
AGENCY OVERVIEW**Date:** 12/07/2012**530 Dept of Corrections and Rehabilitation****Time:** 13:57:02

Statutory Authority

North Dakota Century Code Chapters 12-21, 12-44.1, 12-46, 12-47, 12-48, 12-48.1, 12-51, 12-52, 12-55, 12-59, 54-23.3, and 54-23.4.

Agency Description

The Department of Corrections and Rehabilitation (DOCR) is responsible for the care and custody of both adult and juvenile offenders. Adult offenders are sentenced to the DOCR by the State's district courts. Juvenile offenders who are determined to be unruly and delinquent are committed to the DOCR by the State's juvenile courts. The DOCR is structured into three major program areas, Central Office, Division of Adult Services, and Division of Juvenile Services.

The Central Office provides for the executive leadership of the DOCR and also provides for departmental management in the areas of human resources, training, fiscal management, information technology, research, plant services and medical services.

The Division of Adult Services (DAS) operates the North Dakota State Penitentiary, the James River Correctional Center, and the Missouri River Correctional Center. The DAS provides for the care and custody of female inmates through a contractual relationship with the Dakota Women's Correctional Rehab Center (DWCRC). The DAS also has regional offices located statewide. Through these offices, parole and probation officers supervise adult offenders that are sentenced to probation by the district courts or that are released on parole by the ND Parole Board. In addition, the DAS manages community-based programs that help divert offenders from prison and that assist offenders after release from incarceration. The DAS is also responsible for the operation of Roughrider Industries, for the management of victim compensation programs, and for providing administrative support to ND Parole Board and the ND Pardon Advisory Board.

The Division of Juvenile Services (DJS) operates the North Dakota Youth Correctional Center and regional community based services offices located statewide. The Community Services staff provide comprehensive case management as well as community based correctional services to youth who are placed across the continuum of care. Community Services, in cooperation with the Division of Child and Family Services, North Dakota Association of Counties, and the Department of Public Instruction provides an array of placement options and services for troubled adolescents.

Agency Mission Statement

The North Dakota Department of Corrections and Rehabilitation is a vital part of the criminal justice system in this state and our mission is to enhance public safety, to reduce the risk of future criminal behavior by holding adult and juvenile offenders accountable, and to provide opportunities for change. We are able to achieve this mission through the hard work and dedication of our highly trained professional employees.

Agency Performance Measures

The Department of Corrections & Rehabilitation is utilizing performance-based standards developed specifically for adult and juvenile correctional agencies and institutions. It also is utilizing outcome based supervision standards in its supervision of offenders on parole or probation in the community.

The Division of Juvenile Services - Youth Correctional Center (YCC) has been a pilot institution for the implementation of Performance Based Standards developed for juvenile correctional institutions by the Juvenile Correctional Administrators Association. These standards measure the quality of life and environment for juveniles in 7 different areas:

- Programming
- Justice
- Safety
- Order
- Security
- Health/mental health
- Reintegration

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The Division of Juvenile Services - YCC was one of the pilot institutions for testing the Performance Based Standards and has been utilizing them since 1998. The Division of Juvenile Services also utilizes an audit process to assure that policies and procedures are followed in the case management of juveniles. Regional supervisors audit individual juvenile files in each regional office on a yearly basis. As a part of the audit, parents, school personnel and community providers working with the juvenile are asked for their input on how the juvenile's case was managed.

The Division of Adult Services is utilizing performance based measures recently developed by the Association of State Correctional Administrators (ASCA). Following are the four performance based standards and the key indicators/measures developed for each of the four standards that have been developed to date by the ASCA:

Public Safety:

- Escape rate
- Recidivism rate

Institutional Safety:

- Prisoner on prisoner assault rates
- Prisoner on staff assault rates
- Prisoner sexual assaults on prisoners
- Prisoner sexual assaults on staff
- Sexual misconduct of staff on prisoners
- Homicide rate
- Suicide rate
- Number and percentage of random drug tests that are positive
- Disturbances

Substance Abuse and Mental Health:

- Average daily rate of prisoners receiving substance abuse treatment
- Average daily rate of prisoners receiving mental health treatment

Offender Profile (necessary to define/quantify all other performance measures):

- Offense type
- Demographics – sex, age, race and ethnicity
- Average sentence length
- Average time served

The management information system developed by ASCA to collect and manage the performance based measures data from each state is presently being piloted in six states. However, the Division of Adult Services has used the majority of the same key indicators for performance and collected the same performance data for several years.

