OKLAHOMA
BOARD OF CORRECTIONS
REGULAR MEETING

October 23, 2014

Renaissance Convention Center
Oklahoma City, Oklahoma

OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING

Renaissance Oklahoma City Convention Center
10 N Broadway
Oklahoma City, Oklahoma
1:00 p.m., Thursday, October 23, 2014

AGENDA

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

1. Opening and Roll Call — Kevin Gross, Chair

2. Old Business — Kevin Gross, Chair

3. Approval of Board of Corrections Meeting Minutes — Kevin Gross, Chair
   - Regular Meeting on September 25, 2014

4. Director's Comments — Robert Patton, Director

5. Staffing Analysis Project Update — Edward Evans, Associate Director Field Operations

6. Approval of Legislative Initiatives for 2015 — Marilyn Davidson, Executive Assistant

7. Budget Update — Ashlee Clemmons, Chief Administrator Business Services

8. Approval of FY 2016 Budget Request — Ashlee Clemmons, Chief Administrator Business Services

9. Population Update — Laura Pitman, Ph.D., Division Manager Field Support

10. Female Offender Update — Becky Lawmaster, Administrator Community Sentencing

11. Committee Reports — Committee Chairs

    Standing Committees:
    - Audit/Finance – Chair Steve Burrage, Members Gene Haynes and Michael Roach
    - Female Offender – Chair Linda Neal, Members Frazier Henke and Earnest Ware
    - Public Policy/Public Affairs – Chair Earnest Ware, Members Gene Haynes and Frazier Henke
    - Population/Private Prisons – Chair Linda Neal, Members Steve Burrage and Michael Roach
    - Executive – Chair Kevin Gross, Members Linda Neal and Michael Roach

12. New Business — Kevin Gross, Chair

"Any matter not known about or which could not have been reasonably foreseen prior to the time of posting." 25 O.S. § 311.A.9.

13. Announcements — Kevin Gross, Chair

14. Approval to Adjourn for Executive Session: — David Cincotta, General Counsel

- Discussion of Investigation
  - Suicide of Jason Harris #703843
- Discussion of Pending Litigation:
  - *Warner et al v. Gross et al*, Oklahoma Western District Court, case number 2014-CV-00665

"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.

15. Approval to Return from Executive Session — David Cincotta, General Counsel

16. Approval to Adjourn — Kevin Gross, Chair

The next regular meeting of the Board of Corrections is scheduled for 1:00 p.m. on Thursday, November 13, 2014, at Eddie Warrior Correctional Center in Taft, Oklahoma.

Updated on 10/15/2014 8:23:32 PM

Approval of
Board Meeting Minutes

OKLAHOMA BOARD OF CORRECTIONS
REGULAR MEETING

Northwestern Oklahoma State University – Enid Campus
2929 E Randolph
Enid, Oklahoma
September 25, 2014

1. Opening 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. at the Northwestern Oklahoma State University (NWOSU) Enid Campus on Thursday, September 25, 2014. Chair Gross asked the clerk to call the roll:

Steve Burrage, Secretary	Present	Linda Neal, Member	Present
Kevin Gross, Chair	Present	Michael Roach, Vice Chair	Present
Gene Haynes, Member	Present	Earnest Ware, Member	Absent
Frazier Henke, Member	Present		

Calling of the roll reflected a quorum was present.

2. Welcome/Remarks **Mike Carr, District Supervisor**
Northwest District Community Corrections

District Supervisor (DS) Mike Carr greeted and welcomed the Board to NWOSU-Enid Campus and to the Enid Community Corrections Center. He expressed his appreciation to the NWOSU leadership – Dr. Janet Cunningham, President; Dr. Wayne McMillin, Dean; Katie Botts, Administrative Assistant - for their hospitality in allowing Enid CCC to host the Board of Corrections meeting on their campus. DS Carr noted Enid is also home to the administrative offices of Northwest District Community Corrections and the Enid Probation and Parole Sub-office. DS Carr stated the mission of Northwest District Community Corrections (NWDCC) is to support the staff in the field. NWDCC operates nineteen probation and parole offices, two community corrections centers, five community work centers, and hosts three community contracts at halfway houses. Enid CCC was established in 1974 as an adult male community treatment center and is currently accredited by the American Correctional Association. The facility maintains a housing capacity of ninety-nine beds and the primary mission of Enid CCC is offender reintegration. Enid CCC offers programs to the offenders, including adult basic education, welding through CareerTech, public works programs, work release and the STAR (substance abuse treatment) program.

Ms. Neal noted she had been impressed by the meticulously maintained grounds at Enid CCC. DS Carr expressed his appreciation to his staff, including his assistant John Lipsey, for their efforts in preparing for the Board meeting this date.

3. Old Business **Kevin Gross, Chair**

There was no old business to be discussed.

4. Approval of Board of Corrections Meeting Minutes **Kevin Gross, Chair**

- Regular Meeting on July 10, 2014

Chair Gross stated the minutes from the regular meeting on July 10, 2014, were provided to the Board prior to the meeting this date. He requested a motion to approve the minutes as presented to the Board.

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

The minutes were approved by majority vote.

5. Director's Comments **Robert Patton, Director**

Director Patton stated he authorized an emergency purchase on July 22, 2014, in accordance with Title 74 for the purchase of construction materials and products for the renovation of the execution room at the Oklahoma State Penitentiary. The items purchased were custom fabricated windows with frames and pre-hung doors which totaled approximately $12,000.

In addition, Director Patton noted the following:

- Toured and met staff at Dick Conner Correctional Center, Community Corrections administrative offices and Community Sentencing offices.
- Attended the Southwest District Citizens Advisory Council meeting on August 5 and spoke about reentry.
- Represented the Oklahoma Department of Corrections at the Hearings on Sexual Victimization in United States Correctional Facilities on August 28 which were held in Washington, DC. Director Patton, Warden Emma Watts (Jackie Brannon Correctional Center) and Warden Rickey Moham (Mabel Bassett Correctional Center) testified on the agency's efforts to become compliant with the Prison Rape Elimination Act (PREA). Director Patton stated the panel was very impressed with the progress the agency has made and he looks forward to working with the Department of Justice moving forward.
- Attended the Association of State Correctional Administrators symposium September 10-13, 2014, in Phoenix, Arizona.
- The agency has been working hard on the staffing analysis and the results will be provided to the Board at the next meeting.

6. Approval of Board Policy **Robert Patton, Director**

- P-010100, System of Manuals, Handbooks and Monitoring Procedures
- P-010200, Operating Procedures and Policies of the Oklahoma Board of Corrections
- P-010300, Mission and Organization of the Oklahoma Department of Corrections
- P-020100, Management of Oklahoma Department of Corrections Information
- P-020600, Legislative Initiative Process
- P-020700, Oklahoma Department of Corrections Information System
- P-030200, Offender Housing, Job and Program Integration
- P-040100, Security Standards for the Oklahoma Department of Corrections
- P-090100, Provisions of Programs
- P-130100, Department of Corrections Annual Inspections and Monitoring
- P-150100, Physical Plant Standards and Long-Range Plant Development for Correctional Facilities
- P-160100, Purpose and Function of Probation and Parole
- P-170100, Community Sentencing

Director Patton stated there were thirteen Board of Corrections policies in annual review today. Director Patton noted the following for the various policies:

- There were not any changes to Policies 020700, 040100, and 170100.
- Policies 010100, 030200, 090100, and P-160100 contained wording changes throughout each policy for clarification but these changes did not alter the intent of the policy. For example, the word "department" was changed to "agency" when referring to the Department of Corrections in the policy.
- Changes in Policies 010300, 020100, 020600, 130100, and 150100 removed the signature line for the vice chair and also contained wording changes throughout each policy for clarification. These wording changes did not alter the intent of the policy
- Policy 010200 contained the most changes:
  - Updates the name of the Chair and removes the signature line for the vice chair.
  - Several wording changes throughout the policy for clarification but these changes do not change the intent of the policy.
  - Section 2.B – deleted *"the chair of the Board will function as ex officio of all committees and attend*

meetings in compliance with the Open Meeting Act."

- Section 2.B.1.b.3 – will now read *"Performing Board self-assessments by developing performance targets and assessing annually their achievement using a survey, interviews, or by other methods the Board deems appropriate."*
- Section 2.B.2 – changes the name of the *Budget Committee* to the *Audit/Finance Committee*. It also adds more responsibilities to the committee with the following:
    - Reviewing and analyzing the DOC's annual budget request;
    - Recommending to the Board the type and scope of the audits to be performed for the agency, the Oklahoma Correctional Industries and Agri-Services;
    - Recommending to the Board the entity, firm or person to perform audits;
    - Determining the type, content and frequency of financial reports to fulfil proper financial oversight and compliance with Oklahoma Statutes; and
    - Ensuring controls are in place to safeguard the assets of the agency as well as controls for proper financial reporting.

Director Patton recommended the Board approve all of the policies as presented.

Motion: Mr. Henke made a motion to approve all policies as presented and Mr. Burrage seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes.

The policies were approved by majority vote.

