SUBCOMMITTEE ON PUBLIC SAFETY APPROPRIATIONS

Gus Bilirakis, Chair

ACTION PACKET

February 11, 2004
9:00 a.m. – 12:00 p.m.
12 House Office Building

Johnnie Byrd
Speaker

Gus Bilirakis
Chair

COMMITTEE MEETING REPORT

Subcommittee on Public Safety Appropriations
Wednesday, February 11, 2004 9:00:00AM

Location: 12 HOB

Attendance:

	Present	*Absent*	*Excused*
Gus Bilirakis (Chair)	X		
Sandra Adams	X		
Gustavo Barreiro	X		
Adam Hasner	X		
Bob Henriquez	X		
Wilbert Holloway	X		
Matthew Meadows	X		
Mitch Needelman	X		

COMMITTEE MEETING REPORT

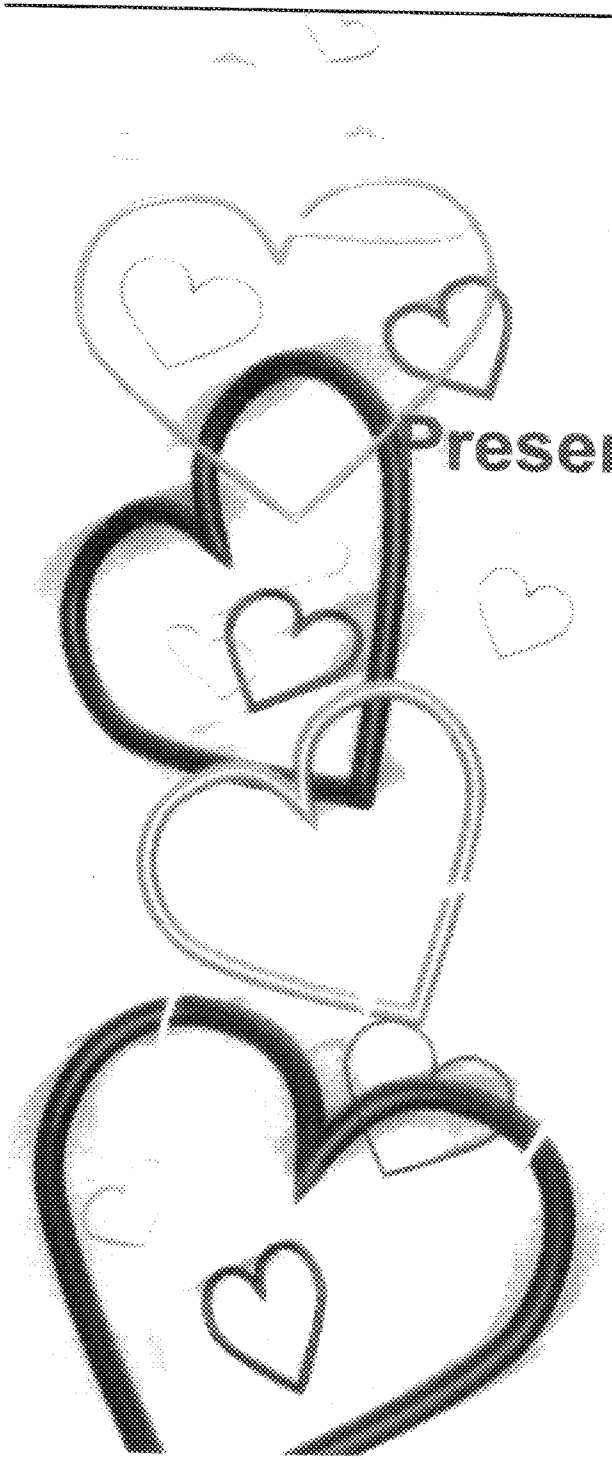
Other Business Appearance:

Richard Prudom, Deputy Director (Lobbyist) (State Employee) - Information Only
Department of Correction Issues
Florida Department of Corrections
6350 Verdura Way
Tallahassee FL 32399
Phone: 850-410-4065

Mark Talleat, Professional Accountant Supervisors (State Employee) - Information Only
Inmate Banking
Florida Department of Corrections
8859 Winged Foot Drive
Tallahassee FL 32312
Phone: 850-410-0827

John D. Fuller, Executive Director (Lobbyist) (State Employee) - Information Only
2003 Annual Report
Florida Corrections Commission
2601 Blairstone Road, Bldg C
Tallahassee FL 32399
Phone: 850-413-9330

Harry Dodd, Asst. Executive Director (Lobbyist) (State Employee) - Information Only
2003 Annual Report
Florida Corrections Commission
2601 Blairstone Road, Bldg C
Tallahassee FL 32399
Phone: 850-413-9332



