

2008-09 Spending Plan	Department of Correctional Services
	Brian Fischer, Commissioner

A. Overview of Proposed Plan

A.1 Overall Approach

The savings proposed in this plan will be captured by establishing and monitoring individual spending plans for each facility, which establish the fiscal resource limits available, and assign Personal Services targets by program. DOCS Central Administration will monitor spending on a monthly basis and, effective April 29, 2008, reviews all facility purchases using its Financial Management System prior to processing to ensure that only appropriate purchases are authorized. This process ensures that the volume of goods purchased is consistent with available funding levels; that purchases not essential to the mission of the agency are prevented; and that potential vulnerabilities are identified, discussed, and corrective action is taken in a timely manner.

Central Administration also reviews and approves every request to fill a position within the Department to ensure that only critical positions are approved; this process is being strengthened through the re-institution of an Executive Level Human Resources Management Committee, which provides an additional level of review of requests to fill positions.

No new initiatives that impact staff needs will be proposed, unless adequate staffing is available through redeployment, or authorized by Division of the Budget in cases where additional staff is required.

A.2 Achievement of Savings on a Recurring Basis

Savings are designed around maintaining facilities in a safe and secure basis by limiting the impact on direct inmate services. A natural decline in the inmate population that has already occurred allows for consolidation of programs and living units through staff attrition and redeployment.

The Department's operating budget is comprised of more than 75 percent for staffing and less than 25 percent of non-personal service costs. The fixed and administrative cost of operating a large and widely dispersed system reduces opportunities to create savings. The potential to achieve savings via efficiencies has been further limited by the continued operation of all 70 correctional institutions while the inmate population has declined by nearly 14 percent since its peak at 71,600 in December 1999.

To be successful in achieving the targeted savings levels beyond the first year, the Department requires greater latitude in deploying staff away from areas where they are not needed for population control or current program priorities.

A.3 Protecting Key Priorities

The Department remains committed to its core mission of enhancing public safety by providing appropriate treatment services, in safe and secure facilities, that address the needs of all inmates so they can return to their communities better prepared to lead successful and crime-free lives. None of the proposals in this plan should adversely impact the Department's ability to operate in this manner.

A.4 Treatment of New Initiatives

While some savings are projected as a result of delays in the implementation of funded new initiatives, DOCS remains committed, as resources are available, to the implementation of the DAI settlement, the opening of a family reunion program at Albion, implementation of technology projects critical to the Department's operations, and improvements to the process for acquiring and distributing pharmaceuticals.

To offset some overhead costs, the Department will also pursue expanding delivery of processed foods to county jails.

B. Summary of General Fund Financial Impacts

GENERAL FUND -- SAVINGS SUMMARY			
	Required Reduction	2008-09 Savings	2009-10 Savings
Local Assistance	\$120,000	120,000	120,000
Personal Service	N/A	\$59,414,000	\$59,335,500
Non-personal Service	N/A	\$22,003,000	\$22,081,500
Total State Operations	\$81,417,000	\$81,417,000	\$81,417,000
Capital	N/A	N/A	N/A
TOTAL	\$81,537,000	\$81,537,000	\$81,537,000

GENERAL FUND -- YEAR-TO-YEAR CHANGE, AFTER SAVINGS			
	2007-08 Actual Cash Disbursements	Revised Projection	Percent Change
Local Assistance	\$4,184,585	\$4,200,000	+0.37%
Personal Service	\$1,836,453,604	\$1,767,157,289	-3.77%
Non-personal Service	\$590,198,566	\$616,317,535	+4.43%
Total State Operations	\$2,426,652,171	\$2,383,474,824	-1.78%
Capital	N/A	N/A	N/A
TOTAL	\$2,430,836,756	\$2,387,674,824	-1.78%

C. Identification of Proposed General Fund Actions

	2008-09 Cash	2009-10 Cash	2010-11 Cash
GENERAL FUND			
Local Assistance			
1. Reduction in reimbursements to localities for state ready inmates due to increased availability of inmate bed space. Efficiencies in the state prison reception process results in "state-ready" inmates being removed faster from local jails providing the jails with more available capacity.	120,000	120,000	120,000
State Operations			
2. SCAAP Award	24,798,000	6,402,000	0
Application of available State Criminal Alien Assistance Program (SCAAP) Federal funds that have been received for the reimbursement of incarcerating illegal aliens. This action will reduce General Fund expenditures.			
3. Construction Security Costs	24,000,000	12,000,000	12,000,000
Charge correction officer security costs associated with the maintenance of the safety of capital project crews, inmates and staff to bonded capital financing. This action is consistent with past practice and is consistent with the practices of other state agencies.			
4. Continue Financing of Equipment	5,600,000	5,600,000	5,600,000
The 2008-09 Enacted Budget recommended shifting equipment purchases and security maintenance costs from bonded capital financing to pay-as-you-go. This action will defer implementation of this action.			

