



Oklahoma Board of Corrections

REGULAR MEETING

July 9, 2015

City of Lawton
Lawton, Oklahoma

OKLAHOMA BOARD OF CORRECTIONS REGULAR MEETING

City of Lawton
212 SW 9th Street
Lawton, Oklahoma
1:00 p.m., July 9, 2015



AGENDA

Members of the Board of Corrections will be dining together before the Board meeting.
No business will be conducted during this time period.

- | ITEM | PRESENTER |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| 1. Call to Order and Roll Call | Kevin Gross, Chair |
| 2. Welcome/Remarks | Jeff Woody, District Supervisor
Southwest District Community Corrections |
| 3. Old Business | Kevin Gross, Chair |
| 4. Discussion and Approval of Board of Corrections Meeting Minutes <ul style="list-style-type: none">Regular Meeting on June 4, 2015 | Kevin Gross, Chair |
| 5. Director's Comments with Possible Discussion <ul style="list-style-type: none">Canteen ContractOrganizational ChangesCorrectional Officer of the Year Meeting | Robert Patton, Director |
| 6. Discussion and Approval of Board Policies <ul style="list-style-type: none">P-030100, Provisions of Services/Offender Rights and ResponsibilitiesP-060100, Classification and Case Management of Offenders | Robert Patton, Director |
| 7. Discussion and Approval of Board Resolutions <ul style="list-style-type: none">Christopher Clark, Tulsa County District Community Corrections
Probation and Parole Officer of the Year | Kathy King, District Supervisor
Tulsa County District Community Corrections |
| 8. Approval/Confirmation of Appointment <ul style="list-style-type: none">Ken Klingler, Warden
John Lilley Correctional Center | Greg Williams, Division Manager
West Institutions |

OKLAHOMA BOARD OF CORRECTIONS

Mission Statement

We are a select group of Governor-appointed, politically diverse volunteers which directs, advocates, and holds accountable stakeholders to effect best correctional practices.

"Advocating Correctional Excellence"

Trammell et al, Oklahoma Western District Court,
case number CIV-14-1119-HE

"Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest." 25 O.S. § 307.B.4.

19. Approval to Return from Executive Session Gary Elliott, Assistant General Counsel
20. Adjournment Kevin Gross, Chair

The next regular meeting of the Board of Corrections is scheduled for 1:00 p.m. on Thursday, September 3, 2015, at Dick Conner Correctional Center in Hominy, Oklahoma.

Updated on 7/2/2015 10:59:38 AM

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Meeting Minutes

**OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING**

Jim E. Hamilton Correctional Center
53468 Mineral Springs Road
Hodgen, Oklahoma
June 4, 2015

1. Call to Order and Roll Call

Kevin Gross, Chair

Chair Gross called the regular meeting of the Oklahoma Board of Corrections (BOC) to order at 1:00 p.m. on Thursday, June 4, 2015, in the Jim E. Hamilton Correctional Center (JEHCC). The final agenda was posted at 10:36 a.m. on Tuesday, June 2, 2015, at the Oklahoma Department of Corrections (ODOC), which is at least twenty-four hours prior to the commencement of the meeting. Chair Gross asked the clerk to call the roll:

Kevin Gross, Chair	Present	Irma Newburn, Member	Absent
Gene Haynes, Member	Present	Michael Roach, Vice Chair	Present
Frazier Henke, Secretary	Present	Matt Tilly, Member	Absent
Todd Holder, Member	Present		

Calling of the roll reflected a quorum was present.

2. Welcome/Remarks

Michael Wade, Warden

Jim E. Hamilton Correctional Center

Division Manager (DM) David Parker greeted and welcomed the BOC on behalf of Warden Wade who was unable to attend due to a family emergency. DM Parker stated the JEHCC history dated back to 1933 when it was commissioned as the home of the Civil Conservation Corps. Throughout the years, the facility was utilized in various capacities including the United States Forestry Department and the Hodgen Job Corps. DM Parker stated the facility was to be demolished in 1969 but the plan was delayed when legislation sponsored by Senator Jim E. Hamilton introduced a better plan for the site. Camp Hodgen became the first offender training facility in the United States offering vocational training by the Department of Vo-Tech Education in cooperation with the ODOC.

JEHCC has a population of 237 offenders and hosts the largest vocational training program in Oklahoma. The program offers skill areas in industrial electricity, air conditioning and refrigeration, welding, building construction, masonry, building maintenance, industrial maintenance, transmission repair, front end/suspension and engine performance.

3. Old Business

Kevin Gross, Chair

There was no old business to discuss.

4. Discussion and Approval of Board of Corrections Meeting Minutes

Kevin Gross, Chair

- Special Meeting on May 12, 2015

Chair Gross stated the minutes from the special meeting on May 12, 2015, were provided to the BOC for review prior to the meeting this date. He requested a motion to approve the minutes as presented to the Board.

Motion: Mr. Roach made a motion to approve the minutes and Mr. Henke seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – abstain; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The minutes were approved by majority vote and there was no further discussion.

5. Director's Comments with possible discussion on the following: Robert Patton, Director

- PREA Audits
- Budget
- Correctional Officer, Correctional Officer Supervisor, and Probation and Parole Officer of the Year Recognition Ceremony

Director Patton began by congratulating the JEHCC staff for a wonderful reception and tour of JEHCC for the BOC. He then stated Prison Rape Elimination Act (PREA) Audits were completed in April and May at the following facilities with final reports showing they are PREA Compliant:

- Enid Community Corrections Center which also includes five work centers
- Union City Community Corrections Center
- Dick Conner Correctional Center
- Oklahoma State Penitentiary
- Center Point Halfway House
- Leflore County Jail
- Lawton Correctional Facility.

Director Patton stated the Oklahoma County Jail had also completed their PREA Audit in May with the auditor noting there were no concerns found during the audit. The final report should be received in the next thirty days and should indicate 100% compliance. He stated the ODOC is expected to meet the BOC goal of being PREA Compliant by the end of 2016.

Director Patton stated the BOC will recognize two very important people on this date: the ODOC Correctional Officer (CO) of the Year and the Correctional Officer Supervisor of the Year. On May 5, 2015, the ODOC recognized CO and CO Supervisors of the Year from each facility at a special ceremony in Oklahoma City. Special guests included BOC member Matt Tilly, Speaker Jeff Hickman, Commissioner Michael Thompson, and former BOC member Steve Burrage. After the ceremony and lunch, the group traveled to the State Capitol where they met with the governor and were recognized on the House floor.

Director Patton stated the most important topic for the ODOC on this date was the budget. Budget negotiations began prior to the legislative session to provide information on the agency's needs. Director Patton stated it was made very clear from the onset that a flat budget for the ODOC would be more like a budget cut. Director Patton stated he was proud to report that the legislators listened and the ODOC received a \$14 million increase in appropriated funds. This \$14 million is comprised of annualizing a \$13 million supplemental the agency received a few years ago and an additional \$1 million approved by the legislators this session.

Director Patton stated he discussed plans with the BOC Executive Committee members to include the full BOC in the budgeting process beginning with the Audit/Finance Committee. During the Audit/Finance Committee meeting, staff and the committee members discussed the \$14 million increase and how it would be used in fiscal year 2016 budget. Approximately \$9 million was slated for expenditures still pending payment from the FY 2015 budget as well as for FY 2016 medical expenses. The remaining \$5 million will be added to the FY 2016 budget to be utilized in other areas of the agency. Director Patton stated he would present the recommendations for the FY 2016 Budget at the BOC meeting in July.

Mr. Roach stated he felt the recent Audit/Finance Committee meeting was one of the most productive and informative meetings he had attended in some time. He stated that seeing the financial numbers written on a board is more helpful than hearing about it during a meeting. He noted that he was amazed at the needs of the agency which had always been discussed but never in such detail. Mr. Roach stated the agency is backed into a corner when it comes to offender housing and population management. The number of offenders received versus the number of offenders released during the last year was a net gain of approximately 1,200 offenders. This type of growth will continue each year with more offenders coming into the system and less being released. Mr. Roach stated one of the things he was encouraged by during the meeting, though, was the attitude and desire of staff to make changes to impact those numbers. Mr. Roach stated he felt that the increase in the agency's funding for the next fiscal year spoke very highly of the efforts put forth by Director Patton and his staff to communicate these needs with the legislature.

6. Discussion and Approval of Board Resolutions

Tommy Sharp, Warden

- Gary Trent, Howard McLeod Correctional Center **Howard McLeod Correctional Center**
Correctional Officer of the Year

Warden Sharp stated he was excited and proud to introduce Correctional Officer (CO) Gary Trent to the BOC. He stated that CO Trent first began working for ODOC in August 2013; since that date, he has demonstrated all the qualities a warden or chief or shift supervisor would look for in a CO. Warden Sharp stated he is dedicated to all aspects of his job including his efforts in contraband interdiction, focus on safety and sanitation standards, and his professionalism when dealing with staff and offenders. Warden Sharp stated all of these characteristics are why CO Trent was selected as the ODOC Correctional Officer of the Year. Warden Sharp requested and received permission to read the following resolution:

WHEREAS, correctional officers are trained professionals who unselfishly provide humane conditions of confinement while ensuring security of the state's correctional institutions and contributing to the rehabilitation of offenders; and

WHEREAS, the Oklahoma Department of Corrections is extremely fortunate to have correctional officers who are conscientious, dedicated, and committed to performing their duties in a professional manner; and

WHEREAS, each year one correctional officer supervisor is selected as the outstanding officer for his facility as well as his division; and

WHEREAS, the Oklahoma Department of Corrections selects an Agency Correctional Officer of the Year who exemplifies high standards and serves as a role model for others to follow in fulfilling the agency's mission of "Protecting the Public, the Employee and the Offender"; therefore, be it

RESOLVED that the Oklahoma Board of Corrections does hereby announce and proclaim to

all, its recognition of GARY TRENT, Howard McLeod Correctional Center, as the 2014-2015 Agency Correctional Officer of the Year.

Warden Sharp requested the BOC approve the resolution as presented.

Motion: Mr. Henke made a motion to approve the resolution and Mr. Roach seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The resolution was approved by majority vote and there was no further discussion.

7. Discussion and Approval of Board Resolutions

Janet Dowling, Warden

- Bradley Rogers, Dick Conner Correctional Center
Correctional Officer Supervisor of the Year

Dick Conner Correctional Center

Warden Dowling stated she was pleased to introduce Lieutenant (LT) Bradley Rogers. She noted LT Rogers joined the agency in 2007 as a correctional officer cadet and promoted through the ranks, becoming a shift lieutenant in 2014. LT Rogers is currently assigned as the Dick Conner Correctional Facility (DCCC) intelligence and investigation officer as well as being responsible for supervision of the evidence room and the segregated housing unit. Warden Dowling stated LT Rogers' demeanor and skillset serves as the example of a corrections professional. She stated he addresses issues as they arise and he prepares and implements actions in accordance with agency policy. Warden Dowling requested and received permission to *read the following resolution:*

WHEREAS, correctional officers are trained professionals who unselfishly provide humane conditions of confinement while ensuring security of the state's correctional institutions and contributing to the rehabilitation of offenders; and

WHEREAS, the Oklahoma Department of Corrections is extremely fortunate to have correctional officers who are conscientious, dedicated, and committed to performing their duties in a professional manner; and

WHEREAS, each year one correctional officer supervisor is selected as the outstanding officer supervisor for his facility as well as his division; and

WHEREAS, the Oklahoma Department of Corrections selects an Agency Correctional Officer Supervisor of the Year who exemplifies high standards and serves as a role model for others to follow in fulfilling the agency's mission of "Protecting the Public, the Employee and the Offender"; therefore, be it

RESOLVED that the Oklahoma Board of Corrections does hereby announce and proclaim to all, its recognition of BRADLEY ROGERS, Dick Conner Correctional Center, as the 2014-2015 Agency Correctional Officer Supervisor of the Year.

Warden Dowling requested the BOC approve the resolution as presented.

Motion: Mr. Haynes made a motion to approve the resolution and Mr. Henke seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The resolution was approved by majority vote and there was no further discussion.

8. Discussion and Confirmation/Approval of Appointment

Robert Patton, Director

- Kameron Harvanek, Warden
Mack Alford Correctional Center
- Jerry Chrisman, Warden
Jackie Brannon Correctional Center

Director Patton stated he continues to work with his executive team to find the best fit for the wardens. He requested approval from the BOC to laterally transfer two wardens to other facilities. Director Patton stated he would like approval to move Warden Kameron Harvanek from John Lilley Correctional Center to Mack Alford Correctional Center. He would also like approval to move Warden Jerry Chrisman from Mack Alford Correctional Center to Jackie Brannon Correctional Center.

Motion: Mr. Holder made a motion to approve the transfers of the wardens and Mr. Roach seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The transfers were approved by majority vote and there was no further discussion.

