014 and when we contacted them in the summer of 2015. Their responses varied, from one agency receiving approximately 49 requests in that timeframe to another receiving more than 10,000. Some agency staff reported the number of requests for public records has increased in recent years.

Our audit objective was to examine state agency retention and disclosure practices concerning public records and the consistency among agencies in complying with Oregon's public records law. We focused on nine selected agencies of varying sizes and missions.

The nine agencies were:

- The Department of Human Services
- The Oregon Employment Department
- The Department of Environmental Quality
- The Public Employees Retirement System
- The Oregon Liquor Control Commission
- The Oregon Department of Education
- The Oregon Real Estate Agency
- The Oregon State Board of Nursing
- The Board of Parole and Post-Prison Supervision

Audit Results

Oregon state agencies are successfully complying with the public records law in responding to routine requests for information. These requests are common and can be fulfilled within a few days at little or no cost.

But agencies struggle to respond to the non-routine requests, which are complex or voluminous in scope. These requests can take weeks or months to fulfill, sometimes at a cost of hundreds of dollars.

We found that poor record retention management may contribute to challenges in responding to records requests. We found that agencies are keeping records for longer than the retention schedules require, resulting in a high volume of public records that are difficult to efficiently manage.

Oregon has also failed to keep up with emerging technologies, such as text and instant messages. Some agencies do not have policies in place to address these technologies, nor do they have policies to govern the use of private email accounts or devices when they are used for the public's business.

We identified a number of steps Oregon government and state agencies can take to approach public records requests with greater accountability and greater consistency.

How well agencies respond to requests depends on how routine or complex the request is

Majority of requests are routine, easy to fulfill

When it comes to the vast majority of public records requests, agencies we reviewed were successful in complying with the public records law.

The majority of the records requests agencies receive are routine. They are simple, common and narrow in scope, often asking for one or two documents. For example, more than half of the public records requests the Public Employees Retirement System receives are from members asking to see their own pension records.

The Department of Human Services considers 98 percent of its total requests to be routine. At both the Oregon State Board of Nursing and the Oregon Real Estate Agency, almost all of the total requests received are considered routine.

Our file reviews showed these routine requests did not usually invoke exemptions, if at all. They were often for records the agency had ready and easy access to. Agencies were generally able to provide these records for little or no cost and within a couple of weeks, falling well within the scope of the public records law's "as soon as practicable and without unreasonable delay" provision.

The remaining small percent of non-routine requests are challenging for agencies to fulfill, leading to a perception that agencies deliberately use methods such as high fees and lengthy delays to avoid releasing records.

Non-routine, complex requests take longer, cost more

Non-routine requests are those that are unusually complicated, voluminous or otherwise beyond the scope of what agencies typically see in a public records request. These requests are frequently for large amounts of information or for records spanning a lengthy period of time.

Our file reviews showed that many times, these requests begin with the phrase “any and all.” They can include any and all documentation related to a particular person or entity; often, the request is for any and all correspondence related to a particular subject, including letters, memos, and emails.

One such request was made of the Department of Human Services in April 2014, asking for an entire file related to the licensing of a nursing facility. The request included evidence of any contested case involving the licensee, transcriptions, audio records and any and all correspondence. It took the agency 118 days – nearly four months – to fulfill this request, which included removing exempted material, at a charge of \$742 (down from the initial estimate of about \$1,000).

A request may also be complex if it is unique to an agency. The Oregon Employment Department recently received a public records request that included electronic correspondence – specifically, text messages. Staff told us it was the first instance such a request had ever been made of the agency.

Requests for information that may be exempt from disclosure can also be challenging for an agency. Agency staff will sometimes consult with attorneys to ensure such exemptions are properly applied; attorneys may need to review documents for sensitive information prior to their release. This extra attention can translate into longer wait times, higher fees for more staff time, or additional attorney fees.

Because of the factors mentioned above, there is a perception among some requesters that agencies could game the system. From their perspective, silence from an agency may be suspicious. Requests for records that contain sensitive information may take weeks to be released, leaving requesters questioning the reason for the delay.

For this reason, the Attorney General has recommended that agencies keep open lines of communication with the requester:

“Upon receiving a records request, review the request to see if it is ambiguous, overly broad or misdirected. If so, contact the requester for clarification ... A brief conversation with a requester can save considerable time and expense in responding to records requests.”

Journalists we spoke to cited both delays and high costs as frequent tools they believe are used to block records requests. One journalist told us that when he sees a high cost in response to a request, it makes him wonder what the agency is hiding. Another said he was convinced agencies deliberately delayed releasing records for their own benefit, fully aware of the strict deadlines under which the media operate.

In our review of selected public records requests, we found no evidence to suggest that agencies were employing these tactics. But when agencies struggle to respond to complex, non-routine requests, it can foster suspicion and distrust, which in turn can undermine the credibility and transparency of both the agency and Oregon government.

Role of Attorney General is limited in mediating timeliness, fees

Requesters are limited in how to proceed if they are dissatisfied with an agency's response to a public records request.

In some instances, Oregon's Attorney General may be petitioned to order an agency to release public records. Beyond the Attorney General, requesters may also choose to sue in court. However, the Attorney General's role extends only as far as denials of public records requests or denials of fee waivers or reductions. Requesters who feel that an agency is violating the "unreasonable delay" provision of Oregon law, or who feel that an agency is charging prohibitively high fees, have no such avenue.

Several other jurisdictions have neutral, third-party entities that mediate such disagreements between agencies and requesters. Connecticut has a Freedom of Information Commission, which is a quasi-judicial commission of nine members and 15 supporting staff, who respond to complaints about public records. Complaints are resolved through the commission's hearing process.

In Washington, the Open Government Ombudsman assists both citizens and public agencies to comply with the state Public Disclosure Act. The ombudsman is a single individual appointed by the Attorney General.

British Columbia has an Information and Privacy Commissioner, who has the power to investigate and mediate disputes over privacy and access to information. The commissioner, with the assistance of an external six-member advisory board, provides independent oversight and enforcement of the province's freedom of information laws.

Oregon currently has no such mechanism to help mediate disputes between requesters and agencies over high fees or lengthy disclosure timelines.

Agencies retain public records longer than required

Chapter 192 of Oregon law – more commonly known as the public records law – begins with the subject of retention. "The records of the state and its

political subdivisions are so interrelated and interdependent,” legislators wrote, “that the decision as to what records are retained or destroyed is a matter of statewide public policy.”

Those political subdivisions, defined in the law as “a city, county, district or any other municipal or public corporation in this state,” include state agencies.

The state and its political subdivisions, the law continues, have a responsibility to “insure orderly retention and destruction of all public records ... and to insure the preservation of public records of value for administrative, legal and research purposes.”

But the challenges of manually managing electronic records, along with a tendency to be too cautious, has led Oregon agencies to retain records for longer than necessary, resulting in too many records that complicate agency efforts to efficiently manage the public information with which they have been entrusted.

Agencies must adhere to their retention schedules

Record retention schedules specify both the minimum and maximum length of time that a public record must be kept to satisfy the administrative, legal, fiscal and historical requirements of that record.

To that end, state agencies must also *manage* their record retention processes, by doing the following:

- Ensure a reasonable level of protection for records.
- Comply with any applicable laws and policies.
- Maintain records in a manner that ensures timely, efficient and accurate retrieval of needed information.
- Provide secure and appropriate disposition or destruction for records that are no longer required to be kept.

This is achieved, in part, through the agency’s retention schedule – a document that indicates how long specific records must be kept. Retention schedules further specify what must happen to records at the end of that period, including destruction or transfer to the State Archives.

Each agency has a retention schedule created and approved by the Oregon State Archives. This schedule is the agency’s legal authorization to destroy public records.

There is a general retention schedule that applies to records common to all state agencies, plus agency-specific retention schedules that include records unique to that agency. For example, at the Department of Environmental Quality, air quality special projects records must be retained for 10 years and then be destroyed.

Agencies struggle with the volume of records

As important as retention schedules are, agency staff are not always following them. Instead, many employees are keeping far more records than necessary, complicating record management efforts.

In interviews, some employees told us they have a tendency to “hold on to everything,” instead of destroying records that reach their disposition date. In some instances, employees create duplicate copies of records by printing off electronic records and keeping both, expressing distrust with electronic storage systems.

Agency staff may worry about losing track of a public record or accidentally destroying it too soon – actions that may have consequences. They may feel it is safer to simply hold on to everything.

But it is equally important that agencies adhere to their retention schedules, which includes destroying records at the appropriate date. Without the appropriate destruction of records, agencies accumulate more information they must manage, leading to this issue of volume.

Records retention is especially important in that it precedes records disclosure. After all, agencies cannot respond to a public records request and disclose records they do not have.

But they also cannot disclose records they cannot find. These large amounts of information are challenging for agencies to manage efficiently, particularly when trying to find among them a single record in response to a records request – like a needle in a haystack.

In fact, officials at both of the agencies with key public records responsibilities – the Oregon State Archives and the Department of Justice – said this tendency to stockpile records is one of Oregon’s biggest issues in public records management.

Training, technology can streamline management efforts

Training is important for an organization’s development and success – both for new employees and as a refresher for existing employees.

Agencies reported staff understood the significance of record retention. Each agency had staff dedicated to the task of managing public records. More than half of these employees had undergone training specific to public record retention, whether it was provided internally or by the Oregon State Archives.

However, as all state employees create public records in the course of their duties, the obligation for proper record retention lies with each state employee, not just a select few. We found that training on record retention is not consistently given to all agency staff. As a result, agencies risk noncompliance with retention schedules or internal policies and procedures.

Technology can be immensely beneficial to agencies as they manage increasing amounts of public information. Digital storage can be easier and more cost-efficient for an agency than keeping piles of boxes containing thousands of papers. Computers can search more quickly for a single document than a person can. And some software programs can automatically destroy digital information or remind the user to do so when the retention period has expired. As more records are being created digitally, digital-only storage and retention solutions are necessary.

One such program is HP Records Management, or HPRM, a records management program from Hewlett-Packard. The HPRM applies automatic retention and disposition control to all records and indexes the content of those records for searching, which can be helpful for responding to public records requests.

According to the Oregon State Archivist, several agencies in Oregon already use HPRM, formerly known as TRIM, or will be adopting it shortly, including the Department of Administrative Services and the Department of Environmental Quality. By purchasing the program in conjunction with other state agencies, such as the Secretary of State, the cost to each agency is approximately \$37 per user per month.

Other agencies use other records management programs. For example, the Public Employees Retirement System uses IBM FileNet instead of HPRM to manage its records, including member and employer files.

However, agencies have differing needs for record management. A large agency that is responsible for a large volume of confidential and private information will have more records to manage than a smaller agency with fewer records. Some technologies can be expensive and unwieldy, or unable to securely store records with confidential information. Therefore, agencies should proceed with care when selecting and implementing record management programs.

In addition to helping agencies manage record retention, technology can be beneficial to agencies in tracking the public records requests they receive and how they respond to those requests.

Under a general retention schedule that applies to all state agencies, agencies are required to retain for five years any requests for disclosure of public records. They are also required to retain agency responses, including approvals, denials, Attorney General Orders, and any correspondence.

Many agencies we reviewed maintain a log to help keep track of these requests and their associated documentation. These logs vary in their appearance and level of complexity, from team collaboration software tools to simple spreadsheets. These logs can be useful in helping agencies keep track not only of how timely they were in responding to a request, but also of any documentation and correspondence associated with a request.

Not all agencies maintain a log; others have a log, but don't maintain it consistently. Some logs we saw were more thorough and detailed than others. And agencies that log requests differently within separate divisions are not consistently logging requests agency-wide.

Exemptions remain an issue and may require a closer look

A significant portion of Oregon's public records law is devoted to exemptions – meaning those instances in which a public record may be exempt from disclosure due to the sensitive or private nature of information it contains.

When the public records law was first enacted, it included only 55 exemptions. But over the years, the Legislature has gradually added more exemptions to this list. Today, Oregon's law contains more than 400 exemptions, scattered throughout various chapters and sections.

Compared to the federal public records law – the Freedom of Information Act, or FOIA – and some other states, this number appears high. The FOIA contains nine exemptions, while other states we examined had anywhere from approximately 18 to 175 exemptions built into their laws.

Generally, agency staff told us they had a clear understanding of which exemptions applied to most of their records. We found that most records, if they were subject to an exemption, fell under one of just a few common categories. For example, multiple agencies we visited said they had some records subject to attorney-client confidentiality.

However, due to the vast number of exemptions in the law – including how they are worded and where they are located – agency staff said they would sometimes consult with internal experts or with the Department of Justice to seek guidance on applying exemptions.

This process can delay the timeliness with which an agency responds to a public records request; it can also increase the cost both to an agency and to a requester. The more confusing the exemption, the greater the risk is that a request will both take longer to fulfill and cost more.

There is a perception among some journalists that agencies already use delays and high fees to limit access to public records. In addition to the effect exemptions can have on these factors, there is also a perception among some requesters that agencies improperly use exemptions themselves to decline a request for a public record.

This perception may stem from the discretionary nature of most of Oregon's exemptions. As noted earlier, many records can be disclosed at an agency's discretion even if an exemption applies to that record.

In making that determination, agencies are required to weigh public interests favoring nondisclosure against public interests favoring

disclosure, with a presumption toward disclosure – meaning the right of the public to know what its government is doing on the job. The exception is confidential information, which is legally prohibited from release.

However, it is not clear that agencies are weighing these competing interests in determining whether or not to release a public record. In interviews with agency staff, very few discussed weighing the public interest. According to one Department of Justice official, some agencies may misunderstand this conditional aspect of some of the law’s exemptions.

