

DEPARTMENT OF COMMUNITY CORRECTION

Enabling Laws

Act 1105 of 2011
Act 285 of 2012
Act 212 of 2012

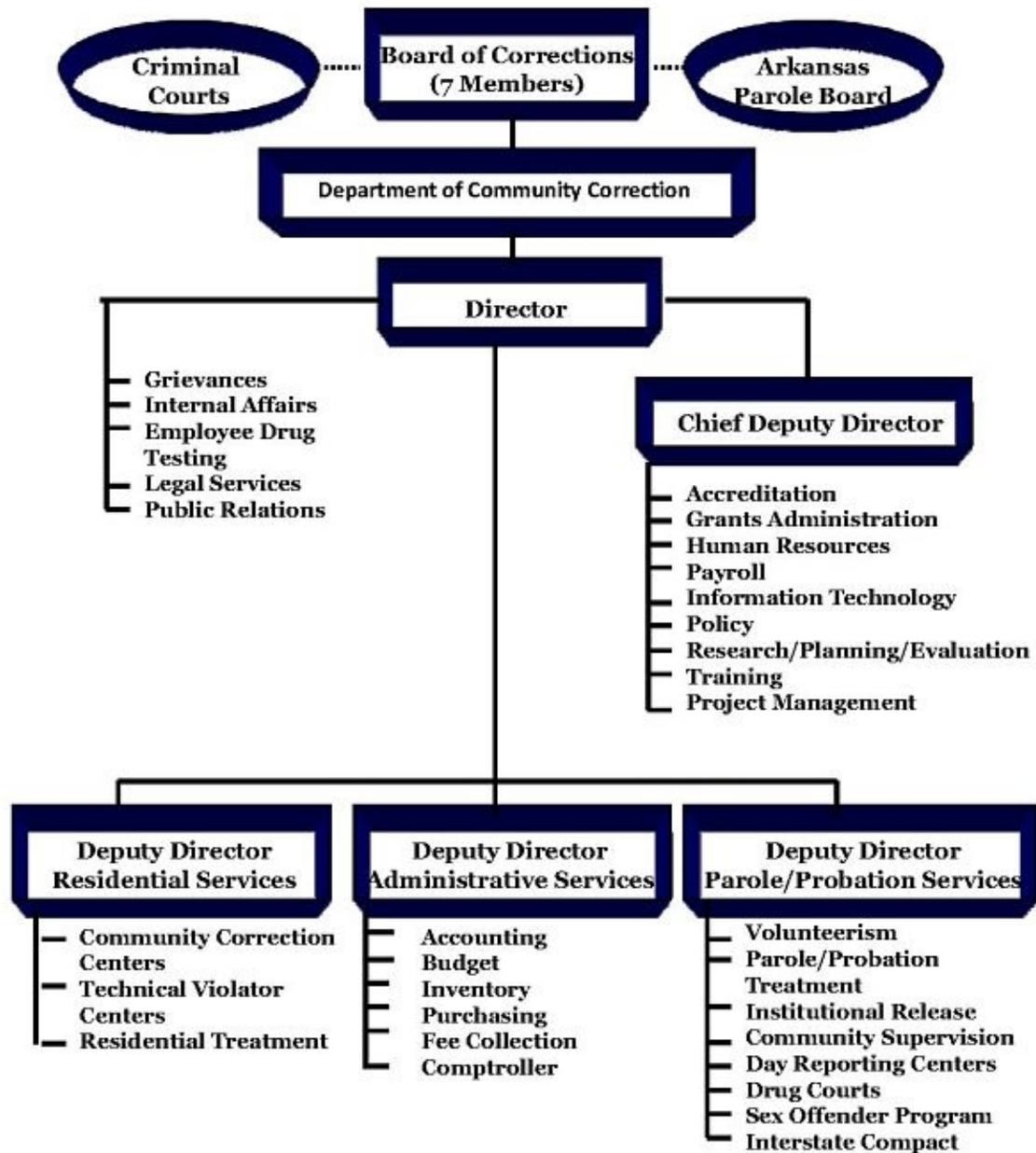
History and Organization

The Department of Community Punishment (DCP) was established during the 79th General Assembly by Act 549 of 1993. This Act combined the Board of Correction and the Adult Probation Commission into the Board of Correction and Community Punishment to oversee correctional facilities and programs in the state. The mission statement of the Board of Correction and Community Punishment is to "Fulfill the mandates of the court through the use of confinement, treatment, and supervision in a safe and humane manner, while providing offenders the opportunity for positive change, thus contributing to public safety." Acts 531 and 548 of 1993 (Community Punishment Act) promote alternatives to traditional prisons by offering a well - rounded approach to community corrections through the use of supervision, facilities and programs for low-risk offenders. The Department of Community Punishment is now the state department responsible for adult probation and parole services and community residential facilities for non-violent offenders. In 2001, legislation passed that changed the name of the DCP to the Department of Community Correction (DCC) to better reflect the mission statement of the Department: *"To promote public safety and a crime-free lifestyle by providing cost effective community-based programs, and enforcing State laws and court mandates in the supervision and treatment of adult offenders."*

Some of the programs of the Department include community supervision and work programs, economic sanctions, electronic monitoring and tracking, community service, restitution, substance abuse treatment, educational and vocational programs, job skills, life skills training programs, day reporting, drug courts and technical violator programs. To be admitted to a community correction center, one must have either a suspended imposition of sentence, probation plus a period of confinement, judicial transfer or technical violation.