9. Monthly Update and Discussion of Agency Budget

**Ashlee Clemmons, Chief Administrator
Business Services**

Ms. Clemmons provided the following budget update as of April 30, 2015:

FY2015 Budget Work Program	
Appropriated	\$472,639,727
200 Fund	\$17,354,741
205 Fund	\$4,802,152
280 Fund	\$2,256,000
Total – Budget Work Program	\$497,052,620*

**Excludes Prison Industries funds not part of the ODOC operating budget, Community Sentencing and Federal funds*

Y-T-D Expenditures	\$(383,522,887)
Appropriated	\$(372,590,174)
200 Fund FY 15	\$(7,828,667)
205 Fund FY 15	\$(2,083,634)
280 Fund FY 15	\$(1,020,412)
Encumbrances	\$(58,448,808)
Committed	\$(309,605)
Remaining Payroll	\$(45,597,340)
Available Balance	\$9,173,980

Appropriated Operating Funds	
Budgeted	\$472,639,727
Expenditures Y-T-D	\$(372,590,174)
Encumbrance Y-T-D	\$(51,580,088)
Total Committed Y-T-D	\$0
Available Balance	\$48,469,465
Less:	

Payroll	\$(45,597,340)
Available Balance	\$2,872,125
200 Revolving Fund	
Beginning Cash Balance 7/1/2014	\$180,636
Revenue Received Y-T-D	\$12,516,213
Expenditures Y-T-D	\$(11,470,792)
Adjustments Y-T-D	\$(1,767)
Ending Balance	\$1,224,290
205 Revolving Fund	
Beginning Cash Balance 7/1/2014	\$1,721,954
Revenue Received Y-T-D	\$4,322,065
Expenditures Y-T-D	\$(5,461,887)
Adjustments Y-T-D	\$0
Ending Balance	\$582,132
280 Revolving Fund	
Beginning Cash Balance 7/1/2014	\$3,972,741
Revenue Received Y-T-D	\$22,145,798
Expenditures Y-T-D	\$(23,010,541)
Adjustments Y-T-D	\$0
Ending Balance	\$3,107,998

Chair Gross queried about the outlook for the end of the fiscal year. Ms. Clemmons stated she believed the agency would have a \$1-2 million carryover of appropriated funds going into FY 2016. No further comments were made.

10. Discussion and Approval of Budget Fund Transfer **Ashlee Clemmons, Chief Administrator**
Business Services

Ms. Clemmons stated in accordance with policy statement P-120100, Management of State Funds and Assets, the ODOC is seeking BOC approval to request a transfer of funds through the Office of Management and Enterprise Services (OMES). A surplus of appropriated funds was identified in the Information Technology budget and the agency would like to redistribute the available funds to Contract Services for beds.

Director Patton stated through efforts by Ms. Terri Watkins, ODOC staff and OMES staff, approximately \$500,000 has been saved in Information Technology costs this year. Director Patton stated the funds would be used to offset county jail backup shortages at the end of FY 2015.

Motion: Mr. Holder made a motion to approve the request to transfer of funds and Mr. Henke seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The budget fund transfer was approved by majority vote.

11. Discussion and Approval of Capital Improvement **Ashlee Clemmons, Chief Administrator**

Budget Request

Business Services

Ms. Clemmons stated she was requesting BOC approval to submit the ODOC FY 2017 Capital Outlay Request which consists of sixteen projects totaling \$63.7 million. Once the BOC approves the request, the information will then be submitted to OMES Capital Assets Management for presentation to the legislature and the long-range capital planning commission.

Chair Gross queried about the price of the Offender Management System (OMS) as he felt it was extremely high. Director Patton stated \$16 million for an OMS does not provide much technology and would be just the basic system. If an OMS is approved, the \$16 million would be spread out over a three-year timeframe. Director Patton noted this cost was comparable to other state systems for corrections. Director Patton stated the Capital Outlay Committee approved \$9.8 million for the agency approximately two years ago and \$300,000 in FY 2015; however, prior to this, the agency had received nothing for capital outlay in twenty years. In addition, the Capital Outlay Committee could approve as much or as little of the request as they want.

Motion: Mr. Henke made a motion to approve the capital improvement budget request and Mr. Holder seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The capital improvement budget request was approved by majority vote.

12. Update and Discussion of Offender Population

**Laura Pitman, Ph.D., Division Manager
Field Support**

Dr. Pitman provided the population update as of April 30, 2015:

Committed Offender Population

Total System Population = 27,823
DOC Facilities = 19,573
Private Prisons = 5,820
County Jails with Contracts = 574
Halfway Houses = 1,464
Out Count (jails, hospitals, etc.) = 392

Community Supervised Offender Population

Total System Population = 26,215
Probation Supervision = 22,335
Parole Supervision Offenders = 3,028
GPS = 794
EMP = 18
PPCS = 1
Community Program Failures = 39

TOTAL SYSTEM POPULATION =54,038

County Jail Backup = 325

State Facility Capacity Percentages

Assessment & Reception Centers	96%
Institutions	122%
Community Corrections Centers	99%
Community Work Centers	105%
TOTAL STATE BEDS	118%

No further comments were made.

13. Update and Discussion of Legislative Initiatives

Marilyn Davidson, Executive Assistant

Ms. Davidson stated the 2015 Legislative Session adjourned on May 22, one week earlier than

required by the Oklahoma Constitution. The ODOC had three request bills this session; two were signed by the governor and the last one should be signed in the next few days. Those bills were:

- Senate Bill 412 addressed Oklahoma's need to create a single list of violent crimes in statute. Prior to this bill, there were as many as five areas of statute that addressed what constitutes a violent crime making it difficult for judges, district attorneys and DOC staff. The bill was sent to the governor on May 22 and must be signed by June 9, 2015. If signed, it will become effective on November 1, 2015.
- House Bill 1630 addresses the process of receiving offenders from county jails. It gives county jails three business days to transmit sentencing documents and gives them more flexibility on how they notify the Department of Corrections by authorizing notice through sentencing documents other than the judgment and sentence. The bill was signed by the governor on May 12, 2015, and will take effect on November 1, 2015.
- Senate Bill 54 allows employees with the Inspector General and Probation and Parole divisions to keep their firearms when they retire. The bill was signed by the governor on April 21, 2015, and will take effect on November 1, 2015.

Ms. Davidson stated the biggest topic of discussion during the legislative session was the more than \$600 million gap in the state budget. As heard earlier from Director Patton, the ODOC was granted a \$14 million budget increase in a year when other agencies saw a 5% budget cut.

Ms. Davidson stated lawmakers are already filing interim study requests and she is monitoring them closely. She stated she has also started preparing for the next legislative session. There was nothing further to report and no comments were made.

14. Committee Reports

Committee Chairs

Chair Gross asked the committee chairs for their reports.

- **Audit/Finance Committee**
Mr. Henke stated the committee had met to discuss the information provided this date. In addition, he had communicated with the State Auditor's office staff about the agency's audit. There was nothing further to report.
- **Female Offender Committee**
Nothing to report.
- **Public Policy/Public Affairs Committee**
Nothing to report. Mr. Haynes stated the committee would not meet again until the agency staff puts together the proposals for the next legislative session.
- **Population/Private Prisons Committee**
Nothing to report. Mr. Roach stated he had spoken earlier in the week with Dr. Pitman and they are planning another meeting in the next few weeks for the full committee.
- **Executive Committee**
Chair Gross stated the committee met on May 19, 2015, to review and approve the agenda for the meeting this date.

15. Election of Board Officers

Kevin Gross, Chair

Chair Gross stated during the Executive Committee meeting on May 19, the committee members discussed the election of the BOC officers. Chair Gross stated as this was the director's first year, the committee recommended electing the same officers for another year.

Motion: Mr. Haynes made a motion to have the current officers remain in office for another year and Mr. Holder seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes; Mr. Tilly – yes.

The election was approved by majority vote. The officers are as follows: Kevin Gross, Chair; Michael Roach, Vice Chair; Frazier Henke, Secretary.

16. New Business

Kevin Gross, Chair

Chair Gross noted that each of the BOC members had received a letter from Avalon Correctional Services prior to the meeting beginning this date. He stated he was referring it to Director Patton for follow-up. There was no other new business to discuss.

17. Announcements

Kevin Gross, Chair

There were no announcements.

18. Approval to Adjourn for Executive Session

David Cincotta, General Counsel

- Discussion of Pending Investigation:
 - Suicide of offender Ronnie Hannon #572489 (IG 15-0046)
 - Homicide of offender Shawn Moore #536629 (IG 15-0059)
 - Homicide of offender Bryan Blackburn #447668 (IG 15-0063)
- Discussion of Pending Litigation:
 - *Glossip et al v. Gross et al*, Oklahoma Western District Court, case number 2014-CV-00665

Mr. Cincotta advised the next items on the agenda would require adjournment to Executive Session for engaging in confidential communication between the BOC members and its attorney. He recommended Chair Gross entertain motions to adjourn.

Motion: Mr. Roach made a motion to approve the minutes and Mr. Henke seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The adjournment to Executive Session was approved by majority vote. The Board adjourned at 1:34 p.m. to Executive Session.

19. Approval to Return from Executive Session

David Cincotta, General Counsel

The Board returned to the meeting room at 2:26 p.m. Mr. Cincotta advised the Board of the approval needed to return from Executive Session.

Motion: Mr. Henke made a motion to return from Executive Session and Mr. Haynes seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes;

Mr. Holder – yes; Mr. Roach – yes.

The return was approved by majority vote and the Board resumed the meeting at 2:27 p.m. Chair Gross advised there were not any actions to take after Executive Session.

20. Adjournment

Kevin Gross, Chair

There being no further business to come before the Board, Chair Gross requested a motion to adjourn the meeting.

Motion: Mr. Roach made a motion to adjourn the meeting and Mr. Henke seconded the motion. The results of the roll call were: Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Mr. Holder – yes; Mr. Roach – yes.

The adjournment was approved by majority vote and the meeting ended at 2:27 p.m.

Submitted to the Board of Corrections by:

Kimberley Owen, Minutes Clerk

Date

I hereby certify that these minutes were duly approved by the Board on the ninth day of July 2015, in which a quorum was present and voting.

Approved by:

Frank X. Henke IV, Secretary of the Board

Date



Policies

Section-03 Facility Operations	P-030100	Page: 1	Effective Date: 07/15/02015
Provisions of Services/Offender Rights and Responsibilities	ACA Standards: 2-CO-3C-01, 2-CO-4E-01, 2-CO-5C-01, 2-CO-5D-01, 2-CO-5E-01, 2-CO-5F-01, 4-4182, 4-4274, 4-4275, 4-4276, 4-4277, 4-4280, 4-4281M, 4-4292, 4-4293, 4-4294, 4-4429, 4-4481, 4-4487, 4-4497, 4-4498, 4-4505, 4-4517, 4-ACRS-5A-17, 4-ACRS-5A-19, 4-ACRS-5A-21, 4-ACRS-5A-22, 4-ACRS-6A-01, 4-ACRS-6A-02, 4-ACRS-6A-03, 4-ACRS-6A-07, 4-ACRS-6B-01, 4-ACRS-7D-13, 4-ACRS-7D-14		
Kevin J. Gross, Chair Oklahoma Board of Correction			

Provisions of Services/Offender Rights and Responsibilities

The Oklahoma Department of Corrections will provide services and define offender rights and responsibilities. (2-CO-3C-01)

For the purpose of this policy, the term “offender” will apply to anyone under the authority, custody or care of a prison or a community-based facility operated by or under contract with the Oklahoma Department of Corrections.

I. Services

Offenders will be provided opportunities for services in the areas of: correspondence, visiting and telephone privileges, control of personal and state property, health care, libraries, religion, recreation/programs and access to courts.

A. Correspondence

Internal management procedures will govern the sending and receiving of correspondence by offenders. (2-CO-5D-01, 4-4487, 4-ACRS-6A-07)

B. Visiting Privileges

Internal management procedures will govern the visiting program for offenders. Limitations on the number of visitors an offender may have and the times for such visitation will be established, taking into account the safety and security needs of the facility and in accordance with guidelines established by the director. (2-CO-5D-01, 4-4498, 4-ACRS-5A-17)

C. Telephone Privileges

The use of telephones by offenders is a privilege, not a right. Offenders may communicate with persons or organizations subject to the limitations necessary to maintain the facility’s order and security. (2-CO-5D-01, 4-4497, 4-ACRS-5A-19)

D. Personal Property

1. The possession of private property is a privilege and offenders may possess only that property authorized by the director. Offenders possessing personal private property assume any risk of potential

loss or damage.

2. Offenders' property, personal and state issued, will be managed according to written system-wide procedures that coincide with applicable procedures. (4-4292, 4-4293, 4-4294, 4-ACRS-7D-13, 4-ACRS-7D-14)

E. Health Care

The Department of Corrections will provide medical, dental, and mental health services that address the known serious medical needs of each offender. (2-CO-4E-01)

F. Libraries

Facilities will provide access to comprehensive library services that include both general and specialized materials to meet the reasonable educational, informational and recreational needs of offenders. (2-CO-5F-01, 4-4505)

G. Programs and Recreation

Facilities will provide appropriate programmatic and recreational activities designed to facilitate acceptable social activities and behavior as well as promote a healthy lifestyle. Programmatic and leisure time activities will provide all offenders with equal opportunity for participation. (2-CO-5C-01, 4-4481, 4-ACRS-5A-21)

H. Religious Activities

Religious activities will be available to offenders of all faith groups. Reasonable access and accommodation to the exercise of the religion by the offender will be made, ensuring that the practice does not compromise the safety, security, sanitation and resources of the facility or the offender. (2-CO-5E-01, 4-4517, 4-ACRS-5A-22)

I. Access to Courts

Procedures will be established to ensure all offenders in the Department of Corrections are allowed reasonable access to courts. (4-4274, 4-4275, 4-4276, 4-ACRS-6A-01, 4-ACRS-6A-02)

II. Rights and Responsibilities

- A. Offenders will be informed, in writing, of their rights, responsibilities and rules of conduct.
- B. No offenders under the jurisdiction of the agency will be subject to discrimination based on age, race, religion, national origin, gender, political belief, or disability. (4-4277, 4-4429, 4-ACRS-6B-01)

- C. The Department of Corrections will make best efforts to protect offenders from personal abuse, corporal punishment, personal injury, disease, property damage and harassment. (4-4281M, 4-ACRS-6A-03)
- D. No offender or group of offenders will be given authority or control over any other offender or facility security functions. (4-4182)
- E. Offenders who are foreign nationals will have access to the diplomatic representative of their country. (4-4280)
- F. Offenders will receive equitable treatment and the appropriate level of due process when alleged to have violated the rules of conduct.

III. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Board of Corrections.

This policy statement is effective as indicated.

Replaced: Policy Statement No. P-030100 entitled "Provisions of Services/ Offender Rights and Responsibilities" dated May 9, 2014

Distribution: Policy and Operations Manual
Agency Website

Section-06 Classification and Case Management	P-060100	Page: 1	Effective Date: 07/15/2015
Classification and Case Management of Offenders	ACA Standards: 2-CO-1E-01, 2-CO-1E-02, 2-CO-1E-05, 2-CO-1E-06, 2-CO-1E-07,2-CO-1E-08, 2-CO-1E-09, 2-CO-4B-01, 2-CO-4B-02, 4-4095, 4-4097, 4-4098, 4-4099, 4-4295, 4-4304, 4-4444, 4-ACRS-5A-01, 4-ACRS-5A-07, 4-ACRS-7D-08, 4-ACRS-7D-11, 4-APPFS-2A-03, 4-APPFS-2A-07, 4-APPFS-2A-16, 4-APPFS-2C-01, 4-APPFS-3D-28		
Kevin J. Gross, Chair Oklahoma Board of Corrections			

Classification and Case Management of Offenders

The Oklahoma Department of Corrections (DOC) properly classifies offenders, administers sentences and provides clemency consideration in accordance with the order of the courts and statutory requirements.

I. Classification

A. Classification Standards (2-CO-4B-01, 4-4295, 4-ACRS-5A-01, 4-APPFS-2A-03)

1. The Department of Corrections (DOC) has established a comprehensive and uniform classification system, based on security and programmatic needs, for the supervision of incarcerated and supervised offenders.
2. Established procedures ensure the classification system of the department is an objective/descriptive system.

B. Parole Procedures

DOC will comply with the procedures established by the Pardon and Parole Board to provide equitable clemency consideration for offenders. The department has established procedures to ensure:

1. Information necessary to determine an appropriate docket date is provided to the staff members of the Pardon and Parole Board;
2. Information regarding an offender's incarceration, which is required in determining clemency, is provided to the Pardon and Parole Board; (4-4304)
3. The preparation of parole programs; and (4-APPFS-2A-07)
4. The release of eligible offenders to parole supervision.

C. Transfers (4-4296, 4-4444, 4-ACRS-5A-06, 4-APPFS-2A-11)

In order to provide adequate security, supervision and programmatic opportunity compatible with each offender's individualized needs, the

department has established uniform procedures for offender transfers, including emergency transfers.

II. Case Management (4-4299, 4-4435, 4-ACRS-5A-07)

A. The Department of Corrections case management responsibilities include:

1. Appropriate and timely classification of all offenders;
2. Providing crisis intervention;
3. Work assignments;
4. Programmatic activities;
5. Managing behavior;
6. Developing open communication between staff and offenders;
7. Appropriate assistance with reentry; and
8. Assisting with facility operations and offender development.

B. Other functions include documenting and communicating any behavior that may present a risk to the facility, staff, other offenders or the public in order to ensure appropriate action is taken to fulfill the department's mission.

III. Records Management

The Department of Corrections ensures the length of confinement or supervision is calculated accurately, recorded and implemented in accordance with the order of the court and statutory requirements.

A. Sentence Administration (4-4097)

1. Standards for sentence administration are established to ensure offenders under the jurisdiction of the department are incarcerated/supervised according to the order of the sentencing court.
2. Standards for sentence administration are established consistent with Gubernatorial Memorandum 2015-01.
3. Procedures for the foreign and domestic extradition process, the Interstate Agreement on Detainers, the application of statutory time credits and sentence sequencing are developed. (2-CO-4B-02, 4-APPFS-2A-16)

- B. Offender Records (2-CO-1E-01, 2-CO-1E-02, 4-4095, 4-ACRS-7D-08, 4-APPFS-3D-28)

Procedures are established for:

1. The creation, organization, transfer, closure, review and preservation of offender records; (2-CO-1E-02, 2-CO-1E-09, 4-4096)
2. Offender access to records; (2-CO-1E-06, 4-4098, 4-ACRS-7D-11)
3. Assignment of a unique register number to all offenders; and
4. The appropriate release of offender information. (2-CO-1E-07, 2-CO-1E-08, 4-4099)

IV. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require written approval of the Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement No. P-060100 entitled "Classification and Case Management of Offenders" dated April 10, 2014

Distribution: Policy and Operations Manual
Agency Website



Mary Fallin
Governor

FILED

JUL 01 2015

OKLAHOMA SECRETARY
OF STATE

EXECUTIVE DEPARTMENT
GUBERNATORIAL MEMORANDUM 2015-01

MEMORANDUM FOR THE STATE BOARD OF CORRECTIONS

SUBJECT: Earned Credit Policies

I, Mary Fallin, Governor of the State of Oklahoma, pursuant to the power and authority vested in me by Section 2 of Article VI of the Oklahoma Constitution, hereby direct the State Board of Corrections to amend its earned credit and sentence administration policies to more accurately reflect the plain language of the statutes of Oklahoma.¹

BACKGROUND

It is the policy of the State of Oklahoma to use an earned credit system as an aide to corrections management. Oklahoma statutes set forth the general earned credit policy, which is that "every inmate of a state correctional institution shall have their term of imprisonment reduced monthly, based upon the class level to which they are assigned."² Oklahoma statutes further contemplate that the Department of Corrections, through the State Board of Corrections, will develop policies and procedures to implement this earned credit system. These policies and procedures must accurately reflect both the general earned credit policy and legislative exceptions to the general earned credit policy.

Before 1999, some statutes reflected specific exceptions to the general earned credit policy. For example, 63 O.S. § 2-401, which was enacted in 1969 and provided for that offense, an inmate "shall serve a minimum of fifty percent (50%) of the sentence received prior to becoming eligible for" earned credits. As a result, the Department of Corrections applied the "prior to becoming eligible for" concept in its earned credit computations as an exception to the general earned credit policy.

TRUTH IN SENTENCING

In 1999, Oklahoma sought to achieve greater clarity and certainty in sentence administration. As part of this reform effort, Oklahoma passed what was known as the 85%

¹ 57 O.S. § 504 provides that the State Board of Corrections shall have the power and duty to establish policies for the operation of the Department of Corrections.

² 57 O.S. § 138

047632

Rule. The legislature abandoned its earlier concept that an inmate be required to serve a designated portion of a criminal sentence “**prior to becoming eligible for**” various earned credits. It adopted a new standard that an inmate is not eligible to receive an amount of earned credits “which have the effect of” reducing a sentence below a specified minimum time. It did not disallow the earning of credits, it simply capped those credits an offender is eligible to receive at 15% of the court imposed sentence.

For example, 21 O.S. § 12.1, was passed as part of the truth in sentencing reforms and included the following statutory provision, “Such person shall not be eligible for parole consideration prior to serving eighty-five percent (85%) of the sentence imposed and such person shall not be eligible for earned credits or any other type of credits **which have the effect of** reducing the length of the sentence to less than eighty-five percent (85%) of the sentence imposed.” A companion statute, 21 O.S. § 13.1, provided, “[p]ersons convicted of these offenses shall not be eligible for earned credits or any other type of credits **which have the effect of** reducing the length of the sentence to less than eighty-five percent (85%) of the sentence imposed.”

The Oklahoma Court of Criminal Appeals recognized this change in Oklahoma law in *Anderson v. State*, 2006 OK CR 6, 130 P.3d 273, 278, “[o]n March 1, 2000, legislation enacting Oklahoma's 85% Rule went into effect. This legislation was part of a “truth in sentencing” movement nationwide. One important goal of the “truth in sentencing” laws is to give jurors, and the general public, accurate information about sentencing.”

Although the legislature adopted this new approach to earned credit management in 1999, the Department of Corrections continued to use the “prior to becoming eligible for” rubric in its operating procedures. It continues to do so today.

The lack of incorporation of the new “truth in sentencing” standard of 1999 by the Department of Corrections has resulted in an unintended result. Today, inmates sentenced to “85%” crimes typically serve in excess of 90% of the sentence which was imposed by the court despite the fact that the majority of them would have, if permitted by the Department of Corrections, earned enough credits to be released at 85%. The jury which sentenced the inmate was told that the inmate would “not be eligible for any credits that will reduce the length of imprisonment to less than eighty-five percent (85%) of the sentence imposed.”³ However, the effect of the Department of Correction’s operating procedures is that the inmates are being required to serve substantially more time than the 85% required by law.

TRAFFICKING

Since the “Truth in Sentencing” reforms which took effect in March 2000, the legislature has twice modified the earned credit standards for specific trafficking offenses. 63 O.S. § 2-415

³ OUJI-CR 10-13A - REQUIRED SERVICE OF 85% OF SENTENCE

(D)(4), the *Trafficking in Illegal Drugs Act* was modified in 2007 to provide that “[t]he person shall serve eighty-five percent (85%) of the sentence before being eligible” for any earned credits.” Again in May 2014, 21 O.S. § 748, a human trafficking offense provided that the person would serve eighty-five percent (85%) of the sentence before being eligible for any earned credits.

CONCLUSION

It is clear that the current one size fits all policy of the Department of Corrections does not correctly reflect the law of Oklahoma. **I hereby direct the State Board of Corrections to immediately amend its earned credit policy to more accurately reflect the plain language of the statutes of Oklahoma** and incorporate the “truth in sentencing” standard along with the stricter “before being eligible” standard retained in a few statutes. The policies and procedures must more accurately reflect the specific standard outlined by the legislature for the specific offense for which the inmate was sentenced.

LIMITATIONS

Nothing in this memorandum shall be construed to impair the authority granted by law to a department, agency, or the head thereof; or the functions of the Judicial branch of government.

This memorandum is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the State of Oklahoma, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

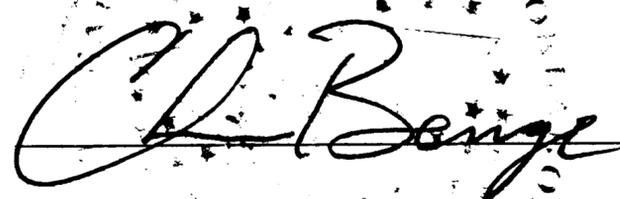
IN WITNESS WHEREOF, I have set my hand and caused the Great Seal of the State of Oklahoma to be affixed at Oklahoma City, this 1st day of July 2015.

BY THE GOVERNOR OF THE STATE OF OKLAHOMA



MARY FALLIN

ATTEST:



SECRETARY OF STATE



Resolutions

Oklahoma Board of Corrections

Resolution

WHEREAS, the Oklahoma Department of Corrections is privileged to have a group of men and women who are trained professionals and who serve valiantly to ensure supervision and accountability of probation and parole offenders in communities across the state of Oklahoma; and

WHEREAS, the Oklahoma Department of Corrections is fortunate to have nearly 300 probation and parole officers who are dedicated and committed to carrying out the agency's mission in a professional manner; and

WHEREAS, each year one probation and parole officer is selected as the outstanding officer for his or her district; and

WHEREAS, the district officers are interviewed and the Oklahoma Department of Corrections selects an Agency Probation and Parole Officer of the Year who exemplifies the highest standards of professionalism in "Protecting the Public, the Employee, and the Offender"; therefore, be it

RESOLVED, that the Oklahoma Board of Corrections does hereby announce and proclaim to all its recognition of **Christopher Clark**, Probation and Parole Officer III, Tulsa County District Community Corrections, as the 2014 Agency Probation and Parole Officer of the Year.

ADOPTED this ninth day of July in the year 2015.

Kevin J. Gross, Chair

Michael W. Roach, Vice Chair

Frazier Henke, Secretary

Gene Haynes, Member

J. T. Holder, Member

Irma J. Newburn, Member

James M. Tilly, Member



Confirmation of Appointment

KEN A. KLINGLER

EMPLOYMENT

Legal Licensed Process Server

June 2004 to present

As a licensed legal process server I am given legal documents to be served on named defendants. I effectuate service on the defendants in accordance with State statute. Once I have completed the service of the defendants I prepare an Affidavit of Service stating the defendant's name, date and time the service was completed and document any details or irregularities about the case. I then review and sign the Affidavit of Service and return all the documentation to the client. The original Summons and the Affidavit of Service are then filed with the Oklahoma District Court and become part of the court file for that particular legal proceeding. In the event that a defendant does not reside at the address provided by the client I perform research and attempt to locate a new address if possible. I then attempt the new address or call any phone numbers that I find in an effort to effectuate service of process for the client.

Chief of Operational Services

DEPARTMENT OF CORRECTIONS

July 2006 to January 2011

(RETIRED)

Responsible for the supervision of Assessment and Reception Center, population, Central Transportation Unit, Agri-services Unit, Oklahoma Correctional Industries Unit, asbestos crew, Construction and Maintenance Unit, Sex Offender Registry, closed records and classification for the Oklahoma Department of Corrections.

Deputy Director / Institutions

DEPARTMENT OF CORRECTIONS

WEST CENTRAL REGION

March 2002 to July 2006

Responsible for the supervision of eight major adult correctional institutions in central and western Oklahoma, to include staffing and budgetary concerns. Ensure policies are developed and implemented. Ensure that training and educational opportunities are made available to staff to assist in appropriate administration of State law as well as agency procedure. Report directly to the Director of the Oklahoma Department of Corrections.

Assistant Regional Director

DEPARTMENT OF CORRECTIONS

WEST CENTRAL REGION

October 1998 to March 2002

Assistant to the Regional Director and serves as liaison with other departments, regional officials, performs special projects, answers correspondence, supervises regional staff, assures proper policy implementation and maintenance of standards at facilities within the West Central Region, and serves as Level II response for employee grievances.