These difficulties surrounding the exemptions in Oregon’s public records law are not new. In 2007, a national report that gave Oregon a failing grade in terms of its government transparency spurred officials to take a closer look at the law. Their findings, published in October 2010 as the Attorney General’s Government Transparency Report, encouraged the Legislature to make appropriate changes regarding timeliness, fees, and exemptions:

“The steady growth of exemptions is perhaps the most vexing problem with the public records law. Not only are there too many exemptions but they are haphazardly scattered throughout state law and thus difficult to find. Seemingly similar types of information may be subject to different rules depending on the particular language adopted by the legislature in a particular case. Any meaningful overhaul of Oregon’s public records law must reorganize and make coherent sense of the numerous exemptions. Some exemptions should be eliminated altogether.”

A bill was subsequently introduced during the 2011 legislative session to address some of these recommendations, but it failed to pass. An earlier bill introduced in 1993 that would have addressed exemptions also failed to pass. It appears that these issues regarding exemptions, outlined years ago, remain issues to this day.

We did not attempt to determine whether or not agencies are properly applying exemptions, due in part to the efforts of a task force that the Attorney General recently convened. Therefore, we did not draw any conclusions or make recommendations regarding exemptions. The Attorney General’s Public Records Law Reform Task Force plans to examine the issue of exemptions in Oregon law in more detail.

Variations in responses frustrate some requesters

At each of the agencies we reviewed, staff expressed their appreciation for the flexibility built into Oregon’s public records law. It allows them to balance the task of responding to records requests with their regular duties to serve the public. Agencies are able to set policies and procedures that are tailor-made for their individual missions and goals.

However, this flexibility has led to inconsistencies in how agencies are responding to public records requests. Requesters have an expectation that

state government will be accountable to the public, and that public information will be made available within a reasonable time and for a reasonable fee. When requesters are not sure what kind of response to expect from an agency, it can lead to confusion and frustration.

A one-size-fits-all solution regarding cost or timeliness is problematic, given the broad array of services within state and local governments. Prior efforts by the Legislature to apply such a solution have been met with resistance from local governments and smaller public bodies with limited resources.

However, agencies can take certain steps to bring *more* consistency to the process of disclosing public information.

Fees charged for material costs and staff time vary widely

Under Oregon law, agencies are allowed to establish fees reasonably calculated to reimburse the agency for the actual cost of making public records available. These fees can cover both the costs of any paper or materials to provide copies of a record, as well as the staff time taken to locate, compile, and provide the records.

Agencies are also required to establish fee schedules, which specify upfront the amounts and manner of calculating fees in responding to requests for public records.

The size and type of a records request will impact the fee an agency may charge to produce it. But we found that even the manner of calculating fees for such things as materials and staff time varies widely among agencies.

For instance, some agencies are charging \$0.25 per page for copies, while other agencies are charging only \$0.05 per page.

Furthermore, some agencies provide a limited number of copies, upfront, free of charge. For example, the Department of Human Services and the Oregon Employment Department provide the first 10 pages free of charge, and then at a cost of \$0.25 for each page beyond that.

When agencies do not consistently offer these initial free copies, it can lead to confusing variations in the cost for providing public records. It may appear that agencies are arbitrarily charging or waiving fees.

But the greatest variation in costs was how much agencies are charging for staff time. Much like the cost for materials, charges for staff time vary widely – anywhere from \$15 to \$40 per hour. Some agencies charge for the first 15 or 30 minutes of work. At other agencies, staff time is charged at the individual employee's hourly rate.

These variations have resulted in frustration and confusion for both agency staff and requesters. The fees paid by a requester do not always cover the cost of an employee's time in searching for and compiling a record. Flat rates such as \$28 per hour for labor, for instance, do not take into account

the variety in salaries among staff who are responding to records requests. In some instances, agency staff expressed confusion over determining when it is or is not appropriate to charge a requester for public information.

Meanwhile, requesters may see widely different costs for similar requests made of different agencies without understanding why. Journalists told us that the fees agencies set seem arbitrary. Several journalists we spoke to said that high fees had, at least once, stopped them from moving forward with a public records request.

Response times for disclosing records vary by agency

Oregon's public records law is vague in regards to timeliness. Rather than setting a deadline for agencies to respond to a public records request, the law states only that agencies "shall respond as soon as practicable and without unreasonable delay."

The Oregon Attorney General offers more specific guidelines to ensure that public records are being released in a timely fashion:

"In the usual case, we think that it should be possible to make requested records available within ten working days. We recognize that in some cases more time – even significantly more time – may be required."

We found these 'usual case' requests – routine requests – were indeed made available within a couple of weeks. It was the infrequent complex or non-routine requests that required more time.

The flexibility in the law allows agencies to set their own goals and guidelines regarding timeliness – as some agencies have. These deadlines vary, but some of the agencies we examined have adopted the Attorney General's recommendation. For example, the Oregon Employment Department, the Oregon Liquor Control Commission, and the Board of Parole and Post-Prison Supervision all have policies or goals to respond to public records requests within 10 days.

Although Oregon's flexible timeliness provision is not unique, many other states have set stricter requirements within their laws. In Washington and Illinois, for instance, agencies must respond to requests within five business days.

However, we found no evidence, in Oregon or other states, to suggest that implementing a deadline in law would speed up an agency's response. This is due largely to the differences between routine and non-routine requests.

Generally, agencies are already able to comply with routine requests within the Attorney General's recommended timeframe. Based on interviews, available agency turnaround time calculation, and our own analysis of an agency's public records log, we found that agencies generally completed routine requests within 14 days.

It is the non-routine or complex requests that take significantly longer. During our file reviews, we found instances where these requests can take as few as 14 days or upwards of 265 days to fulfill.

To determine this information, we asked each agency to provide us a log or tracking document for each request received between January 2014, and when we contacted them in the summer of 2015.

Most agencies were able to provide us with a log. Two agencies tracked requests individually by section or division and not agency-wide. Two agencies had only recently begun keeping a log of the requests received; those logs, therefore, did not date back to 2014. One agency did not log its public records requests at all.

Only two agencies maintained or tracked in their logs enough data to allow us to calculate timeliness in how the agency responded to all public records requests: the Public Employees Retirement System and the Department of Environmental Quality.

At the latter, employees regularly compile reports on the agency's timeliness. According to a recent staff report, more than 60 percent of public records requests received from 2014 to the second quarter of 2015 were completed within seven days. These reports are useful management tools for determining whether the agency is responding to requests in a timely fashion and seeing where improvements may be needed.

For most agencies, we were unable to determine timeliness due to insufficient data included in the logs. For example, several agencies did not include any dates in their logs – such as a date when a request was received or a date when the request was fulfilled. Other agencies said they did not regularly log every single request that they received.

We also reviewed a selection of agencies' files that related to public records requests. These files generally included the initial request, any correspondence the agency had with the requester, dates the request was received, invoices showing fees charged and paid, and information about what was requested.

To select files for these reviews, we asked agencies to identify requests that took a long time to fulfill or resulted in a fee. We also reviewed a file that we selected at random, in addition to the agency's most recently completed request. The file reviews provided us with a glimpse into the requests agencies receive and how they responded.

Journalists told us they believe there is a problem with agencies taking too long to release public records. They believe that, without specific deadlines, agencies are not holding themselves accountable for responding to requests in a timely fashion.

When agencies adopt their own policies to govern the timeliness for disclosing a public record, they offer requesters a standard to which they can be held accountable. But it also provides agencies with the same

flexibility to handle complex or voluminous requests that is currently built into Oregon's public records law.

However, agencies should better monitor their own timeliness in responding to public records requests to ensure compliance with internal guidelines, hold themselves accountable to requesters, and identify areas for improvement.

Agencies are struggling to keep up with changing expectations and technologies

Since the initial passage of Oregon's public records law, the Legislature over the years has made several changes to update the language or add more exemptions.

One such change, made in 2011, modified the definition of a public record to include digital or electronic records.

But while the law has been updated, agency policy hasn't necessarily followed. When it comes to addressing the use of email, text or instant messages and social media as public records, Oregon agencies have struggled to keep up.

Agencies' policies on email do not address private accounts, devices

Email is now widely accepted as a public record when state agencies use it to conduct the public's business.

More than half of the agencies we examined have already adopted specific policies governing the retention and use of email as a public record to ensure compliance with the law.

But not all agencies have these policies, or they may be unclear. This lack of clarity may put an agency at risk of failing to retain some public information, or failing to disclose it in response to a public records request.

Written policies can help prevent confusion and potential legal problems. Policies and procedures within an agency can establish a high degree of understanding, cooperation, and efficiency among employees.

Additionally, the distinction between public and private information in emails and on private devices such as laptops, smartphones, and tablets, is not always clear. Agencies and their employees face increasing confusion over when an email is or is not a public record – and how to treat it accordingly.

The new Governor recently adopted an email policy that clears up some of this confusion:

“When the Office of the Governor receives a public records request or valid subpoena, all official e-mail accounts and systems used for official Office business are subject to search and production.”

“To the extent that Office employees use personal e-mail addresses to communicate about official matters (that is, to the extent public records are associated with such addresses), those e-mails are similarly subject to search and production. Office employees are therefore strongly encouraged to engage in communications regarding official business only on their official e-mail accounts. If private accounts must be used, it is Office policy that employees copy their official e-mail accounts on all such outgoing communications, and forward any received messages on which their official e-mail accounts are not copied.”

Of the agencies we examined, which did not include the Governor’s Office, we found only one had adopted policies to specifically address the use of private email in conducting the public’s business.

Agencies are slower to address text, instant messages

Beyond email, public employees may be increasingly using other technologies to communicate – namely, text and instant messages. Similar to email, these communications fall under the scope of public records law when they are used in conducting the public’s business, and would require disclosure in response to a public records request.

The Governor’s Office mitigates this risk by specifically addressing both text and instant messages in its policy:

“Office of the Governor employees may use text messaging to communicate factual and logistical information: (a) that is not a substantive part of the Office’s work, or (b) that has been documented, or necessarily will be documented, in separate public records. In the absence of separate documentation, Office employees are not to use text messages for official purposes other than for routine communications that do not meet the definition of a “public record.” This Policy applies equally to an employee’s “official” mobile phone or computer and to an employee’s “personal” mobile phone or computer.”

We found that none of the agencies we examined had adopted clear policies to specifically address the use and retention of text messages as public records, and only the Department of Human Services (DHS) had a policy to clearly address instant messages.

Some agencies have policies in place, such as DHS, that refer to “other forms of electronic communications” as public records and may be interpreted to include text messages. However, this policy could be refined to include explicit guidance on the use and retention of text messages as public record.

Additionally, some agencies, such as the Public Employees Retirement System, told us they are in the process of trying some of these communications, like instant messaging. Should the agency choose to adopt

this form of communication, policies governing its use are anticipated to follow.

Social media creates a public record gray area

The proliferation of social media is also transforming the way state and local governments communicate with the public. Some Oregon agencies are creating Twitter accounts, and even publishing videos to YouTube.

As with any other writing that pertains to the public's business, these social media postings are included in the umbrella of public records – even if they consist only of 140 characters, as with Twitter.

Only a few agencies have established policies and procedures around social media, to ensure their use aligns with the requirements of the public records law.

Several of these policies appear to draw language from the Social Networking Media guide published by the Oregon Department of Administrative Services, which offers best practices on the use and retention of social media.

The policy also identifies a potential risk associated with a public body's use of social media. For instance, posts made to Twitter under an agency's account may not belong to the agency, but to Twitter. However, under Oregon's public records law, the agency still maintains responsibility for the information's retention.

According to the Oregon State Archivist, this is one portion of the law that has failed to keep up with emerging technologies. She noted that it is considered a best practice for agencies to post only duplicate information, so that they can maintain ownership of the original and compliance with the law.

Conflicting expectations of transparency and privacy

Emerging technologies have also impacted two conflicting interests: an increased expectation of transparency in our government, as well as an increased expectation of privacy for the individuals it serves.

Requesters who ask for any and all correspondence expect an abundance of information shedding light on conversations and decision-making that goes into the public business. But those records must also be carefully vetted to protect sensitive and confidential information – such as Social Security numbers or attorney-client communications. Disclosure of such confidential information has serious implications, even if it is done for the sake of transparency.

One way agencies can improve transparency is to use technology to be proactive, rather than reactive – that is, simply make public information available upfront, rather than waiting for the public to ask for it. This is the motivation behind Oregon's Open Data Portal, located at data.oregon.gov.

Several agencies have taken similar action. For example, the Oregon State Board of Nursing posts several types of public information online, including disciplinary actions against licensees. The Oregon Liquor Control Commission posts information about licensed businesses and new license applications it receives.

This kind of proactive accountability is beneficial both for agencies and for requesters. Requesters are able to quickly and easily locate information, eliminating the need for certain public records requests. Agencies, in turn, receive fewer requests and are able to devote more time and resources to unique requests or their other duties.

It does, however, come with its own risks. The Employment Department, for example, told us it has considered putting some information online – but certain information, due to confidentiality, simply cannot be posted. Agencies must be careful about the records they post online to avoid accidentally sharing sensitive or confidential information.

Recommendations

To bring more consistency to agency responses to public records requests, the Department of Administrative Services should provide statewide guidance and training on:

- procedures for handling non-routine and complex public records requests, including communicating with requesters regarding fees and timelines;
- procedures for the use and retention of electronic communication, including text and instant messaging as they relate to public records law; and
- procedures for the use of personal devices and personal email accounts, as they relate to public records law.

To address the variation in fees charged by state agencies, the Department of Administrative Services should also consider:

- creating rates to charge for the cost of copies of public records; and
- identifying rates to charge for labor for state employees working on public records requests.

