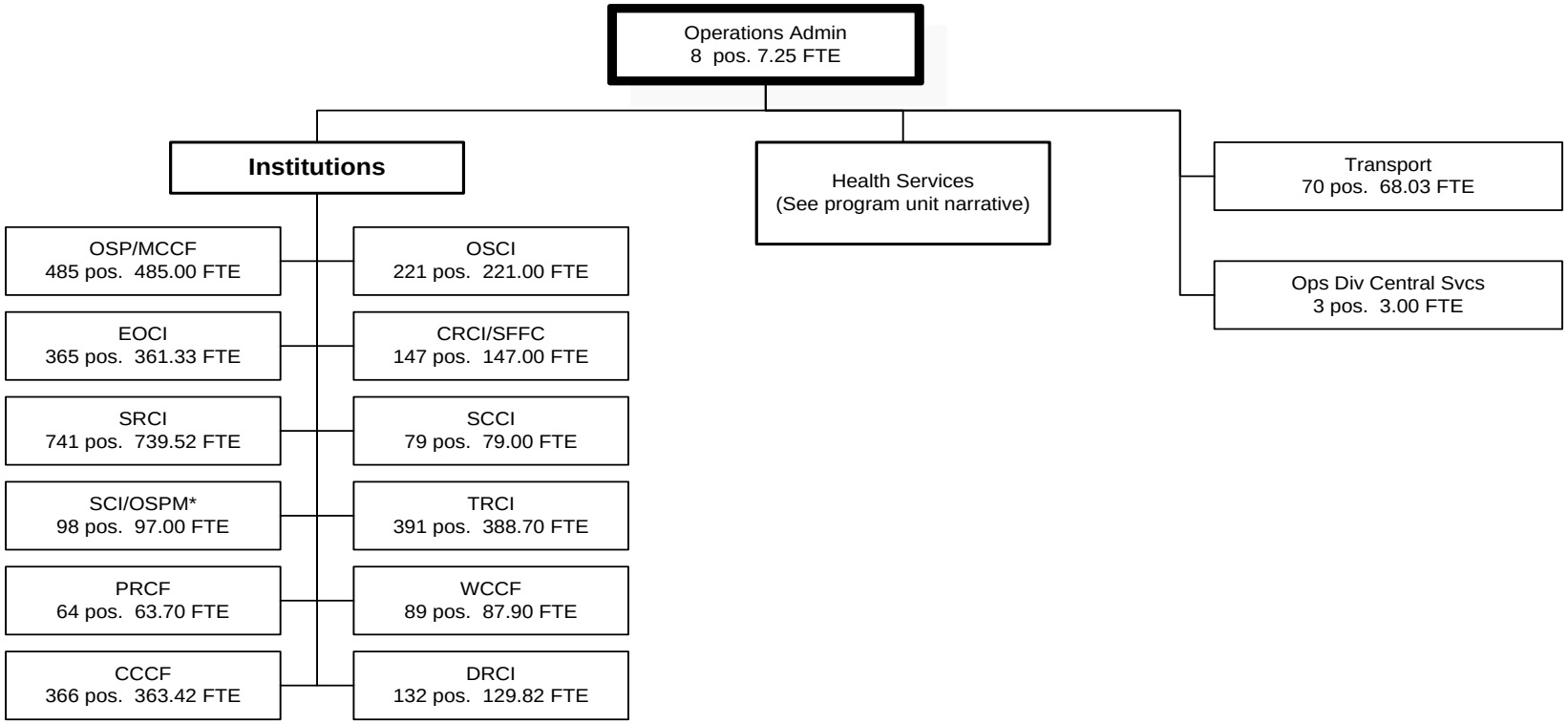
# OREGON DEPARTMENT OF CORRECTIONS

## Operations Division Organizational Chart

(Excluding Health Services Program Unit)

2013-15 Current Legislatively Approved Budget




*Institution is deactivated

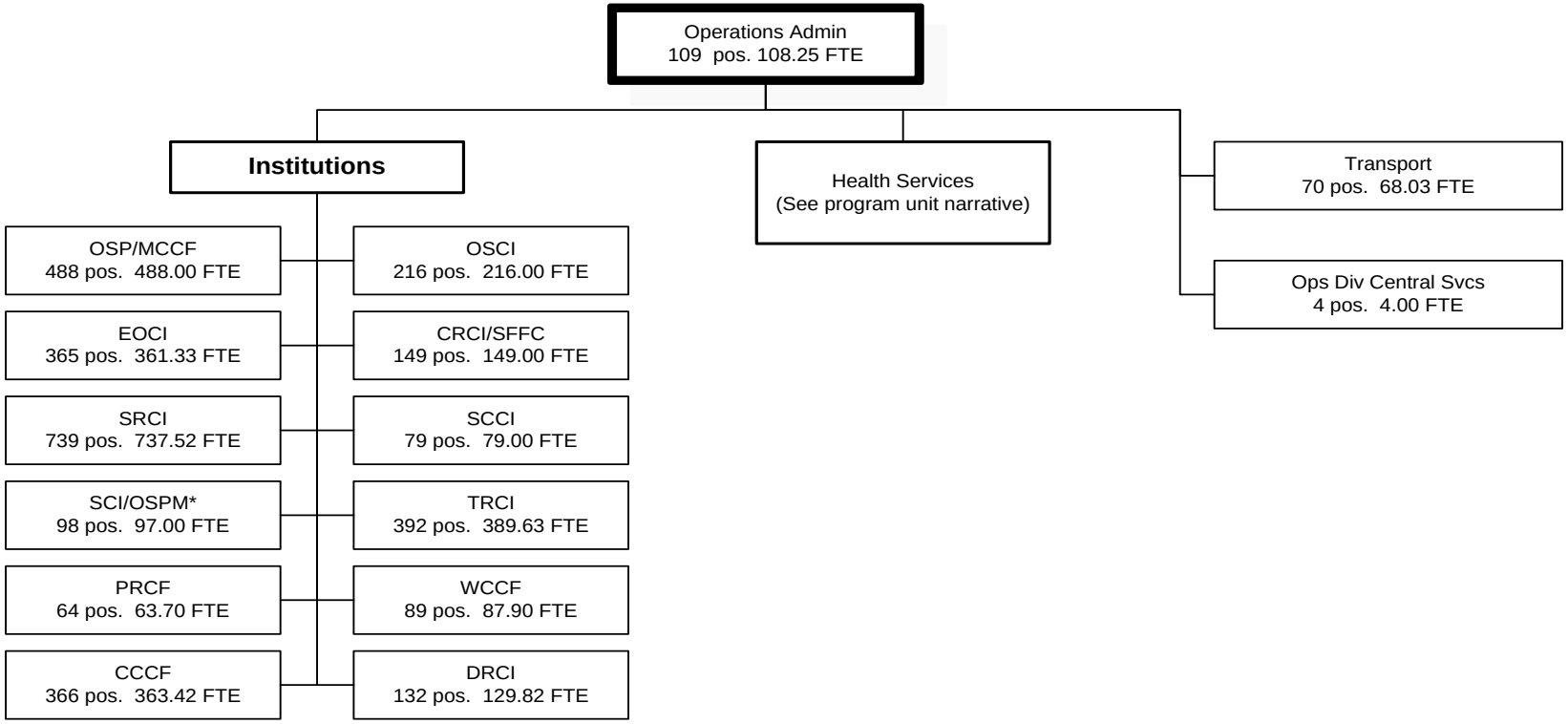
**Total Positions: 3,259**
**FTE: 3,241.67**

# OREGON DEPARTMENT OF CORRECTIONS

## Operations Division Organizational Chart

(Excluding Health Services Program Unit)

2015-17 Agency Request Budget




*Institution is deactivated

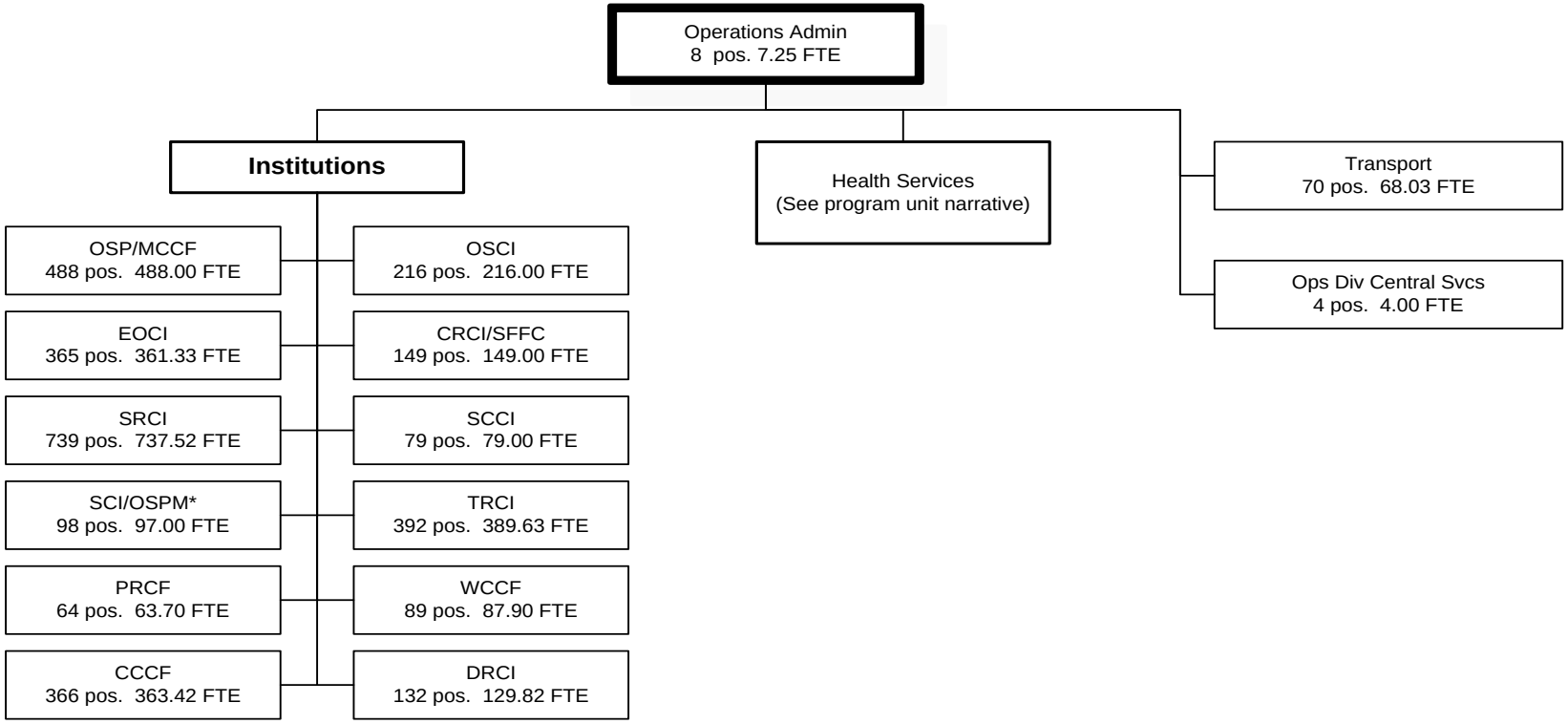
**Total Positions: 3,360**
**FTE: 3,342.60**

# OREGON DEPARTMENT OF CORRECTIONS

## Operations Division Organizational Chart

(Excluding Health Services Program Unit)