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The Division of Adult Services also uses outcome-based standards in its policies for the supervision of offenders on parole and probation. Some of the key standards include:

- Use of the Level of Service Inventory – Revised (LSI-R) risk and needs assessment tool to identify the risk and needs of offenders.
- Supervision plan is written for each offender based on the risk and needs of the offender as determined by the LSI-R.
- Level of contact with the offender is determined by the offender's level of risk.
- Specialized risk assessment tools, in addition to the LSI-R, are used for sex offenders and their supervision.

Major Accomplishments

1. Evacuated and sandbagged the Missouri River Correctional Center, saving the facility from historic flooding along the Missouri River.
2. Joined multi-agency Fugitive Task Force to allow for swift apprehension of probation violators.
3. Expanded the use of Secure Continuous Remote Alcohol Monitoring (SCRAM), an electronic device placed on an offender's ankle that monitors for use of alcohol.
4. Commenced a \$64.0 million addition and renovation project to the North Dakota State Penitentiary.
5. Implemented ADVANCE, an employee mentoring program to enhance the professional development of employees and spread organizational knowledge to employees at all levels.
6. Maintained one of the lowest juvenile recidivism rates in the nation with an average of 14.0 percent.
7. Trained 45 service dogs for people with disabilities through the Inmate/Canine Assistance Program (ICAP) at the James River Correctional Center.
8. Implemented electronic logbooks for use in documenting facility activities.
9. Redesigned treatment programs to ensure that policies, protocols, and practices are supported by research to reduce recidivism and criminality.
10. Accepted responsibility to supervise sex offenders released into the community on civil commitment.
11. Created and implemented the Electronic Document Storage system (EDGAR) used by Parole and Probation, successfully converting paper files to electronic files.
12. Piloted a Restorative Justice program as a way to increase victim satisfaction with criminal justice and corrections process.

Future Critical Issues

- Inmate/Offender Population: The growth in the offender populations (inmate and probation) continues to be a critical issue facing the DOCR. The influx of offenders entering the state under the Interstate Compact to work in the oil industry has placed a heavy work demand on DOCR officers.
- Sex Offender Management: Adequate sex offender treatment, supervision and community housing continue to be an issue. Sex offender management has intensified as have the expectations of the public.
- Medical Services: Rising cost and increasing limited availability of medical services (physical and mental health).
- Physical Plant: Continued adequate funding for facility repair and maintenance at the all facilities (NDSP, JRCC, MRCC, and YCC) is imperative.
- Mentoring: In the next few years many upper level managers will reach retirement age. The continuation of the mentoring program will be key to a successful transition.
- Prison Rape Elimination Act (PREA): Compliance with PREA will require additional resources to meet the staffing ratios required in juvenile institutions and to implement mandatory external audits.
- Declining federal appropriations.

REQUEST SUMMARY530 Dept of Corrections and Rehabilitation
Biennium: 2013-2015

Bill#: SB2015

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
By Major Program					
Juvenile Services	25,658,072	27,661,005	183,997	27,845,002	2,666,503
Adult Services	161,132,171	210,866,082	(46,426,822)	164,439,260	17,195,510
Total Major Program	186,790,243	238,527,087	(46,242,825)	192,284,262	19,862,013
By Line Item					
Capital Construction Carryover	721,713	47,346,185	(47,346,185)	0	0
Deferred Maintenance	1,196,991	0	0	0	0
Federal Stimulus Funds - 2009	609,200	0	0	0	0
Shelter and Assessment Program	200,000	0	0	0	0
Adult Services	159,000,407	163,587,497	851,763	164,439,260	17,195,510
Juvenile Services	25,061,932	27,593,405	251,597	27,845,002	2,666,503
Total Line Items	186,790,243	238,527,087	(46,242,825)	192,284,262	19,862,013
By Funding Source					
General Fund	162,428,046	162,386,740	88,128	162,474,868	19,364,013
Federal Funds	8,681,827	8,249,468	(2,379,440)	5,870,028	0
Special Funds	15,680,370	67,890,879	(43,951,513)	23,939,366	498,000
Total Funding Source	186,790,243	238,527,087	(46,242,825)	192,284,262	19,862,013
Total FTE	735.29	794.29	0.00	794.29	26.00

