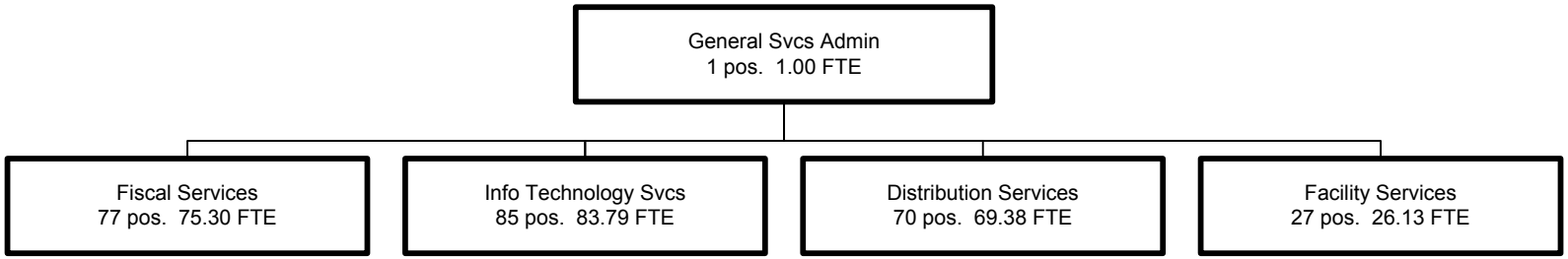
General Services Division
Program Description

OREGON DEPARTMENT OF CORRECTIONS

General Services Division Organizational Chart

2011-13 Legislatively Adopted Budget

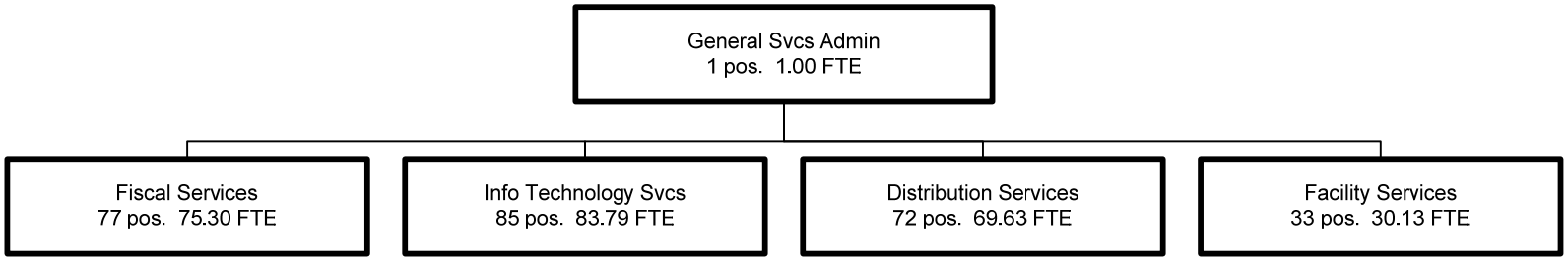


Total Positions: 260
FTE: 255.60

OREGON DEPARTMENT OF CORRECTIONS

General Services Division Organizational Chart

2011-13 Current Legislatively Approved Budget

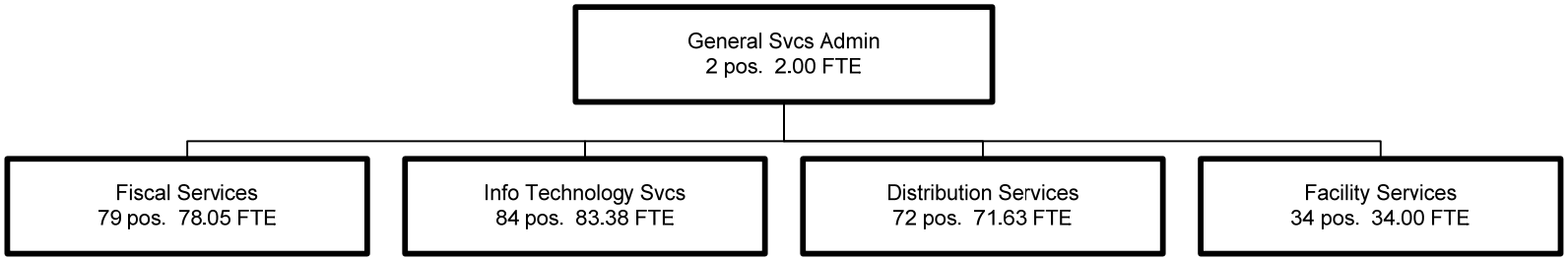


Total Positions: 268
FTE: 259.85

OREGON DEPARTMENT OF CORRECTIONS

General Services Division Organizational Chart

2013 -15 Agency Request Budget

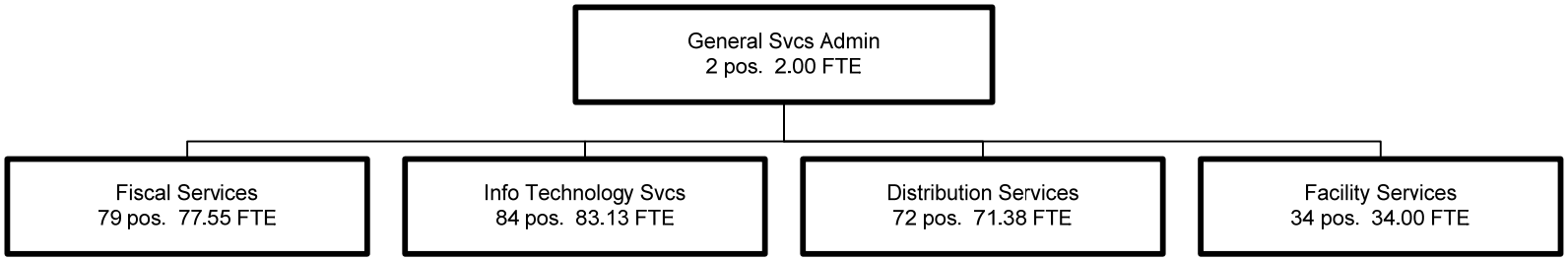


Total Positions: 271
FTE: 269.06

OREGON DEPARTMENT OF CORRECTIONS

General Services Division Organizational Chart

2013 -15 Governor's Balanced Budget

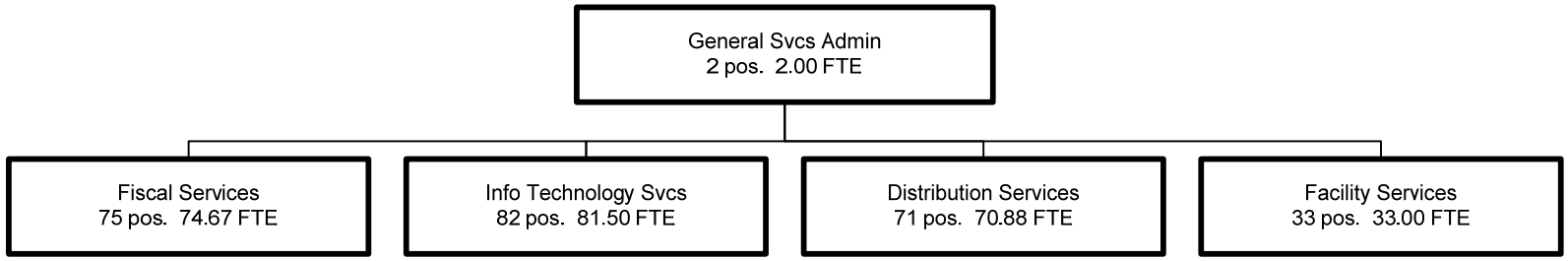


Total Positions: 271
FTE: 268.06

OREGON DEPARTMENT OF CORRECTIONS

General Services Division Organizational Chart

2013-15 Legislatively Adopted Budget



Total Positions: 263
FTE: 262.05

General Services Division

General Services includes Distribution Services, Facilities Services, Fiscal Services, and Information Technology Services. A program narrative will follow for each function.

Program Objectives and Services

General Services is responsible for the delivery of services that are fundamental to the day-to-day operations of the Department of Corrections (DOC). The services provided access to information, the procurement of goods and services, inventory of critical assets, accounting for dollars spent, construction of new facilities, maintenance and renovation of existing facilities, maintenance and repair of communications network and equipment, and the timely distribution of goods. These services support the foundation upon which DOC operates safe, secure, and civil institutions aimed at holding offenders accountable and reducing the risk of future criminal behavior.

Proposed New Laws Affecting the Program Unit

None

Agency Request Budget

Staffing

Positions	271
FTE	269.06

Revenue Sources

General Fund	$56,716,186
Other Funds	7,389,991

Governor's Balanced Budget

The Governor's Balanced Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

Staffing

Positions	271
FTE	268.06

Revenue Sources

General Fund	$55,317,850
Other Funds	7,225,636

Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that restore the Central Administration Division budget from actions taken in the Governor's Balanced Budget by transferring the actions to the General Services Division. Additionally, the LFO Analyst Adjustments and End of Session Bill (HB5008) make adjustments that further reduce General Services' General Fund budget.

Staffing

Positions	263
FTE	262.05

Revenue Sources

General Fund	$48,863,200
Other Funds	7,235,212

Revenue Description

The 2013-15 Agency Request Budget for the General Services Division is financed 88.5 percent with General Fund and 11.5 percent from Other Funds. Other Fund revenue to fund requested expenditure limitation is projected at $7,671,515.

