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1996-97

Minnesota Biennial Budget

Criminal Justice

**Be sure to check
CHANGE ORDER #1 1996-97
BIENNIAL BUDGET
for updates.**

Presented by Governor Arne H. Carlson to the 79th Legislature

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1996-97 BIENNIAL BUDGET

-INDEX-

CRIMINAL JUSTICE

	<u>Page Number</u>
Corrections, Department of	H-121
<u>Courts</u>	
Court of Appeals	H-36
District Court	H-42
Supreme Court	H-1
Tax Court	H-82
<u>Judicial Boards</u>	
Client Security Board	H-58
Continuing Legal Education Board	H-62
Judicial Standards Board	H-74
Law Examiners Board	H-66
Lawyers Professional Responsibility Board	H-70
Legal Certification Board	H-78
Ombudsman for Corrections	H-234
Peace Officers Standards & Training Board	H-90
Private Detectives Board	H-86
Public Defense Board	H-95
Sentencing Guidelines Commission	H-240

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1996-97 BIENNIAL BUDGET

PROGRAM STRUCTURE

AGENCY: SUPREME COURT

PROGRAM

PAGE

SUPREME COURT OPERATIONS

H-10

CIVIL LEGAL SERVICES

H-14

FAMILY LAW LEGAL SERVICES

H-18

DAIRY LITIGATION

H-20

STATE COURT ADMINISTRATORS

H-22

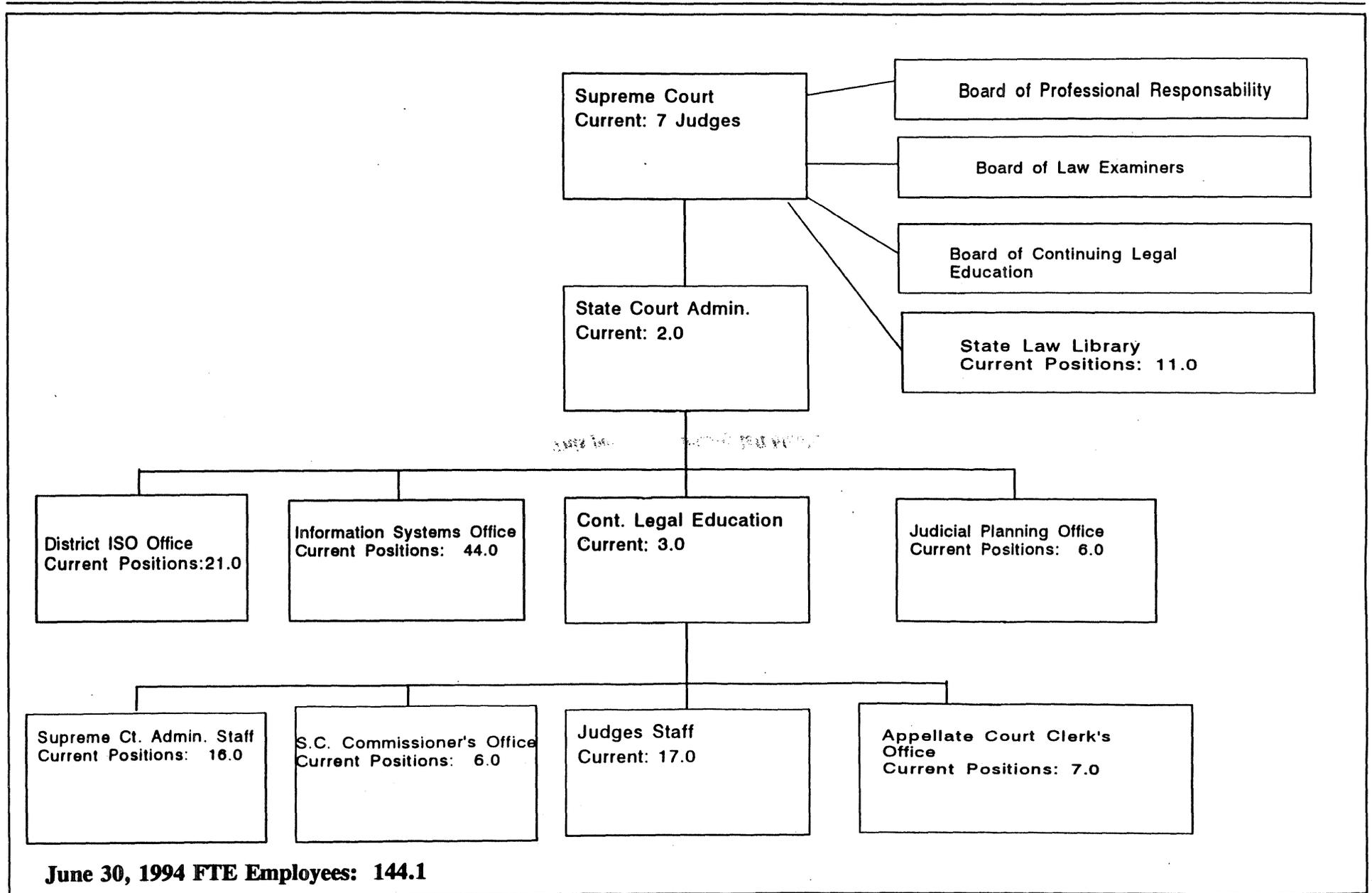
COMMUNITY DISPUTE RESOLUTION

H-28

LAW LIBRARY OPERATIONS

H-32

MINNESOTA SUPREME COURT ORGANIZATION CHART - CURRENT AS OF 12/1/94



**1996-97 Biennial Budget
Agency Budget Brief
(\$ in thousands)**

Agency: Supreme Court

Fund: General

Summary of Agency Actions:

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<u>BASE YEAR (F.Y. 1995)</u>	\$19,511	\$19,511	\$39,022
<u>BASE ADJUSTMENT:</u>			
One-time Appropriations	(323)	(323)	(646)
Biennial Appropriations	(680)	(755)	(1,435)
Documented Rent Increase	<u>225</u>	<u>262</u>	<u>487</u>
<u>CURRENT SPENDING</u>	\$18,733	\$18,695	\$37,428
<u>AGENCY REQUEST ITEMS:</u>			
Law Clerk for Chief Justice	-0-	40	40
Education Support/ADR Support	22	22	44
Law Library Resource Supplement	35	35	70
TCIS Costs Hennepin Juv Court	36	36	72
Civil Legal Services	1,000	1,000	2,000
Mediation Program Increase	<u>105</u>	<u>105</u>	<u>210</u>
<u>AGENCY REQUEST</u>	\$19,931	\$19,933	\$39,864
GOVERNOR'S RECOMMENDATIONS	\$18,733	\$18,695	\$37,428

Brief Explanation of Agency Request:

The Supreme Court is requesting staff and support resources at the program level. In addition, salary increase funding through a salary supplement is desperately needed if the courts are to retain competent experienced judges.

Revenue Summary:

Non-dedicated revenues of approximately \$1,000,000 for the biennium are deposited in the General Fund for the cost of filing appeals to the high court.

Affected Statutes:

- A statutory change is required for the ADR Support request.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

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AGENCY: Supreme Court

AGENCY DESCRIPTION:

The Supreme Court, the highest court of the state, exercises supervisory and adjudicatory authority. The Supreme Court establishes the rules and procedures which govern the courts in the 87 counties, the 246 judges, the approximately 1,800 judicial system personnel, and the 16,000 lawyers who appear in them to dispose of nearly 2,000,000 cases annually.

The Supreme Court is responsible for adjudicating appeals brought throughout the state. In 1994, an estimated 975 cases will be filed in the Supreme Court. It has original jurisdiction over cases appealed from the Workers' Compensation Court of Appeals and the Tax Court and in first degree murder cases. It exercises discretionary review of cases heard by the Court of Appeals. The Supreme Court also supervises the maintenance of the State Law Library which provides resources necessary for a clear understanding of the law to government personnel and citizens (M.S. 480.09).

With the assistance of the State Court Administrator, the Chief Justice exercises general supervisory powers over the courts of the state and specific supervisory powers over the courts' financial affairs, programs of continuing legal education, and planning and research (M.S. 2.724).

The primary aim in the court is to provide prompt access for litigants to well trained judges who are supported by a knowledgeable, efficient staff and modern management technology. This goal is based on the premises: that each citizen is entitled to have his dispute considered and resolved in a court of law; that litigants and society are best served by speedy, just resolution of disputes while the facts are still clear and evidence and witnesses are still available; that modern management techniques can make the court process more efficient and assist in achieving a speedy, just resolution of a case; and that planning for change in the courts, based on adequate, accurate information, will help achieve uniformity of procedure and an efficient, effective process.

The Supreme Court seeks to insure the efficiency and integrity of the judicial system through programs in 3 areas:

1. **Supreme Court Operations:** The Supreme Court has concentrated on refining the appellate discretionary review process, on screening and deciding petitions for accelerated and further review, on accepting and deciding the precedent setting cases which will shape Minnesota case law, and on disposing of the 230 original jurisdiction cases filed annually. It has continued to exercise extensive supervision of the legal process through promulgation of court rules and of the legal system through the regulatory boards monitoring the practice of law. It supervises the administration of the state trial courts in conjunction with the Conference of Chief Judges by promulgating judicial branch policies and procedures.
2. **State Court Administration:** This program provides administrative support for the Supreme Court, the Court of Appeals and the trial courts; conducts operations research to identify management and case flow problems in trial and appellate courts and to recommend solutions; provides data through a computerized management information system to support research and the operations of all courts; plans and executes training programs for court personnel, plans for the development and use of judicial resources, and for the collection, storage and use of court

record; develops uniform policies and procedures for trial court management; reports to the legislature about the operations of the judicial system; administers distribution of funds to civil legal services programs so that indigent citizens may receive legal service; administers distribution of funds to community dispute resolution and victim-offender mediation programs; and conducts numerous studies of court operations and processes initiated by the courts and the legislature.

3. **State Law Library:** This program provides the court, other state agencies and the general public with necessary legal research resources; provides technical assistance to county law libraries; and provides computer assisted research capabilities for the public and state agencies on a fee basis.

AGENCY CHALLENGES:

It is becoming increasingly difficult to provide timely, high quality services with diminishing resources especially for a diverse clientele.

AGENCY STRATEGIES:

The Supreme Court continues to review its operations as well as court rules and practices for the entire judicial branch to increase its efficiency.

REVENUE SUMMARY:

The Clerk of Appellate Courts receives non-dedicated filing fees for all appellate filings. The revenue generated amounts to approximately \$500,000 annually.

SUMMARY OF BUDGET REQUEST:

The Supreme Court is requesting staff and support resources at the program level. In addition, salary increase funding through a salary supplement is desperately needed if the courts are to retain competent experienced judges.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT

PROGRAM RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
SUPREME COURT OPERATIONS	4,073	3,743	4,082	4,017	4,017	4,017	4,029	4,069	4,029
CIVIL LEGAL SERVICES	2,713	4,499	4,511	4,507	5,507	4,507	4,507	5,507	4,507
FAMILY LAW LEGAL SERVICES	877	877	877	877	877	877	877	877	877
DAIRY LITIGATION		10	65						
STATE COURT ADMINISTRATORS	8,286	7,297	8,317	7,449	7,507	7,449	7,384	7,442	7,384
COMMUNITY DISPUTE RESOLUTION	187	228	266	245	350	245	245	350	245
LAW LIBRARY OPERATIONS	1,694	1,736	1,798	1,852	1,887	1,852	1,867	1,902	1,867
TOTAL EXPENDITURES BY PROGRAM	17,830	18,390	19,916	18,947	20,145	18,947	18,909	20,147	18,909
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	17,301	17,656	19,511	18,733	19,931	18,733	18,695	19,933	18,695
STATUTORY APPROPRIATIONS:									
GENERAL		4	52	52	52	52	52	52	52
SPECIAL REVENUE	92	99	101	101	101	101	101	101	101
FEDERAL	162	427	157						
GIFTS AND DEPOSITS	275	204	95	61	61	61	61	61	61
TOTAL FINANCING	17,830	18,390	19,916	18,947	20,145	18,947	18,909	20,147	18,909
FTE BY EMPLOYMENT TYPE:									
REGULAR	134.6	128.5	137.9		137.4			137.4	
TEMP/SEAS/PART_TIME	11.6	6.1	6.1		5.8			5.8	
OVERTIME		.1	.1		.1			.1	
TOTAL FTE	146.2	134.7	144.1		143.3			143.3	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: SUPREME COURT

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	19,916	19,916	19,563	19,563	196	196	157	157
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<514>	<514>	<323>	<323>	<34>	<34>	<157>	<157>
BIENNIAL APPROPRIATIONS	<680>	<755>	<680>	<755>				
DOCUMENTED RENT/LEASE INC/DEC	225	262	225	262				
SUBTOTAL BASE ADJ.	<969>	<1,007>	<778>	<816>	<34>	<34>	<157>	<157>
CURRENT SPENDING	18,947	18,909	18,785	18,747	162	162		

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1996-97 Biennial Budget

PROGRAM: Supreme Court Operations
AGENCY: Supreme Court

PROGRAM DESCRIPTION:

The Minnesota Supreme Court is the final appellate court. Established by the Constitution and operating pursuant to the statutory authority of M.S. Chapter 480, the court hears and resolves appellate questions of law and corrects trial court error. In addition, the Supreme Court exercises general supervisory authority over the operation of the courts of the state and the operation of the legal system.