Presentation to House Subcommittee on Public Safety Appropriations

February 11, 2004

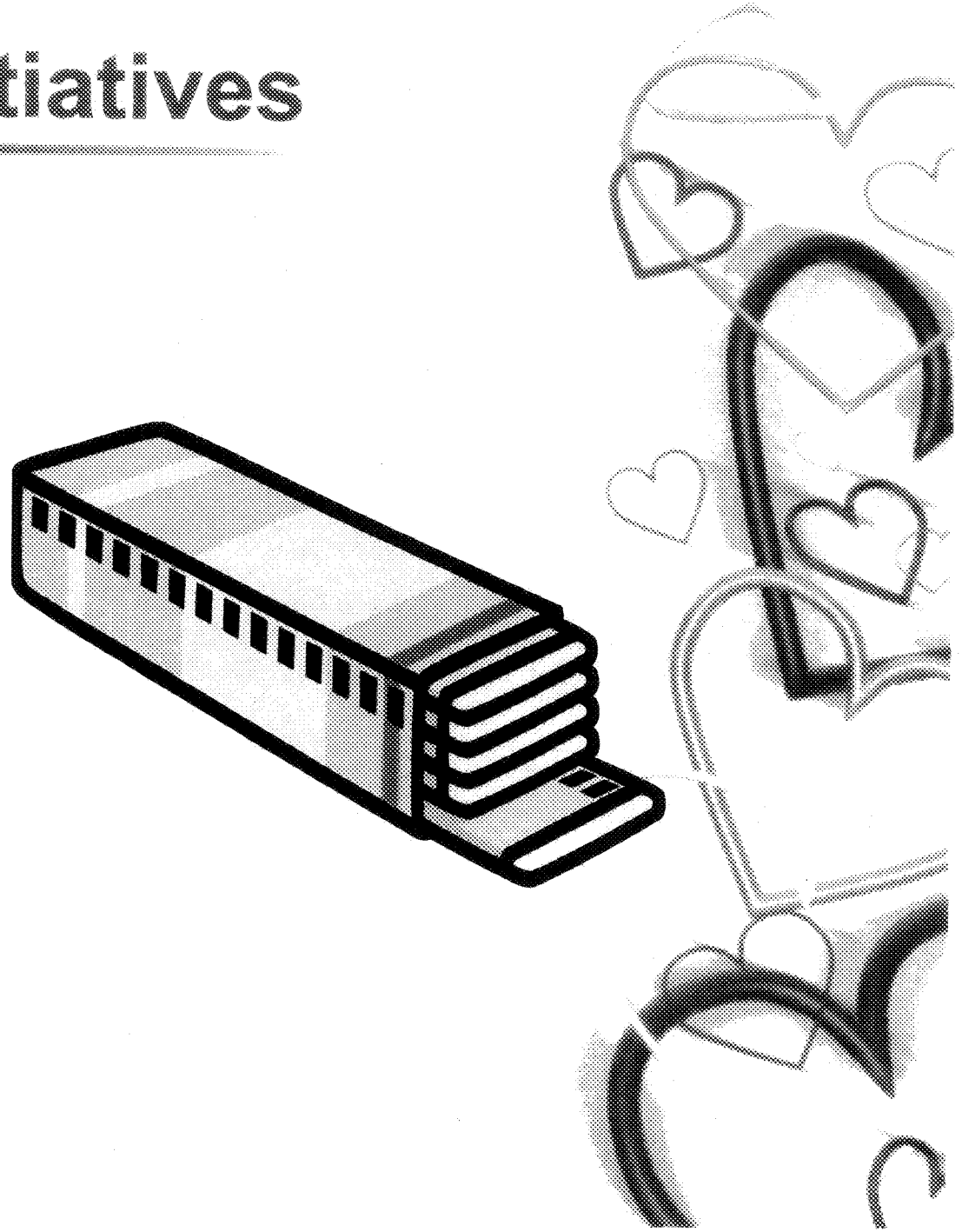
Department of Corrections

James V. Crosby, Jr., Secretary

Contracting Initiatives

- Outsourcing inmate canteens

- Inmate Telephone Services

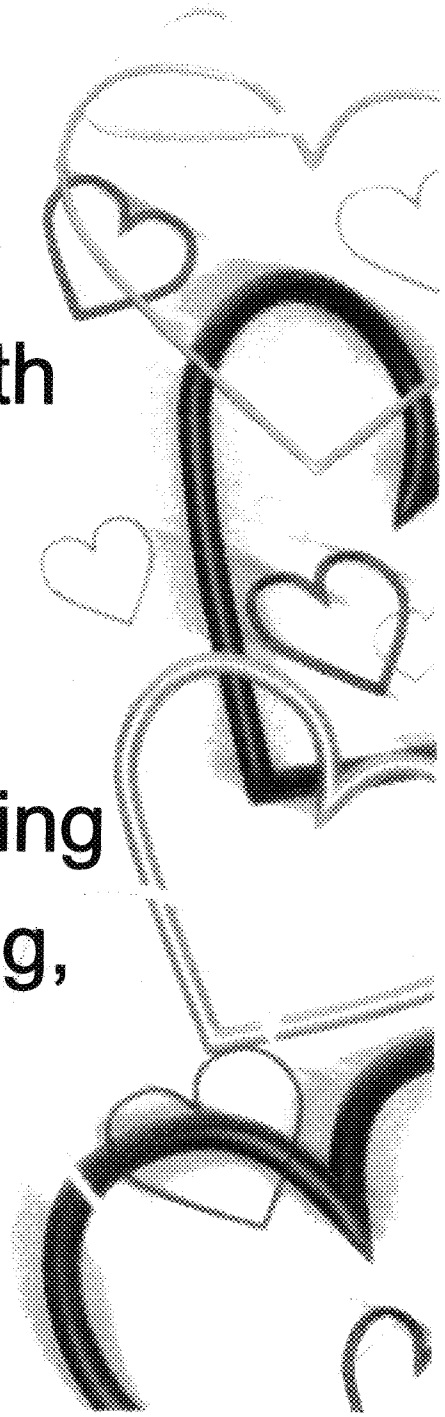


Outsourcing Inmate Canteens

- Three vendors approached DOC regarding canteen outsourcing
- Department selected vendor with highest profitability for state
- Keefe Commissary Network awarded contract on November 1, 2003

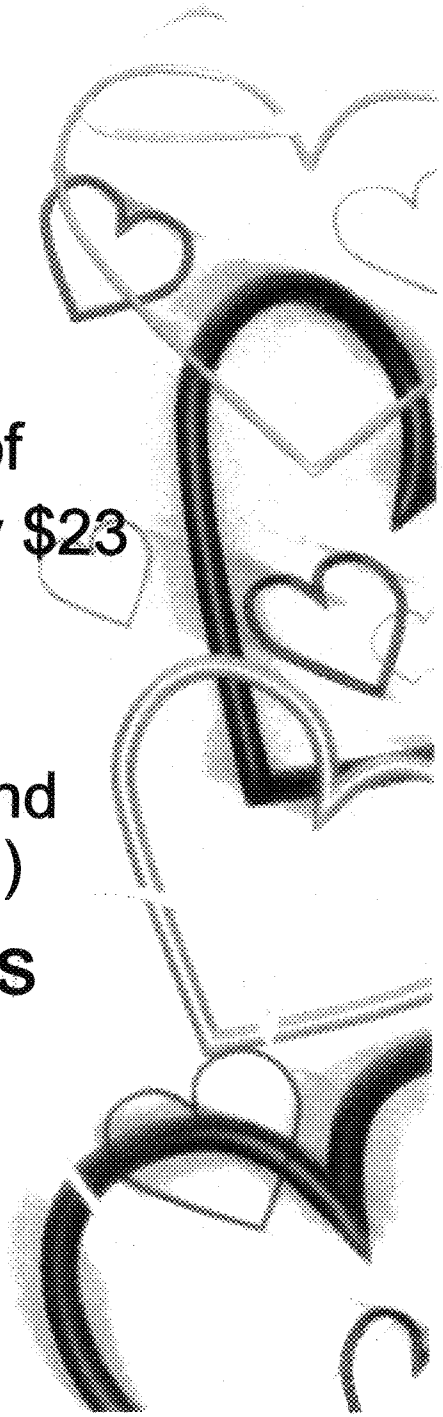
Contract Terms

- Three-year statewide contract with option to renew for 2 years
- Per diem payment per inmate regardless of sales ($0.82)
- Standardization of items and pricing
- Vendor responsible for purchasing, receiving, and inventory of all commodities



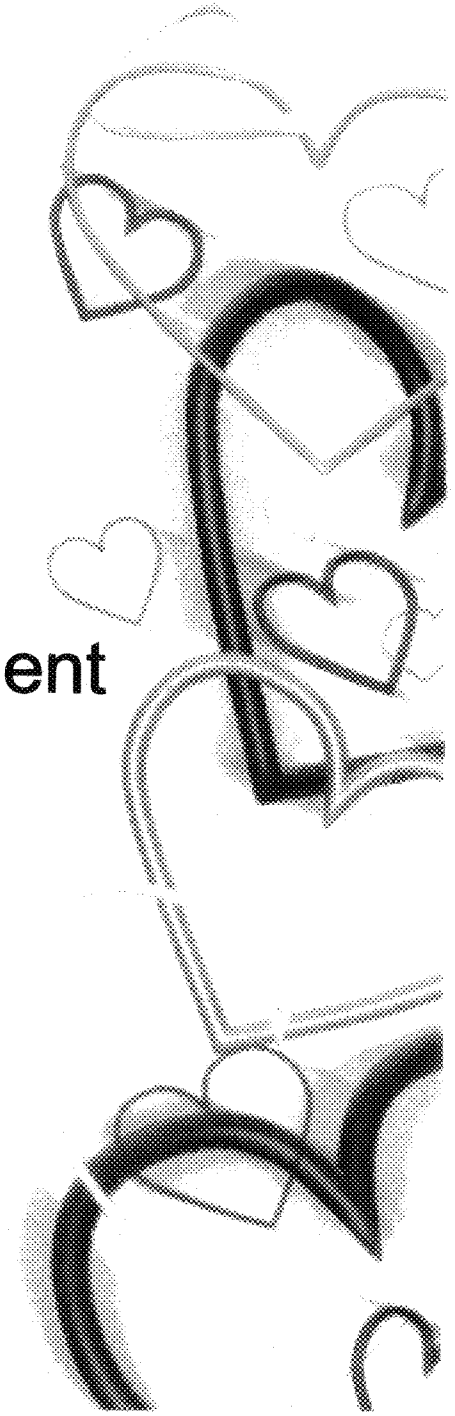
Advantages of Outsourcing

- Increased profitability
  - Department anticipates increased profit of $6 million over 12 months (approximately $23 million revenue)
- Efficiency
  - Eliminates need for 60 store managers and accounting staff (none adversely affected)
- New and expanded canteen items
  - 52 new items
  - Inmate draw raised from $65 to $90



Inmate Telephone Services

- Contract Objectives
  - Best service for inmates
  - Highest commission rates for department
  - Latest technology to enhance institutional security and control

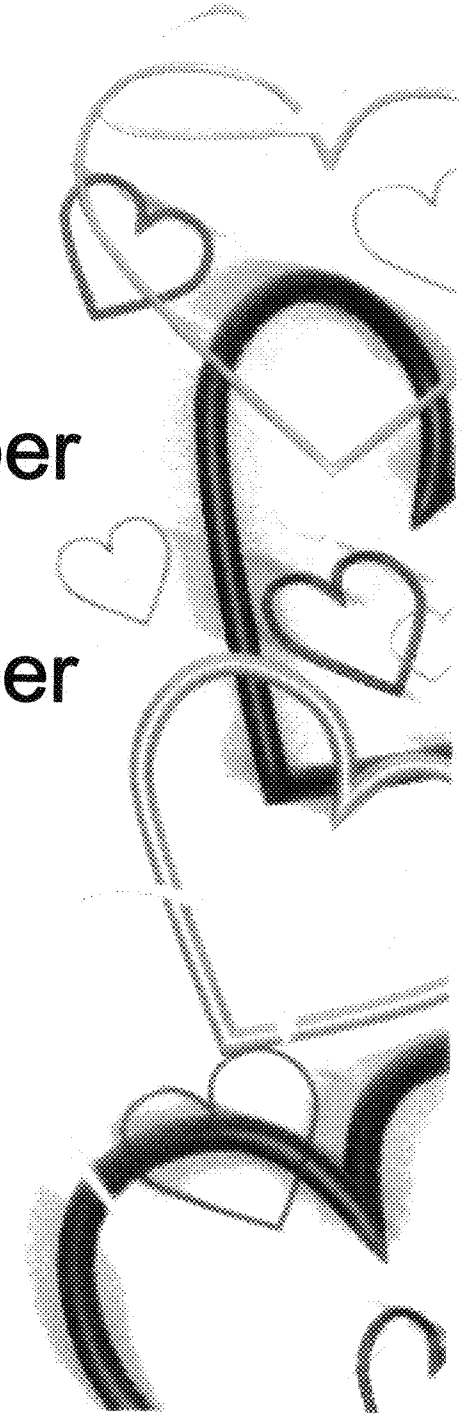


Contract Terms

- 5 year contract: May 2001- May 2006
- Rates charged are 85% of the cap for operator assisted call rates and 85% of cap for surcharge rates as set by Federal Communications Commission and the Florida Public Service Commission