To improve responses to public records requests, state agencies should create policies and procedures based on the guidance to be provided by the Department of Administrative Services, and:

- implement a record management program or process that fits the needs of each agency (e.g. HPRM or another system);
- create goals for turnaround time that fit agencies' processes based on past experiences with responding to requests;
- create and keep a tracking mechanism, such as a log, to measure adherence to turnaround time goals and to track documentation related to each request; and
- identify frequently requested information and consider proactively making the information available (e.g., posting more information on agency website or the Oregon Transparency Website).

To address concerns regarding high fees and long turnaround times for public records requests, the Oregon Legislature should:

- consider creating a third party, such as an ombudsman, to review disputes over non-routine requests; and
- take into consideration the results of the Attorney General's task force for any recommended changes to the public records law.

Objectives, Scope and Methodology

Our audit objective was to examine state agency retention and disclosure practices concerning public records and the consistency among agencies in complying with Oregon's public records law. We focused our reviews on nine selected agencies of varying sizes and missions.

The nine agencies were:

- The Department of Human Services
- The Oregon Employment Department
- The Department of Environmental Quality
- The Public Employees Retirement System
- The Oregon Liquor Control Commission
- The Oregon Department of Education
- The Oregon Real Estate Agency
- The Oregon State Board of Nursing
- The Board of Parole and Post-Prison Supervision

We also focused on public records requests received from January 2014 to when we contacted the agencies in the summer of 2015. Our audit work did not include reviews of local government agencies.

To address our audit objective, we reviewed Oregon's public records law and Administrative Rules, agencies' policies and procedures for record retention and disclosure, and researched other states' public records laws for disclosing public records.

We interviewed at least one employee from each selected agency who was knowledgeable about the agency's retention and disclosure processes. We also interviewed several public records requesters who are members of the media to gain an understanding of their experiences with the records request process.

We also conferred with the Oregon State Archives, which is a division of the Secretary of State's Office.

We obtained public records logs from the agencies and analyzed the logs for timeliness, frequency of requests and the types of information requested. We judgmentally selected a number of public records requests from the logs for file reviews. We reviewed files for consistency in complying with agencies' policies and public records laws.

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objective. We believe that the evidence obtained and reported provides a reasonable basis to achieve our audit objective.

Auditors from our office, who were not involved with the audit, reviewed our report for accuracy, checking facts and conclusions against our supporting evidence.



Oregon

Kate Brown, Governor

Department of Administrative Services

Office of the Chief Operating Officer

155 Cottage Street NE, U20

Salem, OR 97301

PHONE: 503-378-3104

FAX: 503-373-7643

November 13, 2015

Gary Blackmer, Director
Audits Division
Office of the Secretary of State
255 Capitol Street NE, Suite 500
Salem, OR 97310

RE: Audit Report, *State Agencies Respond Well to Routine Public Records Requests, but Struggle with Complex Requests and Emerging Technologies*

Dear Mr. Blackmer:

Thank you for providing the Department of Administrative Services (DAS) with the audit report noted above. This audit, originally requested by Governor Brown, is very important, and DAS and state agencies are ready to implement the recommendations. The report identified areas where improvement is necessary to better and more consistently respond to non-routine and complex public records requests. We appreciate the work of the Oregon Audits Division staff and agree with the recommendations set forth.

Below you will find DAS' response to the specific audit recommendations. Management generally agrees with the recommendations. While DAS was not one of the agencies surveyed in the audit, we understand we are being asked to respond because of our responsibility to provide general oversight to state agencies. In anticipation of the release of this report, DAS has already begun discussion with state agency leaders at the Enterprise Leadership Team about the need for standardization of public records policies and processes that still meet individual agency business needs.

Audits Division recommendation:

To bring more consistency to agency responses to public records requests, the Department of Administrative Services should provide statewide guidance and training on: *procedures for handling non-routine and complex public records requests, including communicating with requesters regarding fees and timelines; procedures for the use and retention of electronic communication, including text and instant messaging as they relate to public records law; and procedures for the use of personal devices and personal email accounts, as they relate to public records law.*

DAS' Response:

Management generally agrees with the recommendations. Development of statewide policy regarding text messages and social media is already underway in anticipation of needs

identified by a new communications contract. DAS will work with the State Archivist to create a menu of options to meet retention and disposition requirements that can be adopted based on business needs.

In addition, the Department will provide clear guidance to state agencies to help ensure accuracy and consistency in response to public records requests. DAS will convene agency public information officers (PIOs) to identify best practices and develop recommended policy and procedure guidance to help agencies resolve barriers to effective response to non-routine and complex public records requests. DAS will engage and coordinate with state agency leadership in finalizing that policy guidance.

Audits Division recommendation:

To address the variation in fees charged by state agencies, the Department of Administrative Services should also consider: *creating rates to charge for the cost of copies of public records; and identifying rates to charge for labor for state employees working on public records requests.*

DAS' Response:

Management generally agrees with the recommendation. As mentioned above, DAS and the Enterprise Leadership Team are ready and willing to see standardization that still accommodates agency business requirements. DAS will convene agency PIOs and business managers to identify best practices and develop recommended policy guidance regarding standardized fees and charges. DAS will work with agencies to ensure fees and charges are appropriately levied in alignment with these guidelines.

Audits Division recommendation:

To improve responses to public records requests, state agencies should create policies and procedures based on the guidance to be provided by the Department of Administrative Services, and: *implement a record management program or process that fits the needs of each agency (e.g. HPRM or another system); create goals for turnaround time that fit agencies' processes based on past experiences with responding to requests; create and keep a tracking mechanism, such as a log, to measure adherence to turnaround time goals and to track documentation related to each request; and identify frequently requested information and consider proactively making the information available (e.g., posting more information on agency website or the Oregon Transparency Website).*

DAS' Response:

Management generally agrees with the recommendations. While these recommendations are directed to state agencies in general, not DAS in specific, the Department will work closely with agencies to make sure the recommendations are communicated to agencies along with DAS' policy guidance.

DAS will work collaboratively with the Office of the State Chief Information Officer, the Governor's Office and the State Archivist to evaluate the feasibility of implementing a technology solution to streamline and automate appropriate records management statewide. As

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an agency, DAS is testing HPRM in the office of the COO with the intent of expanding its use, agency-wide, once testing is complete. DAS will create processes to evaluate effectiveness and monitor performance and will share that information with other state agencies. Any statewide solution will require careful planning and implementation.

Closing:

DAS management appreciates your audit team's efforts and for the recommendations made in the audit report. We look forward to working with the Secretary of State's Audits Division along with our statewide partners to improve responses to public records requests across the enterprise. If you have any general questions about this response, please contact Zachary Gehringer, Chief Audit Executive, at 503-378-3076.

Sincerely,



Clyde Saiki
DAS Director and Chief Operating Officer

Cc: Barry Pack, DAS Deputy Chief Operating Officer
George Naughton, DAS Chief Financial Officer
Madilyn Zike, DAS Chief Human Resources Officer
Zachary Gehringer, DAS Chief Audit Executive

About the Secretary of State Audits Division

The Oregon Constitution provides that the Secretary of State shall be, by virtue of her office, Auditor of Public Accounts. The Audits Division exists to carry out this duty. The division reports to the elected Secretary of State and is independent of other agencies within the Executive, Legislative, and Judicial branches of Oregon government. The division audits all state officers, agencies, boards, and commissions and oversees audits and financial reporting for local governments.

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This report, a public record, is intended to promote the best possible management of public resources. Copies may be obtained from:

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phone: 503-986-2255

mail: Oregon Audits Division
255 Capitol Street NE, Suite 500
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The courtesies and cooperation extended by officials and employees of the Department of Human Services, Oregon Employment Department, Department of Environmental Quality, Oregon Liquor Control Commission, Public Employees Retirement System, Oregon Department of Education, Oregon Real Estate Agency, Board of Parole and Post-Prison Supervision and Oregon State Board of Nursing during the course of this audit were commendable and sincerely appreciated.

AUDITS RESPONSE REPORTS

Secretary of State Audit Report (2015-27)

In 2015, the Secretary of State (SOS) conducted an audit pertaining to how State agencies responded to and completed public records requests, as well as how they adhered to record retention schedules. A summary of findings are listed below, along with a brief description of what actions the Board has taken to address them.

- Agencies charge differing fees to provide public information. This variation extends to both the fees for copying costs and the charge for staff time to respond to a request. Agencies charge anywhere from \$0.05 to \$0.25 per page in copying costs, and from \$15 to \$40 per hour for staff time.
 - The Board is working toward adopting a more consistent fee schedule and has referenced DAS policy.
- Agencies have taken a longer time to update their own policies to include emerging technologies such as email, text, and instant messages.
 - The Board's networking and data services are shared and maintained by the Department of Corrections. We adhere to their current policies related to public records requests for such material.
- Technology can be immensely beneficial to agencies as they manage increasing amounts of public information. Digital storage can be easier and more cost-efficient for an agency than keeping piles of boxes containing thousands of papers. Computers can search more quickly for a single document than a person can. And some software programs can automatically destroy digital information or remind the user to do so when the retention period has expired. As more records are being created digitally, digital-only storage and retention solutions are necessary.
 - The Board is in the process of obtaining permissions for the Oregon Records Management System through shared resources with the Department of Corrections. This system will streamline the Board's voluminous collection of offender records, which will lend itself to locating information more quickly and responding to requests in a timelier manner. It will also assist with adherence to the Board's retention schedule by allowing an auto-purge option for specific documents.
- Many agencies we reviewed maintain a log to help keep track of these requests and their associated documentation. These logs vary in their appearance and level of complexity, from team collaboration software tools to simple spreadsheets. These logs can be useful in helping agencies keep track not only of how timely they were in responding to a request, but also of any documentation and correspondence associated with a request.

AUDITS RESPONSE REPORTS

- The Board has made improvements to its records request log, which includes tracking the length of time it takes to fulfill records requests, as well as the type of information requested.
- One way agencies can improve transparency is to use technology to be *proactive*, rather than *reactive* – that is, simply make public information available upfront, rather than waiting for the public to ask for it.
 - The Board is making an effort to improve transparency, and is considering posting certain records online when available.

The Board has a policy package request that will impact the audit results and the Board's efforts to improve its outcome measures: Package 105 – Records Specialist.

The Board is considering an implementation of a new Key Performance Measure relevant to the timeliness of its response to and completion of public records requests.

SPECIAL REPORTS – AFFIRMATIVE ACTION REPORT

**** Please note: Updated information for the 2017-19 Affirmative Action Report will be included in the Governor’s Budget**

Agency DI/AA/EEO Statistics

JUNE 2014 EMPLOYEE SELF-IDENTIFICATION RACE/ETHNICITY, DISABILITY AND VETERAN STATUS																			
F				F	F	F	F	F	F	F	F	F	F	F	F	F	F	F	13
M					M								M		M			M	4
Asian/Pac Islander													1	1					2
	A/Black																		
	A/Hispanic																		
	A/Indian, AK Native																		
	A/White																		
Black																			
	B/Asian, Pac Islander																		
	B/Hispanic																		
	B/Indian, AK Native																		
	B/White							1											1
Hispanic																			
	H/Asian, Pac Islander																		
	H/Black																		
	H/Indian, AK Native																		
	H/White													1					1
Amer Indian or AK Native																			
	I/Asian, Pac Islander																		
	I/Hispanic																		
	I/Black																		
	I/White																		
White						1	1	1		1	1		1			1	1	1	1
	W/Asian, Pac Islander																		
	W/Black																		
	W/Hispanic			1															1
	W/Amer Indian		1							1									2
Diability																			
	Yes																		
	No		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Veteran																			
	Yes							1						1					2
	No		1	1	1	1	1		1	1	1	1	1		1	1	1	1	15

SPECIAL REPORTS – AFFIRMATIVE ACTION REPORT

The Board has increased its efforts to recruit and maintain diverse groups of employees. As of June 2014, the Board employs the following groups:

- Females 76%
- Males 24%
- Asian/Pacific Islander 12%
- Black 6%
- Hispanic 6%
- White 76%
- Veteran 12%

Accomplishments June 31, 2012 – July 1, 2014

The agency is composed of 16 FTE, including the three Board members. The Board has minorities and women represented in several EEO job categories utilized by the agency. While there was a decrease in the number of women employed, the Board's numbers increased in employees with veteran status, as well as people of color.

The Board has utilized State of Oregon Department of Administrative Services training materials in the 2013-15 biennium for the training of Board Members and staff on AA/EEO issues, workplace harassment and cultural competence.

The Board participated in affirmative action workgroups as time permitted, and shared information sent out by the workgroup with all staff. This was well received by staff and is viewed as part of our overall retention efforts. The Board is committed to fulfilling its affirmative action requirements. For all position openings, it recruits through our sister agency, the Department of Corrections, which provides announcements to DAS and to protected class applicants with a goal of increasing employment of veterans, disabled and people of color. Applicants certified as severely disabled receive a copy of the position description, describing the essential functions of the position. Reasonable accommodations for persons with disabilities are made upon request.

The Board has a comprehensive retention "strategy" in the fair and respectful treatment of all employees, applicants, and other stakeholders. Employees feel valued and respected as an individual and as a member of the agency team. This is one of the great strengths of the Board. Our low turnover rate has been a blessing, as staff have grown and developed as part of the team.

SPECIAL REPORTS – AFFIRMATIVE ACTION REPORT

The Board did not identify generations of employees within the agency, but has identified no challenges related to staffing, including recruitment, retention or promotion. All promotional opportunities are monitored for equal access.

The Board did not directly participate in any job fairs in the last biennium, but did provide materials and announcements to its sister agency, Department of Corrections, which assists the Board in all recruitment efforts.

