

Q00C02
Division of Parole and Probation
 Department of Public Safety and Correctional Services

Operating Budget Data

(\$ in Thousands)

	<u>FY 11</u> <u>Actual</u>	<u>FY 12</u> <u>Working</u>	<u>FY 13</u> <u>Allowance</u>	<u>FY 12-13</u> <u>Change</u>	<u>% Change</u> <u>Prior Year</u>
General Fund	\$85,353	\$95,971	\$95,834	-\$137	-0.1%
Adjusted General Fund	\$85,353	\$95,971	\$95,834	-\$137	-0.1%
Special Fund	7,003	7,889	7,655	-234	-3.0%
Adjusted Special Fund	\$7,003	\$7,889	\$7,655	-\$234	-3.0%
Federal Fund	7,107	202	202	0	
Adjusted Federal Fund	\$7,107	\$202	\$202	\$0	0.0%
Reimbursable Fund	274	291	292	1	0.2%
Adjusted Reimbursable Fund	\$274	\$291	\$292	\$1	0.2%
Adjusted Grand Total	\$99,736	\$104,353	\$103,983	-\$370	-0.4%

- The fiscal 2013 allowance for the Division of Parole and Probation (DPP) is reduced by approximately \$370,000 when compared to the fiscal 2012 working appropriation. Significant changes within the agency include a net savings of \$71,000 for contractual temporary office assistance, offset by 19.9 contractual full-time equivalents (FTE). This reflects a departmental policy shift to utilize more contractual employees versus agency temps. Overall, personnel expenses for regular positions increase by a net \$105,000. Additionally, the agency allowance reflects a net savings of \$216,000 due to the closure of the department-run urinalysis testing laboratory, offset by an increase in contractual urinalysis testing services.

Note: Numbers may not sum to total due to rounding.

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Personnel Data

	<u>FY 11 Actual</u>	<u>FY 12 Working</u>	<u>FY 13 Allowance</u>	<u>FY 12-13 Change</u>
Regular Positions	1,283.00	1,250.00	1,239.00	-11.00
Contractual FTEs	<u>84.08</u>	<u>110.78</u>	<u>130.68</u>	<u>19.90</u>
Total Personnel	1,367.08	1,360.78	1,369.68	8.90

Vacancy Data: Regular Positions

Turnover and Necessary Vacancies, Excluding New Positions	95.16	7.68%
Positions and Percentage Vacant as of 12/31/11	98.00	7.84%

- DPP loses 11 regular positions in the fiscal 2013 allowance: 8 parole and probation intake workers, 2 additions counselors, and 1 administrative officer. Eight of the positions are abolished due to cost containment. The 3 remaining positions are transferred to the Department of Budget and Management’s Central Collections Unit which is preparing to assume responsibility for collection for all offender-owed restitution, fines, and fees.
- The agency receives an additional 19.9 contractual FTEs to offset a decrease in temporary office assistance as the department implements a policy shift to utilize more contractual employees in lieu of agency temps.

Analysis in Brief

Major Trends

Case Closure Rates and Supervision Outcomes: A key component of the mission for DPP is to keep Maryland communities safe by providing comprehensive case management and intervention strategies in order to help offenders maintain compliance and successfully transition to living in the community. DPP aims to have at least 31.0% of offenders employed, 46.0% having completed substance abuse treatment, and 77.0% in satisfactory status at the time of case closing. Although DPP was in reach of achieving these goals, the division was ultimately unable to meet all three targets in fiscal 2011. In addition, the agency was unable to meet its target of having 3.1% or less of cases under supervision closed due to revocation for a new offense. Fiscal 2011 saw a notable increase in revocations for all types of cases. **DPP should comment on what is being done to help offenders prepare for and locate potential employment opportunities. The agency should also address how service delivery and availability for both substance abuse treatment and employment opportunities might be impacted by the new departmental reorganization. DPP should explain**

the reason for the fiscal 2011 increase in new offense revocations and how the agency intends to meet the target in the future.

Issues

Parole and Probation Agent Caseload Ratios: Maintaining manageable caseload ratios is an important issue because larger caseloads can limit an agent's ability to detect violations and intervene effectively. Maryland supervises offenders based on risk level, dividing the population into three categories: violence prevention initiative (VPI), sex offenders, and general cases. The ideal average caseload ratio is 30:1 for VPI, 30-40:1 for sex offenders, and 100:1 for general cases. DPP does well managing VPI and sex offender caseloads; however, the agency has had between 16 and 18 jurisdictions operating every month for the past 15 months with general caseload ratios in excess of the 100:1 target. Further complicating the issue is the significant disparity among jurisdictions in terms of the number of specialized cases and access to services. The result can be blended caseloads and jurisdictions where agents have to provide more services because community resources are not available, which skews what an appropriate caseload size might be. DPP is currently working with union representatives to discern the appropriate general caseload average. **DPP should comment on why the average caseload might vary in each jurisdiction and what has been driving the increase in VPI and sex offender caseloads since February 2011. DPP should also discuss some of the reasons for general caseloads being so high and how the agency accounts for blended caseloads when evaluating resource demands and caseload sizes. The Department of Legislative Services recommends DPP submit the findings of the caseload study to the budget committees, along with recommendations for acceptable agent caseload standards. In examining the issue, DPP should explore acceptable caseload ratios for urban, rural, and suburban jurisdictions, as well as by offender risk level and case type.**

Recommended Actions

1. Adopt committee narrative directing the Division of Parole and Probation to submit the findings of its caseload study and recommendations for appropriate caseload standards.