	2008-09 Cash	2009-10 Cash	2010-11 Cash
5. Consolidate Inmate Work Crews	1,248,000	2,496,000	2,496,000
<p>A reduction of 39 inmate community work crews will occur at the Gabriels, Georgetown, Pharsalia, Gowanda, Otisville, Mid-State, Camp Mt. McGregor, Groveland Annex, and Butler correctional facilities. (48 positions through attrition)</p>			
6. SOMTA	1,200,000	1,200,000	1,200,000
<p>Eliminate 30 vacant Sex Offender Management Treatment Act (SOMTA) security positions items associated with anticipated travel costs that did not occur. The 2008-09 Enacted Budget provided 60 correction officers to transport sex offenders between facilities and the courts as required by the civil confinement process. Through a review of the various steps in the civil confinement process, the Department created efficiencies in transporting these offenders that does not impede the process.</p>			
7. SHU Exclusion Bill	2,700,000	0	0
<p>Hold vacant 105 positions associated with the Special Housing Unit (SHU) Exclusion Bill. The provisions of this statute do not become effective until eighteen months after the first Residential Mental Health Unit (RMHU) open. As an RMHU has not yet opened these positions that were funded in the 2008-09 budget are not necessary in the current fiscal year.</p>			
8. Delayed Implementation of Mental Health Programs	1,676,500	0	0
<p>Operational timing issues have delayed the anticipated opening date for the Green Haven 99 bed Intermediate Care Program (ICP) and the Marcy Residential Mental Health Unit (RMHU) until April 2009.</p>			
9. Delay Expansion of Re-entry Units	450,000	0	0
<p>Delay Expansion of Re-entry Units beyond Orleans pending a review of operational best practices and a study of the impact of the program.</p>			

	2008-09 Cash	2009-10 Cash	2010-11 Cash
10. Technology Staffing	400,000	0	0
<p>Difficulty in hiring technology staff will delay filling 15 of the 45 new Technology items funded in 2008-09 budget.</p>			
11. Technology Savings	5,600,000	5,100,000	5,100,000
<p>MIS Network Expansion consultant costs are reduced as a result of the staff allocations budgeted for this project in the MIS initiative. Additionally, the MIS Network Monitoring project and necessary equipment purchases have been completed using prior year funds. Lastly, MIS Network Expansion software costs have been addressed through the allocation of enterprise software contracts with Microsoft and Citrix.</p>			
12. Deputy Superintendent Vacancies	980,000	980,000	980,000
<p>As Deputy Superintendent positions become vacant in any of DOCS' 70 correctional institutions, savings are achieved as the Commissioner conducts a review of individuals that will join the executive staff of affected facilities.</p>			
13. Summer School	1,000,000	1,000,000	1,000,000
<p>The summer school and vocational training programs in DOCS' facilities will be reduced from 35 days in 2007 to 28 days in 2008 and future years.</p>			
14. Per capita Savings	2,160,000	3,360,000	3,360,000
<p>Savings from variable inmate costs in non personal service funds will result from the inmate population being 540 below budgeted levels in 08/09 and 840 below in 09/10 and 10/11.</p>			

	2008-09 Cash	2009-10 Cash	2010-11 Cash
15. Central Pharmacy Automation and Efficiencies	1,763,500	1,580,000	1,580,000
<p>Personnel items that were established to achieve statewide purchasing and inventory efficiencies will be phased in over the next year. Additionally, automation equipment purchases will be deferred pending construction of a new building to house the dispensing machinery.</p>			
16. Inmate Program Contract Savings	3,500,000	3,500,000	3,500,000
<p>Cognitive Development Contract will not be awarded as bidders did not meet expectations. Additionally, DOCS will seek assistance from NIC in developing an in-house program for this purpose and savings will result from not replacing program contracts which have expired</p>			
17. Substance Abuse Contract Savings	417,000	417,000	417,000
<p>The New York Therapeutic Community contract that provides substance abuse treatment at the Arthur Kill correctional facility will be terminated effective 10/3/08.</p>			
18. Family Reunification Contract Savings	43,000	50,000	50,000
<p>A family reunification contract will not be renewed after current end date.</p>			
19. Training Contract Savings	40,000	40,000	40,000
<p>The Alcohol and Substance Abuse and Treatment (ASAT) Training anticipates savings in the cost program materials used in training courses.</p>			
20. GED Software	726,000	1,000,000	1,000,000
<p>The Department will defer updating GED Software for English as a Second Language (ESL) program and bilingual education program.</p>			
21. Program Services Equipment	1,000,000	0	0
<p>Replacement vocational training and other equipment will be phased in over a longer time period.</p>			