Goals for the Board's Affirmative Action Plan:

In the 2015-17 biennium, the Board will pursue the following goals and strategies:

1. Maintain the Board's commitment to affirmative action through the continued development and adherence to its Affirmative Action Plan.
 - **Strategy**
 - a) Evaluate and revise policies and procedures as needed to promote the Board's commitment to affirmative action and equal employment opportunity.
 - b) Recruit qualified persons with disabilities, minorities, women and other protected classes for position/volunteer vacancies.
 - c) Promote qualified people of color, people with disabilities, women and other protected classes.
2. Continue dialogue among staff and board members to foster understanding and support for the Board's commitment to affirmative action.
 - **Strategy**
 - a) Increase staff and board member knowledge and awareness of affirmative action through review and discussion of the Affirmative Action Plan.
 - b) Train and inform managers and employees as to their rights and responsibilities under the Board's affirmative action policy.
 - c) Make the complete Affirmative Action Plan available and accessible to all Board members, employees, and contractors.
 - d) Continue to provide resources for employees to encourage their career development in state services, as is reasonably practicable to do so. To accomplish this mission, the Board may provide opportunities for training to employees for developing proficiency, enhancing skills and encouraging development in areas for potential advancement. Staff shall be eligible for mandated and required training and these suggestions are frequently discussed during performance reviews to meet individual goals for upcoming year. Suggested training opportunities will be considered by management for approval.

SPECIAL REPORTS – AFFIRMATIVE ACTION REPORT

3. Evaluate and improve, if necessary, recruitment methods to increase ethnic diversity among Board members as vacancies occur.
 - **Strategy**
 - a) Recommend qualified women, minority and disabled candidates to the Governor's Office for Board member vacancies.

4. Increase knowledge and skills of the Board's management staff in applying affirmative action and EEO principles and in promoting a diverse workforce environment.
 - **Strategy**
 - a) Ensure managers understand the Board's affirmative action goals and responsibilities and assert their role in achieving these goals.
 - b) Support managers' knowledge and attendance at equal opportunity, affirmative action, and other diversity-related activities or training activities.
 - c) Maintain management performance appraisal reviews used to evaluate managers on their effectiveness in achieving affirmative action objectives.
 - d) Enforce performance evaluation of the management/supervisory personnel on achieving affirmative action objectives through annual report to the Board Chairperson, including participation in workgroup activities as time permits.
 - e) Board staff play a key role in carrying out the Board's affirmative action policy, creating a welcoming environment, achieving goals and timelines, and ensuring staff are able to effectively interact in a professional, respectful manner that values all backgrounds and cultures.
 - f) All staff are encouraged to participate in mentoring programs, regardless of protected class status or level of representation in the agency. All staff are eligible for temporary job rotations/developmentals, and preparation for permanent job assignments. Tools and resources offered include formal training, and coaching and mentoring, in addition to hands-on job skills training. An employee unsuccessful in achieving a permanent assignment through a job rotation would be encouraged to continue to set and pursue personal and professional goals with the same level of support as outlined above.

Parole & Post Prison Supervision, State Board of

**Summary Cross Reference Listing and Packages
2017-19 Biennium**

Agency Number: 25500

BAM Analyst: Lisper, Michelle

Budget Coordinator: Cronin, Leanne - (503)945-7764

Cross Reference Number	Cross Reference Description	Package Number	Priority	Package Description	Package Group
013-00-00-00000	Parole Board	010	0	Non-PICS Psnl Svc / Vacancy Factor	Essential Packages
013-00-00-00000	Parole Board	021	0	Phase - In	Essential Packages
013-00-00-00000	Parole Board	022	0	Phase-out Pgm & One-time Costs	Essential Packages
013-00-00-00000	Parole Board	031	0	Standard Inflation	Essential Packages
013-00-00-00000	Parole Board	032	0	Above Standard Inflation	Essential Packages
013-00-00-00000	Parole Board	060	0	Technical Adjustments	Essential Packages
013-00-00-00000	Parole Board	080	0	May 2016 E-Board	Policy Packages
013-00-00-00000	Parole Board	101	0	Finance 2015 Reclassifications	Policy Packages
013-00-00-00000	Parole Board	102	0	Assessment Specialists	Policy Packages
013-00-00-00000	Parole Board	103	0	Inter-Agency Agreement	Policy Packages
013-00-00-00000	Parole Board	104	0	Hearings Officers	Policy Packages
013-00-00-00000	Parole Board	105	0	Records Officers	Policy Packages
013-00-00-00000	Parole Board	106	0	Victim Specialist	Policy Packages
013-00-00-00000	Parole Board	107	0	Office Specialist	Policy Packages
013-00-00-00000	Parole Board	108	0	Dues/Memeberships	Policy Packages

BUDGET NARRATIVE

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Parole & Post Prison Supervision, State Board of

**Policy Package List by Priority
2017-19 Biennium**

Agency Number: 25500

BAM Analyst: Lisper, Michelle

Budget Coordinator: Cronin, Leanne - (503)945-7764

Priority	Policy Pkg Number	Policy Pkg Description	Summary Cross Reference Number	Cross Reference Description
0	080	May 2016 E-Board	013-00-00-00000	Parole Board
	101	Finance 2015 Reclassifications	013-00-00-00000	Parole Board
	102	Assessment Specialists	013-00-00-00000	Parole Board
	103	Inter-Agency Agreement	013-00-00-00000	Parole Board
	104	Hearings Officers	013-00-00-00000	Parole Board
	105	Records Officers	013-00-00-00000	Parole Board
	106	Victim Specialist	013-00-00-00000	Parole Board
	107	Office Specialist	013-00-00-00000	Parole Board
	108	Dues/Memeberships	013-00-00-00000	Parole Board

BUDGET NARRATIVE

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DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	25,491	27,549	-	27,549	35,637	35,637
REVENUE CATEGORIES						
GENERAL FUND APPROPRIATION						
0050 General Fund Appropriation						
8000 General Fund	4,539,720	7,807,978	232,938	8,040,916	8,497,157	8,691,974
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	1,165	5,072	-	5,072	5,072	5,072
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	3,618	5,258	-	5,258	5,258	5,258
REVENUES						
8000 General Fund	4,539,720	7,807,978	232,938	8,040,916	8,497,157	8,691,974
3400 Other Funds Ltd	4,783	10,330	-	10,330	10,330	10,330
TOTAL REVENUES	\$4,544,503	\$7,818,308	\$232,938	\$8,051,246	\$8,507,487	\$8,702,304
AVAILABLE REVENUES						
8000 General Fund	4,539,720	7,807,978	232,938	8,040,916	8,497,157	8,691,974
3400 Other Funds Ltd	30,274	37,879	-	37,879	45,967	45,967

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
TOTAL AVAILABLE REVENUES	\$4,569,994	\$7,845,857	\$232,938	\$8,078,795	\$8,543,124	\$8,737,941
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
8000 General Fund	1,761,919	2,958,450	129,017	3,087,467	3,327,696	3,327,696
3160 Temporary Appointments						
8000 General Fund	32,632	-	-	-	-	-
3170 Overtime Payments						
8000 General Fund	3,727	6,263	-	6,263	6,263	6,495
3190 All Other Differential						
8000 General Fund	40,872	298,681	-	298,681	298,681	309,732
TOTAL SALARIES & WAGES						
8000 General Fund	1,839,150	3,263,394	129,017	3,392,411	3,632,640	3,643,923
TOTAL SALARIES & WAGES	\$1,839,150	\$3,263,394	\$129,017	\$3,392,411	\$3,632,640	\$3,643,923
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
8000 General Fund	464	1,148	-	1,148	1,368	1,368
3220 Public Employees' Retire Cont						
8000 General Fund	273,382	515,291	20,372	535,663	693,470	695,624

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
3221 Pension Obligation Bond						
8000 General Fund	118,998	119,116	72,905	192,021	192,021	211,484
3230 Social Security Taxes						
8000 General Fund	139,232	249,653	9,870	259,523	277,899	278,762
3240 Unemployment Assessments						
8000 General Fund	7,761	10,870	-	10,870	10,870	11,272
3250 Worker's Comp. Assess. (WCD)						
8000 General Fund	988	1,788	-	1,788	1,725	1,725
3260 Mass Transit Tax						
8000 General Fund	10,808	18,996	774	19,770	19,770	21,864
3270 Flexible Benefits						
8000 General Fund	465,101	793,728	-	793,728	833,400	833,400
3280 Other OPE						
8000 General Fund	59	-	-	-	-	-
TOTAL OTHER PAYROLL EXPENSES						
8000 General Fund	1,016,793	1,710,590	103,921	1,814,511	2,030,523	2,055,499
TOTAL OTHER PAYROLL EXPENSES	\$1,016,793	\$1,710,590	\$103,921	\$1,814,511	\$2,030,523	\$2,055,499
TOTAL PERSONAL SERVICES						
8000 General Fund	2,855,943	4,973,984	232,938	5,206,922	5,663,163	5,699,422
TOTAL PERSONAL SERVICES	\$2,855,943	\$4,973,984	\$232,938	\$5,206,922	\$5,663,163	\$5,699,422

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	10,070	41,579	-	41,579	41,579	39,465
4125 Out of State Travel						
8000 General Fund	1,181	-	-	-	-	-
4150 Employee Training						
8000 General Fund	10,152	25,876	-	25,876	22,531	21,145
3400 Other Funds Ltd	693	-	-	-	-	-
All Funds	10,845	25,876	-	25,876	22,531	21,145
4175 Office Expenses						
8000 General Fund	49,166	99,089	-	99,089	99,089	95,286
3400 Other Funds Ltd	142	10,852	-	10,852	10,852	11,254
All Funds	49,308	109,941	-	109,941	109,941	106,540
4200 Telecommunications						
8000 General Fund	11,593	18,414	-	18,414	18,414	13,656
4225 State Gov. Service Charges						
8000 General Fund	145,699	146,805	-	146,805	161,686	268,504
4250 Data Processing						
8000 General Fund	-	29,398	-	29,398	22,791	23,005
4275 Publicity and Publications						

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
8000 General Fund	71	-	-	-	-	-
4300 Professional Services						
8000 General Fund	253,822	748,386	-	748,386	748,386	779,070
4325 Attorney General						
8000 General Fund	668,253	1,009,665	-	1,009,665	1,009,665	1,072,335
4375 Employee Recruitment and Develop						
8000 General Fund	140	57	-	57	-	-
4400 Dues and Subscriptions						
8000 General Fund	695	501	-	501	501	520
4425 Facilities Rental and Taxes						
8000 General Fund	-	420,000	-	420,000	420,000	315,001
4475 Facilities Maintenance						
8000 General Fund	-	11,573	-	11,573	11,273	11,690
4525 Medical Services and Supplies						
8000 General Fund	84,195	134,726	-	134,726	134,726	209,711
4575 Agency Program Related S and S						
8000 General Fund	444	-	-	-	-	-
4650 Other Services and Supplies						
8000 General Fund	1,584	19,022	-	19,022	14,450	13,860
4700 Expendable Prop 250 - 5000						

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
8000 General Fund	2,145	65,699	-	65,699	65,699	53,607
4715 IT Expendable Property						
8000 General Fund	6,160	63,204	-	63,204	63,204	75,697
TOTAL SERVICES & SUPPLIES						
8000 General Fund	1,245,370	2,833,994	-	2,833,994	2,833,994	2,992,552
3400 Other Funds Ltd	835	10,852	-	10,852	10,852	11,254
TOTAL SERVICES & SUPPLIES	\$1,246,205	\$2,844,846	-	\$2,844,846	\$2,844,846	\$3,003,806
CAPITAL OUTLAY						
5550 Data Processing Software						
8000 General Fund	350,000	-	-	-	-	-
SPECIAL PAYMENTS						
6035 Dist to Individuals						
8000 General Fund	108	-	-	-	-	-
EXPENDITURES						
8000 General Fund	4,451,421	7,807,978	232,938	8,040,916	8,497,157	8,691,974
3400 Other Funds Ltd	835	10,852	-	10,852	10,852	11,254
TOTAL EXPENDITURES	\$4,452,256	\$7,818,830	\$232,938	\$8,051,768	\$8,508,009	\$8,703,228
REVERSIONS						
9900 Reversions						
8000 General Fund	(88,299)	-	-	-	-	-

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
ENDING BALANCE						
8000 General Fund	-	-	-	-	-	-
3400 Other Funds Ltd	29,439	27,027	-	27,027	35,115	34,713
TOTAL ENDING BALANCE	\$29,439	\$27,027	-	\$27,027	\$35,115	\$34,713
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	16	28	-	28	25	25
AUTHORIZED FTE POSITIONS						
8250 Class/Unclass FTE Positions	15.66	26.04	-	26.04	25.00	25.00
8280 FTE Reconciliation	-	(0.04)	-	(0.04)	-	-
TOTAL AUTHORIZED FTE	15.66	26.00	-	26.00	25.00	25.00

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
BEGINNING BALANCE						
0025 Beginning Balance						
3400 Other Funds Ltd	25,491	27,549	-	27,549	35,637	35,637
REVENUE CATEGORIES						
GENERAL FUND APPROPRIATION						
0050 General Fund Appropriation						
8000 General Fund	4,539,720	7,807,978	232,938	8,040,916	8,497,157	8,691,974
FINES, RENTS AND ROYALTIES						
0505 Fines and Forfeitures						
3400 Other Funds Ltd	1,165	5,072	-	5,072	5,072	5,072
SALES INCOME						
0705 Sales Income						
3400 Other Funds Ltd	3,618	5,258	-	5,258	5,258	5,258
REVENUES						
8000 General Fund	4,539,720	7,807,978	232,938	8,040,916	8,497,157	8,691,974
3400 Other Funds Ltd	4,783	10,330	-	10,330	10,330	10,330
TOTAL REVENUES	\$4,544,503	\$7,818,308	\$232,938	\$8,051,246	\$8,507,487	\$8,702,304
AVAILABLE REVENUES						
8000 General Fund	4,539,720	7,807,978	232,938	8,040,916	8,497,157	8,691,974
3400 Other Funds Ltd	30,274	37,879	-	37,879	45,967	45,967