The correctional centers operate within a modified therapeutic community modality. The concept incorporates a system to re-socialize residents using behavior modification, cognitive restructuring (including criminal thinking), resident education, and an experiential environment 24 hours a day, seven days a week. Other components of this model include positive peer pressure, specialized programming, privileges, consequences, and staff role modeling. Residents are trained to handle specific functions, including food service, maintenance, laundry, gardening, and others.

The DCC has 1376 authorized positions. The organizational structure of the Agency includes a Director, Chief Deputy Director, Deputy Director of Residential Services, Deputy Director of Probation and Parole Services, and a Deputy Director of Administrative Services. The Director oversees agency operations and directs legal, public relations, and internal affairs. The Chief Deputy Director is responsible for oversight of agency training, information systems, volunteerism, policy, payroll & personnel, research and evaluation, accreditation, grant administration, and probation/parole treatment programs. The Deputy Director of Residential Services oversees the operations of the five community correction centers and one technical violator facility. These residential facilities have a total bed capacity of 1615. The Deputy Director of Probation and Parole Services oversees the statewide operation of probation and parole services. As of September 30, 2012 there were approximately 55,651 offenders under community supervision of Probation/Parole officers in 51 offices statewide. The Deputy Director of Administrative Services develops and manages the Agency's budget, oversees accounts payable and receivable, centralized fee collections and restitution, inventory and purchasing, and serves as agency liaison for Legislative Audit.



Agency Commentary

Arkansas Department of Community Correction (DCC) is responsible for the administration and operation of residential community correction facilities, and supervision of approximately 55,651 adult offenders on probation and parole. DCC also provides licensed outpatient substance abuse counseling services and/or education referrals to aide offenders in the rehabilitation process and provide appropriate alternatives to traditional prison for criminal behavior.

The Arkansas Department of Community Correction Mission Statement: "To enhance public safety and a crime-free lifestyle by providing cost-effective community-based programs and enforcing State laws and court mandates in the supervision and treatment of adult offenders."

The DCC Director reports directly to the Board of Corrections and is responsible for the Agency's operation and mission. The Chief Deputy Director acts as Director in the Director's absence and oversees the activities of human resources, information technology, research/planning/evaluation, policy development, project management, training, accreditation, and grants.

DCC is comprised of the following major areas:

- Residential Services,
- Probation and Parole Community Supervision, and
- Administration and Support

The budget request conforms to the following:

- To provide appropriate and effective supervision and treatment of offenders in the community.
- To provide for the confinement, care, control and treatment of offenders sentenced to or confined in community correction centers in an adequate, safe and secure environment.
- To develop and implement evidence-based practices, traditional and faith-based programs and services needed to function within the scope of the mission.
- To improve staff recruiting, retention and efforts.
- To effectively impact the number of offenders going to AR prisons from community supervision using evidence based practices and principles, thus reducing recidivism.

The operating appropriations provide for administrative and executive staff, security staff, probation/parole officers, treatment programs, general maintenance, replacement of aged equipment, and inflationary operational costs of existing programs and facilities.

Department of Community Correction State Operations - GENERAL REVENUE - General revenue funded Change Level requests are summarized as follows:

RESIDENTIAL SERVICES PROGRAM:

20 Positions - (Restore 7 and add 13 new security/advisors) - Due to funding shortfalls in FY12 and FY13, numerous positions were not budgeted. The request is to restore 7 and obtain 13 new positions for placement at community correction centers as follows: 2-Southwest, 5-Central Center, 5-Northwest, and 8-Omega. The staffing at each center is at a minimum level; the positions are requested to ensure security and for provision of required services to residents and to resolve safety issues for staff and residents.

Medical Contract - The request includes a 4% estimated increased cost of the medical contract for the biennium. The FY14 proposed monthly cost is \$358.04 per inmate housed at DCC Centers.

Equipment plus Maintenance & Operations - In keeping with the Governor's Directive, DCC's request is for only the necessary inflationary cost of utilities, fuel and food. All of the centers have seen significant increases in these areas.

The correctional facilities in Texarkana and Pine Bluff are over 60 years old. Consequently, problems are experienced with roof repairs, waterlines, fire alarm systems, heating and air units, boilers, kitchen/laundry equipment, and general maintenance issues. The other facilities also are in need of an increase in their general maintenance to ensure the safety and security of the residence and employees, as well as meet all required city and state codes. All of the facilities are accredited. To retain accreditation, buildings and grounds must be maintained within the guidelines specified by the American Correctional Association (ACA).

The request includes kitchen equipment replacement, linens, mattresses, washers/dryers, lawn mowers, intercom systems, floor buffers, security camera, sewer grinder, laundry room, roof, parking lot repairs, radios, 18 vehicles, data equipment, freezer, and HVAC.

PROBATION/PAROLE COMMUNITY SUPERVISION PROGRAMS:

73 Positions - Restore 55 positions (37 parole/probation officers, 12 Advisors, & 6 P/P Administrative Specialist) and 18 new positions (12 P/P Assistant Area Managers and 6 P/P Substance Abuse Program Leaders) - The positions for which restoration is requested were not budgeted in FY13 due to lack of funding. The overall parole/probation case loads (excluding pre-trial, SIS, boot camp) increased 10.44% in the last 5 years. There was a 4.75% reduction in parole/probation staff between FY10 and FY11 (includes P/P Officers, Agents and Area/Assistant Managers).

The May 1, 2012 P/P case load was 55,701. The requested new positions are critical to bringing case loads to a more manageable level increasing the safety and security to the community. With the passage of Act 570 of 2011, case loads are rising while having a positive impact on the prison population. The additional positions will enhance DCC's ability to engage in evidence-based practices, thereby reducing recidivism.