The 2013-15 Governor's Balanced Budget for the General Services Division is financed 88.4 percent with General Fund and 11.6 percent from Other Funds. Other Fund revenue to fund requested expenditure limitation is projected at $8,232,546.

The 2013-15 Legislatively Adopted Budget for the General Services Division is financed 87.1 percent with General Fund and 12.9 percent from Other Funds. Other Fund revenue to fund requested expenditure limitation is projected at $8,232,546.

The specific functional units contained in this division are described in greater detail on the following pages.

General Services Administration

General Services Administration includes the Assistant Director and an Executive Support Specialist 2. Primary responsibilities are oversight of Distribution Services, Facilities Services, Fiscal Services, and Information Technology Services.

Agency Request Budget

Staffing

Positions	2
FTE	2.00

Revenue Sources

General Fund	$563,574
Other Funds	31,679

Governor's Balanced Budget

The Governor's Balanced Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts that will be reallocated across the General Services units during the Legislatively Adopted Budget process.

Staffing

Positions	2
FTE	2.00

Revenue Sources

General Fund	(548,106)
Other Funds	(95,607)

Legislatively Adopted Budget

Staffing

Positions	2
FTE	2.00

Revenue Sources

General Fund	$547,029
Other Funds	35,451

Distribution Services

Distribution Services is the primary logistical support operation for DOC. Distribution Services procures and manages statewide inventory (perishable and non-perishable items), monitors and disposes of non-expendable assets, and manages the inmate commissary (canteen) program for 14 institutions located throughout the state. The Distribution Center, North Warehouse Commissary, Transportation, and Property Management units are located in Salem. Distribution Services out-stationed operations are located at Snake River Correctional Institution (SRCI) in Ontario, Two Rivers Correctional Institution (TRCI) in Umatilla, Coffee Creek Correctional Facility (CCCF) in Wilsonville, and Deer Ridge Correctional Institution (DRCI) in Madras.

Distribution Services objectives are to reduce cost, increase quality, enhance institutional security, and to be responsive to customers' needs.

Accomplishments – 2011-13

Accomplishments during 2011-13 included continuing to work with Fiscal Services to revamp the food purchasing programs for DOC.

Partnerships during this period continue to include the Oregon Youth Authority (providing food and transportation), Department of Forestry (producing and transporting sack lunches during fire season), Oregon Correctional Enterprises (coordinating backhauls to accommodate delivery of goods), Department of Human Services (warehouse storage and Oregon State Hospital transitional warehouse), Oregon State Radio Project (warehouse storage for various pieces of equipment), and other state agencies who use DOC's facilities for short and long-term storage needs.

Key Initiatives – 2013-15
Enhance product lines in the inmate commissary to both provide new goods available and enhance the profits available to the Inmate Welfare Fund.

Agency Request Budget

Staffing

Positions	72
FTE	71.63

Revenue Sources

General Fund	$9,300,571
Other Funds	6,496,221

Governor's Balanced Budget
The Governor's Balanced Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

Staffing

Positions	72
FTE	71.38

Revenue Sources

General Fund	$9,259,670
Other Funds	6,460,257

Legislatively Adopted Budget

Staffing

Positions	71
FTE	70.88

Revenue Sources

General Fund	$8,141,912
Other Funds	6,346,369

Facilities Services

The Facilities Services unit is responsible for administering DOC's new prison construction program, as repairing and maintaining the existing 15 institutions, management of DOC's leased facilities, communications infrastructure installation and maintenance, energy conservation and sustainability efforts, and development of policies ensuring code compliance in maintenance and repair activities. The current inventory of facilities shows that DOC owns 308 buildings totaling over 5.2 million square feet under roof and leases another seven buildings totaling 100,000 square feet. Approximately 10 percent of this leased space fulfills county community corrections requirements.

Accomplishments – 2011-13

DOC received limitation for Certificates of Participation (COP's) in the 2007-09 biennium to address prioritized deferred maintenance projects through 2013. This amount was reduced by approximately $3 million due to state budget reductions. Facilities Services staff were responsible for completion of the remaining eight (8) COP 6-year funded deferred maintenance projects. The most significant project was a high voltage electrical upgrade at the oldest institution in Oregon, the Oregon State Penitentiary. Additionally, Facilities Services staff was responsible for completing an additional twenty projects funded from the 2011-13 biennium Capital Improvement funds. The majority of the deferred maintenance and capital improvement projects were competitively placed as public improvement projects and completed by private contractors. All are on schedule for completion within the established budget and scheduled time frames and the payments to these contractors have all been made within the contracted payment cycles. These project successes are tied directly to specific performance measures that were targeted for improvement in 2011-13.

In the 2009-11 biennium, the legislature authorized $6,685,000 in COP funds for Go Oregon projects. These projects addressed both deferred maintenance issues and sustainability projects. The projects included enhancing security systems, solar powered back-up

electrical systems, and replacing lights in many institutions and the central warehouse with high efficiency, energy saving lighting. Most of these projects have been completed and DOC is on schedule to complete the remaining projects during the 2011-13 biennium.

Also, in 2009-11, DOC was awarded a $450,000 grant from the Department of Energy (ARRA funds) to replace the current domestic hot water system with a solar hot water system. The project was completed in the 2011-13 biennium. Initial estimates indicate a potential savings of $72,000 per year based on natural gas prices at the time of project design.

During the 2011-13 biennium, DOC reduced the number of fleet vehicles leased from DAS by 20%.

DOC has completed all offsite infrastructure improvements (sewer, water, roads, main tele-data feed) for the 174 Bed Oregon Health Authority (OHA) facility at the Junction City site and all off site infrastructure for the DOC Minimum Custody facility with the exception of the domestic water treatment. DOC has coordinated with the OHA team on facility design and site layout, including storm water drainage, to minimize potential impacts to the future DOC facilities, the site and neighboring properties. DOC has completed the first three years of the required six year development and maintenance period for the 100 acre on-site wetlands mitigation area. The cost of the work completed thus far is approximately $52 million in Other Funds authorized for site development.

DOC has purchased program updates for the Benchmate Computerized Maintenance Management System (CMMS) and has completed the installation of the updates in seven institutions. The update process will be ongoing as software upgrades are implemented.

DOC terminated the lease of the Brentwood Office Building and expanded the lease at the 22nd Street location with a resulting savings of $864,000 per biennium.

Key Initiatives - 2013-15

1. DOC will continue to work closely with the Department of Administrative Services (DAS) in the development of alternative methodologies for the long-range funding of deferred maintenance projects in its efforts toward long-range facilities planning. DOC is submitting a request for $47.9 million in six year Other Funds to continue addressing our deferred maintenance liability. This request is presented in Policy Option Package 109.
2. Continue to refine the utilization of the Benchmate CMMS software in all of DOC's institutions, with the goals to improve scheduling of routine jobs, reduce emergency maintenance, increase productivity, and ultimately, reduce overall maintenance costs.
3. The Facilities Services Unit has been designated to monitor energy consumption and utility costs throughout DOC. Facilities Services has selected Utility Manager software for use in tracking utility usage and expenditures. Additionally, the program data is used to identify potential problem areas and provides tracking of all utility conservation efforts. To aid in controlling utility

expenditures, Facilities Services has established service agreements at four institutions to achieve reductions in the commodity cost of natural gas. At the four referenced institutions, a backup fuel source is in place that will allow short-term interruption of the primary natural gas power source (usually for system servicing by the specific utility). By contracting for interruptible fuel supply in lieu of continuous power supply, a lower price per unit of power is achieved. This results in substantial savings. Facilities Services will continue to investigate and capitalize on opportunities for energy savings.

4. DOC is requesting $89.2 million in six-year Other Funds for the construction of the Minimum Custody Facility in Junction City. This request is presented in Policy Option Package 104.
5. DOC is requesting $118.6 million in six-year Other Funds for the design and construction of a co-located multi-agency headquarters building for use by DOC, Oregon Youth Authority, Oregon State Police, Criminal Justice Commission, and the Board of Parole and Post-Prison Supervision. This request is presented in Policy Option Package 103.

Agency Request Budget

Staffing

Positions	34
FTE	34.00

Revenue Source

General Fund	$10,509,355
Other Funds	513,315

Governor's Balanced Budget

The Governor's Balanced Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

Staffing

Positions	34
FTE	34.00

Revenue Source

General Fund	$10,487,140
Other Funds	513,315

Legislatively Adopted Budget

Staffing

Positions	33
FTE	33.00

Revenue Source

General Fund	$8,852,763
Other Funds	513,207

Fiscal Services

Fiscal Services operations encompass not only the backbone for the financial support for DOC but also provide financial services to the inmate population trust accounts. Fiscal Services is made up of six units:

- Central Accounting is responsible for full cycle accounting for all of DOC's funds. This includes general ledger, accounts payable, accounts receivable, cash receipting, fixed asset accounting, account reconciliation, report generation for managers, DAS transfers between funds, employee payroll and benefits, and accounting for Certificates of Participation and bonds. Accounting services tracks financial activity on both a fiscal year basis and on a biennial basis. Construction projects require additional tracking across multiple biennia.
- Central Trust Accounting provides financial services to the inmate population through trust accounts managed by the state. Trust is responsible for accounting for inmate funds, inmate club accounts, other funded administrative accounts, commissary payments, receivables, and financial reporting. Central Trust is also responsible for initiatives in collecting debt owed by released inmates.
- Contracts and Purchasing is responsible for all contract development, execution, and all aspects of procurement for goods and services needed by DOC. This section works closely with both DAS and the Department of Justice to procure goods under varying procurement authorities.
- Automated Financial Accounting Manufacturing and Inventory System (AFAMIS) Support, which is responsible for application support of DOC's computerized financial software systems. This section is also responsible for maintaining the Central Trust accounting system (TAG). The TAG system currently utilized is several versions behind the most current version of the software. Vendor support of the system is becoming more tenuous.