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
TOTAL AVAILABLE REVENUES	\$4,569,994	\$7,845,857	\$232,938	\$8,078,795	\$8,543,124	\$8,737,941
EXPENDITURES						
PERSONAL SERVICES						
SALARIES & WAGES						
3110 Class/Unclass Sal. and Per Diem						
8000 General Fund	1,761,919	2,958,450	129,017	3,087,467	3,327,696	3,327,696
3160 Temporary Appointments						
8000 General Fund	32,632	-	-	-	-	-
3170 Overtime Payments						
8000 General Fund	3,727	6,263	-	6,263	6,263	6,495
3190 All Other Differential						
8000 General Fund	40,872	298,681	-	298,681	298,681	309,732
TOTAL SALARIES & WAGES						
8000 General Fund	1,839,150	3,263,394	129,017	3,392,411	3,632,640	3,643,923
TOTAL SALARIES & WAGES	\$1,839,150	\$3,263,394	\$129,017	\$3,392,411	\$3,632,640	\$3,643,923
OTHER PAYROLL EXPENSES						
3210 Empl. Rel. Bd. Assessments						
8000 General Fund	464	1,148	-	1,148	1,368	1,368
3220 Public Employees' Retire Cont						
8000 General Fund	273,382	515,291	20,372	535,663	693,470	695,624

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
3221 Pension Obligation Bond						
8000 General Fund	118,998	119,116	72,905	192,021	192,021	211,484
3230 Social Security Taxes						
8000 General Fund	139,232	249,653	9,870	259,523	277,899	278,762
3240 Unemployment Assessments						
8000 General Fund	7,761	10,870	-	10,870	10,870	11,272
3250 Worker's Comp. Assess. (WCD)						
8000 General Fund	988	1,788	-	1,788	1,725	1,725
3260 Mass Transit Tax						
8000 General Fund	10,808	18,996	774	19,770	19,770	21,864
3270 Flexible Benefits						
8000 General Fund	465,101	793,728	-	793,728	833,400	833,400
3280 Other OPE						
8000 General Fund	59	-	-	-	-	-
TOTAL OTHER PAYROLL EXPENSES						
8000 General Fund	1,016,793	1,710,590	103,921	1,814,511	2,030,523	2,055,499
TOTAL OTHER PAYROLL EXPENSES	\$1,016,793	\$1,710,590	\$103,921	\$1,814,511	\$2,030,523	\$2,055,499
TOTAL PERSONAL SERVICES						
8000 General Fund	2,855,943	4,973,984	232,938	5,206,922	5,663,163	5,699,422
TOTAL PERSONAL SERVICES	\$2,855,943	\$4,973,984	\$232,938	\$5,206,922	\$5,663,163	\$5,699,422

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	10,070	41,579	-	41,579	41,579	39,465
4125 Out of State Travel						
8000 General Fund	1,181	-	-	-	-	-
4150 Employee Training						
8000 General Fund	10,152	25,876	-	25,876	22,531	21,145
3400 Other Funds Ltd	693	-	-	-	-	-
All Funds	10,845	25,876	-	25,876	22,531	21,145
4175 Office Expenses						
8000 General Fund	49,166	99,089	-	99,089	99,089	95,286
3400 Other Funds Ltd	142	10,852	-	10,852	10,852	11,254
All Funds	49,308	109,941	-	109,941	109,941	106,540
4200 Telecommunications						
8000 General Fund	11,593	18,414	-	18,414	18,414	13,656
4225 State Gov. Service Charges						
8000 General Fund	145,699	146,805	-	146,805	161,686	268,504
4250 Data Processing						
8000 General Fund	-	29,398	-	29,398	22,791	23,005
4275 Publicity and Publications						

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
8000 General Fund	71	-	-	-	-	-
4300 Professional Services						
8000 General Fund	253,822	748,386	-	748,386	748,386	779,070
4325 Attorney General						
8000 General Fund	668,253	1,009,665	-	1,009,665	1,009,665	1,072,335
4375 Employee Recruitment and Develop						
8000 General Fund	140	57	-	57	-	-
4400 Dues and Subscriptions						
8000 General Fund	695	501	-	501	501	520
4425 Facilities Rental and Taxes						
8000 General Fund	-	420,000	-	420,000	420,000	315,001
4475 Facilities Maintenance						
8000 General Fund	-	11,573	-	11,573	11,273	11,690
4525 Medical Services and Supplies						
8000 General Fund	84,195	134,726	-	134,726	134,726	209,711
4575 Agency Program Related S and S						
8000 General Fund	444	-	-	-	-	-
4650 Other Services and Supplies						
8000 General Fund	1,584	19,022	-	19,022	14,450	13,860
4700 Expendable Prop 250 - 5000						

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
8000 General Fund	2,145	65,699	-	65,699	65,699	53,607
4715 IT Expendable Property						
8000 General Fund	6,160	63,204	-	63,204	63,204	75,697
TOTAL SERVICES & SUPPLIES						
8000 General Fund	1,245,370	2,833,994	-	2,833,994	2,833,994	2,992,552
3400 Other Funds Ltd	835	10,852	-	10,852	10,852	11,254
TOTAL SERVICES & SUPPLIES	\$1,246,205	\$2,844,846	-	\$2,844,846	\$2,844,846	\$3,003,806
CAPITAL OUTLAY						
5550 Data Processing Software						
8000 General Fund	350,000	-	-	-	-	-
SPECIAL PAYMENTS						
6035 Dist to Individuals						
8000 General Fund	108	-	-	-	-	-
EXPENDITURES						
8000 General Fund	4,451,421	7,807,978	232,938	8,040,916	8,497,157	8,691,974
3400 Other Funds Ltd	835	10,852	-	10,852	10,852	11,254
TOTAL EXPENDITURES	\$4,452,256	\$7,818,830	\$232,938	\$8,051,768	\$8,508,009	\$8,703,228
REVERSIONS						
9900 Reversions						
8000 General Fund	(88,299)	-	-	-	-	-

DESCRIPTION	2013-15 Actuals	2015-17 Leg Adopted Budget	2015-17 Emergency Boards	2015-17 Leg Approved Budget	2017-19 Base Budget	2017-19 Current Service Level
ENDING BALANCE						
8000 General Fund	-	-	-	-	-	-
3400 Other Funds Ltd	29,439	27,027	-	27,027	35,115	34,713
TOTAL ENDING BALANCE	\$29,439	\$27,027	-	\$27,027	\$35,115	\$34,713
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	16	28	-	28	25	25
AUTHORIZED FTE POSITIONS						
8250 Class/Unclass FTE Positions	15.66	26.04	-	26.04	25.00	25.00
8280 FTE Reconciliation	-	(0.04)	-	(0.04)	-	-
TOTAL AUTHORIZED FTE	15.66	26.00	-	26.00	25.00	25.00

Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
BEGINNING BALANCE					
0025 Beginning Balance					
3400 Other Funds Ltd	35,637	-	35,637	-	35,637
REVENUE CATEGORIES					
GENERAL FUND APPROPRIATION					
0050 General Fund Appropriation					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
FINES, RENTS AND ROYALTIES					
0505 Fines and Forfeitures					
3400 Other Funds Ltd	5,072	-	5,072	-	5,072
SALES INCOME					
0705 Sales Income					
3400 Other Funds Ltd	5,258	-	5,258	-	5,258
TOTAL REVENUES					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
3400 Other Funds Ltd	10,330	-	10,330	-	10,330
TOTAL REVENUES	\$8,507,487	\$194,817	\$8,702,304	\$2,145,240	\$10,847,544
AVAILABLE REVENUES					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
3400 Other Funds Ltd	45,967	-	45,967	-	45,967
TOTAL AVAILABLE REVENUES	\$8,543,124	\$194,817	\$8,737,941	\$2,145,240	\$10,883,181
EXPENDITURES					
PERSONAL SERVICES					

Detail Revenues & Expenditures - Requested Budget
 2017-19 Biennium
 Parole & Post Prison Supervision, State Bd of

Version: V - 01 - Agency Request Budget
 Cross Reference Number: 25500-000-00-00-00000

Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
SALARIES & WAGES					
3110 Class/Unclass Sal. and Per Diem					
8000 General Fund	3,327,696	-	3,327,696	992,778	4,320,474
3170 Overtime Payments					
8000 General Fund	6,263	232	6,495	-	6,495
3190 All Other Differential					
8000 General Fund	298,681	11,051	309,732	-	309,732
TOTAL SALARIES & WAGES					
8000 General Fund	3,632,640	11,283	3,643,923	992,778	4,636,701
OTHER PAYROLL EXPENSES					
3210 Empl. Rel. Bd. Assessments					
8000 General Fund	1,368	-	1,368	594	1,962
3220 Public Employees' Retire Cont					
8000 General Fund	693,470	2,154	695,624	189,523	885,147
3221 Pension Obligation Bond					
8000 General Fund	192,021	19,463	211,484	-	211,484
3230 Social Security Taxes					
8000 General Fund	277,899	863	278,762	75,947	354,709
3240 Unemployment Assessments					
8000 General Fund	10,870	402	11,272	-	11,272
3250 Worker's Comp. Assess. (WCD)					
8000 General Fund	1,725	-	1,725	715	2,440
3260 Mass Transit Tax					

Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
8000 General Fund	19,770	2,094	21,864	5,957	27,821
3270 Flexible Benefits					
8000 General Fund	833,400	-	833,400	347,250	1,180,650
TOTAL OTHER PAYROLL EXPENSES					
8000 General Fund	2,030,523	24,976	2,055,499	619,986	2,675,485
TOTAL PERSONAL SERVICES					
8000 General Fund	5,663,163	36,259	5,699,422	1,612,764	7,312,186
SERVICES & SUPPLIES					
4100 Instate Travel					
8000 General Fund	41,579	(2,114)	39,465	37,531	76,996
4150 Employee Training					
8000 General Fund	22,531	(1,386)	21,145	22,811	43,956
4175 Office Expenses					
8000 General Fund	99,089	(3,803)	95,286	76,761	172,047
3400 Other Funds Ltd	10,852	402	11,254	-	11,254
All Funds	109,941	(3,401)	106,540	76,761	183,301
4200 Telecommunications					
8000 General Fund	18,414	(4,758)	13,656	21,491	35,147
4225 State Gov. Service Charges					
8000 General Fund	161,686	106,818	268,504	-	268,504
4250 Data Processing					
8000 General Fund	22,791	214	23,005	6,467	29,472
4300 Professional Services					

Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
8000 General Fund	748,386	30,684	779,070	-	779,070
4315 IT Professional Services					
8000 General Fund	-	-	-	218,000	218,000
4325 Attorney General					
8000 General Fund	1,009,665	62,670	1,072,335	-	1,072,335
4400 Dues and Subscriptions					
8000 General Fund	501	19	520	5,030	5,550
4425 Facilities Rental and Taxes					
8000 General Fund	420,000	(104,999)	315,001	-	315,001
4475 Facilities Maintenance					
8000 General Fund	11,273	417	11,690	-	11,690
4525 Medical Services and Supplies					
8000 General Fund	134,726	74,985	209,711	-	209,711
4650 Other Services and Supplies					
8000 General Fund	14,450	(590)	13,860	12,828	26,688
4700 Expendable Prop 250 - 5000					
8000 General Fund	65,699	(12,092)	53,607	66,013	119,620
4715 IT Expendable Property					
8000 General Fund	63,204	12,493	75,697	65,544	141,241
TOTAL SERVICES & SUPPLIES					
8000 General Fund	2,833,994	158,558	2,992,552	532,476	3,525,028
3400 Other Funds Ltd	10,852	402	11,254	-	11,254
TOTAL SERVICES & SUPPLIES	\$2,844,846	\$158,960	\$3,003,806	\$532,476	\$3,536,282

Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
TOTAL EXPENDITURES					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
3400 Other Funds Ltd	10,852	402	11,254	-	11,254
TOTAL EXPENDITURES	\$8,508,009	\$195,219	\$8,703,228	\$2,145,240	\$10,848,468
ENDING BALANCE					
3400 Other Funds Ltd	35,115	(402)	34,713	-	34,713
AUTHORIZED POSITIONS					
8150 Class/Unclass Positions	25	-	25	12	37
AUTHORIZED FTE					
8250 Class/Unclass FTE Positions	25.00	-	25.00	10.43	35.43

Detail Revenues & Expenditures - Requested Budget
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Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
BEGINNING BALANCE					
0025 Beginning Balance					
3400 Other Funds Ltd	35,637	-	35,637	-	35,637
REVENUE CATEGORIES					
GENERAL FUND APPROPRIATION					
0050 General Fund Appropriation					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
FINES, RENTS AND ROYALTIES					
0505 Fines and Forfeitures					
3400 Other Funds Ltd	5,072	-	5,072	-	5,072
SALES INCOME					
0705 Sales Income					
3400 Other Funds Ltd	5,258	-	5,258	-	5,258
TOTAL REVENUES					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
3400 Other Funds Ltd	10,330	-	10,330	-	10,330
TOTAL REVENUES	\$8,507,487	\$194,817	\$8,702,304	\$2,145,240	\$10,847,544
AVAILABLE REVENUES					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
3400 Other Funds Ltd	45,967	-	45,967	-	45,967
TOTAL AVAILABLE REVENUES	\$8,543,124	\$194,817	\$8,737,941	\$2,145,240	\$10,883,181
EXPENDITURES					
PERSONAL SERVICES					