Equipment Plus Maintenance and Operation - Utilities and rent of office space for existing offices continue to rise with other inflationary costs. The request includes the necessary funding for expansion and accommodations of the P/P positions requested (desks, chairs, vehicles, computers, office equipment, firearms, vests, ammunition, office space, fuel, etc.).

Drug Court - Fund 65 positions -The agency is also requesting funding in general revenue for 65 positions that are currently budgeted from the agency's special revenues. The positions are drug court staff located in offices throughout the state. The fund will be depleted by the end of fiscal year 2014 if these positions continue to be budgeted from special revenues. Funding that would be available with this move would allow for utilization of funds for transitional housing, treatment, and other programs. The request for treatment funds for the drug court clients decreased to only \$500,000 due to DCC establishing 100 beds in two locations within the DCC community correctional licensed alcohol/drug treatment facilities to accommodate the needs of drug court offenders with serious addiction issues. Review is being conducted to determine if additional treatment beds can be realized. This will help to decrease the recidivism rate of drug court clients.

The agency is requesting \$500,000 for FY14 and \$500,000 for FY15 to support Drug Court treatment when the 100 treatment beds are filled to capacity or when a specific service provided by contract is not available at DCC.

ADMINISTRATION AND SUPPORT PROGRAMS:

Administrative Services - 3 new positions (Fiscal Support Supervisor, Buyer, and Software Support Analyst). The Fiscal Support Supervisor and Buyer positions are needed to manage the increase in significant volume of contracts and requisitions as a result of the new transparency law. The Software Support Analyst position is requested to enhance support (hardware/software) to over 1,100 system users and to manage the help desk tickets for software and hardware support. The current software support staff have a ratio of 1:650 computers; this would bring the ratio to 1:367 computers.

Currently, DCC operates a statewide network consisting of approximately 1,100 computer workstations, 35 servers, and some 350 tablets (mobility project) by the end of FY13. This infrastructure is designed to maximize the effectiveness of the core applications of the organization. These core applications consist of eOMIS, AASIS, EagleNet (SharePoint Intranet) and JAKE (Joint Access to Knowledge via eLearning).

DCC will continue the Mobility Project - Deploying and managing 350 tablets to the parole/probation staff and others for accessing and entering eOMIS data in the field. The request includes data plan increases, virtualizing desktops (through virtualization and expansion of the pilot statewide), purchase of Microsoft Software Assurances - 500 copies of Office upgrade to 2010, DIS rate increase, and staff training.

Training Module - DCC requests \$39,000 for FY14 and \$39,000 for FY15 to continue provision of the COTC (Community Correction Training Component) training module to staff at the 58 DCC office locations statewide. Primarily live training events have a tremendous impact on travel budgets. Training funds are limited and appropriate live training is not always accessible to all in need. In FY13, DCC will purchase an extensive community corrections library of online training approved by the American Correctional Association and selected courses approved by the American Parole and Probation Association. The training brings high quality, cost-effective staff training to staff, expanding learning opportunities while reducing costs.

Increased GED Costs - The request is for \$30,340 each year of the biennium to pay for new (mandatory) GED testing costs which will debut January 2014. DCC had 295 GED residents during the 2011-12 school year. Calculating an 80% pass rate would mean approximately 370 tests are given in a school year. Each test is expected to cost approximately \$82.

Special Revenue 2GH - The agency is requesting \$663,825 appropriation for Capital Outlay for FY14 and \$480,000 for FY15 in order to purchase replacement vehicles for the parole/probation offices.

County Jail Reimbursement 2GK - In FY12, DCC paid approximately \$1.09 million to county jails for offenders waiting for bed space in a DCC regional correctional facility. The Agency is requesting \$2 million in funding/appropriation each year to reimburse county jails at the rate determined by the Chief Fiscal Officer of the State. DCC and ADC share this fund.

SPECIAL LANGUAGE

Continuation of current Special Language is requested with appropriate date revisions; with modifications to Section 16 - additional positions are requested if the Medical Contract is not in place.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS DEPARTMENT OF COMMUNITY CORRECTION
FOR THE YEAR ENDED JUNE 30, 2010

Findings	Recommendations
None	None

State Contracts Over \$25,000 Awarded To Minority Owned Businesses Fiscal Year 2012

None

Employment Summary

	Male	Female	Total	%
White Employees	329	419	748	62 %
Black Employees	118	319	437	36 %
Other Racial Minorities	7	9	16	2 %
Total Minorities			453	38 %
Total Employees			1,201	100 %

Publications

A.C.A. 25-1-204

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution
		Governor	General Assembly		
Administrative Regulations	ACA §25-15-204	N	Y	178	To comply with the Administrative Procedures Act; Provide guidance to staff and offenders under Agency jurisdiction; and to accommodate any public request.
DCC Annual Report	ACA §12-27-125 ACA § 12-27-126 ACA §13-2-212	N	N	178	To provide report of progress toward the agency mission; also to comply with statute governing State & Local Government Publications Clearinghouse to the State Library.