Contract Terms

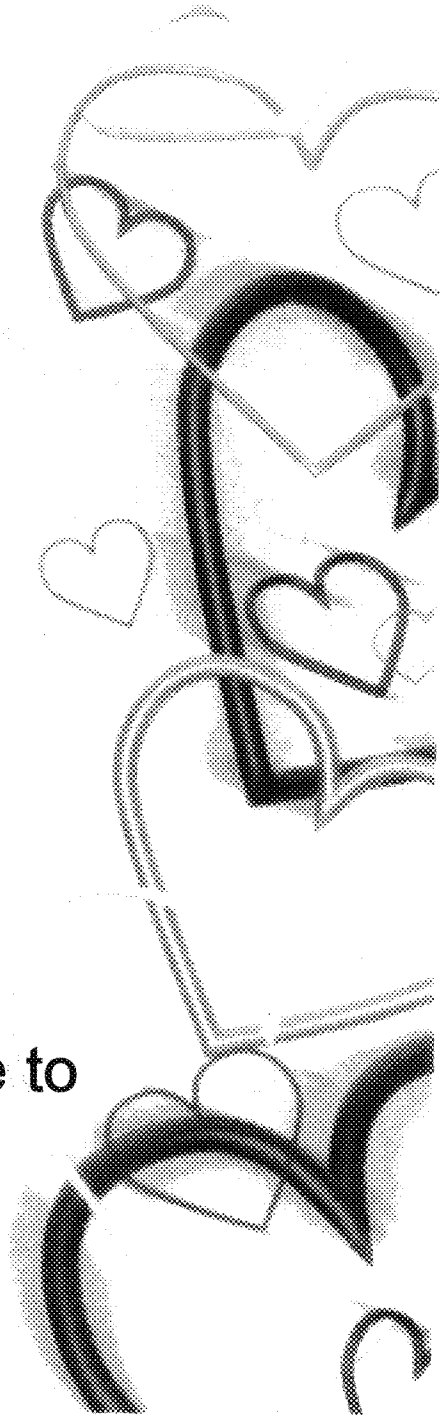
- Local calls are charged $1.75
- Intrastate calls are charged $1.49 per call plus 25.5 cents per minute
- Interstate calls are charged $3.95 per call plus 89 cents per minute
- State receives 53% of the revenue generated by each call (estimated $18 million for FY 2003-04)



- Previously both canteen profits and telephone revenue went to IWTF
  - 97% of total revenue for the fund

- In FY 2002-2003 these revenues provided:
  - 64% of education funding
  - 37% of drug abuse funding
  - 95% of library services
  - 51% of chaplaincy services
  - 100% of visiting programs

- Revenues now deposited into General Revenue to be reappropriated by Legislature



Florida Corrections Commission

2003

Annual Report

November 1, 2003

About the Florida Corrections Commission

Nine-member advisory panel of volunteer citizens appointed by the Governor and confirmed by the Senate

Purpose: To advise the Governor, Legislature, and Secretary of the Department of Corrections (DC) on correctional policy and the criminal justice system

Florida Corrections Commission

- Over the last several years, the Commission has examined various workload issues within several state agencies for the purpose of identifying efficiencies and savings.

- In 2000, the Commission reviewed workload and office space requirements within the Florida Parole Commission. This included on-site visits by staff and commissioners to all Parole Commission field offices. Numerous efficiencies and savings were identified and recommended pertaining to both staff and office space requirements .

- In 2001, the Commission was directed through proviso in the GAA to review the Department of Juvenile Justice for the purpose of recommending efficiencies and cost-savings. The Commission conducted an extensive review of organizational charts and positions and recommended the agency be reorganized to consolidate administrative support into service centers. The Commission also recommended the department develop a health services delivery system whereby all health-related personnel report directly to the Chief Medical Officer. Reductions were also recommended to lower the ratio of supervisors to staff and reduce the administrative and programmatic staff proportionately in residential and correctional facilities, detention, and probation and community corrections.

- In 2002, at the request of Legislative staff and members, the Commission examined workload of Probation and Community Corrections within the Department of Juvenile Justice. The Commission recommended several management reforms in the area of policy/procedure review and updating and the development of adequate management reports. The Commission also developed several workload models that identified activities, assigned work standards to those activities, and suggested possible efficiencies.

FLORIDA CORRECTIONS COMMISSION
2003 ANNUAL REPORT

1. Community Corrections Workload Within the Florida Department of Corrections

2. Assaults Within the State Prison System

3. Comparative Analysis of Salary/Benefits and Resources Provided to Probation and Parole Officers In Other States

4. Department of Corrections' Plan for Elder Inmates

5. Close Management Inmates

6. Review of the Department of Corrections' Long Range Program Plan, Legislative Budget and Substantive Requests

Gains/Intakes to Supervision by Supervision Type
Fiscal Year 2002-03, 2003-04

Supervision Type	Fiscal Year 2002/03	Fiscal Year 2003/04
Probation	58,827	58,012
Drug Offender Probation	12,675	13,847
Sex Offender Probation	980	1,162
Community Control	12,485	12,501
Parole	735	725
Conditional Release	4,202	4,386
Control Release/Other	39	81
Pre-Trial Intervention	8,505	8,952
Total	**98,448**	**99,666**

Source: Data provided by the Florida Department of Corrections, Bureau of Research and Data Analysis, September 11, 2003, as adapted by Commission Staff.

Investigation Types and Monthly Average
Fiscal Year 2002-2003 Data

Investigation Type	Monthly Average
Reduction Investigation	25.1
Court Ordered Payment System	956.6
Conditional Release Supervision Interview	0.5
Consecutive Sentence	535.3
Other State	512.1
Other	5,416.4
Placement	742.1
Recidivism Post Sentence	0.0
Preplea Investigation	302.2
Prison Post	450.3
Presentence- Not In Custody	371.3
Presentence- In Custody	225.8
Pre-trial Background	707.1
Pretrial Intervention Preliminarv	863.9
Split/Out of State Transfer	1.1
Supervision Review	59.9
Transfer	2,429.1
Violation of Supervision	3,400.7
Violation of Supervision-Technical	5,216.9
TOTAL	**22,216.3**

Source: Data provided by the Florida Department of Corrections, Probation and Parole Field Summary Statistics, Bureau of Research and Data Analysis and adapted by Commission staff.

Total Community Supervision Offender Population
August 2003

Supervision Type	Active	Active-Suspense	Out of State	Absconder	Total
I. Original Sentence					
Probation Total	100,808	25,895	3,834	37,962	168,499
Probation	84,258	21,806	3,475	34,609	144,148
Administrative	1,204	287	2	88	1,581
Drug Offender Probation	13,135	3,346	243	3,154	19,878
Sex Offender Probation	2,211	456	114	111	2,892
Community Control Total	9,141	3,245	6	5,010	17,402
Community Control	8,882	3,194	6	4,990	17,072
Sex Offender Comm. Control	259	51	0	20	330
Pretrial Intervention Total	7,641	308	0	4	7,953
Pretrial Intervention	4,797	182	0	2	4,981
Drug Offender PTI	2,844	126	0	2	2,972
Original Sentence Total	117,590	29,448	3,840	42,976	193,854
II. Post - Prison Release					
Florida Parole	596	129	147	176	1,048
Other State Parole	1,411	67	0	5	1,483
Supervised Community Release	0	0	0	1	1
Provisional Release	20	6	0	3	29
Conditional Release	2,210	900	117	388	3,615
Control Release	38	78	6	197	319
Administrative Control Release	11	16	0	6	33
Conditional Medical Release	6	1	2	1	10
Admin. Conditional Release	0	0	0	0	0
Addiction Recovery	69	18	0	7	94
Post-Prison Release Total	4,361	1,215	272	784	6,632
Other Supervision Types*	5	2	2	1	10
GRAND TOTAL	**121,956**	**30,665**	**4,114**	**43,761**	**200,496**
Data Unavailable = 19					

Source: Florida Department of Corrections, Bureau of Research and Data Analysis, Monthly Population Report, August 2003.

Offender Classification
Active Population, October 10, 2003

Classification	Number	Percent
Minimum	18,678	15.2
Medium	21,067	17.2
Maximum	63,493*	51.8
Community Control	8,702	7.1
Sex Offender	7,485	6.1
Administrative	1,483	1.2
Mail-in	1,587	1.3
Total	**122,495**	**100.0**
data unavailable=140		
*43,030 in maximum were policy overrides		

Source: Florida Department of Corrections, Bureau of Research and Data Analysis, October 13, 2003.

