

# BUDGET NARRATIVE

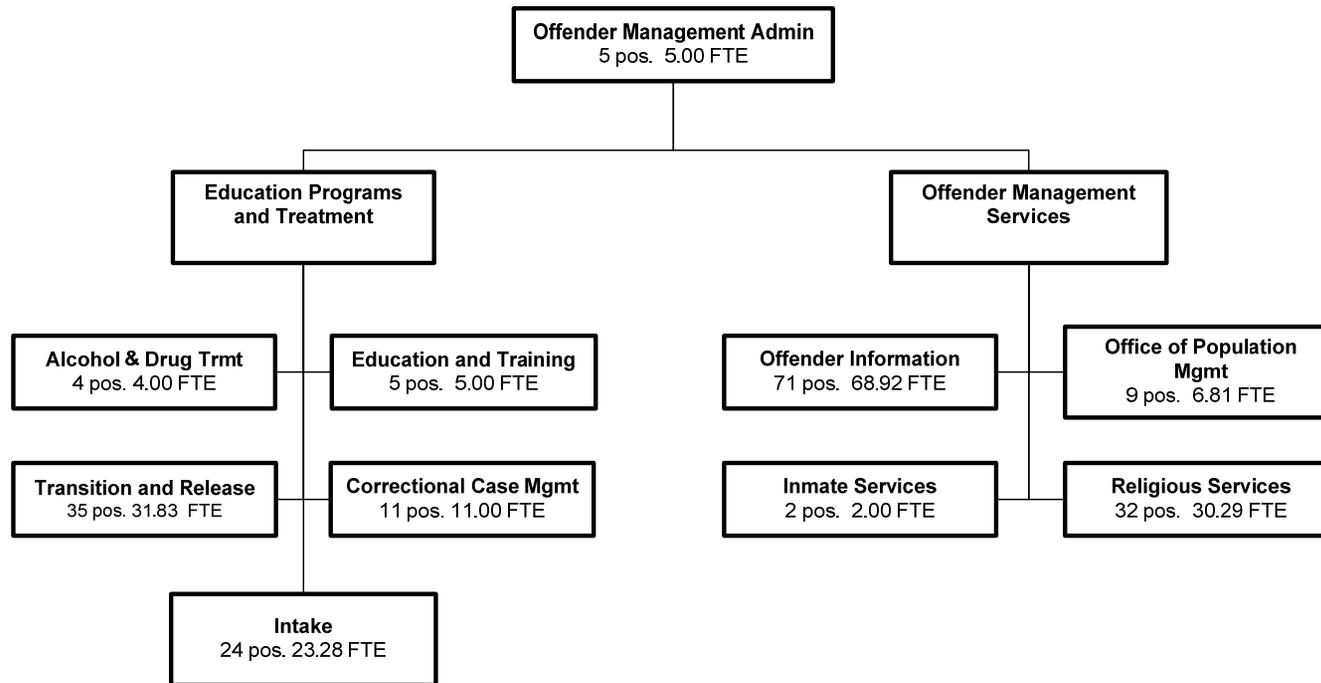
## Offender Management & Rehabilitation Division

### Program Description

## OREGON DEPARTMENT OF CORRECTIONS

### Offender Management & Rehabilitation Division Organizational Chart

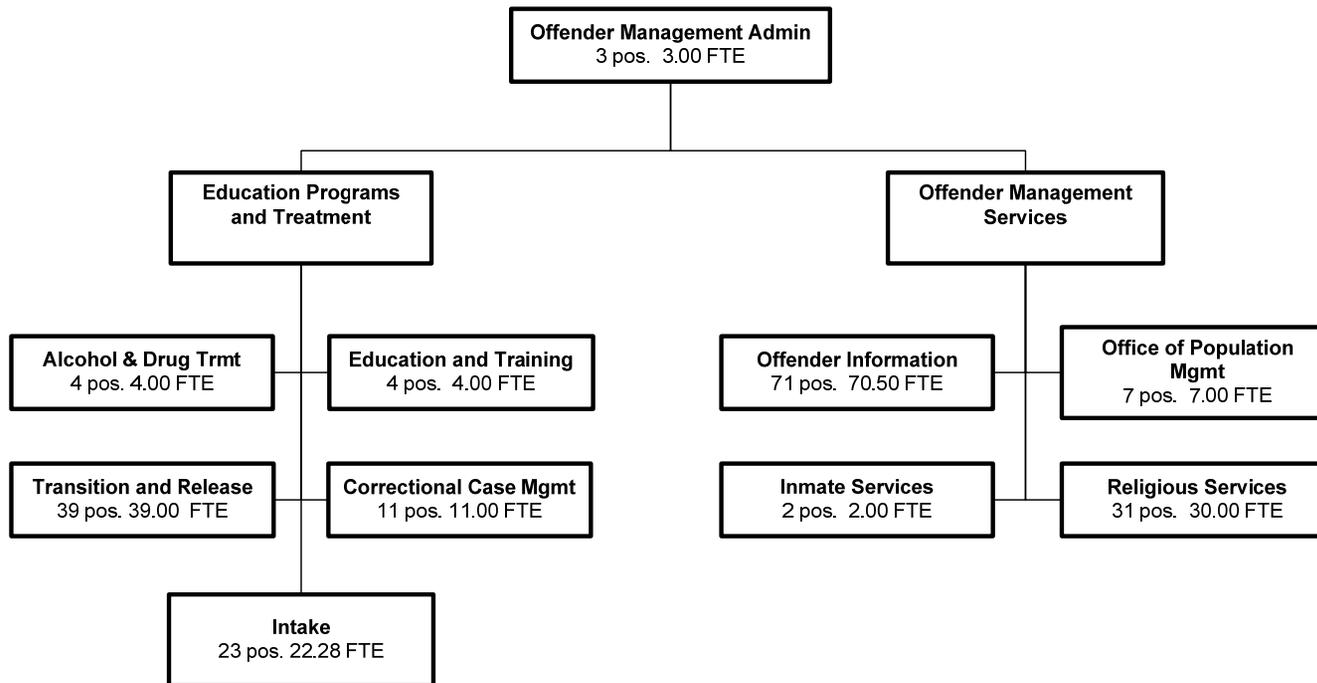
2011-13 Current Legislatively Approved Budget (Reorganized)



**Total Positions: 198**  
**FTE: 188.13**

# BUDGET NARRATIVE

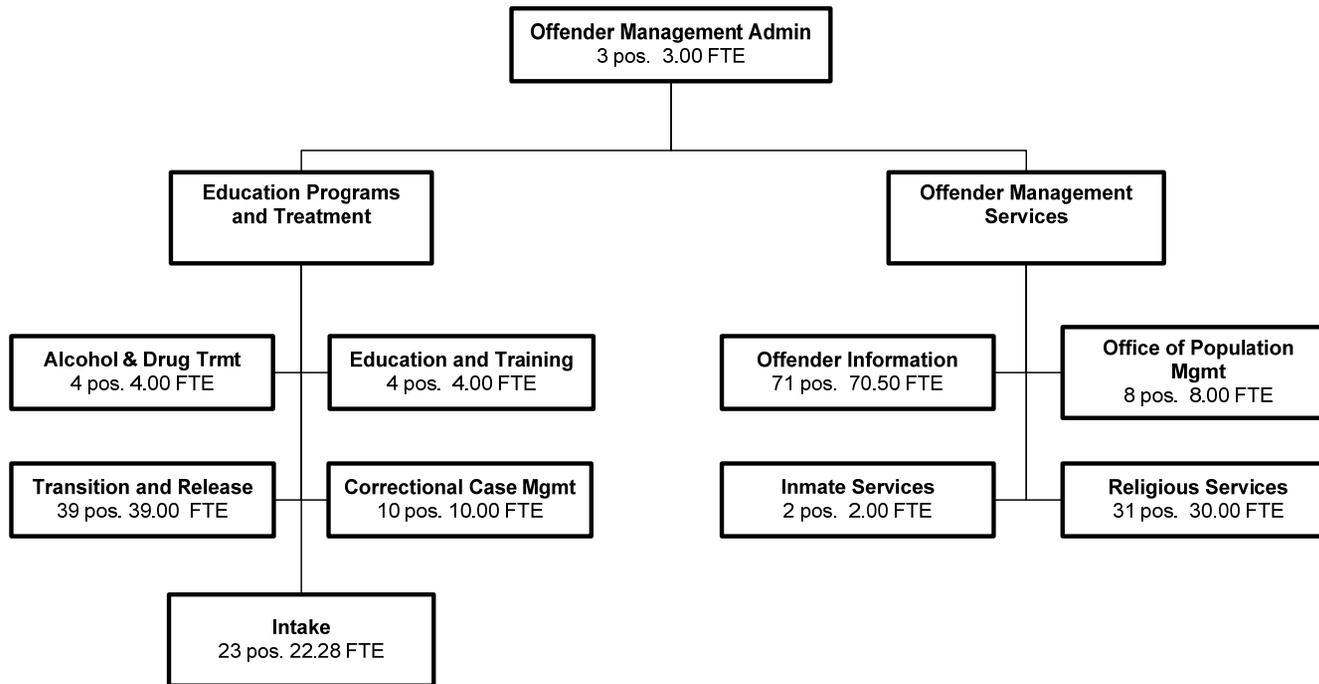
## OREGON DEPARTMENT OF CORRECTIONS Offender Management & Rehabilitation Division Organizational Chart 2013-15 Agency Request Budget



**Total Positions: 195  
FTE: 192.78**

# BUDGET NARRATIVE

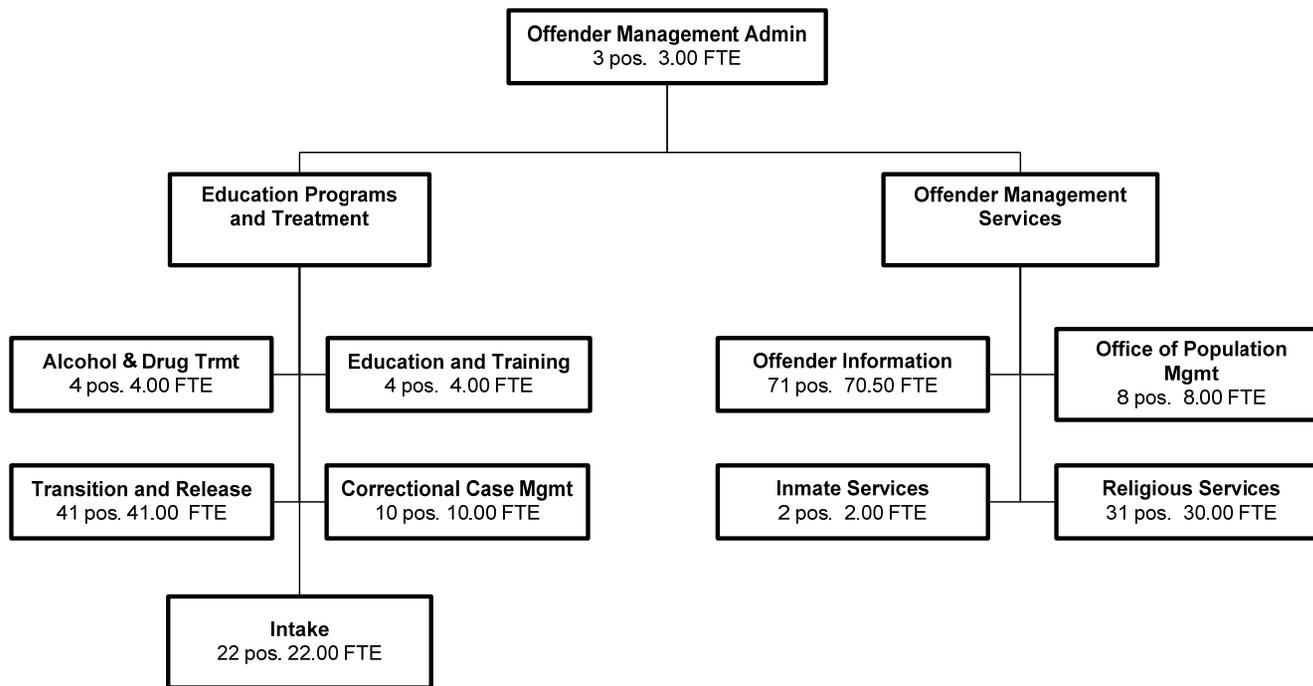
## OREGON DEPARTMENT OF CORRECTIONS Offender Management & Rehabilitation Division Organizational Chart 2013-15 Governor's Balanced Budget



**Total Positions: 195  
FTE: 192.78**

# BUDGET NARRATIVE

## OREGON DEPARTMENT OF CORRECTIONS Offender Management & Rehabilitation Division Organizational Chart 2013-15 Legislatively Adopted Budget



**Total Positions: 194  
FTE: 192.50**

# BUDGET NARRATIVE

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## Offender Management & Rehabilitation Division

The Offender Management and Rehabilitation (OMR) Division includes Intake, Offender Information and Sentence Computation (OISC), Office of Population Management (OPM), Correctional Case Management (CCM), Addictions Treatment and Cognitive Behavioral Services, Education and Training, Religious Services, Inmate Services, and Transition and Release. A program narrative will follow for each function.