Department Appropriation Summary

Historical Data

Agency Request and Executive Recommendation

Appropriation	2011-2012		2012-2013		2012-2013		2013-2014					2014-2015						
	Actual	Pos	Budget	Pos	Authorized	Pos	Base Level	Pos	Agency	Pos	Executive	Pos	Base Level	Pos	Agency	Pos	Executive	Pos
1BA Community Correction - Federal	146	0	4,137,882	0	4,137,882	0	4,137,882	0	4,137,882	0	4,137,882	0	4,137,882	0	4,137,882	0	4,137,882	0
1BR Residents Cash Treasury	1,005,465	0	1,882,024	0	1,882,024	0	1,882,024	0	2,668,143	0	2,668,143	0	1,882,024	0	2,589,016	0	2,589,016	0
2GH Community Correction-Special	9,553,590	96	11,695,853	134	11,695,853	143	11,310,180	134	11,512,042	69	11,512,042	69	11,317,692	134	11,512,042	69	11,512,042	69
2GK County Jail Reimbursement	1,097,336	0	2,000,000	0	3,453,572	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0	2,000,000	0
510 Community Correction - State	72,287,888	1,186	73,389,046	1,177	87,721,285	1,230	74,107,017	1,177	84,899,755	1,338	80,236,933	1,302	74,156,399	1,177	84,638,859	1,338	80,321,380	1,302
86Y Best Practices	0	0	3,000,000	0	3,000,000	0	3,000,000	0	3,000,000	0	3,000,000	0	3,000,000	0	3,000,000	0	3,000,000	0
NOT REQUESTED FOR THE BIENNIUM																		
F07 Two Additional Drug Courts	0	0	0	0	395,460	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	83,944,425	1,281	96,104,805	1,311	112,286,076	1,373	96,437,103	1,311	108,217,822	1,407	103,555,000	1,371	96,493,997	1,311	107,877,799	1,407	103,560,320	1,371

Funding Sources		%		%		%		%		%		%		%		%	
Fund Balance	4000005	10,593,168	11.5	8,108,612	8.0	5,180,759	5.2	5,180,759	4.7	5,180,759	5.1	2,878,930	3.0	2,092,811	2.0	2,092,811	2.1
General Revenue	4000010	71,581,940	77.8	71,975,623	71.1	74,505,152	75.4	85,297,890	77.9	77,505,152	76.2	74,553,466	77.3	85,035,926	80.1	77,553,466	78.6
Federal Revenue	4000020	190,466	0.2	4,288,717	4.2	4,292,882	4.3	4,292,882	3.9	4,292,882	4.2	4,292,882	4.5	4,292,882	4.0	4,292,882	4.4
Special Revenue	4000030	6,372,716	6.9	11,768,000	11.6	10,680,000	10.8	10,680,000	9.7	10,680,000	10.5	10,680,000	11.1	10,680,000	10.1	10,680,000	10.8
Cash Fund	4000045	1,266,504	1.4	1,882,024	1.9	2,668,143	2.7	2,668,143	2.4	2,668,143	2.6	2,589,016	2.7	2,589,016	2.4	2,589,016	2.6
Merit Adjustment Fund	4000055	756,189	0.8	1,202,945	1.2	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
DFA Motor Vehicle Acquisition	4000184	430,679	0.5	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
M & R Sales	4000340	4,600	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Other	4000370	856,775	0.9	2,059,643	2.0	1,446,865	1.5	1,446,865	1.3	1,446,865	1.4	1,447,933	1.5	1,447,933	1.4	1,447,933	1.5
Total Funds		92,053,037	100.0	101,285,564	100.0	98,773,801	100.0	109,566,539	100.0	101,773,801	100.0	96,442,227	100.0	106,138,568	100.0	98,656,108	100.0
Excess Appropriation/(Funding)		(8,108,612)		(5,180,759)		(2,336,698)		(1,348,717)		1,781,199		51,770		1,739,231		4,904,212	
Grand Total		83,944,425		96,104,805		96,437,103		108,217,822		103,555,000		96,493,997		107,877,799		103,560,320	

Variance in fund balance due to unfunded appropriation in appropriation (510) - Department of Community Correction Fund & (2GH) - Community Correction Revolving Fund.

Agency Position Usage Report

FY2010 - 2011						FY2011 - 2012						FY2012 - 2013					
Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused	Authorized in Act	Budgeted			Unbudgeted	% of Authorized Unused
	Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total			Filled	Unfilled	Total	Total	
1,387	1183	61	1244	143	14.71 %	1,376	1206	70	1276	100	12.35 %	1,376	1204	110	1314	62	12.50 %

Analysis of Budget Request

Appropriation: 1BA - Community Correction - Federal

Funding Sources: FPF - Federal Fund

This appropriation is funded by federal funds and provides support for several federal grant programs. The programs are for offender substance abuse rehabilitation treatment, drug court, serious and violent offenders, transitional housing and preparation for release from incarceration with follow up. The Agency anticipates the grants to continue during the next biennium.

The Agency is requesting Base Level of \$4,137,882 for each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 1BA - Community Correction - Federal

Funding Sources: FPF - Federal Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	146	206,270	206,270	206,270	206,270	206,270	206,270	206,270	206,270
Conference & Travel Expenses 5050009	0	74,415	74,415	74,415	74,415	74,415	74,415	74,415	74,415
Professional Fees 5060010	0	3,210,386	3,210,386	3,210,386	3,210,386	3,210,386	3,210,386	3,210,386	3,210,386
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Grants and Aid 5100004	0	646,811	646,811	646,811	646,811	646,811	646,811	646,811	646,811
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	146	4,137,882	4,137,882	4,137,882	4,137,882	4,137,882	4,137,882	4,137,882	4,137,882
Funding Sources									
Federal Revenue 4000020	146	4,137,882		4,137,882	4,137,882	4,137,882	4,137,882	4,137,882	4,137,882
Total Funding	146	4,137,882		4,137,882	4,137,882	4,137,882	4,137,882	4,137,882	4,137,882
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	146	4,137,882		4,137,882	4,137,882	4,137,882	4,137,882	4,137,882	4,137,882

Analysis of Budget Request

Appropriation: 1BR - Residents Cash Treasury

Funding Sources: NCC - Cash in Treasury

The Residential Services appropriation provides for the operation of the Community Correction Facilities commissaries. These are self-supporting operations in which residents can purchase various commissary supplies, primarily snack foods, in the Department's various centers. This appropriation also utilizes the proceeds from the coin-less telephone program in which the Agency receives partial reimbursement from the telephone company for phone calls made by the residents. The proceeds are used to purchase items of mutual benefit to all residents. The appropriation is also used for inmate assistance projects, security equipment and general operations.