7. Discussion of Performance Audit of the Oklahoma Department of Corrections Conducted by Oklahoma State Auditor and Inspector **Kevin Gross, Chair**

- July 1, 2007 through June 30, 2013

Chair Gross noted the Board members had received a copy of the report prior to the meeting this date. He called their attention to page ten of the report where three specific recommendations were given to the Board for consideration. Chair Gross requested Mr. Burrage to speak about the first two recommendations.

Mr. Burrage stated the director had summarized the changes made in P-010200 which related directly to the Board fulfilling its financial oversight of the agency as recommended in the report. The policy was changed to include reviewing the agency's financial reports and internal auditing. Mr. Burrage stated the Budget Committee had met a few weeks prior and again on this date to discuss these changes. He stated he was pleased that the staff is working diligently and embracing the changes set forth in this policy. Mr. Burrage stated there were already policies and procedures in place and this policy simply changes some things to provide more oversight by the Board.

Chair Gross stated the Executive Committee has been tasked with developing tools and/or an instrument to conduct an annual survey of the Board's performance. He stated this would occur in the next few months.

No further questions or comments were noted.

8. Discussion of Oklahoma Department of Public Safety Investigation 14-0189SI **Robert Patton, Director**

- Execution of Clayton D. Lockett

Director Patton stated the Department of Public Safety's investigative report had been released and listed several recommendations for the agency to implement in regards to the execution process. Director Patton noted the agency has fully adopted the recommendations and consider them to be mandates with the exception of one over which the agency has no control.

Director Patton stated the agency began addressing obvious items which needed correction immediately following the execution of offender Lockett. One of those, the reconstruction of the execution chamber at Oklahoma State Penitentiary, is nearly completed and is expected to be finished by the first week of October 2014. Director Patton stated the media and Board members will be allowed to tour the renovated chamber after its completion. In

reference to the protocol, Director Patton was notified by the general counsel that there were some minor changes to the protocol as recommended by an expert. Once those changes have been completed, the policy will be signed and posted on the website. Director Patton stated all of the recommendations from the investigation revolved around the training of staff, supplies that are required and the steps for carrying out the execution. All of those recommendations were fully adopted by the agency and will be included in the new policy. Training for the new protocol will begin immediately after the policy is signed and effective and is expected for the first scheduled execution in November.

No further questions or comments were noted.

9. Approval/Confirmation of Appointment — **David Parker, Division Manager, East Institutions**

- Arthur Lightle, Warden
  Jess Dunn Correctional Center

Mr. Parker stated it was his pleasure to introduce Arthur Lightle to the Board for consideration and approval as warden of Jess Dunn Correctional Center (JDCC). Mr. Parker provided Mr. Lightle's career highlights beginning with his first position as a correctional officer at Jackie Brannon in 1987 and ending with his latest position as deputy warden at Mack Alford Correctional Center. Mr. Parker also noted agency recognition Mr. Lightle had received during his career including the Medal of Valor and Agency Correctional Officer of the Year.

Motion: Ms. Neal made a motion to approve the appointment of Arthur Lightle as warden at Jess Dunn Correctional Center and Mr. Henke seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes.

The appointment was approved by majority vote. Mr. Lightle thanked the Board and Director Patton for the opportunity to serve as warden at JDCC. He also thanked his wife, present in the audience, for supporting him in his career during the last twenty-seven years.

10. Budget Update — **Ashlee Clemmons, Acting Chief Administrator, Business Services**

Ms. Clemmons provided the following budget update as of August 31, 2014:

FY2014 Budget Work Program		
Appropriated		$470,900,943
200 Fund		$17,021,881
205 Fund		$4,642,977
Total – BWP		$492,565,801*

**Excludes Prison Industries and Community Sentencing and Federal Funds*

Y-T-D Expenditures		$(52,015,989)
Appropriated	$(51,661,682)	
200 Fund FY 14	$(257,234)	
205 Fund FY 14	$(97,073)	
Encumbrances		$(127,745,578)
Committed		$(513,585)
Remaining Payroll		$(207,901,875)
Available Balance		**$104,388,774**

Appropriated Operating Funds	
Budgeted	$470,900,943
Expenditures Y-T-D	$(51,661,682)
Encumbrance Y-T-D	$(119,576,277)
Total Committed Y-T-D	$(36,639)
Available Balance	$299,626,345
Less:	
Payroll	$(207,901,875)
Available Balance	$91,724,470

200 Revolving Fund	
Beginning Cash Balance 7/1/2013	$180,636
Revenue Received Y-T-D	$2,719,070
Expenditures Y-T-D	$(2,439,614)
Adjustments Y-T-D	$0.00
Ending Balance	$460,092
205 Revolving Fund	
Beginning Cash Balance 7/1/2013	$1,721,954
Revenue Received Y-T-D	$1,911,510
Expenditures Y-T-D	$(3,195,305)
Adjustments Y-T-D	$0.00
Ending Balance	$438,159
280 Revolving Fund	
Beginning Cash Balance 7/1/2013	$3,972,741
Revenue Received Y-T-D	$4,211,472
Expenditures Y-T-D	$(5,247,842)
Adjustments Y-T-D	$0.00
Ending Balance	$2,936,371

No further questions or comments were made.

11. Approval of Private Prison Contract **David Cincotta, General Counsel**

- GEO Group, Inc. – Annual Renewal of five-year contract

Mr. Cincotta stated approval was needed by the Board for the annual renewal of the five-year contract with the GEO Group, Inc. The five-year contract was effective July 1, 2013. Although the annual renewal includes some minor changes, none of the changes are significant.

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

The contract was approved by majority vote.

12. Approval of Private Prison Contract **David Cincotta, General Counsel**

- Corrections Corporation of America (CCA) – Five-year contract

Mr. Cincotta stated approval was needed by the Board for a new five-year contract with the Corrections Corporation of America. Mr. Cincotta stated several changes were made; however, none of the changes are significant.

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

The contract was approved by majority vote.

13. Population Update **Laura Pitman, Ph.D., Division Manager Field Support**

Dr. Pitman provided the population update as of August 29, 2014:

Total System Offender Population = 28,270	EMP = 15
DOC Facilities = 19,242	PPCS = 1
Private Prisons = 5,812	Probation Supervision = 21,548
County Jails with Contracts = 549	Parole Supervision Offenders = 3,212
Halfway Houses = 1,296	Total System Population = 53,030
Out Count (jails, hospitals, etc.) = 705	County Jail Backup = 184
GPS = 650	

No further comments or questions were made.

14. Committee Reports **Committee Chairs**

Chair Gross asked the committee chairs for their reports.

- **Audit/Finance Committee**
  Mr. Burrage stated the committee met this date and the Board had approved the policy which changes the name of the committee. He stated the committee, along with staff, is developing periodic statements from Oklahoma Correctional Industries and Agri-Services which will eventually be presented to the Board.
- **Female Offender Committee**
  Ms. Neal stated the committee met this date and the Board will receive an update at the meeting in October 2014.
- **Public Policy/Public Affairs Committee**
  Mr. Haynes stated there was no report.
- **Population/Private Prisons Committee**
  Ms. Neal stated there was no report.
- **Executive Committee**
  Chair Gross stated the committee met on September 15, 2014, to review the agenda for the meeting this date.

15. New Business **Kevin Gross, Chair**

There was no new business.

16. Announcements **Kevin Gross, Chair**

There were no announcements.

17. Approval to Adjourn for Executive Session **David Cincotta, General Counsel**

- Discussion of Investigation Regarding Death of Matthew Morrow #106452
- Discussion of Pending Litigation:
  - *Warner et al v. Gross et al*, Oklahoma Western District Court, case number 2014-CV-00665
  - *Oklahoma Observer et al v. Patton et al,* Western District Court, case number 2014-CV-00905
  - *Glass v. The GEO Group Inc. et al,* Comanche County District Court, case number CJ-2014-563

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

Motion: Mr. Roach made a motion to adjourn for Executive Session and Mr. Henke seconded the motion. The results of the roll call were: Mr. Burrage – yes; Mr. Gross – yes; Mr. Haynes – yes; Mr. Henke – yes; Ms. Neal – yes; Mr. Roach – yes.

The adjournment was approved by majority vote and the Board adjourned at 1:26 p.m. to Executive Session.

18. Approval to Return from Executive Session **David Cincotta, General Counsel**

The Board returned to the meeting room at 2:28 p.m. Mr. Cincotta advised the Board of the approval needed to return from Executive Session.

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

The return was approved by majority vote and the Board resumed the meeting at 2:28 p.m. Chair Gross advised there was not any actions to take after Executive Session.

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

The adjournment was approved by majority vote and the meeting ended at 2:29 p.m. The next Board meeting is scheduled for 1:00 p.m. on Thursday, October 23, 2014, at the Renaissance Convention Center in Oklahoma City, Oklahoma.

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 twenty-third day of October 2014 in which a quorum was present and voting.