The Minnesota Supreme Court considers appeals from judgments of the Workers Compensation Court of Appeals and the Tax Court as well as the Court of Appeals. It continues to hear special term matters, motions and petitions for extraordinary relief. The volume of applications for writ of certiorari has increased to approximately 975 cases in 1994. The volume of filings has now grown to half the Supreme Court's caseload prior to the establishment of the Court of Appeals. Yet, the court is deciding petitions of writs of certiorari within the statutory 60 day period. The median disposition time, however, is increasing to 100 days.

In order to process the caseload, the court employs a legal research staff. For each case, the research staff screens the case to determine the nature, complexity and scope of the legal issues, performs legal research to resolve correctly the issues, and assists in opinion preparation to express succinctly the decisions of the court. In addition, research staff review opinions authored by other justices, perform further research and assist in preparing concurring and dissenting opinions at the justices' direction.

Special term matters directed to the Supreme Court by motion or petition for immediate or extraordinary relief are first reviewed and researched by the commissioner. The commissioner then meets with a 3 judge panel composed of the Chief Justice and 2 Associate Justices. Each motion or petition is discussed, and a dispositional order is issued by the panel. The special term procedure allows the court to give prompt attention to those matters for which the normal appellate procedure is either inappropriate or unavailable.

An administrative staff monitors the progress of each case to insure timely disposition, schedules the case for hearing, oral argument or non-oral consideration by the court, and maintains permanent, accurate records for all court actions. This staff also serves the same function for the Court of Appeals.

In addition to this appellate function, the Supreme Court supervises admission to the practice of law in the state and regulates legal practice. The court also promulgates rules governing practice and procedure in the courts throughout the state, a function which requires numerous hearings.

The court supervises the financial affairs of the courts, as required by statute, through an accounting staff which provides accounting services for the state funded trial court components, appeals court, state law library, state court administration and legal regulatory boards.

The court has significantly increased its administrative responsibility for the trial courts with the state funding initiative. As a result of this initiative, 578 additional personnel have been added to the court payroll since January 1990, with only 1 additional support staff position. The court has established a statewide management structure to administer responsibilities for the additional staff.

The court has general supervisory responsibility for all other courts in the state. It exercises this authority through standing and ad hoc conferences, committees and commissions. All justices participate by serving on, and guiding, the work of these various administrative organizations.

PROGRAM STATUS:

The Supreme Court deleted 2 attorney positions in 1993 to fund salaries. In order to dispose of cases in a timely fashion as indicated below, the Supreme Court requires 1 additional legal staff position to assist in screening the increasing numbers of petitions for further review.

	<u>C.Y. 1993</u>	<u>C.Y. 1994</u>	<u>C.Y. 1995</u>	<u>C.Y. 1996</u>	<u>C.Y. 1997</u>
Case Filings	955	975	1,000	1,025	1,050
Median Days to Disposition	99	99	99	99	99
Number of Attorneys Admitted	850	850	850	850	850

PLANNED RESULTS:

The Supreme Court seeks to use its personnel:

1. To dispose of appellate cases in less than 6 months from date of filing.
2. To manage its workload so that each case receives adequate attention as its importance demands.
3. To maintain an orderly and uniform legal process and procedure throughout the state through the promulgation of uniform rules.
4. To regulate the admission to and practice of law in Minnesota so that each citizen seeking legal counsel is assured of competent representation.
5. To insure the financial integrity of the court system in accordance with generally accepted accounting principles and to insure correct payment of invoices within the statutorily required 30 days.
6. To ensure the effective operation of the state court system.

BUDGET AND REVENUE SUMMARY:

The Supreme Court has reviewed its operations, and requests 1 additional legal staff position at \$40,000 in addition to its base budget. In addition, the Court urges consideration of a salary supplement for staff and judge salary increases.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: SUPREME COURT OPERATIONS
ACTIVITY: SUPREME COURT OPERATIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	2,892	2,762	2,913	2,906	2,906	2,906	2,906	2,946	2,906
EXPENSES/CONTRACTUAL SRVCS	822	743	837	874	874	874	886	886	886
MISC OPERATING EXPENSES	162	161	194	180	180	180	180	180	180
SUPPLIES/MATERIALS/PARTS	56	36	59	57	57	57	57	57	57
CAPITAL EQUIPMENT	141	41	78						
SUBTOTAL STATE OPERATIONS	4,073	3,743	4,081	4,017	4,017	4,017	4,029	4,069	4,029
LOCAL ASSISTANCE			1						
TOTAL EXPENDITURES	4,073	3,743	4,082	4,017	4,017	4,017	4,029	4,069	4,029
AGENCY REQUEST ITEMS:									
			FUND						
LAW CLERK FOR CHIEF JUSTICE			GEN					40	
TOTAL AGENCY REQUEST ITEMS								40	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	3,868	3,711	4,023	3,975	3,975	3,975	3,987	4,027	3,987
STATUTORY APPROPRIATIONS:									
FEDERAL	9		1						
GIFTS AND DEPOSITS	196	32	58	42	42	42	42	42	42
TOTAL FINANCING	4,073	3,743	4,082	4,017	4,017	4,017	4,029	4,069	4,029
FTE BY EMPLOYMENT TYPE:									
REGULAR	50.3	48.9	51.5		51.5			51.5	
TEMP/SEAS/PART_TIME	2.7	.3	.3						
TOTAL FTE	53.0	49.2	51.8		51.5			51.5	

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F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Supreme Court
PROGRAM: Supreme Court Operations
ACTIVITY: Supreme Court Operations

ITEM TITLE: Law Clerk for Chief Justice

LONG-TERM IMPACT:

Funding for this position would be added to the base.

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$-0-	\$40	\$40	\$40
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

*Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

In the past three years the court has reduced its legal staff by two positions. However, the court has again experienced an upward surge of cases. An additional law clerk to be supervised by the Chief Justice is requested to assist with the analysis of petitions for further review which have increased 15% in the past 3 years. This request is made for the second year of the biennium.

PROGRAM OUTCOMES:

Without this position, the cases entering the court will be delayed until staff time can be found to conduct the background legal analysis to determine whether or not the case presents legal issues to warrant further review by the Supreme Court. As cases are blocked at the front end of the process, litigants will experience a lengthier time in receiving a decision in their case, the quality of the decision making will suffer, and as a result some litigants may be denied access to the final court of the state who might otherwise be entitled to it.

1996-97 Biennial Budget

PROGRAM: Civil Legal Services
AGENCY: Supreme Court

F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
42,910	43,000	43,000	43,000	43,000

PROGRAM DESCRIPTION:

M.S. 480.24-480.244, the enabling legislation, was enacted in 1982 to counteract the substantial reduction in Legal Services Corporation (LSC) and other federal funding. Funds are used to provide legal assistance in civil cases to persons who are unable to afford private counsel and also to provide alternative dispute resolution services for low-income persons.

PROGRAM STATUS:

In spite of state and federal funding the legal services programs are unable to meet the total need for civil legal services and turn away 18,000 each year.

Requests for assistance by needy persons nearly doubled during the past 10 years. This combined with the nearly 50% decrease in federal funding (in real dollars) has resulted in a significant unmet need for legal assistance. With the new resources provided by the legislature, legal aid programs will assist nearly 5,000 more people in F.Y. 1992, a 15% increase from F.Y. 1988. However, if these resources are eroded by inflation or cuts in other funding sources, some offices will be closed and the number of cases handled by legal services programs will fall in future years.

PLANNED RESULTS:

This program provides funding for legal services or alternative dispute resolution programs in 2 areas - mandatory and discretionary grants.

1. **MANDATORY GRANTS.** M.S. 480.24-480.244 provides that the Supreme Court (with the assistance of an advisory committee) shall make grants to qualified non-profit corporations to enable them to provide legal services (attorney's advice, counsel and representation) to low income people with civil legal problems. M.S. 480.242, Subd.3, provides that 85% of the funds available for grants shall be distributed to those eligible legal services programs, which have demonstrated an ability as of 7-1-82 to provide legal services to eligible clients, with funds provided by the federal LSC.

Recipient identification and eligibility criteria. There are 6 such programs (Legal Services Coalition Programs) which provide services to low-income residents of every county in Minnesota, as well as to migrant workers and native Americans. These programs provide services using full-time paid staff in 27 legal aid offices throughout the state. The average program experience is about 7 years with an average annual salary of \$30,500. Also, these programs have organized or contribute to volunteer programs of local private attorneys who donate time in all 87 counties. Some programs also use a "judicare" or "contract" delivery system in which cases are handled by local lawyers on a substantially reduced fee basis.

Criteria and formulas determining amount of payment to recipient. The mandatory 85% funding is allocated to the 6 LSC funded programs on the basis of the number of persons with incomes below the poverty level, as established by the United States Census Bureau, and who reside in the geographical areas serviced by each program.

In 1993, the Coalition program provided advice or representation in 42,910 cases at an average of \$397 per case (when all funds are counted). The 1985 study, "Legal Needs of the Poor in Minnesota: An Assessment of the Unmet Need" estimated 701,687 Minnesotans have incomes low enough to be eligible for legal services. The needs assessment also estimated that poor Minnesotans annually have at least 161,388 civil legal problems. At current levels, there are nearly 14 times as many poor persons per legal services attorney as there are persons per lawyer in the general population.

Most of the legal problems handled by these programs directly and significantly affect the day-to-day lives of needy people: legal issues involving their homes, family, health and support for their children and personal safety. These legal problems often involve enforcement of legal rights necessary to gain or continue access to basic necessities such as food, clothing, shelter, medical care, citizenship, income, family law, and protection from abuse and other important individual rights. The vast majority of legal services clients are children and families - often female-headed households, the aged, minority race individuals, disabled persons, refugees, family farmers, immigrants, the homeless and other disadvantaged persons.

2. **DISCRETIONARY GRANTS.** M.S. 480.242 provides that 15% of the funds shall be distributed to not-for-profit corporations seeking to provide legal services or alternative dispute resolution projects. In the event that applications do not use the total amount available, the balance may be distributed among the 6 LSC funded programs. The Legal Services Advisory Committee solicits proposals from non-profit corporations seeking funding for legal services or alternative dispute resolution programs, screens applications for soundness of proposal and fulfillment of unmet needs, and makes recommendations to the court.

In addition to the 6 mandatory programs, this program supports at least 13 other legal service programs serving indigent clients around the state.

BUDGET AND REVENUE SUMMARY:

Originally funded by dedicated revenue from a \$20 surcharge on each litigant in a civil action, the surcharge as well as a \$2 charge on most real estate filings are now deposited to the General Fund, and the program is supported by a General Fund appropriation.

The Supreme Court requests an additional \$1 million dollars in funding to address the unmet critical civil legal needs of the poor of this state.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: CIVIL LEGAL SERVICES
ACTIVITY: CIVIL LEGAL SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
LOCAL ASSISTANCE	2,713	4,499	4,511	4,507	5,507	4,507	4,507	5,507	4,507
TOTAL EXPENDITURES	2,713	4,499	4,511	4,507	5,507	4,507	4,507	5,507	4,507
AGENCY REQUEST ITEMS:									
			FUND						
CIVIL LEGAL SERVICES FOR THE POOR			GEN		1,000			1,000	
TOTAL AGENCY REQUEST ITEMS					1,000			1,000	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	2,713	4,499	4,511	4,507	5,507	4,507	4,507	5,507	4,507
TOTAL FINANCING	2,713	4,499	4,511	4,507	5,507	4,507	4,507	5,507	4,507
FTE BY EMPLOYMENT TYPE:									
TOTAL FTE									

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F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Supreme Court
PROGRAM: Civil Legal Services
ACTIVITY: Civil Legal Services

ITEM TITLE: Civil Legal Services for the Poor

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$1,000	\$1,000	\$1,000	\$1,000
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

*Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

Funding for civil legal services from private sources has been reduced significantly, especially with the drop in interest rates which produces income for the Interest on the Lawyer Trust Account program. The need for civil legal services remains high with an estimated 20,000 persons being denied services for critical legal needs each year.