Base Level appropriation totals \$1,882,024 each year of the biennium.

The Agency's Change Level requests total \$786,119 in FY14 and \$706,992 in FY15 and reflect the following:

- Operating Expenses increases in the amount of \$481,019 in FY14 and \$465,492 in FY15 for building repairs and maintenance.
- Capital Outlay increases of \$305,100 in FY14 and \$241,500 in FY15 for new equipment and replacement of existing equipment.

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 1BR - Residents Cash Treasury

Funding Sources: NCC - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data			Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
					Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	993,383	1,717,354	1,717,354	1,717,354	2,198,373	2,198,373	1,717,354	2,182,846	2,182,846
Conference & Travel Expenses	5050009	12,082	62,870	62,870	62,870	62,870	62,870	62,870	62,870	62,870
Professional Fees	5060010	0	101,800	101,800	101,800	101,800	101,800	101,800	101,800	101,800
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	305,100	305,100	0	241,500	241,500
Total		1,005,465	1,882,024	1,882,024	1,882,024	2,668,143	2,668,143	1,882,024	2,589,016	2,589,016
Funding Sources										
Fund Balance	4000005	1,831,772	2,092,811		2,092,811	2,092,811	2,092,811	2,878,930	2,092,811	2,092,811
Cash Fund	4000045	1,266,504	1,882,024		2,668,143	2,668,143	2,668,143	2,589,016	2,589,016	2,589,016
Total Funding		3,098,276	3,974,835		4,760,954	4,760,954	4,760,954	5,467,946	4,681,827	4,681,827
Excess Appropriation/(Funding)		(2,092,811)	(2,092,811)		(2,878,930)	(2,092,811)	(2,092,811)	(3,585,922)	(2,092,811)	(2,092,811)
Grand Total		1,005,465	1,882,024		1,882,024	2,668,143	2,668,143	1,882,024	2,589,016	2,589,016

Change Level by Appropriation

Appropriation: 1BR - Residents Cash Treasury
Funding Sources: NCC - Cash in Treasury

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	1,882,024	0	1,882,024	100.0	1,882,024	0	1,882,024	100.0
C01	Existing Program	786,119	0	2,668,143	141.8	706,992	0	2,589,016	137.6

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	1,882,024	0	1,882,024	100.0	1,882,024	0	1,882,024	100.0
C01	Existing Program	786,119	0	2,668,143	141.8	706,992	0	2,589,016	137.6

Justification

C01	Agency requests an increase in appropriation of \$786,119 for FY14 and \$706,992 for FY15. Three of the correctional facilities are over 60 years old, thus requiring major maintenance and repairs. The request will include replacement of the roofs, heating and air replacements/repairs, plumbing repairs/replacements, and replacement of kitchen/laundry equipment.
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Analysis of Budget Request

Appropriation: 2GH - Community Correction-Special

Funding Sources: SPF - Community Correction Revolving Fund

The Department of Community Correction is responsible for adult probation and parole services. This appropriation is utilized to support these services as well as special programs primarily for alcohol and drug and mental health treatment. The fees also provide for safety equipment, vehicles, and drug testing supplies. The special revenue supporting this appropriation includes fees and sanctions levied by the courts or authorized by the Board of Corrections and paid by offenders. The probation/parole fee is \$25 each month.

Base Level Regular Salaries and Personal Services Matching includes Career Service payments for eligible employees. Personal Services Matching also includes a \$20 increase in the monthly contribution for State employee's health insurance for a total State match per budgeted employee of \$410 per month. Base Level salaries and matching do not include appropriation for a Cost of Living Adjustment or Merit Pay Increases.

Base Level appropriation total \$11,310,180 in FY14 and \$11,317,692 in FY15 with 134 regular positions.

The Agency's Change Level requests total \$201,862 in FY14 and \$194,350 in FY15 and reflect the following:

- Operating Expenses of \$50,000 in each year of the biennium for inflationary cost of fuel and utilities.
- \$3,121,090 in FY14 and \$3,118,009 in FY15 in the Community Correction Program line item to allow for agency flexibility in future spending.
- A reduction in Regular Salaries and Personal Services Matching of \$2,969,228 in FY14 and \$2,973,659 in FY15 due to the transfer of sixty-five (65) positions to fund center 510 (Community Correction-State).

The Executive Recommendation provides for the Agency Request. Expenditure of appropriation is contingent upon available funding.