### Program Objectives and Services

The OMR Division is responsible for carrying out the Department of Corrections (DOC) mission to reduce the risk of future criminal conduct. The program impacts 14,425 offenders in state prisons and encompasses nine units that oversee an offender's success from admission to release using dynamic case management strategies that involve the offender, guide and target corrections interventions, and enhance linkages to community-based networks of support.

DOC targets resources to offenders with a moderate to high risk of recidivating using evidence-based practices using a multi-disciplinary case management approach from admission to release. The OMR Division provides these offenders with a continuum of evidence-based interventions as well as other services, structured activities, opportunities, and tools to facilitate a successful transition to Community Corrections partners and reduce their risk of future criminal behavior. Upon admission to DOC, offenders receive a variety of assessments to identify security, medical, mental health, substance abuse, educational, and cognitive risks. A criminal risk assessment is also completed on offenders with a calculated Automated Criminal Risk score that identifies their risk to recidivate. The results of the individualized assessments are used to create a case plan for each offender. The case plan identifies interventions and supervision strategies, facility work assignments, programming, treatment, and educational/vocational activities that are appropriate to the offender's strengths and needs. The plan is designed to promote positive change and assist with developing pro-social behaviors to facilitate prison adjustment and successful reentry.

### Agency Request Budget

#### Staffing

Positions	195
FTE	192.78

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$69,048,255
Other Funds	9,647,098
Federal Funds	507,851

## Governor's Balanced Budget

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

## Staffing

Positions	195
FTE	192.78

## Revenue Sources

General Fund	\$67,292,352
Other Funds	9,646,548

## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages), other PERS policy impacts and reductions for policy package denied.

## Staffing

Positions	194
FTE	192.50

## Revenue Sources

General Fund	\$61,359,570
Other Funds	9,646,592

# BUDGET NARRATIVE

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## **Offender Management & Rehabilitation Administration**

OMR administration provides policy and legislative direction to the OMR division; management oversight of OMR budget, contracts and federal grants, and monitoring of division business practices to ensure adherence with statutory requirements as well as DOC policies and administrative rules. The OMR administration also ensures that evidence based practices are utilized with all offender programs and services, and coordinates audit teams to provide quality assurance reviews of service delivery and contractual obligations. Additionally, the OMR Administration works collaboratively with the Operations Division and other criminal justice agencies to provide inmate work opportunities and training, treatment and religious services programs, transition services including community reach-ins, and comprehensive release planning to achieve successful reentry of inmates.

## **Program Objectives and Services**

- Ensures the legality of OMR managed Interagency Governmental Agreements (IGA), contracts and grants, in addition to compliance with contractual and reporting requirements.
- Provides oversight, analysis, and management of program and division operations including program design and process improvements to ensure that a systems-wide approach is used for all implementation strategies.
- Evaluates program data to validate that inmates with the highest risk to reoffend are receiving interventions, thereby ensuring that DOC's scarce resources are being utilized appropriately.
- Ensures that OMR policy decisions are data driven.
- Manages the administration of Inmate Work Programs.

## **Accomplishments 2011-13**

The OMR Division was established in April of 2012, as part of DOC's reorganization that combined various units from the Transitional Services Division (TSD), Operations Division, and Director's Office. The Community Corrections section was previously part of TSD and is now a standalone division. Therefore, there are no accomplishments for the Administration section of the OMR Division for the 2011-13 biennium.

## **Key Initiatives 2013-15**

- Collaborate with the DOC Contracts unit to create a more efficient and systemized contract and IGA development/amendment process.
- Expand the spectrum of Alcohol and Drug (A&D) and Cognitive Treatment programs available at DOC by looking not only at expanding which institutions offer treatment, but also evaluating the best time, during an inmate's incarceration, to offer that treatment; an approach that will result in a more successful transition into Oregon communities.

# BUDGET NARRATIVE

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- Improve the timeliness and content of all contracts and IGA's by tying outcomes to contractor past performance and to the DOC's performance goals and desired outcomes as opposed to contractor or community goals. Build a framework for identifying the cost and time it takes for inmates to earn a General Education Development (GED).
- Evaluate the existing inmate assessments used for program placement and determine the efficiency and effectiveness of such assessments and whether they are assistive in placing inmates into the right programs.
- Expand the role that the OPM plays in the decision making and placement of inmates in A&D residential treatment beds as well placement of inmates participating in A&D and Cognitive Treatment AIP.
- Collaborate with Oregon Corrections Enterprises (OCE) and other stakeholders to expand work-based opportunities for inmates.
- Analyze, develop and implement a volunteer expansion plan to better utilize volunteers across DOC in the roles and services they provide in assisting DOC to carry out its mission.

## Agency Request Budget

### Staffing

Positions	3
FTE	3.00

### Revenue Sources

General Fund	\$2,039,911
Other Funds	621,922

## 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	3
FTE	3.00

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$1,960,311
Other Funds	621,372

## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

## Staffing

Positions	3
FTE	3.00

## Revenue Sources

General Fund	\$1,688,062
Other Funds	218,384

## Intake

Intake processes all offenders sentenced to the custody of the DOC. Processing includes offender orientation as well as completion of a variety of assessments and information gathering tools aimed at ensuring appropriate facility and program placement throughout incarceration. Intake works in collaboration with the OISC unit, Security, Health Services, Behavioral Health Services, Education and Training Unit, Addictions Treatment and Cognitive Behavioral Services and others to ensure every offender entering the system is provided a thorough case plan identifying appropriate treatment and program needs, criminal risk factors, and other potential concerns to be addressed during their incarceration.

## Unit Objectives and Services

The primary objective of Intake is to conduct a complete and individualized assessment of each offender entering DOC to include medical, mental health, vulnerability, education, program eligibility, and criminal risk/needs/responsivity factors. The outcome is a high quality case plan that is passed on to the receiving facility staff and ultimately the community corrections partners upon the offender's release, aiding in a seamless transition of offenders throughout the system.

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## Accomplishments 2011-13

After leading DOC-wide changes from use of the *Criminogenic* instrument to the *Level of Service/Case Management Inventory (LS/CM)* instrument for offender criminal risk factor assessment in the 2009-11 biennium, the Intake Center was placed at the forefront of establishing the foundation of DOC's CCM Initiative. Under this initiative, DOC leadership determined that Intake's work would "set the stage" for an offender's entire incarceration. As a result, in May 2012 Intake staff began using the new Case Management Automation (CMA) system for *LS/CM* assessment and case plan development.

Following implementation of this new system, Intake staff began participating in advanced *LS/CM* training in order to further improve offender case plan quality. Additionally, Intake expanded its offender orientation process by developing and implementing a series of classes aimed at educating inmates on a variety of subjects to include: CCM & offender case plans, remaining safe during incarceration, staying connected with family, getting the most out of treatment programs, and preparing for release.

Finally, an internal audit of the assessment and information gathering tools was conducted in an effort to ensure all information gathered during the intake process is useful, reduces recidivism, and is easily accessible to stakeholders.

## Key Initiatives 2013-15

- Increase the quality of *LS/CM* and CCM case plans through ongoing training efforts.
- Continue efforts to increase efficiency of the intake process through collaboration with the OISC unit, Security, Health Services, Behavioral Health Services, Education and Training Unit, Addictions and Treatment, and other stakeholders to further reduce the amount of time inmates must spend on Intake status, while ensuring quality is not diminished. Increased quality and process efficiency facilitates better programming and facility placement decisions which saves resources and provides inmates with the most appropriate services to meet identified correctional objectives.
- Continue evaluating the existing inmate assessments and information gathering tools to determine which ones are the most beneficial and efficient for making sound program placement decisions.

## Agency Request Budget

### Staffing

Positions	23
FTE	22.28

# BUDGET NARRATIVE

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## Revenue Source

General Fund	\$4,429,175
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## 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	23
FTE	22.28

## Revenue Source

General Fund	\$4,320,572
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## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

## Staffing

Positions	22
FTE	22

## Revenue Source

General Fund	\$4,082,588
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# BUDGET NARRATIVE

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## **Offender Information and Sentence Computation**

The OISC Unit is responsible for the development and maintenance of offender records and sentence calculations for approximately 14,000 inmates incarcerated under the authority of DOC as well as approximately 34,000 Oregon parole and probation files.

The staff of OISC obtains and maintains the data responsible for determining each inmate's release date. OISC maintains cooperative working relationships with other agencies including the Board of Parole and Post-Prison Supervision (BPPPS); Oregon Department of Justice; Attorney General's Office; and federal, state, and local law enforcement agencies from which this information is obtained. OISC interprets judgments, computes inmate sentences and discharge dates, adjusts time requirements necessitated by inmate programming and disciplinary actions, responds to detainer and notification requests, processes and tracks interstate agreements on detainees, and processes extraditions.

## **Program Objectives and Services**

The over-arching goal for OISC is to ensure that the period of lawful DOC incarceration to which an offender is sentenced is accurately and correctly computed, enabling DOC to correctly and lawfully fulfill its mission to hold offenders accountable for their actions.

### Sentence Computation

Inmates are delivered to DOC with legal documents stating their period of incarceration. Staff computes the term of imprisonment based on an array of sentencing structures and details permitted by statute and policy, accounting for legal modifications to judgments, and separate time reduction incentive programs. Staff is responsible to review and ensure credit for time served in jail prior to sentencing and delivery to DOC is computed and applied correctly to the inmate's DOC sentence.

Each month, OISC is responsible for the initial sentence computation of approximately 400 inmates, the release of approximately 400 inmates, and the sentence maintenance of more than 14,000 inmates incarcerated under the authority of DOC who are serving their sentences at each of the state institutions or other agency facilities throughout the state.

### Institutional Support

OISC has staff geographically located throughout the state at each of the DOC institutions. These staff primarily support activities related to maintaining accurate records while an inmate is incarcerated, ensuring sentencing information is processed, and coordinating with other state and federal jurisdictions with respect to inmate custody and transfer issues.

### Offender Records

The OISC Offender Records section is responsible for all offender records in the State of Oregon. These include the sentencing documents while an offender is incarcerated, storage of the DOC records while an offender is on post-prison supervision or parole, and

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archiving records of discharged offenders. This unit handles all public information requests and subpoenas regarding offender records. Finally, the records unit archives documents on all closed felony cases in Oregon and seals convictions when directed to do so by a court.

## **Accomplishments – 2011-13**

- Implemented additional changes in earned time computations made by the 2010 Legislature.
- Continued to improve transition planning by the early computation of a firm release date for release planning purposes and by reducing the number of unplanned releases brought about through sentence recalculation near the end of the inmate's sentence.
- Maintained a quality review process of sentence computation to assure the highest level of accuracy.
- Worked with criminal justice partners in automating current processes and converting to an electronic system of receiving documents from other agencies.
- Created a document imaging solution for the storage of old paper records.
- Initiated a process to reduce the number of old inmate and probationary files stored at the State Records Center for cost savings to the DOC and to increase compliance with DOC's special records retention schedule.
- Collaborated with the DOC Professional Development Unit for improvements to DOC's sentence computation training program.
- Worked with the Oregon State Police to improve DOC's fingerprint card process.
- Conducted a meeting with multiple criminal justice stake holders on a sensitive sentence computation policy to increase understanding of DOC's practices and garner support for potential solutions.

## **Key Initiatives – 2013-2015**

- Continue to improve transition planning by the early computation of a firm release date for release planning purposes and by reducing the number of unplanned releases brought about through sentence recalculation near the end of the inmate's sentence.
- Continue to review workflow and work processes to achieve greater efficiency and accuracy in sentence computation and records functions.
- Continue to fine-tune DOC's document-imaging solution to better manage the archiving function of offender records.
- Continue to work with the criminal justice partners in automating current processes and converting to an electronic system of receiving documents from other agencies.
- Work with county jurisdictions to assist them in complying with record retention schedules and purging requirements.
- Work with Information Services staff to create a wiki version of the manual to make it more user-friendly and searchable for

# BUDGET NARRATIVE

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sentence computation staff.

- Create and certify an internal series of in-service modules for OISC staff that directly relates to the job they do every day.
- Identify and make available various documents and information on the DOC web site as they relate to frequently asked questions around sentence computation.
- Develop and deliver a sentence computation workshop to attorneys and judges statewide.