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Capital Construction Carryover					
IT Contractual Svcs and Rprs	213,575	0	0	0	0
Land and Buildings	0	46,843,514	(46,843,514)	0	0
Extraordinary Repairs	508,138	502,671	(502,671)	0	0
Total	721,713	47,346,185	(47,346,185)	0	0
Capital Construction Carryover					
General Fund	721,713	2,811,989	(2,811,989)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	44,534,196	(44,534,196)	0	0
Total	721,713	47,346,185	(47,346,185)	0	0
Deferred Maintenance					
Extraordinary Repairs	1,196,991	0	0	0	0
Total	1,196,991	0	0	0	0
Deferred Maintenance					
General Fund	1,196,991	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	1,196,991	0	0	0	0
Federal Stimulus Funds - 2009					
Grants, Benefits & Claims	609,200	0	0	0	0
Total	609,200	0	0	0	0
Federal Stimulus Funds - 2009					
General Fund	0	0	0	0	0
Federal Funds	609,200	0	0	0	0
Special Funds	0	0	0	0	0
Total	609,200	0	0	0	0
Shelter and Assessment Program					
Operating Fees and Services	200,000	0	0	0	0
Total	200,000	0	0	0	0
Shelter and Assessment Program					
General Fund	200,000	0	0	0	0
Federal Funds	0	0	0	0	0

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Special Funds	0	0	0	0	0
Total	200,000	0	0	0	0

Adult Services

Salaries - Permanent	49,927,805	55,526,674	3,432,974	58,959,648	1,888,236
Salaries - Other	0	0	0	0	8,601,733
Temporary Salaries	1,815,204	2,407,115	313	2,407,428	0
Overtime	1,404,051	1,612,494	(65,526)	1,546,968	0
Fringe Benefits	20,455,561	24,026,413	1,813,996	25,840,409	897,732
Travel	1,207,788	1,521,238	167,630	1,688,868	115,525
Supplies - IT Software	112,302	248,687	(69,336)	179,351	0
Supply/Material-Professional	239,829	378,307	61,019	439,326	15,000
Food and Clothing	5,266,631	5,664,397	1,081,348	6,745,745	19,700
Bldg, Ground, Maintenance	6,492,011	8,918,789	818,395	9,737,184	0
Miscellaneous Supplies	909,305	1,094,777	(177,574)	917,203	12,325
Office Supplies	197,069	232,647	(13,925)	218,722	2,125
Postage	91,220	108,159	(14,359)	93,800	0
Printing	92,793	105,594	6,810	112,404	0
IT Equip Under \$5,000	337,715	248,595	129,243	377,838	53,440
Other Equip Under \$5,000	293,551	513,360	(165,510)	347,850	0
Office Equip & Furn Supplies	54,136	123,671	(82,521)	41,150	0
Utilities	2,752,772	3,474,377	492,332	3,966,709	0
Insurance	255,882	341,479	2,521	344,000	0
Rentals/Leases-Equip & Other	147,000	212,018	(85,918)	126,100	0
Rentals/Leases - Bldg/Land	507,086	537,437	247,266	784,703	25,500
Repairs	716,051	673,424	199,559	872,983	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
IT - Data Processing	1,120,618	1,367,809	(243,726)	1,124,083	8,874
IT - Communications	419,266	475,496	11,942	487,438	10,200
IT Contractual Svcs and Rprs	366,951	454,785	(76,493)	378,292	0
Professional Development	408,253	487,777	(49,727)	438,050	18,750
Operating Fees and Services	31,058,347	33,894,458	(2,823,786)	31,070,672	(1,820,870)
Fees - Professional Services	9,231,548	6,344,980	(557,808)	5,787,172	200,000
Medical, Dental and Optical	3,340,423	3,925,279	(289,834)	3,635,445	0
Other Expenses	67	0	0	0	0
Land and Buildings	302,169	1,674,640	(1,674,640)	0	349,950
Other Capital Payments	14,258,093	797,700	(48,877)	748,823	1,100,000
Extraordinary Repairs	61,719	421,990	261,357	683,347	4,435,190
Equipment Over \$5000	618,315	665,100	(665,100)	0	746,600

REQUEST DETAIL

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Motor Vehicles	0	0	0	0	0
IT Equip/Sftware Over \$5000	274,684	0	0	0	515,500
Grants, Benefits & Claims	4,264,192	5,107,831	(770,282)	4,337,549	0
Total	159,000,407	163,587,497	851,763	164,439,260	17,195,510

Adult Services

General Fund	140,967,294	137,329,224	1,911,242	139,240,466	16,697,510
Federal Funds	3,493,962	4,587,436	(1,124,335)	3,463,101	0
Special Funds	14,539,151	21,670,837	64,856	21,735,693	498,000
Total	159,000,407	163,587,497	851,763	164,439,260	17,195,510