Appropriation Summary

Appropriation: 2GH - Community Correction-Special
Funding Sources: SPF - Community Correction Revolving Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	3,375,054	4,499,624	4,523,203	4,547,637	2,396,255	2,396,255	4,553,737	2,398,755	2,398,755
#Positions		96	134	143	134	69	69	134	69	69
Personal Services Matching	5010003	1,272,976	1,674,201	1,462,523	1,712,058	894,212	894,212	1,713,470	894,793	894,793
Operating Expenses	5020002	14,232	153,417	153,417	153,417	203,417	203,417	153,417	203,417	203,417
Conference & Travel Expenses	5050009	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Professional Fees	5060010	0	0	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	697,145	352,965	352,965	0	0	0	0	0	0
WMSC Parking Srvs from Fees	5900046	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Community Correction Program	5900047	4,184,183	5,004,646	5,192,745	4,886,068	8,007,158	8,007,158	4,886,068	8,004,077	8,004,077
Total		9,553,590	11,695,853	11,695,853	11,310,180	11,512,042	11,512,042	11,317,692	11,512,042	11,512,042

Funding Sources										
Fund Balance	4000005	8,761,396	6,015,801		3,087,948	3,087,948	3,087,948	0	0	0
Special Revenue	4000030	6,372,716	8,768,000		7,680,000	7,680,000	7,680,000	7,680,000	7,680,000	7,680,000
DFA Motor Vehicle Acquisition	4000184	430,679	0		0	0	0	0	0	0
M & R Sales	4000340	4,600	0		0	0	0	0	0	0
Total Funding		15,569,391	14,783,801		10,767,948	10,767,948	10,767,948	7,680,000	7,680,000	7,680,000
Excess Appropriation/(Funding)		(6,015,801)	(3,087,948)		542,232	744,094	744,094	3,637,692	3,832,042	3,832,042
Grand Total		9,553,590	11,695,853		11,310,180	11,512,042	11,512,042	11,317,692	11,512,042	11,512,042

FY13 Budget amount in Personal Services Matching exceeds the authorized amount due to matching rate adjustments during the 2011-2013 Biennium.

Change Level by Appropriation

Appropriation: 2GH - Community Correction-Special
Funding Sources: SPF - Community Correction Revolving Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	11,310,180	134	11,310,180	100.0	11,317,692	134	11,317,692	100.0
C01	Existing Program	3,171,090	0	14,481,270	128.0	3,168,009	0	14,485,701	128.0
C07	Agency Transfer	(2,969,228)	(65)	11,512,042	101.8	(2,973,659)	(65)	11,512,042	101.7

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	11,310,180	134	11,310,180	100.0	11,317,692	134	11,317,692	100.0
C01	Existing Program	3,171,090	0	14,481,270	128.0	3,168,009	0	14,485,701	128.0
C07	Agency Transfer	(2,969,228)	(65)	11,512,042	101.8	(2,973,659)	(65)	11,512,042	101.7

Justification

C01	Agency requests appropriation in the amount of \$50,000 each year of the biennium for inflationary cost of fuel and utilities. The requests to increase the special character 47 by \$3,121,090. This is offset by moving positions to a separate appropriation. This character code will allow the agency flexibility in future plans for this appropriation.
C07	The agency is requesting that 65 positions be transferred from special revenues to general revenue. The positions are drug court staff located in offices throughout the state. The fund will be depleted by the end of fiscal year 2014 if these positions continue to be budgeted from special revenues.

Analysis of Budget Request

Appropriation: 2GK - County Jail Reimbursement

Funding Sources: MCJ - County Jail Reimbursement Fund

Arkansas Code §19-5-1045 provides Jail Reimbursement to Counties by the Department of Community Correction. Prior to this legislation, only Department of Correction could provide Jail Reimbursements to the Counties. In the event that the Department of Correction or Department of Community Correction could not accept inmates from county jails due to insufficient bed space, each agency would have to reimburse the counties for housing the inmates. Funding for this appropriation comes from general revenue.

The Agency Request is for Base Level of \$2,000,000 each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 2GK - County Jail Reimbursement

Funding Sources: MCJ - County Jail Reimbursement Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	2013-2014			2014-2015		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Refunds/Reimbursements 5110014	1,097,336	2,000,000	3,453,572	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Total	1,097,336	2,000,000	3,453,572	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Funding Sources									
General Revenue 4000010	1,097,336	2,000,000		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Total Funding	1,097,336	2,000,000		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	1,097,336	2,000,000		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000

Analysis of Budget Request

Appropriation: 510 - Community Correction - State
Funding Sources: HCP - Department of Community Correction Fund

The Department of Community Punishment uses this appropriation for daily operations. Funding for this appropriation comes from general revenue and cash funds received from the rental of buildings at the Texarkana unit to other state agencies.

The Agency's Change Level Requests total \$10,792,738 in FY14 and \$10,482,460 in FY15 in general revenue funding and appropriation. The following is a summary of the major components of the Agency Request:

The reclassification of an Information Systems Coordinator to a DCC eOMIS Coordinator and an ADC Training Academy Supervisor to an ADC/DCC Training Supervisor. These changes are class changes only and have no fiscal impact.

Regular Salaries and Personal Services Matching increases of \$7,231,616 in FY14 and \$7,236,072 in FY15 for thirty four (34) new positions, sixty two (62) restorations, and sixty five (65) positions transferred from fund center 2GH - Community Correction Revolving Fund.

1. Residential Services

- Operating Expenses increases of \$220,869 in FY14 and \$251,287 in FY15 for increased utilities, food and fuel costs.
- Professional Fees increases of \$132,366 in FY14 and \$409,888 in FY15 for anticipated increases in the Correctional Medical Services contract.

2. Probation/Parole

- Regular Salaries and Personal Services Matching increases in association with eighteen (18) new positions and the restoration of fifty five (55) positions.
- Operating Expenses increases \$532,917 in FY14 and \$320,166 in FY15 for increased rents, utilities, and fuel costs.
- Conference & Travel increases of \$6,000 in FY14 and \$7,200 in FY15 for increased travel costs to support additional positions.