Updates

Improvements to the Pre-parole Investigation Process: The Department of Public Safety and Correctional Services made a number of operational changes to improve efficiency and increase the number of locally sentenced offenders receiving parole hearings and ultimately granted parole. DPP updated policies and implemented technological upgrades to improve communication with local detention centers and the Maryland Parole Commission during the pre-parole investigation process.

Q00C02
Division of Parole and Probation
Department of Public Safety and Correctional Services

Operating Budget Analysis

Program Description

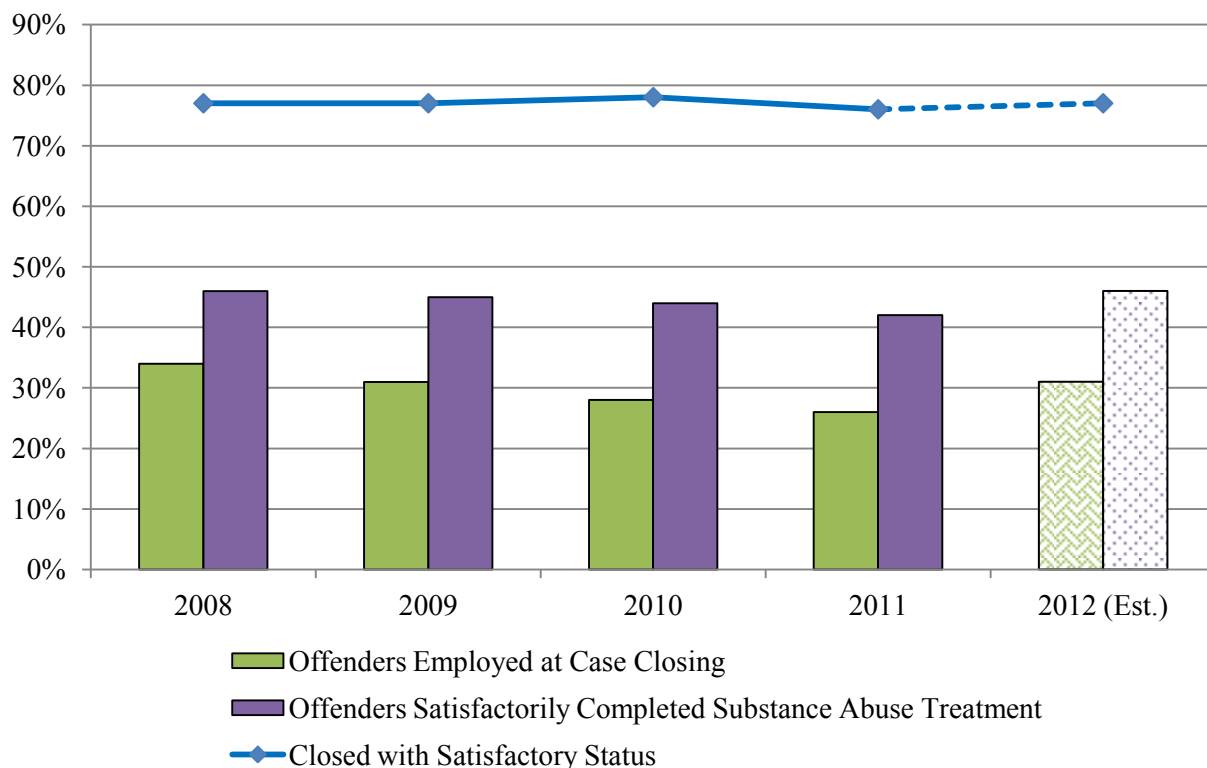
The Division of Parole and Probation (DPP) provides offender supervision and investigation services. DPP's largest workload involves the supervision of probationers assigned to the division by the courts. DPP also supervises inmates released on parole by the Parole Commission or released from the Division of Correction because of mandatory release. Offenders can also be placed under DPP supervision through assignment by drug courts. The Drinking Driver Monitor Program (DDMP) supervises offenders sentenced by the courts to probation for driving while intoxicated or driving under the influence. In addition, in fiscal 2008, the division created the Community Surveillance and Enforcement Program to provide an alternative to incarceration for eligible offenders through the use of electronic monitoring and case management services. This new program includes the Central Home Detention Unit and the Warrant Apprehension Unit. Finally, the Violence Prevention Initiative (VPI), also created in fiscal 2008, is a statewide program to identify offenders whose risk factors and criminal histories indicate a propensity for violence and then to provide those offenders with enhanced supervision.

Performance Analysis: Managing for Results

A key component of the mission for DPP is to keep Maryland communities safe by providing comprehensive case management and intervention strategies in order to help offenders maintain compliance and successfully transition to living in the community. To measure the agency's performance in providing these services, **Exhibit 1** shows the percent of offenders who are employed at case closing, have satisfactorily completed substance abuse treatment at case closing, and who have had their case closed in satisfactory status. DPP's target is to have at least 31% of offenders employed, 46% having completed substance abuse treatment, and 77% in satisfactory status at the time of case closing.