PROGRAM OUTCOMES:

The additional funding would allow the legal services programs to continue to represent a client base of 40,000 persons each year and to, perhaps, increase that base by several hundred persons.

LONG-TERM IMPACT:

This funding would be added to the base.

1996-97 Biennial Budget

PROGRAM: Family Law Legal Services
AGENCY: Supreme Court

PROGRAM DESCRIPTION:

The Supreme Court through its Gender Fairness Task Force identified a large unmet need for family law legal services for the indigent. Legal services providers dedicate roughly 30% of their resources to family law problems. Funding is distributed to 6 legal services programs according to the formula specified in M.S. 480.242, Subd. 2(a). These programs provide services in each of the 87 counties.

PROGRAM STATUS:

Despite concentration of resources, an estimated 10,000 persons are turned down for family law service each year, because provider resources must also be used to address critical legal needs for housing, food, safety and medical care. Funds appropriated to address the unmet legal needs of low income clients in family law matters are used for representation in requests for orders for protection, visitation limitations where abuse is documented, post decree custody disputes, and divorces where custody is involved. The need for legal services to the poor in family law matters will continue to exceed the resources available to meet the need.

PLANNED RESULTS:

Without this funding the legal services programs will have to reduce the level of services available to meet family law needs at a time when the current demand for services exceeds the resources available.

BUDGET AND REVENUE SUMMARY:

While the current level of funding allows legal service providers to serve new clients, the nature of family law cases, especially those involving serious and difficult custody issues, requires repeated court appearances which may extend for the minority of the child. These cases, unlike some other legal cases, continue to require legal services over an extended period. To continue to address the need for family law legal services, the Supreme Court requests continuation of the same level of funding for the next biennium.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: FAMILY LAW LEGAL SERVICES
ACTIVITY: FAMILY LAW LEGAL SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
LOCAL ASSISTANCE	877	877	877	877	877	877	877	877	877
TOTAL EXPENDITURES	877	877	877	877	877	877	877	877	877
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	877	877	877	877	877	877	877	877	877
TOTAL FINANCING	877	877	877	877	877	877	877	877	877
FTE BY EMPLOYMENT TYPE:									
TOTAL FTE									

1996-97 Biennial Budget

PROGRAM: Dairy Litigation
AGENCY: Supreme Court

PROGRAM DESCRIPTION:

This appropriation was for F.Y. 1994 and F.Y. 1995 to provide legal services for dairy farmers as part of the Flood Relief Bill.

BUDGET AND REVENUE SUMMARY:

This funding was a one-time appropriation for disaster relief.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: DAIRY LITIGATION
ACTIVITY: DAIRY LITIGATION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
LOCAL ASSISTANCE		10	65						
TOTAL EXPENDITURES		10	65						
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL		10	65						
TOTAL FINANCING		10	65						
FTE BY EMPLOYMENT TYPE:									
TOTAL FTE									

1996-97 Biennial Budget

PROGRAM: State Court Administrators
AGENCY: Supreme Court

PROGRAM DESCRIPTION:

The office of the State Court Administrator was established to plan for and administer the courts of the state. Pursuant to M.S. 480.15, the State Court Administrator examines administrative methods and dockets of the local courts; collects and compiles statistical data relating to the business of the courts for submission to the legislature and the Supreme Court; prepares uniform personnel standards and procedures for the recruitment, evaluation, promotion, in-service training and discipline of all court personnel; and promulgates uniform standards for court budgets, information systems and the collection, storage and use of court records. It develops uniform policies and procedures for trial court management. The office also provides direct administrative support to the Supreme Court and Court of Appeals.

State Court Administration operates in the following major program areas:

The State Court Administrator supervises the state court administrative staff and functions detailed below. She assists the chief justice in supervising the court operations of the state. For example, the office recommends the reassignment of judges to meet workload demands. Staff assist the judiciary in establishing policies and priorities and in developing a long-range plan for the improvement of courts. It is responsible for promulgating budget and personnel standards and for informing the legislature and the public about the operations and needs of the state courts. The office provides technical assistance to trial courts in a broad range of administrative areas including personnel, financial, and caseload management and facilities design. The State Court Administrator is the coordinating link between the court administrative structure and the judiciary.

Education and Training. This functional area develops programs to insure that court personnel stay abreast of new developments and meet mandatory education coursework requirements established by the Supreme Court and the Conference of Chief Judges. Court administrators, judicial district administrators and judges must complete 45 hours of continuing education every 3 years. During every 6-year term of office, judges must attend a Minnesota Sentencing Institute and attend an educational tour of a correctional facility to which they sentence individuals. New judges must complete a 3-part orientation program within the first year on the bench. A court administrator orientation is provided during the first year of service. A judicial college for experienced judges is conducted annually.

The educational program provides basic and advanced statewide training on a wide variety of legal and management subjects for court personnel including judges, district administrators, court administrators and their deputies, and court specialty groups such as probate registrars, court reporters, guardians ad litem, and bailiffs. New legislation, case law and changes in court procedures and technological developments necessitate continuous update of the information and skills being used by members of the judicial branch. Courses are designed for statewide use for all court personnel. Curriculum and faculty development training for judges and court personnel have also been conducted. A video introducing new personnel has been designed and produced and is currently available to all districts. A major effort has been undertaken to educate and certify mediators statewide to provide alternatives for overloaded civil calendars.

Research and Planning. This area examines the structure and operation of the judicial system to identify court related problems and recommends organizational changes; conducts research and makes recommendations for improvements in the areas of judicial resources, court management, redistricting, alternative dispute resolution processes, court processes, and restitution services; conducts legal and management research required to draft statewide administrative policies and to respond to requests for legal and policy guidance on administrative procedures in appellate and trial courts; publishes and updates benchbooks to provide operational reference material for court personnel; conducts weighted caseload analysis, advises the Supreme Court in the exercise of its sunset and transfer authority over trial court judgeships, and presents statistical information on the work of the courts to the legislature, other governmental agencies and the public; and evaluates innovative case management, technology and service improvement programs.

Information Systems. This activity designs, implements and operates automated trial and appellate court information systems, both for individual courts and judicial districts, to improve time payments revenue collection, efficiency of judicial and nonjudicial personnel, and accuracy of and access to court records; collects and compiles milestone case information from all courts to monitor case flow, produces caseload statistics, and supports evaluation of judicial resources and policy analysis; and analyzes and improves manual court administrative processes and procedures including office organization, financial management and records retention. With the exception of Hennepin and Ramsey Civil Courts and Hennepin Criminal Court, all courts use this automated information system.

PLANNED RESULTS:

State Court Administration will continue to provide these administrative support services to the appellate and trial courts statewide.

BUDGET AND REVENUE SUMMARY:

The Supreme Court, after review of the State Court Administrator budget, has determined that the present level of funding is required to support critical court administrative functions. The court requests \$22,000 in additional funding to support its education/alternative dispute resolution program and \$36,000 for equipment supply, and repair costs for the juvenile computerized information system in Hennepin county.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: STATE COURT ADMINISTRATORS
ACTIVITY: STATE COURT ADMINISTRATORS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	3,638	3,376	3,768	3,752	7,752	3,752	3,727	3,727	3,727
EXPENSES/CONTRACTUAL SRVCS	1,545	1,671	1,766	1,489	1,502	1,489	1,488	1,501	1,488
MISC OPERATING EXPENSES	529	535	572	570	588	570	556	574	556
SUPPLIES/MATERIALS/PARTS	319	248	257	255	282	255	230	257	230
CAPITAL EQUIPMENT	2,102	1,149	1,845	1,383	1,383	1,383	1,383	1,383	1,383
SUBTOTAL STATE OPERATIONS	8,133	6,979	8,208	7,449	7,507	7,449	7,384	7,442	7,384
LOCAL ASSISTANCE	153	318	109						
TOTAL EXPENDITURES	8,286	7,297	8,317	7,449	7,507	7,449	7,384	7,442	7,384
AGENCY REQUEST ITEMS:									
			FUND						
EDUCATION SUPPORT SERVICES/ADR SUPPORT			GEN		22			22	
TCIS COSTS FOR HENNEPIN JUVENILE COURT			GEN		36			36	
TOTAL AGENCY REQUEST ITEMS					58			58	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	8,053	6,694	8,094	7,400	7,458	7,400	7,335	7,393	7,335
STATUTORY APPROPRIATIONS:									
GENERAL		4	30	30	30	30	30	30	30
SPECIAL REVENUE	1								
FEDERAL	153	427	156						
GIFTS AND DEPOSITS	79	172	37	19	19	19	19	19	19
TOTAL FINANCING	8,286	7,297	8,317	7,449	7,507	7,449	7,384	7,442	7,384

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: STATE COURT ADMINISTRATORS
ACTIVITY: STATE COURT ADMINISTRATORS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	73.0	68.5	75.3		74.8			74.8	
TEMP/SEAS/PART_TIME	4.8	1.6	1.6		1.6			1.6	
OVERTIME		.1	.1		.1			.1	
TOTAL FTE	77.8	70.2	77.0		76.5			76.5	

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F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Supreme Court
PROGRAM: State Court Administrators
ACTIVITY: State Court Administrators

ITEM TITLE: Education Support Services/ADR Support

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$22	\$22	\$22	\$22
Revenues: (\$000s)				
General Fund	\$25	\$25	\$25	\$25
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes X No

If yes, statute(s) affected: Chapter 357

*Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

The Courts have implemented a mandatory alternative dispute resolution process for civil cases. In an attempt to insure that qualified well-trained mediators are available throughout the State, the court has implemented a certification process resulting in a statewide list of qualified mediators available at every court. The volume of the certification effort is higher than anticipated. In order to provide continuing training, certification and evaluation for those participating in the court alternative dispute resolution program, the court is requesting \$22,000. This funding could be derived from a \$25 fee on the certification/registration process of approximately 1000 mediators.

PROGRAM OUTCOMES:

The Court needs to certify, register, train and evaluate the mediation/alternative dispute resolution efforts to which it refers citizens so that this alternative is a suitable, high quality alternative available to civil litigants.

LONG-TERM IMPACT:

This initiative is potentially self-sustaining from fee revenue. The court would need to be authorized to assess and retain a mediator registration fee for this function.

F.Y. 1996-97 BUDGET INITIATIVE

LONG-TERM IMPACT:

This funding would be added to the base.

AGENCY: Supreme Court
PROGRAM: State Court Administrators
ACTIVITY: State Court Administrators

ITEM TITLE: TCIS Costs for Hennepin Juvenile Court

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$36	\$36	\$36	\$36
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

The court has implemented its automated record keeping, case management system in Hennepin Juvenile Court in 1994. This system will provide better tracking and case management information to juvenile justice system participants in Hennepin county as it does for counties elsewhere in the state. The operational costs, computer paper, printer cartridges, tape storage cabinets, etc. are required for the long term support of the computer process.

PROGRAM OUTCOMES:

The outcome of this program is more timely operational data in the same format available throughout the state. Case management data is available on-line 24 hours a day for the operation of the several criminal justice agencies in Hennepin county.

1996-97 Biennial Budget

PROGRAM: Community Dispute Resolution
AGENCY: Supreme Court

PROGRAM DESCRIPTION:

The State Court Administrator received matching funding for qualified community dispute resolution program grantees. To qualify a program must be certified under the State Court Administrator's Office Guidelines for Community Mediation Programs. These guidelines, developed in 1984, specify the criteria required for each program to insure that the due process rights of participants are protected and that the neutrals serving the program have received at least minimum training in dispute resolution techniques.

Community Dispute Resolution programs seek to provide the public with an efficient, fair and low-cost means of resolving community disputes outside the courtroom. Typically disputes presented involve vandalism, noise abatement, juvenile delinquency, landlord/tenant issues and consumer relations. The State Court Administrator's Office also receives and distributes victim offender mediation grants to programs seeking to facilitate voluntary offender restitution to victims of crimes.

Pursuant to the enabling legislation, 9 victim offender mediation grants and 6 qualified programs received community dispute resolution grants throughout the state to facilitate alternatives to the court process in Hennepin and Ramsey Counties.