2015-17 Governor's Balanced Budget




*Institution is deactivated

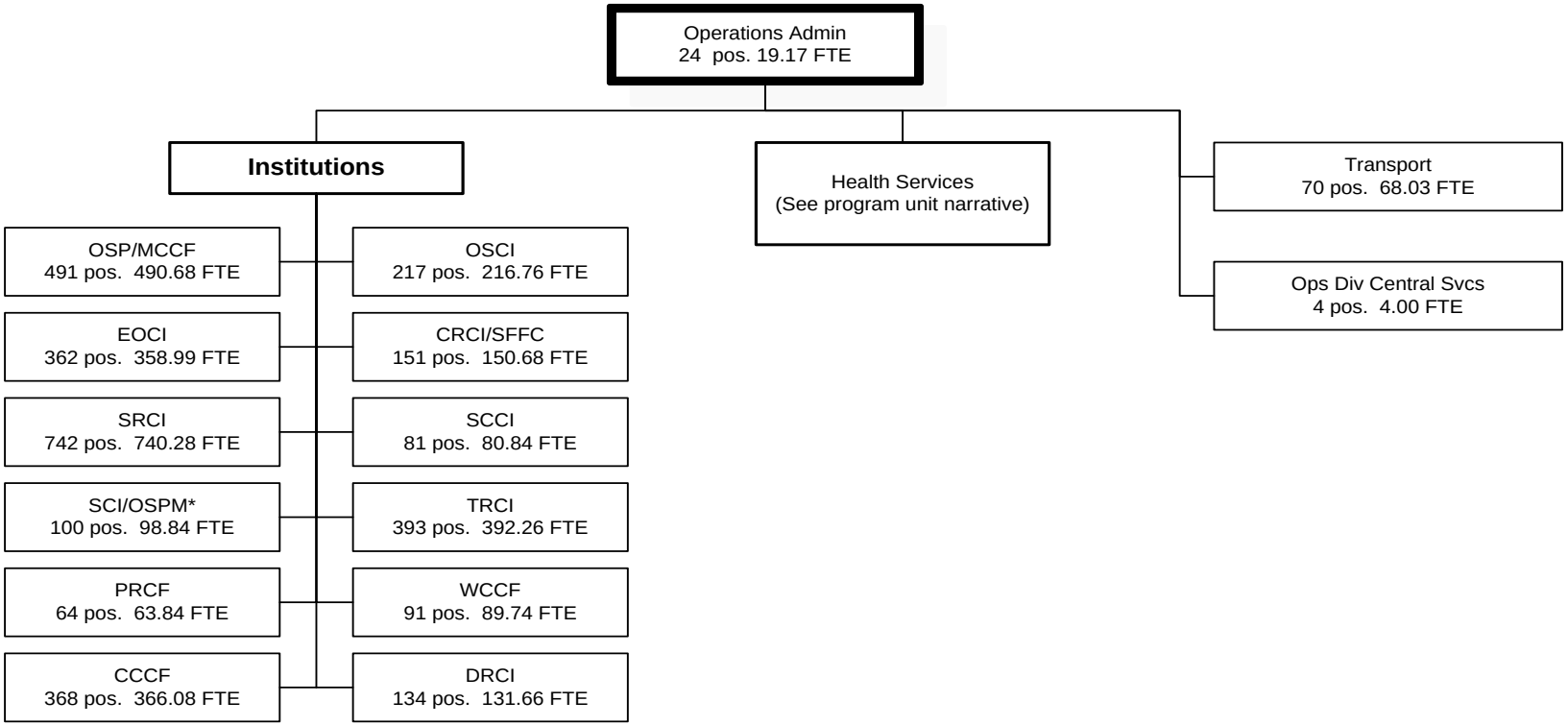
**Total Positions: 3,259**
**FTE: 3,241.60**

# OREGON DEPARTMENT OF CORRECTIONS

## Operations Division Organizational Chart

(Excluding Health Services Program Unit)

2015-17 Legislatively Adopted Budget




*Institution is deactivated

**Total Positions: 3,292**
**FTE: 3,271.85**

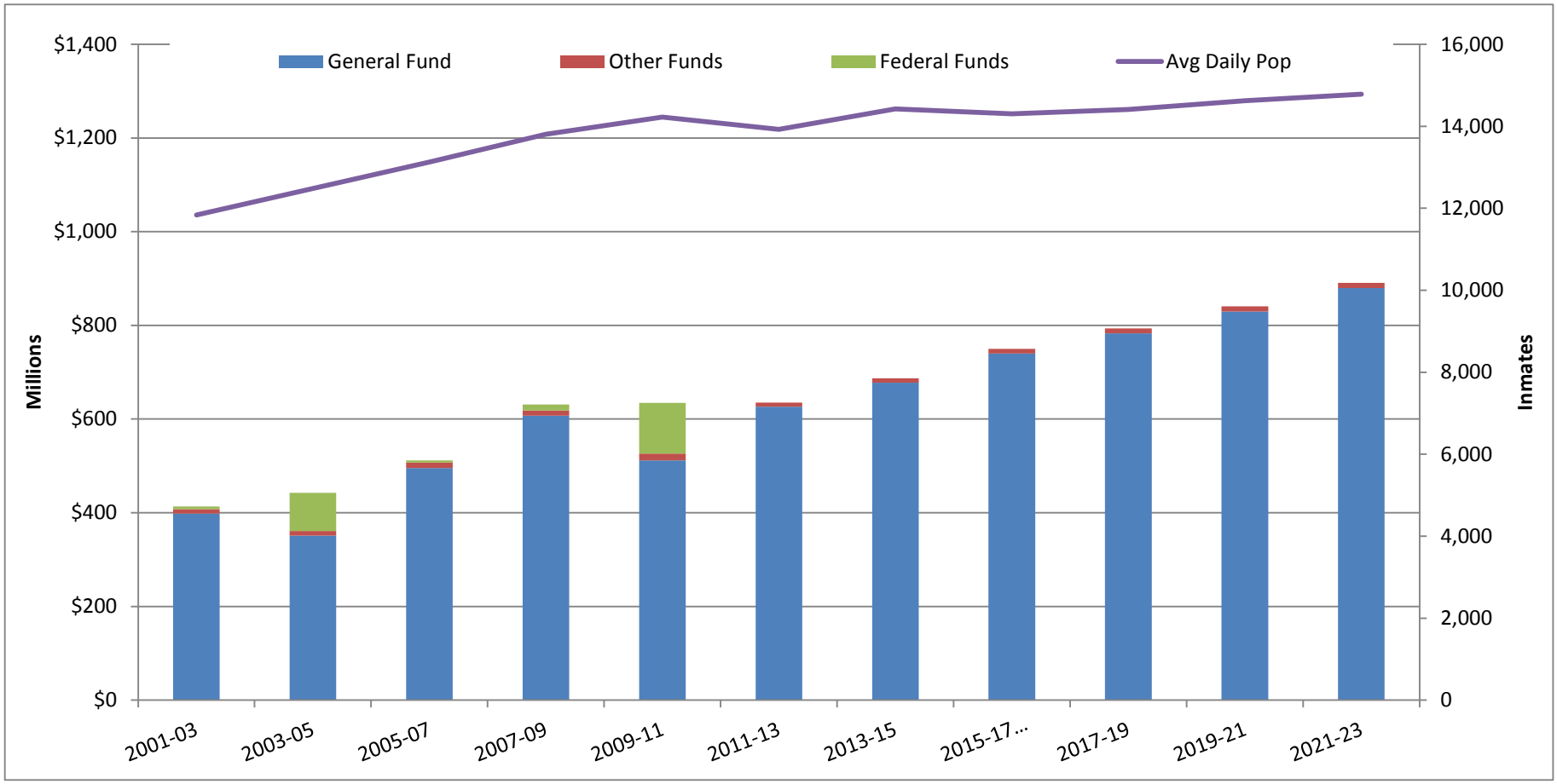
**Operations**

**Program Unit Executive Summary**

a. 10 Year Plan Outcome Areas that are impacted by the program: Safety

b. Primary Program Contact: Michael Gower, Assistant Director for Operations

c. Total Funds Budget



d. Program Overview

The Operations Division is responsible for the overall security, housing, and daily operations for Oregon's incarcerated adult felony offenders.

e. Program Funding Request

This Division requested $740,538,138 in General Fund in the Agency Request Budget to continue housing adults and juveniles who have been convicted of felony crimes and sentenced to more than a 12-month period. This request includes funding for the following Policy Option Packages which are described in detail later in the document.

- 102 – Staff Wellness (Partially funded in the Legislatively Adopted Budget)
- 103 – Staffing Initiatives: New Initiatives & Existing Workload (Eliminated in Legislatively Adopted Budget)

f. Program Description

The Oregon Department of Corrections (DOC) provides the care and custody of more than 14,600 individuals who have been convicted of felony crimes and sentenced to more than a 12-month period of incarceration. Adults in custody housed in DOC facilities have contact throughout each day with Operations Division employees. Adults in custody take care of their basic hygiene needs, work, complete programs, communicate with their families, and recreate under constant supervision of DOC staff.

The purpose of the Operations Division is to provide a safe, secure environment for adults in custody, and for staff to perform their duties and hold offenders accountable for their actions while reducing the risk of future criminal behavior. To accomplish this, adequate numbers of staff (security and security-plus/non-custody) are duty stationed within institutions to maintain proper observation and control of day-to-day functions such as outside recreation, meals, showers, medical services, education, A&D treatment, work, general line movement, visiting, and other activities. Adults in custody are assigned housing to minimize friction and are separated within an institution or moved to another facility when conflicts do occur. Movement is managed throughout the facility to allow the necessary degree of control over the inmate population. Progressive privileges and consequences (based on behavior) allow adults in custody to make choices that determine their participation and activity levels. Work, education, organized activities, and programming occupy offenders' time in pro-social ways that provide them with tools for re-entry to society. Staff engage offenders as a part of the Oregon Accountability Model (OAM), role modeling appropriate responses, mentoring, and redirecting adults in custody in day-to-day situations.

DOC has 14 active institutions, one of which is a female facility. However, the medium facility at Deer Ridge Correctional

Institution (Madras) is currently not operating, as well as the minimum facility at Oregon State Penitentiary (Salem). Prisons range in size from the 200-bed South Fork Forest Camp (Tillamook), to Snake River Correctional Facility (Ontario) with more than 3,000 beds and four complexes. Each facility produces its own meals, performs its own maintenance and repairs, and manages inmate laundry, sanitation, activities, and visiting. The availability of programming and work varies by institution according to size, focus, and available funding.

The Operations Division works closely with other DOC divisions to provide services and care for offenders. DOC also partners with other state agencies such as the Driver and Motor Vehicle Services Division of the Oregon Department of Transportation, the Oregon Department of Veterans' Affairs, the Oregon Department of Human Services, and the Oregon Employment Department to provide adults in custody the best chance for successful transition back to the community.

The primary cost driver for the Operations Division is the cost of staff to maintain proper coverage and associated overtime. The cost of offender care (clothing, personal supplies, food, bedding, paper products, etc.) is a secondary driver, as is the cost to maintain aging equipment and facilities.

g. Program Justification and Link to 10-Year Outcome

DOC's success in keeping convicted felons securely incarcerated for the duration of their sentence is a key part of keeping Oregonians safe where they live, work, and play.

- DOC has a current disaster preparedness response and recovery plan that continues to work toward federal standards. The Operations Division conducts regular emergency preparedness exercises at each facility and the network of statewide resources is coordinated through the Operations Division Administration. DOC has made offender workers and resources available to local jurisdictions for emergency efforts.

By effectively using the time individuals are in DOC's custody, DOC can increase their chances of a successful transition back to the community.

- 93 percent of adults in custody will eventually return to the community. Through the use of the OAM and Correctional Case Management (CCM), Operations Division staff support offenders' successful transition to society and help to reduce the likelihood of committing future crimes.
- Institution counselors prepare a Corrections Plan addressing criminality for each adult in custody using the assessments completed by the Offender Management and Rehabilitation Division at intake. Addressing causes of criminality during incarceration increases an individual's chances for successful re-entry.
- DOC works with the Community Corrections Division and the Parole Board to prepare a release plan for each offender, increasing the offender's chances of success as he/she transitions back to the community.