Approved by:

_____ _____

B. Steve Burrage, Secretary of the Board Date

Budget Update

Department of Corrections
FY-15 Budget Activity Report
As of September 30, 2014

Department of Corrections
FY-15 Summary of Budget Projections
As of September 30, 2014

FY2015 Budget Work Program				
Appropriated			$ 470,900,943	
200 Fund			$ 17,021,881	
205 Fund			$ 4,642,977	
280 Fund			$ 1,500,000	
Total - BWP			$ 494,065,801	*

** Excludes Prison Industries and Community Sentencing and Federal funds.*

Y-T-D Expenditures			$ (96,698,594)	
Appropriated	$	(95,872,279)		
200 Fund FY 15	$	(591,166)		
205 Fund FY 15	$	(235,149)		
280 Fund FY 15				
Encumbrances			$ (105,114,242)	
Committed			$ (475,982)	
Remaining Payroll			$ (187,168,844)	
Available Balance			**$ 104,608,139**	

Department of Corrections
Appropriated Operating Funds
As of 9/30/2014

Budgeted	$	470,900,943
Expenditures Y-T-D	$	(95,872,279)
Encumbrance Y-T-D	$	(97,246,697)
Total Committed Y-T-D	$	(18,886)
Available Balance	$	277,763,081
Less:		
Payroll	$	(187,168,844)
Available Balance	$	90,594,237

Department of Corrections

200 Revolving Fund Summary

As of 9/30/2014

Beginning Cash Balance 07/01/2014	$	180,636
Revenue Received Y-T-D	$	3,517,029
Expenditures Y-T-D	$	(2,980,676)
Adjustments Y-T-D		
Ending Balance 9/30/2014	$	716,989

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 $2.00 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 9/30/2014

Beginning Cash Balance 07/01/2014	$	1,721,954
Revenue Received Y-T-D	$	2,186,077
Expenditures Y-T-D	$	(3,361,546)
Adjustments Y-T-D		
Ending Balance 9/30/2014	$	546,485

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 9/30/2014

Beginning Cash Balance 07/01/2014	$	3,972,741
Revenue Received Y-T-D	$	5,927,699
Expenditures Y-T-D	$	(7,382,468)
Adjustments Y-T-D		
Ending Balance 9/30/2014	$	2,517,972

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 September 2014

Account Code		Budgeted	Expenditures	Encumbered	Pre-Encumbered	Total Committed	Available Balance
11,12,13	Payroll	$ 253,796,818.00	$ 62,508,486.22	$ 4,002,092.78		$ 66,510,579.00	$ 187,286,239.00
15	Professional Services	131,658,040.00	17,575,157.00	31,415,950.36		48,991,107.36	82,666,932.64
17	Moving Expenses					-	-
19	Inter/Intra Agency Payments	60,000.00	11,035.66	48,964.34		60,000.00	-
21, 22	Travel	515,814.00	177,977.15	519,708.21		697,685.36	(181,871.36)
31	Misc. Admin. Expenses	14,188,783.00	2,338,229.22	10,282,969.65	11,830.05	12,633,028.92	1,555,754.08
32	Rent	3,429,556.00	630,058.11	1,802,564.55	1,548.49	2,434,171.15	995,384.85
33	Maintenance and Repair	5,152,847.00	767,271.50	1,652,294.07	5,276.17	2,424,841.74	2,728,005.26
34	Specialized Supplies and Materials	30,128,163.00	6,594,354.64	24,275,087.73		30,869,442.37	(741,279.37)
35	Production, Safety and Security	1,981,727.00	108,661.18	1,087,659.64		1,196,320.82	785,406.18
36	General Operating Expenses	930,563.00	84,300.69	132,363.14		216,663.83	713,899.17
37	Shop Expense	1,335,880.00	240,313.93	831,820.96		1,072,134.89	263,745.11
41	Furniture and Equipment	453,918.00	68,903.95	136,743.12	231.26	205,878.33	248,039.67
42	Library Equipment and Resources	115,592.00	124.30			124.30	115,467.70
43	Lease Purchases	2,321,000.00	552,741.25	1,768,086.18		2,320,827.43	172.57
44	Livestock - Poultry					-	-
45,46	Building, Construction and Renovation	41,460.00	422.03	50,509.10		50,931.13	(9,471.13)
48	Debt Service	3,000,000.00	746,451.60	2,245,929.68		2,992,381.28	7,618.72
51	Offender Pay and Health Services	3,132,756.00	339,908.16	2,030,562.85		2,370,471.01	762,284.99
52	Tuitions, Awards and Incentives	17,600.00				-	17,600.00
53	Refunds and Restitutions		500.00			500.00	(500.00)
54	Jail Backup, County Jails and Other	4,523,000.00	1,136,385.00	3,216,315.00		4,352,700.00	170,300.00
55,59	Assistance Payments to Agencies					-	-
60	Authority Orders			6,310,023.51		6,310,023.51	(6,310,023.51)
61	Loans, Taxes and Other Disbursements	1,800.00	546.51			546.51	1,253.49
62	Transfers - Out Sourced Health Care	13,100,000.00	1,964,606.15	5,335,393.85		7,300,000.00	5,800,000.00
64	Merchandise for Resale	1,015,626.00	25,844.40	101,658.17		127,502.57	888,123.43
	TOTAL	$ 470,900,943.00	$ 95,872,278.65	$ 97,246,696.89	$ 18,885.97	$ 193,137,861.51	$ 277,763,081.49

Funding							
19530	GRF - Duties	$ 451,006,943.00	$ 83,226,860.90	$ 89,998,114.64	$ 18,885.97	$ 173,243,861.51	$ 277,763,081.49
57604	Duties	19,894,000.00	12,645,417.75	7,248,582.25		19,894,000.00	-
	TOTAL	$ 470,900,943.00	$ 95,872,278.65	$ 97,246,696.89	$ 18,885.97	$ 193,137,861.51	$ 277,763,081.49
						Remaining Payroll	187,168,844.40
							90,594,237.09

Oklahoma Department of Corrections

Statement of Revenues, Expenditures and Changes in Fund Balances

Non- Appropriated Funds

July 1, 2014 through September 30, 2014

Revenue Code		200 Fund	205 Fund	280 Fund	Funds
	Revenues				
	Current:				
331	Other Fines, Forfeits, Penalties	$ 90,775.73	$ -	$ -	$ 90,775.73
431	Rent from Land	12,539.24	-	-	12,539.24
520	Reimbursement for Administrative Expense	176,988.27	-	-	176,988.27
521	Reimbursement for Data Processing Expense	2,850.00	-	-	2,850.00
522	Reimbursement for Telecommunication Exp.	-	-	-	-
530	Reimbursement for Travel Expense	2,028.00	-	-	2,028.00
541	Reimbursement of Funds Spent	-	-	-	-
552	Reimbursement of Federal Payroll	-	-	-	-
556	Federal Funds from Other State Agency	-	-	-	-
581	Reimbursement for Funds Expended	582,477.69	-	-	582,477.69
711	Farm Products General	-	-	2,272,479.74	2,272,479.74
731	Laboratory and Medical Services	48,148.07	-	-	48,148.07
741	Canteen and Concession Income	2,283.73	2,186,077.16	3,636,239.84	5,824,600.73
791	Other Sales and Services	1,565.41	-	-	1,565.41
811	Offender Medical Co-pays and Judgments	784,296.42	-	-	784,296.42
821	Deposits by Patients and Offenders	1,796,803.87	-	18,979.68	1,815,783.55
836	Sale of Salvage	13,528.52	-	-	13,528.52
881	Purchase Card Payments	2,743.63	-	-	2,743.63
	Total Revenues	3,517,028.58	2,186,077.16	5,927,699.26	11,630,805.00
Account Code	**Expenditures**				
	Current:				
11,12,13	Payroll	-	(186,848.02)	1,661,824.81	1,474,976.79
15	Professional Services	1,971,887.35	17,794.03	81,938.15	2,071,619.53
21, 22	Travel	11,897.20	5,000.00	18,625.52	35,522.72
31	Misc. Admin. Expenses	45,682.06	41,705.85	211,528.07	298,915.98
32	Rent	3,600.68	33,263.75	9,197.01	46,061.44
33	Maintenance and Repair	22,504.14	22,521.87	256,870.59	301,896.60
34	Specialized Supplies and Materials	106,772.93	2,539,043.31	305,165.70	2,950,981.94
35	Production, Safety and Security	52,584.20	2,659.34	109,545.39	164,788.93
36	General Operating Expenses	229.98	20,020.38	12,685.36	32,935.72
37	Shop Expense	164,389.55	60,187.08	337,743.29	562,319.92
41	Furniture and Equipment	11,733.51	60,619.77	52,321.32	124,674.60
42	Library Equipment and Resources	-	198.25	2,500.00	2,698.25
43	Lease Purchases	-	-	-	-
44	Livestock and Poultry	-	-	-	-
45	Land and Right-of-way	-	-	-	-
46	Building, Construction and Renovation	299,846.55	5,199.12	-	305,045.67
48	Debt Service	-	-	-	-
51	Offender Pay and Health Services	3,487.89	248,629.31	420,906.68	673,023.88
52	Tuitions, Awards and Incentives	-	58.00	-	58.00
53	Refunds and Restitutions	-	-	-	-
54	Jail Backup, County Jails and Other	110,996.69	-	1,235,979.00	1,346,975.69
55	Payment to Gov. Sub-Division	-	-	-	-
59	Assistance Payments to Agencies	140,390.13	-	-	140,390.13
61	Loans, Taxes and other Disbursements	-	-	11.01	11.01
62	Transfers - Out Sourced Health Care	31,797.53	491,494.18	-	523,291.71
64	Merchandise for Resale	2,874.59	-	2,665,626.13	2,668,500.72
	Total Expenditures	2,980,674.98	3,361,546.22	7,382,468.03	13,724,689.23
	Excess of Revenues Over (Under) Expenditures	536,353.60	(1,175,469.06)	(1,454,768.77)	(2,093,884.23)
	Special and Extraordinary Items				
	Carried Over Cash	-	-	-	-
	Total Special and Extraordinary Items	-	-	-	-
	Net Change in Fund Balances	536,353.60	(1,175,469.06)	(1,454,768.77)	(2,093,884.23)
	Cash				
	Beginning Cash Balance	180,635.58	1,721,953.87	3,972,741.14	5,875,330.59
	Revenue Received this Year	3,517,028.58	2,186,077.16	5,927,699.26	11,630,805.00
	Expenditures made this Year	(2,980,674.98)	(3,361,546.22)	(7,382,468.03)	(13,724,689.23)
	Beginning Change in Liabilities	-	-	-	-
	Transfers	-	-	-	-
	Adjustments	-	-	-	-
	Ending Cash Balance	$ 716,989.18	$ 546,484.81	$ 2,517,972.37	$ 3,781,446.36