PROGRAM STATUS:

If the expansion of these programs is to be encouraged statewide and existing programs are to focus on mediation rather than fund raising, additional funds are required.

PLANNED RESULTS:

Programs will be encouraged in 5 additional counties each resolving 200 disputes.

BUDGET AND REVENUE SUMMARY:

The court requests a \$105,000 increase in funding to expand alternative dispute resolution program services.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: COMMUNITY DISPUTE RESOLUTION
ACTIVITY: COMMUNITY DISPUTE RESOLUTION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
LOCAL ASSISTANCE	187	228	266	245	350	245	245	350	245
TOTAL EXPENDITURES	187	228	266	245	350	245	245	350	245
AGENCY REQUEST ITEMS:									
MEDIATION PROGRAM INCREASE					105			105	
TOTAL AGENCY REQUEST ITEMS					105			105	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	187	228	266	245	350	245	245	350	245
TOTAL FINANCING	187	228	266	245	350	245	245	350	245
FTE BY EMPLOYMENT TYPE:									
TOTAL FTE									

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F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Supreme Court
PROGRAM: Community Dispute Resolution
ACTIVITY: Community Dispute Resolution

ITEM TITLE: Mediation Program Increase

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$105	\$105	\$105	\$105
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

Community Dispute Resolution programs continue to expand their client base and seek a secure source of funding for the services provided. In order to manage mediation services and perform outreach and program development responsibilities, existing programs require a minimum level of staff support. Staff recruits and trains mediators, screens callers to determine whether disputes are amenable to mediation, and contacts parties and schedules mediation sessions, as well as conducts fund raising activities. Interest in establishing a mediation program in local communities is expanding. Additional resources are required if other communities are to participate in the program without disrupting the funding for current participants.

PROGRAM OUTCOMES:

Programs can be initiated in other communities. Interest has been expressed by programs in Albert Lea, Caledonia, and Center City. These programs provide alternatives to a court process and are often a source of diversion alternatives for police or schools to use with juveniles.

LONG-TERM IMPACT:

This funding will be added to the base to encourage and support both community dispute resolution programs and victim offender mediation programs. Matching funds are required from local communities to participate in this program.

1996-97 Biennial Budget

PROGRAM: Law Library Operations
AGENCY: Supreme Court

PROGRAM DESCRIPTION:

This program provides research and information services on a statewide basis to users of legal data. A complete range of traditional and automated professional library functions are offered at the Minnesota Judicial Center. The program offers advisory services to all 87 county law libraries, manages a computerized legal data service, and participates in an interlibrary consortium and projects on a local, state and national level. The objectives of this program are to promote the administration of justice through the selection and organization of, and assured access to the collection of authority (laws, statutes, government documents and regulations) and explanations of the authority (journals, law reviews and treatises) that controls the relationship between the citizen and society.

PROGRAM STATUS:

The following are the agency's principal activities and services:

1. The public services staff provides reference and circulation assistance so that users may fully utilize library resources. Their expertise is especially useful in suggesting research strategies to locate cases, statutes, regulations, and books on point for the 18,000 annual reference requests.
2. The technical services staff handles the acquisitions, processing, cataloging, and conservation of the library's resources using the latest in automated technology. In addition, state government libraries, county and academic law libraries, benefit from 3 technical services programs: shared government documents, county law library cataloging, and briefs on microfiche. Each year library staff process approximately 21,000 government documents and catalogue 2,000 new titles.
3. The library, in cooperation with several other libraries, participates in the production and distribution of the records and briefs of cases argued before the Minnesota Supreme Court and the Court of Appeals. The microfiche format saves shelf space, binding costs, and staff time needed to process documents.
4. Under contract with the Department of Corrections, the library provides inmates in Minnesota's 5 adult correctional institutions with access to legal materials and information. Librarians assigned to the program make regular visits to the prisons, supplementing the institutional core collections with materials and research results from the library's collection.
5. The library is required by law to advise and assist development of county law libraries throughout the state. The librarian assigned to coordinate the project makes on-site visits to the libraries and submits recommendations for solving problems or issues confronting the boards of trustees. The coordinator also provides training in law library management and develops cooperative programs.

6. The library operates the first computer-assisted legal research program available throughout the state. This service provides users with an economical way to utilize the most advanced legal research techniques. In addition, the library has introduced CD ROM technology to its collection to save space and increase economical access to materials.

PLANNED RESULTS:

Without adequate funding the law library will have to reduce its core collection of materials curtailing access by citizens, government agencies and the courts to the most current legal materials with the current funding base, the library will continue operations much as at present.

BUDGET AND REVENUE SUMMARY:

The Supreme Court, after reviewing the law library budget, has determined that an increase of \$35,000 beyond the current level of funding is required to maintain the collection of the law library.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: SUPREME COURT
PROGRAM: LAW LIBRARY OPERATIONS
ACTIVITY: LAW LIBRARY OPERATIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	585	599	598	598	598	598	598	598	598
EXPENSES/CONTRACTUAL SRVCS	837	826	841	913	913	913	928	928	928
MISC OPERATING EXPENSES	20	18	18	18	18	18	18	18	18
SUPPLIES/MATERIALS/PARTS	251	291	311	311	346	311	311	346	311
CAPITAL EQUIPMENT	1	2	30	12	12	12	12	12	12
SUBTOTAL STATE OPERATIONS	1,694	1,736	1,798	1,852	1,887	1,852	1,867	1,902	1,867
TOTAL EXPENDITURES	1,694	1,736	1,798	1,852	1,887	1,852	1,867	1,902	1,867
AGENCY REQUEST ITEMS:									
			FUND						
LAW LIBRARY RESOURCE SUPPLEMENT			GEN		35			35	
TOTAL AGENCY REQUEST ITEMS					35			35	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,603	1,637	1,675	1,729	1,764	1,729	1,744	1,779	1,744
STATUTORY APPROPRIATIONS:									
GENERAL			22	22	22	22	22	22	22
SPECIAL REVENUE	91	99	101	101	101	101	101	101	101
TOTAL FINANCING	1,694	1,736	1,798	1,852	1,887	1,852	1,867	1,902	1,867
FTE BY EMPLOYMENT TYPE:									
REGULAR	11.3	11.1	11.1		11.1			11.1	
TEMP/SEAS/PART_TIME	4.1	4.2	4.2		4.2			4.2	
TOTAL FTE	15.4	15.3	15.3		15.3			15.3	

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Supreme Court
PROGRAM: Law Library Operations
ACTIVITY: Law Library Operations

ITEM TITLE: Law Library Resource Supplement

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$35	\$35	\$35	\$35
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Supreme Court to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

Library material inflation exceeds the general inflation rate by approximately 20%. The State Law Library requires additional funds to maintain its core collections, provide limited new acquisitions in emerging areas of the law, and explore the expanded use of CD Rom technology as a method of cost containment.

PROGRAM OUTCOMES:

Law Library materials are updated continuously for changes in the law. With changes in technology the law library has opportunities to purchase other media which will result in space savings and provide quicker access for building users and the public.

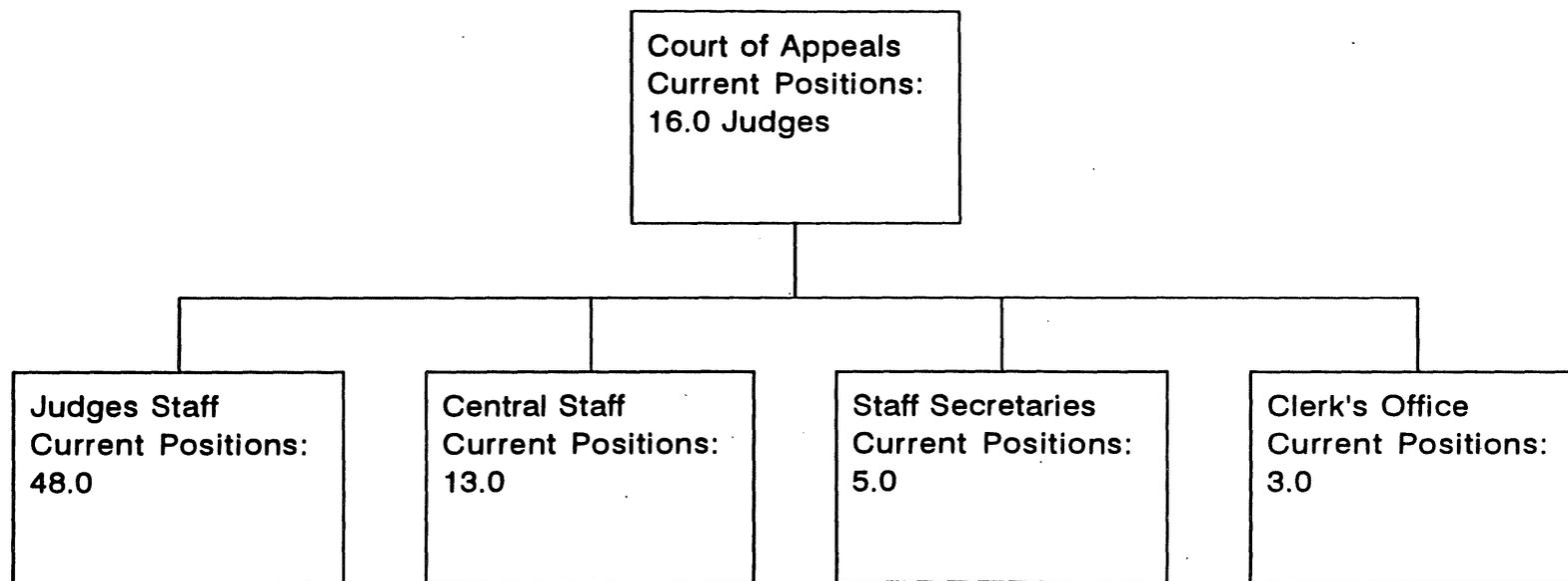
LONG-TERM IMPACT:

This funding would be added to the base.

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COURT OF APPEALS

ORGANIZATION CHART - CURRENT AS OF 12/1/94



JUNE 30, 1994 FTE Employees: 83.0

**1996-97 Biennial Budget
Agency Budget Brief
(\$ in thousands)**

Agency: Court of Appeals

Fund: General

Summary of Agency Actions:

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<u>BASE YEAR (F.Y. 1995)</u>	\$5,785	\$5,785	\$11,570
<u>BASE ADJUSTMENT:</u>			
Appropriations Carried Forward	(65)	(65)	(130)
Documented Rent Increase	<u>94</u>	<u>112</u>	<u>206</u>
<u>CURRENT SPENDING</u>	\$5,814	\$5,832	\$11,646
<u>AGENCY REQUEST ITEMS:</u>			
Technology Initiatives	<u>85</u>	<u>85</u>	<u>170</u>
<u>AGENCY REQUEST</u>	\$5,899	\$5,917	\$11,816
GOVERNOR'S RECOMMENDATIONS	\$5,814	\$5,832	\$11,646

Brief Explanation of Agency Request:

The agency request is based on funding the continuation budget as is, except for \$85,000 for a technology initiative.

Revenue Summary:

None.

Affected Statutes:

- None

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Court of Appeals to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-97 Biennial Budget

AGENCY: Court of Appeals

AGENCY DESCRIPTION:

The Court of Appeals strives to adjudicate expeditiously all appeals from the trial courts, except first degree murder cases and legislative election contests, and from most administrative agency appeals. The court is charged with correcting error in those appealed decisions. The court complies with the statutory mandate to dispose of cases within 90 days of hearing or submission of briefs. The court in 1993 has achieved a median case processing time of 160 days from filing to dispositional order or opinion. The records of the Court of Appeals are maintained by the office of the Clerk of Appellate Courts in the Minnesota Judicial Center. To provide convenient access to litigants, the court hears cases at its chambers in the Minnesota Judicial Center, Ramsey County, and in each of the 9 other judicial districts.

AGENCY CHALLENGES:

The Court of Appeals must address an increasing caseload while striving to maintain expeditious timely disposition of all cases.

	<u>C.Y. 1993</u>	<u>C.Y. 1994</u>	<u>C.Y. 1995</u>	<u>C.Y. 1996</u>	<u>C.Y. 1997</u>
Cases filed	2,403	2,403	2,403	2,403	2,403
Median time from filing to deposition	160	160	160	160	160

AGENCY STRATEGIES:

In order to maintain expeditious disposition of cases the Court of Appeals is increasing its use of technology: interactive video for selected outstate hearings, CD ROM and computerized legal research. Word processing is key to expeditious opinion release and distribution.