4. Administration and Support

- Operating Expenses increases of \$2,002,347 in FY14 and \$1,865,847 in FY15 for network services maintenance and upgrades, software licensing and computer purchases/replacements
- Conference & Travel increase of \$37,200 for each year of the biennium for increased travel costs to support additional positions
- Professional Fees increases of \$25,000 in FY14 and \$22,800 in FY15 for maintenance and enhancements of the Electronic Offender Management System (eOMIS).
- Capital Outlay increases of \$522,423 in FY14 and \$250,000 in FY15 for new and replacement equipment.

The Executive Recommendation provides base level in addition to appropriation of \$6,129,916 with general revenue funding of \$3,000,000 in FY14 and appropriation of \$6,164,981 with general revenue funding of \$3,000,000 in FY15. These amounts are reflected below.

- An increase in Regular Salaries and Personal Services Matching of \$5,649,206 in FY14 and \$5,653,637 in FY15. These amounts are related to the transfer of sixty five (65) positions from the agency's special revenue appropriation, seventeen (17) new positions and forty three(43) position restorations.
- An increase in Operating Expenses of \$241,344 in both years of the biennium to support the additional positions.
- An increase in Professional Services of \$239,366 in FY14 and \$270,000 in FY15 to support the agency's medical contract increase.

Appropriation Summary

Appropriation: 510 - Community Correction - State
Funding Sources: HCP - Department of Community Correction Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2011-2012	2012-2013	2012-2013	2013-2014			2014-2015		
		Actual	Budget	Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	39,984,280	40,015,434	44,047,863	40,369,056	45,582,504	44,456,920	40,409,156	45,626,204	44,500,620
#Positions		1,186	1,177	1,230	1,177	1,338	1,302	1,177	1,338	1,302
Extra Help	5010001	3,028	0	25,000	0	0	0	0	0	0
#Extra Help		1	10							
Personal Services Matching	5010003	13,879,257	14,771,933	15,070,998	15,136,282	17,154,450	16,697,624	15,145,564	17,164,588	16,707,737
Operating Expenses	5020002	11,042,077	9,653,498	11,081,800	9,653,498	12,409,631	9,894,842	9,653,498	12,090,798	9,894,842
Conference & Travel Expenses	5050009	3,966	0	21,807	0	43,200	0	0	44,400	0
Professional Fees	5060010	7,341,552	8,948,181	17,473,817	8,948,181	9,187,547	9,187,547	8,948,181	9,462,869	9,218,181
Data Processing	5090012	0	0	0	0	0	0	0	0	0
Capital Outlay	5120011	33,728	0	0	0	522,423	0	0	250,000	0
Total		72,287,888	73,389,046	87,721,285	74,107,017	84,899,755	80,236,933	74,156,399	84,638,859	80,321,380

Funding Sources										
General Revenue	4000010	70,484,604	69,975,623		72,505,152	83,297,890	75,505,152	72,553,466	83,035,926	75,553,466
Federal Revenue	4000020	190,320	150,835		155,000	155,000	155,000	155,000	155,000	155,000
Merit Adjustment Fund	4000055	756,189	1,202,945		0	0	0	0	0	0
Other	4000370	856,775	2,059,643		1,446,865	1,446,865	1,446,865	1,447,933	1,447,933	1,447,933
Total Funding		72,287,888	73,389,046		74,107,017	84,899,755	77,107,017	74,156,399	84,638,859	77,156,399
Excess Appropriation/(Funding)		0	0		0	0	3,129,916	0	0	3,164,981
Grand Total		72,287,888	73,389,046		74,107,017	84,899,755	80,236,933	74,156,399	84,638,859	80,321,380

Change Level by Appropriation

Appropriation: 510 - Community Correction - State
Funding Sources: HCP - Department of Community Correction Fund

Agency Request

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	74,107,017	1,177	74,107,017	100.0	74,156,399	1,177	74,156,399	100.0
C01	Existing Program	5,790,825	96	79,897,842	107.8	5,614,791	96	79,771,190	107.6
C02	New Program	1,259,547	0	81,157,389	109.5	1,203,747	0	80,974,937	109.2
C07	Agency Transfer	2,969,228	65	84,126,617	113.5	2,973,659	65	83,948,596	113.2
C08	Technology	773,000	0	84,899,617	114.6	690,100	0	84,638,696	114.1
C10	Reclass	138	0	84,899,755	114.6	163	0	84,638,859	114.1
C14	Title Change	0	0	84,899,755	114.6	0	0	84,638,859	114.1

Executive Recommendation

Change Level		2013-2014	Pos	Cumulative	% of BL	2014-2015	Pos	Cumulative	% of BL
BL	Base Level	74,107,017	1,177	74,107,017	100.0	74,156,399	1,177	74,156,399	100.0
C01	Existing Program	3,160,688	60	77,267,705	104.3	3,191,322	60	77,347,721	104.3
C02	New Program	0	0	77,267,705	104.3	0	0	77,347,721	104.3
C07	Agency Transfer	2,969,228	65	80,236,933	108.3	2,973,659	65	80,321,380	108.3
C08	Technology	0	0	80,236,933	108.3	0	0	80,321,380	108.3
C10	Reclass	0	0	80,236,933	108.3	0	0	80,321,380	108.3
C14	Title Change	0	0	80,236,933	108.3	0	0	80,321,380	108.3