The division was unable to meet all three targets in fiscal 2011. Only 76% of cases closed by DPP in fiscal 2011 were closed in a satisfactory status. While this is just shy of the 77% target, it does reflect a two percentage point reduction from fiscal 2010. The percent of cases closed where an offender had satisfactorily completed substance abuse treatment also declined by two percentage points to 42%. This is four percentage points below the target. In addition, only 26% of offenders were employed at the time of case closing in fiscal 2011, another reduction of two percentage points from fiscal 2010 and five percentage points below the target. DPP notes that the employment target is particularly challenging due to the economic downturn, making it difficult for the offender population to compete for the same employment opportunities as others without criminal records. **DPP should comment on what is being done to help offenders prepare for and locate potential employment opportunities. The agency should also address how service delivery and**

Exhibit 1
Division of Parole and Probation
Supervision Outcomes
Fiscal 2008-2012 Est.

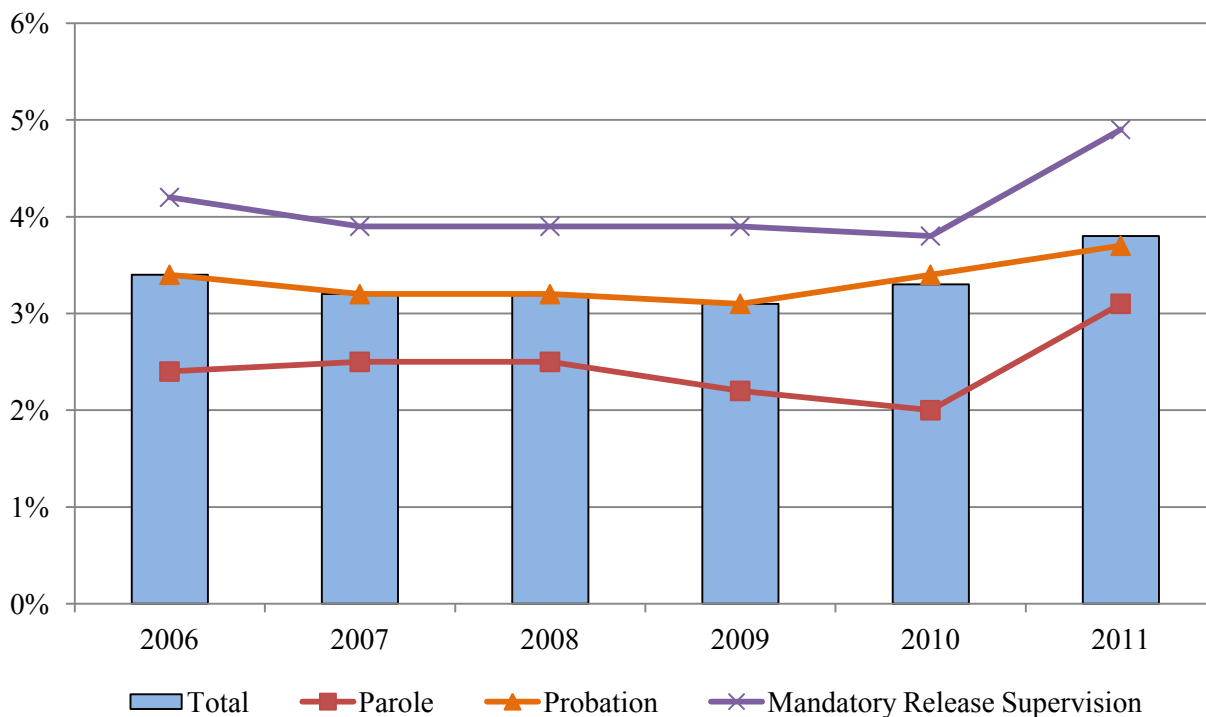


Source: Department of Public Safety and Correctional Services; Governor’s Budget Books, Fiscal 2013

availability for both substance abuse treatment and employment opportunities might be impacted by the new departmental reorganization.

Exhibit 2 shows the percent of DPP cases closed due to revocation for a new offense. In only one of the last six fiscal years has the agency met its target of having 3.1% or less of cases under supervision closed due to revocation for a new offense. Fiscal 2011 saw a notable increase in revocations for all types of cases. Parole revocations increased from 2.0 to 3.1%, the highest percentage of new offense revocations since prior to fiscal 2002. Probation revocations also spiked in fiscal 2011, from 3.4 to 3.7%. The percent of mandatory supervision release cases revoked for new offenses, reflects the majority of revocations and also increased by more than one percentage point between fiscal 2010 and 2011, from 3.8 to 4.9%. **DPP should explain the reason for the fiscal 2011 increase in new offense revocations and how the agency intends to meet the target in the future.**

Exhibit 2
Division of Parole and Probation
Percent of Cases Closed Due to Revocation for New Offense
Fiscal 2006-2011



Source: Department of Public Safety and Correctional Services; Governor’s Budget Books, Fiscal 2013

Fiscal 2012 Actions

Section 47 of the fiscal 2012 budget bill required the Governor to abolish 450 positions as of January 1, 2012. This agency’s share of the reduction was 24 positions. The annualized salary savings due to the abolition of these positions is expected to be \$816,558 in general funds and \$28,707 in special funds.