## Agency Request Budget

### Staffing

Positions	71
FTE	70.50

### Revenue Source

General Fund	\$12,247,912
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## 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	71
FTE	70.50

### Revenue Source

General Fund	\$11,970,485
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## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

# BUDGET NARRATIVE

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## Staffing

Positions	71
FTE	70.50

## Revenue Source

General Fund	\$11,381,740
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## Office of Population Management

The Office of Population Management (OPM) is responsible for providing an infrastructure for system-wide strategic planning and communication, including the development and implementation of DOC's population management strategies. OPM brokers system-wide collaborative conversations for innovation and continuous quality and process improvement. They provide a global systems perspective to ensure the right inmate is placed in the right bed at the right time during each phase of incarceration beginning at intake and continuing to release. Encompassing 14 prisons and more than 14,000 inmates, the efficient and effective manner in which inmates are assigned to institutions is a critical requirement for DOC to achieve its overall mission.

## Program Objectives and Services

The fundamental responsibilities of OPM include the operation of all aspects of systems development/redesign, strategic planning, and management to ensure efficient movement and housing of all DOC inmates, including: general population, special populations, and inmates housed out-of-state, in Oregon Youth Authority (OYA) facilities, in federal prisons, and in county facilities. OPM recommends DOC policy in regard to the following: inmate classification and work crew eligibility, high risk inmate placement, bed capacity management and resource allocation, central transfer authority, inmate placement decisions, interstate compact, fire crew coordination, and inmate conflict management.

OPM collaborates between various stakeholders including the Oregon State Hospital, OYA, and other federal, state and county agencies relating to case management of DOC inmates. In addition, OPM is responsible for the completion of all administrative reviews regarding inmate placement and earned time credit as well as approving classification overrides and coordinating with U.S. Immigration and Customs Enforcement and other external agencies.

OPM staff develop, implement, and manage the inmate classification systems and processes that determine inmate custody, population balancing, high risk population assignments, inmate work crew eligibility, utilization of DOC emergency beds and inmate interstate compact. With approximately 433 emergency/temporary beds in use, an increasing mental health population and an emphasis on community-based transition programs, OPM integrates strategies, and the coordination of inmate movement with all DOC activities.

# BUDGET NARRATIVE

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## Accomplishments 2011-13

- Implemented a new policy regarding the handling of interstate corrections compact inmate property.
- Updated the Institution Placement Service Guidelines document, which provides a snapshot of services provided at each institution.
- Completed the automation changes for the Co-Located Facility Project.
- Established and implemented a process for transferring Security Threat Management (STM) inmates out of state.
- Completed the 1206 screen automation changes in the DOC computerized system.
- Updated the Classification/Work Housing Assessment Levels Evaluation (WHALE) administrative rule and analyzed the Violence Predictor Score within the Inmate Classification System to determine if the current levels are accurately identifying those inmates with the greatest propensity for violence. Completed an audit of the classification and WHALE designators in the DOC computerized system for accuracy as inmates' work crew eligibility status is dependent upon accurate information.
- Completed the Institution Profiles workgroup recommendations.
- Completed the automation changes to the AIP database in the DOC computerized system.
- Continued collaboration with OYA regarding policy decisions and processes.
- Successfully added emergency beds through collaboration with DOC Budget and Planning, Operations Division, and other stakeholders.
- Restructured the weekly inmate capacity meetings to include more stakeholders for the purpose of improving communication regarding the bed placement of inmates and promoting awareness of capacity needs across DOC.

## Key Initiatives – 2013-2015

- Establish a multidisciplinary committee to review staff conflicts.
- Develop a process and establish an oversight stakeholder committee to determine the most appropriate bed placement for inmates participating in residential A&D treatment and those participating in an A&D or cognitive treatment AIP.
- Increase the number of contracts for the Interstate Corrections Compact program to increase an inmate's chance for success when an out-of-state transfer is necessary for protective custody reasons or to provide a different environment.
- Develop long-range strategies for housing the increasing female population.

## Agency Request Budget

### Staffing

Positions	8
FTE	8.00

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$1,923,938
Federal Funds	507,851

## 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. Federal Funds moved to Central Administration as a part of an agency re-organization.

## Staffing

Positions	8
FTE	8.00

## Revenue Sources

General Fund	\$1,878,258
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## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts. Federal Funds moved to Central Administration as a part of an agency re-organization.

## Staffing

Positions	8
FTE	8.00

## Revenue Sources

General Fund	\$1,789,737
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# BUDGET NARRATIVE

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## **Correctional Case Management**

Correctional Case Management (CCM) supports implementation of the Oregon Accountability Model (OAM) that is the adopted business strategy for accomplishing DOC's public safety mission. The Correctional Case Management Unit (CCMU) is the central location within DOC responsible for ordering inmate birth certificates; processing 3,000 to 4,000 visiting applications, and preparing, reviewing, and recommending approval/denial of approximately 100 visiting appeals per month. Another responsibility of the CCMU is ordering police reports and other historical documents related to inmates' criminal histories and archiving of such documents in addition to standardizing, streamlining, and automating associated processes.

## **Program Objectives and Services**

The CCMU continues to further implement the OAM through the creation of sound and efficient processes. To further integrate CCM, the CCMU is responsible for the evaluation and improvement of case management practices. Through this evaluation and oversight, the CCMU is working toward the goal of standardizing case management processes and serving as the centralized resource and customer service hub for strategies, best practices, research, evidence-based practices, deployment of training, and interventions of effective case management. The CCMU also acts as mentors and peer coaches for DOC's counselors statewide.

## **Accomplishments – 2011-13**

- Completed the development and implementation of the CMA system for use by counselors.
- Educated and provided training to staff regarding the CCM and accompanying automation.
- Developed an automated ID system for documents requests.
- Developed standardized forms for visiting appeals, denials, and deferral notices.
- Streamlined the inmate birth certificate ordering process to improve consistency and efficiency.
- Developed a web-based archiving system for the storage of documents such as police reports, indictments, judgments, and sentence reports.

## **Key Initiatives – 2013-15**

- Continue to work on automated processes for ordering and archiving necessary documents such as police reports, Pre-Sentence Investigations/Post-Sentence Reports, indictments, and sentencing orders.
- Develop a document scanning and storage process for visiting applications.
- Modify the visiting application process from a paper system to an online system.
- Design and implement additional tracking systems for all ordering and archiving.

# BUDGET NARRATIVE

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- Implement quality assurance and training processes.
- Develop a clearinghouse approach to researching and providing resources for Correctional Rehabilitation Managers, counselors, and others to implement evidence-based and innovative strategies for case planning and management.

## Agency Request Budget

### Staffing

Positions	10
FTE	10.00

### Revenue Source

General Fund	\$1,561,867
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## 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	10
FTE	10.00

### Revenue Source

General Fund	\$1,527,540
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## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

### Staffing

Positions	10
FTE	10.00



# BUDGET NARRATIVE

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- Established an approved listing of evidence-based curricula from which programs can choose to use in support of their treatment interventions.
- Selected a contractor through a successful Request For Proposal (RFP) process and implemented a new cognitive AIP program at Columbia River Correctional Institution.

## Key Initiatives – 2013-15

- Analyze program offerings against Institution profile workgroup recommendations with the potential for realignment of programs and services.
- Analyze and develop treatment eligibility and waitlist process improvements in conjunction with the OPM.
- Establish a Peer Mentor Pilot Program for male and female inmates for the purpose of offering selected inmates the opportunity to become certified A&D Recovery Peer Mentors.
- Collaborate with the Oregon Department of Motor Vehicles (DMV) to obtain DMV certification of the in-prison treatment programs. This certification would allow successful inmates to count their DOC A&D program completion toward their DUII sentencing requirement of completing a DMV certified A&D program.

## Agency Request Budget

### Staffing

Positions	4
FTE	4.00

### Revenue Sources

General Fund	\$12,426,738
Other Funds	5,034,999

## 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.

# BUDGET NARRATIVE

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## Staffing

Positions	4
FTE	4.00

## Revenue Sources

General Fund	\$12,361,933
Other Funds	5,034,999

## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

## Staffing

Positions	2
FTE	2.00

## Revenue Sources

General Fund	\$11,628,848
Other Funds	5,034,999

## Education and Training Unit

The Education and Training Unit is responsible for providing a continuum of Adult Basic Skills Development (ABSD), Work-Based Education (WBE) programs, and apprenticeship training opportunities to inmates housed across DOC facilities. The ABSD programs are required by ORS 421.084 and the federal Individuals with Disabilities Education Act (IDEA) and include: English as a Second Language (ESL), Adult Basic Education (ABE), General Educational Development (GED), and Special Education. Each of these program interventions target one or more of an inmates' criminal risk factors as identified on the Oregon Corrections Plan.

The unit contracts with six local community colleges as service providers for both ABSD and WBE instructional programs. There are approximately 70 FTE of contracted personnel providing instructional, management, and support services to the program. There are over 200 trained inmate tutors assisting in the programs. The ABSD program serves over 4,000 inmates each year. 79% of inmates who enter DOC with an adult basic skills need are served in the program prior to release.

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## **Program Objectives and Services**

### Adult Basic Skills Development

ABSD programs provide assessment and instruction in speaking, listening, reading, writing, math, and computer literacy at multiple levels. Core skills and knowledge are taught with an emphasis on connecting skills with those necessary to perform the responsibilities of various life roles such as parent, employee, citizen, and family member. The unit provides a full range of adult basic skills programming targeted to students who enter custody without a high school diploma (HSD) or GED and/or who are functioning below basic literacy levels. Program delivery models include both computer aided and tutor-based instruction as a support to the ABSD continuum. Special education services are prioritized to school age youth with disabilities (under age 22 without a HSD or GED). Educational diagnosticians provide additional services to inmates who have demonstrated on-going learning difficulties and may be referred for evaluation of learning disabilities.

### Work-Based Education

The WBE model provides inmates with quality career technical education using community college and industry standard curriculum and certification. Each program has a real world production component where a product is produced or a service is provided and modest revenue is earned to offset the cost of materials and supplies. The programs are designed to integrate sound business practices, customer service, and quality control which are learned and practiced in the production setting. Upon completion, the inmate student receives a certificate of completion from the community college, industry certification, and/or college credits toward the Associate of Oregon Transfer degree. Programs of study include: Welding, Automotive Technologies, Building Construction Trades, Computer Technology, and Eyeglass Recycling & Dispensing Optician. The programs serve over 90 WBE students each biennium.

### Apprenticeship and Work Skills

The Education and Training Unit currently offers apprenticeship opportunities in electrical, sheet metal, and painting. The apprenticeship program is a partnership between the DOC Education and Training Unit, DOC institution physical plants, and the Bureau of Labor & Industries (BOLI). Programs are governed by standards set forth by BOLI and the specific trade or industry. Programs are 4,000 to 6,000 hours in length which make them better suited to inmates with a seven to ten-year remaining sentence. The programs require both on-the-job training and trade specific academic classes that fit BOLI standards for related training. Upon completion, successful participants receive a journeyman card from BOLI and electrical trades are given the opportunity to test for their electrical license. After achieving journeyman status, inmates apply their skills by working in physical plants, correctional industries, inmate work programs, and WBE programs.

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The Education and Training Unit coordinates welding certifications and other applicable industry certifications for inmates who are working in DOC institution physical plants or other institution work that includes an advanced skill area requiring certification outside of WBE or Apprenticeship.

## **Accomplishments – 2011-2013**

- Participated in statewide training opportunities to further implement the Oregon Adult Basic Skills Learning Standards, which included participation in orientations and learning circles.
- Added special education services to Salem area institutions and CCCF to bring DOC into compliance with applicable federal laws and obligations associated with the IAG with the Oregon Department of Education as a service provider to school age youth.
- Established a framework for the unit technology plan by completing an inventory of all hardware and software used in education programs across the state. The unit also issued a survey to instructors, tutors, managers, and students requesting feedback regarding the usefulness of the primary software supplementing computer aided instruction. 82% favorable response to Aztec software's usefulness in the ABSD program.
- Received approval from the Oregon State Apprenticeship Training Council naming CCCF a pre-apprenticeship Carpentry program.
- Awarded the American Welding Society certificate to CCCF's first female apprentice to complete the CCCF welder program.

## **Key Initiatives – 2013-2015**

- Implement GED Computer-Based Testing platform, replacing computers in education programs across institutions.
- Enhance GED preparation activities for students with partial tests completed in the old series. Encourage students to complete the GED before the new test series is issued in 2014.
- Modify curriculum and program offerings to meet the standards of the new GED which may include related instruction in basic computer literacy, word processing, and math. Prepare for the career college readiness component to be issued in 2015.
- Develop a framework to identify the cost and time it takes for DOC inmates to earn a GED in prison.
- Use available technology to increase certification opportunities for inmates in custody.
- Work with community employers and Joint Apprenticeship Training Committees to improve linkages and refer women to non-traditional training and apprenticeship pre-release.