- Statewide Business Services oversees fiscal functions for, and acts as a liaison between, the remotely located correctional institutions and the centralized fiscal services sections.
- The DOC Payroll section is responsible for the centralized processing of agency-wide payroll information. This section also updates and maintains agency employee payroll files and provides technical assistance and training to staff concerning timesheet preparation, payroll rules/procedures, and deduction information in compliance with appropriate laws, rules, procedures, and labor agreements.

Accomplishments – 2011-13

During the 2011-13 biennium, Fiscal Services continues to support and enhance the mission of DOC. The Central Accounting section updated policies on payroll, SPOTS, and controls. Central Trust worked on a customer service concept to accept electronic deposits to inmate accounts and evaluated options for inmate cost sharing. The Procurement section has reviewed requested amendments to both Oregon Administrative Rules and policies to address a more streamlined procurement process. AFAMIS has updated user guides and upgraded to a new operating system. Business Services has finalized DOC policies and assisted with institutions contracting issues.

The Central Trust Unit successfully worked with vendors to implement a process for families to deposit money electronically on the internet. Central Trust has also had an instrumental role in implementing the Telemate System (kiosk) for inmate deposits, as well as providing critical information for the development of the new Commissary/Trust System.

DOC received the gold star for financial reporting from DAS. Every year, DAS's State Controller's Division awards gold stars to agencies that provide accurate and complete fiscal year-end information in a timely manner. Fiscal Services has continued to see a decrease in audit findings related to their work.

Even with the improvements to processes, the workload continues to grow. With the increase in the number of inmates, Fiscal Services strives to keep up with purchasing and paying bills for the daily items needed to run the institutions. As DOC becomes more complex with more locations and programs, the need for management reports increases and Fiscal Services needs the capacity to provide those reports. Fiscal Services has worked to mitigate the effects of DOC's growth on workload by improving processes.

SPOTS rebate: The SPOTS rebate is based on the DOC Accounting Unit's ability to pay the US Bank SPOTS bill in a timely manner. The agency must spend at least $3 million annually to qualify for a rebate. During the 2011 reporting period, DOC spent approximately $4.75 million and received 1.07% or $50,800 in rebates to DOC. DOC continues to expand the use of the SPOTS card for additional payment groups such as utilities, office supplies, and Commissary inventory items.

DOC recognizes and supports economic & business equity by promoting economic opportunities for Oregon's disadvantaged, Minority owned, Women owned, and Emerging Small Businesses (MWESB) through its procurement and contracting practices. For the first quarter of 2012, DOC awarded approximately 12% of its contracts or $327,823 to MWESB companies.

Key Initiatives 2011-13
For the 2011-13 biennium, efforts will continue to be directed at maintaining the service level for all department units. Timely and accurate fiscal services are essential to the overall success of DOC. Ongoing initiatives include:

- Continue to standardize and update policies and procedures around payroll and benefits, travel, fiscal accountability, and donations.
- Develop a request for proposal for a managed print services solution for printing, copying, scanning, and faxing for DOC on an enterprise level.
- Develop contracts that will allow DOC to use the state credit card (SPOTS card) for payment to increase the rebates available to DOC.
- Continue to make efficiencies through automation of travel reimbursement, inmate health services payments, and contract request processes.

Agency Request Budget
Staffing

Positions	79
FTE	78.05

Revenue Source

General Fund	$15,862,749
Other Funds	207,014

Governor's Balanced Budget
The Governor's Balanced Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

Staffing

Positions	79
FTE	77.55

Revenue Source

General Fund	$15,744,932
Other Funds	206,336

Legislatively Adopted Budget

Staffing

Positions	75
FTE	74.67

Revenue Source

General Fund	$13,540,753
Other Funds	201,744

Information Technology Services

Information Technology Services (ITS) supports all DOC business units and institutions in meeting DOC's mission through effective, appropriate application of technology and the use of automated solutions. The mission of ITS is to provide high-quality information technology services and systems that support accomplishment of DOC's goals and objectives. The vision of ITS is to understand its business partners' needs and engage customers in a collaborative effort as technical expertise and solutions are applied to these needs. The intent of ITS is to provide an exemplary level of customer service as these goals are accomplished.

ITS has four sections that support 4,500 DOC users and 2,000 Community Corrections users of DOC systems and applications: Applications Development, Business Support, Operations, and Technical Support. The Applications Development and Maintenance team works closely with business customers to support a growing inmate population in more efficient and effective ways. Much of the Application team's work is devoted to improving and maintaining a large portfolio of applications. A much smaller portion of the section is working to develop new applications. The Business Support and Operations group provides project management services for ITS

projects, business analysis to determine system requirements, and oversees the Customer Advocate program. The Operations staff, working with the State Data Center, provide support for the iSeries mid-range computer, Windows servers, telecommunications services, and data communications infrastructure connecting over 20 locations throughout the state. The Technical Support and Help Desk team provides both remote and on-site support for all desktop systems, applications, and technologies used by DOC employees. Together, these three functional areas are critical to both daily operations and strategic process improvements at DOC.

Major Accomplishments for 2011-13

- Implemented a new enterprise license agreement with Microsoft to upgrade DOC's technical architecture. Upgraded 3,500 PCs to Windows 7 and Office 2010. Working with the SDC, updated all server hardware to 64 bit, and upgraded all DOC server operating systems, vendor software, and DOC applications to compatible versions.
- Improved employee efficiency and updated DOC's PC fleet through installation of 700 new PCs and re-deployment of another 1,400 PCs.
- Participated in the Oregon Health Network (OHN) Rural Healthcare Pilot, improving network bandwidth to DOC facilities in support of health care services.
- Developed and implemented a new Offender Case Management system for DOC and Community Corrections users, supporting DOC's Counselor Caseload Management strategic initiative.
- Developed new Offender Management applications to support tracking of offender property and to track inmate movements in DOC facilities. Implemented replacement offender banking and commissary systems through the new DOC inmate phone contract. Implemented new agile methodologies to improve collaboration with our user community and to provide improved business value through our application development process.

Key Initiatives – 2013-15

Information Services program goals for the upcoming biennium are in part, as follows:

- Adopt a managed print services approach to reduce printing, paper, energy usage, costs of consumables, and increase operational efficiency.
- Continue efforts to procure and implement an Electronic Health Records System.
- Continue to pursue options to replace DOC's primary offender management system (CIS). CIS is a legacy system that needs to be replaced since its technology and ability to support DOC business needs is not sustainable.
- Improve automation of HR staff management processes, which are labor intensive and paper based.
- Pursue email archive and recovery solutions in support of federal litigation rules to preserve and produce electronically stored information.
- Continue initiatives to improve the operational efficiency and communications of ITS.

Statewide Initiatives
DOC ITS participates in interagency efforts to strategically move the State of Oregon to an enterprise-based technology architecture and governance model, as follows:

- Partner with other state agencies, the Chief Information Office Council, and the Enterprise Information Strategy and Policy Division on collaboration, cost savings, and enterprise efficiencies.
- Continue to participate in further consolidation initiatives related to the State Data Center (SDC) to help produce the most effective and efficient consolidated data center possible in support of the Enterprise Information Resources Management Strategy.
- Continue to participate in the enterprise Information Technology Asset Inventory Management initiative.
- Continue to align security specifications to comply with the security infrastructure and framework for the state's technical architecture. Participate as requested on advising and assisting the Security Task Force through participation in SDC workgroups, committees, and projects.
- Support development of the Enterprise Business Continuity Planning efforts.
- Comply with all state IT standards and practices.

Agency Request Budget

Staffing

Positions 84	
FTE	83.38

Revenue Sources

General Fund	$20,479,937
Other Funds	141,762

Governor's Balanced Budget
The Governor's Balanced Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

Staffing

Positions	84
FTE	83.13

Revenue Sources

General Fund	$20,374,214
Other Funds	141,335

Legislatively Adopted Budget

Staffing

Positions	82
FTE	81.50

Revenue Sources

General Fund	$17,780,743
Other Funds	138,441

General Services Division

010 Non-PICS Psnl Svc / Vacancy Factor

Package Description

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

How Achieved
Non-PICS Accounts – With the exception of Mass Transit, adjustment amounts are computed by multiplying the above referenced accounts in the 2013-15 Base Budget by the standard inflation factor of 2.4%. Added to those amounts is the value of exception request number 291-02 approved by DAS. This exception resulted in an increase of $3,242 General Fund and $3,178 Other Funds for security differentials awarded to represented non-security staff that perform specific security functions.

Vacancy Savings – An estimate of the savings associated with vacancies, employee turnover and hiring delays is included in this package. Vacancy savings are computed using the formula and guidelines prescribed in the Budget and Legislative Concept Instructions and approved in advance by DAS CFO. In the General Services Division, the vacancy savings budget decreased by ($10,614) General Fund and increased by $4,229 Other Funds from the 2011-13 budgeted level.