Proposed Budget

As seen in **Exhibit 3**, the Governor’s fiscal 2013 allowance for DPP decreases by \$370,000 when compared to the fiscal 2012 working appropriation. Personnel expenses increase by a net \$105,000. The allowance reflects a \$915,000 reduction from the elimination of the one-time

Exhibit 3
Proposed Budget
DPSCS – Division of Parole and Probation
(\$ in Thousands)

How Much It Grows:	General Fund	Special Fund	Federal Fund	Reimb. Fund	Total
2012 Working Appropriation	\$95,971	\$7,889	\$202	\$291	\$104,353
2013 Allowance	<u>95,834</u>	<u>7,655</u>	<u>202</u>	<u>292</u>	<u>103,983</u>
Amount Change	-\$137	-\$234	\$0	\$1	-\$370
Percent Change	-0.1%	-3.0%		0.2%	-0.4%
Contingent Reduction	\$0	\$0	\$0	\$0	\$0
Adjusted Change	-\$137	-\$234	\$0	\$1	-\$370
Adjusted Percent Change	-0.1%	-3.0%	0.0%	0.2%	-0.4%
Where It Goes:					
Personnel Expenses					
Abolished/transferred positions.....					-\$507
Increments and other compensation					-696
Overtime.....					158
Employee and retiree health insurance.....					1,071
Employee retirement system					1,191
Workers' compensation premium assessment.....					237
Turnover adjustments					-393
Elimination of one-time fiscal 2012 employee bonus					-915
Other fringe benefit adjustments					-41
Net additional contractual full-time equivalent positions to replace contractual services					-71
Other Changes					
Net closure of department-run urinalysis testing lab in lieu of contractual services.....					-216
Motor vehicle purchases.....					-254
Rent					-31
Inmate health expenses.....					-29
Per diem rate for contractual pre-release services at Dismas House					75
Sex offender treatment services.....					39
Other					12
Total					-\$370

Note: Numbers may not sum to total due to rounding.

Q00C02 – DPSCS – Division of Parole and Probation

\$750 employee bonus in fiscal 2012 and a \$696,000 reduction to align fiscal 2013 salaries to reflect actual positions lost through the Voluntary Separation Program. Offsetting these reductions are \$1.1 million and \$1.2 million increases for health insurance and retirement, respectively. Overtime funding also increases by approximately \$158,000 in fiscal 2013, although this is still nearly \$68,000 below fiscal 2011 actual expenditures.

The agency loses a total of 11 regular positions in the fiscal 2013 allowance, resulting in a reduction of approximately \$507,000. Eight of the positions are abolished due to cost containment, and 3 positions are transferred to the Department of Budget and Management's Central Collections Unit (CCU). DPP and CCU are developing a memorandum of understanding (MOU) to have CCU assume responsibility for collecting all restitution, fines, and fees that offenders are ordered to pay either by the courts or by statute. The anticipation is that all current accounts will be transferred to CCU by April 2012, with the exception of accounts involving restitution. As of September 2011, approximately 10.4% of DPP cases had restitution requirements. All past due accounts will be transferred to CCU in May and June 2012. Legislation is required to allow CCU to collect restitution, and the department intends to submit the necessary legislation during the 2012 session. If the legislation is enacted, DPP anticipates CCU will assume restitution collection by July 2012.

Under current policy, DPP collects all fines, fees, and restitution. The agency assesses a 2% fee for restitution collection, as required by statute, to help offset the cost of collection. If an offender's account is delinquent at the time of case closing, the account is referred to CCU for collection, and CCU assesses a 17% fee. With the transfer of all current and past due accounts, the 17% fee for delinquent accounts at the time of case closing will remain. CCU will also continue to assess the 2% fee for restitution collection. A 5% fee will be assessed for all other collections on current accounts to cover the cost of collection. This is significantly less than the average fee assessed by collections agencies, which is approximately 15%.

The expectation is that collections will increase significantly under CCU, in part, because CCU already has a variety of collections tools in place. This includes the Tax Intercept Program, which garnishes wages and/or tax returns to ensure that fines, fee, and restitution are paid. An increase in fines and fees collections will increase the amount of revenue generated to the general fund. In addition, the State will finally gain an understanding of how much revenue is actually collected, in comparison to how much offenders have been ordered to pay. Due to antiquated systems within DPP, this has been largely indeterminable.

The agency also saves a net of \$71,000 to fund 19.9 full-time equivalents (FTE) in the fiscal 2013 allowance. These positions are primarily clerical and are offset by a reduction in temporary office assistance contracts, as the department shifts from using temporary assistance to contractual employment for addressing workload demands. Motor vehicle purchases decline by \$254,000 in fiscal 2013 due to cost containment. The budget for contractual pre-release housing increases by \$75,000, as the per diem rate for Dismas House increased by approximately 4.0%. The \$39,000 increase for contractual sex offender treatment services reflects the annualization of contracts implemented in fiscal 2012.