# BUDGET NARRATIVE

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## Agency Request Budget

### Staffing

Positions	4
FTE	4.00

### Revenue Sources

General Fund	\$16,923,737
Other Funds	3,006,480

## 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	4
FTE	4.00

### Revenue Sources

General Fund	\$16,128,901
Other Funds	3,006,480

## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

### Staffing

Positions	4
FTE	4.00

### Revenue Sources

General Fund	\$12,780,375
Other Funds	3,006,480

# BUDGET NARRATIVE

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## **Religious Services**

Religious Services provides a wide continuum of faith-based services including worship services, meditation, religious study and music programs, anger management, serious illness/death notifications, pastoral counseling opportunities to meet the constitutional and legal mandates of the U.S. Constitution, Oregon State Constitution, federal and state legislation, and case law. Through the Home for Good in Oregon (HGO) faith-based re-entry program Religious Services provides pre and post-release transitional support for those inmates seeking a connection to a faith community or mentor. This functional unit plays a key role for DOC in forming relationships and partnerships with the community. The unit manages a large volunteer program (over 2,000 volunteers, 72% of whom are religious volunteers), and provides support services to crime victims and their families through the Victim Information and Notification Everyday (VINE) system and the Facilitated Dialogue program.

A new body of research is emerging around the country on the specific role and impact of spirituality and religion in helping offenders to change their lives and reintegrate in a pro-social manner with their families and communities. Religious Services relies on 32 full-time equivalent (FTE) professional staff and the services of over 1,500 volunteers from a wide variety of religious traditions to deliver services that develop pro-social connections and ways of thinking both inside the prison walls and during the re-entry process. In this way, Religious Services supports the DOC mission and the OAM. Religious Services programs reach almost every offender and many community members and victims across the state of Oregon.

## **Program Objectives and Services**

### Religious Services

Religious Services brings hope and meaning to the lives of all inmates by conducting a full range of religious services for all of the faith traditions represented in the inmate population including Protestant (many different denominations), Seventh Day Adventist, Latter Day Saints, Catholic, Native American, Buddhist, Muslim, Hindu, Earth-Based/Wicca, Christian Science, Jewish, and Jehovah's Witness) as well as general, sickness, and bereavement counseling. Over a two year period, 70% of the rolling male inmate population (12,980/18,513) and 96% of women (1,690/1,761) attend the organized religious services for a total of approximately 1,400,000 hours of engagement. Additionally, there are numerous one-on-one contacts that occur on a daily basis.

### Volunteer Program

Religious Service staff runs a volunteer program that provides the services of over 2,000 volunteers to every division and prison within the state of Oregon. The volunteer program is a centralized program that manages, recruits, performs background checks, trains, evaluates, and recognizes the volunteers for a wide variety of programs in DOC such as Education and Training, A&D, Religious

# BUDGET NARRATIVE

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Services, and other activities. The volunteers donate over 600,000 hours of service each biennium, the equivalent of about 288 FTE staff hours. The U.S. Bureau of Labor Statistics uses \$19.51 per hour to estimate the value of volunteer work. This means the total in-kind contribution of DOC's volunteers each biennium is almost \$12 million.

## Crime Victim Services

The Victims Services Program, a relatively new initiative for Religious Services, covers the management of the Victim Information Notification Everyday (VINE) system and the Facilitated Dialogue Program. Currently, over 50,000 Oregonians have registered for VINE. Oregon has the most used VINE system of all the states that are currently using VINE. Victims Services also works with victim's organizations and advocates to assist victims in the process of healing and restoring their lives. At the request of crime victims DOC Chaplains and community volunteers, who are extensively trained as facilitators, help these crime victims to conduct face-to-face dialogues with their offenders in prison through the Facilitated Dialogue Program.

## Community and Faith-Based Re-entry

The Community and Faith-Based Re-entry program called, "HGO", has set up a statewide program of volunteers and faith and community-based organizations to assist communities to more safely reintegrate offenders into their communities. The re-entry program helps community members to provide offenders with a pro-social support system that helps them to develop their spirituality and learn new pro-social attitudes and ways of behaving without crime. Developing such pro-social networks, associates and skills are a key component of evidence-based practices for reducing recidivism. Through HGO, Religious Services has provided spiritual-based pre-release counseling and preparation classes and processed over 4,000 inmate applications for re-entry support and services. Through its network of over 500 trained community-based volunteers, over 250 of whom have been designated as approved community mentors, Religious Services has become a critical part of DOC's re-entry efforts.

# BUDGET NARRATIVE

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## Accomplishments – 2011-2013

- Expanded religious programming to move beyond simple reproduction of outside religious experiences inside the prisons by encouraging volunteer groups to develop intentional programming and curriculums that address criminogenic factors.
- Developed a statewide Inmate Religious Accommodation Request Process in cooperation with Security Management, the Department of Justice and Religious Services staff.
- Established a Chaplain presence at Intake and began offering religious programming and orientation to male intakes.
- Finalized the process for inmate requests of audio materials (CD's).
- Established new religious programming in several institutions intended to reach those parts of the inmate population who have never attended religious services.
- Developed a Faith and Character-Based Unit Pilot Project at Snake River Correctional Institution (SRCI).
- Completed a full review and update of the Religious Services Oregon Administrative Rule.
- Formed a Religious Services Advisory Council, which advises, supports, and assists with the recruitment of volunteers for religious programming statewide.

## Key Initiatives – 2013-2015

- Continue to increase the number of volunteers in all areas of prison programming to assist inmates' successful reentry back into the local community.
- Increase the number of faith-based programs that target the inmate population, which have been labeled the most difficult or hard to reach inmates.
- Track and document the recidivism rates of HGO participants to determine the rehabilitative effectiveness of the Religious Services Faith-Based Reentry Program.
- Raise funds to build a chapel at the CCCF Minimum Institution.
- Utilizing evidence-based practices, initiate a revision of the processes associated with the recruitment, training, and orientation of volunteers as well as the focus of the Volunteer Program.
- Expand victim/survivor services and education.
- Expand Religious Services programming and education at DOC to better prepare incoming offenders for transition to receiving institutions.
- Review and update all Religious Services policies and procedures.

# BUDGET NARRATIVE

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## Agency Request Budget

### Staffing

Positions	31
FTE	30.00

### Revenue Sources

General Fund	\$6,552,235
Other Funds	835,551

## 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	31
FTE	30.00

### Revenue Sources

General Fund	\$6,402,335
Other Funds	835,551

## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

### Staffing

Positions	31
FTE	30.00

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$6,064,598
Other Funds	835,551

## Inmate Services

Inmate Services coordinates statewide systems that deliver constitutionally mandated services as well as pro-social activities, services and products that assist with the overall management of inmates in a correctional setting. Some of the services provided include non-cash incentives and assorted pro-social activities for inmates as well as the collaboration with all DOC Divisions on the standardization and improvement of various processes to enhance family connections.

Inmate Services provides a broad variety of services to institution staff, inmates, and their families in support of the OAM, which includes responding to inmates and their families' inquiries as well as assisting with expanding avenues to improve family support and communication. Additionally, this unit is responsible for management oversight of the Inmate Grievance System, Institution Legal Libraries, and Central Mail Room operations.

## Program Objectives and Services

Inmate Services provides oversight and coordination of the statewide mailrooms, Inmate Grievance System, and Institution Legal Libraries, which includes making policy recommendations when necessary and seeking legal advice as warranted. These systems are critical to lawful operations and very time sensitive in the issues they present. In addition, the Inmate Services Unit participates and assumes some leadership in resolution of other areas important to the inmate population including telephones, visiting, incentives, commissary, social clubs and groups, cultural recognition and competence, and discrimination complaints. The primary objective of this unit is to ensure that inmate and family concerns are addressed in a manner that is consistent with DOC's mission and with DOC's need to operate safe and secure institutions. The concept known as "dynamic security" is the primary product of Inmate Services and is defined as being the security you acquire when inmates are engaged in pursuits that are supportive of their corrections plans and pre-approved by DOC. The Inmate Services Unit works very closely with other divisions and units including Operations, Business services, and Inspections as well as each of the individual institutions.

## Accomplishments – 2011-13

- Entered into a Request for Purchase with several items supporting both enhanced family contact and new incentive items, like the opportunity for video visits and electronic messaging.

# BUDGET NARRATIVE

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- Entered into a contract with a new vendor to deliver data to the DOC Institution Legal Libraries.
- Collaborated with CURE in the development of the CURE information pamphlet.
- Worked collaboratively with the Operations Division to ensure that enhanced communication services for inmates and their families were provided in a safe manner that was supportive of rehabilitation efforts and improvement of family connections.
- Developed and provided face-to-face training on the use and functionality of the Lexus/Nexus Data System to Inmate Legal Assistants housed in the medium institutions.

## Key Initiatives – 2013-15

- Complete the development of the Professor Preponderance DVD, which is a resource for children whose family member or loved one is in prison.
- Continue participating on the DOC committee that is examining visitation and other family opportunities.
- Expand the number of programs and activities offered during non-work hours by a more effective use of volunteers.
- Develop and implement computer-based training on the operation of the Lexus/Nexus Data System for Inmate Legal Assistants housed in minimum institutions.

## Agency Request Budget

### Staffing

Positions	2
FTE	2.00

### Revenue Source

General Fund	\$1,216,124
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## 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.

# BUDGET NARRATIVE

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## Staffing

Positions	2
FTE	2.00

## Revenue Source

General Fund	\$1,206,133
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## Legislatively Adopted Budget

The Legislatively Adopted Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

## Staffing

Positions	2
FTE	2.00

## Revenue Source

General Fund	\$1,166,740
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## Transition and Release Services

Transition and Release is a major state program of release planning services to inmates housed in DOC institutions, the OYA, Oregon inmates housed out-of-state, and inmates under the custody of another state serving a concurrent Oregon sentence. Transition and Release also provides transition programming to inmates housed in institutions designated as releasing institutions, oversees the state's AIP ensuring consistency among all program services within institutions, manages federal and other grants, and oversees the division and department initiatives and projects concerning offender transition and reentry efforts for successful community supervision. Transition and Release is responsible for partnering with department staff, other state, federal and local agencies, and community organizations to improve offender success in their transition from incarceration to the community.

## Program Objectives and Services

### Transition Services

Transition Services assists in addressing some of the common barriers to offender reentry. This unit offers an interactive, skills-based curriculum that focuses on soft skills around employment, obtaining and keeping housing, working with a parole and probation officer

# BUDGET NARRATIVE

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(PO), financial management, family and managing stress and practicing health self-care. Inmates are assessed on reentry needs and receive services specific to their needs. Community partners and resources are engaged in “reach-in” to facilitate effective release to community supervision.

## Release Services

Release Services coordinates the release planning efforts for all inmates leaving legal custody of the DOC. Release Counselors work with offenders, PO’s, other DOC divisions, the BPPPS, and other state, local, and federal agencies and organizations to help inmates be successful on community supervision. Release plans include supervision requirements, housing, employment, support services, medical, and mental health care referrals (including pre-qualification for Medicaid and Social Security benefits for those with severe medical and/or mental health needs).

Concerted release planning begins approximately six months before release. With an eye to public safety concerns, release counselors collaborate with the inmate, county community corrections agencies, the BPPPS, DOC medical and mental health professionals, state agencies and private providers to develop a plan designed to help inmates integrate into their communities, meet basic needs such as housing and employment, and ensure continuity of medical and/or mental health care post-release.

## **Accomplishments 2011-13**

- Collaborated with OYA and community corrections directors to understand and improve reentry from prison to the community for juveniles sentenced as adults, especially when the planning process will be complex.
- Created a role for OYA’s juvenile PO’s to work with DOC’s release counselor and OYA treatment managers in creating a seamless transition plan for young DOC youth releasing from OYA facilities.
- Educated OYA superintendents and community corrections staff on DOC release planning process including applicable policies, rules, and statutes.
- Participated in successful institution mission changes – CRCI’s implementation of an AIP Cognitive program; and SCCI’s move to regional releasing facility, implementation of Road to Success (RtoS) reentry classes, and creation of Release Counselor role/responsibilities.
- Assisted in creating and implementing DOC’s statewide Short-term Transitional Leave (STTL) process. Ensuring release planning completed within timelines.
- Coordinated Reentry Kiosks placement in all DOC institutions.
- Established RtoS reentry services at DRCI, and increased inmate participation in RtoS reentry classes to an overall rate of 85.41% (taking at least one RtoS class). Engaged with community corrections and other agencies to establish processes for

# BUDGET NARRATIVE

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ensuring continuity of physical and mental health services from prison to release in an effort to develop one or more working models that can be replicated by other counties. Established a physical-medical pilot process with Marion County.