Warden**October 1995 to October 1998**DEPARTMENT OF CORRECTIONS
OKLAHOMA STATE REFORMATORY

Responsible for \$7,482,996 budget, 220 security, support and administrative employees. Responsible for all operations of a 794 plus bed medium and minimum facility housing adult offenders.

Deputy Warden III**October 1992 to October 1995**DEPARTMENT OF CORRECTIONS
OKLAHOMA STATE PENITENTIARY

Responsible for \$16,000,000 budget, 518 security, support and administrative employees. Responsible for all operations of a 1400 plus bed maximum and minimum facility, housing adult offenders. Directly supervised the Chief of Security, Unit Managers, Captains, Special Investigators, and Case Manager Coordinator. Deputy Warden Administration directly supervised Business Manager, Training Officer, Procedures Office, Principal, Food Service, Maintenance and Chaplain.

Deputy Warden II**August 1989 to October 1992**DEPARTMENT OF CORRECTIONS
OKLAHOMA STATE REFORMATORY

Responsible for \$7,000,000 budget, 216 security, support and administrative employees. Responsible for all operations of a 700 plus bed maximum, medium and minimum facility housing adult offenders. Directly supervised the Business Manager, Training Officer, Procedures Officer, Laundry, Case Manager Coordinator, Principal, VIC Coordinator, Chaplain and Recreation as Deputy Warden of Administration. Directly supervise the Chief of Security, four Unit Managers, Food Service and Maintenance as Deputy Warden of Operations.

Assistant District Supervisor**March 1988 to August 1989**DEPARTMENT OF CORRECTIONS
DISTRICT VI PROBATION AND PAROLE

Responsible for the management of the overall daily operation of the District Office and two sub-offices. Directly supervise Probation and Parole Team Supervisors and Administrative Assistants.

Probation and Parole Team Supervisor**May 1987 to February 1988**DEPARTMENT OF CORRECTIONS
DISTRICT IV PROBATION AND PAROLE

Directed and supervised the activities of twelve Probation and Parole Officers, as well as the activities of two Community correctional Officers in three sub-offices.

Administrative Officer I**January 1986 to May 1987**DEPARTMENT OF CORRECTIONS
SECURITY/INTERNAL AFFAIRS UNIT

Directed the security activities of the Department of Corrections, which included the holding areas, medical clinics and the wards of two hospitals. Supervised four Lieutenants over security personnel, supervised four Internal Affairs Investigators and coordinated quarterly security inspections.

Senior Correctional Case Manager

DEPARTMENT OF CORRECTIONS
LEXINGTON CORRECTIONAL CENTER

September 1985 to January 1986

Chaired FCC classification committees; chaired serious incident panels; provided quality control for all paperwork prepared by Case Manager Positions I and II. Prepared special Court Order Reports and provided case management services to one hundred inmates.

Correctional Case Manager

DEPARTMENT OF CORRECTIONS
LEXINGTON CORRECTIONAL CENTER

April 1984 to September 1985

Provided case management services to inmates on protective custody and on the Rex Thompson Trusty Building. I conducted a pre-release program and was the Law Library Supervisor.

Residential Advisor

OKLAHOMA HALFWAY HOUSES, INC.

June 1983 to April 1984

Provided employment placement and daily living skills to State and Federal offenders and monitored reintegration back into the community.

Police Officer

STILLWATER POLICE DEPARTMENT

October 1980 to June 1983

Street patrol, report writing, traffic investigations, public relations, case investigations and assisting in training of new officers.

EDUCATION**Bachelors of Science Degree**

OKLAHOMA STATE UNIVERSITY

1980

Stillwater, Oklahoma

Major: Sociology (Emphasis in Corrections)

Department of Corrections



By these presents be it known that

Ken Klingler

qualifying for the position by character, education, knowledge, skill, ability, training, and successful administrative experience in the correctional field as provided by State Statute is hereby duly confirmed and appointed by the Board of Corrections as the

Warden

of the John Lilley Correctional Center on the ninth day of July in the year of 2015.

Kevin J. Gross, Chair

Michael W. Roach, Vice Chair

Frank A. Henke III

Robert Patton, Director

Monthly ODOC Budget Update

Department of Corrections
FY-15 Summary of Budget Projections
As of May 31, 2015

FY2015 Budget Work Program

Appropriated	\$	472,639,727
200 Fund	\$	17,354,741
205 Fund	\$	8,302,152
280 Fund	\$	2,256,000
Total - BWP	\$	500,552,620 *

** Excludes Prison Industries funds not part of the D.O.C operating budget; Community Sentencing and Federal funds.*

Y-T-D Expenditures	\$	(421,684,166)
Appropriated	\$	(409,042,857)
200 Fund FY 15	\$	(8,905,291)
205 Fund FY 15	\$	(2,675,802)
280 Fund FY 15	\$	(1,060,216)
Encumbrances	\$	(42,470,326)
Committed	\$	(376,596)
Remaining Payroll	\$	(24,889,748)
Available Balance	\$	11,131,784

Department of Corrections
Appropriated Operating Funds
As of 5/31/2015

Budgeted	\$	472,639,727
Expenditures Y-T-D	\$	(409,042,857)
Encumbrance Y-T-D	\$	(36,748,583)
Total Committed Y-T-D	\$	<u>(15,462)</u>
Available Balance	\$	26,832,825
Less:		
Payroll	\$	<u>(24,889,748)</u>
Available Balance	\$	1,943,077

Department of Corrections
200 Revolving Fund Summary
As of 5/31/2015

Beginning Cash Balance 07/01/2014	\$	180,636
Revenue Received Y-T-D	\$	13,862,472
Expenditures Y-T-D	\$	(12,629,677)
Adjustments Y-T-D	\$	(1,767)
Ending Balance 5/31/2015	\$	1,411,664

Description of Fund:

Revolving fund that uses revenues in conjunction with appropriated funds to maintain the Department's operating budget. Revenue comes from a variety of sources:

Program Support

Offenders on work release give up to 50% of their net pay or the per diem rate, whichever comes first to supplement the cost of their incarceration.

Probation & Parole Fees

Probationers & Parolees pay a court ordered supervision fee of up to \$40.00 a month. The fee is used toward probation officers' salaries.

Medical Co pays

Inmates are required to pay a co pay of \$4.00 for medical treatment

Prisoner Public Work Crews

Facilities receive payment from federal, state, and local government entities for inmate labor, officer supervision when applicable, and transportation charges.

State Criminal Alien Assistance Funding

Federal Funds for the reimbursement of expenses for incarcerated aliens

Other Reimbursed Amounts

Funds from overpayments, returns, copies, FEMA, GPS, Private Prison monitoring (Non Oklahoma used facilities) and other miscellaneous reimbursements.

Misc. - Vendors, Copies, Notary, Rent, Sales, Refunds etc.

Department of Corrections
205 Revolving Fund Summary
As of 5/31/2015

Beginning Cash Balance 07/01/2014	\$	1,721,954
Revenue Received Y-T-D	\$	5,122,906
Expenditures Y-T-D	\$	(6,050,863)
Adjustments Y-T-D		
Ending Balance 5/31/2015	\$	793,997

Description of Fund:

Funds are generated through Canteen sales and a portion of telephone revenues, along with other miscellaneous sources (i.e. vending machines and crafts). This revenue provides funding for Offender and Staff needs, maintains the canteens and Offender Banking System.

Department of Corrections
280 Revolving Fund Summary
As of 5/31/2015

Beginning Cash Balance 07/01/2014	\$	3,972,741
Revenue Received Y-T-D	\$	24,266,187
Expenditures Y-T-D	\$	(25,094,467)
Adjustments Y-T-D		
Ending Balance 5/31/2015	\$	<u>3,144,461</u>

Description of Fund

Revenue received from Manufactured and Agricultural goods and services for services for use by the department, other State Agencies and for sale to other not-for-profit entities. Funds received from sale of products are used for labor costs and materials.

Oklahoma Department of Corrections
FY 2015 Appropriated Operating Budget for May 2015

Account Code	Budgeted	Expenditures	Encumbered	Pre-Encumbered	Total Committed	Available Balance
11,12,13 Payroll	\$ 253,843,066.00	\$ 228,903,591.98	\$ 1,309,836.45		\$ 230,213,428.43	\$ 23,629,637.57
15 Professional Services	131,658,040.00	108,601,227.65	22,615,555.29		131,216,782.94	441,257.06
17 Moving Expenses						
19 Inter/Intra Agency Payments	60,000.00	70,345.84	19,654.16		90,000.00	(30,000.00)
21, 22 Travel	462,814.00	729,460.55	129,486.39		858,946.94	(396,132.94)
31 Misc. Admin. Expenses	14,130,783.00	11,783,771.90	2,134,619.34		13,918,391.24	212,391.76
32 Rent	3,429,556.00	2,660,233.58	587,919.43		3,248,153.01	181,402.99
33 Maintenance and Repair	6,140,847.00	3,456,240.23	591,715.57		4,047,955.80	2,092,891.20
34 Specialized Supplies and Materials	30,576,915.00	28,232,795.89	4,592,825.58		32,825,621.47	(2,248,706.47)
35 Production, Safety and Security	1,981,727.00	1,402,047.84	371,231.58		1,773,279.42	208,447.58
36 General Operating Expenses	752,563.00	520,757.35	35,657.68		556,415.03	196,147.97
37 Shop Expense	1,335,880.00	1,234,525.09	363,808.84		1,598,333.93	(262,453.93)
41 Furniture and Equipment	329,918.00	341,718.83	109,298.52	15,461.88	466,479.23	(136,561.23)
42 Library Equipment and Resources	15,592.00	1,077.41			1,077.41	14,514.59
43 Lease Purchases	2,321,000.00	2,124,373.41	196,454.02		2,320,827.43	172.57
44 Livestock - Poultry		52,740.00	47,760.00		100,500.00	(100,500.00)
45,46 Building, Construction and Renovation	41,460.00	180,675.23	33,114.40		213,789.63	(172,329.63)
48 Debt Service	3,000,000.00	2,742,479.88	256,126.50		2,998,606.38	1,393.62
51 Offender Pay and Health Services	3,132,756.00	1,916,496.24	661,064.70		2,577,560.94	555,195.06
52 Tuitions, Awards and Incentives	17,600.00	3,430.06			3,430.06	14,169.94
53 Refunds and Restitutions	238,784.00	179,444.48			179,444.48	59,339.52
54 Jail Backup, County Jails and Other	5,053,000.00	5,607,762.08	148,003.81		5,755,765.89	(702,765.89)
55,59 Assistance Payments to Agencies						
60 Authority Orders			2,360,695.74		2,360,695.74	(2,360,695.74)
61 Loans, Taxes and Other Disbursements	1,800.00	1,382.42			1,382.42	417.58
62 Transfers - Out Sourced Health Care	13,100,000.00	7,800,000.00			7,800,000.00	5,300,000.00
64 Merchandise for Resale	1,015,626.00	496,279.54	183,755.20		680,034.74	335,591.26
TOTAL	\$ 472,639,727.00	\$ 409,042,857.48	\$ 36,748,583.20	\$ 15,461.88	\$ 445,806,902.56	\$ 26,832,824.44

Funding						
19431 GRF - Carryover	\$ 1,738,784.00	\$ 1,738,783.81			\$ 1,738,783.81	\$ 0.19
19530 GRF - Duties	451,006,943.00	387,410,073.67	36,748,583.20	15,461.88	424,174,118.75	26,832,824.25
57604 Duties	19,894,000.00	19,894,000.00			19,894,000.00	-
TOTAL	\$ 472,639,727.00	\$ 409,042,857.48	\$ 36,748,583.20	\$ 15,461.88	\$ 445,806,902.56	\$ 26,832,824.44
					Remaining Payroll	24,889,747.94
						1,943,076.50
						6/8/2015

Oklahoma Department of Corrections
Statement of Revenues, Expenditures and Changes in Fund Balances
Non- Appropriated Funds
July 1, 2014 through May 31, 2015