PERS Pension Obligation Bonds – This package includes an increase of $175,337 General Fund and a decrease of ($2,072) Other Funds from the 2011-13 budgeted levels for distribution to DAS for Debt Service on PERS Pension Obligation Bonds.

Agency Request Budget

Staffing Impact
None

Revenue Sources

General Fund	$193,013
Other Funds	7,461

Governor's Balanced Budget

The Governor reduced this package by implementing a lower PERS rate which is calculated on all salaries.

Staffing Impact

None

Revenue Sources

General Fund	$192,841
Other Funds	7,417

Legislatively Adopted Budget

The Legislature did not make any changes to this package.

Staffing Impact

None

Revenue Sources

General Fund	$192,841
Other Funds	7,417

2015-17 Fiscal Impact

Actions approved in this package will have varying impacts on future periods. Normal inflation will be integrated into and become part of the Base Budget for 2015-17, as will the funding approved in the non-PICS exceptions. Vacancy savings are re-projected each biennium based on agency experience. The Pension Obligation Bond financing will be an ongoing liability for the agency.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

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

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	192,841	-	-	-	-	-	192,841
Total Revenues	**$192,841**	**-**	**-**	**-**	**-**	**-**	**$192,841**
Personal Services							
Temporary Appointments	719	-	-	-	-	-	719
Overtime Payments	10,334	-	544	-	-	-	10,878
All Other Differential	10,816	-	4,911	-	-	-	15,727
Public Employees' Retire Cont	4,123	-	1,064	-	-	-	5,187
Pension Obligation Bond	175,337	-	(2,072)	-	-	-	173,265
Social Security Taxes	1,672	-	418	-	-	-	2,090
Unemployment Assessments	826	-	2	-	-	-	828
Mass Transit Tax	(1,223)	-	(1,898)	-	-	-	(3,121)
Vacancy Savings	(10,614)	-	4,229	-	-	-	(6,385)
Reconciliation Adjustment	851	-	219	-	-	-	1,070
Total Personal Services	**$192,841**	**-**	**$7,417**	**-**	**-**	**-**	**$200,258**
Total Expenditures							
Total Expenditures	192,841	-	7,417	-	-	-	200,258
Total Expenditures	**$192,841**	**-**	**$7,417**	**-**	**-**	**-**	**$200,258**
Ending Balance							
Ending Balance	-	-	(7,417)	-	-	-	(7,417)
Total Ending Balance	**-**	**-**	**($7,417)**	**-**	**-**	**-**	**($7,417)**

General Services Division

021 Phase-In

Package Description

Purpose
This package includes the additional costs associated with 24-month operation of programs or services phased-in during the prior biennium. Package 021 includes the added costs of programs above the 2013-15 Base Budget level, after adjustments are made for start-up costs or other one-time expenditures funded in 2011-13.

How Achieved
This package provides the necessary funding (including inflation) for non-PICS Personal Services, Services & Supplies, Capital Outlay, and Special Payments accounts to provide for 24-month operation of positions and services brought on-line during 2011-13. This includes the phased-in personnel and services & supplies associated with the General Services Division's support of the inmate population growth from the 2011-13 biennium.

The additional funding for positions approved by the 2011-13 Legislature and phased-in during the biennium (after July 1, 2011) is budgeted in the Base Budget as part of the automated budget system process. Only the incremental cost for the above mentioned accounts is included in this package. Inflation for these additional costs is also included in this package at the factors prescribed by DAS CFO.

Agency Request Budget

Staffing Impact
None

Revenue Sources

General Fund	$35,727
Other Funds	18,122

BUDGET NARRATIVE

Governor's Balanced Budget
The Governor did not make any changes to this package.

Staffing Impact
None

Revenue Sources

General Fund	$35,727
Other Funds	18,122

Legislatively Adopted Budget
The Legislature did not make any changes to this package.

Staffing Impact
None

Revenue Sources

General Fund	$35,727
Other Funds	18,122

2015-17 Fiscal Impact
The actions included in this package will become part of the Base Budget for 2015-17.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 021 - Phase-in

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	35,727	-	-	-	-	-	35,727
Total Revenues	**$35,727**	**-**	**-**	**-**	**-**	**-**	**$35,727**
Services & Supplies							
Instate Travel	5,267	-	2,672	-	-	-	7,939
Office Expenses	24,342	-	12,347	-	-	-	36,689
Data Processing	2,052	-	1,041	-	-	-	3,093
Other Services and Supplies	4,066	-	2,062	-	-	-	6,128
Total Services & Supplies	**$35,727**	**-**	**$18,122**	**-**	**-**	**-**	**$53,849**
Total Expenditures							
Total Expenditures	35,727	-	18,122	-	-	-	53,849
Total Expenditures	**$35,727**	**-**	**$18,122**	**-**	**-**	**-**	**$53,849**
Ending Balance							
Ending Balance	-	-	(18,122)	-	-	-	(18,122)
Total Ending Balance	**-**	**-**	**($18,122)**	**-**	**-**	**-**	**($18,122)**

General Services Division

022 Phase-out Pgm & One-time Costs

Package Description

Purpose
This package includes eliminating the budget for programs that were terminated or phased-out during the prior biennium. Extraordinary one-time expenditures are also reduced in this package.

How Achieved
PICS automatically removes phased-out positions in the base budget. One-time General Services Division expendable property start-up equipment and supplies from prior biennium mandated caseload increases are eliminated here.

Agency Request Budget

Staffing Impact
None

Revenue Sources

General Fund	($42,930)
Other Funds	(3,777)

Governor's Balanced Budget
The Governor did not make any changes to this package.

Staffing Impact
None

Revenue Sources

General Fund	($42,930)
Other Funds	(3,777)

BUDGET NARRATIVE

Legislatively Adopted Budget
The Legislature did not make any changes to this package.

Staffing Impact
None

Revenue Sources

General Fund	($42,930)
Other Funds	(3,777)

2015-17 Fiscal Impact
The actions reflected in this package will not affect the 2015-17 budget since they address the elimination of one-time expenditures.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

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

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(42,930)	-	-	-	-	-	(42,930)
Total Revenues	**($42,930)**	**-**	**-**	**-**	**-**	**-**	**($42,930)**
Services & Supplies							
Expendable Prop 250 - 5000	(19,710)	-	(2,660)	-	-	-	(22,370)
IT Expendable Property	(13,695)	-	(1,117)	-	-	-	(14,812)
Total Services & Supplies	**($33,405)**	**-**	**($3,777)**	**-**	**-**	**-**	**($37,182)**
Capital Outlay							
Other Capital Outlay	(9,525)	-	-	-	-	-	(9,525)
Total Capital Outlay	**($9,525)**	**-**	**-**	**-**	**-**	**-**	**($9,525)**
Total Expenditures							
Total Expenditures	(42,930)	-	(3,777)	-	-	-	(46,707)
Total Expenditures	**($42,930)**	**-**	**($3,777)**	**-**	**-**	**-**	**($46,707)**
Ending Balance							
Ending Balance	-	-	3,777	-	-	-	3,777
Total Ending Balance	**-**	**-**	**$3,777**	**-**	**-**	**-**	**$3,777**

General Services Division

031 Standard Inflation

Package Description

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

How Achieved
For 2013-15, inflation factors are 2.4% for standard inflation, 2.8% for Professional Services and 14.9% for Attorney General charges. Inflation requested in this package is based on the 2013-15 Base Budget. Inflation associated with biennialized phased-in programs, when applicable, is included in package 021. Inflation associated with new institution start-up and operation is included in the essential package for caseload in package 040.

Agency Request Budget

Staffing Impact
None

Revenue Sources

General Fund	$234,804
Other Funds	37,719

Governor's Balanced Budget
The Governor did not make any changes to this package.

Staffing Impact
None

Revenue Sources

General Fund	$234,804
Other Funds	37,719

Legislatively Adopted Budget

The Legislature did not make any changes to this package.

Staffing Impact

None

Revenue Sources

General Fund	$234,804
Other Funds	37,719

2015-17 Fiscal Impact

The actions included in this package will become part of the Base Budget for 2015-17.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 031 - Standard Inflation

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	234,804	-	-	-	-	-	234,804
Total Revenues	**$234,804**	**-**	**-**	**-**	**-**	**-**	**$234,804**
Services & Supplies							
Instate Travel	11,572	-	570	-	-	-	12,142
Out of State Travel	11	-	-	-	-	-	11
Employee Training	5,175	-	24	-	-	-	5,199
Office Expenses	12,082	-	2,269	-	-	-	14,351
Telecommunications	59,212	-	-	-	-	-	59,212
Data Processing	32,247	-	179	-	-	-	32,426
Publicity and Publications	51	-	-	-	-	-	51
Professional Services	3,099	-	-	-	-	-	3,099
Attorney General	40,425	-	292	-	-	-	40,717
Employee Recruitment and Develop	147	-	-	-	-	-	147
Dues and Subscriptions	230	-	12	-	-	-	242
Fuels and Utilities	19,893	-	2,760	-	-	-	22,653
Facilities Maintenance	18,396	-	8,054	-	-	-	26,450
Food and Kitchen Supplies	132	-	11,000	-	-	-	11,132
Medical Services and Supplies	48	-	-	-	-	-	48
Other Care of Residents and Patients	1,262	-	1,750	-	-	-	3,012
Other Services and Supplies	12,634	-	10,319	-	-	-	22,953
Expendable Prop 250 - 5000	2,863	-	206	-	-	-	3,069