Justification

C01	<p>Agency requests appropriation and funding for 34 new and 62 restored positions, as follows: Parole/Probation (P/P) Services – 37 P/P officers, 12 P/P Asst. Area Managers, 6 Substance Abuse Program Leaders (SAPL), 12 Advisors, and 6 Administrative Specialists. The increase in P/P staff positions is needed to fulfill the requirements of Act 570 and ensure officer to client caseloads are at a more manageable level. Insufficient staffing can significantly increase the likelihood of adverse effect on public safety. It can severely hamper the DCC's ability to locate absconded offenders and impose appropriate sanctions. The new positions will enhance DCC's ability to engage in evidence-based practices, thereby reducing recidivism. The SAPLs and Advisors are needed to ensure that the DCC clients receive the programming/services needed. Also requested for these positions are equipment, additional leases, vehicles and general maintenance and operation. The request for positions at the correctional centers located in Texarkana, Little Rock, Fayetteville and Malvern is for 20 positions, 12 Security Staff, 6 Counselors, 1 Release Officer, and 1 Food Serv. Manager. These positions are critical to the centers' operations to maintain safety for residents and staff, and provide the needed services. Four additional positions are requested for the Administration and Support Services. The Systems Support Analyst position is to help support the over 1100 users we have. Currently there are 2 employees with a ratio of 1 support analyst to 650 computers. DCC is requesting a Software Support Analyst to bring the ratio to 1:367. These analysts handle all help desk tickets and hardware and software issues agency wide. With the Transparency Act in place, the requirements have greatly increased the workload on the purchasing department to create more out-line agreements, purchase orders and contracts. With the increase in contracts, the agency is requesting a Fiscal Support Supervisor who will oversee all contracts, and an additional Buyer to assist with the requisitioning process and ordering commodities from the new contracts. DCC requests \$39,000 for both years of the biennium for continuation of the Community from Correction Training Component (COTC) training module for staff at the 58 DCC Offices. This training is approved by the American Correctional Association and the American Parole and Probation Association. Also requested is \$30,340 each year of the biennium to pay for new (mandatory) GED testing costs which will debut January, 2014.</p>
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Change Level by Appropriation

Justification	
C02	Agency requests an estimated 4% increase for each year of the biennium for the medical contract/services for the 1,615 residents housed in the correctional centers. The request for increase for maintenance and operations is due to inflationary cost of utilities, fuel and food. The equipment request includes replacement vehicles. Currently DCC has approximately 82 vehicles that have over 90,000miles. Three of the correctional centers are over 60 years old and are in need of repairs to roofs, plumbing, heating and air units. Also needed is replacement of the kitchen/laundry equipment.
C07	The Agency is requesting funding in general revenue for 65 positions that are currently budgeted from the agency's special revenues. The positions are drug court staff located in offices throughout the state. The fund will be depleted by the end of fiscal year 2014 if these positions continue to be budgeted from special revenues.
C08	The Agency's IT section exists to serve all of the agency's technology needs. Currently the agency has over 1100 computers, 35 servers, and 350 tablets. This infrastructure is designed to maximize the effectiveness of the core applications of the organization. The applications include Electronic Offender Management System (EOMIS), AASIS, EagleNet, and Joint Access to Knowledge via eLearning. The agency is requesting \$138,500 in FY14 for projects and DIS rate increase; and \$59,550 for FY15.
C10	Agency requests one position that is currently an Information Systems Coordinator (C124) be reclassified to the new title DCC eOMIS Coordinator (C124)
C14	Agency requests title change only of current position of ADC Training Academy Supervisor to ADC/DCC Training Supervisor to more accurately reflect the position and location

Analysis of Budget Request

Appropriation: 86Y - Best Practices

Funding Sources: TBP - Best Practices Trust

This appropriation was established by the Public Safety Improvement Act of 2011 also known as Act 570. The special revenue supporting this appropriation includes fees and sanctions levied by the courts or authorized by the Board of Corrections and paid by offenders. The probation/parole fee is \$10 each month. These fees go to support programs and services that implement practices that are proven to reduce the risk of having repeat offenders or recidivism, including programs that address treatment needs of offenders.

The Agency is requesting Base Level of \$3,000,000 for each year of the biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 86Y - Best Practices

Funding Sources: TBP - Best Practices Trust

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Community Correction Prgm 5900046	0	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Total	0	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Funding Sources									
Special Revenue 4000030	0	3,000,000		3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Total Funding	0	3,000,000		3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Excess Appropriation/(Funding)	0	0		0	0	0	0	0	0
Grand Total	0	3,000,000		3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000

Appropriation Summary

Appropriation: F07 - Two Additional Drug Courts

Funding Sources: HCP - Department of Community Correction Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item	Historical Data			2013-2014			2014-2015		
	2011-2012 Actual	2012-2013 Budget	2012-2013 Authorized	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	0	0	177,318	0	0	0	0	0	0
#Positions	0	0	0	0	0	0	0	0	0
Extra Help 5010001	0	0	0	0	0	0	0	0	0
#Extra Help	0	0	0	0	0	0	0	0	0
Personal Services Matching 5010003	0	0	56,742	0	0	0	0	0	0
Operating Expenses 5020002	0	0	125,000	0	0	0	0	0	0
Conference & Travel Expenses 5050009	0	0	2,400	0	0	0	0	0	0
Professional Fees 5060010	0	0	0	0	0	0	0	0	0
Data Processing 5090012	0	0	0	0	0	0	0	0	0
Capital Outlay 5120011	0	0	34,000	0	0	0	0	0	0
Total	0	0	395,460	0	0	0	0	0	0

THIS APPROPRIATION IS NOT REQUESTED FOR THE 2013-2015 BIENNIUM