Detail Revenues & Expenditures - Requested Budget
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Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
SALARIES & WAGES					
3110 Class/Unclass Sal. and Per Diem					
8000 General Fund	3,327,696	-	3,327,696	992,778	4,320,474
3170 Overtime Payments					
8000 General Fund	6,263	232	6,495	-	6,495
3190 All Other Differential					
8000 General Fund	298,681	11,051	309,732	-	309,732
TOTAL SALARIES & WAGES					
8000 General Fund	3,632,640	11,283	3,643,923	992,778	4,636,701
OTHER PAYROLL EXPENSES					
3210 Empl. Rel. Bd. Assessments					
8000 General Fund	1,368	-	1,368	594	1,962
3220 Public Employees' Retire Cont					
8000 General Fund	693,470	2,154	695,624	189,523	885,147
3221 Pension Obligation Bond					
8000 General Fund	192,021	19,463	211,484	-	211,484
3230 Social Security Taxes					
8000 General Fund	277,899	863	278,762	75,947	354,709
3240 Unemployment Assessments					
8000 General Fund	10,870	402	11,272	-	11,272
3250 Worker's Comp. Assess. (WCD)					
8000 General Fund	1,725	-	1,725	715	2,440
3260 Mass Transit Tax					

Detail Revenues & Expenditures - Requested Budget
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Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
8000 General Fund	19,770	2,094	21,864	5,957	27,821
3270 Flexible Benefits					
8000 General Fund	833,400	-	833,400	347,250	1,180,650
TOTAL OTHER PAYROLL EXPENSES					
8000 General Fund	2,030,523	24,976	2,055,499	619,986	2,675,485
TOTAL PERSONAL SERVICES					
8000 General Fund	5,663,163	36,259	5,699,422	1,612,764	7,312,186
SERVICES & SUPPLIES					
4100 Instate Travel					
8000 General Fund	41,579	(2,114)	39,465	37,531	76,996
4150 Employee Training					
8000 General Fund	22,531	(1,386)	21,145	22,811	43,956
4175 Office Expenses					
8000 General Fund	99,089	(3,803)	95,286	76,761	172,047
3400 Other Funds Ltd	10,852	402	11,254	-	11,254
All Funds	109,941	(3,401)	106,540	76,761	183,301
4200 Telecommunications					
8000 General Fund	18,414	(4,758)	13,656	21,491	35,147
4225 State Gov. Service Charges					
8000 General Fund	161,686	106,818	268,504	-	268,504
4250 Data Processing					
8000 General Fund	22,791	214	23,005	6,467	29,472
4300 Professional Services					

Detail Revenues & Expenditures - Requested Budget
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Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
8000 General Fund	748,386	30,684	779,070	-	779,070
4315 IT Professional Services					
8000 General Fund	-	-	-	218,000	218,000
4325 Attorney General					
8000 General Fund	1,009,665	62,670	1,072,335	-	1,072,335
4400 Dues and Subscriptions					
8000 General Fund	501	19	520	5,030	5,550
4425 Facilities Rental and Taxes					
8000 General Fund	420,000	(104,999)	315,001	-	315,001
4475 Facilities Maintenance					
8000 General Fund	11,273	417	11,690	-	11,690
4525 Medical Services and Supplies					
8000 General Fund	134,726	74,985	209,711	-	209,711
4650 Other Services and Supplies					
8000 General Fund	14,450	(590)	13,860	12,828	26,688
4700 Expendable Prop 250 - 5000					
8000 General Fund	65,699	(12,092)	53,607	66,013	119,620
4715 IT Expendable Property					
8000 General Fund	63,204	12,493	75,697	65,544	141,241
TOTAL SERVICES & SUPPLIES					
8000 General Fund	2,833,994	158,558	2,992,552	532,476	3,525,028
3400 Other Funds Ltd	10,852	402	11,254	-	11,254
TOTAL SERVICES & SUPPLIES	\$2,844,846	\$158,960	\$3,003,806	\$532,476	\$3,536,282

Detail Revenues & Expenditures - Requested Budget
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Description	2017-19 Base Budget	Essential Packages	2017-19 Current Service Level	Policy Packages	2017-19 Agency Request Budget
TOTAL EXPENDITURES					
8000 General Fund	8,497,157	194,817	8,691,974	2,145,240	10,837,214
3400 Other Funds Ltd	10,852	402	11,254	-	11,254
TOTAL EXPENDITURES	\$8,508,009	\$195,219	\$8,703,228	\$2,145,240	\$10,848,468
ENDING BALANCE					
3400 Other Funds Ltd	35,115	(402)	34,713	-	34,713
AUTHORIZED POSITIONS					
8150 Class/Unclass Positions	25	-	25	12	37
AUTHORIZED FTE					
8250 Class/Unclass FTE Positions	25.00	-	25.00	10.43	35.43

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Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 021 Phase - In Priority: 00	Pkg: 022 Phase-out Pgm & One-time Costs Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00
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REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	194,817	36,259	160,777	(491,330)	285,821	203,290
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AVAILABLE REVENUES

8000 General Fund	194,817	36,259	160,777	(491,330)	285,821	203,290
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TOTAL AVAILABLE REVENUES	\$194,817	\$36,259	\$160,777	(\$491,330)	\$285,821	\$203,290
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3170 Overtime Payments

8000 General Fund	232	232	-	-	-	-
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3190 All Other Differential

8000 General Fund	11,051	11,051	-	-	-	-
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SALARIES & WAGES

8000 General Fund	11,283	11,283	-	-	-	-
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TOTAL SALARIES & WAGES	\$11,283	\$11,283	-	-	-	-
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OTHER PAYROLL EXPENSES

3220 Public Employees Retire Cont

8000 General Fund	2,154	2,154	-	-	-	-
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3221 Pension Obligation Bond

8000 General Fund	19,463	19,463	-	-	-	-
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Description	Total Essential Packages	Pkg: 010	Pkg: 021	Pkg: 022	Pkg: 031	Pkg: 032
		Non-PICS Psnl Svc / Vacancy Factor	Phase - In	Phase-out Pgm & One-time Costs	Standard Inflation	Above Standard Inflation
		Priority: 00	Priority: 00	Priority: 00	Priority: 00	Priority: 00
3230 Social Security Taxes						
8000 General Fund	863	863	-	-	-	-
3240 Unemployment Assessments						
8000 General Fund	402	402	-	-	-	-
3260 Mass Transit Tax						
8000 General Fund	2,094	2,094	-	-	-	-
OTHER PAYROLL EXPENSES						
8000 General Fund	24,976	24,976	-	-	-	-
TOTAL OTHER PAYROLL EXPENSES	\$24,976	\$24,976	-	-	-	-
PERSONAL SERVICES						
8000 General Fund	36,259	36,259	-	-	-	-
TOTAL PERSONAL SERVICES	\$36,259	\$36,259	-	-	-	-
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	(2,114)	-	5,848	(9,161)	1,199	-
4150 Employee Training						
8000 General Fund	(1,386)	-	3,554	(5,568)	628	-
4175 Office Expenses						
8000 General Fund	(3,803)	-	11,960	(18,736)	2,973	-
3400 Other Funds Ltd	402	-	-	-	402	-
All Funds	(3,401)	-	11,960	(18,736)	3,375	-
4200 Telecommunications						

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Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor	Pkg: 021 Phase - In	Pkg: 022 Phase-out Pgm & One-time Costs	Pkg: 031 Standard Inflation	Pkg: 032 Above Standard Inflation
		Priority: 00	Priority: 00	Priority: 00	Priority: 00	Priority: 00
8000 General Fund	(4,758)	-	-	(5,245)	487	-
4225 State Gov. Service Charges						
8000 General Fund	106,818	-	-	-	106,818	-
4250 Data Processing						
8000 General Fund	214	-	1,008	(1,579)	785	-
4300 Professional Services						
8000 General Fund	30,684	-	-	-	30,684	-
4325 Attorney General						
8000 General Fund	62,670	-	-	-	132,670	-
4400 Dues and Subscriptions						
8000 General Fund	19	-	-	-	19	-
4425 Facilities Rental and Taxes						
8000 General Fund	(104,999)	-	111,711	(420,000)	-	203,290
4475 Facilities Maintenance						
8000 General Fund	417	-	-	-	417	-
4525 Medical Services and Supplies						
8000 General Fund	74,985	-	-	-	4,985	-
4650 Other Services and Supplies						
8000 General Fund	(590)	-	2,122	(3,131)	419	-
4700 Expendable Prop 250 - 5000						
8000 General Fund	(12,092)	-	-	(14,005)	1,913	-
4715 IT Expendable Property						
8000 General Fund	12,493	-	24,574	(13,905)	1,824	-

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Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 021 Phase - In Priority: 00	Pkg: 022 Phase-out Pgm & One-time Costs Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00
SERVICES & SUPPLIES						
8000 General Fund	158,558	-	160,777	(491,330)	285,821	203,290
3400 Other Funds Ltd	402	-	-	-	402	-
TOTAL SERVICES & SUPPLIES	\$158,960	-	\$160,777	(\$491,330)	\$286,223	\$203,290
EXPENDITURES						
8000 General Fund	194,817	36,259	160,777	(491,330)	285,821	203,290
3400 Other Funds Ltd	402	-	-	-	402	-
TOTAL EXPENDITURES	\$195,219	\$36,259	\$160,777	(\$491,330)	\$286,223	\$203,290
ENDING BALANCE						
8000 General Fund	-	-	-	-	-	-
3400 Other Funds Ltd	(402)	-	-	-	(402)	-
TOTAL ENDING BALANCE	(\$402)	-	-	-	(\$402)	-

Description	Pkg: 060 Technical Adjustments Priority: 00					
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EXPENDITURES

SERVICES & SUPPLIES

4325 Attorney General

8000 General Fund (70,000)

4525 Medical Services and Supplies

8000 General Fund 70,000

SERVICES & SUPPLIES

8000 General Fund -

TOTAL SERVICES & SUPPLIES -

ENDING BALANCE

8000 General Fund -

TOTAL ENDING BALANCE -

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Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 021 Phase - In Priority: 00	Pkg: 022 Phase-out Pgm & One-time Costs Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00
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REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	194,817	36,259	160,777	(491,330)	285,821	203,290
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AVAILABLE REVENUES

8000 General Fund	194,817	36,259	160,777	(491,330)	285,821	203,290
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TOTAL AVAILABLE REVENUES	\$194,817	\$36,259	\$160,777	(\$491,330)	\$285,821	\$203,290
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3170 Overtime Payments

8000 General Fund	232	232	-	-	-	-
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3190 All Other Differential

8000 General Fund	11,051	11,051	-	-	-	-
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SALARIES & WAGES

8000 General Fund	11,283	11,283	-	-	-	-
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TOTAL SALARIES & WAGES	\$11,283	\$11,283	-	-	-	-
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OTHER PAYROLL EXPENSES

3220 Public Employees Retire Cont

8000 General Fund	2,154	2,154	-	-	-	-
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3221 Pension Obligation Bond

8000 General Fund	19,463	19,463	-	-	-	-
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Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 021 Phase - In Priority: 00	Pkg: 022 Phase-out Pgm & One-time Costs Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00
3230 Social Security Taxes						
8000 General Fund	863	863	-	-	-	-
3240 Unemployment Assessments						
8000 General Fund	402	402	-	-	-	-
3260 Mass Transit Tax						
8000 General Fund	2,094	2,094	-	-	-	-
OTHER PAYROLL EXPENSES						
8000 General Fund	24,976	24,976	-	-	-	-
TOTAL OTHER PAYROLL EXPENSES	\$24,976	\$24,976	-	-	-	-
PERSONAL SERVICES						
8000 General Fund	36,259	36,259	-	-	-	-
TOTAL PERSONAL SERVICES	\$36,259	\$36,259	-	-	-	-
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	(2,114)	-	5,848	(9,161)	1,199	-
4150 Employee Training						
8000 General Fund	(1,386)	-	3,554	(5,568)	628	-
4175 Office Expenses						
8000 General Fund	(3,803)	-	11,960	(18,736)	2,973	-
3400 Other Funds Ltd	402	-	-	-	402	-
All Funds	(3,401)	-	11,960	(18,736)	3,375	-
4200 Telecommunications						

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Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 021 Phase - In Priority: 00	Pkg: 022 Phase-out Pgm & One-time Costs Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00
8000 General Fund	(4,758)	-	-	(5,245)	487	-
4225 State Gov. Service Charges						
8000 General Fund	106,818	-	-	-	106,818	-
4250 Data Processing						
8000 General Fund	214	-	1,008	(1,579)	785	-
4300 Professional Services						
8000 General Fund	30,684	-	-	-	30,684	-
4325 Attorney General						
8000 General Fund	62,670	-	-	-	132,670	-
4400 Dues and Subscriptions						
8000 General Fund	19	-	-	-	19	-
4425 Facilities Rental and Taxes						
8000 General Fund	(104,999)	-	111,711	(420,000)	-	203,290
4475 Facilities Maintenance						
8000 General Fund	417	-	-	-	417	-
4525 Medical Services and Supplies						
8000 General Fund	74,985	-	-	-	4,985	-
4650 Other Services and Supplies						
8000 General Fund	(590)	-	2,122	(3,131)	419	-
4700 Expendable Prop 250 - 5000						
8000 General Fund	(12,092)	-	-	(14,005)	1,913	-
4715 IT Expendable Property						
8000 General Fund	12,493	-	24,574	(13,905)	1,824	-