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 031 - Standard Inflation

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Services & Supplies							
IT Expendable Property	6,455	-	284	-	-	-	6,739
Total Services & Supplies	**$225,934**	**-**	**$37,719**	**-**	**-**	**-**	**$263,653**
Capital Outlay							
Telecommunications Equipment	1,559	-	-	-	-	-	1,559
Household and Institutional Equip.	5,989	-	-	-	-	-	5,989
Industrial and Heavy Equipment	293	-	-	-	-	-	293
Data Processing Software	456	-	-	-	-	-	456
Data Processing Hardware	573	-	-	-	-	-	573
Total Capital Outlay	**$8,870**	**-**	**-**	**-**	**-**	**-**	**$8,870**
Total Expenditures							
Total Expenditures	234,804	-	37,719	-	-	-	272,523
Total Expenditures	**$234,804**	**-**	**$37,719**	**-**	**-**	**-**	**$272,523**
Ending Balance							
Ending Balance	-	-	(37,719)	-	-	-	(37,719)
Total Ending Balance	**-**	**-**	**($37,719)**	**-**	**-**	**-**	**($37,719)**

General Services Division

032 Above Standard Inflation

Package Description

Purpose
This package includes funding for above standard inflation as prescribed by DAS. Approval by DAS CFO is required in order to use this package. General Services Division includes an increase for the additional medical services inflation factor.

How Achieved
For 2013-15 the above standard inflation factor for Medical Services and Supplies is 1.6%. This is in addition to the 2.4% included in package 031.

Agency Request Budget

Staffing Impact
None

Revenue Source
General Fund $32

Governor's Balanced Budget
The Governor did not make any changes to this package.

Staffing Impact
None

Revenue Source
General Fund $32

BUDGET NARRATIVE

Legislatively Adopted Budget
The Legislature did not make any changes to this package.

Staffing Impact
None

Revenue Source

General Fund	$32

2015-17 Fiscal Impact
The actions included in this package will become part of the Base Budget for 2015-17.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 032 - Above Standard Inflation

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	32	-	-	-	-	-	32
Total Revenues	**$32**	**-**	**-**	**-**	**-**	**-**	**$32**
Services & Supplies							
Medical Services and Supplies	32	-	-	-	-	-	32
Total Services & Supplies	**$32**	**-**	**-**	**-**	**-**	**-**	**$32**
Total Expenditures							
Total Expenditures	32	-	-	-	-	-	32
Total Expenditures	**$32**	**-**	**-**	**-**	**-**	**-**	**$32**
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	**-**	**-**	**-**	**-**	**-**	**-**	**-**

General Services Division

040 Mandated Caseload

Package Description

Purpose
Mandated caseload changes included in this package are based on changes to programs that are required by the federal government, the state constitution or court actions. Mandated caseload costs include but are not limited to the cost of the additional staff and operating costs required to operate these programs. The April 2012 Oregon Corrections Population Forecast published by DAS Office of Economic Analysis is the basis for actions presented in this package.

How Achieved
In response to the caseload projections included in the April 2012 Population Forecast, DOC completes a Population Management Plan that details the location and number of additional beds to be opened in the institutions. This plan reflects the continued use of temporary and emergency beds within the Department's facilities, as needed, to manage the growing prison population. Specifically, the plan includes opening temporary and emergency beds during 2013-15 at Warner Creek Correctional Facility, Two Rivers Correctional Institution, Powder River Correctional Facility, Shutter Creek Correctional Institution, and opening five new permanent units at Deer Ridge Correctional Institution (DRCI) for male inmates. Additional female inmates will be housed in emergency beds at Coffee Creek Correctional Facility.

The General Services Division will need to add adequate personnel and supplies in order to meet the support needs of this larger population and increased work force at the various locations indicated. This package also includes the one-time costs for startup associated with opening the five new units (including disciplinary segregation and infirmary beds) at DRCI.

Agency Request Budget

Staffing Impact

Positions	8
FTE	7.01

Revenue Sources

General Fund	$1,641,450
Other Funds	59,709

Governor's Balanced Budget

The Governor adjusted this package for the changes in the population forecast between April 2012 and October 2012. In addition, the Governor reduced this package by implementing a lower PERS rate which is calculated on all salaries.

Staffing Impact

Positions	8
FTE	6.01

Revenue Sources

General Fund	$1,528,595
Other Funds	44,234

Legislatively Adopted Budget

The Legislature did not make any changes to this package.

Staffing Impact

Positions	8
FTE	6.01

Revenue Sources

General Fund	$1,528,595
Other Funds	44,234

2015-17 Fiscal Impact

This package will have an impact on the 2015-17 budget, with beds phasing-in during 2013-15 needing to be funded for a full 24-month period in 2015-17. Base salary and Other Personnel Expenses for new staff will be automatically adjusted by PICS. Additional

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 040 - Mandated Caseload

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	1,528,595	-	-	-	-	-	1,528,595
Total Revenues	**$1,528,595**	**-**	**-**	**-**	**-**	**-**	**$1,528,595**
Personal Services							
Mass Transit Tax	2,235	-	-	-	-	-	2,235
Reconciliation Adjustment	934,473	-	39,077	-	-	-	973,550
Total Personal Services	**$936,708**	**-**	**$39,077**	**-**	**-**	**-**	**$975,785**
Services & Supplies							
Instate Travel	8,796	-	382	-	-	-	9,178
Office Expenses	40,637	-	1,764	-	-	-	42,401
Telecommunications	101,464	-	-	-	-	-	101,464
Data Processing	92,874	-	149	-	-	-	93,023
Facilities Maintenance	302,826	-	-	-	-	-	302,826
Other Services and Supplies	6,792	-	295	-	-	-	7,087
Expendable Prop 250 - 5000	20,925	-	1,395	-	-	-	22,320
IT Expendable Property	17,573	-	1,172	-	-	-	18,745
Total Services & Supplies	**$591,887**	**-**	**$5,157**	**-**	**-**	**-**	**$597,044**
Total Expenditures							
Total Expenditures	1,528,595	-	44,234	-	-	-	1,572,829
Total Expenditures	**$1,528,595**	**-**	**$44,234**	**-**	**-**	**-**	**$1,572,829**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 040 - Mandated Caseload

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Ending Balance							
Ending Balance	-	-	(44,234)	-	-	-	(44,234)
Total Ending Balance	**-**	**-**	**($44,234)**	**-**	**-**	**-**	**($44,234)**
Total Positions							
Total Positions							8
Total Positions	**-**	**-**	**-**	**-**	**-**	**-**	**8**
Total FTE							
Total FTE							6.01
Total FTE	**-**	**-**	**-**	**-**	**-**	**-**	**6.01**

BUDGET NARRATIVE

Services & Supplies and non-PICS Personal Services accounts will be manually adjusted in package 021. The additional operating costs will be offset partially by the elimination of one-time and startup supplies and equipment in package 022.

General Services Division

060 Technical Adjustments

Package Description

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

How Achieved
During 2011-13, DOC completed an agency wide reorganization that included eliminating Transitional Services Division and the Public Services Division and creating a new Division called Offender Management and Rehabilitation.

This package includes a transfer of $5,000 Other Funds limitation (due to DOC Reorganization) from General Services to Human Resources. This transfer nets to zero for the agency.

Agency Request Budget

Staffing Impact
None

Revenue Source

Other Funds	($5,000)

Governor's Balanced Budget
The Governor did not make any changes to this package.

Staffing Impact
None

Revenue Source

Other Funds	($5,000)

Legislatively Adopted Budget

The Legislature did not make any changes to this package.

Staffing Impact

None

Revenue Source

Other Funds	($5,000)

2015-17 Fiscal Impact

The actions included in this package will become a part of the Base Budget for 2015-17.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 060 - Technical Adjustments

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
Rents and Royalties	-	-	(5,000)	-	-	-	(5,000)
Total Revenues	**-**	**-**	**($5,000)**	**-**	**-**	**-**	**($5,000)**
Services & Supplies							
Facilities Maintenance	-	-	(5,000)	-	-	-	(5,000)
Total Services & Supplies	**-**	**-**	**($5,000)**	**-**	**-**	**-**	**($5,000)**
Total Expenditures							
Total Expenditures	-	-	(5,000)	-	-	-	(5,000)
Total Expenditures	**-**	**-**	**($5,000)**	**-**	**-**	**-**	**($5,000)**
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	**-**	**-**	**-**	**-**	**-**	**-**	**-**

General Services Division

081 May 2012 E-Board

Package Description

Purpose
The 2011-13 DOC Legislatively Approved Budget reflects the Legislatively Adopted Budget (the budget as of the close of the 2011 Legislative Session), plus additional legislative activity that impacts the budget for the remainder of the biennium (i.e. Emergency Boards). The 2013-15 Base Budget only includes changes from Legislative Sessions, Special Sessions and Emergency Boards through February 2012. As a result, any legislative changes to the 2011-13 budget that occur after February 2012 are not included in the base used to build the 2013-15 budget. Instead, these post-February 2012 changes (like the May 2012 Emergency Board and the September 2012 Emergency Board) are introduced into the 2013-15 budget process as packages.

Package 081 was created to memorialize the changes related to the May 2012 Emergency Board in the 2011-13 Legislatively Approved Budget.