Q00C02 – DPSCS – Division of Parole and Probation

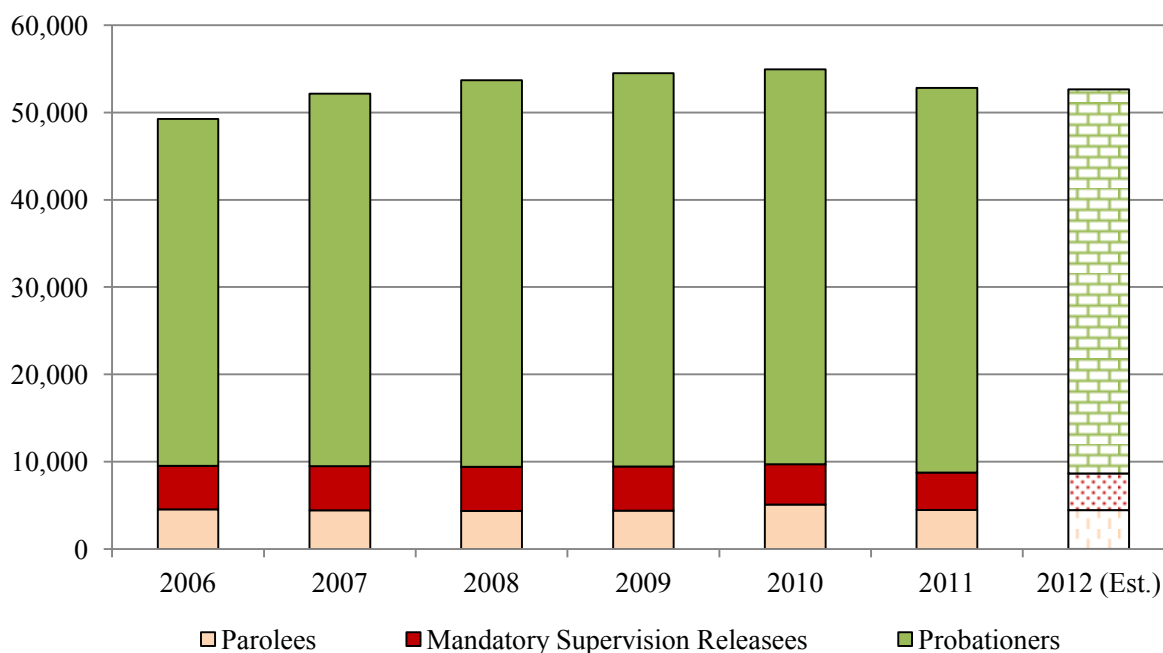
The other notable change in the fiscal 2013 allowance is a net \$216,000 reduction generated from the closure of the department-run urinalysis testing laboratory. A portion of the savings is offset by an increase in contractual urinalysis testing services. Previously, the Department of Public Safety and Correctional Services (DPSCS) utilized various means for conducting urinalysis testing including operating its own laboratories, contracts with private vendors, and an MOU with a local jurisdiction. With the elimination of separate divisions for corrections, community supervision, and pretrial detention, and the implementation of the new Offender Case Management System, DPSCS has decided to use one system throughout the entire department for urinalysis testing. The decision coincides with the expiration of existing DPP contracts for laboratory supplies and private vendor services. A new contract was awarded in September 2011 with a single vendor to provide consolidated testing services to DPP, including electronic results reporting. The services provided in the contract are expanded to include all urinalysis testing for the department beginning in June 2012. This allows for the complete closure of the DPSCS-operated laboratory in fiscal 2013.

Issues

1. Parole and Probation Agent Caseload Ratios

Parole and probation agents monitor offenders who are in the community, making sure they are abiding by the law, staying in the area, and meeting all terms of their supervision, ordered by either the courts or the Maryland Parole Commission (MPC). **Exhibit 4** shows how Maryland’s community supervision population increased between fiscal 2006 and 2010, followed by a slight decline in fiscal 2011. If an offender violates the conditions of supervision, it can result in sanctions, including re-incarceration. Maintaining manageable caseload ratios is an important issue because larger caseloads can limit an agent’s ability to detect violations and intervene effectively.

Exhibit 4
Division of Parole and Probation
Active Cases at End of Fiscal Year
Fiscal 2006-2012 (Est.)



Source: Department of Public Safety and Correctional Services; Governor’s Budget Books, Fiscal 2013

The community supervision population is incredibly diverse in their criminal involvement, risk of re-offending, and needs for programming and services. Research suggests the most effective way to utilize supervision resources is by targeting those resources at the highest risk offenders and

Q00C02 – DPSCS – Division of Parole and Probation

those thought to be the most responsive to programming. Maryland follows this model by supervising offenders based on risk level. Offenders fall into one of three categories:

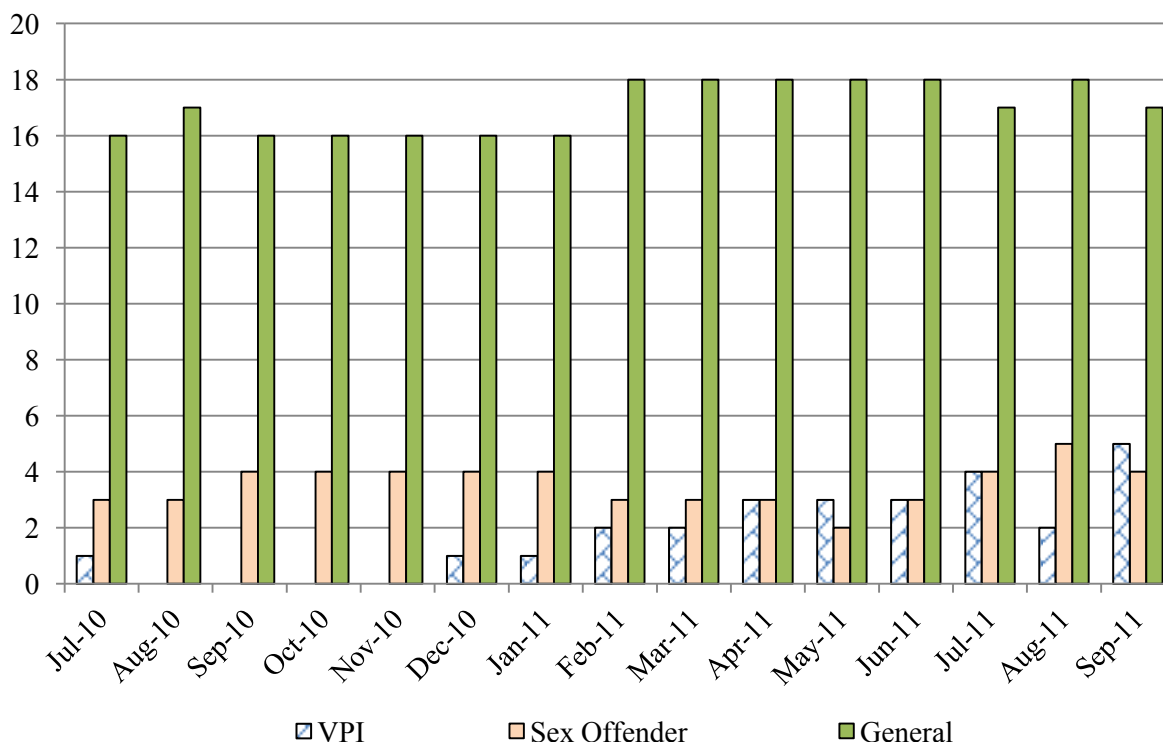
- VPI: ideal caseload ratio is 30:1;
- sex offender: ideal caseload ratio is 30-40:1; or
- general: prior assessments have indicated that an ideal caseload ratio is 100:1, although this is currently being evaluated by DPP.

DPP prioritizes its resources to supervise sex offenders and the most violent offenders first. The VPI offenders are identified through an evidence-based risk assessment tool as having a propensity toward violence and a high risk of re-offending. Thirteen of Maryland's 24 jurisdictions have agents with a VPI-dedicated caseload. For sex offenders, DPP uses a strict supervision model called Collaborative Offender Management Enforced Treatment, which uses coordination among law enforcement, judicial, treatment, and victim advocacy experts to supervise sex offenders via computer monitoring, polygraph examinations, specialized treatments, and global positioning system monitoring. General caseloads largely consist of moderate- to low-risk nonviolent offenders. Within general caseloads, DPP agents still prioritize cases focusing resources on the highest risk offenders.

DPP maintains a spreadsheet, sorted by region, which reports the number of cases and the average caseload for each agent to help manage resource demand and population trends. **Exhibit 5** shows the number of jurisdictions per month that have an average caseload in excess of the ideal caseload size. The data in the exhibit distinguishes between the three case types and, therefore, accounts for the different ideal caseload ratios. As seen in the exhibit, DPP does well managing the VPI and sex offender caseloads, with five or fewer jurisdictions per month exceeding the ideal caseload size in the past 15 months. The number of jurisdictions exceeding the ideal 30:1 caseload ratio for VPI cases, however, has increased during calendar 2011. The number of jurisdictions exceeding the ideal 30-40:1 caseload ratio for sex offender cases has been relatively steady over the past 15 months but increased in the last 3 months reported. Most significant, however, is the number of jurisdictions per month (16 to 18) in excess of the 100:1 caseload ratio for general cases. According to DPP, as of December 2011, the average general caseload statewide was 136 cases per agent. Charles and St. Mary's counties consistently averaged over 200 cases per agent in 10 of the last 15 months.

It is difficult to track and identify a statewide average caseload for any case type because there is significant disparity among jurisdictions. Smaller or more rural jurisdictions might not have the demand to warrant caseloads dedicated to the VPI or sex offenders. Agents in these jurisdictions have blended caseloads, which means that meeting a 100:1 caseload ratio would be inappropriate and overburdening because a portion of that blended caseload would require intensive supervision. Also, these jurisdictions might not have the same access to community providers for service delivery, placing an increased demand on the supervision agent to provide the services.

Exhibit 5
Division of Parole and Probation
Jurisdictions with Average Caseload Exceeding the Standard
July 2010-September 2011



VPI: Violence prevention initiative

Source: Department of Public Safety and Correctional Services; State Stat

DPP is currently working with union representatives to discern the appropriate general caseload average. According to the agency, the process involves conducting employee focus groups and a survey designed to target and analyze the workload elements required in the supervision of offenders assigned to a general caseload. DPP anticipates completing the study during calendar 2012. **DPP should discuss some of the reasons for general caseloads being so high and how the agency accounts for blended caseloads when evaluating resource demands and caseload sizes.**

The Department of Legislative Services recommends DPP submit the findings of the caseload study to the budget committees, along with recommendations for acceptable agent caseload standards. In examining the issue, DPP should explore acceptable caseload ratios for urban, rural, and suburban jurisdictions, as well as by offender risk-level, and case type.