REVENUE SUMMARY:

Revenue is collected by the Clerk of Appellate Courts who is responsible for the Supreme Court and Court of Appeals records. Filing fee revenue is reported through the Supreme Court.

SUMMARY OF BUDGET REQUEST:

After reviewing its budget, the Court of Appeals has determined that the current budget amount is required to maintain and replace word processing equipment and to enable the court to expand its use of CD ROM and interactive video to deliver effective appellate services.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Court of Appeals to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: COURT OF APPEALS
PROGRAM: COURT OF APPEALS
ACTIVITY: COURT OF APPEALS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	4,393	4,503	4,586	4,586	4,586	4,586	4,586	4,586	4,586
EXPENSES/CONTRACTUAL SRVCS	1,002	939	971	1,065	1,080	1,065	1,083	1,098	1,083
MISC OPERATING EXPENSES	89	103	102	102	102	102	102	102	102
SUPPLIES/MATERIALS/PARTS	129	99	61	61	61	61	61	61	61
CAPITAL EQUIPMENT	21	1	65		70			70	
SUBTOTAL STATE OPERATIONS	5,634	5,645	5,785	5,814	5,899	5,814	5,832	5,917	5,832
TOTAL EXPENDITURES	5,634	5,645	5,785	5,814	5,899	5,814	5,832	5,917	5,832
AGENCY REQUEST ITEMS:									
FUND									
TECHNOLOGY INITIATIVES					85			85	
TOTAL AGENCY REQUEST ITEMS					85			85	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	5,634	5,645	5,785	5,814	5,899	5,814	5,832	5,917	5,832
TOTAL FINANCING	5,634	5,645	5,785	5,814	5,899	5,814	5,832	5,917	5,832
FTE BY EMPLOYMENT TYPE:									
REGULAR	81.9	83.0	82.0		82.0			82.0	
TEMP/SEAS/PART_TIME	1.5	1.0	1.0		1.0			1.0	
TOTAL FTE	83.4	84.0	83.0		83.0			83.0	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: COURT OF APPEALS

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y.96	F.Y.97	F.Y.96	F.Y.97	F.Y.96	F.Y.97	F.Y.96	F.Y.97
F.Y.95 FUNDING LEVEL	5,785	5,785	5,785	5,785				
BASE ADJUSTMENTS								
APPROPRIATIONS CARRIED FWD	<65>	<65>	<65>	<65>				
DOCUMENTED RENT/LEASE INC/DEC	94	112	94	112				
SUBTOTAL BASE ADJ.	29	47	29	47				
CURRENT SPENDING	5,814	5,832	5,814	5,832				

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Court of Appeals
PROGRAM: Court of Appeals
ACTIVITY: Court of Appeals

ITEM TITLE: Technology Enhancements and Maintenance

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$85	\$85	\$85	\$85
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Court of Appeals to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

The Court of Appeals has invested in word processing, technology, computerized legal research and CD ROM technology to improve the responsiveness of the 60+ court, judicial, and legal personnel. Maintenance of this technology is critical to the timely issuance of the 2400+ decisions of the Court annually within the statutory time frame. The Court also will need to expand its use of video technology to hold timely hearings for outstate litigants. These funds are needed to maintain the equipment and software necessary for the timely operation of the Court.

PROGRAM OUTCOMES:

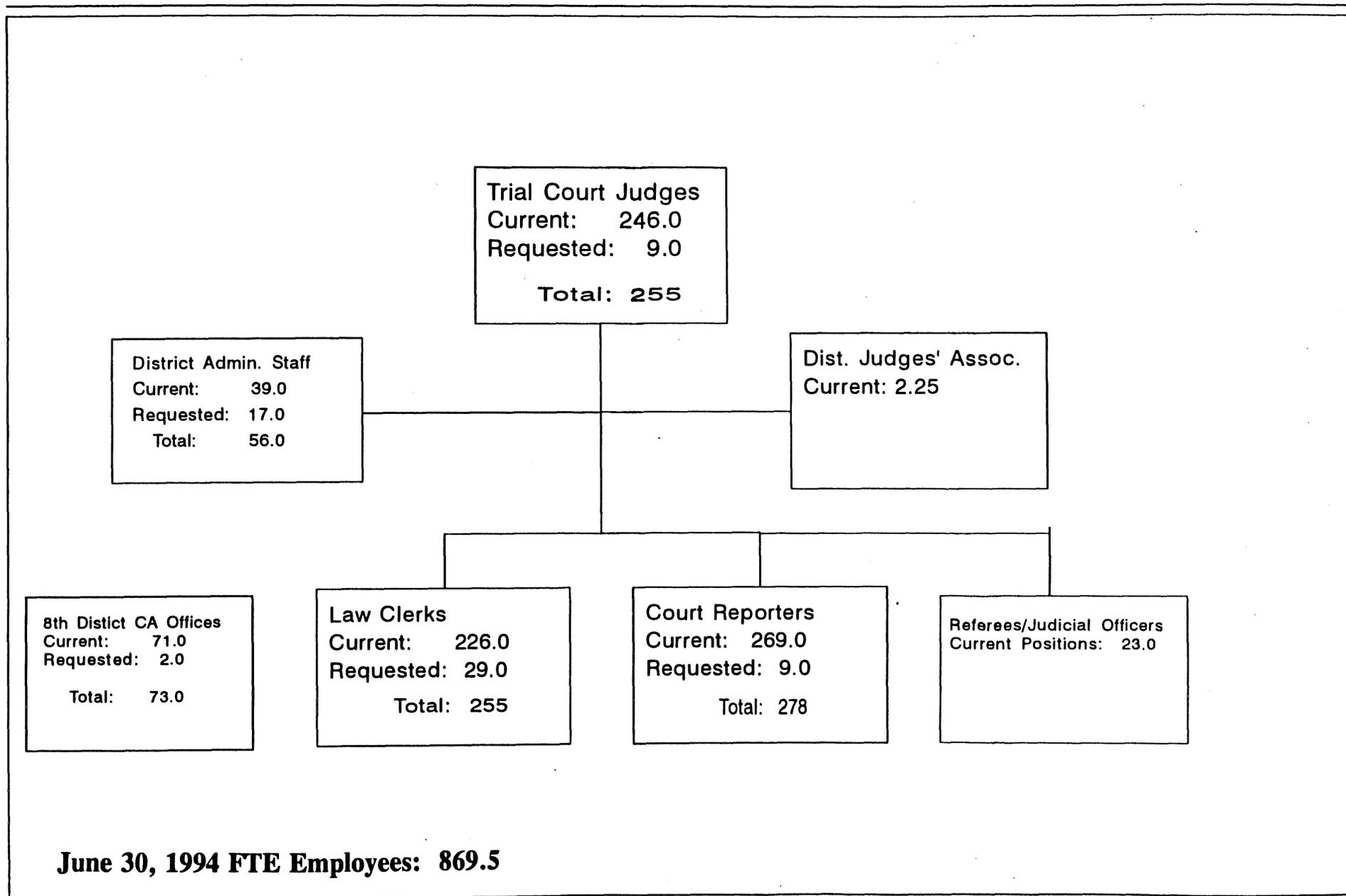
Without this technology and access to computerized legal research and CD ROM materials, the costs of hard copy books would continue to increase as additional copies of frequently used resources are added to the collections of the Courts.

LONG-TERM IMPACT:

This level of funding would be used to finance replacement computer equipment and necessary software over time, CD ROM licenses and video hearings, and would be a permanent addition to the base.

TRIAL COURTS

ORGANIZATION CHART - CURRENT AS OF 12/1/94



**1996-97 Biennial Budget
Agency Budget Brief
(\$ in thousands)**

Agency: District Courts

Fund: General

Summary of Agency Actions:

Brief Explanation of Agency Request:

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<u>BASE YEAR (F.Y. 1995)</u>	\$65,313	\$65,313	\$130,626
<u>BASE ADJUSTMENT:</u>			
Biennial Appropriations	<u>(1,304)</u>	<u>(1,304)</u>	<u>(2,608)</u>
<u>CURRENT SPENDING</u>	\$64,009	\$64,009	\$128,018
<u>AGENCY REQUEST ITEMS:</u>			
Annualization Jury Per Diem	1,000	1,000	2,000
Annualization Judgeships	514	514	1,028
Information Access/PC Support	700	650	1,350
New Judgeship Units	1,844	1,880	3,724
Family Court Pilot Project	148	138	286
Administrative Support	24	24	48
Law Clerks for Judges w/o Support	640	640	1,280
Jury Volume Increase/Source List	520	520	1,040
Operational Overhead Increases	75	75	150
Guardian Ad Litem Support	160	160	320
Program Review/Operations Evaluation	<u>160</u>	<u>150</u>	<u>310</u>
<u>AGENCY REQUEST</u>	\$69,794	\$69,760	\$139,554
<u>PROGRAM ANNUALIZATION:</u>	\$1,514	\$1,514	\$3,028
GOVERNOR'S RECOMMENDATIONS	\$65,523	\$65,523	\$131,046

- The request includes annualization of judges, staff and jury enhancements from the 1994 Omnibus Crime Bill.
- The trial courts are requesting the following new initiatives in addition to the base budget and a salary supplement for judge and staff salary increases: information access/PC support, 9 new judge units, a family court pilot project, administrative support for 1 district, 20 law clerks for judges with shared law clerk support, jury volume increase/source list update, operational overhead increases for postage and communications, statewide guardian ad litem support services, and a program review and evaluation component for the trial court.

Revenue Summary:

The 8th Judicial District will provide approximately \$1,650,000 in revenue to the General Fund this biennium.

Affected Statutes:

- M.S. 2.722

GOVERNOR'S RECOMMENDATIONS:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts for the biennium.

The Governor's budget also includes funding for program annualization costs of \$3,028,000 for the biennium.

1996-97 Biennial Budget

AGENCY: District Courts

AGENCY DESCRIPTION:

The Trial Courts of the state are charged with the constitutional responsibility of adjudicating fairly and expeditiously all civil and criminal legal disputes brought before them by private parties and governmental agencies. In order to assure a more uniform delivery of judicial services, the state funds the salaries and certain statutorily defined expenses of all trial court judges, trial court law clerks, court reporters, referees and the operations of judicial district administration staff. The state funds the operating expenses of the local court administrators' offices responsible for court records and daily court operations in the 13 counties of the Eighth Judicial District in west central Minnesota. The state also funds jury costs statewide.

Judges are elected within a judicial district to hear and decide cases. Subject to the assignment power of the Chief Judge or Chief Justice, they may be assigned to hear cases in a county other than the site of their chambers as workload demands. Judges generally travel among the several counties in their judicial district to dispose of cases, or they may travel to another district to assist with the caseload. Travel costs and certain office expenses specified by statute are reimbursed by the state.

Judicial District Administrators are assigned to each of the judicial districts and work with the judges, lawyers and local court administrators to expedite the caseload and to improve court management and administrative procedures.

The Executive Secretary for the District Judges Association and Director of the Judicial Advisory Service assist the district judges in fulfilling the statutory mandate of M.S. 484.33 to meet and revise the rules of practice in the district courts. The Executive Secretary plans for and coordinates the activities of the meetings of the district judges, keeps association minutes, and informs judges of organizational concerns. The Judicial Advisory Service staff perform legal research on issues of statewide importance to the judges.

Law clerks are provided to perform legal research for trial court judges in individual cases. Court reporters create the record of courtroom proceedings and serve as secretaries to individual judges.

In addition to the adjudicative and administrative functions funded statewide, the Court Administrator in the Eighth District is included in the judicial budget. The 13 local Court Administrator offices in the Eighth Judicial District are responsible for creating and maintaining the official court records and for the effective administration of the court in a particular county. The Court Administrator receives and files all official court documents, schedules all cases for hearing, collects all fees and fines, monitors the status of cases, issues legal process, and enters official court orders and judgments.

AGENCY CHALLENGES:

Issues of concern for trial courts include:

1. Increasing criminal and juvenile caseloads statewide and a shortage of judges in urban and suburban areas.

2. Judicial, legislative and public emphasis on efforts to reduce trial court backlog and delay.
3. Reduced resources for trial court functions at the state and county levels at a time when litigation is becoming increasingly complex.
4. Transferring court administration staff from county to state funding whenever state resources can provide adequate and stable funding to foster uniform service delivery statewide.
5. Implementing juvenile rules which require greater availability of counsel in the absence of adequate public defender resources.