- DOC has increased the avenues for adults in custody to maintain contact with family and friends, which positively influences recidivism rates.

The operations division relies on industry-specific studies to assist in measuring its own success and developing new initiatives. A few examples of these studies include:

- ***Pew Research Study –*** In April 2011, the Pew Center on the States published its Public Safety Performance Project report. They reported Oregon's recidivism rate at 22.8 percent – the lowest in the nation for releases in 2004, covering a three-year period. Oregon, Kansas, and Utah led the country in declining returns to prison during the study period, with Oregon reporting the steepest drop of 31.9 percent. The report discusses reasons for Oregon's success, including the use of evidence-based practices and coordination with community corrections.

- ***Minnesota Study –*** A November 2011 study by the Minnesota Department of Corrections found that "visitation significantly decreased the risk of recidivism, a result that was robust across all of the Cox regression models that were estimated." Further, the findings suggest that revising prison visitation policies to make them more "visitor friendly" could yield public safety benefits by helping offenders establish a continuum of social support from prison to the community.

- ***Association of State Corrections Administrators (ASCA) Food Service Review*** – In an effort to make the food service program as efficient as possible, DOC asked ASCA to review its program at the central level and at each institution. DOC is in the process of implementing most of the recommendations derived from that review.

The Operations Division impacts 10-year performance indicators in the following way. DOC must accept all offenders remanded to state custody and has no independent release authority. With the passage of HB 3194 (2013), the April 2014 prison population forecast predicts a 10-year growth of just 1.6 percent – this is the smallest growth in a forecast in decades. While this is good news, DOC has been managing the inmate population within existing prison capacity through the use of emergency beds. When paired with staff reductions, forced vacancies, and an inadequate post relief factor, it reduces the Operations Division's ability to monitor and control offender behavior.

Additional beds and reduced staff presence make institutions less for adults in custody. With increased unrest among the inmate population, and less control of offender actions, the institutions also become less safe for staff and, ultimately, the public, in the form of potential escapes.

All costs for offender care continue to rise, but food costs have had the sharpest increase. DOC continues to look for efficiencies in clothing, supplies, and food, but the trend, expressed in a dollar amount per inmate per day, continues to rise.

h. Program Performance

**Quantity Metric – Offender Population**

The historical average daily offender population figures below show an increase over the highlighted biennia. The Operations Division serves all offenders in the population on a daily basis, so total population numbers are an accurate reflection of numbers served. This measure is now reflected in the agency's scorecard.

| 2003-05 | 2005-07 | 2007-09 | 2009-11 | 2011-13 | 2013-15 | 2015-17 |
|---|---|---|---|---|---|---|
| 12,480 | 13,130 | 13,809 | 14,228 | 14,125 | 14,599* | 14,447* |

*Average Daily Population based on October 2014 Prison Population Forecast

**Quality Metric – Escapes**

Escapes are a measure of safety for the public. There have been no escapes from armed perimeter facilities during the measurement period. DOC's target during the reporting period and projected performance is zero escapes. This measure is now reflected in the agency's scorecard.

| 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
|---|---|---|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Minimum custody facilities are unarmed and may be unfenced. DOC staff is not authorized to pursue escapees. DOC's target during the reporting period and projected performance is zero escapes. This measure is now reflected in the agency's scorecard.

| 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
|---|---|---|---|---|---|---|---|---|---|
| 0 | 2 | 3 | 2 | 2 | 0 | 0 | 2 | 2 | 4 |

Offenders on work crews in the community have a much greater opportunity to leave DOC custody. The following data shows the average rate of walk-aways from work crews per month during the last ten years. DOC's target during the reporting years and into the future is 1.0 per month or less. This measure is now reflected in the agency's scorecard.

| 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
|---|---|---|---|---|---|---|---|---|---|
| .25 | .58 | .25 | .33 | .25 | .17 | .17 | .25 | .17 | 0 |

**Quality Metric – Level 1 Sanctions**

The information below shows the number of offenders sanctioned for the most serious kinds of negative behavior. This measure is an indicator of how safe DOC prisons are for offenders. This measure was changed in recent years, so a full ten years of history is not available. The measure is expressed in terms of monthly average Level 1 sanctions per 1,000 offenders. DOC's target through the measurement period and into the future is 9.3. Actual results are close to target. This measure is now reflected in the agency's scorecard.

| 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
|---|---|---|---|---|---|---|
| 10.08 | 9.48 | 9.76 | 11.02 | 9.40 | 8.58 | 8.87 |

**Quality Metric – Rate of Offender Assaults on Staff**

The information below shows the average number of Class I assaults on individual staff per month per 1,000 employees. This is a measure of how safe DOC institutions are for staff. This measure has also been changed in recent years, so a full ten years of history is not available. DOC's target through the reporting period and into the future is 1.7 average assaults per month per 1,000 staff. This measure is now reflected in the agency's scorecard.

| 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
|---|---|---|---|---|---|---|
| 1.7 | 1.33 | 1.48 | 1.64 | 1.74 | 1.30 | 1.54 |

**Cost Metric – Cost per Inmate per Day**

The standard Department of Corrections published rate is a measure of the direct cost to house and supervise per offender per day. It does not include the cost of administrative units, such as payroll, purchasing, human resources, and central administration.

| 2003-05 | 2005-07 | 2007-09 | 2009-11 | 2011-13 | 2013-15 |
|---|---|---|---|---|---|
| $64.08 | $67.55 | $77.78 | $84.46 | $84.81 | $87.08 |

In addition to the metrics listed above, the Operations Division has several other performance measures that are reflected in the agency's scorecard as follows.

| Measure Name | Measure Calculation | Target | January 2014 QTR | May 2014 QTR | July 2014 QTR |
|---|---|---|---|---|---|
| Transitional leave | The percentage of inmates who complete the program (AIP, 30 and 90). | 85% | 91% | 89% | 91.0% |
| New crimes on transitional leave | The percentage of those arrested for a felony while on transitional leave. | 0% | 1.20% | 1.75% | 2.00% |
| Group disturbances | The number of group disturbances (3 or more inmates) | 0 | 0.67 | 0 | 4 |
| Inmate grievances | The number of grievances filed per month (monthly average/1,000 inmates). | 40 | 43.87 | 45.39 | 46.7 |
| PREA incidents (Inmate-on inmate) | The number of PREA incidents | 0 | N/A | 5 | 5 |
| PREA incidents contact (staff) | The number of PREA incidents | 0 | N/A | 3 | 3 |

i. Enabling Legislation/Program Authorization

Institution Security and Housing, Food Services, Physical Plant, Correctional Rehabilitation Services, Offender Activities, and Institution and Division Administration are mandated by the Oregon Constitution Article I, Sections 13, 15, 16, and 44; ORS 423.020 1 (a-d); ORS 423.075 5 (a-d); the 2003 Federal Prison Rape Elimination Act (PREA); and OAR 291. The division is also guided by case law based on the 8th Amendment of the U.S. Constitution.

j. Describe the various funding streams that support the program

The Operations Division is primarily funded by General Fund. Just 1.4 percent of the Operations Division budget comes from Other Fund activities such as community work crews, meals sold to county jails and programs for seniors, offender fines, sales of commissary items, and telephone revenue. The Institutions Work Unit of the Operations Division receives no Federal Funds and has no dedicated state resources.

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

Within Current Service Level, the Institutions Unit of the Operations Division will continue the work of keeping Oregonians safe by housing offenders, holding them accountable for their actions, providing evidenced-based programs, and reducing the risk of present and future criminal behavior.

The primary change for the Institutions Unit of the Operations Division from 2013-15 to 2015-17 is that there are two Policy Option Package requests for positions. These positions will improve the management of critical functions that were diminished when positions were lost during previous budget cuts; perform new or expanded functions required by federal legislation or state initiatives; and provide appropriate levels of inmate supervision for the current inmate population.

## Program Unit Narrative

### *Operations*

The Operations Division is responsible for the overall security, housing, and daily operations of Oregon's incarcerated adult felony inmates. The division generally operates under Oregon Revised Statute (ORS) Chapter 179 and ORS Chapter 421. The Operations Division is under the direction of an Assistant Director with four subordinate administrative units including Institutions, Transport, Operations Division, Central Services, and Operations Administration. There are 14 operating institutions. The Transport functional unit is responsible for institution audits, and inmate transport. Operations Division Central Services includes central budget management, automation, policy development, food service administration, and inmate work programs.

Institution Management reductions over the past several biennia have created circumstances where job duties have been redistributed and in some cases actually doubled, making it more difficult to monitor outcomes and adherence to standards and maintain contact with employees. Per legislative direction, DOC eliminated 20 management positions in 2011-13 and 21 management positions in 2013-15. The loss of positions in other areas has heavily impacted the work load of staff in this program. Projects and needs must be prioritized, streamlined, or not completed.

### *Organization and Staffing*

Correctional institutions are organized and staffed based upon the following fundamental principles:

- Correctional institutions will be secure, safe, civil, and productive environments for staff, adults in custody, and the public.
- Correctional institutions will ensure that all employees are active, visible, skilled participants in achieving the goals of the Oregon Accountability Model (OAM) and the mission of the department.

- Correctional institutions will operate cost-effectively through use of available inmate labor, automation, new technologies, and other strategies to achieve economies and efficiencies.
- Correctional institutions will encourage adults in custody in learning and demonstrating responsible behaviors that support both the OAM and ongoing safe, orderly operations.
- DOC prisons are organized to play a major role in the department's ongoing implementation of the OAM, which encompasses many department initiatives and projects, providing a foundation for adults in custody to lead successful lives upon release.
- Institution security practices, such as proactive security threat group management and appropriate housing assignments, assist the department in holding adults in custody accountable for their actions, managing the inmate population within resource limits, and maintaining a safe and secure environment.
- The department encourages staff to influence inmate behavior positively, to acknowledge positive change, and to provide incentives for adults in custody to change their behavior while incarcerated and to reduce the risk of future criminal behavior.
- Structured activities and other cost-effective incentives are used to assist the department in controlling inmate behaviors, preparing adults in custody for transition through opportunities to practice responsible behaviors, enhancing staff and inmate interaction, and limiting inmate litigation.
- Meaningful work contributes to the success of adults in custody upon release. Most adults in custody have work assignments while incarcerated that assist in the development of an improved work ethic, work skills, and on-the-job experience as part of their preparation for re-entry to the community.
- Targeted programs and services are provided during incarceration through the use of individual inmate corrections plans to mitigate criminal risk factors and further preparing adults in custody to successfully transition back into their communities. The successful re-entry of offenders makes our communities safer for the citizens of Oregon.

***Operations Division Administration***

The Operations Division Administration includes the Assistant Director, an eastside and a westside Institution Administrator, and support staff. Primary responsibilities are overall institution operations, emergency preparedness, agency policy oversight, and implementation strategies for prison operations. This unit performs a key role in the overall management of a security system that includes multiple prison locations using a wide spectrum of technology and physical plant designs. By centralizing the oversight of the major functions that protect the public and provide the core function of safe, secure, and orderly prisons, DOC is improving the consistency and quality of its security operations.

### *Transport Unit*

The Transport Unit is an integral part of DOC prison operations, and it is no small task. DOC transports inmates for a variety of reasons, including:

- Medical appointments – Inmates are constitutionally guaranteed the right to medical treatment. When DOC does not have the staff or facilities to treat inmate illness, they must be transported to an outside medical facility.
- Court appointments – Appearing in court is a right guaranteed by the U.S. Constitution.
- Housing and security management – It is sometimes necessary in the management of inmates to move them from one DOC facility to another.
- Programming needs.
- Interstate compact transfers.
- Coordination of new intakes from county facilities.

The transport unit is also responsible for coordination of security audits, oversight of the Tactical Emergency Response Teams (TERT), and oversight of Crisis Negotiator Teams (CNT).