How Achieved
DOC was asked to share in a statewide budget reduction as a part of the February 2012 Session of nearly $7.9M. That reduction was taken across several divisions as a mix of Personal Services and Services & Supplies. In the May 2012 Emergency Board, the agency was directed to make specific position reductions (21 positions, 9.71 FTE) as part of the $7.9M already taken. In essence, this was a rebalance of the initial reduction.

Package 081 makes the position reductions implemented in the 2011-13 biennium permanent in the 2013-15 biennium and beyond. For the General Services Division, this equates to (5) Positions, (5.00) FTE for a total of ($812,300) General Fund.

Agency Request Budget

Staffing Impact

Positions	(5)
FTE	(5.00)

Revenue Source

General Fund	($812,300)

Governor's Balanced Budget

The Governor reduced this package by implementing a lower PERS rate which is calculated on all salaries.

Staffing Impact

Positions	(5)
FTE	(5.00)

Revenue Source

General Fund	($808,046)

Legislatively Adopted Budget

The Legislature did not make any changes to this package.

Staffing Impact

Positions	(5)
FTE	(5.00)

Revenue Source

General Fund	($808,046)

2015-17 Fiscal Impact

The adjustments approved in this package will become part of the Base Budget for 2015-17.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 081 - May 2012 E-Board

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(808,046)	-	-	-	-	-	(808,046)
Total Revenues	**($808,046)**	**-**	**-**	**-**	**-**	**-**	**($808,046)**
Personal Services							
Class/Unclass Sal. and Per Diem	(522,648)	-	-	-	-	-	(522,648)
Empl. Rel. Bd. Assessments	(160)	-	-	-	-	-	(160)
Public Employees' Retire Cont	(101,863)	-	-	-	-	-	(101,863)
Social Security Taxes	(39,983)	-	-	-	-	-	(39,983)
Worker's Comp. Assess. (WCD)	(236)	-	-	-	-	-	(236)
Flexible Benefits	(122,112)	-	-	-	-	-	(122,112)
Reconciliation Adjustment	(21,044)	-	-	-	-	-	(21,044)
Total Personal Services	**($808,046)**	**-**	**-**	**-**	**-**	**-**	**($808,046)**
Total Expenditures							
Total Expenditures	(808,046)	-	-	-	-	-	(808,046)
Total Expenditures	**($808,046)**	**-**	**-**	**-**	**-**	**-**	**($808,046)**
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	**-**	**-**	**-**	**-**	**-**	**-**	**-**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 081 - May 2012 E-Board

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Positions							
Total Positions							(5)
Total Positions	**-**	**-**	**-**	**-**	**-**	**-**	**(5)**
Total FTE							
Total FTE							(5.00)
Total FTE	**-**	**-**	**-**	**-**	**-**	**-**	**(5.00)**

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
0500222	MMS X7000 AA	PRINCIPAL EXECUTIVE/MANAGER A	1-	1.00-	24.00-	07	4,580.00	109,920-				109,920-
								60,459-				60,459-
0500536	MMS X7004 AA	PRINCIPAL EXECUTIVE/MANAGER C	1-	1.00-	24.00-	09	6,134.00	147,216-				147,216-
								70,581-				70,581-
8919033	MMS X0113 AA	SUPPORT SERVICES SUPERVISOR 2	1-	1.00-	24.00-	08	3,970.00	95,280-				95,280-
								56,486-				56,486-
9700708	MMS X7006 AA	PRINCIPAL EXECUTIVE/MANAGER D	1-	1.00-	24.00-	09	7,093.00	170,232-				170,232-
								76,828-				76,828-
9700711	MMN X3269 AA	CONSTRUCTION PROJECT MANAGER 3	1-	1.00-	24.00-	00	0.00					
		TOTAL PICS SALARY						522,648-				522,648-
		TOTAL PICS OPE						264,354-				264,354-
			---	------	-------			---------	---------	---------	---------	---------
		TOTAL PICS PERSONAL SERVICES =	5-	5.00-	120.00-			787,002-				787,002-

General Services Division

091 Administrative Savings Placeholder

Package Description

Purpose
The Governor's budget requires increased efficiency in the operation of state government, calls for additional savings in administrative expenditures, and allows for the reinvestment of some of the savings realized through efficiencies into agency programs or to other initiatives that will further improve the administrative operations of state government.

How Achieved
Package 091 was included in all agency budgets as a placeholder for administrative efficiencies to be found in Finance, IT, HR, Accounting, Payroll, and Procurement activities. The Improving Government subcommittee of the Enterprise Leadership Team will be identifying proposed efficiencies or changes in the delivery of service to meet the funding level in the Governor's budget, and will work with individual agencies on the impact to their budget, along with reinvestment opportunities.

Legislatively Adopted Budget

Actions
The Legislatively Adopted Budget actions restore the Central Administration Division budget from actions taken in the Governor's Balanced Budget by transferring the actions to the General Services Division.

Staffing Impact

Positions	0
FTE	0.00

Revenue Source

General Fund	($2,203,978)

2015-17 Fiscal Impact
The actions included in this package will become a part of the Base Budget for 2015-17.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 091 - Statewide Administrative Savings

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(2,203,978)	-	-	-	-	-	(2,203,978)
Total Revenues	**($2,203,978)**	**-**	**-**	**-**	**-**	**-**	**($2,203,978)**
Personal Services							
Undistributed (P.S.)	(1,763,182)	-	-	-	-	-	(1,763,182)
Total Personal Services	**($1,763,182)**	**-**	**-**	**-**	**-**	**-**	**($1,763,182)**
Services & Supplies							
Undistributed (S.S.)	(440,796)	-	-	-	-	-	(440,796)
Total Services & Supplies	**($440,796)**	**-**	**-**	**-**	**-**	**-**	**($440,796)**
Total Expenditures							
Total Expenditures	(2,203,978)	-	-	-	-	-	(2,203,978)
Total Expenditures	**($2,203,978)**	**-**	**-**	**-**	**-**	**-**	**($2,203,978)**
Ending Balance							
Ending Balance	-	-	-	-	-	-	-
Total Ending Balance	**-**	**-**	**-**	**-**	**-**	**-**	**-**

General Services Division

092 PERS Taxation Policy

Package Description

Purpose
This package, added by the Governor, proposes limiting tax relief calculations for PERS retirees that are Oregon residents and eliminating the income tax reimbursement payments for out of state PERS retirees who do not pay Oregon income tax. The 2012 legislative session [HB 2456 (2012)] enacted a similar proposal, but that only applied to new retirees. This package extends the cost savings by including existing retirees who live out of state.

How Achieved
The savings associated with this proposal are dependent on legislative action.

Governor's Balanced Budget

Staffing Impact
None

Revenue Source

General Fund	($117,014)
Other Funds	(13,477)

Legislatively Adopted Budget
The Legislature did not make any changes to this package.

Staffing Impact
None

Revenue Source

General Fund	($117,014)
Other Funds	(13,477)

2015-17 Fiscal Impact

Legislative action was taken, so this package will become a part of the 2015-17 Base Budget as the new rates are implemented.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 092 - PERS Taxation Policy

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(117,014)	-	-	-	-	-	(117,014)
Total Revenues	**($117,014)**	**-**	**-**	**-**	**-**	**-**	**($117,014)**
Personal Services							
PERS Policy Adjustment	(117,014)	-	(13,477)	-	-	-	(130,491)
Total Personal Services	**($117,014)**	**-**	**($13,477)**	**-**	**-**	**-**	**($130,491)**
Total Expenditures							
Total Expenditures	(117,014)	-	(13,477)	-	-	-	(130,491)
Total Expenditures	**($117,014)**	**-**	**($13,477)**	**-**	**-**	**-**	**($130,491)**
Ending Balance							
Ending Balance	-	-	13,477	-	-	-	13,477
Total Ending Balance	**-**	**-**	**$13,477**	**-**	**-**	**-**	**$13,477**

General Services Division

093 Other PERS Adjustments

Package Description

Purpose
This package, added by the Governor, proposes capping cost-of-living increases to the first $24,000 of PERS retiree annual pension income.

How Achieved
The savings associated with this proposal are dependent on legislative action.

Governor's Balanced Budget

Staffing Impact
None

Revenue Source

General Fund	($936,808)
Other Funds	(107,897)

Legislatively Adopted Budget
The Legislature did not make any changes to this package.

Staffing Impact
None

Revenue Source

General Fund	($936,808)
Other Funds	(107,897)

2015-17 Fiscal Impact
Legislative action was taken, so this package will become a part of the 2015-17 Base Budget as the new rates are implemented.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 093 - Other PERS Adjustments

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(936,808)	-	-	-	-	-	(936,808)
Total Revenues	**($936,808)**	**-**	**-**	**-**	**-**	**-**	**($936,808)**
Personal Services							
PERS Policy Adjustment	(936,808)	-	(107,897)	-	-	-	(1,044,705)
Total Personal Services	**($936,808)**	**-**	**($107,897)**	**-**	**-**	**-**	**($1,044,705)**
Total Expenditures							
Total Expenditures	(936,808)	-	(107,897)	-	-	-	(1,044,705)
Total Expenditures	**($936,808)**	**-**	**($107,897)**	**-**	**-**	**-**	**($1,044,705)**
Ending Balance							
Ending Balance	-	-	107,897	-	-	-	107,897
Total Ending Balance	**-**	**-**	**$107,897**	**-**	**-**	**-**	**$107,897**

General Services Division

810 LFO Analyst Adjustments

Package Description

Purpose
This package, added by the Legislature, includes several cost-savings and technical adjustments.