Workload Model Using Work Hour Approach
(1976 Standards)*

Investigation Type	Monthly Average**	Work Hour Standard (1976)	Average Monthly Hours Generated
Pre-sentence	371.3	9.6 (15)	3,702.8
Pre-sentence Jail	225.8	12.2 (15)	2,766.1
Pre-plea	302.2	9.8 (15)	2,975.5
Other State	512.1	5.0 (4)	2,585.8
Placement	742.1	5.1 (4.5)	3,747.1
Pre-trial Preliminary	863.9	2.3 n/a	1,963.1
Pre-trial Background	707.1	6.3 n/a	4,462.9
Bond	25	3.1 (4)	78.9
Total	**3,749.5**		**22,282.2**
Supervision Type	**Caseload*** **		
Minimum	18,678	1.4 (1.5)	25,215.3
Medium	21,067	2.0 (2.75)	42,134.0
Maximum	63,493	3.1 (5.5)	196,828.3
Community Control	8,702	6.2 n/a	53,952.4
Sex Offender	7,485	3.9 (5.5)	29,191.5
Administrative	1,483	.6 n/a	889.8
Mail-in	1,587	.6 n/a	952.2
Total	**122,495**		**349,163.5**
Monthly Total			**371,445.7**

Classification Type With Monthly Contact Standards and Work Hour Standard (October 10, 2003 Population*)

Classification	Personal Contact Standard	Collateral Contact Standard	Work Hour Standard (Status Population)	Contacts to be Made
Community Control Caseload Ratio of 25:1	8 (4 field and 4 office, on a weekly basis)	4 (1 per week)	6.16 (8,702)	104,424
Sex Offender Caseload Ratio of 50:1	3 (2 field and 1 office)	1	3.85 (7,485)	29,940
Maximum	2 (1 field required)	1	3.08 (63,493)**	190,479
Medium	1 (field every other month)	1	2.03 (21,067)	42,134
Minimum	1 (no field required)	1	1.35 (18,678)	37,356
Total Contacts to be Made				**404,333**

* Population data provided by the Florida Department of Corrections, Bureau of Research and Data Analysis.

** Of the 63,493, 43,030 are a result of policy overrides. Policy overrides are those offenders who have a current or prior violent offense, a post prison release case (parole, conditional release, etc.) a habitual offender or a career offender.

Source: Florida Department of Corrections, Procedure Number 302.303, June 18, 2002.

Recommendations

1. The Commission recommends that the active suspense population be further examined for the purpose of determining if a substantial workload is present in that population. The Commission recognizes that the department has conducted an examination of this issue but finds that additional steps and research should be conducted to fully clarify the workload implications of this population. As an example, the department provided an assessment of some workload and developed a calculation that resulted in a conclusion that additional positions were warranted. The approach used by the department was not empirically structured to capture a more precise evaluation of the workload issue, with a substantial number of active suspense cases reportedly not subject to analysis (i.e., violation of probation past scheduled termination date).

2. In its workload model, the department makes no attempt to recognize the initial intake functions or steps as a workload area. As reflected in Table 1-C, almost 100,000 offenders begin some form of supervision in a typical year. Department policy and procedure and statutory provisions require several activities at the outset of supervision that are mandatory in nature. The Commission recommends the department analyze these initial activities for the purpose of determining the appropriateness of developing a workload standard explicitly for initial intake.

3. The Commission recommends that the department conduct such studies as necessary to validate the accuracy of the workload point value approach to the assessment of community correction's workload. In making this recommendation, the Commission notes that the current point values assigned to various investigation and supervision types have not been determined by a methodology that ensures the values reflect the time necessary to meet standards which have been adopted or activities which are required.

4. In its approach to case classification, the department has adopted policies which result in a large number of offenders being supervised in the "maximum" level of supervision. This policy approach, therefore, countermands the department effort in assessing the statistical probability of failure. The Commission recommends the department modify its policy such that policy overrides are limited to those instances that are supported by statutory authority, such as community control or sex offender supervision. The Commission is aware of public relations concerns, but broad policy positions leading to vast numbers of overrides seems counterintuitive to case classification approaches which are purportedly based on objective determinations.*

5. The department has adopted standards for contact in various supervision types. The Commission recommends the department conduct research into the question of contact standard effectiveness. The department's Bureau of Research and Data Analysis assisted the Commission in the Commission report on community control issued March 17, 2003. The report contains, as Appendix 5, a study relating to the effects of electronic monitoring and officer caseload on outcomes. The study reported that statistically significant differences existed in outcomes based on caseload size. Given this somewhat preliminary view, the Commission believes a more thorough examination of standards and caseload sizes is warranted. The Commission recommends that the department conduct research as is necessary to determine the effect, if any, of contact standards and caseload size on offender outcomes.

Section 2. Assaults Within the State Prison System

- On Wednesday, May 28, 2003, two inmates attacked five correctional officers at Washington Correctional Institution, critically injuring one of the officers. Both inmates have a history of violent behavior while in prison.

- On Friday, May 30, 2003, a commissioner requested staff to research the issue of the number of assaults by institution over the last five years.

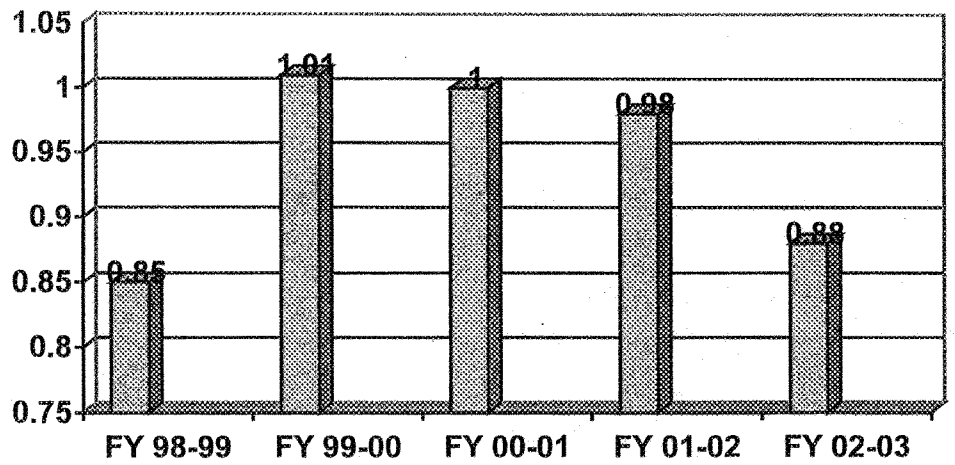
- On Wednesday, June 11, 2003, Correctional Officer Darla Lathem, 38, was murdered at Charlotte Correctional Institution while supervising five inmates assigned to a work detail inside the prison.

- Commission staff reviewed the department's current classification scheme and the number of assaults by facility over the last five years.

- Commission found that since November, 2001, cases of "inmate fighting" were not included in inmate-on-inmate assaults. Criteria delineating between reportable and non-reportable assaults is not currently found in writing.

Section 2. Assaults Within the State Prison System

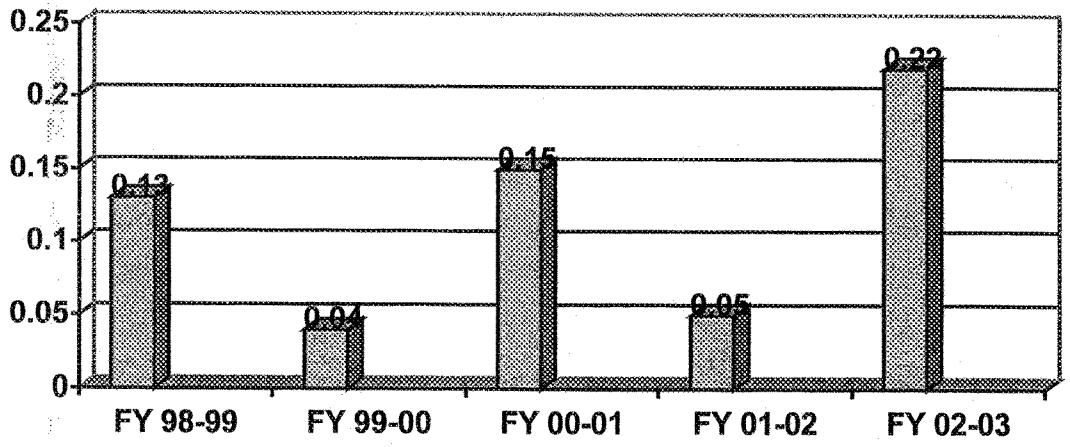
Inmate-on-Staff Assault Rate per 100 of Inmate Population by Major Facility/Annex FY 1998-1999 through FY 2002-2003



Source: Graph created by Florida Corrections Commission from data received from the Bureau of Research and Data Analysis, Florida Department of Corrections.

Section 2. Assaults Within the State Prison System

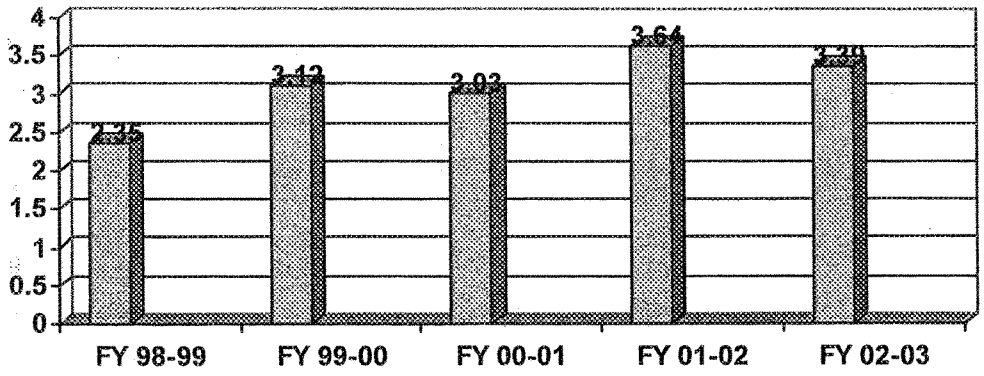
Inmate-on-Staff Assault Rate per 100 of Inmate Population by Work Camp/Road Prisons FY 1998-1999 through FY 2002-2003



Source: Graph created by Florida Corrections Commission from data received from the Bureau of Research and Data Analysis, Florida Department of Corrections.

