

MINUTES  
**JOINT FINANCE-APPROPRIATIONS COMMITTEE**

**DATE:** Wednesday, February 07, 2018

**TIME:** 8:00 A.M.

**PLACE:** Room C310

**MEMBERS PRESENT:** Senators Co-chairman Keough, Bair, Mortimer, Martin, Souza, Lee, Agenbroad, Crabtree, Ward-Engelking, and Nye  
Representatives Co-chairman Bell, Youngblood, Miller, Burtenshaw, Horman, Anderson, Dixon, King, Wintrow, and Patano (Malek)

**LSO STAFF PRESENT:** Jared Hoskins

**ABSENT/ EXCUSED:** None

**CONVENED:** **Chairman Bell** called the meeting to order at 8:00 a.m.

**AGENCY PRESENTATION:** **Department of Correction**  
**Management Services**

**PRESENTER:** **Henry Atencio, Director** gave an over view of the Department of Correction stating the department provides services for approximately 24,000 people under their jurisdiction. He continued with the explanation of the one audit finding for FY 2014-2016. The finding was for a travel policies that is not consistently enforced with their own policy regarding the submittal time of travel vouchers.  
**Jared Hoskins** reviewed the FY 2017 actual expenditures for Management Services.  
**Director Atencio** reviewed the following FY 2018 line items, stating those should be implemented by June 2018: 1) Wireless Access 2) MS Office Subscriptions  
**Jared Hoskins** reviewed the following: Removal of Onetime Expenditures - This decision unit removes onetime amounts appropriated in FY 2018 for replacement items, line items, re-appropriations, and supplemental appropriations. Base Adjustments - Ongoing base adjustments include a reallocation of ongoing General Fund operating expenditures between programs to align the appropriation with functional needs.  
**Director Atencio** discussed the replacement items will be for, computer equipment, a vehicle and software upgrades.

**Jared Hoskins** stated there were three enhancement requests for Management Services, they are as follows:

- 1) Offender Management System (OMS) – was in the Governor's recommendation as a supplemental but a greater amount.
- 2) Time-Tracking System – was not recommended by the Governor.
- 3) Data Storage – was included in the Governor's recommendation, and was lumped in with the Offender's Management System supplemental
- 4) IT/Telecommunications – was included in the Governor's recommendation, but was originally requested as a supplemental.

**Director Atencio** responded to committee questions, stating the Offender Management System is important to the entire operations. These systems are antiquated and are limited in their functionality. Reflections was developed more than 20 years ago and CIS's architecture is more than 12 years old and was converted from an even older system. He continued they were funded last year to hire a manager, the primary role was to look at the state of the Offender Management System data capability and to help develop their business needs and a request for proposal so a competitive bid can go out. As of today, there is a RFP ready to go, if the funding is there.

### **State Prisons**

**PRESENTER:**

**Jared Hoskins** reviewed the following FY 2107 actual expenditures.

**Mr. Atencio** reviewed the following FY 2018 line items:

- 1) Instructor Pay – appropriations for \$377,300 to implement a career ladder similar to what is used in public schools. They are anticipating to use approximately 83% of the appropriation for those pay increases.
- 2) Paid Overtime – they have paid out over 19,000 hours of overtime.
- 3) Instructor & Clinician – received fund to provide educational instruction and services to the inmates at the Idaho Maximum Security Institution.
- 4) Vocational Work Program Expansion- Is a revenue funded correctional officer to supervise offenders working outside.
- 5) Range Expansion – Expand firing range, currently in the RFP process.

**Jared Hoskins** reviewed the Non-cognizable Funds and Transfers.

Annualizations - This decision unit annualizes the amounts requested as a supplemental appropriation for facility expansions in the amount of \$32,800.

**Jared Hoskins** reviewed the FY 2019 budget stating there were twelve items requested and seven were recommended by the Governor.

**Director Atencio** reviewed the following line items further:

Facility Expansions - To manage this expected increase, the department has started facility expansions to increase its facility capacity by 99 beds in FY 2018 and by 95 beds in FY 2019.

Common Fare No-Touch Menu – The common fare no-touch menu will consist of at least 19 varieties of pre-packaged and individually wrapped frozen meals that are kosher certified. Department-wide, this request amounts to a total of \$688,100. Of this total amount, \$660,300 is in the State Prisons Division, and \$27,800 is in the Community Work Centers Program in the Community Corrections Division.

Instructional Assistants - The department currently has a contract with Lewis-Clark State College (LCSC) to provide support to the education program at the North Idaho Correctional Institution (NICI). However, LCSC has requested to terminate the contract.