Oklahoma Department of Corrections

Statement of Revenues, Expenditures and Changes in Fund Balances

Non- Appropriated Funds

For the Month of September 2014

Revenue Code		200 Fund	205 Fund	280 Fund	Funds
	Revenues				
	Current:				
331	Other Fines, Forfeits, Penalties	$ 25,262.54	$ -	$ -	$ 25,262.54
431	Rent from Land	4,030.47	-	-	4,030.47
520	Reimbursement for Administrative Expense	-	-	-	-
521	Reimbursement for Data Processing Expense	1,140.00	-	-	1,140.00
522	Reimbursement for Telecommunication Exp.	-	-	-	-
530	Reimbursement for Travel Expense	988.00	-	-	988.00
541	Reimbursement of Funds Spent	-	-	-	-
552	Reimbursement of Federal Payroll	-	-	-	-
556	Federal Funds from Other State Agency	-	-	-	-
581	Reimbursement for Funds Expended	8,056.96	-	-	8,056.96
711	Farm Products General	-	-	557,688.24	557,688.24
731	Laboratory and Medical Services	14,818.29	-	-	14,818.29
741	Canteen and Concession Income	993.51	274,566.38	1,152,878.58	1,428,438.47
791	Other Sales and Services	83.74	-	-	83.74
811	Offender Medical Co-pays and Judgments	254,829.01	-	-	254,829.01
821	Deposits by Patients and Offenders	483,320.75	-	5,660.70	488,981.45
836	Sale of Salvage	3,184.36	-	-	3,184.36
881	Purchase Card Payments	1,250.55	-	-	1,250.55
	Total Revenues	797,958.18	274,566.38	1,716,227.52	2,788,752.08
Account Code	**Expenditures**				
	Current:				
11,12,13	Payroll	-	-	531,678.59	531,678.59
15	Professional Services	231,865.39	12,858.90	24,704.74	269,429.03
21, 22	Travel	11,274.13	-	5,840.06	17,114.19
31	Misc. Admin. Expenses	10,862.12	12,469.15	85,464.75	108,796.02
32	Rent	1,521.08	8,836.70	4,458.73	14,816.51
33	Maintenance and Repair	8,384.86	9,635.96	89,511.45	107,532.27
34	Specialized Supplies and Materials	92,383.25	81,931.99	83,051.67	257,366.91
35	Production, Safety and Security	753.20	(819.26)	47,699.63	47,633.57
36	General Operating Expenses	229.98	5,894.28	4,786.74	10,911.00
37	Shop Expense	7,973.15	636.30	151,408.34	160,017.79
41	Furniture and Equipment	11,208.51	26,519.03	20,471.32	58,198.86
42	Library Equipment and Resources	-	-	-	-
43	Lease Purchases	-	-	-	-
44	Livestock and Poultry	-	-	-	-
45	Land and Right-of-way	-	-	-	-
46	Building, Construction and Renovation	54,412.24	694.48	-	55,106.72
48	Debt Service	-	-	-	-
51	Offender Pay and Health Services	1,400.86	26,355.31	118,196.49	145,952.66
52	Tuitions, Awards and Incentives	-	-	-	-
53	Refunds and Restitutions	-	-	-	-
54	Jail Backup, County Jails and Other	60,885.00	-	-	60,885.00
55	Payment to Gov. Sub-Division	-	-	-	-
59	Assistance Payments to Agencies	37,778.38	-	-	37,778.38
61	Loans, Taxes and other Disbursements	-	-	-	-
62	Transfers - Out Sourced Health Care	8,878.54	(18,771.99)	-	(9,893.45)
64	Merchandise for Resale	1,250.55	-	967,353.89	968,604.44
	Total Expenditures	541,061.24	166,240.85	2,134,626.40	2,841,928.49
	Excess of Revenues Over (Under) Expenditures	256,896.94	108,325.53	(418,398.88)	(53,176.41)
	Special and Extraordinary Items				
	Carried Over Cash	-	-	-	-
	Total Special and Extraordinary Items	-	-	-	-
	Net Change in Fund Balances	256,896.94	108,325.53	(418,398.88)	(53,176.41)
	Cash				
	Beginning Cash Balance	586,696.36	461,266.41	3,051,775.84	4,099,738.61
	Revenue Received this Month	797,958.18	274,566.38	1,716,227.52	2,788,752.08
	Expenditures made this Month	(541,061.24)	(166,240.85)	(2,134,626.40)	(2,841,928.49)
	Beginning Change in Liabilities	(126,604.12)	(23,107.13)	(115,404.59)	(265,115.84)
	Transfers	-	-	-	-
	Adjustments	-	-	-	-
	Ending Cash Balance	$ 716,989.18	$ 546,484.81	$ 2,517,972.37	$ 3,781,446.36

Oklahoma Department of Corrections

Statement of Revenues, Expenditures and Changes in Fund Balances

Federal Funding

July 1, 2014 through September 30, 2014

		410 Fund	430 Fund	Funds
Revenue Code	**Revenues**			
	Current:			
556	Federal Funds Rec'd from Non-Gov. Ag.	$ 262,285.54	$ 106,584.86	$ 368,870.40
561	Private Grants and Donations for Opns.	-	-	-
581	Reimbursements	-	-	-
	Total Revenues	262,285.54	106,584.86	368,870.40
Account Code	**Expenditures**			
	Current:			
11,12,13	Payroll	-	-	-
15	Professional Services	43,702.14	147,591.63	191,293.77
21, 22	Travel	11,381.91	1,498.60	12,880.51
31	Misc. Admin. Expenses	-	2,230.26	2,230.26
32	Rent	3,782.90	-	3,782.90
33	Maintenance and Repair	2,958.38	-	2,958.38
34	Specialized Supplies and Materials	-	983.00	983.00
35	Production, Safety and Security	-	-	-
36	General Operating Expenses	13,005.64	2,075.37	15,081.01
37	Shop Expense	-	-	-
41	Furniture and Equipment	59,255.38	85.22	59,340.60
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	-	7,966.40	7,966.40
55	Payment to Gov. Sub-Division	-	-	-
59	Assistance Payments to Agencies	-	16,627.14	16,627.14
61	Loans, Taxes and Other Disbursements	-	-	-
62	Transfers - Out Sourced Health Care	-	-	-
64	Merchandise for Resale	-	-	-
	Total Expenditures	134,086.35	179,057.62	313,143.97
	Excess of Revenues Over (Under) Expenditures	128,199.19	(72,472.76)	55,726.43
	Special and Extraordinary Items			
	Carried Over Cash	-	-	-
	Total Special and Extraordinary Items	-	-	-
	Net Change in Fund Balances	128,199.19	(72,472.76)	55,726.43
	Cash			
	Beginning Cash Balance	331,097.50	327,646.88	658,744.38
	Revenue Received this Year	262,285.54	106,584.86	368,870.40
	Expenditures made this Year	(134,086.35)	(179,057.62)	(313,143.97)
	Beginning Change in Liabilities	-	-	-
	Transfers	-	-	-
	Adjustments	-	-	-
	Ending Cash Balance	$ 459,296.69	$ 255,174.12	$ 714,470.81