Juvenile Services

Salaries - Permanent	11,574,860	12,605,667	292,750	12,898,417	0
Salaries - Other	0	0	0	0	1,896,506
Temporary Salaries	185,763	371,264	184,456	555,720	0
Overtime	222,771	236,728	12,872	249,600	0
Fringe Benefits	4,703,559	5,251,461	188,317	5,439,778	0
Travel	366,916	468,093	21,311	489,404	15,600
Supplies - IT Software	54,140	94,958	(9,685)	85,273	0
Supply/Material-Professional	77,846	59,236	54,198	113,434	0
Food and Clothing	320,140	328,737	41,736	370,473	0
Bldg, Ground, Maintenance	245,948	208,268	27,561	235,829	0
Miscellaneous Supplies	112,128	138,292	(12,615)	125,677	0
Office Supplies	68,776	71,062	9,269	80,331	0
Postage	42,581	56,319	(2,903)	53,416	0
Printing	7,255	9,568	(43)	9,525	0
IT Equip Under \$5,000	69,011	119,100	16,368	135,468	0
Other Equip Under \$5,000	72,929	29,530	(4,651)	24,879	0
Office Equip & Furn Supplies	40,169	15,455	16,016	31,471	0
Utilities	421,286	578,763	41,346	620,109	0
Insurance	51,649	112,695	(36,325)	76,370	0
Rentals/Leases-Equip & Other	45,852	43,917	(3,782)	40,135	0
Rentals/Leases - Bldg/Land	243,068	230,572	33,645	264,217	0
Repairs	134,089	103,071	15,720	118,791	0
Salary Increase	0	0	0	0	0
Benefit Increase	0	0	0	0	0
IT - Data Processing	310,883	332,294	132,922	465,216	0
IT - Communications	165,886	187,266	(5,236)	182,030	0
IT Contractual Srvcs and Rprs	57,843	90,000	(2,000)	88,000	0
Professional Development	104,641	107,332	413	107,745	0

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Description	Expenditures 2009-2011 Biennium	Present Budget 2011-2013	Budget Request Change	Requested Budget 2013-2015 Biennium	Optional Budget Request
Operating Fees and Services	1,888,841	2,263,910	(175,422)	2,088,488	0
Fees - Professional Services	396,479	417,170	315,476	732,646	0
Medical, Dental and Optical	199,310	249,797	(29,167)	220,630	0
Land and Buildings	0	43,328	(43,328)	0	0
Other Capital Payments	438,018	540,052	575	540,627	0
Extraordinary Repairs	387,599	319,500	(6,697)	312,803	605,997
Equipment Over \$5000	6,000	0	0	0	11,000
IT Equip/Sftware Over \$5000	12,116	0	0	0	137,400
Grants, Benefits & Claims	2,033,580	1,910,000	(821,500)	1,088,500	0
Total	25,061,932	27,593,405	251,597	27,845,002	2,666,503
Juvenile Services					
General Fund	19,342,048	22,245,527	988,875	23,234,402	2,666,503
Federal Funds	4,578,665	3,662,032	(1,255,105)	2,406,927	0
Special Funds	1,141,219	1,685,846	517,827	2,203,673	0
Total	25,061,932	27,593,405	251,597	27,845,002	2,666,503
Funding Sources					
General Fund	162,428,046	162,386,740	88,128	162,474,868	19,364,013
Federal Funds	8,681,827	8,249,468	(2,379,440)	5,870,028	0
Special Funds	15,680,370	67,890,879	(43,951,513)	23,939,366	498,000
Total Funding Sources	186,790,243	238,527,087	(46,242,825)	192,284,262	19,862,013

CHANGE PACKAGE SUMMARY
530 Dept of Corrections and Rehabilitation
Biennium: 2013-2015