AGENCY STRATEGIES:

The trial courts processed nearly 2 million cases in 1993. Of those cases, 9% were major civil or criminal cases. Crimes for which a person could be incarcerated for up to 1 year increased 26% statewide. Felonies, which carry even stiffer penalties, increased 28% during the same period.

The Legislature required the courts to prepare case processing plans and meet stringent time standards in criminal cases by 1994. The courts are presently disposing of 66% of felony and 81% of gross misdemeanor cases in 4 months instead of the 90% set forth in statute. The importance of expeditious handling of criminal cases is underscored by the 1988 State Planning Agency study of sentencing effectiveness which found that the single most effective deterrent to recidivism is swift imposition of sanctions by the court. Minnesota's trial courts have made delay reduction and improved case management a top priority since 1984, but caseloads have grown substantially over that period. More progress is needed to move closer to meeting the case processing time standards. To absorb further caseload increases will require new resources.

REVENUE SUMMARY:

The trial courts in the Eighth Judicial District provide \$825,000 in fee and fine revenue to the General Fund annually.

SUMMARY OF BUDGET REQUEST:

The trial courts are requesting the following new initiatives in addition to the base budget and a salary supplement for judge and staff salary increases: information access/PC support, 9 new judge units, a family court pilot project, administrative support for 1 district, 20 law clerks for judges with shared law clerk support, jury volume increase/source list update, operational overhead increases for postage and communications, statewide guardian ad litem support services, and a program review and evaluation component for the trial court.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts for the biennium.

The Governor's budget also includes funding for program annualization costs of \$3,028,000 for the biennium.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: DISTRICT COURTS
PROGRAM: TRIAL COURTS
ACTIVITY: TRIAL COURTS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	51,168	52,066	55,329	55,306	58,904	55,820	55,306	59,092	55,820
EXPENSES/CONTRACTUAL SRVCS	5,528	5,223	6,443	6,321	7,999	7,321	6,321	8,004	7,321
MISC OPERATING EXPENSES	995	1,114	1,348	1,348	1,542	1,348	1,348	1,558	1,348
SUPPLIES/MATERIALS/PARTS	1,202	497	634	594	632	594	594	635	594
CAPITAL EQUIPMENT	2,417	293	1,566	440	717	440	440	471	440
SUBTOTAL STATE OPERATIONS	61,310	59,193	65,320	64,009	69,794	65,523	64,009	69,760	65,523
TOTAL EXPENDITURES	61,310	59,193	65,320	64,009	69,794	65,523	64,009	69,760	65,523
AGENCY REQUEST ITEMS:									
			FUND						
ANNUALIZED NEW PROG COST			GEN		1,514			1,514	
INFORMATION ACCESS/PC SUPPORT			GEN		700			650	
NEW JUDGESHIP UNITS			GEN		1,844			1,880	
FAMILY COURT PILOT PROJECT			GEN		148			138	
ADMINISTRATIVE SUPPORT			GEN		24			24	
LAW CLERKS FOR JUDGES W/O L.C.SUPPORT			GEN		640			640	
JURY VOLUME INCR/SOURCE LIST UPDATE			GEN		520			520	
OPERATIONAL OVERHEAD INCREASES			GEN		75			75	
GUARDIAN AD LITEM SUPPORT			GEN		160			160	
PROG.REVIEW/OPERATIONS EVAL COMPONENT			GEN		160			150	
TOTAL AGENCY REQUEST ITEMS					5,785			5,751	
GOV'S INITIATIVES:									
			FUND						
(A) PROGRAM ANNUALIZATION JUDGESHIPS			GEN			514			514
(A) PROGRAM ANNUALIZATION JURY PER DIEMS			GEN			1,000			1,000
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	61,309	59,184	65,313	64,009	69,794	65,523	64,009	69,760	65,523

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: DISTRICT COURTS
PROGRAM: TRIAL COURTS
ACTIVITY: TRIAL COURTS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	1	7	6						
GIFTS AND DEPOSITS		2	1						
TOTAL FINANCING	61,310	59,193	65,320	64,009	69,794	65,523	64,009	69,760	65,523
FTE BY EMPLOYMENT TYPE:									
REGULAR	609.4	669.5	869.5		869.5			869.5	
TEMP/SEAS/PART_TIME	2.1	.7							
OVERTIME		.1							
TOTAL FTE	611.5	670.3	869.5		869.5			869.5	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: DISTRICT COURTS

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	65,320	65,320	65,313	65,313	7	7		
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<7>	<7>			<7>	<7>		
BIENNIAL APPROPRIATIONS	<1,304>	<1,304>	<1,304>	<1,304>				
SUBTOTAL BASE ADJ.	<1,311>	<1,311>	<1,304>	<1,304>	<7>	<7>		
CURRENT SPENDING	64,009	64,009	64,009	64,009				

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
PROGRAM: Trial Courts
ACTIVITY: Trial Courts

ITEM TITLE: Information Access/PC Support

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$700	\$650	\$650	\$650
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

The Trial Courts require more immediate access to information for accurate sentencing, for monitoring sentences, and for improving coordination among court offices. In order to provide the trouble free environment necessary to support a network for novice personal computer users, the Trial Courts require 10 PC support positions to insure that PC/terminals are functional, to maintain equipment, to install and maintain PC software, and to network communications and software. These positions require skilled PC and software literate technicians located in the Judicial District for prompt, high level problem solving. In addition, funding is requested for PC and communication equipment linking the Conference of Chief Judges through M/Net and Internet so that crucial information can be quickly communicated throughout the state.

PROGRAM OUTCOMES:

Without these positions judges and court practitioners will be hesitant to use the increasingly complex but useful information which could be available to them.

LONG-TERM IMPACT:

The PC support position costs and M/Net costs would be added permanently to the base.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
PROGRAM: Trial Courts
ACTIVITY: Trial Courts

ITEM TITLE: New Judgeship Units

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$1,844	\$1,880	\$1,880	\$1,880
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes X

If yes, statute(s) affected: M.S. 2.722

*Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

With significant increases in the major criminal and juvenile caseload in the past 6 years, the weighted caseload analysis indicates a need for 8 additional judge units the first year of the biennium and one additional judge unit the second year of the biennium. Those judge units are located in the First, Fourth, Seventh, Ninth and Tenth Judicial Districts.

PROGRAM OUTCOMES:

Without the addition of these judge units, judges will be forced to divert resources from civil to criminal trials because of constitutional protections. Children and families will wait for resolution of divorce and custody issues as a result. The current number of judgeships results in a critical shortage of time to focus on important individual cases. Judges spent 23% less time on gross misdemeanor cases in 1992 than in 1986. Judges spent 11% less time on juvenile cases comparing the same time period.

LONG-TERM IMPACT:

These costs will be permanent additions to the base.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
PROGRAM: Trial Courts
ACTIVITY: Trial Courts

ITEM TITLE: Family Court Pilot Project

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$148	\$138	\$138	\$138
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION: Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE: The courts have increasingly become the decision makers of last resort for various problems, notably those involving the family. Because the traditional way of dealing with disputes is litigation, many people come to court without knowledge of alternatives which exist outside or inside the courts. People often turn to the courts because there is simply no other method of obtaining needed services. Additionally, the substantial growth of family related court workload has preempted an array of judicial resources causing courts to take a closer look at how these services are delivered. At the same time, the legislature is expanding the use of court intervention for various case types, and creating and expanding methods to proceed through the system unrepresented. Pro se processes, such as child support modification, wage withholding and summary dissolutions, have burdened court staff with the responsibility of helping the pro se litigant with the reams of complex paperwork necessary for the court to make a fair and accurate determination of the case.

The primary purposes of the case management pilot programs are to resolve disputes earlier and more satisfactorily, to reduce the acrimony that is often an integral part of the current process, and to devote appropriate judicial and system resources to the individualized needs of the case. These programs will have three major components: Mandatory education for the parties, earlier intervention in the case by a judge, and expanded use of alternative dispute resolution mechanisms.

If successful, these projects could be replicated in the Trial Courts throughout the state.

The education program will inform and educate parents going through the dissolution process and the process of adjudicating paternity in which custody and/or visitation is contested. This program will seek to: prevent protracted custody/visitation disputes; empower parents to be more active and informed throughout the divorce/custody/paternity process; teach successful and respectful means of communication to parents to be utilized in their post court relationship; direct parents to alternative methods of resolving disputes between themselves; decrease post-decree motion activity within the family court; direct families to available county and community resources related to family issues; and demonstrate the system's humanity and concern for the well being and support of its children. It is recommended that the education component be mandatory for contested dissolution cases with children.

An integral part of the program is to ensure that a judge takes active control of the case from filing to final disposition. An initial assessment conference will be held after the filing of the Informational Statement. An assessment of the case by the judge, staff and parties involved will determine the appropriate use of ADR, if any, and set the schedule for the case including any pretrial hearings and the trial date. If any referrals to other resources are necessary, the judge would provide these at the scheduling conference. As part of the project, it is recommended that dispute resolution options be expanded for Family Court cases, including greater use of ADR with post decree options.

The goal of the court service delivery project is to assist the pro se litigant by providing information, coordinating available resources, reducing the complexity of the proceedings, and reducing economic and language barriers. We propose to make the system more user friendly by use of a facilitator or ombudsperson, attorney assistance, and development of educational resources. Based on the recommendations of the Family Law System Committee, a system would be structured to allow an ombudsperson to direct any party to an approach to a problem. The clerk would be given the flexibility to refer to a panel of attorneys, counselors and support services both inside or outside the court system. The ombudsperson clerk would be trained in dispute resolution processes and other forms of intervention. The ombudsperson clerk would direct parties to appropriate resources including community resources and support networks; screen for and provide ADR referrals; provide attorney referrals and/or resources to explain rights; assist with forms and paperwork; make referrals to educational resources; maintain a library with video and written information; and provide precise information on how to address issues such as divorce, paternity, withholding for child support, custody and visitation. The facilitator/ombudsperson would work closely with the judge in providing the above services. On-site assistance from pro bono family law attorneys could also be made available.

Available instructional resources for educating and assisting the litigants about the relevant procedures should include: handbooks and videos designed specifically for the unrepresented person facing a problem with divorce, custody or support done in a simplified format; model forms and instructions; voice mail that electronically directs callers to services appropriate to their needs; and touch screen applications. All of the above resources should be available in a number of languages.

PROGRAM OUTCOMES: The early intervention and aid from staff in this project is expected to give pro se litigants a better understanding of the benefits and limitations of the court process, and to expedite resolution of cases by explaining the procedures rather than having pro se litigants proceed by trial and error.

LONG-TERM IMPACT: This project includes 3 positions that would be incorporated into the base.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
PROGRAM: Trial Courts
ACTIVITY: Trial Courts

ITEM TITLE: Administrative Support

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$24	\$24	\$24	\$24
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes No

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

The judicial district administrator's office is responsible for the local administrative coordination of the Trial Courts. The district office develops court administrative policy, maintains district administrative records for court personnel, provides budgeting and accounting, and schedules and staffs court meetings and committees, all of which require secretarial and clerical support. The Sixth Judicial District is requesting a secretarial position to assist in these efforts.

PROGRAM OUTCOMES:

Without this position, accounting, personnel, and administrative records are difficult to maintain and access. Telephone calls are not answered in a prompt manner as support staff are absent from work, or are out of the office performing other tasks. Court personnel and the public have difficulty getting operational information in a timely manner.

LONG-TERM IMPACT:

This position would be added to the base budget.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
 PROGRAM: Trial Courts
 ACTIVITY: Trial Courts

ITEM TITLE: Law Clerks for Judges with shared Law Clerk Support

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$640	\$640	\$640	\$640
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

As the caseload has increased in the past decade, judges have been required to compress hearing times significantly for all case types in order to dispose of cases in compliance with time standards. For example, in 1992 on average a judge disposed of a gross misdemeanor in 23% less time than in 1986. To assist judges by conducting legal research, preparing draft orders, and ordering and reviewing case files for unusual legal issues, the Trial Courts are requesting 20 law clerks for those judges who currently must share access to a law clerk, often at a remote location.

PROGRAM OUTCOMES:

With this funding, required written decisions can be prepared sooner, the quality of legal decisions can be improved, and decisions can be supported by in-depth legal research incorporating constantly changing statutory and case law.