How Achieved
For the Department of Corrections, this package includes adjustments to the agency's primary appropriation bill (HB 5005). Those adjustments include: technical corrections to the caseload reductions made in the Governor's Balanced Budget (GBB), other technical adjustments, changes to caseload resulting from the April 2013 forecast from the Office of Economic Analysis (OEA), technical corrections to the PERS rates for Police & Fire positions in GBB, approved grant limitation, the impacts of HB 2087, Debt Service adjustments, and the agency's share of unspecified reductions to the Public Safety outcome area.

Specific to the General Services Division, impacts include: General Fund vacancy savings of ($1,195,160), reconciliation adjustment of ($430,752) and a total Services and Supplies adjustment of ($345,780).

Legislatively Adopted Budget
Package created by the Legislature.

Staffing Impact

Positions	(4)
FTE	(3.41)

Revenue Source

General Fund	($1,971,692)
Other Funds	$9,684
Federal Funds	$0

2015-17 Fiscal Impact

Technical corrections to the PERS rates and unspecified reductions will have no impact on the 2015-17 budget. Grant limitation changes will be phased out as grant activity closes in future biennia. Caseload changes are subsequently modified in Pkg 820 End of Session Bill and will be modified again through the April 2014 OEA forecast for the 2015-17 budget.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 810 - LFO Analyst Adjustments

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(1,971,692)	-	-	-	-	-	(1,971,692)
Total Revenues	**($1,971,692)**	**-**	**-**	**-**	**-**	**-**	**($1,971,692)**
Personal Services							
Vacancy Savings	(1,195,160)	-	-	-	-	-	(1,195,160)
Reconciliation Adjustment	(430,752)	-	9,684	-	-	-	(421,068)
Total Personal Services	**($1,625,912)**	**-**	**$9,684**	**-**	**-**	**-**	**($1,616,228)**
Services & Supplies							
Instate Travel	(11,989)	-	-	-	-	-	(11,989)
Employee Training	(12,372)	-	-	-	-	-	(12,372)
Office Expenses	(41,051)	-	-	-	-	-	(41,051)
Telecommunications	(76,369)	-	-	-	-	-	(76,369)
Data Processing	(92,173)	-	-	-	-	-	(92,173)
Fuels and Utilities	(21,693)	-	-	-	-	-	(21,693)
Facilities Maintenance	(50,627)	-	-	-	-	-	(50,627)
Other Services and Supplies	(15,775)	-	-	-	-	-	(15,775)
Expendable Prop 250 - 5000	(15,530)	-	-	-	-	-	(15,530)
IT Expendable Property	(8,201)	-	-	-	-	-	(8,201)
Total Services & Supplies	**($345,780)**	**-**	**-**	**-**	**-**	**-**	**($345,780)**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 810 - LFO Analyst Adjustments

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	(1,971,692)	-	9,684	-	-	-	(1,962,008)
Total Expenditures	**($1,971,692)**	**-**	**$9,684**	**-**	**-**	**-**	**($1,962,008)**
Ending Balance							
Ending Balance	-	-	(9,684)	-	-	-	(9,684)
Total Ending Balance	**-**	**-**	**($9,684)**	**-**	**-**	**-**	**($9,684)**
Total Positions							
Total Positions							(4)
Total Positions	**-**	**-**	**-**	**-**	**-**	**-**	**(4)**
Total FTE							
Total FTE							(3.41)
Total FTE	**-**	**-**	**-**	**-**	**-**	**-**	**(3.41)**

General Services Division

820 End of Session Bill (HB 5008)

Package Description

Purpose
This package contains the budget impacts specific to HB 5008, the end of session reconciliation bill that modifies the agency's original appropriation bill (HB 5005).

How Achieved
The Department of Corrections' budget is impacted by this package through the following actions: the caseload and operational impacts resulting from the passage of HB 3194, a 5% statewide reduction to specific S&S accounts (excluding AG, DAS, Rent, Fuels/Utilities), a 2% supplemental holdback that may be returned mid-biennium, changes to DAS assessments and charges, and community reinvestment actions directed at bolstering community corrections and county jail funding while limiting the growth of the state prison population over the next 5 years.

Specific to the General Services Division, impacts include: General Fund reconciliation adjustment of ($428,504), undistributed Personal Services adjustment of ($836,677) and a total Services and Supplies adjustment of ($1,013,799).

Legislatively Adopted Budget
Package created by the Legislature.

Staffing Impact

Positions	(4)
FTE	(2.60)

Revenue Source

General Fund	($2,278,980)
Other Funds	($108)

2015-17 Fiscal Impact

The 5% statewide S&S reduction and community reinvestment will carry forward into the 2015-17 base budget. Caseload and DAS assessment changes will be adjusted by future OEA population forecasts and DAS recalculations, respectively. The 2% supplemental holdback will not impact the 2015-17 budget.

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 820 - End of Session Bill (HB 5008)

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Revenues							
General Fund Appropriation	(2,278,980)	-	-	-	-	-	(2,278,980)
Total Revenues	**($2,278,980)**	**-**	**-**	**-**	**-**	**-**	**($2,278,980)**
Personal Services							
Reconciliation Adjustment	(428,504)	-	-	-	-	-	(428,504)
Undistributed (P.S.)	(836,677)	-	-	-	-	-	(836,677)
Total Personal Services	**($1,265,181)**	**-**	**-**	**-**	**-**	**-**	**($1,265,181)**
Services & Supplies							
Instate Travel	(74,255)	-	-	-	-	-	(74,255)
Employee Training	(7,951)	-	-	-	-	-	(7,951)
Office Expenses	(102,287)	-	-	-	-	-	(102,287)
Telecommunications	(173,927)	-	-	-	-	-	(173,927)
Data Processing	(67,481)	-	-	-	-	-	(67,481)
Attorney General	(15,669)	-	(108)	-	-	-	(15,777)
Facilities Maintenance	(64,889)	-	-	-	-	-	(64,889)
Other Services and Supplies	(89,423)	-	-	-	-	-	(89,423)
Undistributed (S.S.)	(186,167)	-	-	-	-	-	(186,167)
Expendable Prop 250 - 5000	(56,455)	-	-	-	-	-	(56,455)
IT Expendable Property	(175,295)	-	-	-	-	-	(175,295)
Total Services & Supplies	**($1,013,799)**	**-**	**($108)**	**-**	**-**	**-**	**($1,013,907)**

ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY

Corrections, Dept of
Pkg: 820 - End of Session Bill (HB 5008)

Cross Reference Name: General Services Division
Cross Reference Number: 29100-006-00-00-00000

Description	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
Total Expenditures							
Total Expenditures	(2,278,980)	-	(108)	-	-	-	(2,279,088)
Total Expenditures	**($2,278,980)**	**-**	**($108)**	**-**	**-**	**-**	**($2,279,088)**
Ending Balance							
Ending Balance	-	-	108	-	-	-	108
Total Ending Balance	**-**	**-**	**$108**	**-**	**-**	**-**	**$108**
Total Positions							
Total Positions							(4)
Total Positions	**-**	**-**	**-**	**-**	**-**	**-**	**(4)**
Total FTE							
Total FTE							(2.60)
Total FTE	**-**	**-**	**-**	**-**	**-**	**-**	**(2.60)**

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

Corrections, Dept of | **Agency Number: 29100**
2013-15 Biennium | **Cross Reference Number: 29100-006-00-00-00000**

Source	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds						
Charges for Services	4,421,148	3,239,421	3,239,421	5,664,954	5,664,954	5,664,954
Rents and Royalties	282,959	254,341	254,341	207,225	207,225	207,225
General Fund Obligation Bonds	275,850	-	-	-	-	-
Cert of Participation	2,034	-	-	-	-	-
Interest Income	25	-	-	-	-	-
Sales Income	1,005,309	4,177,753	4,177,753	580,111	580,111	580,111
Loan Repayments	-	-	-	33,556	33,556	33,556
Other Revenues	50,899	-	-	1,746,700	1,746,700	1,746,700
Total Other Funds	**$6,038,224**	**$7,671,515**	**$7,671,515**	**$8,232,546**	**$8,232,546**	**$8,232,546**
Federal Funds						
Federal Funds	-	1,960	-	-	-	-
Total Federal Funds	**-**	**$1,960**	**-**	**-**	**-**	**-**

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

Source	Fund	ORBITS Revenue Acct	2009-2011 Actual	2011-13 Legislatively Adopted	2011-13 Estimated	2013-15 Agency Request	2013-15 Governor's Balanced	2013-15 Legislatively Adopted
Commissary sales.	Other	0410	$4,421,148	$3,239,421	$4,528,354	$5,664,954	$5,664,954	$5,664,954
Warehouse space rental; land, building and cell tower leases	Other	0510	282,959	254,341	213,763	207,225	207,225	207,225
Certificates of Participation to finance project management, fiscal and facilities project staff	Other	0580	277,884	0	0	0	0	0
Interest Income	Other	0605	25	0	0	0	0	0
Secure ID token sales; Oregon Youth Authority food sales; land, pallet, scrap metal and surplus asset sales	Other	0705	1,005,309	4,177,753	561,164	580,111	580,111	580,111
Loan Repayments	Other	0925	0	0	20,909	33,556	33,556	33,556
Other Revenues	Other	0975	50,899	0	0	1,746,700	1,746,700	1,746,700
Federal Funds	Federal	0995	0	1,960	0	0	0	0