Section 2. Assaults Within the State Prison System

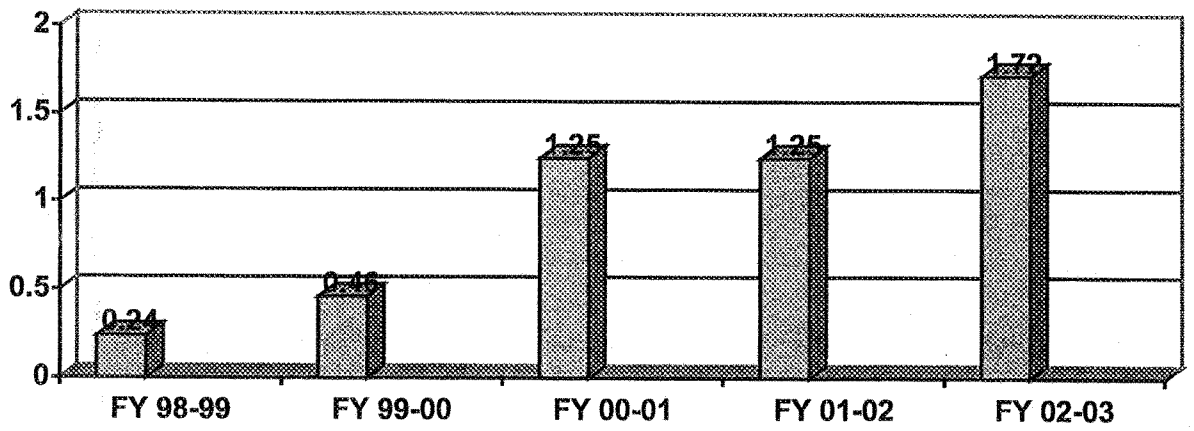
Inmate-on-Inmate Assault/ Fight Rates at Major Facilities/Annexes FY 1998-1999 through FY 2002-2003



Source: Graph created by Florida Corrections Commission from data received from the Bureau of Research and Data Analysis, Florida Department of Corrections.

Section 2. Assaults Within the State Prison System

Inmate-on-Inmate Assault/Fight Rates by Work Camps/Road Prisons FY 1998-1999 through FY 2002-2003



Recommendations

1. The Department of Corrections should codify through administrative rule the criteria describing reportable assaults between inmates.

2. The Bureau of Planning and Research with the Department of Corrections should review in detail the recent report, *A Randomized Experiment Testing Inmate Classification Systems*, by Richard A. Berk, Ph.D., Director, Department of Statistics, UCLA, dated February 10, 2003.

3. The Bureau of Planning and Research should initiate a simulation study on Florida's prison population utilizing California's revised Inmate Classification Score System for the purpose of determining if the new criteria works better in predicting serious inmate misconduct while in custody. If the new classification criteria performs better at predicting serious misconduct, paragraph (k) of subsection (2) of Rule 33.601.210, Florida Administrative Code, should be amended to reflect the new classification criteria.

Section 3. Comparative Analysis of Salary/Benefits, and Resources Provided to Probation and Parole Officers in Other States

- In reviewing issue of electronic monitoring and community control the previous year, commissioners visited probation offices and expressed interest in further examining the issue of salary/benefit information and the resources and equipment provided to correctional probation officers. A survey of other states was conducted to determine a comparison of such benefits and equipment.

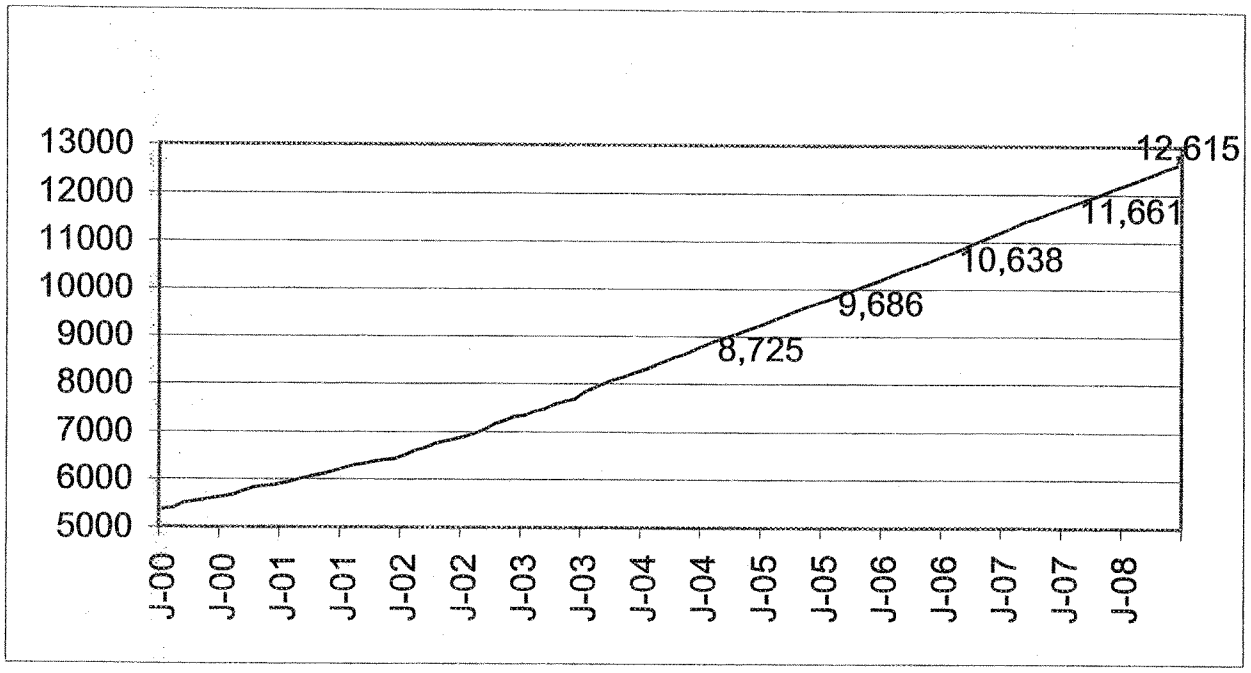
- Commission found that Florida is adequate regarding salary and benefits provided to correctional probation officers. However, sufficient equipment and resources are not being provided for correctional probation officers.

- Rules should be amended to authorize correctional probation officers to carry a 9mm semi-automatic pistol, with the maker and precise specifications to be determined by the department. Furthermore, probation officers should not have to purchase a firearm to carry while performing official duties. The Legislature allocate sufficient funding for the department to establish an arsenal and sufficient firearms training.

- The Commission also does not believe that correctional probation officers should have to utilize their personal vehicle while performing official duties with the Department of Corrections. The Legislature should either establish a motor pool for correctional probation officers to utilize while performing official duties or increase the mileage per diem to equitably reimburse costs.

Section 4. Department of Corrections' Plan for Elder Inmates

Actual/Projected Elder Inmate Population
January 2000-June 2008



Source: Bureau of Research and Data Analysis, Department of Corrections

Section 4. Department of Corrections' Plan for Elder Inmates

Actual/Projected Elder Inmate Population
2000-2015

Date (June 30)	Male 50+	Female 50+	Total 50+	Percent Male	Actual/ Projected Inmate Population	Actual/ Projected Percent Elderly
Jun-00	5,396	209	5,605	96.3%	71,233	7.9%
Jun-01	5,942	230	6,172	96.3%	72,007	8.6%
Jun-02	6,574	278	6,852	95.9%	73,553	9.3%
Jun-03	7,367	324	7,691	95.8%	77,310	10.0%
Jun-04	8,357	368	8,725	95.8%	81,266	10.7%
Jun-05	9,278	408	9,686	95.8%	84,625	11.4%
Jun-06	10,190	448	10,638	95.8%	87,516	12.2%
Jun-07	11,170	491	11,661	95.8%	90,642	12.9%
Jun-08	12,084	531	12,615	95.8%	92,938	13.6%
Jun-09	13,078	575	13,653	95.8%	95,584	14.3%
Jun-10	13,729	604	14,333	95.8%	95,596	15.0%
Jun-11	14,381	632	15,013	95.8%	95,608	15.7%
Jun-12	15,032	661	15,693	95.8%	95,620	16.4%
Jun-13	15,684	690	16,374	95.8%	95,632	17.1%
Jun-14	16,337	718	17,055	95.8%	95,644	17.8%
Jun-15	16,989	747	17,736	95.8%	95,656	18.5%

Source: Bureau of Research and Data Analysis, Department of Corrections.