### *Operations Division Central Services*

This program is responsible for policy development, central budget management, use of automation within institutions, central coordination of institution food programs, planning and dietary certification of inmate menus, and central coordination of staff resource planning and inmate work programs.

### *Institutions*

Each of DOC's 14 active institutions is overseen by a superintendent who is responsible for the overall security, housing, and population management of Oregon's incarcerated adult felony inmates (and juveniles sentenced under Measure 11 (1994)). The October 2014 Prison Population forecast indicates there will be 14,581 inmates by the end of the 2015-17 biennium. General Fund appropriations are the primary funding source for the institutions, with some Other Funds support from sources such as inmate work programs and the Inmate Welfare Fund.

DOC faces a number of challenges within its institutions. Among these is the increased use of temporary and emergency beds, which has several implications. With additional beds and reduced staff presence, institutions become less safe for offenders and staff. In addition, DOC has a number of aging facilities and an expanding list of deferred maintenance projects. Managing within existing resources continues to be a challenge and threatens the ability to operate facilities as designed.

DOC prisons are:

- Oregon State Penitentiary (OSP), Salem (active medium/maximum facility; inactive minimum facility)
- Oregon State Correctional Institution (OSCI), Salem
- Mill Creek Correctional Facility (MCCF), Salem
- Santiam Correctional Institution (SCI), Salem
- Columbia River Correctional Institution (CRCI), Portland
- South Fork Forest Camp (SFFC), Tillamook
- Shutter Creek Correctional Institution (SCCI), North Bend
- Eastern Oregon Correctional Institution (EOCI), Pendleton
- Coffee Creek Correctional Facility (CCCF), Wilsonville
- Powder River Correctional Facility (PRCF), Baker City
- Snake River Correctional Institution (SRCI), Ontario
- Two Rivers Correctional Institution (TRCI), Umatilla
- Warner Creek Correctional Facility (WCCF), Lakeview
- Deer Ridge Correctional Institution (DRCI), Madras (active minimum facility; inactive medium facility)

**Proposed New Laws That Apply to the Program Unit**

Several pieces of proposed privacy legislation will affect DOC’s ability to monitor the content of inmate telephone and video calls as well as search for illicit cell phone use within institutions and on facility grounds. Specifically, unless given a waiver so that the legislation does not apply, SB 1583, LC 204, LC 207, LC 208 and LC 209 would significantly impair DOC’s mission to protect staff, adults in custody, and the public.

SB 1583 did not pass during the 2014 session. LC 204, LC 207, and LC 208 did not pass during the 2015 session. LC 209 was assigned as SB 641 and passed with amendments that carve out an exemption for the DOC.

DOC continues to work toward compliance with the 2003 federal Prison Rape Elimination Act (PREA). The National Prison Rape Elimination Commission's ("NPREC") final standards for prevention, detection, response, and monitoring of sexual abuse in adult prisons were released on May 17, 2012. DOC has taken a proactive role in developing a statewide program and actively participated in providing feedback on the national guidelines. State and local agencies have one year to come into compliance with the standards, or risk losing some federal funding. Audits began during the summer of 2014 in Oregon’s institutions.

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

| | | | Revenue Sources | | | |
|---|---|---|---|---|---|---|
| **Program Sub-Unit** | **Position/FTE** | | **General Fund** | **Other Funds** | **Federal Fund** | **Total Fund** |
| Operations Division Administration | 109 / 108.25 | | $21,532,886 | $1,914,338 | NA | $23,447,224 |
| Transport Unit | 70 / 68.03 | | 14,840,038 | 74,118 | NA | 14,914,156 |
| Operations Division Central Services | 4 / 4.00 | | 1,065,418 | 1,300,520 | NA | 2,365,938 |
| Institutions | 3,177 / 3,162.32 | | 703,099,796 | 6,766,146 | NA | 709,865,942 |
| Program Unit Total | 3,360 / 3,342.60 | | **$740,538,138** | **$10,055,122** | NA | **$750,593,260** |

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

| | | | Revenue Sources | | | |
|---|---|---|---|---|---|---|
| **Program Sub-Unit** | **Position/FTE** | | **General Fund** | **Other Funds** | **Federal Fund** | **Total Fund** |
| Operations Division Administration | 8 / 7.25 | | $4,186,898 | $2,881,689 | NA | $7,068,587 |
| Transport Unit | 70 / 68.03 | | 14,654,284 | 26,000 | NA | 14,680,284 |
| Operations Division Central Services | 4 / 4.00 | | 1,053,051 | 885,393 | NA | 1,938,444 |
| Institutions | 3,177 / 3,162.32 | | 696,540,790 | 4,024,822 | NA | 700,565,612 |
| Program Unit Total | 3,259 / 3,241.60 | | **$716,435,023** | **$7,817,904** | NA | **$724,252,927** |

**Expenditures by Fund Type, Positions and Full-Time Equivalents – 2015-17 Legislatively Adopted Budget**

| | | | Revenue Sources | | | |
|---|---|---|---|---|---|---|
| **Program Sub-Unit** | **Position/FTE** | | **General Fund** | **Other Funds** | **Federal Fund** | **Total Fund** |
| Operations Division Administration | 24 / 19.17 | | $6,294,858 | $1,900,571 | NA | $8,195,429 |
| Transport Unit | 70 / 68.03 | | 14,524,175 | 74,118 | NA | 14,598,293 |
| Operations Division Central Services | 4 / 4.00 | | 1,036,659 | 885,393 | NA | 1,922,052 |
| Institutions | 3,194 / 3,180.65 | | 695,030,534 | 10,765,725 | NA | 705,796,259 |
| Program Unit Total | 3,292 / 3,271.85 | | **$716,886,226** | **$12,124,472** | NA | **$730,512,033** |

**Revenue Sources and Proposed Revenue Changes**

Operations Other Funds are derived from several areas: The department's inmate work crews provide services to state or federal agencies and other clients generating $6,944,314 in Other Charges for Services. Sales Income provides another $1,170,838, with most of this coming from meal ticket sales to staff and other non-inmates. Fines and Forfeitures charged to inmates generate $26,343 and come from charges to inmates. Operations' portion of Inmate Welfare Fund revenue from telephone, canteen and vending revenues is $266,295. Finally, reimbursement of miscellaneous office expenses and victim's restitution allocations total $2,987,154 and are listed as Other Revenue.

**Operations Division**

**010 Non-PICS Psnl Svc / Vacancy Factor**

**Package Description**

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

**How Achieved**
Non-PICS Accounts – With the exception of Mass Transit, adjustment amounts are computed by multiplying the above referenced accounts in the 2015-17 Base Budget by the standard inflation factor of 3.0%. Added to these amounts is the value of the exceptional inflation awarded to agencies that have both mandated caseload and 24/7 facilities. This inflation factor totals 8.5%.

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

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

**Agency Request Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $26,079,876 |
| Other Funds | 82,519 |

| | |
|---|---|
| Federal Funds | 0 |

**Governor's Balanced Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $26,079,876 |
| Other Funds | 82,519 |
| Federal Funds | 0 |
| Total Funds | $26,162,395 |

**Legislatively Adopted Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $26,079,876 |
| Other Funds | 82,519 |
| Federal Funds | 0 |
| Total Funds | $26,162,395 |

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

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of** | **Cross Reference Name: Operations Division**

**Pkg: 010 - Non-PICS Psnl Svc / Vacancy Factor** | **Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | 26,079,876 | - | - | - | - | - | 26,079,876 |
| Other Revenues | - | - | 23,790 | - | - | - | 23,790 |
| **Total Revenues** | **$26,079,876** | **-** | **$23,790** | **-** | **-** | **-** | **$26,103,666** |
| **Personal Services** | | | | | | | |
| Overtime Payments | 1,233,286 | - | 46,176 | - | - | - | 1,279,462 |
| Shift Differential | 232,546 | - | 864 | - | - | - | 233,410 |
| All Other Differential | 1,422,513 | - | 6,994 | - | - | - | 1,429,507 |
| Public Employees' Retire Cont | 564,090 | - | 10,555 | - | - | - | 574,645 |
| Pension Obligation Bond | 1,903,399 | - | 14,841 | - | - | - | 1,918,240 |
| Social Security Taxes | 220,965 | - | 4,134 | - | - | - | 225,099 |
| Unemployment Assessments | 6,465 | - | - | - | - | - | 6,465 |
| Mass Transit Tax | 57,787 | - | 780 | - | - | - | 58,567 |
| Vacancy Savings | 20,438,826 | - | (1,825) | - | - | - | 20,437,001 |
| Reconciliation Adjustment | (1) | - | - | - | - | - | (1) |
| **Total Personal Services** | **$26,079,876** | **-** | **$82,519** | **-** | **-** | **-** | **$26,162,395** |
| **Services & Supplies** | | | | | | | |
| Food and Kitchen Supplies | - | - | - | - | - | - | - |
| **Total Services & Supplies** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

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

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | | |
| Other Capital Outlay | - | - | - | - | - | - | - |
| **Total Capital Outlay** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | 26,079,876 | - | 82,519 | - | - | - | 26,162,395 |
| **Total Expenditures** | **$26,079,876** | **-** | **$82,519** | **-** | **-** | **-** | **$26,162,395** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | (58,729) | - | - | - | (58,729) |
| **Total Ending Balance** | **-** | **-** | **($58,729)** | **-** | **-** | **-** | **($58,729)** |

**Operations Division**

**022 Phase-out Pgm & One-time Costs**

**Package Description**

**Purpose**
This package includes the financial impact associated with phasing out programs, services, or legislative actions that were terminated during the 2013-15 biennium. This includes the elimination of one-time expenditures and/or reductions that were a part of the 2013-15 budget. The 2013-15 Legislative Adopted Budget contained one time reductions in Package 810, which are phased out in 2015-17.

**How Achieved**
This package includes the financial impact associated with phasing out the non-PICS Personal Services, Services and Supplies, Capital Outlay, and Special Payments reductions taken during the 2013-15 biennium.

Note: The position/FTE counts and the PICS financial impact of phased-out positions is included in the Base Budget as part of the automated budget development process. There were no PICS-related impacts related to the 2013-15 unspecified reductions, therefore there is no restoration to PICS-related accounts included within this package. Only incremental change for non-PICS accounts is included in this package.

**Agency Request Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $7,419,167 |
| Other Funds | 0 |
| Federal Funds | 0 |

**Governor's Balanced Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $7,419,167 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $7,419,167 |

**Legislatively Adopted Budget**

**Staffing Impact**

None

**Revenue Sources**

| | |
|---|---|
| General Fund | $7,419,167 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $7,419,167 |

**2017-19 Fiscal Impact**

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

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of** | **Cross Reference Name: Operations Division**

**Pkg: 022 - Phase-out Pgm & One-time Costs** | **Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | 7,419,167 | - | - | - | - | - | 7,419,167 |
| **Total Revenues** | **$7,419,167** | **-** | **-** | **-** | **-** | **-** | **$7,419,167** |
| **Personal Services** | | | | | | | |
| Overtime Payments | 400,707 | - | - | - | - | - | 400,707 |
| Shift Differential | 142,068 | - | - | - | - | - | 142,068 |
| All Other Differential | 358,045 | - | - | - | - | - | 358,045 |
| Public Employees' Retire Cont | 175,930 | - | - | - | - | - | 175,930 |
| Social Security Taxes | 68,914 | - | - | - | - | - | 68,914 |
| **Total Personal Services** | **$1,145,664** | **-** | **-** | **-** | **-** | **-** | **$1,145,664** |
| **Services & Supplies** | | | | | | | |
| Fuels and Utilities | 6,273,503 | - | - | - | - | - | 6,273,503 |
| Other Care of Residents and Patients | - | - | - | - | - | - | - |
| **Total Services & Supplies** | **$6,273,503** | **-** | **-** | **-** | **-** | **-** | **$6,273,503** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | 7,419,167 | - | - | - | - | - | 7,419,167 |
| **Total Expenditures** | **$7,419,167** | **-** | **-** | **-** | **-** | **-** | **$7,419,167** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | - | - | - | - | - |
| **Total Ending Balance** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

**Operations Division**

**031 Standard Inflation**

**Package Description**

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

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

**Agency Request Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $3,059,831 |
| Other Funds | 163,456 |
| Federal Funds | 0 |
| Total Funds | $3,223,287 |

**Governor's Balanced Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $3,045,994 |
| Other Funds | 163,142 |
| Federal Funds | 0 |
| Total Funds | $3,209,136 |

**Legislatively Adopted Budget**

This 2015 Legislature reverted this package back to the amounts in the Agency Request Budget.