Bill#: SB2015

Date: 12/07/2012

Time: 13:57:02

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
One Time Budget Changes						
A-E 1 Remove Capital Carryover		0.00	(2,811,989)	0	(44,534,196)	(47,346,185)
Total One Time Budget Changes		0.00	(2,811,989)	0	(44,534,196)	(47,346,185)
Ongoing Budget Changes						
A-A 10 JRCC Extraordinary Repairs - Base		0.00	125,080	0	0	125,080
A-A 29 NDSP Extraordinary Repair - Base		0.00	558,267	0	0	558,267
A-A 30 YCC Extraordinary Repair - Base		0.00	312,803	0	0	312,803
A-A 6 2013-15 Bond Payments		0.00	1,289,450	0	0	1,289,450
A-A 7 Reallocate Base Budget		0.00	(2,718,955)	(2,666,383)	2,805,256	(2,580,082)
A-F 2 Remove 2011-13 Bond Payments		0.00	(1,337,752)	0	0	(1,337,752)
A-F 3 Remove 2011-13 Capital Projects		0.00	(617,968)	0	(1,100,000)	(1,717,968)
A-F 4 Remove 2011-13 Extraordinary Repairs		0.00	(741,490)	0	0	(741,490)
A-F 5 Remove 2011-13 Equipment Over \$5,000		0.00	(304,600)	0	(360,500)	(665,100)
Base Payroll Change		0.00	6,335,282	286,943	(762,073)	5,860,152
Total Ongoing Budget Changes		0.00	2,900,117	(2,379,440)	582,683	1,103,360
Total Base Budget Changes		0.00	88,128	(2,379,440)	(43,951,513)	(46,242,825)

Optional Budget Changes

One Time Optional Changes

A-D 18 ITAG Application Upgrade	4	0.00	478,900	0	0	478,900
A-D 19 DOCSTARS Application Upgrade	5	0.00	160,000	0	0	160,000
A-D 100 Oil Impact	6	0.00	266,352	0	0	266,352
A-D 24 JRCC Master Plan	9	0.00	200,000	0	0	200,000
A-D 11 JRCC Extraordinary Repairs	10	0.00	2,439,370	0	0	2,439,370
A-D 13 YCC Extraordinary Repairs	11	0.00	605,997	0	0	605,997
A-D 8 NDSP Extraordinary Repairs	12	0.00	1,995,820	0	0	1,995,820
A-D 17 ITAG Servers	13	0.00	14,000	0	0	14,000

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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
A-D 14 Equipment Over \$5,000	14	0.00	459,600	0	298,000	757,600
A-D 23 MRCC Flood Mitigation	15	0.00	349,950	0	0	349,950
A-D 25 Repayment of NDSP Bldg Project Loan	16	0.00	900,000	0	200,000	1,100,000
Total One Time Optional Changes		0.00	7,869,989	0	498,000	8,367,989
Ongoing Optional Changes						
A-C 100 Hay Group Implementation	1	0.00	10,309,887	0	0	10,309,887
A-C 15 NDSP Staffing	2	15.00	1,646,875	0	0	1,646,875
A-C 16 Parole and Probation Staffing	3	11.00	1,358,132	0	0	1,358,132
A-C 22 Community Housing and Programming	7	0.00	1,851,876	0	0	1,851,876
A-C 21 DWCRC	8	0.00	1,201,500	0	0	1,201,500
Total Ongoing Optional Changes		26.00	16,368,270	0	0	16,368,270
Total Optional Budget Changes		26.00	24,238,259	0	498,000	24,736,259
Optional Savings Changes						
A-G 99 3% Optional Savings	18	0.00	(4,874,246)	0	0	(4,874,246)
Total Optional Savings Changes		0.00	(4,874,246)	0	0	(4,874,246)

BUDGET CHANGES NARRATIVE

530 Dept of Corrections and Rehabilitation

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Change Group: A	Change Type: A	Change No: 6	Priority: 20
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2013-15 Bond Payments

2013-2015 DOCR Scheduled Bond Payments

- Series 2003B/2012A - JRCC - \$403,450
- Series 2005A - JRCC - \$329,349
- Series 2003B/2012A - MRCC - \$16,024
- Total Adult Services - \$748,823

- Series 1998A/2006A - YCC - \$253,062
- Series 2000A/2006A - YCC - \$287,565
- Total Juvenile Services - \$540,627

Change Group: A	Change Type: A	Change No: 7	Priority: 18
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Reallocate Base Budget

To reallocate the base budget request to the appropriate and anticipated account codes.

To reflect actual spending trends and estimated 2013-15 estimated expenditures.