	2008-09 Cash	2009-10 Cash	2010-11 Cash
22. Civilian Personal Alarms	1,865,000	0	0
<p>The schedule for installing personal alarms for non-security correctional facility staff in all of DOCS' facilities will require four years instead of the previously anticipated three years. These new security alarms, that will be mandatory for all non-security staff to wear, include more features than the current alarms which are an optional protection for non-security staff. This four year schedule will ensure that the alarms are deployed in a manner that provides the greatest degree of safety for DOCS' staff.</p>			
23. Contract Savings	250,000	250,000	250,000
<p>Savings will be achieved on radio maintenance due to shift from a preventive maintenance contract to payments for actual parts and labor as needed.</p>			
24. Dorm and Annex Consolidations	0	7,800,000	7,800,000
<p>Dormitory and annex consolidations can be achieved by the Department using existing inmate movement measures. (148 positions reduced through attrition)</p>			
25. Operational Consolidations and Efficiencies	0	28,642,000	35,044,000
<p>The Department will continue to implement operational consolidations, eliminate non-core agency functions, defer new initiatives and curtail all non-essential purchases.</p>			
Total State Operations Savings	81,417,000	81,417,000	81,417,000

D. Summary of Impact on Other Funds

OTHER FUNDS -- SAVINGS SUMMARY			
	Required Reduction	2008-09 Savings	2009-10 Savings
Non-personal Service	186,000	186,000	186,000
Total State Operations	186,000	186,000	186,000
Capital			
TOTAL	\$0		

OTHER FUNDS -- YEAR-TO-YEAR CHANGE, AFTER SAVINGS			
	2007-08 Actual Cash Disbursements	Revised Projection	Percent Change
Capital	253,791,334	290,000,000	+14.27%
TOTAL	253,791,334	290,000,000	+14.27%

E. Identification of Proposed Other Fund Actions

	2008-09 Cash	2009-10 Cash	2010-11 Cash
OTHER FUNDS			
State Operations			
1. Savings will be achieved through a re-estimate of the number of counties participating in purchasing cook/chill from the Food Production Center at the Oneida correctional facility. (339 PC – Food Production Account)	186,000	186,000	186,000

F. Monthly Projections: All Funds Workforce; General Fund State Operations/Local/Capital

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
A. Workforce - All Funds													
Est FTEs Month-end	31,269	31,463	31,510	31,507	31,420	31,524	31,582	31,506	31,610	31,519	31,623	31,501	
B. State Operations (dollars in thousands)													
Personal Service													
1st PP	349	71,118	70,693	70,862	1,826	1,824	1,822	71,641	70,146	1,817	1,816	1,815	365,729
2nd PP	48,951	70,641	71,468	72,570	74,360	72,185	70,574	70,013	69,953	68,897	70,915	69,226	829,753
3rd PP (if applies)	72,170	0	0	70,695	70,392	69,028	70,979	0	67,443	67,425	67,778	66,977	622,887
other	(3)	683	(35,628)	0	0	(28,000)	0	0	2,212	(685)	0	(11,269)	(72,690)
Subtotal PS	121,467	142,442	106,533	214,127	146,578	115,037	143,375	141,654	209,754	137,454	140,509	126,749	1,745,679
NPS	0	35,545	39,929	39,299	46,686	41,522	43,383	45,266	43,923	59,321	53,899	80,358	529,131
Total Disbursements -- State Ops	121,467	177,987	146,462	253,426	193,264	156,559	186,758	186,920	253,677	196,775	194,408	207,107	2,274,810
C. Local Assistance (dollars in thousands)													
Program x	0	0	0	0	0	0	0	0	0	0	0	0	0
Program y	0	0	0	0	0	0	0	0	0	0	0	0	0
Program z	0	0	0	0	0	0	0	0	0	0	0	0	0
All other local assistance	0	0	1,575	0	0	525	0	0	1,575	0	0	525	4,200
Total Disbursements - Local	0	0	1,575	0	0	525	0	0	1,575	0	0	525	4,200
D. Capital Projects (dollars in thousands)													
Program/project aa	0	0	0	0	0	0	0	0	0	0	0	0	0
Program/project bb	0	0	0	0	0	0	0	0	0	0	0	0	0
Program/project cc	0	0	0	0	0	0	0	0	0	0	0	0	0
All other Capital Projects	16,689	18,014	31,609	18,772	19,918	23,573	25,209	21,862	18,716	20,892	22,699	52,047	290,000
Total Disbursements - Capital	16,689	18,014	31,609	18,772	19,918	23,573	25,209	21,862	18,716	20,892	22,699	52,047	290,000

G. Assumptions Underlying the Proposed Plan

Savings are designed around maintaining facilities in a safe and secure basis by limiting the impact on direct inmate services. A natural decline in the inmate population that has already occurred allows for consolidation of programs and living units through staff attrition and redeployment.

Plan assumes, based on current projections, no significant decrease in the inmate population based on existing data and the most recent trend analysis.

H. Management of Risks Inherent in the Plan

Changes beyond the agency's control, i.e., inmate population increases or decreases, legislative actions and court decisions, all could impact implementation on any fixed plan.