- Expanded collaboration with state and federal Veteran's Administration to better serve incarcerated persons who qualify for some level of Veteran-specific service post-release.
- Operationalized a Reentry Field Trip process for long-time incarcerated persons; successfully completed over 20 trips to help reduce anxiety and better prepare them for transition back to the community.
- Expanded release planning classes facilitated by release counselors to include DRCI, TRCI, and EOCI.
  - Assigned release counselors to 8 regional HGO areas to serve as subject matter experts on county of residence and conditions of supervision, ensuring efficient and collaborative release planning for inmates involved in HGO.
  - Received accolades from many county community corrections agencies for improved communication and quality customer service.

## Key Initiatives 2013-15

- Continue efforts to improve success of transition from prison to the community by facilitating better and more consistent communication and planning between the institutions, OYA, and Community Corrections.
- Develop and implement a continuous quality improvement process for transition and release.
- Through the Transition Network, identify operational barriers and needed system improvements for offender reentry. Develop and implement plans to address identified areas.
- Update and revise release counselor resources; complete 'mapping' series for training and issue-specific guidance.
- Update RtoS curriculum.
- Offer RtoS classes to high risk populations in all facilities using advanced technology options.
- Finalize policies and processes with the BPPPS to accept and use electronic release plans.
- Establish 'transition units' at all primary release facilities.
- Improve reentry for sex offenders releasing from prison.
- Improve discharge planning in the area of housing.
- Fully implement processes to ensure state-issued identification can be issued prior to release for anyone who has an Oregon DMV record and the proper identification documents.
- Expand and enhance partnerships with state, local, private, and federal agencies to ensure effective and efficient transition/reentry services for all persons leaving prison.

# BUDGET NARRATIVE

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## Agency Request Budget

### Staffing

Positions	39
FTE	39.00

### Revenue Sources

General Fund	\$9,726,618
Other Funds	148,146

## 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	39
FTE	39.00

### Revenue Sources

General Fund	\$9,535,884
Other Funds	148,146

## Legislatively Adopted Budget

The Legislatively Budget includes policy changes that include PERS rate table changes (Essential Packages) and other PERS policy impacts.

### Staffing

Positions	41
FTE	41.00

# BUDGET NARRATIVE

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**Revenue Sources**

General Fund	\$9,374,287
Other Funds	148,146

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation 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 \$6,446 General Fund 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 Offender Management and Rehabilitation Division, the vacancy savings budget decreased by (\$7,215) General Fund and increased by \$4,818 Other Fund from the 2011-13 budgeted level.

PERS Pension Obligation Bonds – This package includes an increase of \$116,397 General Fund and a decrease of (\$37,492) Other Fund from the 2011-13 budgeted levels for distribution to DAS for Debt Service on PERS Pension Obligation Bonds.

#### Agency Request Budget

##### Staffing Impact

None

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$136,247
Other Funds	(33,052)

## 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	\$136,132
Other Funds	(33,055)

## Legislatively Adopted Budget

The Legislature did not make any changes to this package.

## Staffing Impact

None

## Revenue Sources

General Fund	\$136,132
Other Funds	(33,055)

## 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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	136,132	-	-	-	-	-	136,132
<b>Total Revenues</b>	<b>\$136,132</b>	-	-	-	-	-	<b>\$136,132</b>
<b>Personal Services</b>							
Temporary Appointments	8,419	-	-	-	-	-	8,419
Overtime Payments	4,293	-	-	-	-	-	4,293
Shift Differential	-	-	8	-	-	-	8
All Other Differential	9,885	-	355	-	-	-	10,240
Public Employees' Retire Cont	2,762	-	71	-	-	-	2,833
Pension Obligation Bond	116,397	-	(37,492)	-	-	-	78,905
Social Security Taxes	1,726	-	28	-	-	-	1,754
Unemployment Assessments	471	-	-	-	-	-	471
Mass Transit Tax	(1,179)	-	(857)	-	-	-	(2,036)
Vacancy Savings	(7,215)	-	4,818	-	-	-	(2,397)
Reconciliation Adjustment	573	-	14	-	-	-	587
<b>Total Personal Services</b>	<b>\$136,132</b>	-	<b>(\$33,055)</b>	-	-	-	<b>\$103,077</b>
<b>Total Expenditures</b>							
Total Expenditures	136,132	-	(33,055)	-	-	-	103,077
<b>Total Expenditures</b>	<b>\$136,132</b>	-	<b>(\$33,055)</b>	-	-	-	<b>\$103,077</b>

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

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

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Ending Balance</b>							
Ending Balance	-	-	33,055	-	-	-	33,055
<b>Total Ending Balance</b>	-	-	<b>\$33,055</b>	-	-	-	<b>\$33,055</b>

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation 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 Offender Management and Rehabilitation 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	(\$1,050,162)
Federal Funds	(899,772)

##### Governor's Balanced Budget

The Governor did not make any changes to this package.

##### Staffing Impact

None

##### Revenue Sources

General Fund	(\$1,050,162)
Federal Funds	(899,772)

# BUDGET NARRATIVE

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## Legislatively Adopted Budget

The Legislature did not make any changes to this package.

## Staffing Impact

None

## Revenue Sources

General Fund	(\$1,050,162)
Federal Funds	(899,772)

## 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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	(1,050,162)	-	-	-	-	-	(1,050,162)
<b>Total Revenues</b>	<b>(\$1,050,162)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$1,050,162)</b>
<b>Services &amp; Supplies</b>							
Publicity and Publications	-	-	-	(170,677)	-	-	(170,677)
Professional Services	-	-	-	(729,095)	-	-	(729,095)
Expendable Prop 250 - 5000	(869,106)	-	-	-	-	-	(869,106)
IT Expendable Property	(55,425)	-	-	-	-	-	(55,425)
<b>Total Services &amp; Supplies</b>	<b>(\$924,531)</b>	<b>-</b>	<b>-</b>	<b>(\$899,772)</b>	<b>-</b>	<b>-</b>	<b>(\$1,824,303)</b>
<b>Capital Outlay</b>							
Other Capital Outlay	(125,631)	-	-	-	-	-	(125,631)
<b>Total Capital Outlay</b>	<b>(\$125,631)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$125,631)</b>
<b>Total Expenditures</b>							
Total Expenditures	(1,050,162)	-	-	(899,772)	-	-	(1,949,934)
<b>Total Expenditures</b>	<b>(\$1,050,162)</b>	<b>-</b>	<b>-</b>	<b>(\$899,772)</b>	<b>-</b>	<b>-</b>	<b>(\$1,949,934)</b>
<b>Ending Balance</b>							
Ending Balance	-	-	-	899,772	-	-	899,772
<b>Total Ending Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$899,772</b>	<b>-</b>	<b>-</b>	<b>\$899,772</b>

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation 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	\$783,891
Other Funds	237,831
Federal Funds	13,465

##### Governor's Balanced Budget

The Governor did not make any changes to this package.

##### Staffing Impact

None

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$783,891
Other Funds	237,831
Federal Funds	13,465

## Legislatively Adopted Budget

The Legislature did not make any changes to this package.

## Staffing Impact

None

## Revenue Sources

General Fund	\$783,891
Other Funds	237,831
Federal Funds	13,465

## 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: Offender Management & Rehabilitation**  
**Cross Reference Number: 29100-011-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	783,891	-	-	-	-	-	783,891
<b>Total Revenues</b>	<b>\$783,891</b>	-	-	-	-	-	<b>\$783,891</b>
<b>Services &amp; Supplies</b>							
Instate Travel	6,257	-	3,207	2,265	-	-	11,729
Out of State Travel	334	-	43	-	-	-	377
Employee Training	1,916	-	406	-	-	-	2,322
Office Expenses	22,909	-	753	-	-	-	23,662
Telecommunications	-	-	73	-	-	-	73
Data Processing	2,860	-	115	-	-	-	2,975
Publicity and Publications	96	-	-	-	-	-	96
Professional Services	449,708	-	87,313	11,200	-	-	548,221
Attorney General	54,640	-	-	-	-	-	54,640
Employee Recruitment and Develop	215	-	74	-	-	-	289
Dues and Subscriptions	84	-	-	-	-	-	84
Facilities Maintenance	607	-	2,467	-	-	-	3,074
Food and Kitchen Supplies	4	-	-	-	-	-	4
Medical Services and Supplies	185,598	-	116,925	-	-	-	302,523
Other Care of Residents and Patients	13,763	-	18,328	-	-	-	32,091
Other Services and Supplies	18,842	-	5,563	-	-	-	24,405
Expendable Prop 250 - 5000	18,682	-	1,026	-	-	-	19,708
IT Expendable Property	7,376	-	864	-	-	-	8,240
<b>Total Services &amp; Supplies</b>	<b>\$783,891</b>	-	<b>\$237,157</b>	<b>\$13,465</b>	-	-	<b>\$1,034,513</b>

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

Corrections, Dept of  
Pkg: 031 - Standard Inflation

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Capital Outlay</b>							
Data Processing Software	-	-	674	-	-	-	674
<b>Total Capital Outlay</b>	-	-	<b>\$674</b>	-	-	-	<b>\$674</b>
<b>Total Expenditures</b>							
Total Expenditures	783,891	-	237,831	13,465	-	-	1,035,187
<b>Total Expenditures</b>	<b>\$783,891</b>	-	<b>\$237,831</b>	<b>\$13,465</b>	-	-	<b>\$1,035,187</b>
<b>Ending Balance</b>							
Ending Balance	-	-	(237,831)	(13,465)	-	-	(251,296)
<b>Total Ending Balance</b>	-	-	<b>(\$237,831)</b>	<b>(\$13,465)</b>	-	-	<b>(\$251,296)</b>

# BUDGET NARRATIVE

---

## Offender Management and Rehabilitation 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. Offender Management and Rehabilitation Division is approved to use the additional medical services inflation factor because it relies heavily on skilled medical staff (doctors, dentists, registered nurses), advancements in medical technology and high cost prescription drugs to fulfill its mandate.

##### 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 Sources

General Fund	\$123,732
Other Funds	77,949

##### Governor's Balanced Budget

The Governor did not make any changes to this package.

##### Staffing Impact

None

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$123,732
Other Funds	77,949

## Legislatively Adopted Budget

The Legislature did not make any changes to this package.

## Staffing Impact

None

## Revenue Sources

General Fund	\$123,732
Other Funds	77,949

## 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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	123,732	-	-	-	-	-	123,732
<b>Total Revenues</b>	<b>\$123,732</b>	-	-	-	-	-	<b>\$123,732</b>
<b>Services &amp; Supplies</b>							
Medical Services and Supplies	123,732	-	77,949	-	-	-	201,681
<b>Total Services &amp; Supplies</b>	<b>\$123,732</b>	-	<b>\$77,949</b>	-	-	-	<b>\$201,681</b>
<b>Total Expenditures</b>							
Total Expenditures	123,732	-	77,949	-	-	-	201,681
<b>Total Expenditures</b>	<b>\$123,732</b>	-	<b>\$77,949</b>	-	-	-	<b>\$201,681</b>
<b>Ending Balance</b>							
Ending Balance	-	-	(77,949)	-	-	-	(77,949)
<b>Total Ending Balance</b>	-	-	<b>(\$77,949)</b>	-	-	-	<b>(\$77,949)</b>

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation 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 Offender Management and Rehabilitation Division will need to add adequate personnel and supplies in order to meet the needs of this larger population 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. A majority of the cost to this division associated with the caseload increase is attributed to Professional Services for programming, totaling \$2,578,561 General Fund.

#### Agency Request Budget

##### Staffing Impact

Positions	1
FTE	1.00

# BUDGET NARRATIVE

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## Revenue Source

General Fund                    \$2,781,367

## 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                            1  
FTE                                    1.00

## Revenue Source

General Fund                    \$2,553,835

## Legislatively Adopted Budget

The Legislature did not make any changes to this package.

## Staffing Impact

Positions                            1  
FTE                                    1.00

## Revenue Source

General Fund                    \$2,553,835

## 2015-17 Fiscal Impact

This package will have an impact on the 2015-17 budget, with Services & Supplies costs associated 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 Services & Supplies and non-PICS Personal Services accounts will be manually adjusted in package 021. The additional operating costs will be offset partially by the elimination of one-time and startup supplies and equipment in package 022.