Recreation Area Slab & Cover - This request is for \$91,500 in onetime

capital outlay from the Inmate Labor Fund to replace a concrete slab and construct a steel cover for the recreation area at the South Idaho Correctional Institution (SICI).

Catering Units - The catering units requested here would support fire suppression crews out of SICI and ICIO. According to the department, the catering crews would generate sufficient dedicated fund revenue to sustain the ongoing costs of the new catering units.

Recreation Area at South Boise Women's Correctional Center (SBWCC) - Of the total amount requested, \$2,000 is in ongoing operating expenditures for recreation equipment and supplies; and \$35,000 is in onetime capital outlay for grass and irrigation improvements.

### **County & Out-of-State Placements**

**PRESENTER:**

**Jared Hoskins** reviewed the FY 2017 actual expenditures.

**Henry Atencio**, Director reviewed the FY 2018 budget. He stated the prison population is continuing to increase, they are needing to secure beds in other states. The rate for out-of-state housing will be approximately \$69.95 per inmate per day.

**Jared Hoskins** reviewed the Population-Driven Costs, these estimates fluctuate on a month-to-month basis as bed counts are updated. The supplemental request is for approximately \$1 million. For FY 2019 the request is for approximately \$5 million. **Director Atencio** stated the population forecast shows continued growth for 2019, they do plan on adding additional beds to existing facilities, if the funds are approved.

### **Correctional Alternative Placement**

**Jared Hoskins** reviewed the FY 2017 actual expenditures.

**Henry Atencio**, Director reviewed the FY 2018 line item, Per Diem, Building maintenance and property taxes. The \$53,000 was allocated for the increase in contractual per diem, building maintenance and property taxes.

**Henry Atencio**, Director reviewed the FY 2019 Population-Drive Costs stating the department requests an ongoing increase in operating expenditures from the General Fund to pay for anticipated increases in per diem rates, maintenance, and property taxes in the Correctional Alternative Placement Program (CAPP)

### **Community Corrections**

**PRESENTER:**

**Jared Hoskins** reviewed the following FY 2017 actual expenditures.

**Jared Hoskins** reviewed the analysis of fund balances for the Parolee Supervision fund.

**Henry Atencio**, Director reviewed the following FY 2018 line items:

- 1) Probation & Parole — all of the positions were filled by August 2017.
- 2) Paid Overtime

**Jared Hoskins** reviewed the following:

- 1) Cash transfers & adjustments. T
- 2) Non-cognizable funds and transfers.
- 3) Removal of onetime expenditures.
- 4) Inflationary adjustments.
- 5) Annualizations.

**Henry Atencio**, Director reviewed just a few of the replacement items highlighting the safety items and the vehicles.

Henry Atencio, Director reviewed the following FY 2019 line item requests:

- 1) Facility Expansions
- 2) Common Fare No-Touch Menu

### **Community-Based Substance Abuse Prevention**

**PRESENTER:**

**Jared Hoskins** reviewed the FY 2017 actual expenditures.

**Henry Atencio**, Director reviewed the following FY 2018 line items:

- 1) Substance Use Disorder (SUD) Services
  - 2) Substance Use Disorder (SUD) Services — Millennium income
- These are treatment dollars that are used in community corrections to provide treatment through the provider network to the probationers and parolees. They also provide treatment to offenders who are at risk to eradicate.

**Jared Hoskins** reviewed the following for FY 2019:

- 1) One supplemental request for Substance Use Disorder (SUD) services for risk-to-revocate (RTR) for approximately \$1.9 million.

Henry Atencio, Director reviewed the following line items for FY 2019:

- 1) Millennium Fund Replacement — The department requests \$1,859,200 in ongoing trustee and benefit payments from the General Fund to replace funding previously requested and received from the Idaho Millennium Income Fund.
- 2) SUDS Provider Rate Increase — The department requests \$218,900 in ongoing trustee and benefit payments from the General Fund to provide a 5% rate increase to substance use disorder (SUD) service providers. Along with the Department of Health and Welfare, the Department of Juvenile Corrections, and the Idaho Supreme Court, the department has decided to implement a 5% rate increase to SUD service providers for treatment services.
- 3) SUD Services for RTR — This decision unit annualizes the amount requested as a supplemental appropriation for risk-to-revocate (RTR) substance use disorder (SUD) services.