Oklahoma Department of Corrections

Statement of Revenues, Expenditures and Changes in Fund Balances

Federal Funding

For the Month of September 2014

Revenue Code		410 Fund	430 Fund	Funds
	Revenues			
	Current:			
556	Federal Funds Rec'd from Non-Gov. Ag.	$ 4,835.22	$ -	$ 4,835.22
561	Private Grants and Donations for Opns.	-	-	-
581	Reimbursements	-	-	-
	Total Revenues	4,835.22	-	4,835.22
Account Code	**Expenditures**			
	Current:			
11,12,13	Payroll	-	-	-
15	Professional Services	2,325.00	36,787.50	39,112.50
21, 22	Travel	-	417.91	417.91
31	Misc. Admin. Expenses	-	-	-
32	Rent	-	-	-
33	Maintenance and Repair	-	-	-
34	Specialized Supplies and Materials	-	163.00	163.00
35	Production, Safety and Security	-	-	-
36	General Operating Expenses	-	666.01	666.01
37	Shop Expense	-	-	-
41	Furniture and Equipment	-	85.22	85.22
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	-	12,319.14	12,319.14
61	Loans, Taxes and Other Disbursements	-	-	-
62	Transfers - Out Sourced Health Care	-	-	-
64	Merchandise for Resale	-	-	-
	Total Expenditures	2,325.00	50,438.78	52,763.78
	Excess of Revenues Over (Under) Expenditures	2,510.22	(50,438.78)	(47,928.56)
	Special and Extraordinary Items			
	Carried Over Cash	-	-	-
	Total Special and Extraordinary Items	-	-	-
	Net Change in Fund Balances	2,510.22	(50,438.78)	(47,928.56)
	Cash			
	Beginning Cash Balance	456,786.47	305,612.90	762,399.37
	Revenue Received this Month	4,835.22	-	4,835.22
	Expenditures made this Month	(2,325.00)	(50,438.78)	(52,763.78)
	Beginning Change in Liabilities	-	-	-
	Transfers	-	-	-
	Adjustments	-	-	-
	Ending Cash Balance	$ 459,296.69	$ 255,174.12	$ 714,470.81

Approval of FY 2016 Budget Request

Oklahoma Department of Corrections

Fiscal Year 2016 Budget Request

Draft

Submitted for Approval to the Board of Corrections

October 23, 2014

Summary

Oklahoma Department of Corrections
FY 2016 Appropriation Request

Priority	Item	See Page	Funding Existing Authorized FTE	Personnel Costs	Contract Services	Operating Costs	Total
A	Market Adjustment for all Employees – Funding for all Authorized C.O. Positions	2	857.0	$14,563,248			$14,563,248
B	Offender Contract Growth	3			$22,941,978	$3,226,036	26,168,014
C	Resources for Offender Growth	4				3,598,000	3,598,000
D	Non-Discretionary Increases – Health Services	5				5,678,560	5,678,560
E	Non-Discretionary Increases – Offender Programs and Education	6			1,039,580	633,350	1,672,930
F	Non-Discretionary Increases – Community Sentencing	9				1,015,000	1,015,000
G	Infrastructure and Equipment Improvements	10				8,355,700	8,355,700
H	Security Needs	11				4,934,200	4,934,200
I	Vehicle Needs	12				1,350,000	1,350,000
J	Technology Upgrades and Infrastructure	13				17,161,998	17,161,998
Total Requested Appropriation Increase			**857.0**	**$14,563,248**	**$23,981,558**	**$45,952,844**	**$84,497,650**
FY 2015 Appropriation							**$470,900,943**
TOTAL REQUESTED APPROPRIATION FOR FY 2016							**$555,398,593**

Contact: Ashlee Clemmons, Chief Administrator, Business Services, 425-2694
Ashlee.clemmons@doc.state.ok.us

FY 2016 Budget Request Priority A

A. Item Description

Salary Increase for Classified and Unclassified Employees
Funding for All Authorized Correctional Officer Positions

Budget Request Details for DOC Salary Adjustments

		Salary	Benefits	Total
Recommendation 1:	**Recruitment and Retention of Correctional Officers** 7% salary increase for all levels of Correctional Officer (Cadet through Chief of Security); also increase hiring rates for C.O. job series by 7%.	$3,669,379.96	$1,038,434.53	$4,707,814.48
Recommendation 2:	**Recruitment and Retention of All Other Classified Employees** 5% salary increase for all other Classified employees (non-Correctional Officer); simultaneously increase Classified hiring rates by 5%.	$3,570,215.42	$1,010,370.96	$4,580,586.38
Recommendation 3:	**Recruitment and Retention of Unclassified Employees** 5% salary increase for all Unclassified employees; increase pay grade ranges by 5% to avoid compression from Classified to Unclassified.	$1,267,974.29	$358,836.72	$1,626,811.02
Total Request		$8,507,569.66	$2,407,642.21	$10,915,211.88

	FTE		
Fully fund all authorized Correctional Officer positions	**857.0**	Unfunded	**$3,648,036.61**

Total - Combined Request **$14,563,248**

C. Justification

These funds are needed to retain and recruit staff who are essential in ensuring public safety is not compromised.

Contact: Ashlee Clemmons, Chief Administrator, Business Services, 425-2694
Ashlee.clemmons@doc.state.ok.us

FY 2016 Budget Request Priority B

A. Item Description

Offender Contract Growth

B. Cost

Contracted Beds - Growth

Jail Backup – Male and Female Additional funding needed over FY 2015 budget	$3,226,036
Private Prison Beds Additional funding for 1,000 beds added in FY 2016 ($53/day x 1,000 beds x 366 days)	19,398,000
Contracted County Jail Beds – Male ($32.50/day x 140 contracted unfunded beds x 366 days)	1,665,300
Halfway House Beds – Female Increase contracted halfway house beds (34.22/day x 150 beds x 366 days)	1,878,678
Total – Offender Contract Growth	**$26,168,014**

C. Justification

The Agency was appropriated $503,000,000 in FY 2009 and a state-wide revenue failure reduced our appropriated funding to $476,225,000 in FY 2010. At year end FY 2010, the number of male offenders incarcerated was 22,832 and the number of female offenders incarcerated was 2,602. At year end FY 2014, 24,783 male offenders were incarcerated and 2,779 female offenders were incarcerated. Net growth of offenders from FY 2010 to FY 2014 was 1,951 males and 177 females (total = 2,128). For FY 2015, the appropriation was $470,900,943. At the present rates of receptions and releases, it is anticipated that the prison population will grow by an additional 960 males and 180 females in FY 2015 (total = 1,140). Growth has not been funded since prior to FY 2010.

Note: The above population numbers include institutions, private prisons, contracted county jail beds, community correction centers, community work centers and contracted halfway house beds. The population numbers do not include those on the Electronic Monitoring Program (EMP), Global Position Satellite Surveillance Program (GPS) or Pre-parole Conditional Supervision (PPCS).

FY 2016 Budget Request Priority C

A. Item Description

Increased Operating Resources for Offender Growth
Operating Cost Required for FY 2016 not Budgeted in FY 2015

B. Cost

Operating cost required for FY 2016 not budgeted in FY 2015:

Agency-Wide	
Food	$1,750,000
Fuel	175,000
Offender Clothing	1,105,000
Correctional Officer/Probation Officer and support staff uniforms, safety and security supplies and accessories	568,000
Total – Resources for Offender Growth	**$3,598,000**

C. Justification

Resources are needed to maintain operational effectiveness.

FY 2016 Budget Request Priority D

A. Item Description

Non-Discretionary Increase – Health Services

B. Cost

Health Services
The Oklahoma Department of Corrections Performance Audit for the period July 1, 2007 through June 30, 2013 by the Oklahoma State Auditor & Inspectors office reported rising costs in healthcare across the nation. The health spending across the nation is projected to grow at an average annual rate of 5.8% from 2012 to 2022.

The reasons for the rising healthcare expenditures are based on a recent national study from the Pew Charitable Trust which found that the primary reason for the increase in healthcare costs is bigger and older prison populations. There has been a steady increase in DOC's offender population over the age of 40. Additional rising healthcare costs to consider include mental illness and substance abuse among offenders.

*Calculated as follows:

Actual FY 2014 Expenditures	$39,000,000	
5.8% Increase per Pew Charitable Trust	2,262,000	
Projected FY 2015 Expenditures	41,262,000	
5.8% Increase per Pew Charitable Trust	2,393,193	
Projected FY 2016 Expenditures	43,655,196	
Actual FY 2015 Budget	(38,051,951)	
FY 2016 Additional Funding		$5,603,245

It is important to note that the FY 2015 budget of $38,051,951 is the budget amount and not actual expenditures. The FY 2014 Health Service actual expenditure was in excess of $39 million.

Medical Equipment 58,710

Dental Chair - Chair has broken and seat cushion and the foot control doesn't work.

Trauma Stretcher – The current stretcher's rails won't lock and the tilt pedals do not work.

Vital sign monitors (3). Monitors are needed for each staffed medical unit. The current monitors are not functioning properly.

Trauma stretchers (2). The stretchers are needed for both main Medical and J-unit.

Topcon RM800 Auto Refractometer which is needed to practice optometry.

A1c and PT/INR Machine. Large volume of offenders prescribed anticoagulants. Medication changes can be made right away.

Transport Stretcher (ER Gurney). Needed in ER ASAP

Auto BP and Pulse Ox Machines (5ea). All current ones no longer function

IV Infusion Pump. Needed in infirmary

Emergency bags are needed to respond to emergency situations on the compound as per OP-140118. These bags will be utilized to carry the necessary equipment to respond to an emergency.