Q00C02 – DPSCS – Division of Parole and Probation

Another issue to take into consideration with regard to agent caseloads is the department's new Earned Release Plan (ERP), designed to increase the number of paroled offenders by 1,200 annually. These parolees will have to be absorbed into DPP caseloads and will come from all jurisdictions across the State. According to DPP, many of these offenders will require case plans that address multiple cases/sentences with various special conditions stemming from the courts and MPC. Since the plan will only be partially implemented in fiscal 2013, the agency anticipates approximately 200 to 400 additional offenders released to supervision. DPP believes it will be able to absorb the additional workload within existing resources. As seen in Exhibit 5, however, the resources available in some jurisdictions are already exceeding caseload standards, particularly for general cases. Once the ERP is fully implemented in fiscal 2014, DPP estimates needing 6 additional parole and probation agents, 1 field supervisor, and 1 agent assistant to support the increased workload.

Recommended Actions

1. Adopt the following narrative:

Parole and Probation Agent Caseload Standards: The budget committees direct the Division of Parole and Probation (DPP) to submit the findings of the agency’s general caseload study, along with recommendations for appropriate caseload standards. The recommended caseload standards should take into consideration how ratios might vary by case type or offender risk level, as well as variations among urban, rural, and suburban jurisdictions. The report shall be submitted to the budget committees no later than January 1, 2013.

Information Request	Author	Due Date
Parole and probation agent caseload standards	DPP	January 1, 2013

Updates

1. Improvements to the Pre-parole Investigation Process

During the 2011 session, a number of concerns were raised regarding the parole process for locally sentenced offenders. The small hearing dockets and poor communication between State agencies and local correctional facilities had resulted in a costly and inefficient system that limited the number of locally sentenced inmates who received parole hearings in a timely manner. In response to the legislature's concerns, the department made a number of operational changes to improve efficiency and increase the number of locally sentenced offenders receiving parole hearings and ultimately granted parole. DPSCS submitted the *Joint Chairmen's Report on the Division of Parole and Probation's Pre-Parole Investigation Process* on October 11, 2011, addressing the improvements made within DPP.

In order to improve the pre-parole investigation process, DPP needed to improve its communication with local correctional facilities and MPC. On the front end of the process, DPP lacked policies and procedures on how to communicate with local detention centers in order to ensure that pre-parole investigations were being conducted in a timely manner. There was no requirement for local correctional facilities to notify DPP of an offender's incarceration within a specific timeframe and, likewise, DPP did not have a policy in place for assigning the investigation to an agent within a specific timeframe. As a result of the budget committee's request, a goal has been established that requires local correctional facilities to provide DPP with notification of an inmate's confinement within 5 days of commitment. Additionally, it is now a division policy that all investigations are assigned to an agent on the same date the commitment order is received. Investigators will now have 10 working days to complete an investigation, as opposed to 30 working days under the previous policy.

Once the investigation was complete, communication was still lacking between DPP and MPC in order to share the information obtained through the investigation process and have the parole hearing scheduled in a timely manner. DPP worked with MPC and the department's Information Technology and Communications Division to create an online reporting system that allows investigating agents to electronically store the investigator's report and supporting documents. When the report is completed, MPC receives an electronic notification that the report is available and a hearing can be scheduled accordingly. The new system became available for use on August 1, 2011, although there have been some initial operational issues. Not all reports stored in the reporting system by DPP are being forwarded to MPC. As a result, DPP has continued providing MPC with hard copies of the investigations, in addition to the electronic reports, until all of the technical problems are addressed.

At the time the agency response was submitted, the new communication procedures and online reporting system had only been in place for one month. In that time, DPP had conducted 417 pre-parole investigations, as opposed to 230 investigations completed during the same time period of the previous year. The agency speculated that potential savings realized by shifting to electronically communicating the investigation reports would be offset by the increase in the number

Q00C02 – DPSCS – Division of Parole and Probation

of pre-parole investigations that DPP will complete. Overall, DPP believes that the changes will improve the efficiency of the pre-parole investigation process and communication among the involved agencies.

Current and Prior Year Budgets

**Current and Prior Year Budgets
Division of Parole and Probation
(\$ in Thousands)**

	<u>General Fund</u>	<u>Special Fund</u>	<u>Federal Fund</u>	<u>Reimb. Fund</u>	<u>Total</u>
Fiscal 2011					
Legislative Appropriation	\$90,530	\$7,904	\$7,381	\$286	\$106,102
Deficiency Appropriation	0	0	0	0	0
Budget Amendments	-4,961	0	0	0	-4,961
Reversions and Cancellations	-217	-901	-275	-12	-1,404
Actual Expenditures	\$85,353	\$7,003	\$7,107	\$274	\$99,736
Fiscal 2012					
Legislative Appropriation	\$95,127	\$7,818	\$202	\$284	\$103,430
Budget Amendments	844	71	0	8	923
Working Appropriation	\$95,971	\$7,889	\$202	\$291	\$104,353

Note: Numbers may not sum to total due to rounding.

Fiscal 2011

General fund spending for fiscal 2011 was approximately \$85.4 million, a decrease of \$5.2 million from the legislative appropriation.