**Staffing Impact**

None

**Revenue Sources**

| | |
|---|---|
| General Fund | $3,059,831 |
| Other Funds | 163,456 |
| Federal Funds | 0 |
| Total Funds | $3,223,287 |

**2017-19 Fiscal Impact**

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

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 031 - Standard Inflation**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | 3,059,831 | - | - | - | - | - | 3,059,831 |
| Fines and Forfeitures | - | - | - | - | - | - | - |
| Other Revenues | - | - | - | - | - | - | - |
| Transfer In - Intrafund | - | - | - | - | - | - | - |
| **Total Revenues** | **$3,059,831** | **-** | **-** | **-** | **-** | **-** | **$3,059,831** |
| **Personal Services** | | | | | | | |
| Overtime Payments | - | - | - | - | - | - | - |
| Shift Differential | - | - | - | - | - | - | - |
| All Other Differential | - | - | - | - | - | - | - |
| Public Employees' Retire Cont | - | - | - | - | - | - | - |
| Pension Obligation Bond | - | - | - | - | - | - | - |
| Social Security Taxes | - | - | - | - | - | - | - |
| Mass Transit Tax | - | - | - | - | - | - | - |
| Vacancy Savings | - | - | - | - | - | - | - |
| **Total Personal Services** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Services & Supplies** | | | | | | | |
| Instate Travel | 59,331 | - | 6,945 | - | - | - | 66,276 |
| Out of State Travel | 3,825 | - | 1,079 | - | - | - | 4,904 |
| Employee Training | 11,931 | - | 87 | - | - | - | 12,018 |
| Office Expenses | 91,785 | - | 4,514 | - | - | - | 96,299 |
| Telecommunications | 153 | - | 630 | - | - | - | 783 |
| Data Processing | 9,096 | - | 1,043 | - | - | - | 10,139 |

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 031 - Standard Inflation**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Services & Supplies** | | | | | | | |
| Publicity and Publications | 292 | - | - | - | - | - | 292 |
| Professional Services | 69,673 | - | - | - | - | - | 69,673 |
| Attorney General | 47,548 | - | 1,079 | - | - | - | 48,627 |
| Employee Recruitment and Develop | 5,565 | - | 14 | - | - | - | 5,579 |
| Dues and Subscriptions | 299 | - | 14 | - | - | - | 313 |
| Fuels and Utilities | 942,432 | - | 5,405 | - | - | - | 947,837 |
| Facilities Maintenance | 334,943 | - | 6,471 | - | - | - | 341,414 |
| Food and Kitchen Supplies | 806,969 | - | 32,826 | - | - | - | 839,795 |
| Medical Services and Supplies | 1,518 | - | 16 | - | - | - | 1,534 |
| Other Care of Residents and Patients | 564,390 | - | 76,050 | - | - | - | 640,440 |
| Other Services and Supplies | 69,258 | - | 21,726 | - | - | - | 90,984 |
| Expendable Prop 250 - 5000 | 21,530 | - | 3,788 | - | - | - | 25,318 |
| IT Expendable Property | 6,949 | - | - | - | - | - | 6,949 |
| **Total Services & Supplies** | **$3,047,487** | **-** | **$161,687** | **-** | **-** | **-** | **$3,209,174** |
| **Capital Outlay** | | | | | | | |
| Other Capital Outlay | 12,344 | - | 1,769 | - | - | - | 14,113 |
| **Total Capital Outlay** | **$12,344** | **-** | **$1,769** | **-** | **-** | **-** | **$14,113** |
| **Debt Service** | | | | | | | |
| Discount on Bonds | - | - | - | - | - | - | - |
| **Total Debt Service** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 031 - Standard Inflation**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Total Expenditures** | | | | | | | |
| Total Expenditures | 3,059,831 | - | 163,456 | - | - | - | 3,223,287 |
| **Total Expenditures** | **$3,059,831** | **-** | **$163,456** | **-** | **-** | **-** | **$3,223,287** |
| | | | | | | | |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | (163,456) | - | - | - | (163,456) |
| **Total Ending Balance** | **-** | **-** | **($163,456)** | **-** | **-** | **-** | **($163,456)** |

**Operations Division**

**032 Above Standard Inflation**

**Package Description**

**Purpose**
This package includes funding for above standard inflation as prescribed by DAS. Approval by the DAS CFO is required in order to use this package. The Operations and Health Services Divisions are approved to use the additional medical services inflation factor because they rely 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 2015-17, the above standard inflation factor for Medical Services and Supplies is 1.7%, and non-DAS inflation related to facility rent and taxes is 1.4%. These are in addition to the inflation included in package 031.

**Agency Request Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $7,824 |
| Other Funds | 8 |
| Federal Funds | 0 |

**Governor's Balanced Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $7,824 |
| Other Funds | 8 |
| Federal Funds | 0 |
| Total Funds | $7,832 |

**Legislatively Adopted Budget**

**Staffing Impact**

None

**Revenue Sources**

| | |
|---|---|
| General Fund | $7,824 |
| Other Funds | 8 |
| Federal Funds | 0 |
| Total Funds | $7,832 |

**2017-19 Fiscal Impact**

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

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 032 - Above Standard Inflation**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | 7,824 | - | - | - | - | - | 7,824 |
| Other Revenues | - | - | - | - | - | - | - |
| **Total Revenues** | **$7,824** | **-** | **-** | **-** | **-** | **-** | **$7,824** |
| **Services & Supplies** | | | | | | | |
| Professional Services | 6,964 | - | - | - | - | - | 6,964 |
| Medical Services and Supplies | 860 | - | 8 | - | - | - | 868 |
| **Total Services & Supplies** | **$7,824** | **-** | **$8** | **-** | **-** | **-** | **$7,832** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | 7,824 | - | 8 | - | - | - | 7,832 |
| **Total Expenditures** | **$7,824** | **-** | **$8** | **-** | **-** | **-** | **$7,832** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | (8) | - | - | - | (8) |
| **Total Ending Balance** | **-** | **-** | **($8)** | **-** | **-** | **-** | **($8)** |

**Operations Division**

**040 Mandated Caseload**

**Package Description**

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

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

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

Additional services and supplies funding will be needed in order to meet the needs of this larger population at the various locations indicated. This package was built in the Agency Request Budget to reflect the caseload changes in the April 2014 caseload forecast. The package was updated in the Governor's Balanced Budget to reflect the caseload changes in the October 2014 caseload forecast. The 2015 Legislature denied the changes in the Governor's Balanced budget, and reverted package 040 back to Agency Request

Budget amounts, which reflect the April 2014 OEA caseload forecast. LFO Package 802 adds caseload changes from April 2014 forecast to the April 2015 forecast.

**Agency Request Budget**

**Staffing Impact**

| | |
|---|---|
| Positions | 0 |
| FTE | 0 |

**Revenue Sources**

| | |
|---|---|
| General Fund | $290,739 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $290,739 |

**Governor's Balanced Budget**

**Staffing Impact**

| | |
|---|---|
| Positions | 0 |
| FTE | 0 |

**Revenue Sources**

| | |
|---|---|
| General Fund | $1,800,910 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $1,800,910 |

**Legislatively Adopted Budget**

The 2015 Legislature denied the changes in the Governor's Balanced budget, and reverted package 040 back to Agency Request Budget amounts, which reflect the April 2014 OEA caseload forecast. LFO Package 802 adds caseload changes from April 2014 forecast to the April 2015 forecast.

**Staffing Impact**

| | |
|---|---|
| Positions | 0 |
| FTE | 0 |

**Revenue Sources**

| | |
|---|---|
| General Fund | $290,739 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $290,739 |

**2017-19 Fiscal Impact**

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

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

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

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | 290,739 | - | - | - | - | - | 290,739 |
| **Total Revenues** | **$290,739** | **-** | **-** | **-** | **-** | **-** | **$290,739** |
| **Services & Supplies** | | | | | | | |
| Office Expenses | 10,138 | - | - | - | - | - | 10,138 |
| Data Processing | 981 | - | - | - | - | - | 981 |
| Professional Services | 7,523 | - | - | - | - | - | 7,523 |
| Fuels and Utilities | 89,936 | - | - | - | - | - | 89,936 |
| Facilities Maintenance | 26,164 | - | - | - | - | - | 26,164 |
| Food and Kitchen Supplies | 86,012 | - | - | - | - | - | 86,012 |
| Medical Services and Supplies | 328 | - | - | - | - | - | 328 |
| Other Care of Residents and Patients | 49,384 | - | - | - | - | - | 49,384 |
| Other Services and Supplies | 17,987 | - | - | - | - | - | 17,987 |
| Expendable Prop 250 - 5000 | 2,286 | - | - | - | - | - | 2,286 |
| **Total Services & Supplies** | **$290,739** | **-** | **-** | **-** | **-** | **-** | **$290,739** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | 290,739 | - | - | - | - | - | 290,739 |
| **Total Expenditures** | **$290,739** | **-** | **-** | **-** | **-** | **-** | **$290,739** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | - | - | - | - | - |
| **Total Ending Balance** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

**Operations Division**

**060 Technical Adjustments**

**Package Description**

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

**How Achieved**
The Inmate Work Program – Fire Crew Administration Other Funds limitation is moved from the Offender Management and Rehabilitation Division to the Operations Division through this technical adjustment.

All transfers within this package are within DOC divisions and net to zero for the agency.

**Agency Request Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 415,127 |
| Federal Funds | 0 |

**Governor's Balanced Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 415,127 |
| Federal Funds | 0 |
| Total Funds | $415,127 |

**Legislatively Adopted Budget**

**Staffing Impact**

None

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 415,127 |
| Federal Funds | 0 |
| Total Funds | $415,127 |

**2017-19 Fiscal Impact**

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

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 060 - Technical Adjustments**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Personal Services** | | | | | | | |
| Shift Differential | - | - | 335 | - | - | - | 335 |
| All Other Differential | 654,016 | - | 15,590 | - | - | - | 669,606 |
| Public Employees' Retire Cont | 127,728 | - | 3,110 | - | - | - | 130,838 |
| Pension Obligation Bond | - | - | 1,038 | - | - | - | 1,038 |
| Social Security Taxes | 50,033 | - | 1,219 | - | - | - | 51,252 |
| Mass Transit Tax | - | - | 96 | - | - | - | 96 |
| Vacancy Savings | (831,777) | - | (53) | - | - | - | (831,830) |
| **Total Personal Services** | **-** | **-** | **$21,335** | **-** | **-** | **-** | **$21,335** |
| **Services & Supplies** | | | | | | | |
| Instate Travel | - | - | 140,952 | - | - | - | 140,952 |
| Employee Training | - | - | 5,421 | - | - | - | 5,421 |
| Office Expenses | - | - | 16,264 | - | - | - | 16,264 |
| Telecommunications | - | - | 3,132 | - | - | - | 3,132 |
| Data Processing | - | - | 4,986 | - | - | - | 4,986 |
| Employee Recruitment and Develop | - | - | 3,253 | - | - | - | 3,253 |
| Facilities Maintenance | - | - | 108,425 | - | - | - | 108,425 |
| Medical Services and Supplies | - | - | 5,680 | - | - | - | 5,680 |
| Other Care of Residents and Patients | - | - | 35,202 | - | - | - | 35,202 |
| Other Services and Supplies | - | - | 10,843 | - | - | - | 10,843 |
| Expendable Prop 250 - 5000 | - | - | 21,685 | - | - | - | 21,685 |
| IT Expendable Property | - | - | 37,949 | - | - | - | 37,949 |
| **Total Services & Supplies** | **-** | **-** | **$393,792** | **-** | **-** | **-** | **$393,792** |

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 060 - Technical Adjustments**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Total Expenditures** | | | | | | | |
| Total Expenditures | - | - | 415,127 | - | - | - | 415,127 |
| **Total Expenditures** | **-** | **-** | **$415,127** | **-** | **-** | **-** | **$415,127** |
| | | | | | | | |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | (415,127) | - | - | - | (415,127) |
| **Total Ending Balance** | **-** | **-** | **($415,127)** | **-** | **-** | **-** | **($415,127)** |

**Operations Division**

**090 Analyst Adjustments**

**Package Description**

**Purpose**
This package, added by the Governor, reflects additional policy adjustments to the DOC 2015-17 Agency Request Budget.