Scales w/ wheelchair ramp will be utilized to accommodate offenders who are wheel chair bound and find it difficult to stand.

LED Tubo Curing Light. The current one is not working.

Ultrasonic bath is used for hygiene.

Potaznick foreign body kits for use in optometry clinic.

Wall-Mounted Otoscope/Ophthalmoscope is only partially functional at this time.

Opthalmoscope head standard is only partially functional at this time.

3.5 V Coaxial Ophthalmoscope. Needed to check retinas on diabetic offenders

Dental Chair with light. Chair will not rise up and down half the time and they need a chair mounted light.

Mental Health 16,605

Safety Smocks and Blankets
To provide funds for 41 safety smocks and 41 safety blankets. Five each at Oklahoma State Penitentiary, Joseph Harp CC, and Mabel Bassett CC, and two each at Bill Johnson CC, Dick Conner CC, Eddie Warrior CC, Howard McLeod CC, James Crabtree CC, Jess Dunn CC, Jim Hamilton CC, John Lilly CC, Lexington A & R Center, Mack Alford CC, Northeast Oklahoma CC, Oklahoma State Reformatory, and William Key CC. To manage the increase in crises, additional safety smocks and blankets are needed to reduce self-harm risk for offenders placed on suicide watch or therapeutic seclusion.

Total – Non-Discretionary Increases – Health Services **$5,678,560**

C. Justification

These funds are necessary to maintain a sustained level of performance and constitutionally compliant care.

FY 2016 Budget Request Priority E

A. Item Description

Non-Discretionary Increases – Offender Programs and Education

B. Cost

Programs

LSI-R Assessments $839,580

The Level of Service Inventory-Revised (LSI-R) assessment was eliminated from the Lexington A&R Center (LARC) and Mabel Bassett Correctional Center (MBCC) process due to the shortened reception period (case managers were conducting the LSI-R). The LSI-R is a much more comprehensive assessment of each offender's risk, need and responsivity issues than the J-SAT Proxy, which replaced the LSI-R at both assessment centers. Risk/needs assessments are necessary to develop case plans to appropriately place offenders in programs. The cost to contract out the LSI-R assessment is based on current state rates is $75 per assessment, per offender. Using professional service contracts, it may be possible to reduce the cost per assessment to $40 - $50 per assessment. The cost projection is figured using the established state rate of $75.

LARC (estimated 9,564 new male arrivals in FY 2016)	$717,330
MBCC (estimated 1,630 new female arrivals in FY 2016)	$122,250

Helping Women Recover / Mabel Bassett Correctional Center 96,400

These funds would allow DOC to reinstate the Helping Women Recover Substance Abuse Treatment Program at MBCC. Currently, no substance abuse treatment exists for females discharging from medium security. Funding would provide two continuous groups of ten offenders per group on a four month rotation. The reinstatement of this program would provide treatment to approximately 60 female offenders annually. Cost estimate includes contract providers, training, curriculum and supplies for the program.

Substance Abuse and Mental Health Services for Probation and Parole 500,000

Currently, DOC provides no funding for substance abuse and mental health treatment for offenders on probation and parole supervision. Funding would provide services to address unmet case plan needs for addiction and co-occurring disorders. Establishment of this funding could potentially decrease technical revocations.

Career-Tech 200,000

Expansion/development of two career-tech programs. Location and type of technical training will be determined based on current workforce needs and facility location. Cost estimate is provided by career-tech skills center staff and include instructor salary and benefits, curriculum and any equipment needs.

Education

Maintenance and Repair 16,950

Additional funding is needed to repair or replace aging test scanner machines (Scantrons). These machines are located at 17 education units and are used to score TABE assessments. A larger volume of testing is conducted at each facility now due to the de-centralizing of TABE assessments from the assessment and reception centers. A total of three machines are needed at the following facilities: Oklahoma State Reformatory, the base school; Mack Alford Correctional Center (MACC); Jess Dunn Correctional Center (JDCC). Current cost per machine is estimated at $5,650.

Restoration of general operating expense budget in education to assist with the purchase of TABE testing supplies and the books and magazines for the leisure libraries, state wide. This area was severely cut during the recession and has not been restored. 20,000

Total – Non-Discretionary Increases – Offender Programs and Education **$1,672,930**

C. Justification

These funds are necessary to maintain a sustained level of performance.

FY 2016 Budget Request Priority F

A. Item Description

Non-Discretionary Increases – Community Sentencing

B. Cost

Community Sentencing

Professional Services To allow expansion for additional councils and offender population growth, and an increase in treatment needs. The division has been unable to add additional Councils due to previous budget cuts.	$1,000,000
General Operating Expense Due to budget cuts in FY 2011, FY 2012, FY 2013 and FY 2014 additional funding is needed to restore operational expenses for existing services and expansion.	15,000

Total – Community Sentencing **$1,015,000**

C. Justification

These funds are necessary to maintain a sustained level of performance.

FY 2016 Budget Request Priority G

A. Item Description

Infrastructure and Equipment Improvements

B. Cost

Community Corrections and Field Operations
Equipment/ Infrastructure Replacement

Kitchen appliance / equipment replacement Examples: Griddles, convection ovens, tilt skillets, floor mixers, walk-in coolers/freezers, refrigerators, steam kettles, food warmers/holding cabinets, ice machines, proofing cabinets	$1,997,975
Laundry equipment replacement Examples: Commercial washers/dryers	500,350
HVAC system / unit replacement Includes systems/units at 13 facilities	833,650
Water and wastewater systems Examples: Lagoon aerators, irrigation cannon, sewer grinder, aerator motors, lift stations	483,563
Boilers Examples: Boilers, hot water heaters at 7 facilities	1,306,084
Generators Examples: Unit generators at 4 facilities	353,153
Electrical system replacements/repairs Includes systems at 2 facilities	388,750
Other repairs and equipment Examples: Central Transportation Unit tires, replacement windows, replacement wheelchair lift, replace worn mental doors, repair perimeter road	211,650
Roof repairs Includes roofs at 6 facilities	2,280,525
Total – Infrastructure and Equipment Improvements	**$8,355,700**

C. Justification

Maintaining facilities and minor capital improvements are necessary to sustain operational effectiveness and efficiency.

FY 2014 Budget Request Priority H

A. Item Description

Doors, Locks and Other Security Equipment

B. Cost

Field Operations and Community Corrections

Replace locks and doors/frames	$3,000,000
Security cameras and surveillance equipment	1,700,000
Key watch systems	136,600
Other security equipment Examples: Replace radio base station, body orifice security scanner (BOSS) chairs, walk-thru metal detectors	97,600

Total – Security Needs **$4,934,200**

C. Justification

Funds for security are necessary to maintain a safe operating environment.

FY 2014 Budget Request Priority I

A. Item Description

Replace High-Mileage Vehicles and MCI Bus

B. Cost

DOC Vehicles

One additional MCI bus	$350,000
Other Vehicles	1,000,000

Type	Count	Miles Driven By Type	Vehilces >100,000	Vehilces>150,000	Vehicles >200,000
Sedans	366	3,555,347	136	53	6
Vans	343	4,372,452	189	116	116
Pickups	197	1,099,737	112	65	30
Utility Trucks	39	376,186	16	5	2
Others	83	687,920	49	27	17
Buses	26	249,473	18	12	9
Total	**1,054**	**10,341,115**	**520**	**278**	**180**

Total – Vehicle Needs **$1,350,000**

C. Justification

Due to DOC's aged fleet and driving conditions for daily transports, new vehicles are needed to replace high-mileage vehicles.

FY 2014 Budget Request Priority J

A. Item Description

Technology Upgrades and Infrastructure

B. Cost

Agency- Wide

Replace Existing Offender Management System (OMS) $15,000,000

DOC and a recent audit conducted by the Office of State Auditor and Inspector has determined that the current offender information management system capabilities do not meet critical business needs and the time has come to procure and implement a new system. Given the complexity of such an initiative and the considerable investment of public funds required, it is imperative that the procurement process be carried out with minimum risk and provides maximum value to the state.

Computer Replacement / Upgrade of Agency Fleet Computers 716,190

DOC has 9 Latitude D620 computers purchased in 2006; 25 Latitude D630 computers purchased in 2007; 515 Optiplex 745 computers purchased in 2006 and 443 Optiplex 755 computers purchased in 2008. These computers need to be replaced because they barely support the recent operating system and new applications being introduced. This causes the computers to be very slow and ineffective for users. Total urgent need: 958 personal computers and 34 laptops.

Software Licenses Required for Upgraded Computers 147,808

992 personal computers that will need licenses at $149 each.

Voice Over IP (VOIP) Phone Service 500,000

VOIP phones throughout the administrative campus would provide better phone services, more functions, and a return on investment in about two years. The maintenance cost of such a system would be between $40,000 and $60,000 a year which would provide DOC with approximately $100,000 in savings per year after the initial cost is paid.