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Description	Total Essential Packages	Pkg: 010 Non-PICS Psnl Svc / Vacancy Factor Priority: 00	Pkg: 021 Phase - In Priority: 00	Pkg: 022 Phase-out Pgm & One-time Costs Priority: 00	Pkg: 031 Standard Inflation Priority: 00	Pkg: 032 Above Standard Inflation Priority: 00
SERVICES & SUPPLIES						
8000 General Fund	158,558	-	160,777	(491,330)	285,821	203,290
3400 Other Funds Ltd	402	-	-	-	402	-
TOTAL SERVICES & SUPPLIES	\$158,960	-	\$160,777	(\$491,330)	\$286,223	\$203,290
EXPENDITURES						
8000 General Fund	194,817	36,259	160,777	(491,330)	285,821	203,290
3400 Other Funds Ltd	402	-	-	-	402	-
TOTAL EXPENDITURES	\$195,219	\$36,259	\$160,777	(\$491,330)	\$286,223	\$203,290
ENDING BALANCE						
8000 General Fund	-	-	-	-	-	-
3400 Other Funds Ltd	(402)	-	-	-	(402)	-
TOTAL ENDING BALANCE	(\$402)	-	-	-	(\$402)	-

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Description	Pkg: 060 Technical Adjustments					
	Priority: 00					

EXPENDITURES

SERVICES & SUPPLIES

4325 Attorney General

8000 General Fund (70,000)

4525 Medical Services and Supplies

8000 General Fund 70,000

SERVICES & SUPPLIES

8000 General Fund -

TOTAL SERVICES & SUPPLIES -

ENDING BALANCE

8000 General Fund -

TOTAL ENDING BALANCE -

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Description	Total Policy Packages	Pkg: 102 Assessment Specialists Priority: 00	Pkg: 103 Inter-Agency Agreement Priority: 00	Pkg: 104 Hearings Officers Priority: 00	Pkg: 105 Records Officers Priority: 00	Pkg: 106 Victim Specialist Priority: 00
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REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	2,145,240	1,207,865	218,000	351,393	154,816	125,246
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AVAILABLE REVENUES

8000 General Fund	2,145,240	1,207,865	218,000	351,393	154,816	125,246
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TOTAL AVAILABLE REVENUES	\$2,145,240	\$1,207,865	\$218,000	\$351,393	\$154,816	\$125,246
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

8000 General Fund	992,778	623,616	-	199,224	73,296	59,994
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OTHER PAYROLL EXPENSES

3210 Empl. Rel. Bd. Assessments

8000 General Fund	594	379	-	86	57	43
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3220 Public Employees Retire Cont

8000 General Fund	189,523	119,050	-	38,032	13,992	11,453
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3230 Social Security Taxes

8000 General Fund	75,947	47,707	-	15,240	5,607	4,589
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3250 Workers Comp. Assess. (WCD)

8000 General Fund	715	459	-	102	69	51
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3260 Mass Transit Tax

8000 General Fund	5,957	3,742	-	1,195	440	360
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Description	Total Policy Packages	Pkg: 102 Assessment Specialists Priority: 00	Pkg: 103 Inter-Agency Agreement Priority: 00	Pkg: 104 Hearings Officers Priority: 00	Pkg: 105 Records Officers Priority: 00	Pkg: 106 Victim Specialist Priority: 00
3270 Flexible Benefits						
8000 General Fund	347,250	222,240	-	50,004	33,336	25,002
OTHER PAYROLL EXPENSES						
8000 General Fund	619,986	393,577	-	104,659	53,501	41,498
TOTAL OTHER PAYROLL EXPENSES	\$619,986	\$393,577	-	\$104,659	\$53,501	\$41,498
PERSONAL SERVICES						
8000 General Fund	1,612,764	1,017,193	-	303,883	126,797	101,492
TOTAL PERSONAL SERVICES	\$1,612,764	\$1,017,193	-	\$303,883	\$126,797	\$101,492
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	37,531	24,037	-	5,398	3,598	2,699
4150 Employee Training						
8000 General Fund	22,811	14,609	-	3,281	2,187	1,640
4175 Office Expenses						
8000 General Fund	76,761	49,162	-	11,039	7,360	5,520
4200 Telecommunications						
8000 General Fund	21,491	13,764	-	3,091	2,061	1,545
4250 Data Processing						
8000 General Fund	6,467	4,142	-	930	620	465
4315 IT Professional Services						
8000 General Fund	218,000	-	218,000	-	-	-
4400 Dues and Subscriptions						

BDV004B
2017-19 Biennium

Version: V - 01 - Agency Request Budget
Cross Reference Number: 25500-000-00-00-00000

Parole & Post Prison Supervision, State Bd of

Description	Total Policy Packages	Pkg: 102 Assessment Specialists Priority: 00	Pkg: 103 Inter-Agency Agreement Priority: 00	Pkg: 104 Hearings Officers Priority: 00	Pkg: 105 Records Officers Priority: 00	Pkg: 106 Victim Specialist Priority: 00
8000 General Fund	5,030	-	-	-	-	-
4650 Other Services and Supplies						
8000 General Fund	12,828	8,216	-	1,845	1,230	922
4700 Expendable Prop 250 - 5000						
8000 General Fund	66,013	38,508	-	11,002	5,501	5,501
4715 IT Expendable Property						
8000 General Fund	65,544	38,234	-	10,924	5,462	5,462
SERVICES & SUPPLIES						
8000 General Fund	532,476	190,672	218,000	47,510	28,019	23,754
TOTAL SERVICES & SUPPLIES	\$532,476	\$190,672	\$218,000	\$47,510	\$28,019	\$23,754
EXPENDITURES						
8000 General Fund	2,145,240	1,207,865	218,000	351,393	154,816	125,246
TOTAL EXPENDITURES	\$2,145,240	\$1,207,865	\$218,000	\$351,393	\$154,816	\$125,246
ENDING BALANCE						
8000 General Fund	-	-	-	-	-	-
TOTAL ENDING BALANCE	-	-	-	-	-	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	12	7	-	2	1	1
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	10.43	6.68	-	1.50	1.00	0.75

**BDV004B
2017-19 Biennium**

**Version: V - 01 - Agency Request Budget
Cross Reference Number: 25500-000-00-00-00000**

Parole & Post Prison Supervision, State Bd of

Description	Pkg: 107 Office Specialist	Pkg: 108 Dues/Memeberships				
	Priority: 00	Priority: 00				

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	82,890	5,030
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AVAILABLE REVENUES

8000 General Fund	82,890	5,030
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TOTAL AVAILABLE REVENUES	\$82,890	\$5,030
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

8000 General Fund	36,648	-
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OTHER PAYROLL EXPENSES

3210 Empl. Rel. Bd. Assessments

8000 General Fund	29	-
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3220 Public Employees Retire Cont

8000 General Fund	6,996	-
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3230 Social Security Taxes

8000 General Fund	2,804	-
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3250 Workers Comp. Assess. (WCD)

8000 General Fund	34	-
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3260 Mass Transit Tax

8000 General Fund	220	-
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BDV004B
2017-19 Biennium

Version: V - 01 - Agency Request Budget
Cross Reference Number: 25500-000-00-00-00000

Parole & Post Prison Supervision, State Bd of

Description	Pkg: 107 Office Specialist	Pkg: 108 Dues/Memeberships				
	Priority: 00	Priority: 00				
3270 Flexible Benefits						
8000 General Fund	16,668	-				
OTHER PAYROLL EXPENSES						
8000 General Fund	26,751	-				
TOTAL OTHER PAYROLL EXPENSES	\$26,751	-				
PERSONAL SERVICES						
8000 General Fund	63,399	-				
TOTAL PERSONAL SERVICES	\$63,399	-				
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	1,799	-				
4150 Employee Training						
8000 General Fund	1,094	-				
4175 Office Expenses						
8000 General Fund	3,680	-				
4200 Telecommunications						
8000 General Fund	1,030	-				
4250 Data Processing						
8000 General Fund	310	-				
4400 Dues and Subscriptions						
8000 General Fund	-	5,030				
4650 Other Services and Supplies						

BDV004B
2017-19 Biennium

Version: V - 01 - Agency Request Budget
Cross Reference Number: 25500-000-00-00-00000

Parole & Post Prison Supervision, State Bd of

Description	Pkg: 107 Office Specialist	Pkg: 108 Dues/Memeberships				
	Priority: 00	Priority: 00				
8000 General Fund	615	-				
4700 Expendable Prop 250 - 5000						
8000 General Fund	5,501	-				
4715 IT Expendable Property						
8000 General Fund	5,462	-				
SERVICES & SUPPLIES						
8000 General Fund	19,491	5,030				
TOTAL SERVICES & SUPPLIES	\$19,491	\$5,030				
EXPENDITURES						
8000 General Fund	82,890	5,030				
TOTAL EXPENDITURES	\$82,890	\$5,030				
ENDING BALANCE						
8000 General Fund	-	-				
TOTAL ENDING BALANCE	-	-				
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	1	-				
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	0.50	-				

BDV004B
2017-19 Biennium
Parole Board

Version: V - 01 - Agency Request Budget
Cross Reference Number: 25500-013-00-00-00000

Description	Total Policy Packages	Pkg: 102 Assessment Specialists Priority: 00	Pkg: 103 Inter-Agency Agreement Priority: 00	Pkg: 104 Hearings Officers Priority: 00	Pkg: 105 Records Officers Priority: 00	Pkg: 106 Victim Specialist Priority: 00
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REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	2,145,240	1,207,865	218,000	351,393	154,816	125,246
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AVAILABLE REVENUES

8000 General Fund	2,145,240	1,207,865	218,000	351,393	154,816	125,246
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TOTAL AVAILABLE REVENUES	\$2,145,240	\$1,207,865	\$218,000	\$351,393	\$154,816	\$125,246
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

8000 General Fund	992,778	623,616	-	199,224	73,296	59,994
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OTHER PAYROLL EXPENSES

3210 Empl. Rel. Bd. Assessments

8000 General Fund	594	379	-	86	57	43
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3220 Public Employees Retire Cont

8000 General Fund	189,523	119,050	-	38,032	13,992	11,453
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3230 Social Security Taxes

8000 General Fund	75,947	47,707	-	15,240	5,607	4,589
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3250 Workers Comp. Assess. (WCD)

8000 General Fund	715	459	-	102	69	51
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3260 Mass Transit Tax

8000 General Fund	5,957	3,742	-	1,195	440	360
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BDV004B
 2017-19 Biennium
 Parole Board

Version: V - 01 - Agency Request Budget
 Cross Reference Number: 25500-013-00-00-00000

Description	Total Policy Packages	Pkg: 102 Assessment Specialists Priority: 00	Pkg: 103 Inter-Agency Agreement Priority: 00	Pkg: 104 Hearings Officers Priority: 00	Pkg: 105 Records Officers Priority: 00	Pkg: 106 Victim Specialist Priority: 00
3270 Flexible Benefits						
8000 General Fund	347,250	222,240	-	50,004	33,336	25,002
OTHER PAYROLL EXPENSES						
8000 General Fund	619,986	393,577	-	104,659	53,501	41,498
TOTAL OTHER PAYROLL EXPENSES	\$619,986	\$393,577	-	\$104,659	\$53,501	\$41,498
PERSONAL SERVICES						
8000 General Fund	1,612,764	1,017,193	-	303,883	126,797	101,492
TOTAL PERSONAL SERVICES	\$1,612,764	\$1,017,193	-	\$303,883	\$126,797	\$101,492
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	37,531	24,037	-	5,398	3,598	2,699
4150 Employee Training						
8000 General Fund	22,811	14,609	-	3,281	2,187	1,640
4175 Office Expenses						
8000 General Fund	76,761	49,162	-	11,039	7,360	5,520
4200 Telecommunications						
8000 General Fund	21,491	13,764	-	3,091	2,061	1,545
4250 Data Processing						
8000 General Fund	6,467	4,142	-	930	620	465
4315 IT Professional Services						
8000 General Fund	218,000	-	218,000	-	-	-
4400 Dues and Subscriptions						

BDV004B
2017-19 Biennium
Parole Board

Version: V - 01 - Agency Request Budget
Cross Reference Number: 25500-013-00-00-00000

Description	Total Policy Packages	Pkg: 102 Assessment Specialists Priority: 00	Pkg: 103 Inter-Agency Agreement Priority: 00	Pkg: 104 Hearings Officers Priority: 00	Pkg: 105 Records Officers Priority: 00	Pkg: 106 Victim Specialist Priority: 00
8000 General Fund	5,030	-	-	-	-	-
4650 Other Services and Supplies						
8000 General Fund	12,828	8,216	-	1,845	1,230	922
4700 Expendable Prop 250 - 5000						
8000 General Fund	66,013	38,508	-	11,002	5,501	5,501
4715 IT Expendable Property						
8000 General Fund	65,544	38,234	-	10,924	5,462	5,462
SERVICES & SUPPLIES						
8000 General Fund	532,476	190,672	218,000	47,510	28,019	23,754
TOTAL SERVICES & SUPPLIES	\$532,476	\$190,672	\$218,000	\$47,510	\$28,019	\$23,754
EXPENDITURES						
8000 General Fund	2,145,240	1,207,865	218,000	351,393	154,816	125,246
TOTAL EXPENDITURES	\$2,145,240	\$1,207,865	\$218,000	\$351,393	\$154,816	\$125,246
ENDING BALANCE						
8000 General Fund	-	-	-	-	-	-
TOTAL ENDING BALANCE	-	-	-	-	-	-
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	12	7	-	2	1	1
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	10.43	6.68	-	1.50	1.00	0.75

BDV004B
 2017-19 Biennium
 Parole Board

Version: V - 01 - Agency Request Budget
 Cross Reference Number: 25500-013-00-00-00000

Description	Pkg: 107 Office Specialist	Pkg: 108 Dues/Memeberships				
	Priority: 00	Priority: 00				

REVENUE CATEGORIES

GENERAL FUND APPROPRIATION

0050 General Fund Appropriation

8000 General Fund	82,890	5,030
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AVAILABLE REVENUES

8000 General Fund	82,890	5,030
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TOTAL AVAILABLE REVENUES	\$82,890	\$5,030
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EXPENDITURES