**How Achieved**
This package includes an increase in the anticipated vacancy savings for the Operations Division.

**Agency Request Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $0 |

**Governor's Balanced Budget**

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | ($8,300,000) |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | ($8,300,000) |

# BUDGET NARRATIVE

**Legislatively Adopted Budget**

The 2015 Legislature eliminated this package.

**Staffing Impact**
None

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $0 |

**2017-19 Fiscal Impact**
This package was removed in the Legislatively Adopted Budget.

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 090 - Analyst Adjustments**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | - | - | - | - | - | - | - |
| **Total Revenues** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Personal Services** | | | | | | | |
| Vacancy Savings | - | - | - | - | - | - | - |
| **Total Personal Services** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | - | - | - | - | - | - | - |
| **Total Expenditures** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | - | - | - | - | - |
| **Total Ending Balance** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

**Operations Division**

**102 Staff Wellness**

**Agency Overview**
Policy option package 102 seeks to address issues related to staff wellness through actions taken within the Human Resources Division and the Operations Division. The Human Resources Division seeks to add one staff wellness coordinator that is focused on ensuring best practices are implemented throughout all Department of Corrections divisions. Additionally, the Operations Division sought out impartial review from the Association of State Correctional Administrators (ASCA) to specifically determine an appropriate post relief factor. ASCA also determined the actions necessary to bring the department's staffing levels to an industry standard. Below is the Agency Request Budget impact summary. Please see the division-specific narratives for more detail.

- Human Resources Division: 1 Pos., 1.00 FTE, General Fund: $201,251 **(Eliminated in LAB)**
- Operations Division: 100 Pos., 100.00 FTE, General Fund: $17,027,135 **(Partially approved in LAB)**
- Total Package: 101 Pos., 101.00 FTE, General Fund: $17,228,386 **(Partially approved in LAB)**

**Purpose**
Research and experience show that corrections work is difficult and stressful. In fact:

- One in three Oregon DOC employees has symptoms of post-traumatic stress disorder – a rate higher than that of firefighters and deployed military, and four times that of the general population.
- Research shows employees exhibiting PTSD have higher levels of tobacco and alcohol use, more health problems, a higher number of doctor visits, and work absences.
- In addition to those Oregon statistics, the National Institute of Corrections reports the average life expectancy of a corrections officer after 20 years of work is 58, compared to a national average of 75.

The agency is committed to changing these realities. DOC wants its staff to be healthy and live long, meaningful lives, well beyond retirement. Based on current studies being conducted in cooperation with OHSU and PSU, and a more specific partnership with PEBB, the agency is hoping to develop a comprehensive wellness program for all DOC staff. Additionally, through this package, the DOC is hoping to address one of the primary causes of stress and difficulty in the workplace, which is understaffing. Through ASCA, DOC has evaluated the staffing needs of the organization and has put forth this package in response to that evaluation.

Staff wellness has been identified as a priority even outranking CORE; nothing can be accomplished through CORE without healthy staff. Based on information presented from OHSU and PSU studies of correctional officer stress and health, a healthy workforce is something the

department cannot ignore and is obligated to address to maintain safe and secure workplaces, decrease absences, and increase staff's ability to implement change programs and best practices as defined by and identified through CORE.

**How Achieved**

Operations, which must be staffed 24 hours a day, seven days per week, uses formulas to calculate the number of positions needed for various duty assignments (posts) in order to provide coverage during weekends, holidays, sick days, bargained leaves, vacations, jury duty, emergencies, etc. DOC's current Post Relief Factor (PRF) was developed in 1995. Since that time, there have been significant changes in a number of the components that influence the amount of time that any one staff member is available to be on post, such as leave accrual rates associated with a maturing workforce and other adjustments driven by negotiated labor agreements, state policy, and federal laws.

Ideally, the PRF should be adjusted periodically, in order to maintain appropriate levels of staff and associated funding. However, DOC's PRF has not been updated since it was developed. The changes to the amount of time employees are available to be on post has left the department with a higher actual staffing need than its current authorized level allows. To cover mandatory posts, staff time off has to be covered through the use of overtime, which negatively impacts the overall wellness of staff, as well as the DOC budget.

In addition to the increases in authorized staff leave, budget restrictions over the last several biennia have required DOC to reduce existing security positions and to curtail requests for additional positions, while managing increases in inmate population. The agency has become increasingly concerned that the amount of overtime is adversely affected due to inadequate numbers of staff.

To assist in the evaluation of what is needed to control overtime, DOC engaged the services of an independent organization with expert staff that are well-versed in the management of state corrections systems for the purpose of reviewing its post relief factor and distribution of existing staff. The Association of State Correctional Administrators (ASCA) is a national, non-profit organization formed to pursue public safety, secure and orderly facilities, and professionalism. The detailed review was conducted institution-by-institution and post-by-post by a team of experts in the corrections field. DOC requested the review in an effort to ensure that its limited staff resources are deployed in the most efficient manner, and that recommendations the agency received for changes were made by an independent organization with proper credentials.

As a result of the review, ASCA recommended a slightly higher PRF of 1.72 for a 7-day post over DOC's current PRF of 1.70. For a 5-day post, ASCA calculated 1.23 PRF over DOC's current PRF of 1.20. To achieve these PRFs, ASCA recommended that DOC add a total of 33 correctional officer positions across institutions.

Reducing the overtime that must be worked to cover posts due to leaves or vacancies has a direct effect on workforce wellness and safety in the institutions. Additional staffing and reduced stress on existing staff will lessen chances for assault through adequate/increased inmate oversight. Increased staff morale through adequate coverage of posts will contribute to increased safety in the institutions. The

department can also expect a reduction in employee grievances having to do with coverage of breaks and forced overtime, in addition to reduced overtime costs.

As noted above, over the last several biennia, economic challenges have required DOC to reduce existing security positions and curtail requests for additional positions needed to manage increases in inmate population. DOC has had a growing concern that the existing staff resources are deployed in the most efficient and effective manner. During the review described above, ASCA also recommended a net addition of 67 FTE to develop new posts, staffed on one, two, or all three shifts to meet correctional standards for best practices. As with the recommendation for an increased PRF, ASCA's recommendation related to best practices was primarily for Correctional Officer level positions, mixed with a few higher level staff. However, since ASCA also recommended that DOC review, restructure, and consider eliminating the use of some correctional classifications, our request is for all entry level correctional officer staff.

DOC is engaging ASCA for a second phase of work to examine our staffing in light of standards adopted as a result of the federal Prison Rape Elimination Act (PREA). This review will likely produce recommendations for additional staff beyond what was recommended in their initial review (represented in this policy package) and will result in a companion policy package for the 2017-19 Agency Request Budget.

ASCA prescribed deployment of additional staff to achieve the correct post factor by institution. By using positions as relief for those staff that are sick, on vacation or in training, we anticipate that DOC will be able to also reduce overtime costs. The additional 100 correctional FTE recommended by ASCA will be deployed to create posts that will keep DOC on par with other state departments of corrections nationwide. The additional posts will ensure that we provide adequate coverage for inmate supervision and address vulnerabilities within our institutions in an effort to enhance the safe and secure operation of the correctional facilities.

**Quantifying Results**

As the department addresses the pervasive stress and work-related health issues experienced by a large number of staff, the expectation is a decrease in overall sick leave usage, decreased work-related injuries, and improved mental health. DOC has several biennia of overtime cost information for security staff by institution. The agency will use that historical information to compare overtime at institutions where new security positions are deployed to measure the change in overtime. Staff injury claims, use of sick leave, numbers of staff assaults, and numbers of staff grievances will be compared to information from previous biennia to measure the additional benefits of an increased PRF. Also, DOC has a requirement under the federal 2003 Prison Rape Elimination Act (PREA) to meet standards established in 2012 for appropriate levels of supervision. While this ASCA study focused on best practices, rather than PREA-specific staffing, it is a first step to meeting federal standards for supervision. DOC anticipates that with the additional security coverage, it will limit our exposure to litigation.

# BUDGET NARRATIVE

**Agency Request Budget**

**Staffing Impact**

| | |
|---|---|
| Positions: | 100 |
| FTE: | 100.00 |

**Revenue Sources**

| | |
|---|---|
| General Fund | $17,027,135 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $17,027,135 |

**Governor's Balanced Budget**

**Staffing Impact**

None

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $0 |

**Legislatively Adopted Budget**

The Legislature reduced this package to reflect the funding for 33 permanent correctional officers supporting the ability to achieve a 1.72 post relief factor recommended by a recent Association of State Corrections Administration.

**Staffing Impact**

| | |
|---|---|
| Positions: | 33 |
| FTE: | 33.00 |

# BUDGET NARRATIVE

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $0 |

**2017-19 Impact**

This package was removed in the Legislatively Adopted Budget.

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 102 - Staff Wellness**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | 5,155,847 | - | - | - | - | - | 5,155,847 |
| **Total Revenues** | **$5,155,847** | **-** | **-** | **-** | **-** | **-** | **$5,155,847** |
| | | | | | | | |
| **Personal Services** | | | | | | | |
| Class/Unclass Sal. and Per Diem | 2,541,000 | - | - | - | - | - | 2,541,000 |
| Overtime Payments | 230,977 | - | - | - | - | - | 230,977 |
| Shift Differential | 32,525 | - | - | - | - | - | 32,525 |
| All Other Differential | 211,665 | - | - | - | - | - | 211,665 |
| Empl. Rel. Bd. Assessments | 1,320 | - | - | - | - | - | 1,320 |
| Public Employees' Retire Cont | 589,054 | - | - | - | - | - | 589,054 |
| Social Security Taxes | 230,753 | - | - | - | - | - | 230,753 |
| Unemployment Assessments | 3,318 | - | - | - | - | - | 3,318 |
| Worker's Comp. Assess. (WCD) | 2,079 | - | - | - | - | - | 2,079 |
| Mass Transit Tax | 18,097 | - | - | - | - | - | 18,097 |
| Flexible Benefits | 923,472 | - | - | - | - | - | 923,472 |
| Reconciliation Adjustment | (14) | - | - | - | - | - | (14) |
| **Total Personal Services** | **$4,784,246** | **-** | **-** | **-** | **-** | **-** | **$4,784,246** |
| | | | | | | | |
| **Services & Supplies** | | | | | | | |
| Instate Travel | 47,583 | - | - | - | - | - | 47,583 |
| Office Expenses | 219,827 | - | - | - | - | - | 219,827 |
| Data Processing | 18,543 | - | - | - | - | - | 18,543 |
| Other Services and Supplies | 36,724 | - | - | - | - | - | 36,724 |
| Expendable Prop 250 - 5000 | 47,751 | - | - | - | - | - | 47,751 |