### **Medical Services**

**PRESENTER:**

**Jared Hoskins** reviewed the FY 2017 actual expenditures.

**Henry Atencio**, Director reviewed the FY 2018 line item, Contractual Increases. In FY 2018 they were allocated \$1,985,000 for anticipated contractual per diem increases and also covered the increase in medical contract due to the increasing population.

**Jared Hoskins** reviewed the following FY 2019 requests:

- 1) Hepatitis-C Treatment — The department requests \$2,979,000 in ongoing operating expenditures from the General Fund to pay for hepatitis-C treatment for approximately 58 inmates in FY 2018
- 2) Population-Driven Costs — The department requests to increase its ongoing General Fund appropriation in Medical Services by \$880,600 in operating expenditures to align its budget with updated offender forecasts and bed utilization estimates.

**Henry Atencio**, Director reviewed the following FY 2019 line items:

- 1) Mental Health Unit Expansion — The department requests \$751,400 in ongoing operating expenditures from the General Fund to expand the mental health unit at the Idaho Maximum Security Institution (IMSI). To do so, the department would increase capacity for the acute mental health, civil commitment, and cognitive care units.
- 2) Population-Driven Costs — Ongoing operating expenditures from the General Fund are requested to pay for contract medical services provided to offenders housed in state-operated prison facilities and the privately-operated Correctional Alternative Placement Program (CAPP).

**AGENCY  
PRESENTATION:**

**Commission of Pardons and Parole**

**PRESENTER:**

**Sandy Jones**, Executive Director gave an overview of the Commission of Pardons and Parole division stating there are 37 FTP, 7 part-time Commissioners, 20 hearing officers, a victim coordinator, 13 administrator support positions, business operation manager and a deputy director. Executive Director Jones continued she has been the Executive Director since 2014.

**Jared Hoskins** reviewed the FY 2017 actual expenditures.

**Sandy Jones**, Executive Director gave an overview of the FY 2018 line items.

- 1) Victim Services Technician — The position has just been filled, it was difficult to fill because it is a low paying position. They did hire internally.
- 2) Commissioners and Support

**Jared Hoskins** reviewed the Removal of Onetime Expenditures

- 1) Office Lease Costs — The commission requests \$47,500 in ongoing operating expenditures from the General Fund to pay for an increase in its office lease costs.
- 2) Commissioner Pay — The agency requests \$23,700 in ongoing personnel costs from the General Fund to pay for an increase in the per diems and variable benefits associated with the commission's projected number of hearing and travel days in FY 2019.
- 3) Commissioner Professional Development — The commission requests \$8,000 in ongoing operating expenditures from the General Fund so that four of its seven members can attend the Association of Paroling Authorities International (APAI) conference on an annual basis.
- 4) Database Maintenance Costs — The commission requests \$9,500 in ongoing operating expenditures from the General Fund to pay for the maintenance costs associated with its Access database, which tracks all parole decisions, creates forms, tracks mail and various petitions, and is the central data repository for the agency.

**UNANIMOUS  
CONSENT:**

On request by **Representative Youngblood**, granted by unanimous consent to reopen the fiscal year 2018 budget for the Department of Correction.

**CARRIED:**

**Original Motion**

Department of Correction  
County & Out-of-State Placement  
Correctional Alternative Placement  
Medical Services  
*Supplemental*

Moved by **Youngblood**, seconded by **Agenbroad**, for the fiscal year 2018, for the Department of Correction, an ongoing increase of \$1,027,700 in operating expenditures from the General Fund in the County and Out-of-State Placement Program; an ongoing reduction of \$7,300 in operating expenditures from the General Fund in the Correctional Alternative Placement Program; and an ongoing increase of \$880,660 in operating expenditures from the General Fund in the Medical Services Program, for a total net increase of \$1,901,000.

**DISCUSSION:**

**Representative Youngblood** stated this motion realigns the department's budget to reflect updated offender forecasts, bed utilization counts, and per diem amounts.

**Ayes: 20**

Keough, Martin, Bair, Mortimer, Souza, Lee, Agenbroad, Crabtree, Ward-Engelking, Nye, Bell, Youngblood, Miller, Horman, Patano (Malek), Burtenshaw, Anderson, Dixon, King, and Wintrow.

**Nays: 0**

**Ab/Ex: 0**

The majority having voted in the affirmative, the motion has passed and without objection will carry a DO PASS recommendation. There being no objection, it was so ordered by **Chairman Bell**.

**ADJOURN:**

There being no further business to come before the Committee, **Chairman Bell** adjourned the meeting at 10:17 a.m.

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Representative Bell  
Chair

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Donna Warnock  
Secretary