Change Group: A	Change Type: A	Change No: 10	Priority: 21
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JRCC Extraordinary Repairs - Base

2013-15 Requested JRCC extraordinary repairs (note \$125,080 of total amount below is included in base budget request)

- ET Bldg - Unit Ventilators - \$872,750 (partially funded in 2011-13 biennium)
- Perimeter fence / fence detection - \$700,000
- ET Bldg - HVAC Improvements - \$199,100
- Elevator Retrofits - \$422,000
- Chiller overhaul - \$20,000
- Steam Metering - \$30,000
- Plumbing repairs - \$50,000
- Tunnel roof repairs - \$80,000
- IDR building roof repair - \$16,000
- Zone heating upgrade - gym - \$12,000
- SAU kitchen remodel - \$20,000
- SAU dayroom renovation - \$95,000
- Infirmary ADA remodel - \$20,000
- SAU recreation cages - \$27,600

BUDGET CHANGES NARRATIVE

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Total requested JRCC extraordinary repairs - \$2,564,450 (\$125,080 of this amount included in base request)

Change Group: A	Change Type: A	Change No: 29	Priority: 22
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NDSP Extraordinary Repair - Base

2013-15 Requested NDSP extraordinary repairs (note \$558,267 of total amount below is included in base budget request)

- Boiler Replacement - \$900,000
- Water line repair - \$95,610
- North and South housing unit locks - \$81,696
- Stand-by generator - lift station - \$39,500
- West cell house roofing - \$73,560
- NDSP admin bldg roofing - \$39,096
- Security gate operators - \$320,000
- North tower window replacement - \$53,100
- West cell house cell locking system - \$800,000
- Security improvements (cameras, lock cylinders) - RRI buildings - \$96,525
- Medium Transition Unit (MTU) upgrades (carpet, paint, lighting, door and ceiling repair, roof and gutter repair, fence repair) - \$55,000

Total requested NDSP extraordinary repairs - \$2,554,087 (\$558,267 of this amount included in base request)

Change Group: A	Change Type: A	Change No: 30	Priority: 23
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YCC Extraordinary Repair - Base

2013-15 Requested YCC extraordinary repairs (note \$312,803 of total amount below is included in base budget request)

- Tunnel cap and road repair (partially funded 2011-13) - \$425,000
- Maple cottage building improvements (wet rooms, flooring (asbestos hazard), door lock system) - \$49,300
- Back-up campus generator - \$225,000
- Classroom carpet - \$34,500
- Gym door replacement - \$10,000
- Hickory cottage kitchen remodel - \$6,000
- Chapel building improvements (ADA, air conditioning, windows) - \$169,000

Total requested YCC extraordinary repairs - \$918,800 (\$312,803 of this amount included in base request)

Change Group: A	Change Type: C	Change No: 15	Priority: 2
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NDSP Staffing

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A total of 14 new FTE are requested. The positions are necessary to fully staff the renovated and expanded NDSP. A total of 59 new FTE were approved for the 2011-13 biennium. With the approval of this request, the NDSP will be able to adequately staff and utilize all units of the facility. If these positions are not approved, NDSP will not be able to utilize the treatment and overflow units due to lack of security positions. This request include the following positions:

- 9 correctional officers (1 treatment security post, 1 overflow security post; 24/7 positions; shift relief factor 4.5)
- 2 correctional officers (1 treatment security post, 1 overflow security post; 8-5 positions; shift relief factor 1.0)
- 3 correctional case workers (1 case worker post; 16/7 position; shift relief factor 3.0)

Change Group: A	Change Type: C	Change No: 16	Priority: 3
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Parole and Probation Staffing

The number of offenders under DOCR supervision in the community continues to increase. Case loads for parole officers are quickly becoming, if not already, unmanageable. Current staffing levels do not provide for the necessary human resources needed to supervise over 5,000 offenders. This request is the result of a time study performed by the DOCR.

Change Group: A	Change Type: C	Change No: 21	Priority: 8
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DWCRC

Dakota Womens Correctional and Rehabilitation Center (DWCRC) is the contract facility used to house female inmates for the State of North Dakota. Request represents the requested increase in funding from the 2011-13 appropriated amount.

Change Group: A	Change Type: C	Change No: 22	Priority: 7
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Community Housing and Programming

The DOCR uses various vendors to provide for community housing of offenders in various locations throughout the State. The requested amount represents the increase in usage and daily rates for the 2013-15 biennium.

Change Group: A	Change Type: C	Change No: 100	Priority: 1
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Hay Group Implementation

Request to address compression issues resulting from implementation of the Hay Group recommendations. Assumptions used are 1) starting salary 5% above minimum; 2) 10 years to midpoint; 3) 40 years to maximum.