Field Operations

Eddie Warrior Correctional Center

Replace old fiber wiring as telephones go down when it rains. 48,000

Jim Hamilton Correctional Center

Telephone System Upgrade

Existing system is old, outdated, and doesn't operate properly throughout the facility system. 550,000

Information Technology

Cost of Conversion to New Data Center	200,000

Total – Technology Upgrades and Infrastructure	**$17,161,998**

C. Justification

Funding is imperative for the antiquated OMS system.

Funding of technology infrastructure and upgrades are necessary to keep technical systems sustained and operational.

Population Update

Population Update

Population Information as of September 30, 2014
Compared to September 30, 2013

Total System Offender Population	Females	Males	Total
Current Population	2,998	25,267	28,265
Population Last Year	2,807	23,937	26,744
Change from last year	191	1,330	1,521

DOC Facilities	Females	Males	Total
Current Population	2,447	16,739	19,186
Population Last Year	2,273	15,599	17,872
Change	174	1,140	1,314

Private Prisons	Females	Males	Total
Current Population	0	5,816	5,816
Population Last Year	0	5,813	5,813
Change	0	3	3

County Jail Contracts	Females	Males	Total
Current Population	0	545	545
Population Last Year	0	611	611
Change	0	(66)	(66)

Halfway Houses	Females	Males	Total
Current Population	293	1,012	1,305
Population Last Year	297	852	1,149
Change	(4)	160	156

Out Count	Females	Males	Total
Current Population	67	676	743
Population Last Year	66	638	704
Change	1	38	39

GPS	Females	Males	Total
Current Population	191	460	651
Population Last Year	171	408	579
Change	20	52	72

EMP	Females	Males	Total
Current Population	0	18	18
Population Last Year	0	15	15
Change	0	3	3

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

Probation Supervision	Females	Males	Total
Current Population	5,232	16,346	21,578
Population Last Year	4,991	16,146	21,137
Change	241	200	441

Parole Supervision	Females	Males	Total
Current Population	460	2,721	3,181
Population Last Year	501	2,639	3,140
Change	(41)	82	41

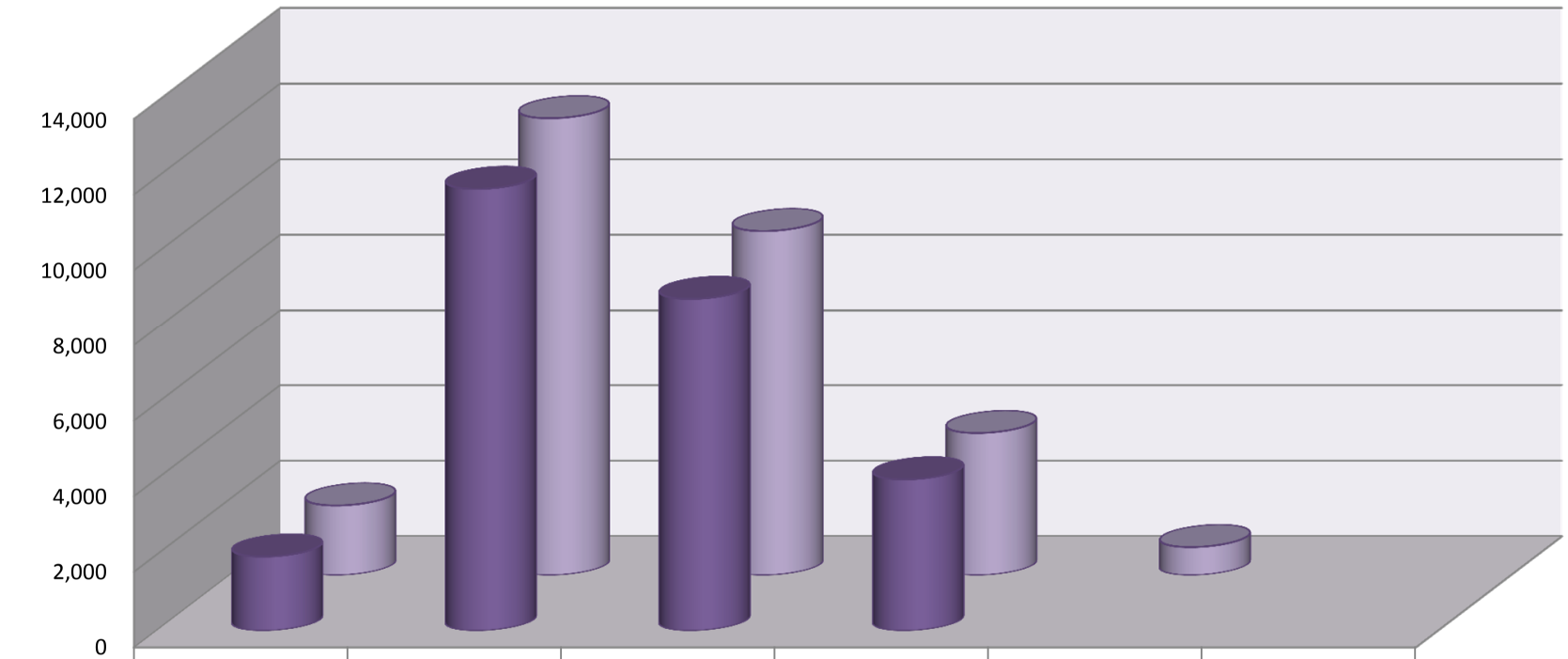
Total System Population	Females	Males	Total
Current System Population	8,690	44,334	53,024
Population Last Year	8,299	42,722	51,021
Change	391	1612	2003

County Jail Inmate Backup	Females	Males	Total
September 30, 2014	35	195	230
Population Last Year	101	1,482	1,583
Change	(66)	(1287)	(1,353)

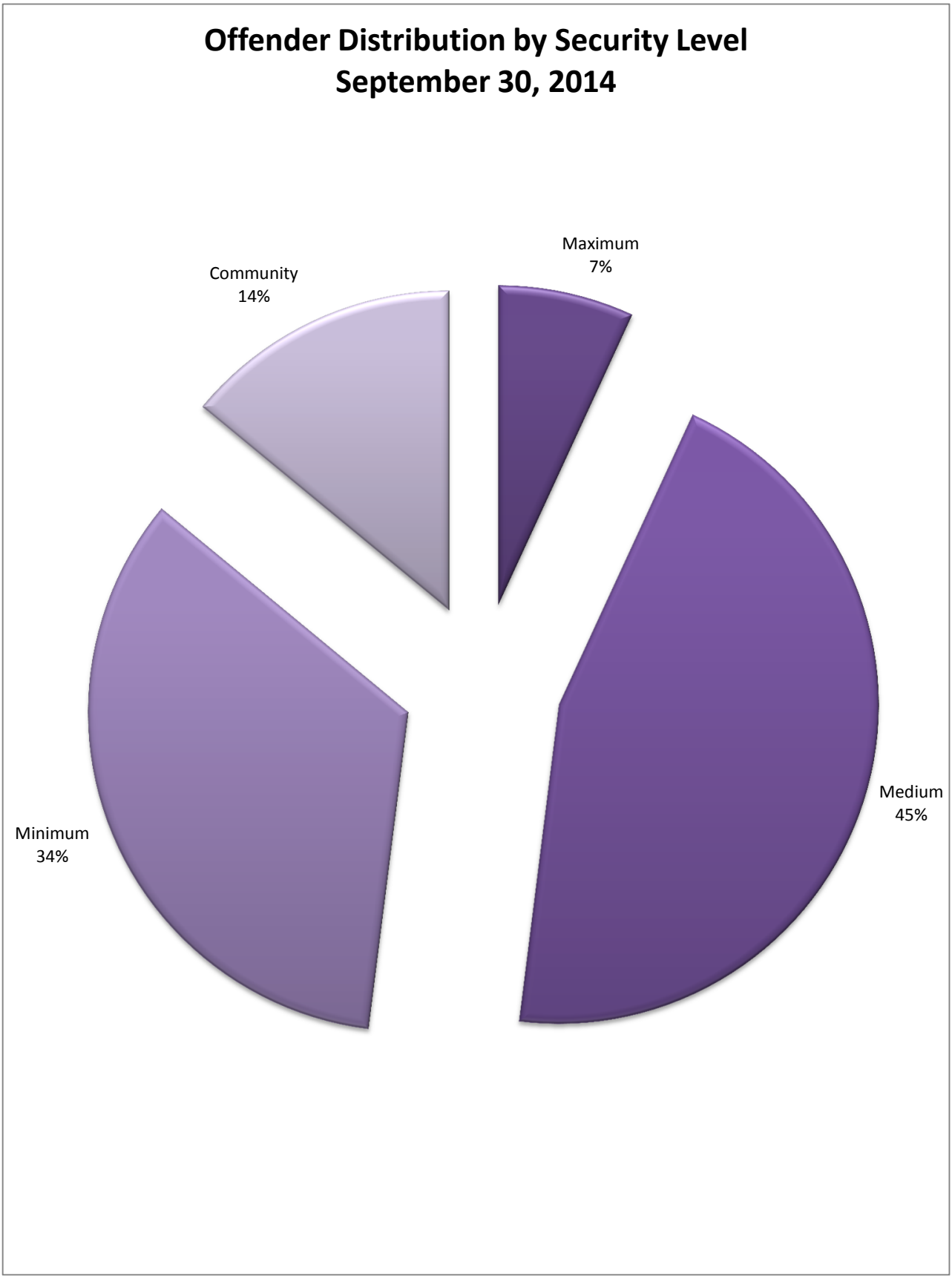
Pardon & Parole Board Results	Females	Males	Total
Month: September 2014			
Considered	34	354	388
Denied	22	301	323
Recommended	12	53	65
Percentage Recommended	35.29%	14.97%	16.75%