Section 4. Department of Corrections' Plan for Elder Inmates

- Recommendations

  - The Legislature should amend section 944.02(4), Florida Statutes, to define elder inmates at age 59 and above. Such designation would provide the department with a smaller, more manageable elder inmate population as well as provide cost savings through concentrating specialized medical services in designated institutions.

  - The department should designate a portion of an institution for elder inmates in each of its four geographic regions. Such designation would take into account visitation as well as other issues raised by the department.

  - The Legislature should amend section 944.804, Florida Statutes, to remove the designation of River Junction Work Camp as an elder facility for generally healthy elder inmates. The mission of a work camp is incompatible with the intent for a facility for elder/infirm inmates.

  - The department should seek to secure federal and private foundation research funding in order to conduct studies of medical costs and related issues of elder offenders.

Section 5. Close Management Inmates

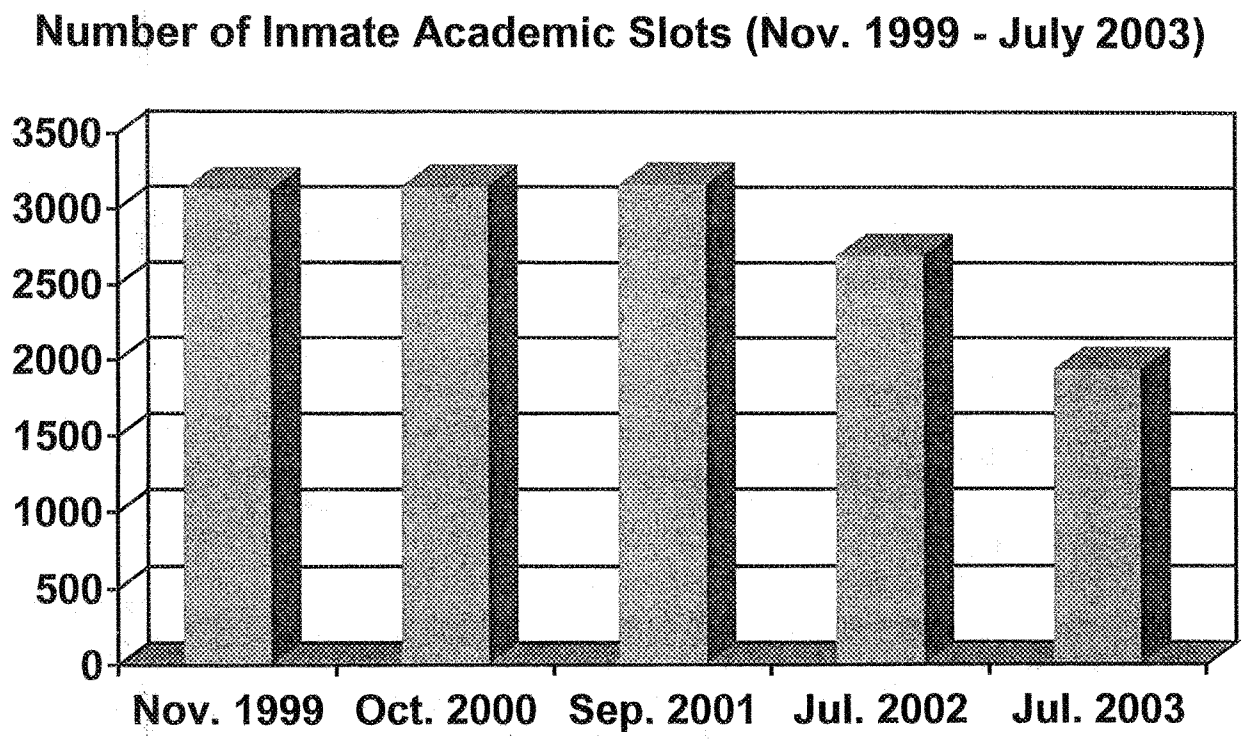
- Federal class action lawsuit entitled Osterback v. Moore was filed against the department in 1997 seeking declaratory and injunctive relief for inmates confined in close management, alleging their conditions so harsh, atypical and punitive as to amount to cruel and unusual punishment in violation of the Eighth Amendment of the U.S. Constitution.

- Department developed a Close Management Consolidation Plan in hopes of addressing some of the concerns raised in the litigation. The plan called for enhanced security and mental health services for psychological grades two and three as well as some additional limited programming and activities for all close management inmates.

- During Special Session E, the 2002 Legislature provided an additional 136 positions and $3,234,838 to complete implementation of the plan. The revised offer of judgement provides for the department to fully implement the close management plan by October1, 2003.

- At the same time the state has appropriated additional positions and operating dollars to provide programs to close management inmates, the state has significantly reduced programming capability for the rest of the inmate population.

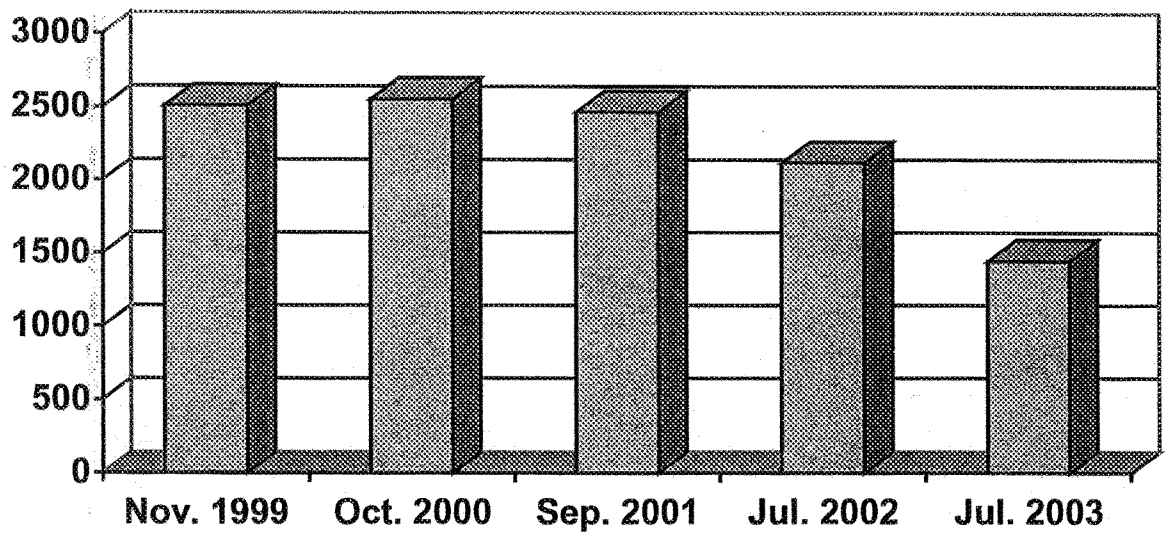
Section 5. Close Management Inmates



Source: Graph created by Florida Corrections Commission from data received from the Bureau of Research and Data Analysis, Florida Department of Corrections.

Section 5. Close Management Inmates

Number of Inmate Vocational Slots (Nov. 1999 - July 2003)



Source: Graph created by Florida Corrections Commission from data received from the Bureau of Research and Data Analysis, Florida Department of Corrections.

Recommendations:

1. The Commission agrees with the department's Close Management Consolidation Plan and the concept of providing academic programming and mental health treatment to inmates in close management. In particular, the Commission supports expanding the "Rethinking Personal Choices" program to the additional close management facilities for the purpose of re-integrating inmates to live in the general population.

2. The Commission strongly disagrees with the recent reductions in inmate academic and vocational programs available for the general population. It is the wrong message to tell inmates that the only way they can be assured of receiving programs is by violating the rules!

   The Commission strongly believes additional academic and vocational programs should be provided to the general inmate population. At a minimum, the Legislature should restore inmate academic education program reductions taken during the current fiscal year (Fiscal Year 2003-2004). This would result in the addition of approximately 29 academic instructors at an annual cost of approximately $1,379,911. The Commission also supports the department's efforts to increase academic class sizes from eighteen to 25 to accommodate more inmates with fewer resources. With restoration of last year's reduction and the increase in class sizes, the department should exceed the 3,164 academic slots that were available in September of 2001.

The Legislature should also restore inmate vocational education program reductions taken during the current fiscal year (Fiscal Year 2003-2004). This would result in the addition of approximately 40 vocational education instructors at a cost of approximately $1,965,868. The Commission also supports the department's efforts to increase vocational class sizes from fifteen to eighteen to accommodate more inmates with fewer resources. With restoration of last year's reduction and the increase in class sizes, the department should exceed the 2,556 vocational slots that were available in October of 2000.

While the Commission supports the increase in inmate class sizes in an effort to minimize the reductions, the Commission recommends the department conduct research on the impact on inmate academic and vocational achievement and recidivism.

3. The Commission also supports the department's legislative budget request for Fiscal Year 2004-2005 of $8,312,219 to restore inmate substance abuse treatment to levels that existed in Fiscal Year 2001-2002.