Change Group: A	Change Type: D	Change No: 8	Priority: 12
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NDSP Extraordinary Repairs

2013-15 Requested NDSP extraordinary repairs (note \$558,267 of total amount below is included in base budget request)

- NDSP Boiler Replacement - \$900,000
- Water line repair - \$95,610
- North and South housing unit locks - \$81,696

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- Stand-by generator - lift station - \$39,500
- West cell house roofing - \$73,560
- NDSP admin bldg roofing - \$39,096
- Security gate operators - \$320,000
- North tower window replacement - \$53,100
- West cell house cell locking system - \$800,000
- Security improvements (cameras, lock cylinders) - RRI buildings - \$96,525
- Medium Transition Unit (MTU) upgrades (carpet, paint, lighting, door and ceiling repair, roof and gutter repair, fence repair) - \$55,000

Total requested NDSP extraordinary repairs - \$1,654,087 (\$558,267 of this amount included in base request)

Change Group: A	Change Type: D	Change No: 11	Priority: 10
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JRCC Extraordinary Repairs

2013-15 Requested JRCC extraordinary repairs (note \$125,080 of total amount below is included in base budget request)

- ET Bldg - Unit Ventilators - \$872,750 (partially funded in 2011-13 biennium)
- Perimeter fence / fence detection - \$700,000
- ET Bldg - HVAC Improvements - \$199,100
- Elevator Retrofits - \$422,000
- Chiller overhaul - \$20,000
- Steam Metering - \$30,000
- Plumbing repairs - \$50,000
- Tunnel roof repairs - \$80,000
- IDR building roof repair - \$16,000
- Zone heating upgrade - gym - \$12,000
- SAU kitchen remodel - \$20,000
- SAU dayroom renovation - \$95,000
- Infirmary ADA remodel - \$20,000
- SAU recreation cages - \$27,600

Total requested JRCC extraordinary repairs - \$2,564,450 (\$125,080 of this amount included in base request)

Change Group: A	Change Type: D	Change No: 13	Priority: 11
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YCC Extraordinary Repairs

2013-15 Requested YCC extraordinary repairs (note \$312,803 of total amount below is included in base budget request)

- Tunnel cap and road repair (partially funded 2011-13) - \$425,000
- Maple cottage building improvements (wet rooms, flooring (asbestos hazard), door lock system) - \$49,300
- Back-up campus generator - \$225,000
- Classroom carpet - \$34,500
- Gym door replacement - \$10,000

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- Hickory cottage kitchen remodel - \$6,000
- Chapel building improvements (ADA, air conditioning, windows) - \$169,000

Total requested YCC extraordinary repairs - \$918,800 (\$312,803 of this amount included in base request)

Change Group: A	Change Type: D	Change No: 14	Priority: 14
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Equipment Over \$5,000

2013-15 request for equipment over \$5,000

Change Group: A	Change Type: D	Change No: 17	Priority: 13
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ITAG Servers

Replace ITAG test and production servers that will be past useful life

Change Group: A	Change Type: D	Change No: 18	Priority: 4
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ITAG Application Upgrade

The current version of the department's inmate / juvenile information management system (ITAG) will no longer be supported by the vendor. This request is to upgrade the application to the vendor's current version.

Change Group: A	Change Type: D	Change No: 19	Priority: 5
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DOCSTARS Application Upgrade

Current version of DOCSTARS needs to be upgraded due to the current version no longer being supported. The DOCSTARS application is used to management offenders under supervision in the community

Change Group: A	Change Type: D	Change No: 23	Priority: 15
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MRCC Flood Mitigation

DOCR's cost share amount of a Burleigh County Water Resource District (BCWRD) flood control project on DOCR property. The project will provide flood protection to the MRCC and surrounding properties.

Change Group: A	Change Type: D	Change No: 24	Priority: 9
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JRCC Master Plan

Requesting funds to complete a master plan of the JRCC facility. Aging buildings and infrastructure pose a variety of challenges, a master plan will provide a comprehensive and realistic approach to properly maintaining the JRCC facility.

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Change Group: A	Change Type: D	Change No: 25	Priority: 17
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Repayment of NDSP Bldg Project Loan

Repayment of loan authorized for use on the NDSP Building Project.

Change Group: A	Change Type: D	Change No: 100	Priority: 6
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Oil Impact

Compensation adjustments and rent allowances for employees located in Minot, Dickinson, and Williston. For budget purposes the compensation adjustment is \$250 per month per affected employee (24) and rent allowance is based on 6 allowances of \$650 per month.

Change Group: A	Change Type: E	Change No: 1	Priority: 24
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Remove Capital Carryover

Remove capital carryover funds authorized for expenditure in 2011-13 biennium.