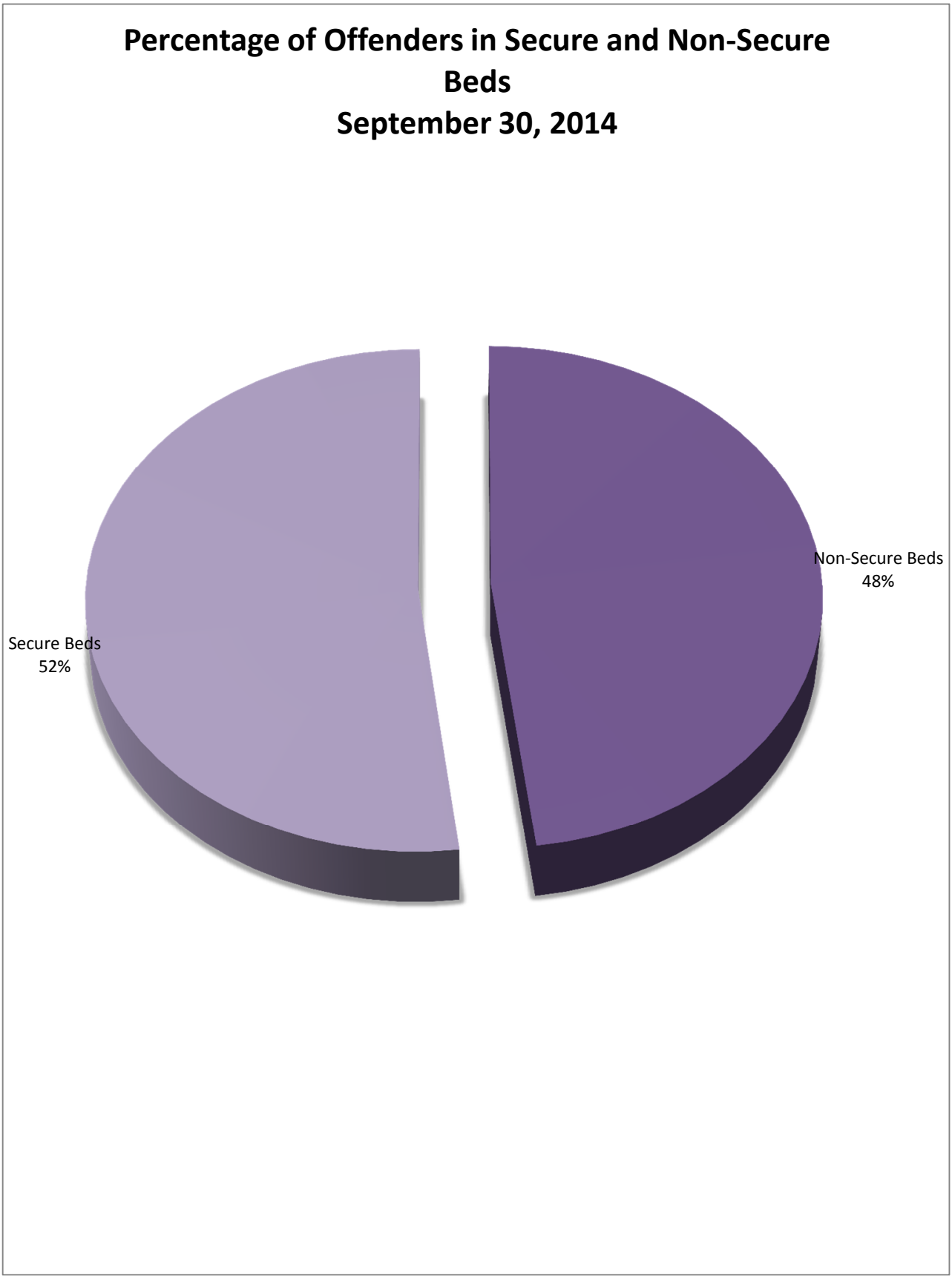
Governor's Actions	Females	Males	Total
Month: September 2014			
Reviewed	0	0	0
Approved	0	0	0
Denied	0	0	0
Percentage Approved	0.00%	0.00%	0.00%

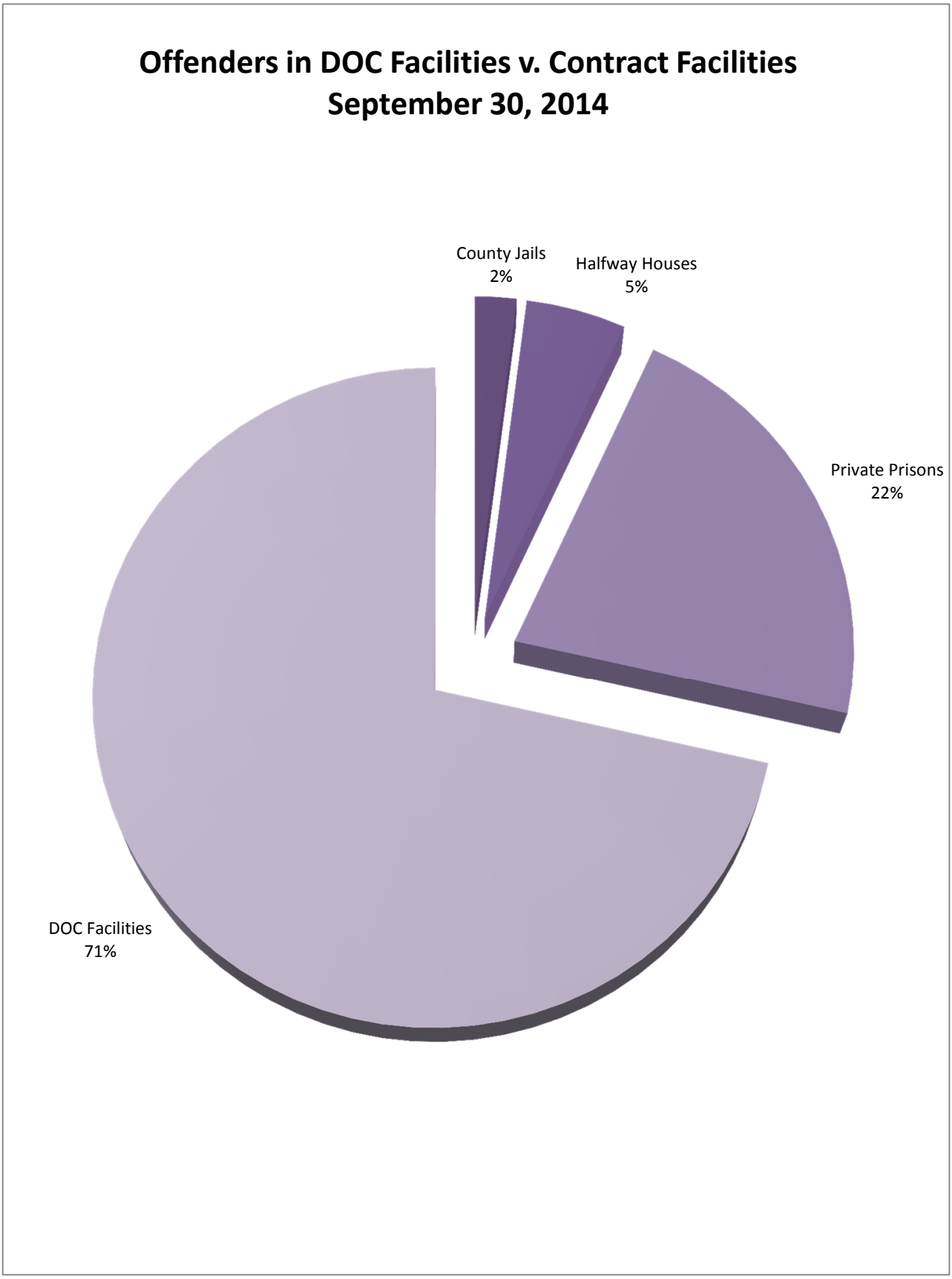
Offender and Bed Distribution
September 30, 2014



	Maximum	Medium	Minimum	Community	Outcount	
Beds	1,961	11,710	8,800	4,002		
Offenders	1,844	12,110	9,125	3,760	743	


Offender Distribution by Security Level
September 30, 2014
Maximum
7%
Community
14%
Medium
45%
Minimum
34%


Percentage of Offenders in Secure and Non-Secure Beds
September 30, 2014
Non-Secure Beds
48%
Secure Beds
52%


Offenders in DOC Facilities v. Contract Facilities
September 30, 2014
County Jails
2%
Halfway Houses
5%
Private Prisons
22%
DOC Facilities
71%