		200 Fund	205 Fund	280 Fund	Funds
Revenue Revenues					
Code	Current:				
331	Other Fines, Forfeits, Penalties	\$ 302,729.86	\$ -	\$ -	\$ 302,729.86
431	Rent from Land	39,841.73	-	-	39,841.73
520	Reimbursement for Administrative Expense	608,571.90	-	-	608,571.90
521	Reimbursement for Data Processing Expense	10,850.00	-	-	10,850.00
522	Reimbursement for Telecommunication Exp.	-	-	-	-
530	Reimbursement for Travel Expense	3,663.08	-	-	3,663.08
541	Reimbursement of Funds Spent	375,475.10	-	-	375,475.10
552	Reimbursement of Federal Payroll	968,073.54	-	-	968,073.54
556	Federal Funds from Other State Agency	-	-	-	-
581	Reimbursement for Funds Expended	2,280,880.87	-	250,000.00	2,530,000.87
711	Farm Products General	-	-	9,939,870.91	9,939,870.91
731	Laboratory and Medical Services	216,658.41	-	-	216,658.41
741	Canteen and Concession Income	8,303.45	4,575,976.91	14,016,768.59	18,601,048.95
791	Other Sales and Services	4,045.63	-	2,335.00	6,380.63
811	Offender Medical Co-pays and Judgments	3,329,635.83	-	-	3,329,635.83
821	Deposits by Patients and Offenders	5,649,797.89	546,929.67	57,212.07	6,253,939.63
836	Sale of Salvage	39,065.12	-	-	39,065.12
881	Purchase Card Payments	24,879.90	-	-	24,879.90
	<i>Total Revenues</i>	<u>13,862,472.31</u>	<u>5,122,906.58</u>	<u>24,266,186.57</u>	<u>43,251,565.46</u>
Account Expenditures					
Code	Current:				
11,12,13	Payroll	44,459.06	(186,848.02)	5,873,493.86	5,731,104.90
15	Professional Services	7,366,295.32	324,194.38	417,282.23	8,107,771.93
21, 22	Travel	61,408.04	8,267.42	48,555.72	118,231.18
31	Misc. Admin. Expenses	112,847.87	156,226.00	809,002.34	1,078,076.21
32	Rent	59,305.25	142,451.27	102,361.49	304,118.01
33	Maintenance and Repair	768,045.16	254,983.35	813,487.83	1,836,516.34
34	Specialized Supplies and Materials	625,048.45	2,985,164.91	661,798.80	4,272,012.16
35	Production, Safety and Security	279,198.35	5,818.91	398,141.69	683,158.95
36	General Operating Expenses	48,594.05	58,415.16	417,040.59	524,049.80
37	Shop Expense	204,126.86	61,463.18	1,357,402.43	1,622,992.47
41	Furniture and Equipment	299,604.61	92,218.57	324,994.93	716,818.11
42	Library Equipment and Resources	-	2,153.85	3,271.81	5,425.66
43	Lease Purchases	-	-	-	-
44	Livestock and Poultry	-	-	-	-
45	Land and Right-of-way	215,564.00	-	-	215,564.00
46	Building, Construction and Renovation	1,249,091.67	14,320.94	184,247.25	1,447,659.86
48	Debt Service	-	-	-	-
51	Offender Pay and Health Services	16,162.77	792,247.14	1,583,158.95	2,391,568.86
52	Tuitions, Awards and Incentives	-	153.50	-	153.50
53	Refunds and Restitutions	-	-	10,009.19	10,009.19
54	Jail Backup, County Jails and Other	961,429.56	-	2,539,999.00	3,501,428.56
55	Payment to Gov. Sub-Division	-	-	-	-
59	Assistance Payments to Agencies	214,419.10	-	-	214,419.10
61	Loans, Taxes and other Disbursements	-	-	94.01	94.01
62	Transfers - Out Sourced Health Care	78,828.01	1,339,632.60	-	1,418,460.61
64	Merchandise for Resale	25,248.50	-	9,550,125.01	9,575,373.51
	<i>Total Expenditures</i>	<u>12,629,676.63</u>	<u>6,050,863.16</u>	<u>25,094,467.13</u>	<u>43,775,006.92</u>
	<i>Excess of Revenues Over (Under) Expenditures</i>	<u>1,232,795.68</u>	<u>(927,956.58)</u>	<u>(828,280.56)</u>	<u>(523,441.46)</u>
Special and Extraordinary Items					
	Carried Over Cash	-	-	-	-
	<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<i>Net Change in Fund Balances</i>	1,232,795.68	(927,956.58)	(828,280.56)	(523,441.46)
Cash					
	Beginning Cash Balance	180,635.58	1,721,953.87	3,972,741.14	5,875,330.59
	Revenue Received this Year	13,862,472.31	5,122,906.58	24,266,186.57	43,251,565.46
	Expenditures made this Year	(12,629,676.63)	(6,050,863.16)	(25,094,467.13)	(43,775,006.92)
	Beginning Change in Liabilities	-	-	-	-
	Transfers	-	-	-	-
	Adjustments	(1,767.63)	-	-	(1,767.63)
	<i>Ending Cash Balance</i>	<u>\$ 1,411,663.63</u>	<u>\$ 793,997.29</u>	<u>\$ 3,144,460.58</u>	<u>\$ 5,350,121.50</u>

Oklahoma Department of Corrections
Statement of Revenues, Expenditures and Changes in Fund Balances
Non- Appropriated Funds
For the Month of May 2015

Revenue	200 Fund	205 Fund	280 Fund	Funds
Revenues				
<u>Code</u> Current:				
331 Other Fines, Forfeits, Penalties	\$ 16,831.24	\$ -	\$ -	\$ 16,831.24
431 Rent from Land	4,400.50	-	-	4,400.50
520 Reimbursement for Administrative Expense	-	-	-	-
521 Reimbursement for Data Processing Expense	760.00	-	-	760.00
522 Reimbursement for Telecommunication Exp.	-	-	-	-
530 Reimbursement for Travel Expense	774.50	-	-	774.50
541 Reimbursement of Funds Spent	375,475.10	-	-	375,475.10
552 Reimbursement of Federal Payroll	-	-	-	-
556 Federal Funds from Other State Agency	-	-	-	-
581 Reimbursement for Funds Expended	49,980.03	-	-	49,980.03
711 Farm Products General	-	-	830,024.64	830,024.64
731 Laboratory and Medical Services	20,353.94	-	-	20,353.94
741 Canteen and Concession Income	731.17	253,911.75	1,282,264.73	1,536,907.65
791 Other Sales and Services	50.00	-	-	50.00
811 Offender Medical Co-pays and Judgments	319,288.84	-	-	319,288.84
821 Deposits by Patients and Offenders	547,055.71	546,929.67	8,099.40	1,102,084.78
836 Sale of Salvage	1,884.98	-	-	1,884.98
881 Purchase Card Payments	8,673.06	-	-	8,673.06
<i>Total Revenues</i>	<u>1,346,259.07</u>	<u>800,841.42</u>	<u>2,120,388.77</u>	<u>4,267,489.26</u>
Expenditures				
<u>Account</u> Current:				
11,12,13 Payroll	-	-	511,593.20	511,593.20
15 Professional Services	585,698.38	15,350.00	33,631.71	634,680.09
21, 22 Travel	2,858.49	-	2,587.00	5,445.49
31 Misc. Admin. Expenses	22,459.80	10,934.25	57,442.99	90,837.04
32 Rent	6,292.88	9,262.30	63,361.28	78,916.46
33 Maintenance and Repair	101,931.36	16,412.41	69,735.26	188,079.03
34 Specialized Supplies and Materials	15,359.98	34,676.19	58,350.96	108,387.13
35 Production, Safety and Security	36,915.43	-	41,676.15	78,591.58
36 General Operating Expenses	5,243.90	3,619.84	7,494.38	16,358.12
37 Shop Expense	4,039.87	342.08	96,188.03	100,569.98
41 Furniture and Equipment	11,837.65	4,736.98	8,863.17	25,437.80
42 Library Equipment and Resources	-	-	-	-
43 Lease Purchases	-	-	-	-
44 Livestock and Poultry	-	-	-	-
45 Land and Right-of-way	-	-	-	-
46 Building, Construction and Renovation	54,855.85	473.48	-	55,329.33
48 Debt Service	-	-	-	-
51 Offender Pay and Health Services	1,631.88	63,680.45	156,696.51	222,008.84
52 Tuitions, Awards and Incentives	-	-	-	-
53 Refunds and Restitutions	-	-	10,000.00	10,000.00
54 Jail Backup, County Jails and Other	290,957.00	-	356,697.00	647,654.00
55 Payment to Gov. Sub-Division	-	-	-	-
59 Assistance Payments to Agencies	-	-	-	-
61 Loans, Taxes and other Disbursements	-	-	-	-
62 Transfers - Out Sourced Health Care	18,768.91	429,487.66	-	448,256.57
64 Merchandise for Resale	33.68	-	609,608.71	609,642.39
<i>Total Expenditures</i>	<u>1,158,885.06</u>	<u>588,975.64</u>	<u>2,083,926.35</u>	<u>3,831,787.05</u>
<i>Excess of Revenues Over</i> <i>(Under) Expenditures</i>	<u>187,374.01</u>	<u>211,865.78</u>	<u>36,462.42</u>	<u>435,702.21</u>
Special and Extraordinary Items				
Carried Over Cash	-	-	-	-
<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Net Change in Fund Balances</i>	187,374.01	211,865.78	36,462.42	435,702.21
Cash				
Beginning Cash Balance	1,316,080.32	602,872.06	3,664,270.37	5,583,222.75
Revenue Received this Month	1,346,259.07	800,841.42	2,120,388.77	4,267,489.26
Expenditures made this Month	(1,158,885.06)	(588,975.64)	(2,083,926.35)	(3,831,787.05)
Beginning Change in Liabilities	(91,790.70)	(20,740.55)	(556,272.21)	(668,803.46)
Transfers	-	-	-	-
Adjustments	-	-	-	-
<i>Ending Cash Balance</i>	<u>\$ 1,411,663.63</u>	<u>\$ 793,997.29</u>	<u>\$ 3,144,460.58</u>	<u>\$ 5,350,121.50</u>

Oklahoma Department of Corrections
Statement of Revenues, Expenditures and Changes in Fund Balances
Federal Funding
July 1, 2014 through May 31, 2015

Revenue	410 Fund	430 Fund	Funds
Revenues			
Code Current:			
556 Federal Funds Rec'd from Non-Gov. Ag.	\$ 262,285.54	\$ 487,962.87	\$ 750,248.41
561 Private Grants and Donations for Opns.	-	709,027.98	709,027.98
581 Reimbursements	-	-	-
<i>Total Revenues</i>	<u>262,285.54</u>	<u>1,196,990.85</u>	<u>1,459,276.39</u>
Expenditures			
Code Current:			
11,12,13 Payroll	-	-	-
15 Professional Services	150,466.73	737,058.44	887,525.17
21, 22 Travel	26,097.42	3,275.99	29,373.41
31 Misc. Admin. Expenses	2,275.00	6,912.01	9,187.01
32 Rent	13,519.15	-	13,519.15
33 Maintenance and Repair	11,649.10	-	11,649.10
34 Specialized Supplies and Materials	-	2,454.51	2,454.51
35 Production, Safety and Security	-	1,996.40	1,996.40
36 General Operating Expenses	85,265.20	8,407.00	93,672.20
37 Shop Expense	-	2,466.50	2,466.50
41 Furniture and Equipment	82,403.04	7,289.12	89,692.16
42 Library Equipment and Resources	3,852.82	2,636.44	6,489.26
43 Lease Purchases	-	-	-
44 Livestock and Poultry	-	-	-
45 Land and Right-of-way	-	-	-
46 Building, Construction and Renovation	-	-	-
48 Debt Service	-	-	-
51 Offender Pay and Health Services	-	-	-
52 Tuitions, Awards and Incentives	-	-	-
53 Refunds and Restitutions	-	-	-
54 Jail Backup, County Jails and Other	-	62,532.73	62,532.73
55 Payment to Gov. Sub-Division	-	-	-
59 Assistance Payments to Agencies	-	360,294.25	360,294.25
61 Loans, Taxes and Other Disbursements	-	-	-
62 Transfers - Out Sourced Health Care	-	-	-
64 Merchandise for Resale	-	-	-
<i>Total Expenditures</i>	<u>375,528.46</u>	<u>1,195,323.39</u>	<u>1,570,851.85</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>(113,242.92)</u>	<u>1,667.46</u>	<u>(111,575.46)</u>
Special and Extraordinary Items			
Carried Over Cash	-	-	-
<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Net Change in Fund Balances</i>	(113,242.92)	1,667.46	(111,575.46)
Cash			
Beginning Cash Balance	331,097.50	327,646.88	658,744.38
Revenue Received this Year	262,285.54	1,196,990.85	1,459,276.39
Expenditures made this Year	(375,528.46)	(1,195,323.39)	(1,570,851.85)
Beginning Change in Liabilities	-	-	-
Transfers	-	-	-
Adjustments	-	-	-
<i>Ending Cash Balance</i>	<u>\$ 217,854.58</u>	<u>\$ 329,314.34</u>	<u>\$ 547,168.92</u>

Oklahoma Department of Corrections
Statement of Revenues, Expenditures and Changes in Fund Balances
Federal Funding
For the Month of May 2015

Revenue	410 Fund	430 Fund	Funds
Revenues			
Code Current:			
556 Federal Funds Rec'd from Non-Gov. Ag.	\$ -	\$ -	\$ -
561 Private Grants and Donations for Opns.	-	20,629.55	20,629.55
581 Reimbursements	-	-	-
<i>Total Revenues</i>	<u>-</u>	<u>20,629.55</u>	<u>20,629.55</u>
Account Expenditures			
Code Current:			
11,12,13 Payroll	-	-	-
15 Professional Services	-	62,170.82	62,170.82
21, 22 Travel	8,008.20	(8,008.20)	-
31 Misc. Admin. Expenses	2,275.00	2,210.97	4,485.97
32 Rent	2,210.01	-	2,210.01
33 Maintenance and Repair	1,446.87	-	1,446.87
34 Specialized Supplies and Materials	-	256.00	256.00
35 Production, Safety and Security	-	-	-
36 General Operating Expenses	37,236.76	4,320.64	41,557.40
37 Shop Expense	-	-	-
41 Furniture and Equipment	1,775.26	116.62	1,891.88
42 Library Equipment and Resources	-	-	-
43 Lease Purchases	-	-	-
44 Livestock and Poultry	-	-	-
45 Land and Right-of-way	-	-	-
46 Building, Construction and Renovation	-	-	-
48 Debt Service	-	-	-
51 Offender Pay and Health Services	-	-	-
52 Tuitions, Awards and Incentives	-	-	-
53 Refunds and Restitutions	-	-	-
54 Jail Backup, County Jails and Other	-	-	-
55 Payment to Gov. Sub-Division	-	-	-
59 Assistance Payments to Agencies	-	-	-
61 Loans, Taxes and Other Disbursements	-	-	-
62 Transfers - Out Sourced Health Care	-	-	-
64 Merchandise for Resale	-	-	-
<i>Total Expenditures</i>	<u>52,952.10</u>	<u>61,066.85</u>	<u>114,018.95</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>(52,952.10)</u>	<u>(40,437.30)</u>	<u>(93,389.40)</u>
Special and Extraordinary Items			
Carried Over Cash	-	-	-
<i>Total Special and Extraordinary Items</i>	<u>-</u>	<u>-</u>	<u>-</u>
<i>Net Change in Fund Balances</i>	(52,952.10)	(40,437.30)	(93,389.40)
Cash			
Beginning Cash Balance	270,806.68	369,980.22	640,786.90
Revenue Received this Month	-	20,629.55	20,629.55
Expenditures made this Month	(52,952.10)	(61,066.85)	(114,018.95)
Beginning Change in Liabilities	-	(228.58)	(228.58)
Transfers	-	-	-
Adjustments	-	-	-
<i>Ending Cash Balance</i>	<u>\$ 217,854.58</u>	<u>\$ 329,314.34</u>	<u>\$ 547,168.92</u>



Quarterly OCI and Agri-Services
Budget Update

Oklahoma Correctional Industries
Income Statement for FY 2015
July 1, 2014 through April 30, 2015

Sales Revenue	\$ 13,444,441
Cost of Goods Sold	<u>\$ (5,827,550)</u>
Gross Profit or (Loss)	\$ 7,616,891
Overhead Expense	\$ (4,467,353)
General and Administrative Costs	<u>\$ (1,454,796)</u>
Net Income or (Loss)	<u><u>\$ 1,694,742</u></u>

Revenues - derived from our traditional industries, private partnerships, and our Private Industry Enterprise program

Cost of Goods Sold (COGS) - production costs for goods sold during a specified period

Overhead Expense - expenses incurred other than raw materials (labor, travel, supplies, maintenance, depreciation, etc.)