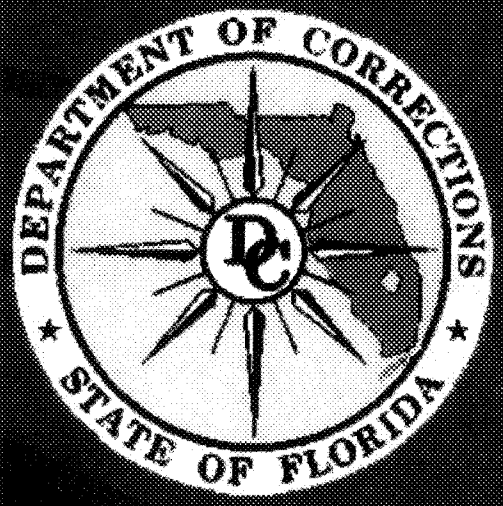
4. The Commission should continue to look at the issue of inmates who have lengthy prior criminal histories who have remained in close management for extended periods of uninterrupted time for the purpose of reviewing the need for a civil commitment statute for such offenders. Such a statute would be similar to that of the Jimmy Ryce Act, which is currently utilized for sex offenders who have been deemed to be a threat to public safety.

Florida Corrections Commission
webpage address:

http://www.fcc.state.fl.us

Presentation to the House Subcommittee on Public Safety Appropriations

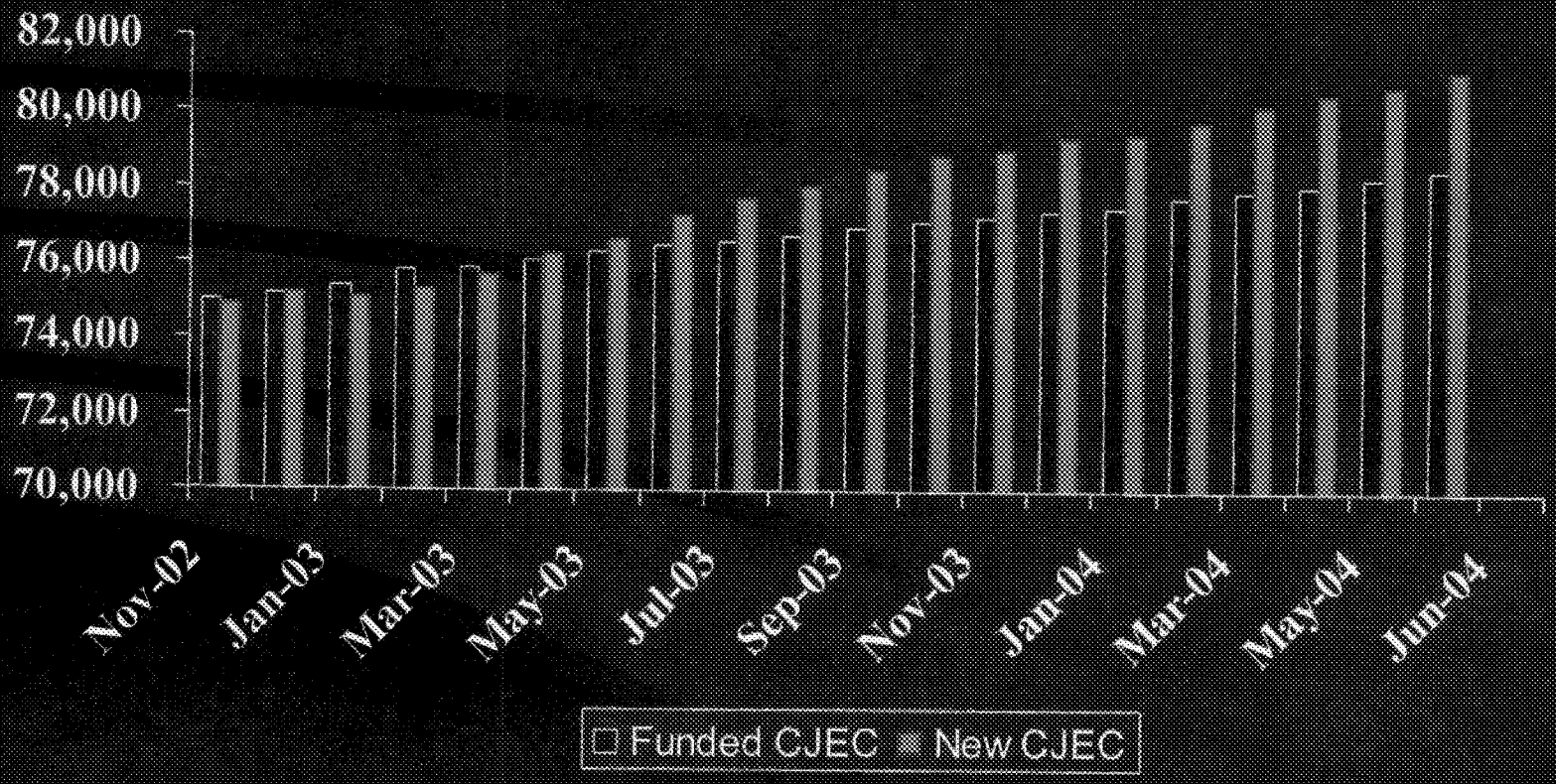
Update on Prison Construction and Operations Related to HB 3D



Jeb Bush, Governor

James V. Crosby, Jr., Secretary

Department of Corrections Inmate Population Funded Previous CJEC (9-25-02) vs. Latest CJEC (7-9-03) for FY 03-04



Funded CJEC based on 9/25/02 conference
Actual population figures are reported through June 2003

Additional Funding Requested in Special Session D to:

- Staff 3,168 additional prison beds
- Provide staffing to re-open Hendry and South Unit Annex of South Florida Reception Center
- Provide fixed capital outlay to re-open Hendry Correctional Institution
- Construct 14 open bay dorms (1,834 beds) 1,380 prison beds at Santa Rosa annex and site work for 1,380 bed annex at Washington CI

Additional Funds Appropriated during Special Session D

Additional Operating Funds (512 FTE)	**$30,250,460**
14 dorms x $343,704	$ 4,811,856
Reopen Hendry CI	$ 1,269,720
Site work – Washington Annex	$ 2,000,000
Santa Rosa Annex*	$27,545,694
Fixed Capital Outlay Funds	**$35,627,270**

*Initial appropriation. Includes $17.5M in trust funds

Operational Funding

Based on CJEC projected population

January 2004 CJEC 79,523 Actual 79,557

- 383 FTE provided in original FY 03-04 appropriation
- HB 3D provided additional funds and 512 positions for revised CJEC projections.
- Total of 895 housing, classification and support staff appropriated for FY 2003-2004
  - **805 established**
  - **95 to be established based on phase-in schedule**

Fixed Capital Outlay Funding

- HB 3D waived certain competitive bid requirements for the procurement of commodities and contractual services for construction.
- This was done to expedite completion and accommodate projected additional population.
- Appropriate procurement practices have been adopted to ensure value and fairness.

- Staff briefed on exact process to follow in purchasing commodities for each construction project.
- Weekly report on purchases and construction status.
- Oversight by Regional Directors and Central Office
- For purchases exceeding $25,000 the same number of vendors were solicited informally (quotes) as would have been required under formal bid process
- For example, there are 8 vendors on the bid list for concrete, 46 vendors for HVAC, 37 vendors for fire alarm systems – all were called for quotes.

- For purchases $2,500 - $25,000 at least two vendors solicited with appropriate justifications for selection noted for the file.

- Construction is on schedule with first of the 14 dorms to come on line in February 2004

DEPARTMENT OF CORRECTIONS
Supplemental Appropriation HB 003D
Fixed Capital Outlay - Project Status as of 01/30/04