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

**Corrections, Dept of**  
**Pkg: 040 - Mandated Caseload**

**Cross Reference Name: Offender Management & Rehabilitation**  
**Cross Reference Number: 29100-011-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	2,553,835	-	-	-	-	-	2,553,835
<b>Total Revenues</b>	<b>\$2,553,835</b>	-	-	-	-	-	<b>\$2,553,835</b>
<b>Personal Services</b>							
Class/Unclass Sal. and Per Diem	104,736	-	-	-	-	-	104,736
Empl. Rel. Bd. Assessments	40	-	-	-	-	-	40
Public Employees' Retire Cont	20,413	-	-	-	-	-	20,413
Social Security Taxes	8,012	-	-	-	-	-	8,012
Unemployment Assessments	189	-	-	-	-	-	189
Worker's Comp. Assess. (WCD)	59	-	-	-	-	-	59
Mass Transit Tax	628	-	-	-	-	-	628
Flexible Benefits	30,528	-	-	-	-	-	30,528
Reconciliation Adjustment	4,217	-	-	-	-	-	4,217
<b>Total Personal Services</b>	<b>\$168,822</b>	-	-	-	-	-	<b>\$168,822</b>
<b>Services &amp; Supplies</b>							
Instate Travel	1,527	-	-	-	-	-	1,527
Office Expenses	7,055	-	-	-	-	-	7,055
Data Processing	595	-	-	-	-	-	595
Professional Services	2,351,881	-	-	-	-	-	2,351,881
Other Services and Supplies	1,179	-	-	-	-	-	1,179
Expendable Prop 250 - 5000	18,090	-	-	-	-	-	18,090

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

Corrections, Dept of  
Pkg: 040 - Mandated Caseload

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Services &amp; Supplies</b>							
IT Expendable Property	4,686	-	-	-	-	-	4,686
<b>Total Services &amp; Supplies</b>	<b>\$2,385,013</b>	-	-	-	-	-	<b>\$2,385,013</b>
<b>Total Expenditures</b>							
Total Expenditures	2,553,835	-	-	-	-	-	2,553,835
<b>Total Expenditures</b>	<b>\$2,553,835</b>	-	-	-	-	-	<b>\$2,553,835</b>
<b>Ending Balance</b>							
Ending Balance	-	-	-	-	-	-	-
<b>Total Ending Balance</b>	-	-	-	-	-	-	-
<b>Total Positions</b>							
Total Positions							1
<b>Total Positions</b>	-	-	-	-	-	-	<b>1</b>
<b>Total FTE</b>							
Total FTE							1.00
<b>Total FTE</b>	-	-	-	-	-	-	<b>1.00</b>

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
1300255	MMS X7004 AA	PRINCIPAL EXECUTIVE/MANAGER C	1	1.00	24.00	02	4,364.00	104,736 59,052				104,736 59,052
TOTAL PICS SALARY								104,736				104,736
TOTAL PICS OPE								59,052				59,052
TOTAL PICS PERSONAL SERVICES =			1	1.00	24.00			163,788				163,788

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation 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 the Transitional Services Division and the Public Services Division while creating a new Offender Management and Rehabilitation Division.

#### Agency Request Budget

##### Staffing Impact

Positions	3
FTE	3.00

##### Revenue Sources

General Fund	\$1,543,691
Other Funds	(80,000)

#### Governor's Balanced Budget

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

##### Staffing Impact

Positions	3
FTE	3.00

# BUDGET NARRATIVE

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## Revenue Sources

General Fund	\$1,540,455
Other Funds	(80,000)

## Legislatively Adopted Budget

The Legislature did not make any changes to this package.

## Staffing Impact

Positions	3
FTE	3.00

## Revenue Sources

General Fund	\$1,540,455
Other Funds	(80,000)

## 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: Offender Management & Rehabilitation**  
**Cross Reference Number: 29100-011-00-00-00000**

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	1,540,455	-	-	-	-	-	1,540,455
<b>Total Revenues</b>	<b>\$1,540,455</b>	-	-	-	-	-	<b>\$1,540,455</b>
<b>Personal Services</b>							
Class/Unclass Sal. and Per Diem	397,608	-	-	-	-	-	397,608
Empl. Rel. Bd. Assessments	120	-	-	-	-	-	120
Public Employees' Retire Cont	77,494	-	-	-	-	-	77,494
Social Security Taxes	30,418	-	-	-	-	-	30,418
Worker's Comp. Assess. (WCD)	177	-	-	-	-	-	177
Flexible Benefits	91,584	-	-	-	-	-	91,584
Reconciliation Adjustment	16,008	-	-	-	-	-	16,008
<b>Total Personal Services</b>	<b>\$613,409</b>	-	-	-	-	-	<b>\$613,409</b>
<b>Services &amp; Supplies</b>							
Instate Travel	2,887	-	-	-	-	-	2,887
Employee Training	3,804	-	-	-	-	-	3,804
Office Expenses	108,309	-	-	-	-	-	108,309
Telecommunications	153,600	-	-	-	-	-	153,600
Data Processing	1,689	-	-	-	-	-	1,689
Publicity and Publications	(134)	-	-	-	-	-	(134)
Professional Services	3,814	-	-	-	-	-	3,814
Employee Recruitment and Develop	(207)	-	-	-	-	-	(207)
Dues and Subscriptions	(69)	-	-	-	-	-	(69)
Other Care of Residents and Patients	494,464	-	(80,000)	-	-	-	414,464

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

Corrections, Dept of  
Pkg: 060 - Technical Adjustments

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Services &amp; Supplies</b>							
Other Services and Supplies	(1,793)	-	-	-	-	-	(1,793)
Expendable Prop 250 - 5000	1,987	-	-	-	-	-	1,987
IT Expendable Property	158,695	-	-	-	-	-	158,695
<b>Total Services &amp; Supplies</b>	<b>\$927,046</b>	<b>-</b>	<b>(\$80,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$847,046</b>
<b>Total Expenditures</b>							
Total Expenditures	1,540,455	-	(80,000)	-	-	-	1,460,455
<b>Total Expenditures</b>	<b>\$1,540,455</b>	<b>-</b>	<b>(\$80,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$1,460,455</b>
<b>Ending Balance</b>							
Ending Balance	-	-	80,000	-	-	-	80,000
<b>Total Ending Balance</b>	<b>-</b>	<b>-</b>	<b>\$80,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$80,000</b>
<b>Total Positions</b>							
Total Positions							3
<b>Total Positions</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3</b>
<b>Total FTE</b>							
Total FTE							3.00
<b>Total FTE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3.00</b>

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
8906007	AAONC6783	AA	CORRECTIONAL COUNSELOR	1	1.00	24.00	08	5,856.00	140,544 68,771				140,544 68,771
8906008	AAONC6783	AA	CORRECTIONAL COUNSELOR	1	1.00	24.00	07	5,623.00	134,952 67,253				134,952 67,253
9702015	AAONC6783	AA	CORRECTIONAL COUNSELOR	1	1.00	24.00	05	5,088.00	122,112 63,769				122,112 63,769
TOTAL PICS SALARY									397,608				397,608
TOTAL PICS OPE									199,793				199,793
TOTAL PICS PERSONAL SERVICES =				3	3.00	72.00			597,401				597,401

# BUDGET NARRATIVE

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## Offender Management & Rehabilitation 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 Offender Management & Rehabilitation Division, this equates to (2) Positions, (1.28) FTE for a total of (\$228,580) General Fund.

##### Legislatively Adopted Budget

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

##### Staffing Impact

Positions	(2)
FTE	(1.28)

# BUDGET NARRATIVE

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**Revenue Source**

General Fund (\$228,580)

**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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	(228,580)	-	-	-	-	-	(228,580)
<b>Total Revenues</b>	<b>(\$228,580)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$228,580)</b>
<b>Personal Services</b>							
Class/Unclass Sal. and Per Diem	(167,962)	-	-	-	-	-	(167,962)
Empl. Rel. Bd. Assessments	(80)	-	-	-	-	-	(80)
Public Employees' Retire Cont	(32,736)	-	-	-	-	-	(32,736)
Social Security Taxes	(12,849)	-	-	-	-	-	(12,849)
Worker's Comp. Assess. (WCD)	(118)	-	-	-	-	-	(118)
Flexible Benefits	(30,528)	-	-	-	-	-	(30,528)
Reconciliation Adjustment	15,693	-	-	-	-	-	15,693
<b>Total Personal Services</b>	<b>(\$228,580)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$228,580)</b>
<b>Total Expenditures</b>							
Total Expenditures	(228,580)	-	-	-	-	-	(228,580)
<b>Total Expenditures</b>	<b>(\$228,580)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$228,580)</b>
<b>Ending Balance</b>							
Ending Balance	-	-	-	-	-	-	-
<b>Total Ending Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

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

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Total Positions</b>							
Total Positions							(2)
<b>Total Positions</b>	-	-	-	-	-	-	<b>(2)</b>
<b>Total FTE</b>							
Total FTE							(1.28)
<b>Total FTE</b>	-	-	-	-	-	-	<b>(1.28)</b>

PACKAGE: 081 - May 2012 E-Board

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
0500246	MMS X7002 AA	PRINCIPAL EXECUTIVE/MANAGER B	1-	.28-	6.80-	07	5,052.00	34,354- 9,423-				34,354- 9,423-
1100005	MMS X7008 AA	PRINCIPAL EXECUTIVE/MANAGER E	1-	1.00-	24.00-	02	5,567.00	133,608- 66,888-				133,608- 66,888-
TOTAL PICS SALARY								167,962-				167,962-
TOTAL PICS OPE								76,311-				76,311-
TOTAL PICS PERSONAL SERVICES =			2-	1.28-	30.80-			244,273-				244,273-

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation

### 090 Analyst Adjustments

#### Package Description

##### Purpose

This package, added by the Governor, reflects additional policy adjustments to the department's 2013-15 Agency Request Budget.

##### How Achieved

This package includes a technical adjustment of (\$507,851) Federal Funds due to an internal reorganization to move the PREA Grant administration from the Office of Population Management to the Inspector General's Office in the Central Administration Division.

#### Governor's Balanced Budget

##### Staffing Impact

None

##### Revenue Source

Federal Funds (\$507,851)

#### Legislatively Adopted Budget

The Legislature did not make any changes to this package.

##### Staffing Impact

None

##### Revenue Source

Federal Funds (\$507,851)

# BUDGET NARRATIVE

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## **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: 090 - Analyst Adjustments

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
Federal Funds	-	-	-	(600,000)	-	-	(600,000)
<b>Total Revenues</b>	-	-	-	<b>(\$600,000)</b>	-	-	<b>(\$600,000)</b>
<b>Services &amp; Supplies</b>							
Instate Travel	-	-	-	(96,651)	-	-	(96,651)
Professional Services	-	-	-	(411,200)	-	-	(411,200)
<b>Total Services &amp; Supplies</b>	-	-	-	<b>(\$507,851)</b>	-	-	<b>(\$507,851)</b>
<b>Total Expenditures</b>							
Total Expenditures	-	-	-	(507,851)	-	-	(507,851)
<b>Total Expenditures</b>	-	-	-	<b>(\$507,851)</b>	-	-	<b>(\$507,851)</b>
<b>Ending Balance</b>							
Ending Balance	-	-	-	(92,149)	-	-	(92,149)
<b>Total Ending Balance</b>	-	-	-	<b>(\$92,149)</b>	-	-	<b>(\$92,149)</b>

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation

### 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	(\$84,570)
Other Funds	(61)

#### Legislatively Adopted Budget

The Legislature did not make any changes to this package.

##### Staffing Impact

None

##### Revenue Source

General Fund	(\$84,570)
Other Funds	(61)

# BUDGET NARRATIVE

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## **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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	(84,570)	-	-	-	-	-	(84,570)
<b>Total Revenues</b>	<b>(\$84,570)</b>	-	-	-	-	-	<b>(\$84,570)</b>
<b>Personal Services</b>							
PERS Policy Adjustment	(84,570)	-	(61)	-	-	-	(84,631)
<b>Total Personal Services</b>	<b>(\$84,570)</b>	-	<b>(\$61)</b>	-	-	-	<b>(\$84,631)</b>
<b>Total Expenditures</b>							
Total Expenditures	(84,570)	-	(61)	-	-	-	(84,631)
<b>Total Expenditures</b>	<b>(\$84,570)</b>	-	<b>(\$61)</b>	-	-	-	<b>(\$84,631)</b>
<b>Ending Balance</b>							
Ending Balance	-	-	61	-	-	-	61
<b>Total Ending Balance</b>	-	-	<b>\$61</b>	-	-	-	<b>\$61</b>

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation

### 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	(\$677,063)
Other Funds	(489)

#### Legislatively Adopted Budget

The Legislature did not make any changes to this package.