General & Administrative Costs - allocation of expenses not directly related to production

Oklahoma Correctional Industries
Balance Sheet for FY 2015
July 1, 2014 through APRIL 30, 2015

Current Assets	\$ 15,103,644
Fixed Assets	<u>4,541,112</u>
Total Assets	<u><u>\$ 19,644,755</u></u>
<hr/>	
Liabilities	\$ 1,516,259
Fund Balance	<u>18,128,496</u>
Total Liabilities and Fund Balance	<u><u>\$ 19,644,755</u></u>

Equation:

assets= liability + owners equity (fund balance in government accounting)

Current Assets - cash, accounts receivable, and inventories

Fixed Assets - office equipment, factory equipment, vehicles, and buildings net of depreciation

Liabilities - accounts payable and sales tax payable

Agri - Services
Income Statement for FY 2015
July 1, 2014 through APRIL 30, 2015

Sales Revenue	\$	9,765,592
Cost of Goods Sold		<u>(3,963,085)</u>
Gross Profit or (Loss)		5,802,507
Expenses		<u>(5,024,988)</u>
Net Income or (Loss)	\$	<u>777,519</u>
Net Income		777,519
Cost Avoidance		<u>2,489,242</u>
Agency Benefit	\$	3,266,761

Revenues - derived from sales of products: meat, milk, and cattle

Cost of Goods Sold (COGS) - production costs for goods sold during a specified period

Expenses - expenses incurred other than raw materials (labor, travel, supplies, maintenance, depreciation, etc.)

****Cost Avoidance - other services, and products provided to DOC at no cost****

FY Cost Savings to the Agency - meat, milk (Prime Vendor vs Agri-Services Pricing)	\$	2,260,051
FY Cost Savings to the Agency - opportunity buys (Prime Vendor vs Opportunity Buy Pricing)	\$	224,624
Services provided to DOC (brush hogging county road right of way, applying herbicide to lagoons, etc)	\$	<u>4,567</u>
Total Savings	\$	2,489,242

Agri - Services
Balance Sheet for FY 2015
July 1, 2014 through APRIL 30, 2015

Current Assets	\$ 8,680,587
Fixed Assets	<u>1,947,064</u>
Total Assets	<u><u>\$ 10,627,651</u></u>
<hr/>	
Liabilities	\$ 113,104
Fund Balance	<u>10,514,547</u>
Total Liabilities and Fund Balance	<u><u>\$ 10,627,651</u></u>

Equation

assets= liability + owners equity (fund balance in government accounting)

Current Assets - cash, accounts receivables, inventories, live stock, and prepaid land leases

Fixed Assets - office equipment, farm and factory equipment, vehicles and buildings net of depreciation

Liabilities - accounts payable and sales tax payable

OKLAHOMA CORRECTIONAL INDUSTRIES
CONSOLIDATED MANUFACTURING INCOME STATEMENT FY 2015
SUMMARY

	April 2015	2015 Fiscal YTD
Revenue		
Sales	734,559.51	9,343,197.56
Miscellaneous Sales		5,351.91
Miscellaneous Income	259.95	7,518.11
Private Prison Income	8,099.40	43,607.15
Private Industry Income	206,975.30	766,942.30
Private Partnership Income	346,833.47	3,277,823.83
Total Revenue	<u>1,296,727.63</u>	<u>13,444,440.86</u>
Cost of Goods Sold		
Cost of Goods Sold	(566,631.11)	(5,827,549.60)
Cost of Goods Sold Adjustment		
Total Cost of Goods Sold	<u>(566,631.11)</u>	<u>(5,827,549.60)</u>
Gross Profit or (Loss)	<u>730,096.52</u>	<u>7,616,891.26</u>
Overhead		
WIP Factory Overhead	(142,564.54)	(709,005.84)
Inventory Overhead	18,660.86	(65,103.00)
Factory Overhead	614,854.81	5,241,462.03
Total Overhead Variance	<u>490,951.13</u>	<u>4,467,353.19</u>
Operating Profit or (Loss)	<u>239,145.39</u>	<u>3,149,538.07</u>
General & Administrative Costs		
WIP G & A Overhead	(73,209.29)	(381,123.86)
Accounting	24,018.13	230,643.05
Administration	67,664.90	696,082.12
Computer Operations	42,856.76	382,031.18
Customer Service	13,285.46	124,622.90
Sales & Marketing	37,740.62	402,540.50
Total G & A Variance	<u>112,356.58</u>	<u>1,454,795.89</u>
Net Income or (Loss)	<u><u>126,788.81</u></u>	<u><u>1,694,742.18</u></u>

Notes:

Miscellaneous sales - Sales of other than products or services (pallet and paper recycling)

Private Prison Income - Program Support returned to OCI from PIE employees

Cost of Goods Sold - Cost of Goods Sold (COGS) is the total of all the cost of all goods invoiced during a specific period. This total includes all value added to materials during the manufacturing process (Pre-determined Overhead Rate and Fixed Overhead Rate). The POHR is comprised of Estimated / Budgeted Production related Labor and expenses divided by estimated / budgeted total of labor hours. The Fixed Overhead Rate includes all estimated / budgeted General & Administrative expenses divided by estimated / budgeted total of labor hours.

WIP Factory Overhead- Total of all actual production hours "times" the Pre-determined Overhead Rate. This offsets the value added from Budgeted labor and expenses in COGS to actual expenses posted for the period. "Production Credits"

Inventory Overhead - adjustments to inventory due to cost or quantity changes, loss, scrap etc.

Factory Overhead - Expenses incurred other than raw materials (labor, travel, supplies, maintenance, depreciation, etc.)

General & Administrative Costs - allocation of expenses not directly related to production

OKLAHOMA CORRECTIONAL INDUSTRIES
CONSOLIDATED MANUFACTURING INCOME STATEMENT FY 2015
DETAIL

	April 2015	2015 Fiscal YTD
WIP Production Credits		
Set-up Time Productive WIP		
Run Time Productive WIP	<u>(142,564.54)</u>	<u>(707,431.29)</u>
Total WIP Factory Overhead	<u>(142,564.54)</u>	<u>(707,431.29)</u>
Inventory Overhead		
Inventory Cost Adjustments	(5,938.33)	(15,696.47)
Inventory Quantity Adjustment	24,599.19	(49,537.98)
Inventory Physical Count Adj		118.31
Raw Materials Variance		11.40
WIP Variance		<u>1.74</u>
Total Inventory Overhead	<u>18,660.86</u>	<u>(65,103.00)</u>
Factory Overhead		
Labor Expense		
Staff Salaries		
Salaries Regular	<u>107,925.62</u>	<u>1,104,831.90</u>
Total Staff Salaries	<u>107,925.62</u>	<u>1,104,831.90</u>
Staff Benefits		
Health & Life Insurance	28,726.26	281,711.98
State Share FICA	7,906.77	83,240.44
State Share OPERS	15,514.33	175,136.89
State Share Annuity	<u>670.46</u>	<u>6,623.70</u>
Total Staff Benefits	<u>52,817.82</u>	<u>546,713.01</u>
Engineering Services		
Professional Services		
Employment Services	30,876.00	211,315.51
Offender Labor	<u>189,442.60</u>	<u>1,388,213.34</u>
Total Labor Expense	<u>381,062.04</u>	<u>3,251,073.76</u>
Travel Expense		
In State Travel		
Per Diem		2,047.00
Lodging		0.00
Miscellaneous		<u>303.20</u>
Total In State Travel	<u>0.00</u>	<u>2,350.20</u>
Out of State Travel		
Per Diem		198.00
Miscellaneous		
Lodging		
Total Out of State Travel	<u>0.00</u>	<u>198.00</u>
Food & Lodging Agency Direct		231.00
Total Travel Expenses	<u>0.00</u>	<u>2,779.20</u>

Utilities		
Water & Waste	115.64	3,704.71
Natural Gas	13,297.77	75,020.30
Electricity	18,177.91	189,539.50
Total Utilities	31,591.32	268,264.51
Rent Expense		
Building Space		
Equipment & Machinery	1,199.37	12,231.86
Electronic Data Equipment		754.45
Total Rent Expense	1,199.37	12,986.31
Maintenance & Repair - Outside Vendor		
Buildings & Grounds	1,615.60	26,759.86
Equipment	7,783.49	63,365.72
Telecommunications Equipment	219.00	219.00
Office Equipment	119.43	2,082.59
Data Processing Equipment		
Total Maintenance & Repair	9,737.52	92,427.17
Supplies Expense		
Housekeeping & Janitorial	945.31	22,871.44
Maintenance - Building & Ground	2,384.37	35,598.71
Maintenance - Equipment	8,293.74	131,958.05
Maintenance _ Telecommunications		0.00
Maintenance _ Data Process Equipment		0.00
Food & Kitchen		2.32
Medical		0.00
Motor Fuel - Common	10,412.09	131,150.22
Motor Fuel - Special	836.60	8,596.34
Uniform Clothing & Accessories		5,668.67
Safety & Security	2,589.72	23,849.59
Packaging		0.00
Shop	109,377.57	681,946.53
Meeting Refreshments		0.00
Office - Non-expendable		0.00
Office Expendable	2,232.11	22,100.44
Data Processing		3,211.96
Motor Vehicle - Expendable	400.52	7,304.24
Motor Vehicle - Non-expendable	2,483.25	22,830.77
Total Supplies Expense	139,955.28	1,097,089.28
Depreciation Expense		
Equipment	16,114.23	167,011.46
Building	15,264.04	152,445.91
Total Depreciation	31,378.27	319,457.37
Other Expenses		
Freight	3,913.12	59,163.96
Postage		5,000.00
Telecommunications Services	9,297.88	76,969.10
Printing & Binding Services		218.70
Advertising/Prototypes	316.72	28,873.84
Licenses, Permits, etc		337.75
Employee Reimbursement Non-travel		0.00
Inter-Governmental Payments		100.00
Damaged Merchandise	5.49	819.26
Warranty Repair Costs	6,397.80	25,867.32
Total Other Expenses	19,931.01	197,349.93
Total Factory Overhead	614,854.81	5,241,427.53

Department of Corrections
Oklahoma Correctional Industries
Balance Sheet
As of April 30, 2015

Cash	1,332,721.95	
Restricted cash -1131	1,227,732.80	
Accounts Receivables	2,334,272.61	
Raw Materials Inventory	6,361,594.94	
Finished Goods Inventory	2,774,746.18	
Goods In Transit	93,440.43	
Work In Process Inventory	<u>979,134.59</u>	
 Total Current Assets		 15,103,643.50
 Fixed Assets		
Office equipment	1,858,396.68	
Factory equipment	6,186,292.52	
Vehicles	2,539,540.06	
Buildings	7,560,019.41	
Accumulated Depreciation Buildings	(5,028,553.85)	
Accumulated Depreciation Equipment	<u>(8,574,582.83)</u>	
 Total Fixed Assets		 <u>4,541,111.99</u>
 Total Assets		 <u><u>19,644,755.49</u></u>
 Liabilities and Fund Balance		
Accounts Payable	67,499.07	
Sales tax Payable	5,786.88	
Goods Received Suspense	<u>1,442,973.51</u>	
 Total Liabilities		 1,516,259.46
 Fund Balance		
Reserved:		
Reserved for Fixed Assets	4,541,111.99	
Reserved for Inventories	10,208,916.14	
 Unreserved, undesignated	 <u>3,378,467.90</u>	
 Total Fund Balance		 <u>18,128,496.03</u>
 Total Liabilities & Fund Balance		 <u><u>19,644,755.49</u></u>

Department of Corrections
Oklahoma Correctional Industries
Statement of Cash Flows
As of April 30, 2015