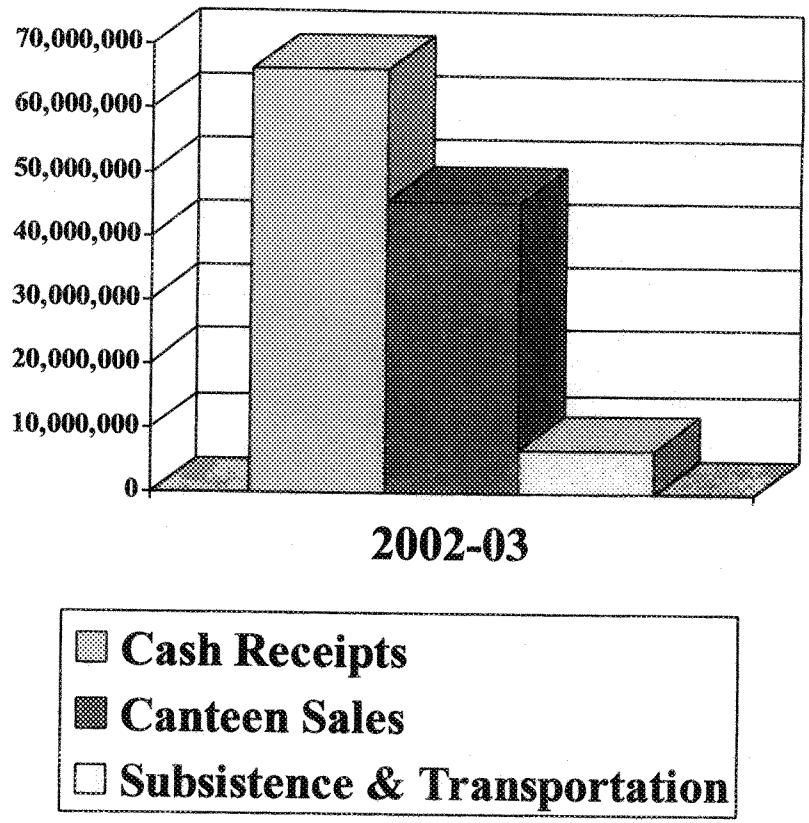
Facility	Project Description	Beds	Project Costs	Expenditures	Encumbered	Balance	Project Status	Scheduled Opening
Apalachee	Construct open bay dorm	131	$ 341,842	$ 172,693	$ 63,733	$ 105,416	Electrical, Mechanical and Plumbing rough-ins are complete.Windows and doors are installed, interior walls painted. Proceeding with sheetrock and tiling work.	April 2004
FSP	Construct 2 open bay dorms	262	685,284	485,758	34,690	164,836	Dorm 1 awaiting certificate of occupancy. Dorm 2: awaiting certificate of occupancy	February 2004 #1 April 2004 #2
Tomoka	Construct open bay dorm	131	341,861	208,650	69,021	64,190	Outside of building is complete. Electrical and plumbing rough-ins are 95% complete, mechanical rough in is 25% complete. Proceeding with tilework.	April 2004
RMC	Construct 3 open bay dorms	393	1,027,926	852,200	56,027	119,699	Dorm 1: awaiting certificate of occupancy Dorm 2: Final inspection scheduled for first in February. Dorm 3: exterior completed, all rough-ins complete, proceeding with interior work.	February 2004 #1, March 2004 # 2 & #3
CFRC	Construct open bay dorm	131	341,984	233,427	58,906	49,651	Roof, electrical, mechanical and plumbing rough-ins are completed. Windows and doors installed, sheetrock completed and tilework 90% complete.	March 2004
Glades	Construct open bay dorm	131	388,291	241,911	103,239	43,141	Outside of building is complete. Electrical, Mechanical and Plumbing rough-ins are complete. Proceeding with interior work.	March 2004
Sumter	Construct open bay dorm	131	341,517	180,013	87,448	74,056	Proceeding with remaining roofing work	May 2004
DeSoto	Construct open bay dorm	131	350,638	177,188	44,066	129,384	Proceeding with installation of roof trusses and decking.	May 2004
Marion	Construct open bay dorm	131	341,492	252,368	27,496	61,628	Final inspection scheduled for first week of February.	February 2004

DEPARTMENT OF CORRECTIONS
Supplemental Appropriation HB 003D
Fixed Capital Outlay - Project Status as of 01/30/04

Facility	Project Description	Beds	Project Costs	Expenditures	Encumbered	Balance	Project Status	Scheduled Opening
Liberty	Construct open bay dorm	131	347,242	217,989	54,130	75,123	Plumbing, electrical and mechanical rough-ins are complete. Bathroom tilework is 85% complete.Sheetrock work is 40% complete.	March 2004
Gulf	Construct open bay dorm	131	303,779	192,980	65,901	44,898	Outside of building is complete. Electrical and plumbing rough-ins are complete, mechanical rough in is 85% complete. Proceeding with interior work.	April 2004
Total Dorm Construction			**$ 4,811,856**	**$ 3,215,177**	**$ 664,657**	**$ 932,022**		
Hendry	Reopen facility	998	986,720	126,502	470,690	389,528	Reopening on schedule. Vehicles ordered, security fencing materials ordered, radios and other critical security equipment scheduled for delivery and medical equipment ordered.	February 2004
Hendry	Reopen facility		283,000	105,772	28,490	148,738		
Total Hendry Renovation			**$ 1,269,720**	**$ 232,274**	**$ 499,180**	**$ 538,266**		
Washington Annex Sitework		**1,380**	**$ 2,000,000**	**$ -**	**$ 75,450**	**$ 1,924,550**	Planning stage	August 2006
Santa Rosa Annex		**1,380**	**$ 27,545,694**	**$ -**	**$ 76,600**	**$ 27,469,094**	Includes $17.5 million VOI/TIS funds,VOI/TIS grant approved, project set to begin once all environmental permits are acquired. Additional appropriation required to complete project.	January 2006
Total Supplemental Appropriation		**5,592**	**$ 35,627,270**	**$ 3,447,451**	**$ 1,315,887**	**$ 30,863,932**		

Inmate Trust Fund

- Responsibility is to receive, deposit and account for all monies sent by inmate friends and families for the personal use of the inmates. The estimated cash flow for 2003-2004 is $72,000,000.



Inmate Trust Fund

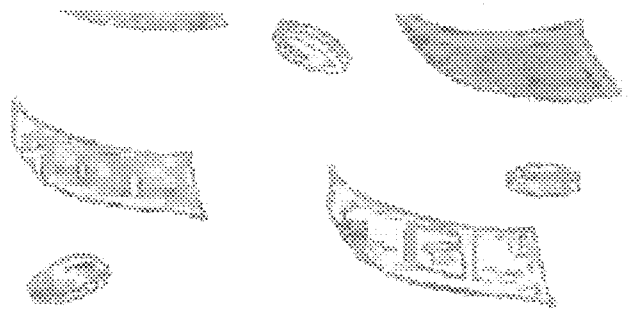
- Current Staffing: 30 FTE, $1,229,415

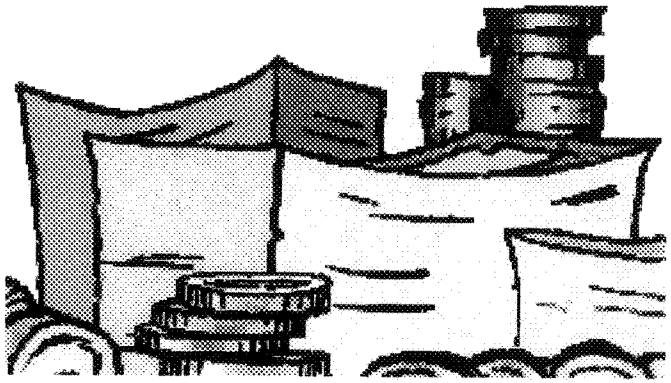
Staff	Responsibilities
3	Bank Reconciliations
8	Processing of Inmate Requests/Grievances catalog orders/cash draw holds and liens
11	Money Order Receipt Processing
5	Inmate Release Gratuity
3	Supervisors

Inmate Trust Fund

- Receipt Processing

  1,383,000 Transactions per year
  - Receive and deposit funds
  - Monitor Western Union Quick Collect receipts
  - Pride payrolls
  - Works with IRS fraud unit for tax refunds
  - Research social security benefits





Inmate Trust Fund

- Disbursement Processing:
  - 94,000 Inmate special withdrawals
  - 26,000 Quarterly ACCESS catalog orders
  - 2,650 Active Prison Litigation Cases
  - 56,264 Cash draws for work release inmates
  - 1613 Releases to Immigration & Naturalization Services
  - 64,532 Liens and holds processed

Inmate Trust Fund

- Reconciliation and System Maintenance
  - Returns and deposit corrections
  - Transmit Positive Pay files for fraud detection
  - Cash management and State Treasury investments
  - Stop payments
  - Submits work orders for programming changes and enhancements to system

Inmate Trust Fund

- Inmate Requests: 24,000 per year
  - Answer inmate requests
  - Provide suggested responses for grievances
  - Print, distribute and sign indigent court filing requests

Inmate Trust Fund

- Estimated Funds to be Deposited to General Revenue for Fiscal Year 2003-2004

– Subsistence	$6,505,900
– Interest on Investment	$ 96,000
– Medical Co-Payments	$ 452,160
– Western Union Incentive Program	$ 325,000
– Legal Copies	$ 181,752

Inmate Trust Fund

- Centralization Efficiency Accomplishments
  - Recent system audit reported contained no fiscal findings
  - Working with DC Legal to file liens for inmates with individual deposits in excess of $10,000 to pay cost of incarceration
  - Working with Inspector General's office to investigate inmates for fraudulent money activity

Inmate Trust Fund

- Past Accomplishments
  - Contracted with Western Union to allow families and friends to send funds electronically.
  - 2 Davis Productivity Awards for Inmate Trust Fund Centralization and Auto-Release Program
  - Implemented NCR high speed processing machine and Itemage software
  - Implemented laser check printing

Inmate Trust Fund

- Future Initiatives
  - Proposal to charge monthly Administrative Fee of up to $5.00 (Based on 73,890 eligible inmates)

Monthly Fee	Amount Collected
$1.73	$1,533,956
$2.00	$1,773,360
$3.00	$2,660,040
$4.00	$3,546,720
$5.00	$4,433,400

Inmate Trust Fund

- Future Initiatives Cont.
  - Proposal to collect Child Support from Incarcerated Inmates
  - Continue enhancement of inmate trust fund to improve process flows