##### Staffing Impact

None

##### Revenue Source

General Fund	(\$677,063)
Other Funds	(489)

# BUDGET NARRATIVE

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## **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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	(677,063)	-	-	-	-	-	(677,063)
<b>Total Revenues</b>	<b>(\$677,063)</b>	-	-	-	-	-	<b>(\$677,063)</b>
<b>Personal Services</b>							
PERS Policy Adjustment	(677,063)	-	(489)	-	-	-	(677,552)
<b>Total Personal Services</b>	<b>(\$677,063)</b>	-	<b>(\$489)</b>	-	-	-	<b>(\$677,552)</b>
<b>Total Expenditures</b>							
Total Expenditures	(677,063)	-	(489)	-	-	-	(677,552)
<b>Total Expenditures</b>	<b>(\$677,063)</b>	-	<b>(\$489)</b>	-	-	-	<b>(\$677,552)</b>
<b>Ending Balance</b>							
Ending Balance	-	-	489	-	-	-	489
<b>Total Ending Balance</b>	-	-	<b>\$489</b>	-	-	-	<b>\$489</b>

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation

### 106 GED Online 2013 Requirements

#### Package Description

##### Purpose

Due to requirements set by the national General Education Development Testing Service (GEDTS), DOC must be prepared to provide GED computer-based testing (CBT) by January 2014. In March 2011, the GEDTS announced major changes in the design and delivery of GED testing under the title “The GED 21<sup>st</sup> Century Initiative”. This initiative includes the planned release of a new, more rigorous GED test series and, in partnership with Pearson-Vue, a large publishing and testing company, conversion to a computer-based delivery format. CBT is now available for the current GED series and will be the only testing format beginning January 2014. To provide GED testing to inmates, DOC institutions must meet the administrative and technical requirements established by GEDTS and Pearson-Vue to be an approved GED test site able to deliver computer-based testing.

GED computer-based testing comes with increased testing costs. Currently, the cost to administer a complete GED paper/pencil test battery of five subtests is about \$50. The cost for the CBT format is \$120 per test battery. To implement CBT, DOC must have in place a sole source agreement with Pearson-Vue by September 2013 to allow time for the set up and functional testing of twelve GED test sites prior to the January 2014 deadline.

In addition to the testing costs, the current thin client hardware and software platform, used since 2003 to deliver computer-assisted instruction to inmates agency-wide, must be upgraded to meet the minimum system requirements for GED Computer-based testing. Because the GED Testing Service does not require computers be dedicated to GED testing, the upgraded system would continue to be used for instructional and other assessment purposes beyond GED testing.

Providing GED testing for inmates is critical to the viability of the DOC education and training program. Completion of the GED is a performance measure for DOC and for federal and state grant reporting. Annually, more than 900 inmates in DOC begin GED testing and over 800 inmates complete the full battery.

##### How Achieved

The Education and Training Unit will work with DOC Information Technology Services (ITS) to develop a GED Computer-Based Testing Project to be managed by a designated ITS staff. The ITS project manager will do the following:

- Coordinate the purchase of the hardware and software required to upgrade the thin client platform
- Coordinate with local institutions the set up and testing of the computer labs to be used for GED CBT

# BUDGET NARRATIVE

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- Develop the sole source agreement with Pearson-Vue/GED TS for GED testing software

The Education and Training Unit will work with local program managers to select at least 10 inmates at each site to take the computer-based version of the current GED series as a pilot test to determine the readiness for all CBT by January 2014.

## Quantifying Results

The expected results of the GED CBT project are the following:

- By December 31, 2013, at least 100 inmates will have completed the GED on the CBT format.
- By January 1, 2014, all GED test sites will provide GED CBT for the new GED 2014 series.

## Agency Request Budget

### Staffing

None

### Revenue Source

General Fund	\$593,370
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## Governor's Balanced Budget

The Governor did not recommend this package.

### Staffing

None

### Revenue Source

General Fund	\$0
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## Legislatively Adopted Budget

The Legislature did not make any changes to this package.

# BUDGET NARRATIVE

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**Staffing**

None

**Revenue Source**

General Fund                      \$0

**2015-17 Fiscal Impact**

This package was denied and will not have an impact in the 2015-17 biennium.

# BUDGET NARRATIVE

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## Offender Management and Rehabilitation

### 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 Offender Management and Rehabilitation, impacts include: adjustment for April 2013 population forecast changes (\$2,192,519) GF; corrects the PERS rate for Police & Fire positions \$60,768 GF and \$44 OF; transfer from Operations Division related to performance awards \$537,971 GF; unspecified reductions totaling (\$1,383,120 GF); and establishes one permanent position (0.21 FTE).

#### Legislatively Adopted Budget

Package created by the Legislature.

#### Staffing Impact

Positions	1
FTE	0.21

#### Revenue Source

General Fund	(\$2,976,900)
Other Funds	\$44
Federal Funds	\$0

# BUDGET NARRATIVE

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## **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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	(2,976,900)	-	-	-	-	-	(2,976,900)
<b>Total Revenues</b>	<b>(\$2,976,900)</b>	-	-	-	-	-	<b>(\$2,976,900)</b>
<b>Personal Services</b>							
Vacancy Savings	(998,392)	-	-	-	-	-	(998,392)
Reconciliation Adjustment	93,426	-	44	-	-	-	93,470
<b>Total Personal Services</b>	<b>(\$904,966)</b>	-	<b>\$44</b>	-	-	-	<b>(\$904,922)</b>
<b>Services &amp; Supplies</b>							
Instate Travel	(2,617)	-	-	-	-	-	(2,617)
Out of State Travel	(178)	-	-	-	-	-	(178)
Employee Training	(1,213)	-	-	-	-	-	(1,213)
Office Expenses	(42,686)	-	-	-	-	-	(42,686)
Telecommunications	(586)	-	-	-	-	-	(586)
Data Processing	(1,605)	-	-	-	-	-	(1,605)
Publicity and Publications	(49)	-	-	-	-	-	(49)
Professional Services	(2,230,993)	-	-	-	-	-	(2,230,993)
Employee Recruitment and Develop	(112)	-	-	-	-	-	(112)
Dues and Subscriptions	(45)	-	-	-	-	-	(45)
Facilities Maintenance	(325)	-	-	-	-	-	(325)
Food and Kitchen Supplies	(2)	-	-	-	-	-	(2)
Other Care of Residents and Patients	441,820	-	-	-	-	-	441,820
Other Services and Supplies	(201,948)	-	-	-	-	-	(201,948)
Expendable Prop 250 - 5000	(7,877)	-	-	-	-	-	(7,877)

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

Corrections, Dept of  
Pkg: 810 - LFO Analyst Adjustments

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Services &amp; Supplies</b>							
IT Expendable Property	(23,518)	-	-	-	-	-	(23,518)
<b>Total Services &amp; Supplies</b>	<b>(\$2,071,934)</b>	-	-	-	-	-	<b>(\$2,071,934)</b>
<b>Total Expenditures</b>							
Total Expenditures	(2,976,900)	-	44	-	-	-	(2,976,856)
<b>Total Expenditures</b>	<b>(\$2,976,900)</b>	-	<b>\$44</b>	-	-	-	<b>(\$2,976,856)</b>
<b>Ending Balance</b>							
Ending Balance	-	-	(44)	-	-	-	(44)
<b>Total Ending Balance</b>	-	-	<b>(\$44)</b>	-	-	-	<b>(\$44)</b>
<b>Total Positions</b>							
Total Positions							1
<b>Total Positions</b>	-	-	-	-	-	-	<b>1</b>
<b>Total FTE</b>							
Total FTE							0.21
<b>Total FTE</b>	-	-	-	-	-	-	<b>0.21</b>

# BUDGET NARRATIVE

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## Offender Management & Rehabilitation 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 Offender Management & Rehabilitation Division, impacts include: HB3194A Sentencing Impact of \$168,302 GF and 0.79 FTE; 5% S&S Reduction (\$1,613,869 GF); and 2% Supplemental Holdback (\$1,281,735 GF)

#### Legislatively Adopted Budget

Package created by the Legislature.

#### Staffing Impact

Positions	0
FTE	0.79

#### Revenue Source

General Fund	(\$2,727,302)
Other Funds	\$0

# BUDGET NARRATIVE

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## **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: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Revenues</b>							
General Fund Appropriation	(2,727,302)	-	-	-	-	-	(2,727,302)
<b>Total Revenues</b>	<b>(\$2,727,302)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$2,727,302)</b>
<b>Personal Services</b>							
Class/Unclass Sal. and Per Diem	133,608	-	-	-	-	-	133,608
All Other Differential	1,336	-	-	-	-	-	1,336
Empl. Rel. Bd. Assessments	40	-	-	-	-	-	40
Public Employees' Retire Cont	26,300	-	-	-	-	-	26,300
Social Security Taxes	10,323	-	-	-	-	-	10,323
Unemployment Assessments	243	-	-	-	-	-	243
Worker's Comp. Assess. (WCD)	59	-	-	-	-	-	59
Mass Transit Tax	810	-	-	-	-	-	810
Flexible Benefits	30,528	-	-	-	-	-	30,528
Reconciliation Adjustment	(27,827)	-	-	-	-	-	(27,827)
Undistributed (P.S.)	(621,641)	-	-	-	-	-	(621,641)
<b>Total Personal Services</b>	<b>(\$446,221)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(\$446,221)</b>
<b>Services &amp; Supplies</b>							
Instate Travel	(14,681)	-	-	-	-	-	(14,681)
Out of State Travel	(750)	-	-	-	-	-	(750)
Employee Training	(5,087)	-	-	-	-	-	(5,087)
Office Expenses	(80,353)	-	-	-	-	-	(80,353)
Telecommunications	(2,458)	-	-	-	-	-	(2,458)
Data Processing	(6,783)	-	-	-	-	-	(6,783)

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

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

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Services &amp; Supplies</b>							
Publicity and Publications	(208)	-	-	-	-	-	(208)
Professional Services	(860,299)	-	-	-	-	-	(860,299)
Attorney General	(20,184)	-	-	-	-	-	(20,184)
Employee Recruitment and Develop	(475)	-	-	-	-	-	(475)
Dues and Subscriptions	(187)	-	-	-	-	-	(187)
Facilities Maintenance	(1,367)	-	-	-	-	-	(1,367)
Food and Kitchen Supplies	(8)	-	-	-	-	-	(8)
Medical Services and Supplies	(414,625)	-	-	-	-	-	(414,625)
Other Care of Residents and Patients	(68,929)	-	-	-	-	-	(68,929)
Other Services and Supplies	(46,702)	-	-	-	-	-	(46,702)
Undistributed (S.S.)	(660,094)	-	-	-	-	-	(660,094)
Expendable Prop 250 - 5000	(77,781)	-	-	-	-	-	(77,781)
IT Expendable Property	(20,110)	-	-	-	-	-	(20,110)
<b>Total Services &amp; Supplies</b>	<b>(\$2,281,081)</b>	-	-	-	-	-	<b>(\$2,281,081)</b>
<b>Total Expenditures</b>							
Total Expenditures	(2,727,302)	-	-	-	-	-	(2,727,302)
<b>Total Expenditures</b>	<b>(\$2,727,302)</b>	-	-	-	-	-	<b>(\$2,727,302)</b>
<b>Ending Balance</b>							
Ending Balance	-	-	-	-	-	-	-
<b>Total Ending Balance</b>	-	-	-	-	-	-	-

**ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY**

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

Cross Reference Name: Offender Management & Rehabilitation  
Cross Reference Number: 29100-011-00-00-00000

<i>Description</i>	General Fund	Lottery Funds	Other Funds	Federal Funds	Nonlimited Other Funds	Nonlimited Federal Funds	All Funds
<b>Total Positions</b>							
Total Positions							-
<b>Total Positions</b>	-	-	-	-	-	-	-
<b>Total FTE</b>							
Total FTE							0.79
<b>Total FTE</b>	-	-	-	-	-	-	<b>0.79</b>

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
1300492	MMN X0873	AA OPERATIONS & POLICY ANALYST 4	1	1.00	24.00	02	5,567.00	133,608 66,888				133,608 66,888
TOTAL PICS SALARY								133,608				133,608
TOTAL PICS OPE								66,888				66,888
TOTAL PICS PERSONAL SERVICES =			1	1.00	24.00			200,496				200,496

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

Corrections, Dept of  
2013-15 Biennium

Agency Number: 29100  
Cross Reference Number: 29100-011-00-00-00000

<i>Source</i>	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
<b>Other Funds</b>						
Charges for Services	(10,854)	1,120,438	1,120,438	1,158,547	1,158,547	1,158,547
Interest Income	11,437	-	-	17,672	17,672	17,672
Sales Income	59,520	150,000	150,000	71,923	71,923	71,923
Donations	190	51,668	51,668	735	735	735
Other Revenues	532,786	498,287	498,287	798,168	798,168	798,168
Transfer In - Intrafund	3,906,949	6,583,444	6,583,444	6,822,625	6,822,625	6,822,625
Tsfr From Justice, Dept of	18,633	16,000	16,000	23,756	23,756	25,329
Tsfr From Criminal Justice Comm	60,000	-	-	-	-	-
Tsfr From Dept Post-Secondary Education	-	-	-	-	184,320	-
Tsfr From Education, Dept of	239,340	208,949	208,949	202,014	202,014	202,014
Tsfr From Comm Coll/Wkfrc Dev	175,527	180,000	180,000	184,320	-	184,320
<b>Total Other Funds</b>	<b>\$4,993,528</b>	<b>\$8,808,786</b>	<b>\$8,808,786</b>	<b>\$9,279,760</b>	<b>\$9,279,760</b>	<b>\$9,281,333</b>
<b>Federal Funds</b>						
Federal Funds	366,763	851,305	1,451,289	600,000	-	-
<b>Total Federal Funds</b>	<b>\$366,763</b>	<b>\$851,305</b>	<b>\$1,451,289</b>	<b>\$600,000</b>	<b>-</b>	<b>-</b>