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 102 - Staff Wellness**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Services & Supplies** | | | | | | | |
| IT Expendable Property | 1,173 | - | - | - | - | - | 1,173 |
| **Total Services & Supplies** | **$371,601** | **-** | **-** | **-** | **-** | **-** | **$371,601** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | 5,155,847 | - | - | - | - | - | 5,155,847 |
| **Total Expenditures** | **$5,155,847** | **-** | **-** | **-** | **-** | **-** | **$5,155,847** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | - | - | - | - | - |
| **Total Ending Balance** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total Positions** | | | | | | | |
| Total Positions | | | | | | | 33 |
| **Total Positions** | **-** | **-** | **-** | **-** | **-** | **-** | **33** |
| **Total FTE** | | | | | | | |
| Total FTE | | | | | | | 30.25 |
| **Total FTE** | **-** | **-** | **-** | **-** | **-** | **-** | **30.25** |

| 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1500001 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500002 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500003 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500004 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500005 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500006 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500007 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500008 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500009 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500010 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500011 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500012 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500013 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500014 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500015 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500016 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |

| 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1500017 | CS C6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500018 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500019 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500020 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500021 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500022 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500023 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500024 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500025 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500026 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500027 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500028 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500029 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500030 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500031 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |
| 1500032 | AAOSC6775 AA | CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000<br>49,016 | | | | 77,000<br>49,016 |

| 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1500033 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | .92 | 22.00 | 02 | 3,500.00 | 77,000 | | | | 77,000 |
| | | | | | | | | 49,016 | | | | 49,016 |
| | TOTAL PICS SALARY | | | | | | | 2,541,000 | | | | 2,541,000 |
| | TOTAL PICS OPE | | | | | | | 1,617,528 | | | | 1,617,528 |
| | | | --- | --- | --- | | | --- | --- | --- | --- | --- |
| | TOTAL PICS PERSONAL SERVICES = | | 33 | 30.36 | 726.00 | | | 4,158,528 | | | | 4,158,528 |

**Operations Division**

**103 Staffing: New Initiatives & Existing Workload**

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

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

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

Chief of Security
The DOC's Operations Division is responsible for the oversight of 14 correctional institutions that provide the care and custody for over 14,600 inmates. The institutions branch of the Operations Division is responsible for properly managing a biennial budget of over $709,000,000 and has oversight of approximately 3,100 staff. The Operations Division previously had a Chief of Security position at the central administration level. This position was responsible for oversight of various security programs, including Peer Review Security Audits, Use of Force administrative reviews, the Transport Unit, the Tactical Emergency Response Teams, and security equipment standardization.

# BUDGET NARRATIVE

During the last two biennia, DOC has been required to reduce the amount of management service employees and to reduce overall budgets. To obtain the targets identified for the agency, the Chief of Security was one of several management positions that was eliminated. Since the loss of this position four years ago, DOC is starting to experience significant challenges to established security systems, and in some cases security failures. Due to the inability to effectively supervise the Peer Review Security Audit program for consistency and compliance to audit standards, as well as being able to provide periodic inspections of the various security systems in its 14 institutions, the department has seen an increase in non-compliance with audit standards. Some of these security concerns have been illustrated by an increase in inmate escapes from fenced correctional facilities over the last 2 years. The oversight of the Transport Unit and Tactical Emergency Response Teams has been shifted to other DOC management personnel, thereby creating challenges to those supervisors to effectively manage their areas of responsibility given these additional duties. The ability to fund a Chief of Security position would greatly assist the department in having sound correctional security programs in place and to ensure these programs are being consistently managed and in an active state of readiness. Having this position would greatly assist the department in meeting its mission of protecting the public and operating safe and secure correctional institutions.

**How Achieved**

Chief of Security

DOC is asking to reinstate and fund a Principal Executive Management G (Chief of Security) position to provide security program oversight to its 14 institutions.

**Staffing Impact**

| | |
|---|---|
| Positions | 1 |
| FTE | 1.00 |

**Quantifying Results**

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

**Agency Request Budget**

**Revenue Sources**

| | |
|---|---|
| General Fund | $272,314 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $272,314 |

# BUDGET NARRATIVE

**Governor's Balanced Budget**

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $0 |

**Legislatively Adopted Budget**

This package was removed by the 2015 Legislature.

**Revenue Sources**

| | |
|---|---|
| General Fund | $0 |
| Other Funds | 0 |
| Federal Funds | 0 |
| Total Funds | $0 |

**2017-19 Impact**

This package was removed in the Legislatively Adopted Budget and therefore will not impact the 2017-19 budget.

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of** | **Cross Reference Name: Operations Division**

**Pkg: 103 - Staffing: New Initiatives & Existing Workload** | **Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | - | - | - | - | - | - | - |
| **Total Revenues** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Personal Services** | | | | | | | |
| Unemployment Assessments | - | - | - | - | - | - | - |
| Mass Transit Tax | - | - | - | - | - | - | - |
| **Total Personal Services** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Services & Supplies** | | | | | | | |
| Instate Travel | - | - | - | - | - | - | - |
| Office Expenses | - | - | - | - | - | - | - |
| Data Processing | - | - | - | - | - | - | - |
| Other Services and Supplies | - | - | - | - | - | - | - |
| Expendable Prop 250 - 5000 | - | - | - | - | - | - | - |
| IT Expendable Property | - | - | - | - | - | - | - |
| **Total Services & Supplies** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | - | - | - | - | - | - | - |
| **Total Expenditures** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of** | **Cross Reference Name: Operations Division**

**Pkg: 103 - Staffing: New Initiatives & Existing Workload** | **Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | - | - | - | - | - |
| **Total Ending Balance** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total Positions** | | | | | | | |
| Total Positions | | | | | | | - |
| **Total Positions** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total FTE** | | | | | | | |
| Total FTE | | | | | | | - |
| **Total FTE** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

**Operations Division**

**801 LFO Analyst Adjustments (SB 5504)**

**Package Description**
**Purpose**
This package was created by the Legislature. The package includes multiple budget reductions, technical adjustments between Appropriations, and additional limitation to spend increased revenues.

**How Achieved**
For the Department of Corrections, this package includes adjustments to the agency's primary appropriation bill (SB 5504). Those adjustments include: personal service budget reductions applied to vacancy savings, elimination of Community Corrections Local Jail Supplement funding, additional limitation to spend an anticipated increase in inmate work program revenue and a net zero shift between divisions for OCHIN and Central Print Services.

For the Operations Division, this package includes a reduction of $13.3 million in personal services budget, to be achieved by holding vacancies and other personal services actions. This package also includes a technical adjustment to rebalance print services costs across the Agency and an increase in the limitation for Inmate Work Programs, based on an anticipated increase in revenues in the 15-17 biennium, which is distributed $1,934,587 to Personal Services and $1,668,621 to Services and Supplies.

**Legislatively Adopted Budget**
Package created by the Legislature.

**Staffing Impact**

| | |
|---|---|
| Positions | 0 |
| FTE | 0.00 |

**Revenue Source**

| | |
|---|---|
| General Fund | ($14,178,430) |
| Other Funds | $3,603,208 |
| Federal Funds | $0 |
| Total Funds | ($10,575,222) |

**2017-19 Fiscal Impact**

Vacancy savings are re-projected each biennium based on agency experience, and so the portion reduced due to vacancy savings will not impact the 2017-19 budget. Additional inmate work program limitation and net zero shifts between divisions will be included in the 2017-19 Base Budget.

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 801 - LFO Analyst Adjustments**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | (14,178,430) | - | - | - | - | - | (14,178,430) |
| Charges for Services | - | - | 3,603,208 | - | - | - | 3,603,208 |
| **Total Revenues** | **($14,178,430)** | **-** | **$3,603,208** | **-** | **-** | **-** | **($10,575,222)** |
| **Personal Services** | | | | | | | |
| Overtime Payments | - | - | 1,521,142 | - | - | - | 1,521,142 |
| Public Employees' Retire Cont | - | - | 297,080 | - | - | - | 297,080 |
| Social Security Taxes | - | - | 116,365 | - | - | - | 116,365 |
| Vacancy Savings | (13,300,000) | - | - | - | - | - | (13,300,000) |
| **Total Personal Services** | **($13,300,000)** | **-** | **$1,934,587** | **-** | **-** | **-** | **($11,365,413)** |
| **Services & Supplies** | | | | | | | |
| Office Expenses | (878,430) | - | - | - | - | - | (878,430) |
| Other Services and Supplies | - | - | 1,668,621 | - | - | - | 1,668,621 |
| **Total Services & Supplies** | **($878,430)** | **-** | **$1,668,621** | **-** | **-** | **-** | **$790,191** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | (14,178,430) | - | 3,603,208 | - | - | - | (10,575,222) |
| **Total Expenditures** | **($14,178,430)** | **-** | **$3,603,208** | **-** | **-** | **-** | **($10,575,222)** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | - | - | - | - | - |
| **Total Ending Balance** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

# BUDGET NARRATIVE

**Operations Division**

**802 LFO April 2015 Population Forecast (SB 5504)**

**Package Description**

**Purpose**
This package was created by the Legislature. It includes caseload related adjustments stemming from the most recent caseload forecast for the number of adults in custody, which is produced by the Office of Economic Analysis (OEA).

**How Achieved**
For the Department of Corrections, this package includes adjustments to the agency's primary appropriation bill (SB 5504). This package adds appropriation to account for the increase in caseload that is assumed in the April 2015 OEA forecast as compared with the April 2014 OEA forecast.

**Legislatively Adopted Budget**
Package created by the Legislature.

**Staffing Impact**

| | |
|---|---|
| Positions | 0 |
| FTE | 0.00 |

**Revenue Source**

| | |
|---|---|
| General Fund | $2,785,534 |
| Other Funds | $0 |
| Federal Funds | $0 |
| Total Funds | $2,785,534 |

**2017-19 Fiscal Impact**
Adjustments made in this package will be included in the 2017-19 Base Budget.

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 802 - April 2015 Population Forecast**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | 2,785,534 | - | - | - | - | - | 2,785,534 |
| **Total Revenues** | **$2,785,534** | **-** | **-** | **-** | **-** | **-** | **$2,785,534** |
| **Personal Services** | | | | | | | |
| Class/Unclass Sal. and Per Diem | - | - | - | - | - | - | - |
| Empl. Rel. Bd. Assessments | - | - | - | - | - | - | - |
| Public Employees' Retire Cont | - | - | - | - | - | - | - |
| Social Security Taxes | - | - | - | - | - | - | - |
| Worker's Comp. Assess. (WCD) | - | - | - | - | - | - | - |
| Flexible Benefits | - | - | - | - | - | - | - |
| **Total Personal Services** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Services & Supplies** | | | | | | | |
| Office Expenses | 85,698 | - | - | - | - | - | 85,698 |
| Data Processing | 8,601 | - | - | - | - | - | 8,601 |
| Professional Services | 65,951 | - | - | - | - | - | 65,951 |
| Fuels and Utilities | 906,740 | - | - | - | - | - | 906,740 |
| Facilities Maintenance | 325,229 | - | - | - | - | - | 325,229 |
| Food and Kitchen Supplies | 766,912 | - | - | - | - | - | 766,912 |
| Medical Services and Supplies | 2,866 | - | - | - | - | - | 2,866 |
| Other Care of Residents and Patients | 544,787 | - | - | - | - | - | 544,787 |
| Other Services and Supplies | 58,680 | - | - | - | - | - | 58,680 |