LONG-TERM IMPACT:

This additional cost will be a permanent increase to the base budget.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
PROGRAM: Trial Courts
ACTIVITY: Trial Courts

ITEM TITLE: Jury Volume Increase/Source List Update

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$520	\$520	\$520	\$520
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

The trial courts are requesting a jury fee budget increase for the Second (Ramsey), Third (Southeast Minnesota), Fourth (Hennepin), and Eighth (west central Minnesota) Judicial Districts. These districts held over 50% of the criminal trials statewide in the first 6 months of 1994. Comparing the first 6 months of 1993 with a similar period in 1994, courts experienced a 25% increase in major criminal jury trial days in Hennepin County; a 81% increase in Ramsey County; a 68% increase in the Third district and a 34% increase in the Eighth District. In that same time period, the first 3 districts experienced a 16%, 2% and 12% increase in civil trials, respectively. In the Third, Fourth, and Eighth Districts, jury trials took an average of a day longer in the first 6 months in 1994 than in the same period in 1993, thus, requiring additional per diem and mileage payment for each juror.

More jurors must be summoned for criminal cases. For example, for homicide cases Ramsey County needed a jury pool that was 5 times the number of jurors finally selected. Juries are usually sequestered in murder cases thereby requiring lodging and additional meal costs. The current jury

per diem budget is \$3.6 million dollars. Statewide jury days increased 13% in the first 6 months of 1994, an estimated increase of \$400,000.

Throughout the state daycare has been a tool to attract a diverse clientele to jury service. Based on costs in the first 6 months of F.Y. 1995, daycare costs are projected to increase by \$100,000. Jurors have become more familiar with the availability of this reimbursement implemented in November 1993, and have responded favorably to the availability of this cost reimbursement. The fund requires an increase to continue statewide coverage. Finally, the court can obtain semi-annual address updates from the Department of Public Safety to increase the accuracy of its jury summons and the likelihood of making the juror pool more culturally diverse.

PROGRAM OUTCOMES:

In order to meet the constitutional guarantee of speedy trials, juries must be readily available. While civil cases can be postponed, civil litigants often have serious custody and neglect issues which must be swiftly resolved for the well being of children and their parents. Substantial delay of these cases is unfair and harmful to these litigants.

LONG-TERM IMPACT:

This funding would be added to the base.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
PROGRAM: Trial Courts
ACTIVITY: Trial Courts

ITEM TITLE: Operational Overhead Increases

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$75	\$75	\$75	\$75
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

During the next biennium both telephone and postage rates are scheduled to increase. Salary absorption in the last 2 biennia has eliminated the capacity of the Eighth Judicial District to fund these increases internally. In addition, the use of the guardian ad litem program in this district has resulted in increased costs.

PROGRAM OUTCOMES:

These overhead costs are required to communicate court decisions to the litigants' scheduled cases and provide guardian ad litem services required by statute.

LONG-TERM IMPACT:

These costs will be added to the base.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
PROGRAM: Trial Courts
ACTIVITY: Trial Courts

ITEM TITLE: Guardian ad Litem Support

reviewing this program. Additional initiatives may be forthcoming in response to the Legislative Auditor's recommendations.

LONG-TERM IMPACT:

These positions will be added to the base. In all likelihood, the program will expand as additional activities are mandated for families and children.

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$160	\$160	\$160	\$160
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

Guardian ad litem programs have been implemented in each county with little systematic oversight. The nature and scope of the program is dependent upon the time and attention judges and court administrators have been able to divert from already complex jobs to focus on guardian ad litem issues. Guardians may be volunteers, contractors or paid personnel. They may be attorneys or non-attorneys. They perform a variety of services for the courts at various stages of cases involving different legal issues. Little systematic training prepares these persons for their role in the court. The court seeks two positions to conduct training, and to monitor and evaluate the guardian ad litem programs of the courts.

PROGRAM OUTCOMES:

Guardian ad litem services will be reviewed, training for guardians developed and programs monitored so that program policies and goals are followed. The Legislative Auditor is currently

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: District Courts
 PROGRAM: Trial Courts
 ACTIVITY: Trial Courts

ITEM TITLE: Program Review/Operations Evaluation Component

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$160	\$150	\$150	\$150
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
Statutory Change? Yes ___ No <u>X</u>				
If yes, statute(s) affected: M.S.				

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the District Courts to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$2,609,000 to meet increased needs within the courts.

RATIONALE:

Additional staff assistance to review and evaluate the process, procedures and policies in place in the trial courts is needed. As the operation of the courts is brought under more systematic administration and control, staff is required to explore operations, investigate suggestions for improvement, and develop new processes and procedures in response to changes in legislation, rules, court priorities and goals. With a statewide operation dependent on county funding with its diversities of goals and resource allocations, the current staff of 5 persons in the State Court Administrator's office is inadequate to review the myriad operations which compose the court process, especially where those areas involve linkages with police, prosecutors, corrections, court services, and human services, as well as specialized services for a variety of court clientele.

PROGRAM OUTCOMES:

The Conference of Chief Judges each year would determine 3 priority areas to review. These programs would be scrutinized and plans for improvement would be implemented.

LONG-TERM IMPACT:

These positions would be added to the base budget.

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1996-97 Biennial Budget

AGENCY: Client Security Board

AGENCY DESCRIPTION:

The Client Security Board reviews claims by clients who have been defrauded by lawyers and reimburses clients for losses up to \$100,000. In F.Y. 1993, the board resolved 43 claims, approving 24 for payment in the amount of \$123,800. The usual reason for denying payment is that the claim is based on negligence rather than dishonesty. The board contemplates continuing reimbursements to clients at \$260,000 per year.

REVENUES:

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>

Type of Revenue:

Dedicated - Special	\$415	\$426	\$422	\$427	\$427
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The board revenue is derived from an annual \$20 attorney assessment and the interest on the assessment. No General Fund monies are requested as this agency is funded by an assessment from attorneys.

EXPLANATION OF AGENCY'S BUDGET PLAN:

In exercising its constitutional responsibility to supervise the practice of law, the Supreme Court has created a regulatory board to monitor compliance with its rules. The Supreme Court is responsible for the fees assessed attorneys which fund the regulatory operations.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government, the Governor respectfully acknowledges the right of the Client Security Board to present its budgetary needs directly to the legislature for consideration.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CLIENT SECURITY BOARD
PROGRAM: CLIENT SECURITY BOARD
ACTIVITY: CLIENT SECURITY BOARD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	7	7	7	7	7	7	7	7	7
EXPENSES/CONTRACTUAL SRVCS	25	16	23	23	23	23	23	23	23
MISC OPERATING EXPENSES	202	125	527	270	270	270	270	270	270
SUBTOTAL STATE OPERATIONS	234	148	557	300	300	300	300	300	300
TOTAL EXPENDITURES	234	148	557	300	300	300	300	300	300
SOURCES OF FINANCING:									
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	234	148	557	300	300	300	300	300	300
TOTAL FINANCING	234	148	557	300	300	300	300	300	300
FTE BY EMPLOYMENT TYPE:									
REGULAR	.2	.2	.2		.2			.2	
TOTAL FTE	.2	.2	.2		.2			.2	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: CLIENT SECURITY BOARD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	557	557			557	557		
BASE ADJUSTMENTS								
BIENNIAL APPROPRIATIONS	<257>	<257>			<257>	<257>		
SUBTOTAL BASE ADJ.	<257>	<257>			<257>	<257>		
CURRENT SPENDING	300	300			300	300		

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AGENCY: Continuing Legal Education Board

AGENCY DESCRIPTION:

Under the supervision and direction of the Supreme Court, the State Board of Continuing Legal Education accredits courses and programs which will satisfy continuing legal education requirements, discovers and encourages the offering of such courses and programs, and ensures compliance by lawyers licensed by the court. The objective is to ensure that practicing attorneys continue their legal education throughout the period of their active practice of law.

The board monitors the compliance of the 18,000+ state attorneys with the continuing legal education program requirements.

Each year the agency must monitor the completion of education requirements for 7,200 attorneys.

The agency has utilized computerization to maintain compliance records and prepare delinquency reports. Current staff are thus able to manage the expanding workload.

REVENUES:

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>

Type of Revenue:

Dedicated - Special	\$154	\$158	\$164	\$164	\$164
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Dedicated funds from attorney registration fees and fees for certifying legal specialties support this agency. No monies are from the General Fund.

EXPLANATION OF AGENCY'S BUDGET PLAN:

In exercising its constitutional responsibility to supervise the practice of law, the Supreme Court has created a regulatory board to monitor compliance with its rules. The Supreme Court is responsible for the fees assessed attorneys which fund the regulatory operations.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government, the Governor respectfully acknowledges the right of the Continuing Legal Education Board to present its budgetary needs directly to the legislature for consideration.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CONTINUING LEGAL ED BD
 PROGRAM: CONTINUING LEGAL EDUCATION BD
 ACTIVITY: CONTINUING LEGAL EDUCATION BD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	102	104	110	110	110	110	110	110	110
EXPENSES/CONTINGENTIAL SVCS	14	23	26	31	31	31	32	32	32
MISC OPERATING EXPENSES	8	7	8	8	8	8	8	8	8
SUPPLIES/MATERIALS/PARTS	4	4	4	4	4	4	4	4	4
CAPITAL EQUIPMENT			5	5	5	5	5	5	5
SUBTOTAL STATE OPERATIONS	128	138	153	158	158	158	159	159	159
TOTAL EXPENDITURES	128	138	153	158	158	158	159	159	159
SOURCES OF FINANCING:									
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	128	138	153	158	158	158	159	159	159
TOTAL FINANCING	128	138	153	158	158	158	159	159	159
FTE BY EMPLOYMENT TYPE:									
REGULAR	2.4	2.4	2.4		2.4			2.4	
TOTAL FTE	2.4	2.4	2.4		2.4			2.4	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: CONTINUING LEGAL ED BD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	153	153			153	153		
BASE ADJUSTMENTS								
DOCUMENTED RENT/LEASE INC/DEC	5	6			5	6		
SUBTOTAL BASE ADJ.	5	6			5	6		
CURRENT SPENDING	158	159			158	159		

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AGENCY: Law Examiners Board

AGENCY DESCRIPTION:

Under the supervision and direction of the Supreme Court, the State Board of Law Examiners screens and tests candidates for admission to the practice of law and advises the Court of developments in the field of bar admissions.

The Board of Law Examiners screens an average of 1,000 applicants for admission to the practice of law each year, administers standardized national and locally developed tests and recommends to the Supreme Court the admission of successful applicants.

The objective of the agency is to administer procedures and develop standards which reasonably guard against the admission to the practice of law of unqualified persons.

REVENUES:

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$759	\$780	\$775	\$775	\$775

Funds are derived from attorney registration fees and admission fees; no monies are from the General Fund.

EXPLANATION OF AGENCY'S BUDGET PLAN:

In exercising its constitutional responsibility to supervise the practice of law, the Supreme Court has created a regulatory board to monitor compliance with its rules. The Supreme Court is responsible for the fees assessed attorneys which fund the regulatory operations.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government, the Governor respectfully acknowledges the right of the Law Examiners Board to present its budgetary needs directly to the legislature for consideration.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: LAW EXAMINERS BOARD
PROGRAM: LAW EXAMINERS BOARD
ACTIVITY: LAW EXAMINERS BOARD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recommn.	Current Spending	Agency Request	Governor Recommn.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	323	341	355	355	355	355	355	355	355
EXPENSES/CONTRACTUAL SRVCS	379	269	309	310	310	310	312	312	312
MISC OPERATING EXPENSES	31	31	35	35	35	35	35	35	35
SUPPLIES/MATERIALS/PARTS	15	16	19	19	19	19	19	19	19
CAPITAL EQUIPMENT	37	3	17	17	17	17	17	17	17
SUBTOTAL STATE OPERATIONS	785	660	735	736	736	736	738	738	738
TOTAL EXPENDITURES	785	660	735	736	736	736	738	738	738
SOURCES OF FINANCING:									
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	785	660	735	736	736	736	738	738	738
TOTAL FINANCING	785	660	735	736	736	736	738	738	738
FTE BY EMPLOYMENT TYPE:									
REGULAR	6.7	7.6	7.6		7.6			7.6	
TEMP/SEAS/PART_TIME	.9								
TOTAL FTE	7.6	7.6	7.6		7.6			7.6	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: LAW EXAMINERS BOARD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	735	735			735	735		
BASE ADJUSTMENTS								
DOCUMENTED RENT/LEASE INC/DEC	1	3			1	3		
SUBTOTAL BASE ADJ.	1	3			1	3		
CURRENT SPENDING	736	738			736	738		

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1996-97 Biennial Budget

AGENCY: Lawyers Professional Responsibility Board

AGENCY DESCRIPTION:

Under the supervision and direction of the Supreme Court, the Lawyers Professional Responsibility Board advises lawyers about ethical questions arising from the practice of law and responds to citizen complaints about the actions of lawyers.