Change Group: A	Change Type: F	Change No: 2	Priority: 25
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Remove 2011-13 Bond Payments

Remove the 2011-13 appropriated amounts for 2011-13 bond payments

Change Group: A	Change Type: F	Change No: 3	Priority: 26
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Remove 2011-13 Capital Projects

Remove 2011-13 capital projects

Change Group: A	Change Type: F	Change No: 4	Priority: 27
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Remove 2011-13 Extraordinary Repairs

Remove 2011-13 extraordinary repairs

Change Group: A	Change Type: F	Change No: 5	Priority: 28
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Remove 2011-13 Equipment Over \$5,000

Remove 2011-13 equipment over \$5,000

Change Group: A	Change Type: G	Change No: 99	Priority: 19
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3% Optional Savings

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Reduction is targeted at contract housing and programming. Reduction would reduce the number of community and treatment beds available for use by approximately 134. The obvious effect of this reduction is an immediate increase in the number of individuals incarcerated in DOCR facilities (the fiscal impact of which is not included here). Other anticipated effects include an increase to the recidivism rate and higher parole officer caseloads. The effect such a reduction would have on the going concern of DOCR contractors is unknown.

Change Group: R	Change Type: A	Change No: 1	Priority:
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New NDSP FTE

This recommendation adds 14.0 FTE to fully staff the expanded Prison. Funding is provided for 11 correctional officers and 3 case workers.

Change Group: R	Change Type: A	Change No: 2	Priority:
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New Parole and Probation FTE

This recommendation provides 6 FTE parole and probation officers. As the number of offenders under supervision increases, additional parole and probation officers are required to keep case loads at a manageable level.

Change Group: R	Change Type: A	Change No: 3	Priority:
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Increase in Community Housing and Programming

This recommendation adds \$1.1 million to the base budget, to provide a total of \$21.2 million for contract housing, treatment, and transition programs. Estimates are based on male and female inmate populations increasing at the average growth rate that has occurred during the 60 month period from October 2007 through September 2012. Contract rates are increased by 3% annually for most vendors.

Change Group: R	Change Type: A	Change No: 4	Priority:
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Increase in Contract with DWCRC

This recommendation adds \$507,521 to provide a total of \$8.9 million for the biennial contract with the Dakota Womens Correctional and Rehab Center (DWCRC) in New England to house the state's female inmates. This equates to a 6% increase in the biennial contract.

Change Group: R	Change Type: A	Change No: 5	Priority:
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Reduction in Base Budget

Population estimates used to prepare the executive budget were slightly lower than those used to prepare the agency budget request. The executive budget used the average population growth that has occurred during the most recent 60 months, which at the time the budget was being prepared was October 2007 through September 2012. This slightly lower population projection results in a lower cost estimate for certain inmate related costs, such as food and contract programming. This adjustment reduces the food budget by \$236,488, based on the lower growth projection used in the executive budget.

Change Group: R	Change Type: A	Change No: 100	Priority:
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Executive Compensation Package Adjustment

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This budget change provides funding for recommended 2013-15 compensation adjustments. Compensation adjustments for each agency were calculated following the recommendations of the Hay Group developed through the 2011 study of the state's classified employee compensation system. Pursuant to those recommendations, compensation adjustments were calculated to provide funding to allow for both performance-based salary adjustments and market-based salary adjustments. This funding allows for increases of 2% to 4% for employees in the first quartile of the pay range and 1% to 2% for those in the second quartile of the range. For employees in the third and fourth quartiles, which are above the market policy position, no market policy increase is funded. Performance-based increases are assumed to be 3% for employees meeting performance standards and up to 5% for employees exceeding performance standards. No performance-based increases are provided for employees that fail to meet performance standards.

Change Group: R	Change Type: B	Change No: 1	Priority:
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IT Upgrades

This recommendation adds \$652,900, which includes \$478,900 for necessary upgrades to the departments ITAG system, \$160,000 to upgrade the DOCSTARS system, and \$14,000 to replace servers used to host the ITAG application.

Change Group: R	Change Type: B	Change No: 2	Priority:
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Oil Patch Housing and Salary Adjustments

This recommendation adds \$266,352 to allow the agency to provide housing assistance and compensation adjustments to employees working in the state's oil patch.

Change Group: R	Change Type: B	Change No: 3	Priority:
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Extraordinary Repairs - One-Time

This recommendation adds \$1.3 million for one-time extraordinary repairs.

Change Group: R	Change Type: B	Change No: 4	Priority:
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Equipment - One-Time

This recommendation adds \$552,900, of which \$254,900 is from the general fund, for equipment replacement.

Change Group: R	Change Type: B	Change No: 5	Priority:
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Capital Project

This recommendation adds \$349,950 for a flood mitigation project at the MRCC.