Net Income/(Loss)	1,694,742.18
Cash Flows from Operating Activities	
Depreciation	
Buildings	160,028.71
Other	245,576.98
Adjustments to Reconcile	
(Increase)/Decrease in Operational Assets	
Accounts Receivable	(49,754.52)
Inventory	
Raw Materials	271,734.71
Work in Process	(864,896.89)
Finished Goods	254,970.50
Increase/(Decrease) in Operational Liabilities	
Accounts Payable	(117,710.65)
Net Cash Provided by Operating Activities	1,594,691.02
Cash Flow From Investing Activities	
Purchases of Equipment and Property	
Office Equipment	(24,034.28)
Factory Equipment	(177,226.24)
Vehicles	0.00
Buildings	(218,601.96)
Land	0.00
Net Cash Gained (used) in Investing Activities	(419,862.48)
Financing Activities	
Net Cash Gained (used) in Financing Activities	0.00
FY 15 Appropriated Funds	
FY 15 Adjustments	
Net Cash for Period	1,174,828.54

Oklahoma Correctional Industries

Manufacturing Statement for

All Factories

For Period Ending March 31, 2015

	<u>March 2015</u>	<u>2015 Fiscal Year to Date</u>
<u>Direct Materials</u>		
Beginning raw inventory	\$6,235,926.56	\$6,621,027.95
Purchases	<u>646,795.37</u>	<u>4,540,168.67</u>
Available For Use	6,882,721.93	11,161,196.62
Ending raw inventory	<u>6,094,352.50</u>	<u>6,094,352.50</u>
Direct Materials Used	\$788,369.43	\$5,066,844.12
<u>Offender (Direct) Labor</u>	52,665.98	438,731.07
<u>Factory Overhead</u>		
Factory Staff	174,030.46	1,455,316.54
Travel Expenses	57.50	1,652.20
Utilities	46,166.02	207,844.58
Rentals	1,550.79	13,128.72
Maintenance and Repairs	6,673.91	80,540.91
Supplies	108,538.28	780,589.47
Depreciation	32,087.50	288,079.10
Other	10,673.90	110,002.83
Inventory Shrinkage	<u>(15,174.60)</u>	<u>(85,669.24)</u>
Total Factory Overhead	364,603.76	2,851,485.11
Total manufacturing costs	1,205,639.17	8,357,060.30
Work in progress beginning inventory	<u>816,649.98</u>	<u>56,532.52</u>
Total cost of work in progress	2,022,289.15	8,413,592.82
Work in progress ending inventory	<u>871,977.47</u>	<u>871,977.47</u>
<u>Cost of Goods Manufactured</u>	<u>\$1,150,311.68</u>	<u>\$7,541,615.35</u>

Agri-Services
Income Statement
As of April 30, 2015

	April 2015	Fiscal Year 15 Year to Date
SALES	799,459.68	9,187,916.30
IN KIND INCOME		577,676.18
COST OF GOODS	<u>(343,474.48)</u>	<u>(3,963,085.31)</u>
GROSS PROFIT	455,985.20	5,802,507.17
EXPENSES		
SALARIES	226,543.96	2,421,799.71
OFFENDER PAYROLL	16,933.88	145,674.00
OTHER SERVICES	1,244.03	4,467.05
FARM EXPENSES	226,370.77	1,322,467.26
FUEL	19,231.38	240,468.07
RENT	528.65	35,383.41
BUILDING, VEHICLE & EQUIPMENT REPAIR EXPENSE	27,855.16	404,704.67
UTILITIES	9,319.80	84,279.18
OTHER EXPENSE	16,252.92	127,065.15
DEPRECIATION	<u>24,865.88</u>	<u>238,679.93</u>
TOTAL EXPENSE	569,146.43	5,024,988.43
NET INCOME	<u>(113,161.23)</u>	<u>777,518.74</u>

Notes:

In Kind Income - Market value (Sysco Price) of vegetables raised and provided to facilities at no cost.
 Cost of Goods Sold - Our cost of raw materials needed to produce the goods for sale
 Other Services - Testing done by outside sources (soil, ecoli, food) Does not include veterinary services.
 Farm Expense - Agricultural supplies, feed, vet supplies and services, seed, fertilizer, etc.
 Rent - Rental of equipment and land
 Other Expense - Office supplies, shop supplies, travel, fees, licenses, etc
 Depreciation - based on straight line method.

* FY Cost Savings to the Agency - Meat, Milk(Prime Vendor vs Agri-Services Pricing) \$ 2,260,051
 * FY Cost Savings to the Agency - Opportunity Buys (Prime Vendor vs Opportunity Bu \$ 224,624
 * Services provided to DOC(brush hogging county road right of way, applying herbicid \$ 4,567
 to lagoons, etc) \$ 2,489,242

Department of Corrections
 Agri-Services
 Balance Sheet
 As of April 30,2015

Current Assets

Cash	\$ 1,285,311.17	
Restricted Cash -1131	\$ 745,047.02	
Accounts Receivables	\$ 562,673.24	
Due to/From OCI		
Raw Materials Inventory	\$ 810,022.53	
Finished Goods Inventory	\$ 144,074.84	
Work In Process Inventory		
Live Stock	\$ 4,818,525.00	
Stock Feed	\$ 259,733.09	
Semen	\$ 10,934.07	
Wood	\$ 20,255.00	
Prepaid Land Leases (Commissioner of the L	\$ -	
Bulk Fuel	<u>\$ 24,011.08</u>	
Other Current Assets		
<u>Total Current Assets</u>		<u>\$ 8,680,587.04</u>

Fixed Assets

Office equipment	\$ 123,529.59	
Factory equipment	\$ 1,354,733.03	
Vehicles	\$ 1,533,952.19	
Farm Equipment	\$ 3,952,449.80	
Buildings	\$ 2,319,960.47	
Land	\$ 319,684.69	
Accumulated Depreciation Buildings	\$ (1,358,279.49)	
Accumulated Depreciation Equipment	\$ (6,298,966.60)	
<u>Total Fixed Assets</u>		<u>\$ 1,947,063.68</u>

Total Assets \$ 10,627,650.72

Liabilities and Fund Balance

Accounts Payable	\$ 113,036.57	
Sales tax Payable	\$ 67.02	
Goods Received Suspense		
<u>Total Liabilities</u>		<u>\$ 113,103.59</u>

Fund Balance		
Reserved:		
Reserved for Fixed Assets	\$ 1,947,063.68	
Reserved for Inventories	\$ 6,087,555.61	
Unreserved, undesignated	\$ 2,479,927.84	
<u>Total Fund Balance</u>		<u>\$ 10,514,547.13</u>

Total Liabilities & Fund Balance \$ 10,627,650.72

Department of Corrections
 Agri-Services
 Statement of Cash Flows
 As April 30, 2015

Net Income/(Loss) 777,518.74

Cash Flows from Operating Activities

Depreciation

Buildings 74,279.40
 Other 168,365.09

Adjustments to Reconcile

(Increase)/Decrease in Operational Assets
 Accounts Receivable 373,696.41
 Sales Tax Payable (101.32)

Inventory

Raw Materials 9,694.00
 Finished Goods 50,483.44
 Stock Feed (10,457.31)
 Semen 676.98
 Bulk Fuel 31,469.21
 Prepaid Leases 28,500.00
 Packaging Materials 0.00

Increase/(Decrease) in Operational Liabilities

Accounts Payable (387,630.68)

Net Cash Provided by Operating Activities

Purchases of Equipment and Property

Office Equipment (6,431.23)
 Agricultural Equipment 0.00
 Factory Equipment 0.00
 Vehicles 0.00
 Buildings 0.00
 Land 0.00

Cash Flow From Investing Activities

Equity Other
 FY 15 Appropriated Funds 845,860.00
 FY 15 Adjustments

Net Cash for Period 1,955,922.73



**Quarterly Financial Internal Audit
Update**

Oklahoma Department of Corrections

Internal Audit Summary Report

3rd QUARTER

During the 3rd quarter of FY 15, the internal audit team closed and submitted 15 audit reports to the State Auditor and Inspector's office. The facilities audited were:

1. Jeffery McCoy Central District
2. Kate Barnard Community Corrections Center
3. Private Prisons and Jail Administration
4. Oklahoma County Community Corrections/Residential Services
5. Division of Community Corrections
6. Community Sentencing
7. Health Services
8. Analytics and Systems Quality Services
9. OCI Records Conversion at Joseph Harp Correctional Center
10. OCI Garment Factory at Oklahoma State Reformatory
11. OCI Factory at James Crabtree Correctional Center
12. OCI Factory at John Lilley Correctional Center
13. Program Services
14. Oklahoma State Penitentiary
15. Jackie Brannon Correctional Center

The Fiscal Management compliance and Internal Controls over the following financial activities were examined, to include: Accounts Payables, Accounts Receivables (Prisoner Public Works Projects), Purchasing, Receiving, Purchase Cards, Express Checks, Debit Cards, Canteen (OBS and Inventory), Trust Fund, Warehouse Inventory, Factory Inventory, Probation Parole Restitution Receipts and Fixed Assets Management System.

The following is a summary of the Noncompliance Findings in accordance with Fiscal Management Policy:

Purchase Cards – Finding: The statements and supporting documents were received in the p card comptroller's office after the deadline date. The plan of corrective action instructed the cardholders to comply with policy.

This finding was reported against the following facility:

1. Oklahoma County Community Corrections/Residential Services

Purchase Cards – Finding: Twenty percent of the statements sampled, 1 out of 5, were submitted to the purchase card comptroller without any invoices or supporting documents. The payments to vendors were subsequently processed without invoice verification. The plan of corrective action required the cardholders to obtain all invoices, originals or copies, and submit them to the audit team for verification. The information was then provided to the comptroller for filing. The cardholders were instructed to comply with policy.

This finding was reported against the following facility:

1. Oklahoma County Community Corrections/Residential Services

Accounts Payables – Finding: From the sample of 425 invoices tested, 4 (1%) were paid after 45 days from the date of receipt at the facilities. The Plan of Corrective Action requires the business office to abide by the 45-day limit set in accordance with OS Title 62 section 34.71.

This finding was reported against the following facilities:

1. Community Sentencing

RISK (1) The Department may expose itself to reactions from vendors for untimely payments.

Accounts Payables – Settlement Agreements Finding: The department paid two invoices by way of settlement agreements. The plan of corrective action requires business offices to review all accounts for outstanding balances.

This finding was reported against the following facilities:

1. Division of Community Corrections

RISK (1) Failing to encumber and disclose liabilities puts a demand on current fiscal year's funds.

Prisoner Public Works Project – Accounts Receivables; the facility was not billing for services provided on a timely basis. The accounts receivables were \$ 1,712.18 with an ageing averaging 140 days. The plan of corrective action requires the business manager to monitor the billing and receiving process.

Recommendation: Add a clause in future contracts specifying a payment deadline of 45 days per OS Title 62 section 34.71;

This finding was reported against the following facility:

1. Oklahoma County Community Corrections/Residential Services

The following is a summary of Internal Control Weaknesses

Canteen Inventory at JBCC – Sixteen percent of the shelf items sampled (8 of 50) were not in agreement with the OBS closing inventory balances.

Canteen Inventory at OSP – Sixteen percent of the shelf items sampled (8 of 49) were not in agreement with the OBS closing inventory balances.

- RISKS**
- (1) Theft of Inventory may go undetected.
 - (2) Loss of revenue.
 - (3) Inadequate supplies to meet demand.
 - (4) Inaccurate disclosed Balance Sheet valuation.

To mitigate these risks the Plan of Corrective Action for Canteen Inventory included a comprehensive review and implementation of controls over Receiving, Issuing, pat down searches of offender workers and random inventory audits to be conducted by a team appointed by the Warden.

Express Checks at OCCC/RS – Three checks were cashed and cleared the banking system without the required two signatures on the checks. Policy requires two authorized signors to sign all checks before leaving the facility. The Plan of Corrective Action requires the business manager to review all checks before distribution.

Express Checks at KBCCC – One check was cashed and cleared the banking system without the required two signatures on the checks. Policy requires two authorized signors to sign all checks before leaving the facility. The Plan of Corrective Action requires the business manager to review all checks before distribution.

- RISKS**
- (1) Unauthorized expenditures.
 - (2) The Department's check reconciliation system does not focus on signatures.
 - (3) Circumventing the Internal Controls

RECOMMENDATION: The Department considers moving away from manual signatures towards implementation of an electronic signature application system.

Trust Funds at OCCC/RS – Undelivered cash of \$168 returned from a work center was placed in the daily work envelope and filed away. The cash remained in the envelope for approximately 10 months until discovered during the audit. The plan of corrective action requires a review of all returned draw slips before filing.

- RISK**
- (1) The returned cash could disappear.

RECOMMENDATION: Checks instead of cash should be issued to half way houses or work centers to meet payroll.

FIXED ASSETS MANAGEMENT SYSTEM

Safeguarding and Accountability

The 100% verification of fixed assets listed on the FAIS started in FY14 continues into FY 15. The methodology adopted shows positive improvements in the Department's safeguarding and accounting for the assets spread across the geography of its operations. The FY 15 period covers the first 9 months of the fiscal year.

	PRE AUDIT \$M	POST AUDIT \$M	ADJUSTMENT \$M
FY 14	45.9	43.4	-2.5 (6%)
FY 15	32.8	32.8	0.0 (0%)

The FY14 adjustment resulted from items which were being reported on the FAIS but met one of the following conditions: unserviceable, broken, unsafe, used for parts, overstated cost, sold at state surplus or traded in on purchase of another piece of equipment and policy limit of certain non-reportable items costing less than \$2,500.