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
LIMITED BUDGET (Excluding Packages)						
PERSONAL SERVICES						
General Fund	35,560,458	41,016,114	42,309,329	47,071,433	46,835,692	46,835,692
Other Funds	6,449,914	4,904,191	4,904,191	5,710,511	5,683,049	5,683,049
All Funds	42,010,372	45,920,305	47,213,520	52,781,944	52,518,741	52,518,741
SERVICES & SUPPLIES						
General Fund	6,752,257	8,240,699	8,015,803	8,015,803	8,015,803	8,015,803
Other Funds	998,335	1,504,073	1,565,246	1,565,246	1,565,246	1,565,246
Federal Funds	-	1,960	-	-	-	-
All Funds	7,750,592	9,746,732	9,581,049	9,581,049	9,581,049	9,581,049
CAPITAL OUTLAY						
General Fund	624,793	379,154	379,154	379,154	379,154	379,154
TOTAL LIMITED BUDGET (Excluding Packages)						
General Fund	42,937,508	49,635,967	50,704,286	55,466,390	55,230,649	55,230,649
Other Funds	7,448,249	6,408,264	6,469,437	7,275,757	7,248,295	7,248,295
Federal Funds	-	1,960	-	-	-	-
All Funds	50,385,757	56,046,191	57,173,723	62,742,147	62,478,944	62,478,944
AUTHORIZED POSITIONS	276	266	266	268	268	268
AUTHORIZED FTE	267.47	259.60	259.60	267.05	267.05	267.05
LIMITED BUDGET (Essential Packages)						
010 NON-PICS PSNL SVC / VACANCY FACTOR						

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
PERSONAL SERVICES						
General Fund	-	-	-	193,013	192,841	192,841
Other Funds	-	-	-	7,461	7,417	7,417
All Funds	-	-	-	200,474	200,258	200,258
021 PHASE-IN						
SERVICES & SUPPLIES						
General Fund	-	-	-	35,727	35,727	35,727
Other Funds	-	-	-	18,122	18,122	18,122
All Funds	-	-	-	53,849	53,849	53,849
022 PHASE-OUT PGM & ONE-TIME COSTS						
SERVICES & SUPPLIES						
General Fund	-	-	-	(33,405)	(33,405)	(33,405)
Other Funds	-	-	-	(3,777)	(3,777)	(3,777)
All Funds	-	-	-	(37,182)	(37,182)	(37,182)
CAPITAL OUTLAY						
General Fund	-	-	-	(9,525)	(9,525)	(9,525)
031 STANDARD INFLATION						
SERVICES & SUPPLIES						
General Fund	-	-	-	225,934	225,934	225,934
Other Funds	-	-	-	37,719	37,719	37,719
All Funds	-	-	-	263,653	263,653	263,653

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
CAPITAL OUTLAY						
General Fund	-	-	-	8,870	8,870	8,870
032 ABOVE STANDARD INFLATION						
SERVICES & SUPPLIES						
General Fund	-	-	-	32	32	32
040 MANDATED CASELOAD						
PERSONAL SERVICES						
General Fund	-	-	-	1,040,504	936,708	936,708
Other Funds	-	-	-	53,258	39,077	39,077
All Funds	-	-	-	1,093,762	975,785	975,785
SERVICES & SUPPLIES						
General Fund	-	-	-	600,946	591,887	591,887
Other Funds	-	-	-	6,451	5,157	5,157
All Funds	-	-	-	607,397	597,044	597,044
AUTHORIZED POSITIONS	-	-	-	8	8	8
AUTHORIZED FTE	-	-	-	7.01	6.01	6.01
060 TECHNICAL ADJUSTMENTS						
SERVICES & SUPPLIES						
Other Funds	-	-	-	(5,000)	(5,000)	(5,000)
TOTAL LIMITED BUDGET (Essential Packages)						
General Fund	-	-	-	2,062,096	1,949,069	1,949,069

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
Other Funds	-	-	-	114,234	98,715	98,715
All Funds	-	-	-	2,176,330	2,047,784	2,047,784
AUTHORIZED POSITIONS	-	-	-	8	8	8
AUTHORIZED FTE	-	-	-	7.01	6.01	6.01
LIMITED BUDGET (Current Service Level)						
General Fund	42,937,508	49,635,967	50,704,286	57,528,486	57,179,718	57,179,718
Other Funds	7,448,249	6,408,264	6,469,437	7,389,991	7,347,010	7,347,010
Federal Funds	-	1,960	-	-	-	-
All Funds	50,385,757	56,046,191	57,173,723	64,918,477	64,526,728	64,526,728
AUTHORIZED POSITIONS	276	266	266	276	276	276
AUTHORIZED FTE	267.47	259.60	259.60	274.06	273.06	273.06
LIMITED BUDGET (Policy Packages)						
PRIORITY 0						
081 MAY 2012 E-BOARD						
PERSONAL SERVICES						
General Fund	-	-	-	(812,300)	(808,046)	(808,046)
AUTHORIZED POSITIONS	-	-	-	(5)	(5)	(5)
AUTHORIZED FTE	-	-	-	(5.00)	(5.00)	(5.00)
091 STATEWIDE ADMINISTRATIVE SAVINGS						
PERSONAL SERVICES						
General Fund	-	-	-	-	-	(1,763,182)

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
SERVICES & SUPPLIES						
General Fund	-	-	-	-	-	(440,796)
092 PERS TAXATION POLICY						
PERSONAL SERVICES						
General Fund	-	-	-	-	(117,014)	(117,014)
Other Funds	-	-	-	-	(13,477)	(13,477)
All Funds	-	-	-	-	(130,491)	(130,491)
093 OTHER PERS ADJUSTMENTS						
PERSONAL SERVICES						
General Fund	-	-	-	-	(936,808)	(936,808)
Other Funds	-	-	-	-	(107,897)	(107,897)
All Funds	-	-	-	-	(1,044,705)	(1,044,705)
810 LFO ANALYST ADJUSTMENTS						
PERSONAL SERVICES						
General Fund	-	-	-	-	-	(1,625,912)
Other Funds	-	-	-	-	-	9,684
All Funds	-	-	-	-	-	(1,616,228)
SERVICES & SUPPLIES						
General Fund	-	-	-	-	-	(345,780)
AUTHORIZED POSITIONS	-	-	-	-	-	(4)
AUTHORIZED FTE	-	-	-	-	-	(3.41)

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
820 END OF SESSION BILL (HB 5008)						
PERSONAL SERVICES						
General Fund	-	-	-	-	-	(1,265,181)
SERVICES & SUPPLIES						
General Fund	-	-	-	-	-	(1,013,799)
Other Funds	-	-	-	-	-	(108)
All Funds	-	-	-	-	-	(1,013,907)
AUTHORIZED POSITIONS	-	-	-	-	-	(4)
AUTHORIZED FTE	-	-	-	-	-	(2.60)
TOTAL LIMITED BUDGET (Policy Packages)						
General Fund	-	-	-	(812,300)	(1,861,868)	(8,316,518)
Other Funds	-	-	-	-	(121,374)	(111,798)
All Funds	-	-	-	(812,300)	(1,983,242)	(8,428,316)
AUTHORIZED POSITIONS	-	-	-	(5)	(5)	(13)
AUTHORIZED FTE	-	-	-	(5.00)	(5.00)	(11.01)
TOTAL LIMITED BUDGET (Including Packages)						
General Fund	42,937,508	49,635,967	50,704,286	56,716,186	55,317,850	48,863,200
Other Funds	7,448,249	6,408,264	6,469,437	7,389,991	7,225,636	7,235,212
Federal Funds	-	1,960	-	-	-	-
All Funds	50,385,757	56,046,191	57,173,723	64,106,177	62,543,486	56,098,412
AUTHORIZED POSITIONS	276	266	266	271	271	263

Description	2009-11 Actuals	2011-13 Leg Adopted Budget	2011-13 Leg Approved Budget	2013-15 Agency Request Budget	2013-15 Governor's Budget	2013-15 Leg Adopted Budget
AUTHORIZED FTE	267.47	259.60	259.60	269.06	268.06	262.05
OPERATING BUDGET						
General Fund	42,937,508	49,635,967	50,704,286	56,716,186	55,317,850	48,863,200
Other Funds	7,448,249	6,408,264	6,469,437	7,389,991	7,225,636	7,235,212
Federal Funds	-	1,960	-	-	-	-
All Funds	50,385,757	56,046,191	57,173,723	64,106,177	62,543,486	56,098,412
AUTHORIZED POSITIONS	276	266	266	271	271	263
AUTHORIZED FTE	267.47	259.60	259.60	269.06	268.06	262.05
TOTAL BUDGET						
General Fund	42,937,508	49,635,967	50,704,286	56,716,186	55,317,850	48,863,200
Other Funds	7,448,249	6,408,264	6,469,437	7,389,991	7,225,636	7,235,212
Federal Funds	-	1,960	-	-	-	-
All Funds	50,385,757	56,046,191	57,173,723	64,106,177	62,543,486	56,098,412
AUTHORIZED POSITIONS	276	266	266	271	271	263
AUTHORIZED FTE	267.47	259.60	259.60	269.06	268.06	262.05