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 802 - April 2015 Population Forecast**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Services & Supplies** | | | | | | | |
| Expendable Prop 250 - 5000 | 20,070 | - | - | - | - | - | 20,070 |
| **Total Services & Supplies** | **$2,785,534** | **-** | **-** | **-** | **-** | **-** | **$2,785,534** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | 2,785,534 | - | - | - | - | - | 2,785,534 |
| **Total Expenditures** | **$2,785,534** | **-** | **-** | **-** | **-** | **-** | **$2,785,534** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | - | - | - | - | - |
| **Total Ending Balance** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total Positions** | | | | | | | |
| Total Positions | | | | | | | - |
| **Total Positions** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total FTE** | | | | | | | |
| Total FTE | | | | | | | - |
| **Total FTE** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

| 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0300074 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | .90- | 21.60- | 07 | 4,377.00 | 94,543-<br>56,338- | | | | 94,543-<br>56,338- |
| 0300074 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | .90 | 21.60 | 07 | 4,377.00 | 94,543<br>56,338 | | | | 94,543<br>56,338 |
| 0900410 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | .10- | 2.40- | 02 | 3,500.00 | 8,400-<br>2,397- | | | | 8,400-<br>2,397- |
| 0900410 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | .10 | 2.40 | 02 | 3,500.00 | 8,400<br>2,397 | | | | 8,400<br>2,397 |
| 1100201 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 02 | 3,500.00 | 84,000-<br>53,472- | | | | 84,000-<br>53,472- |
| 1100201 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 02 | 3,500.00 | 84,000<br>53,472 | | | | 84,000<br>53,472 |
| 1100202 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 02 | 3,500.00 | 84,000-<br>53,472- | | | | 84,000-<br>53,472- |
| 1100202 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 02 | 3,500.00 | 84,000<br>53,472 | | | | 84,000<br>53,472 |
| 1100203 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 02 | 3,500.00 | 84,000-<br>53,472- | | | | 84,000-<br>53,472- |
| 1100203 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 02 | 3,500.00 | 84,000<br>53,472 | | | | 84,000<br>53,472 |
| 1100204 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 02 | 3,500.00 | 84,000-<br>53,472- | | | | 84,000-<br>53,472- |
| 1100204 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 02 | 3,500.00 | 84,000<br>53,472 | | | | 84,000<br>53,472 |
| 1100205 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 02 | 3,500.00 | 84,000-<br>53,472- | | | | 84,000-<br>53,472- |
| 1100205 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 02 | 3,500.00 | 84,000<br>53,472 | | | | 84,000<br>53,472 |
| 1100206 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | .10- | 2.40- | 02 | 3,500.00 | 8,400-<br>2,397- | | | | 8,400-<br>2,397- |
| 1100206 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | .10 | 2.40 | 02 | 3,500.00 | 8,400<br>2,397 | | | | 8,400<br>2,397 |

| 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 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1100464 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | .10- | 2.40- | 02 | 3,500.00 | 8,400- | | | | 8,400- |
| | | | | | | | | 2,397- | | | | 2,397- |
| 1100464 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | .10 | 2.40 | 02 | 3,500.00 | 8,400 | | | | 8,400 |
| | | | | | | | | 2,397 | | | | 2,397 |
| 1100466 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | .03- | .71- | 02 | 3,500.00 | 2,485- | | | | 2,485- |
| | | | | | | | | 788- | | | | 788- |
| 1100466 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | .03 | .71 | 02 | 3,500.00 | 2,485 | | | | 2,485 |
| | | | | | | | | 788 | | | | 788 |
| 7108437 | CS C6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 02 | 3,500.00 | 84,000- | | | | 84,000- |
| | | | | | | | | 53,472- | | | | 53,472- |
| 7108437 | CS C6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 02 | 3,500.00 | 84,000 | | | | 84,000 |
| | | | | | | | | 53,472 | | | | 53,472 |
| 7108463 | CS C6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 05 | 3,994.00 | 95,856- | | | | 95,856- |
| | | | | | | | | 56,695- | | | | 56,695- |
| 7108463 | CS C6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 05 | 3,994.00 | 95,856 | | | | 95,856 |
| | | | | | | | | 56,695 | | | | 56,695 |
| 8913024 | CS C6777 | AA CORRECTIONAL SERGEANT | 1- | 1.00- | 24.00- | 02 | 3,994.00 | 95,856- | | | | 95,856- |
| | | | | | | | | 56,695- | | | | 56,695- |
| 8913024 | CS C6777 | AA CORRECTIONAL SERGEANT | 1 | 1.00 | 24.00 | 02 | 3,994.00 | 95,856 | | | | 95,856 |
| | | | | | | | | 56,695 | | | | 56,695 |
| 9500226 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1- | .80- | 19.20- | 02 | 3,500.00 | 67,200- | | | | 67,200- |
| | | | | | | | | 48,906- | | | | 48,906- |
| 9500226 | AAOSC6775 | AA CORRECTIONAL OFFICER | 1 | .80 | 19.20 | 02 | 3,500.00 | 67,200 | | | | 67,200 |
| | | | | | | | | 48,906 | | | | 48,906 |
| 9500266 | CS C6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 02 | 3,500.00 | 84,000- | | | | 84,000- |
| | | | | | | | | 53,472- | | | | 53,472- |
| 9500266 | CS C6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 02 | 3,500.00 | 84,000 | | | | 84,000 |
| | | | | | | | | 53,472 | | | | 53,472 |
| 9702388 | CS C6775 | AA CORRECTIONAL OFFICER | 1- | 1.00- | 24.00- | 03 | 3,650.00 | 87,600- | | | | 87,600- |
| | | | | | | | | 54,451- | | | | 54,451- |
| 9702388 | CS C6775 | AA CORRECTIONAL OFFICER | 1 | 1.00 | 24.00 | 03 | 3,650.00 | 87,600 | | | | 87,600 |
| | | | | | | | | 54,451 | | | | 54,451 |

TOTAL PICS SALARY
TOTAL PICS OPE

# BUDGET NARRATIVE

**Operations Division**

**840 LFO SB 5507 End Of Session (SB 5507)**

**Package Description**

**Purpose**
This package was created by the Legislature. The package includes debt service adjustments and changes in DAS fees.

**How Achieved**
For the Department of Corrections, this package includes the following adjustments: DAS fee reductions, bond issuance costs, and an adjustment to the estimate of ongoing debt service on capital projects.

**Legislatively Adopted Budget**
Package created by the Legislature.

**Staffing Impact**

| | |
|---|---|
| Positions | 0 |
| FTE | 0.00 |

**Revenue Source**

| | |
|---|---|
| General Fund | ($115,414) |
| Other Funds | $0 |
| Federal Funds | $0 |
| Total Funds | ($115,414) |

**2017-19 Fiscal Impact**
Adjustments made in this package will be included in the 2017-19 Base Budget.

# *ESSENTIAL AND POLICY PACKAGE FISCAL IMPACT SUMMARY*

**Corrections, Dept of**
**Pkg: 840 - SB 5507 End of Session**

**Cross Reference Name: Operations Division**
**Cross Reference Number: 29100-003-00-00-00000**

| ***Description*** | General Fund | Lottery Funds | Other Funds | Federal Funds | Nonlimited Other Funds | Nonlimited Federal Funds | All Funds |
|---|---|---|---|---|---|---|---|
| **Revenues** | | | | | | | |
| General Fund Appropriation | (115,414) | - | - | - | - | - | (115,414) |
| Charges for Services | - | - | (13,174) | - | - | - | (13,174) |
| **Total Revenues** | **($115,414)** | **-** | **($13,174)** | **-** | **-** | **-** | **($128,588)** |
| **Services & Supplies** | | | | | | | |
| Instate Travel | (43,858) | - | (12,133) | - | - | - | (55,991) |
| Office Expenses | (36,932) | - | (10,218) | - | - | - | (47,150) |
| Data Processing | (34,624) | - | (9,579) | - | - | - | (44,203) |
| Attorney General | - | - | (593) | - | - | - | (593) |
| **Total Services & Supplies** | **($115,414)** | **-** | **($32,523)** | **-** | **-** | **-** | **($147,937)** |
| **Total Expenditures** | | | | | | | |
| Total Expenditures | (115,414) | - | (32,523) | - | - | - | (147,937) |
| **Total Expenditures** | **($115,414)** | **-** | **($32,523)** | **-** | **-** | **-** | **($147,937)** |
| **Ending Balance** | | | | | | | |
| Ending Balance | - | - | 19,349 | - | - | - | 19,349 |
| **Total Ending Balance** | **-** | **-** | **$19,349** | **-** | **-** | **-** | **$19,349** |

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

**Corrections, Dept of** | **Agency Number: 29100**
**2015-17 Biennium** | **Cross Reference Number: 29100-003-00-00-00000**

| *Source* | 2011-13 Actuals | 2013-15 Leg Adopted Budget | 2013-15 Leg Approved Budget | 2015-17 Agency Request Budget | 2015-17 Governor's Budget | 2015-17 Leg Adopted Budget |
|---|---|---|---|---|---|---|
| **Other Funds** | | | | | | |
| Charges for Services | 4,072,523 | 3,601,883 | 3,601,883 | 3,354,280 | 3,354,280 | 6,944,314 |
| Admin and Service Charges | 108,165 | 3,290 | 3,290 | 510,974 | 510,974 | 510,974 |
| Fines and Forfeitures | 50,634 | 55,401 | 55,401 | 26,343 | 26,343 | 26,343 |
| Rents and Royalties | 14,754 | 15,114 | 15,114 | - | - | - |
| Interest Income | 10,167 | - | - | 12,994 | 12,994 | 12,994 |
| Sales Income | 1,390,418 | 1,337,537 | 1,337,537 | 1,170,838 | 1,170,838 | 1,170,838 |
| Donations | 36,950 | - | - | - | - | - |
| Other Revenues | 147,519 | 191,568 | 191,568 | 2,476,180 | 2,476,180 | 2,476,180 |
| Transfer In - Intrafund | 3,417,905 | 1,812,029 | 1,812,029 | 266,295 | 266,295 | 266,295 |
| Tsfr From Police, Dept of State | 42,193 | - | - | - | - | - |
| Transfer Out - Intrafund | (1,080,279) | - | - | - | - | - |
| **Total Other Funds** | **$8,210,949** | **$7,016,822** | **$7,016,822** | **$7,817,904** | **$7,817,904** | **$11,407,938** |

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

| Source | Fund | ORBITS Revenue Acct | 2011-2013 Actual | 2013-15 Legislatively Adopted | 2013-15 Estimated | 2015-17 Agency Request | 2015-17 Governor's Balanced | 2015-17 Legislatively Adopted |
|---|---|---|---|---|---|---|---|---|
| Inmate Work Crews | Other | 0410 | $4,072,523 | $3,601,883 | $6,683,508 | $3,354,280 | $3,354,280 | $6,944,314 |
| Admin & Service Charges | Other | 0415 | 108,165 | 3,290 | 471,967 | 510,974 | 510,974 | 510,974 |
| Charges to inmates for property damage | Other | 0505 | 50,634 | 55,401 | 24,424 | 26,343 | 26,343 | 26,343 |
| Land leases, easements | Other | 0510 | 14,754 | 15,114 | 10,730 | 0 | 0 | 0 |
| Debt service previously financed with General Funds. | Other | 0605 | 10,167 | 0 | 23,431 | 12,994 | 12,994 | 12,994 |
| Real property sales, non-inmate food sales, sales of inmate-produced products and surplus property sales | Other | 0705 | 1,390,418 | 1,337,537 | 1,190,565 | 1,170,838 | 1,170,838 | 1,170,838 |
| Donations | Other | 0905 | 36,950 | 0 | 2,804 | 0 | 0 | 0 |
| Inmate Welfare Funds, including telephone revenues, canteen profits, fines and confiscations, and vending machine sales | Other | 0975 | 147,519 | 191,568 | 3,271,602 | 2,476,180 | 2,476,180 | 2,476,180 |
| Transfer of revenue between funds to properly align other fund cash balances | Other | 1010 | 3,417,905 | 1,812,029 | 572,193 | 266,295 | 266,295 | 266,295 |
| Transfers from State Police for bullet proof vest grant | Other | 1257 | 42,193 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Transfer of revenue between funds to properly align revenue to programs | Other | 2010 | (1,080,279) | 0 | (105,843) | 0 | 0 | 0 |