- Budget amendments reduced the appropriation by nearly \$5.0 million due to the departmentwide realignment of funds in accordance with actual expenditures. Funds were available for transfer due to higher than budgeted turnover rates in the agency and lower than budgeted expenditures for inmate medical and postage expenses.
- Approximately \$217,000 in general funds was reverted by the agency at the end of fiscal 2011 due to higher than anticipated employee and contractual position vacancies.

Special fund expenditures totaled approximately \$7.0 million in fiscal 2011, a decrease of approximately \$901,000 from the legislative appropriation. The reduction is the result of the cancellation of funds due to lower than anticipated revenues from the DDMP and home detention monitoring fee collections.

Federal fund spending totaled \$7.1 million in fiscal 2011, a decrease of approximately \$275,000 from the legislative appropriation. The funding provided for the Prisoner Reentry Initiative grant was cancelled because the agency was unable to find a suitable vendor to meet the grant objectives.

Reimbursable fund spending in fiscal 2011 was approximately \$274,000. The division cancelled approximately \$12,000 due to less than anticipated revenues and expenditures from various grants.

Fiscal 2012

The division's fiscal 2012 general fund working appropriation includes an increase of \$844,000 over the legislative appropriation reflecting the one-time \$750 employee bonus. The fiscal 2012 special fund working appropriation reflects an increase of \$71,000 for the same purpose. The reimbursable fund working appropriation includes an \$8,000 increase from a Governor's Office of Crime Control and Prevention grant to support a warrant reduction initiative.

**Object/Fund Difference Report
DPSCS – Division of Parole and Probation**

<u>Object/Fund</u>	<u>FY 11 Actual</u>	<u>FY 12 Working Appropriation</u>	<u>FY 13 Allowance</u>	<u>FY 12 - FY 13 Amount Change</u>	<u>Percent Change</u>
Positions					
01 Regular	1,283.00	1,250.00	1,239.00	-11.00	-0.9%
02 Contractual	84.08	110.78	130.68	19.90	18.0%
Total Positions	1,367.08	1,360.78	1,369.68	8.90	0.7%
Objects					
01 Salaries and Wages	\$ 81,256,617	\$ 84,921,971	\$ 85,026,663	\$ 104,692	0.1%
02 Technical and Spec. Fees	2,714,658	2,979,054	3,143,562	164,508	5.5%
03 Communication	828,863	801,832	849,592	47,760	6.0%
04 Travel	274,608	335,900	283,100	-52,800	-15.7%
06 Fuel and Utilities	341,133	274,618	341,700	67,082	24.4%
07 Motor Vehicles	933,795	896,060	680,564	-215,496	-24.0%
08 Contractual Services	8,087,091	8,872,549	8,587,669	-284,880	-3.2%
09 Supplies and Materials	773,828	678,322	465,600	-212,722	-31.4%
10 Equipment – Replacement	5,132	41,374	55,006	13,632	32.9%
11 Equipment – Additional	158,730	44,850	46,500	1,650	3.7%
12 Grants, Subsidies, and Contributions	500,000	500,000	500,000	0	0%
13 Fixed Charges	3,861,820	4,006,294	4,002,958	-3,336	-0.1%
Total Objects	\$ 99,736,275	\$ 104,352,824	\$ 103,982,914	-\$ 369,910	-0.4%
Funds					
01 General Fund	\$ 85,352,622	\$ 95,970,624	\$ 95,834,062	-\$ 136,562	-0.1%
03 Special Fund	7,002,562	7,889,292	7,655,226	-234,066	-3.0%
05 Federal Fund	7,106,738	201,571	201,571	0	0%
09 Reimbursable Fund	274,353	291,337	292,055	718	0.2%
Total Funds	\$ 99,736,275	\$ 104,352,824	\$ 103,982,914	-\$ 369,910	-0.4%

Note: The fiscal 2012 appropriation does not include deficiencies.

Fiscal Summary
DPSCS – Division of Parole and Probation

<u>Program/Unit</u>	<u>FY 11 Actual</u>	<u>FY 12 Wrk Approp</u>	<u>FY 13 Allowance</u>	<u>Change</u>	<u>FY 12 - FY 13 % Change</u>
01 General Administration	\$ 4,948,984	\$ 4,814,434	\$ 5,542,552	\$ 728,118	15.1%
02 Field Operations	85,456,764	90,124,260	88,636,287	-1,487,973	-1.7%
03 Community Surveillance and Enforcement Program	9,330,527	9,414,130	9,804,075	389,945	4.1%
Total Expenditures	\$ 99,736,275	\$ 104,352,824	\$ 103,982,914	-\$ 369,910	-0.4%
General Fund	\$ 85,352,622	\$ 95,970,624	\$ 95,834,062	-\$ 136,562	-0.1%
Special Fund	7,002,562	7,889,292	7,655,226	-234,066	-3.0%
Federal Fund	7,106,738	201,571	201,571	0	0%
Total Appropriations	\$ 99,461,922	\$ 104,061,487	\$ 103,690,859	-\$ 370,628	-0.4%
Reimbursable Fund	\$ 274,353	\$ 291,337	\$ 292,055	\$ 718	0.2%
Total Funds	\$ 99,736,275	\$ 104,352,824	\$ 103,982,914	-\$ 369,910	-0.4%

Note: The fiscal 2012 appropriation does not include deficiencies.