## 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	Governor's Balanced	Legislatively Adopted
Inmate work programs revenue	Other	0410	\$(10,854)	\$1,120,438	\$684,867	\$1,158,547	\$1,158,547	\$1,158,547
Interest income from inmate work programs	Other	0605	11,437	0	11,144	17,672	17,672	17,672
Inmate work programs revenue	Other	0705	59,520	150,000	47,226	71,923	71,923	71,923
Miscellaneous donations	Other	0905	190	51,668	2,841	735	735	735
Inmate restitution to victims	Other	0975	532,786	498,287	514,363	798,168	798,168	798,168
Inmate Welfare Funds supporting Alcohol and Drug as well as Educational programs	Other	1010	3,906,949	6,583,444	6,583,444	6,822,625	6,822,625	6,822,625
Transfers from Department of Justice for Prison Industries Enhancement programs	Other	1137	18,633	16,000	17,075	23,756	23,756	25,329
Transfer from Criminal Justice Commission for inmate alcohol and drug programs	Other	1213	60,000	0	83,062	0	0	0

## 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	Governor's Balanced	Legislatively Adopted
Transfers from Post-Secondary Education for inmate educational programs	Other	1523	0	0	0	0	184,320	0
Transfers from Department of Education for inmate educational programs	Other	1581	239,340	208,949	207,516	202,014	202,014	202,014
Transfers from Community Colleges for inmate educational programs	Other	1586	175,527	180,000	177,400	184,320	0	184,320
Federal grant for inmate educational programs	Federal	0995	366,763	851,305	805,342	600,000	0	0

Program Unit Appropriated Fund Group and Category Summary  
 2013-15 Biennium  
 Offender Management & Rehabilitation

Version: Z - 01 - Leg. Adopted Budget  
 Cross Reference Number: 29100-011-00-00-00000

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
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**LIMITED BUDGET (Excluding Packages)**

**PERSONAL SERVICES**

General Fund	26,461,853	29,465,625	30,031,382	35,010,616	34,840,599	34,840,599
Other Funds	294,974	26,805	26,805	54,483	54,360	54,360
Federal Funds	12,610	-	105,614	-	-	-
All Funds	26,769,437	29,492,430	30,163,801	35,065,099	34,894,959	34,894,959

**SERVICES & SUPPLIES**

General Fund	24,716,109	28,377,894	28,999,872	28,999,872	28,999,872	28,999,872
Other Funds	6,407,388	9,361,902	9,361,931	9,361,931	9,361,931	9,361,931
Federal Funds	342,646	899,788	1,394,158	1,394,158	1,394,158	1,394,158
All Funds	31,466,143	38,639,584	39,755,961	39,755,961	39,755,961	39,755,961

**CAPITAL OUTLAY**

General Fund	-	125,631	125,631	125,631	125,631	125,631
Other Funds	16,945	28,082	28,082	28,082	28,082	28,082
All Funds	16,945	153,713	153,713	153,713	153,713	153,713

**SPECIAL PAYMENTS**

Other Funds	22,641	-	-	-	-	-
Federal Funds	25,530	-	-	-	-	-
All Funds	48,171	-	-	-	-	-

**TOTAL LIMITED BUDGET (Excluding Packages)**

General Fund	51,177,962	57,969,150	59,156,885	64,136,119	63,966,102	63,966,102
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Program Unit Appropriated Fund Group and Category Summary  
 2013-15 Biennium  
 Offender Management & Rehabilitation

Version: Z - 01 - Leg. Adopted Budget  
 Cross Reference Number: 29100-011-00-00-00000

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	6,741,948	9,416,789	9,416,818	9,444,496	9,444,373	9,444,373
Federal Funds	380,786	899,788	1,499,772	1,394,158	1,394,158	1,394,158
All Funds	58,300,696	68,285,727	70,073,475	74,974,773	74,804,633	74,804,633
<b>AUTHORIZED POSITIONS</b>	190	184	186	191	191	191
<b>AUTHORIZED FTE</b>	182.94	175.69	175.50	188.78	188.78	188.78
<b>LIMITED BUDGET (Essential Packages)</b>						
<b>010 NON-PICS PSNL SVC / VACANCY FACTOR</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	136,247	136,132	136,132
Other Funds	-	-	-	(33,052)	(33,055)	(33,055)
All Funds	-	-	-	103,195	103,077	103,077
<b>022 PHASE-OUT PGM &amp; ONE-TIME COSTS</b>						
<b>SERVICES &amp; SUPPLIES</b>						
General Fund	-	-	-	(924,531)	(924,531)	(924,531)
Federal Funds	-	-	-	(899,772)	(899,772)	(899,772)
All Funds	-	-	-	(1,824,303)	(1,824,303)	(1,824,303)
<b>CAPITAL OUTLAY</b>						
General Fund	-	-	-	(125,631)	(125,631)	(125,631)
<b>031 STANDARD INFLATION</b>						
<b>SERVICES &amp; SUPPLIES</b>						
General Fund	-	-	-	783,891	783,891	783,891

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<b>Description</b>	<b>2009-11 Actuals</b>	<b>2011-13 Leg Adopted Budget</b>	<b>2011-13 Leg Approved Budget</b>	<b>2013-15 Agency Request Budget</b>	<b>2013-15 Governor's Budget</b>	<b>2013-15 Leg Adopted Budget</b>
Other Funds	-	-	-	237,157	237,157	237,157
Federal Funds	-	-	-	13,465	13,465	13,465
All Funds	-	-	-	1,034,513	1,034,513	1,034,513
<b>CAPITAL OUTLAY</b>						
Other Funds	-	-	-	674	674	674
<b>032 ABOVE STANDARD INFLATION</b>						
<b>SERVICES &amp; SUPPLIES</b>						
General Fund	-	-	-	123,732	123,732	123,732
Other Funds	-	-	-	77,949	77,949	77,949
All Funds	-	-	-	201,681	201,681	201,681
<b>040 MANDATED CASELOAD</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	169,674	168,822	168,822
<b>SERVICES &amp; SUPPLIES</b>						
General Fund	-	-	-	2,611,693	2,385,013	2,385,013
<b>AUTHORIZED POSITIONS</b>	-	-	-	1	1	1
<b>AUTHORIZED FTE</b>	-	-	-	1.00	1.00	1.00
<b>060 TECHNICAL ADJUSTMENTS</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	616,645	613,409	613,409
<b>SERVICES &amp; SUPPLIES</b>						

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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
General Fund	-	-	-	927,046	927,046	927,046
Other Funds	-	-	-	(80,000)	(80,000)	(80,000)
All Funds	-	-	-	847,046	847,046	847,046
<b>AUTHORIZED POSITIONS</b>	-	-	-	3	3	3
<b>AUTHORIZED FTE</b>	-	-	-	3.00	3.00	3.00
<b>TOTAL LIMITED BUDGET (Essential Packages)</b>						
General Fund	-	-	-	4,318,766	4,087,883	4,087,883
Other Funds	-	-	-	202,728	202,725	202,725
Federal Funds	-	-	-	(886,307)	(886,307)	(886,307)
All Funds	-	-	-	3,635,187	3,404,301	3,404,301
<b>AUTHORIZED POSITIONS</b>	-	-	-	4	4	4
<b>AUTHORIZED FTE</b>	-	-	-	4.00	4.00	4.00
<b>LIMITED BUDGET (Current Service Level)</b>						
General Fund	51,177,962	57,969,150	59,156,885	68,454,885	68,053,985	68,053,985
Other Funds	6,741,948	9,416,789	9,416,818	9,647,224	9,647,098	9,647,098
Federal Funds	380,786	899,788	1,499,772	507,851	507,851	507,851
All Funds	58,300,696	68,285,727	70,073,475	78,609,960	78,208,934	78,208,934
<b>AUTHORIZED POSITIONS</b>	190	184	186	195	195	195
<b>AUTHORIZED FTE</b>	182.94	175.69	175.50	192.78	192.78	192.78
<b>LIMITED BUDGET (Policy Packages)</b>						
<b>PRIORITY 0</b>						

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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
<b>081 MAY 2012 E-BOARD</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	-	-	(228,580)
<b>AUTHORIZED POSITIONS</b>	-	-	-	-	-	(2)
<b>AUTHORIZED FTE</b>	-	-	-	-	-	(1.28)
<b>090 ANALYST ADJUSTMENTS</b>						
<b>SERVICES &amp; SUPPLIES</b>						
Federal Funds	-	-	-	-	(507,851)	(507,851)
<b>092 PERS TAXATION POLICY</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	-	(84,570)	(84,570)
Other Funds	-	-	-	-	(61)	(61)
All Funds	-	-	-	-	(84,631)	(84,631)
<b>093 OTHER PERS ADJUSTMENTS</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	-	(677,063)	(677,063)
Other Funds	-	-	-	-	(489)	(489)
All Funds	-	-	-	-	(677,552)	(677,552)
<b>106 GED ONLINE 2013 REQUIRMENTS</b>						
<b>SERVICES &amp; SUPPLIES</b>						
General Fund	-	-	-	593,370	-	-

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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
<b>810 LFO ANALYST ADJUSTMENTS</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	-	-	(904,966)
Other Funds	-	-	-	-	-	44
All Funds	-	-	-	-	-	(904,922)
<b>SERVICES &amp; SUPPLIES</b>						
General Fund	-	-	-	-	-	(2,071,934)
<b>AUTHORIZED POSITIONS</b>	-	-	-	-	-	1
<b>AUTHORIZED FTE</b>	-	-	-	-	-	0.21
<b>820 END OF SESSION BILL (HB 5008)</b>						
<b>PERSONAL SERVICES</b>						
General Fund	-	-	-	-	-	(446,221)
<b>SERVICES &amp; SUPPLIES</b>						
General Fund	-	-	-	-	-	(2,281,081)
<b>AUTHORIZED FTE</b>	-	-	-	-	-	0.79
<b>TOTAL LIMITED BUDGET (Policy Packages)</b>						
General Fund	-	-	-	593,370	(761,633)	(6,694,415)
Other Funds	-	-	-	-	(550)	(506)
Federal Funds	-	-	-	-	(507,851)	(507,851)
All Funds	-	-	-	593,370	(1,270,034)	(7,202,772)
<b>AUTHORIZED POSITIONS</b>	-	-	-	-	-	(1)

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<b>AUTHORIZED FTE</b>	-	-	-	-	-	(0.28)
<b>TOTAL LIMITED BUDGET (Including Packages)</b>						
General Fund	51,177,962	57,969,150	59,156,885	69,048,255	67,292,352	61,359,570
Other Funds	6,741,948	9,416,789	9,416,818	9,647,224	9,646,548	9,646,592
Federal Funds	380,786	899,788	1,499,772	507,851	-	-
All Funds	58,300,696	68,285,727	70,073,475	79,203,330	76,938,900	71,006,162
<b>AUTHORIZED POSITIONS</b>	190	184	186	195	195	194
<b>AUTHORIZED FTE</b>	182.94	175.69	175.50	192.78	192.78	192.50
<b>OPERATING BUDGET</b>						
General Fund	51,177,962	57,969,150	59,156,885	69,048,255	67,292,352	61,359,570
Other Funds	6,741,948	9,416,789	9,416,818	9,647,224	9,646,548	9,646,592
Federal Funds	380,786	899,788	1,499,772	507,851	-	-
All Funds	58,300,696	68,285,727	70,073,475	79,203,330	76,938,900	71,006,162
<b>AUTHORIZED POSITIONS</b>	190	184	186	195	195	194
<b>AUTHORIZED FTE</b>	182.94	175.69	175.50	192.78	192.78	192.50
<b>TOTAL BUDGET</b>						
General Fund	51,177,962	57,969,150	59,156,885	69,048,255	67,292,352	61,359,570
Other Funds	6,741,948	9,416,789	9,416,818	9,647,224	9,646,548	9,646,592
Federal Funds	380,786	899,788	1,499,772	507,851	-	-
All Funds	58,300,696	68,285,727	70,073,475	79,203,330	76,938,900	71,006,162
<b>AUTHORIZED POSITIONS</b>	190	184	186	195	195	194

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<b>AUTHORIZED FTE</b>	182.94	175.69	175.50	192.78	192.78	192.50