PERSONAL SERVICES

SALARIES & WAGES

3110 Class/Unclass Sal. and Per Diem

8000 General Fund	36,648	-
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OTHER PAYROLL EXPENSES

3210 Empl. Rel. Bd. Assessments

8000 General Fund	29	-
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3220 Public Employees Retire Cont

8000 General Fund	6,996	-
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3230 Social Security Taxes

8000 General Fund	2,804	-
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3250 Workers Comp. Assess. (WCD)

8000 General Fund	34	-
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3260 Mass Transit Tax

8000 General Fund	220	-
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BDV004B
 2017-19 Biennium
 Parole Board

Version: V - 01 - Agency Request Budget
 Cross Reference Number: 25500-013-00-00-00000

Description	Pkg: 107 Office Specialist Priority: 00	Pkg: 108 Dues/Memeberships Priority: 00				
3270 Flexible Benefits						
8000 General Fund	16,668	-				
OTHER PAYROLL EXPENSES						
8000 General Fund	26,751	-				
TOTAL OTHER PAYROLL EXPENSES	\$26,751	-				
PERSONAL SERVICES						
8000 General Fund	63,399	-				
TOTAL PERSONAL SERVICES	\$63,399	-				
SERVICES & SUPPLIES						
4100 Instate Travel						
8000 General Fund	1,799	-				
4150 Employee Training						
8000 General Fund	1,094	-				
4175 Office Expenses						
8000 General Fund	3,680	-				
4200 Telecommunications						
8000 General Fund	1,030	-				
4250 Data Processing						
8000 General Fund	310	-				
4400 Dues and Subscriptions						
8000 General Fund	-	5,030				
4650 Other Services and Supplies						

BDV004B
2017-19 Biennium
Parole Board

Version: V - 01 - Agency Request Budget
Cross Reference Number: 25500-013-00-00-00000

Description	Pkg: 107 Office Specialist	Pkg: 108 Dues/Memeberships				
	Priority: 00	Priority: 00				
8000 General Fund	615	-				
4700 Expendable Prop 250 - 5000						
8000 General Fund	5,501	-				
4715 IT Expendable Property						
8000 General Fund	5,462	-				
SERVICES & SUPPLIES						
8000 General Fund	19,491	5,030				
TOTAL SERVICES & SUPPLIES	\$19,491	\$5,030				
EXPENDITURES						
8000 General Fund	82,890	5,030				
TOTAL EXPENDITURES	\$82,890	\$5,030				
ENDING BALANCE						
8000 General Fund	-	-				
TOTAL ENDING BALANCE	-	-				
AUTHORIZED POSITIONS						
8150 Class/Unclass Positions	1	-				
AUTHORIZED FTE						
8250 Class/Unclass FTE Positions	0.50	-				

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 000 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	AAONC0108	AA	ADMINISTRATIVE SPECIALIST 2	2	2.00	48.00	4,407.00	211,536				211,536
000	AAONC0872	AA	OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	6,680.00	160,320				160,320
000	AP C0102	AA	OFFICE ASSISTANT 2	1	1.00	24.00	2,715.00	65,160				65,160
000	AP C0103	AA	OFFICE SPECIALIST 1	2	2.00	48.00	3,333.00	159,984				159,984
000	AP C0104	AA	OFFICE SPECIALIST 2	1	1.00	24.00	4,007.00	96,168				96,168
000	AP C0107	AA	ADMINISTRATIVE SPECIALIST 1	4	4.00	96.00	3,970.25	381,144				381,144
000	AP C0108	AA	ADMINISTRATIVE SPECIALIST 2	3	3.00	72.00	4,398.00	316,656				316,656
000	AP C1485	IA	INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	6,123.00	146,952				146,952
000	AP C1519	AA	CORRECTIONAL HEARINGS OFFICER	3	3.00	72.00	6,304.33	453,912				453,912
000	MEAHZ7012	HA	PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	9,514.00	228,336				228,336
000	MENNZ7008	AA	PRINCIPAL EXECUTIVE/MANAGER E	4	4.00	96.00	8,300.50	796,848				796,848
000	MESNZ7006	AA	PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	7,714.00	185,136				185,136
000	MMS X0833	AA	SUPV EXECUTIVE ASSISTANT	1	1.00	24.00	5,231.00	125,544				125,544
000				25	25.00	600.00	5,546.16	3,327,696				3,327,696

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 101 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
101	AP	C0103	AA OFFICE SPECIALIST 1	1-	1.00-	24.00-	3,333.00	79,992-				79,992-
101	AP	C0107	AA ADMINISTRATIVE SPECIALIST 1		.00	.00	3,492.00	7,632-				7,632-
101	AP	C0108	AA ADMINISTRATIVE SPECIALIST 2	1	1.00	24.00	3,651.00	87,624				87,624
101					.00	.00	3,492.00					

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 102 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
102	AP	C0108 AA	ADMINISTRATIVE SPECIALIST 2	7	6.68	160.00	3,885.85	623,616				623,616
102				7	6.68	160.00	3,885.85	623,616				623,616

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 104 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
104	AP	C1519 AA	CORRECTIONAL HEARINGS OFFICER	2	1.50	36.00	5,534.00	199,224				199,224
104				2	1.50	36.00	5,534.00	199,224				199,224

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 105 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
105	AP	C0104 AA	OFFICE SPECIALIST 2	1	1.00	24.00	3,054.00	73,296				73,296
105				1	1.00	24.00	3,054.00	73,296				73,296

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 106 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
106	AP	C0107 AA	ADMINISTRATIVE SPECIALIST 1	1	.75	18.00	3,333.00	59,994				59,994
106				1	.75	18.00	3,333.00	59,994				59,994

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 107 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
107	AP	C0104 AA	OFFICE SPECIALIST 2	1	.50	12.00	3,054.00	36,648				36,648
107				1	.50	12.00	3,054.00	36,648				36,648
				37	35.43	850.00	4,886.14	4,320,474				4,320,474
				37	35.43	850.00	4,886.14	4,320,474				4,320,474

REPORT: SUMMARY LIST BY PKG BY SUMMARY XREF

2017-19

PROD FILE

AGENCY:25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF:013-00-00 107 Parole Board

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				37	35.43	850.00	4,886.14	4,320,474				4,320,474

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
000	AAONC0108	AA	ADMINISTRATIVE SPECIALIST 2	2	2.00	48.00	4,407.00	211,536				211,536
000	AAONC0872	AA	OPERATIONS & POLICY ANALYST 3	1	1.00	24.00	6,680.00	160,320				160,320
000	AP C0102	AA	OFFICE ASSISTANT 2	1	1.00	24.00	2,715.00	65,160				65,160
000	AP C0103	AA	OFFICE SPECIALIST 1	1	1.00	24.00	3,333.00	79,992				79,992
107	AP C0104	AA	OFFICE SPECIALIST 2	3	2.50	60.00	3,371.66	206,112				206,112
106	AP C0107	AA	ADMINISTRATIVE SPECIALIST 1	5	4.75	114.00	3,742.57	433,506				433,506
102	AP C0108	AA	ADMINISTRATIVE SPECIALIST 2	11	10.68	256.00	4,004.18	1,027,896				1,027,896
000	AP C1485	IA	INFO SYSTEMS SPECIALIST 5	1	1.00	24.00	6,123.00	146,952				146,952
104	AP C1519	AA	CORRECTIONAL HEARINGS OFFICER	5	4.50	108.00	5,996.20	653,136				653,136
000	MEAHZ7012	HA	PRINCIPAL EXECUTIVE/MANAGER G	1	1.00	24.00	9,514.00	228,336				228,336
000	MENNZ7008	AA	PRINCIPAL EXECUTIVE/MANAGER E	4	4.00	96.00	8,300.50	796,848				796,848
000	MESNZ7006	AA	PRINCIPAL EXECUTIVE/MANAGER D	1	1.00	24.00	7,714.00	185,136				185,136
000	MMS X0833	AA	SUPV EXECUTIVE ASSISTANT	1	1.00	24.00	5,231.00	125,544				125,544
				37	35.43	850.00	4,886.14	4,320,474				4,320,474

PKG	CLASS	COMP	DESCRIPTION	POS CNT	FTE	MOS	AVERAGE RATE	GF SAL	OF SAL	FF SAL	LF SAL	AF SAL
				37	35.43	850.00	4,886.14	4,320,474				4,320,474

REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY

2017-19

PROD FILE

AGENCY: 25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF: 013-00-00 101 Parole Board

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
4000008	000067160	013-01-00-00000	101 0 PF AP	C0103 AA	11 08	1-	1.00-	3,333.00	24.00-	79,992-				
EST DATE: 2017/07/01 EXP DATE: 9999/01/01														
4000008	000067160	013-01-00-00000	101 0 PF AP	C0107 AA	17 02	1	1.00	3,333.00	24.00	79,992				
EST DATE: 2017/07/01 EXP DATE: 9999/01/01														
4000015	000067200	013-01-00-00000	101 0 PF AP	C0107 AA	17 04	1-	1.00-	3,651.00	24.00-	87,624-				
EST DATE: 2017/07/01 EXP DATE: 9999/01/01														
4000015	000067200	013-01-00-00000	101 0 PF AP	C0108 AA	19 02	1	1.00	3,651.00	24.00	87,624				
EST DATE: 2017/07/01 EXP DATE: 9999/01/01														
							101	.00		.00				

REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY

2017-19

PROD FILE

AGENCY: 25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF: 013-00-00 102 Parole Board

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
4190046	001287550	013-01-00-00000	102 0 LF AP	C0108 AA	19 05	1	1.00	4,199.00	24.00	100,776				
EST DATE: 2017/07/01 EXP DATE: 2019/06/30														
4190047	001287560	013-01-00-00000	102 0 LF AP	C0108 AA	19 05	1	1.00	4,199.00	24.00	100,776				
EST DATE: 2017/07/01 EXP DATE: 2019/06/30														
4190048	001287570	013-01-00-00000	102 0 LF AP	C0108 AA	19 05	1	1.00	4,199.00	24.00	100,776				
EST DATE: 2017/07/01 EXP DATE: 2019/06/30														
4190049	001287580	013-01-00-00000	102 0 LF AP	C0108 AA	19 02	1	.92	3,651.00	22.00	80,322				
EST DATE: 2017/09/01 EXP DATE: 2019/06/30														
4190050	001287590	013-01-00-00000	102 0 LF AP	C0108 AA	19 02	1	.92	3,651.00	22.00	80,322				
EST DATE: 2017/09/01 EXP DATE: 2019/06/30														
4190051	001287600	013-01-00-00000	102 0 LF AP	C0108 AA	19 02	1	.92	3,651.00	22.00	80,322				
EST DATE: 2017/09/01 EXP DATE: 2019/06/30														
4190052	001287610	013-01-00-00000	102 0 LF AP	C0108 AA	19 02	1	.92	3,651.00	22.00	80,322				
EST DATE: 2017/09/01 EXP DATE: 2019/06/30														
			102				7	6.68	160.00	623,616				

REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY

2017-19

PROD FILE

AGENCY: 25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF: 013-00-00 104 Parole Board

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
4190053	001287620	013-01-00-00000	104 0 PF AP	C1519 AA	28 02	1	.75	5,534.00	18.00	99,612				
EST DATE: 2018/01/01 EXP DATE: 9999/01/01														
4190054	001287630	013-01-00-00000	104 0 PF AP	C1519 AA	28 02	1	.75	5,534.00	18.00	99,612				
EST DATE: 2018/01/01 EXP DATE: 9999/01/01														
					104	2	1.50		36.00	199,224				

REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY

2017-19

PROD FILE

AGENCY: 25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF: 013-00-00 105 Parole Board

POSITION NUMBER	AUTH NO	ORG STRUC	F POS	CLASS	COMP	RNG	POS	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
4190055	001287640	013-01-00-00000	105 0 PF	AP	C0104 AA	15 02	1	1.00	3,054.00	24.00	73,296				
EST DATE: 2017/07/01			EXP DATE: 9999/01/01												
			105				1	1.00		24.00	73,296				

REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY

2017-19

PROD FILE

AGENCY: 25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF: 013-00-00 106 Parole Board

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S		BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
					RNG P	POS CNT							
4190056	001287650	013-01-00-00000	106 0 PF AP	C0107 AA	17 02	1	.75	3,333.00	18.00	59,994			
EST DATE: 2018/01/01			EXP DATE: 9999/01/01										
			106			1	.75		18.00	59,994			

REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY

2017-19

PROD FILE

AGENCY: 25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF: 013-00-00 107 Parole Board

POSITION NUMBER	AUTH NO	ORG STRUC	F POS	CLASS	COMP	RNG	POS	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
4190057	001287660	013-01-00-00000	107 0 PF	AP	C0104 AA	15 02	1	.50	3,054.00	12.00	36,648				
			EST DATE: 2018/07/01 EXP DATE: 9999/01/01												
			107												
							1	.50			12.00	36,648			

12 10.43 250.00 992,778

12 10.43 250.00 992,778

REPORT: DETAIL LISTING BY SUMMARY XREF AGENCY

2017-19

PROD FILE

AGENCY: 25500 BOARD OF PAROLE/POST PRISON

PICS SYSTEM: BUDGET PREPARATION

SUMMARY XREF: 013-00-00 107 Parole Board

POSITION NUMBER	AUTH NO	ORG STRUC	F POS PKG Y TYP	CLASS COMP	S T RNG P	POS CNT	FTE	BUDGET RATE	MOS	GF SAL	OF SAL	FF SAL	LF SAL	T R K
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						12	10.43		250.00	992,778				
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