Offender Population

Population Update
Population Information as of May 29, 2015
Compared to May 30, 2014

Total System Committed Offender Population	Females	Males	Total
Current Population	2,861	24,961	27,822
Population Last Year	2,733	24,311	27,044
Change from last year	128	650	778

DOC Facilities	Females	Males	Total
Current Population	2,493	17,093	19,586
Population Last Year	2,402	16,697	19,099
Change	91	396	487

Private Prisons	Females	Males	Total
Current Population	0	5,815	5,815
Population Last Year	0	5,824	5,824
Change	0	(9)	(9)

County Jail Contracts	Females	Males	Total
Current Population	0	565	565
Population Last Year	0	575	575
Change	0	(10)	(10)

Halfway Houses	Females	Males	Total
Current Population	319	1,153	1,472
Population Last Year	301	962	1,263
Change	18	191	209

Out Count	Females	Males	Total
Current Population	49	335	384
Population Last Year	30	253	283
Change	19	82	101

Total System Community Supervised Offender Population	Females	Males	Total
Current Population	6,184	20,354	26,538
Population Last Year	5,831	19,461	25,292
Change from last year	353	893	1,246

Probation Supervision	Females	Males	Total
Current Population	5,508	17,149	22,657
Population Last Year	5,152	16,340	21,492
Change	356	809	1,165

Parole Supervision	Females	Males	Total
Current Population	427	2,581	3,008
Population Last Year	478	2,706	3,184
Change	(51)	(125)	(176)

GPS	Females	Males	Total
Current Population	238	562	800
Population Last Year	199	384	583
Change	39	178	217

EMP	Females	Males	Total
Current Population	0	19	19
Population Last Year	0	17	17
Change	0	2	2

PPCS	Females	Males	Total
Current Population	0	1	1
Population Last Year	0	1	1
Change	0	0	0

Community Program Failures	Females	Males	Total
Current Population	11	42	53
Population Last Year	2	13	15
Change	9	29	38

Total System Population	Females	Males	Total
Current System Population	9,045	45,315	54,360
Population Last Year	8,564	43,772	52,336
Change	481	1,543	2,024

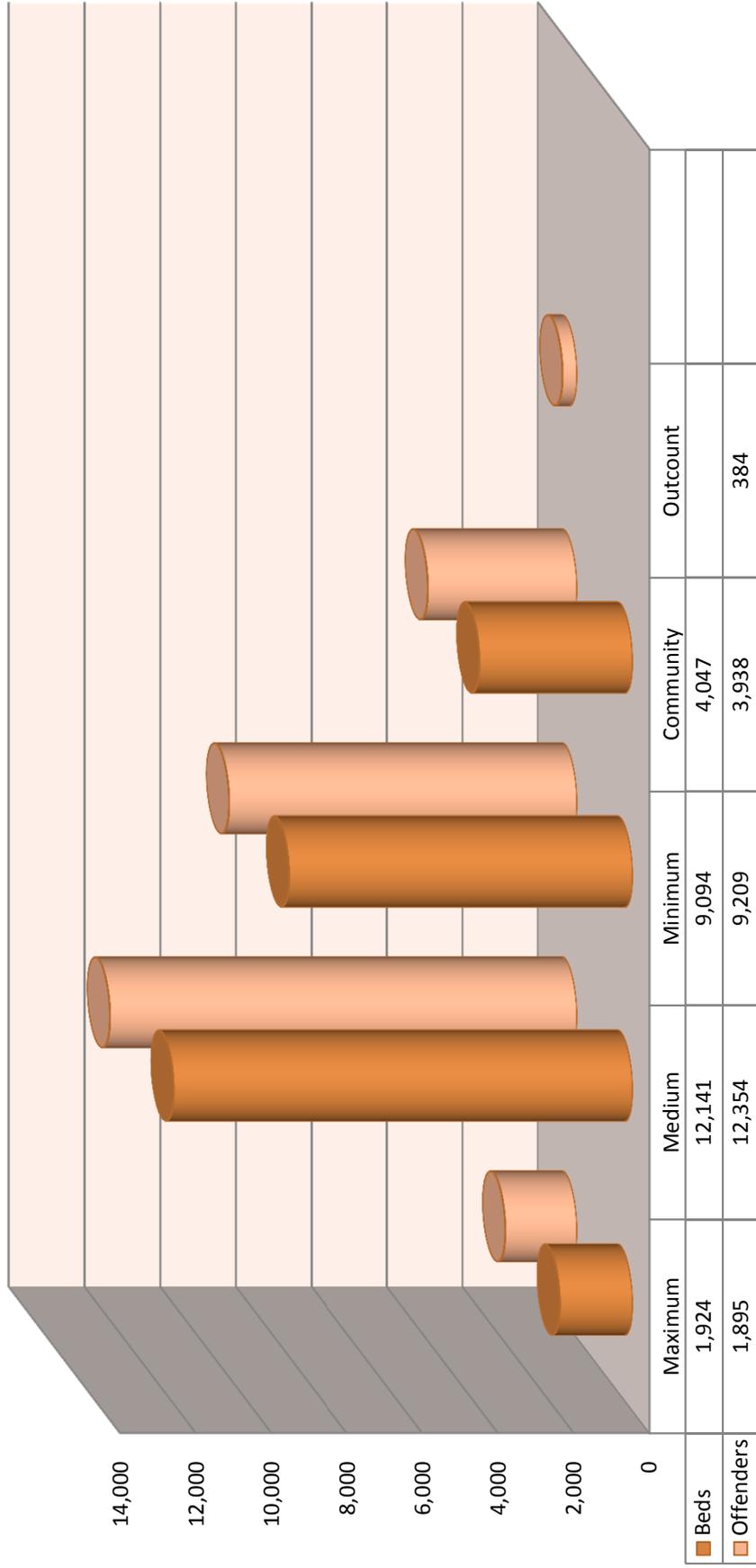
County Jail Inmate Backup	Females	Males	Total
May 30, 2015	73	221	294
Population Last Year	23	298	321
Change	50	(77)	(27)

State Facility Capacity Percentages		
Assessment & Reception Centers		96%
Institutions		122%
Community Corrections Centers		99%
Community Work Centers		105%
TOTAL STATE BEDS		118%

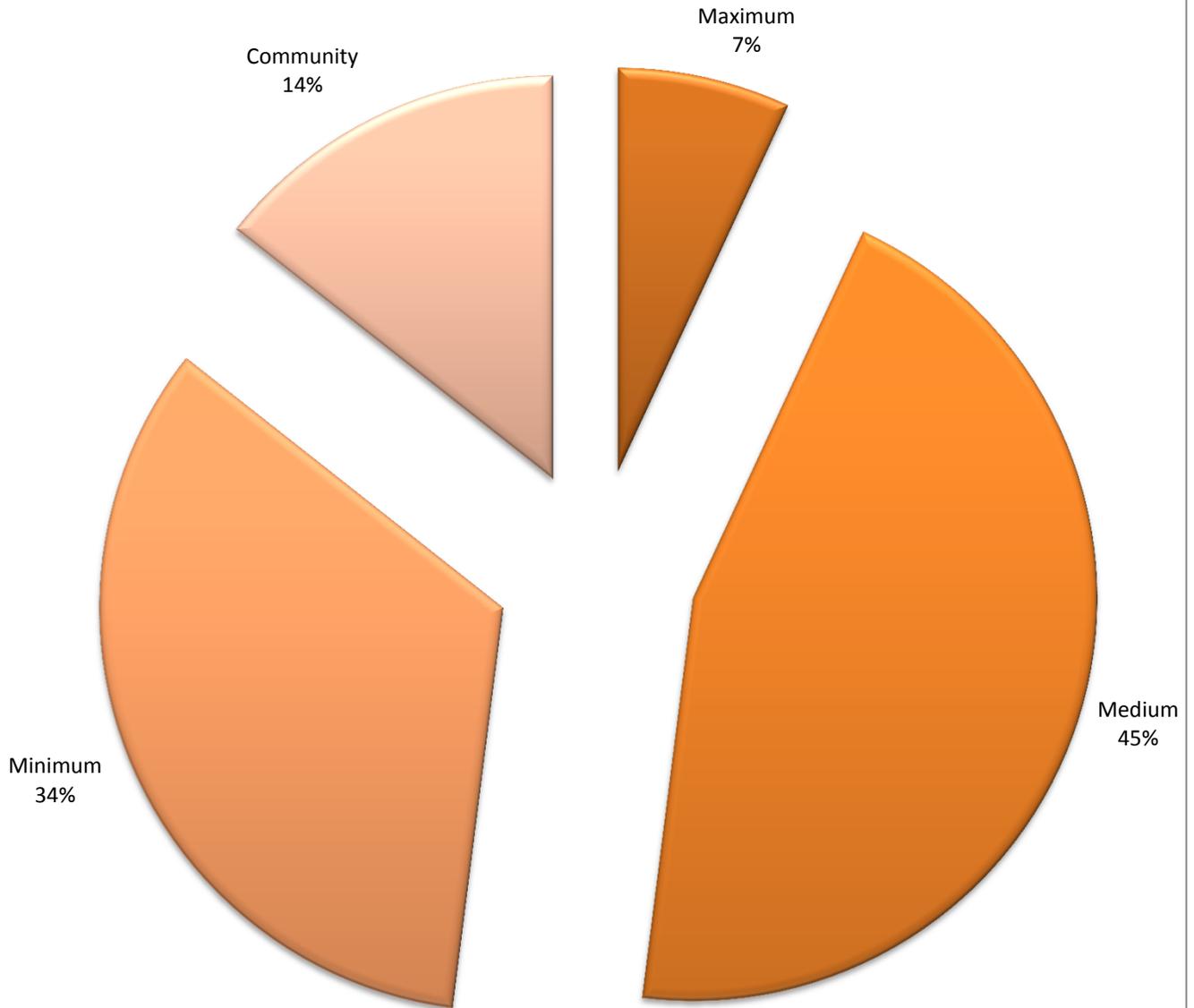
Pardon & Parole Board Results	Females	Males	Total
Month: May 2015			
Considered	24	336	360
Denied	17	284	301
Recommended	7	52	59
Percentage Recommended	29.17%	15.48%	16.39%

Governor's Actions	Females	Males	Total
Month: May 2015			
Reviewed	0	3	3
Approved	0	0	0
Denied	0	3	3
Percentage Approved	0.00%	0.00%	0.00%

Offender and Bed Distribution May 29, 2015

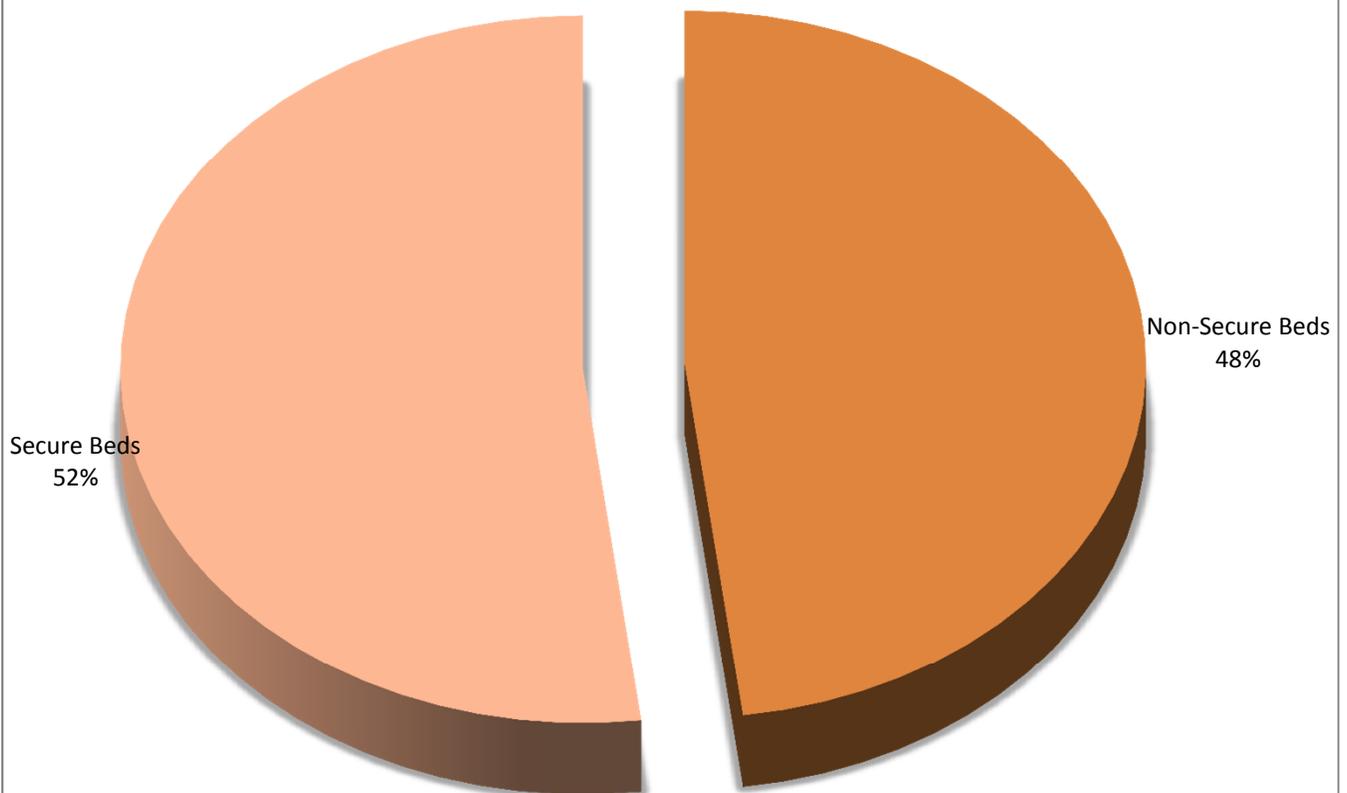


Offender Distribution by Security Level May 29, 2015



Percentage of Offenders in Secure and Non-Secure Beds

May 29, 2015



Offenders in DOC Facilities v. Contract Facilities

May 29, 2015