The board receives, investigates and assists in the disposition of complaints about the 18,000 lawyers licensed to practice law in Minnesota.

The objective of the Lawyers Professional Responsibility Board is to insure that the public is served by lawyers whose legal practices conform to the Code of Professional Responsibility adopted by the Supreme Court.

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Complaints Filed	1,528	1,640	1,760	1,760	1,760
Complaints Closed	1,500	1,700	1,700	1,750	1,750

REVENUES:

This activity generates dedicated and non-dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$1,429	\$1,533	\$1,614	\$1,650	\$1,650

Dedicated funds support this agency, earned from attorney registration and legal corporation registration fees. Revenue also is obtained from collection of judgments against disciplined attorneys and a contract with the Client Security Board for staff services.

EXPLANATION OF AGENCY'S BUDGET PLAN:

No General Fund monies are requested as this agency is funded from attorney registrations.

In exercising its constitutional responsibility to supervise the practice of law, the Supreme Court has created a regulatory board to monitor compliance with its rules. The Supreme Court is responsible for the fees assessed attorneys which fund the regulatory operations.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government, the Governor respectfully acknowledges the right of the Lawyers Professional Responsibility Board to present its budgetary needs directly to the legislature for consideration.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: LAHYERS PROF RESP BD
PROGRAM: PROFESSIONAL RESPONSIBILITY BD
ACTIVITY: PROFESSIONAL RESPONSIBILITY BD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	1,019	1,081	1,155	1,155	1,155	1,155	1,155	1,155	1,155
EXPENSES/CONTRACTUAL SRVCS	146	140	341	391	391	391	395	395	395
MISC OPERATING EXPENSES	41	35	42	42	42	42	42	42	42
SUPPLIES/MATERIALS/PARTS	42	30	35	35	35	35	35	35	35
CAPITAL EQUIPMENT	33	9	280	280	280	280	280	280	280
SUBTOTAL STATE OPERATIONS	1,281	1,295	1,853	1,903	1,903	1,903	1,907	1,907	1,907
TOTAL EXPENDITURES	1,281	1,295	1,853	1,903	1,903	1,903	1,907	1,907	1,907
SOURCES OF FINANCING:									
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	1,281	1,295	1,853	1,903	1,903	1,903	1,907	1,907	1,907
TOTAL FINANCING	1,281	1,295	1,853	1,903	1,903	1,903	1,907	1,907	1,907
FTE BY EMPLOYMENT TYPE:									
REGULAR	21.6	22.1	23.1		23.1			23.1	
TEMP/SEAS/PART_TIME	.2	.5							
TOTAL FTE	21.8	22.6	23.1		23.1			23.1	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: LAWYERS PROF RESP BD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	1,853	1,853			1,853	1,853		
BASE ADJUSTMENTS								
DOCUMENTED RENT/LEASE INC/DEC	50	54			50	54		
SUBTOTAL BASE ADJ.	50	54			50	54		
CURRENT SPENDING	1,903	1,907			1,903	1,907		

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AGENCY: Judicial Standards Board

AGENCY DESCRIPTION:

The Judicial Standards Board investigates and acts upon complaints which involve judicial misconduct or disability in order to protect the public and ensure confidence in the integrity and impartiality of the judiciary. The agency monitors the ethical conduct of the entire judiciary branch of government under statutory authority of M.S. 490.15. Its responsibilities are twofold:

1. To investigate complaints of judges' disability interfering with the performance of their duties and actions, inactions, or incompetence that may constitute failure to perform duties, habitual intemperance, or conduct prejudicial to the administration of justice that brings the judiciary into disrepute or other improper behaviors that violate the Code of Judicial Conduct.
2. To review complaints and investigations of alleged misconduct or disability, to determine whether there is sufficient cause to proceed to a public complaint against a judge, to hold hearings and to recommend disciplinary disposition to the Minnesota Supreme Court, including retirement, censure or removal from office.

The board does assure the investigation process recognizes the unique role of elected judges in our state and conducts its proceedings to preserve the rights and dignities of the complainants and individual judges. When the alleged conduct is insufficient to support a public complaint, the board may impose private reprimand or warnings, may direct the judge to professional counseling or impose conditions on the judge's conduct. Thus, this agency provides a procedure for the public, the constituency most affected by the justice system, to contribute to the fairness, impartiality and integrity of the judiciary by requiring judges to adhere to established standards of ethical conduct.

REVENUES:

None.

EXPLANATION OF AGENCY'S BUDGET PLAN:

Present salary and fixed operating expenses are the major factors in determining the budget. The agency has operated on only a minimal budget for over 10 years. Necessary operating expenses are fixed by contract or statute. There have been no increases in staffing in spite of the increased scope of operations and responsibilities. No additional funds have been received for this agency, besides inflation, to accommodate for the increases. Thus, planning is restrictive.

A new factor, not previously included in other years and to be absorbed by the agency, is the cost for connectivity and training for the Statewide Systems Project. This adds costs and restrictions to this small agency's budget without any additional funds.

To stay within this base, the funds previously budgeted for professional and technical services have been reduced each year to cover the increased costs for the basic operating expenditures for this small agency. In this biennium, the funds have been reduced to the amount of \$1,000. If the board determines to proceed to a public hearing concerning a complaint alleging serious misconduct of a judge, it would be unable to proceed within the present budgeted amount. There are no funds to even initiate any proceeding. This agency would be unable to follow through with its responsibilities as required by M.S. 490.16, Subd. 3 and the Rules of the Board on Judicial Standards.

The \$30,000 requested by this agency for professional and technical services will permit the board to initiate proceedings in a disciplinary matter and allow time to request additional funds to the Legislative Advisory Committee (LAC) or the legislature for the remaining needed funds.

ISSUES AFFECTING AGENCY'S OPERATIONS:

The primary activity of the Judicial Standards Board is the prompt and efficient investigation and disposition of complaints received. Two major uncontrollable factors affect operations: 1) the number and seriousness of complaints filed, and 2) agency resources which must be expended in the investigation and prosecution of serious judge misconduct. The board's finding to proceed to a public hearing concerning a complaint alleging serious misconduct requires the agency to retain counsel and court reporters. In past years, requests to the LAC and the legislature were made to provide for these additional funds.

With a greater public awareness of the board, the increase in case filings, and resulting pressure on judges, the board anticipates the number of complaints received will continually rise. As the agency succeeds in educating the public, more meritorious complaints will be received. A more meritorious complaint usually requires greater investigation, incurs additional expenditures and may require court reporter and attorney services. Based on past experience, the board estimates 160 complaints will be received in the 1996 fiscal budget year and 170 complaints in 1997. Within the last 2 years, on the average, 8 full scale investigations have occurred in each budget year.

GOALS AND OBJECTIVES:

In order to assure and instill the public's confidence in the integrity and independence of the judges in Minnesota, the Judicial Standards Board has the following objectives:

- to promptly investigate, review and act upon all complaints of judicial misconduct received;
- to investigate and prosecute charges of serious judge misconduct;
- to respond promptly to inquiries of potential complaints directed to the board's staff with a view to educate the public, while discouraging the filing of spurious complaints, advising dissatisfied litigants that the board cannot act as a court of appeals on judges' rulings and decisions, and advising on the filing of complaints of apparent merit that justify investigation;
- to monitor judges' conduct in certain instances;
- to monitor monthly judges' compliance with M.S. 546.27 in issuing rulings and decisions in a timely manner;
- to complete statistical analysis of complaint type and frequency, to bring these to the attention of judges, and to encourage modification of conduct causing repeated minor conduct complaints;
- to assist and educate the public and judges in areas involving the Code of Judicial Conduct.

GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's request.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: JUDICIAL STANDARDS BOARD
PROGRAM: JUDICIAL STANDARDS BOARD
ACTIVITY: JUDICIAL STANDARDS BOARD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	136	128	137	137	137	137	137	137	137
EXPENSES/CONTRACTUAL SRVCS	20	49	89	24	55	55	24	57	57
MISC OPERATING EXPENSES	14	13	18	15	15	15	15	15	15
SUPPLIES/MATERIALS/PARTS	5	2	3	3	3	3	3	3	3
CAPITAL EQUIPMENT	16								
SUBTOTAL STATE OPERATIONS	191	192	247	179	210	210	179	212	212
TOTAL EXPENDITURES	191	192	247	179	210	210	179	212	212
AGENCY REQUEST ITEMS:									
			FUND						
3% SMALL AGENCY INCREASE			GEN		1			3	
PROFESSIONAL/TECH SERVICES INCREASE			GEN		30			30	
TOTAL AGENCY REQUEST ITEMS					31			33	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	191	192	247	179	210	210	179	212	212
TOTAL FINANCING	191	192	247	179	210	210	179	212	212
FTE BY EMPLOYMENT TYPE:									
REGULAR	2.0	2.0	2.0		2.0			2.0	
TOTAL FTE	2.0	2.0	2.0		2.0			2.0	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: JUDICIAL STANDARDS BOARD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	247	247	247	247				
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<24>	<24>	<24>	<24>				
APPROPRIATIONS CARRIED FWD	<45>	<45>	<45>	<45>				
DOCUMENTED RENT/LEASE INC/DEC	1	1	1	1				
SUBTOTAL BASE ADJ.	<68>	<68>	<68>	<68>				
CURRENT SPENDING	179	179	179	179				

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1996-97 Biennial Budget

AGENCY: Legal Certification Board

AGENCY DESCRIPTION:

Under the supervision and direction of the Supreme Court, the Board of Legal Certification approves the designation of areas of legal specialization, specifies the certification requirements and accredits the certifying agency.

The board receives petitions from 2 or 3 certifying agents annually. These petitions specify areas of legal specialty and identify qualifications to be certified as a specialist. The designation of a legal specialization assists the public in identifying lawyers with experience and expertise in handling particular types of legal claims.

The board reviews the experience and education proposed for certification of a specialty and the ability of the certifying agency to assess compliance with the criteria. The board approves the certifying agency which in turn examines applicants seeking to qualify as specialists.

REVENUES:

This activity generates dedicated revenue.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>

Type of Revenue:

Dedicated - Special	\$21	\$25	\$21	\$21	\$21
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No General Fund monies are requested as this agency is funded by fees generated in the process of certifying legal specialists.

EXPLANATION OF AGENCY'S BUDGET PLAN:

In exercising its constitutional responsibility to supervise the practice of law, the Supreme Court has created a regulatory board to monitor compliance with its rules. The Supreme Court is responsible for the fees assessed attorneys which fund the regulatory operations.

The Supreme Court monitors the revenues and expenditures of this agency and adjusts both as required.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government, the Governor respectfully acknowledges the right of the Legal Certification Board to present its budgetary needs directly to the legislature for consideration.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: LEGAL CERTIFICATION BOARD
PROGRAM: LEGAL CERTIFICATION BOARD
ACTIVITY: LEGAL CERTIFICATION BOARD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	11	11	13	13	13	13	13	13	13
EXPENSES/CONTRACTUAL SRVCS	3	5	5	7	7	7	7	7	7
MISC OPERATING EXPENSES	1	2	2	2	2	2	2	2	2
SUPPLIES/MATERIALS/PARTS	1	1	2	2	2	2	2	2	2
CAPITAL EQUIPMENT			1	1	1	1	1	1	1
SUBTOTAL STATE OPERATIONS	16	19	23	25	25	25	25	25	25
TOTAL EXPENDITURES	16	19	23	25	25	25	25	25	25
SOURCES OF FINANCING:									
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	16	19	23	25	25	25	25	25	25
TOTAL FINANCING	16	19	23	25	25	25	25	25	25
FTE BY EMPLOYMENT TYPE:									
REGULAR	.3	.2	.2		.2			.2	
TOTAL FTE	.3	.2	.2		.2			.2	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: LEGAL CERTIFICATION BOARD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	23	23			23	23		
BASE ADJUSTMENTS								
DOCUMENTED RENT/LEASE INC/DEC	2	2			2	2		
SUBTOTAL BASE ADJ.	2	2			2	2		
CURRENT SPENDING	25	25			25	25		

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GOVERNOR'S RECOMMENDATION:

AGENCY: Tax Court

The Governor concurs with the agency's plan.

AGENCY DESCRIPTION:

The Minnesota Tax Court was established as a fulltime court of record in 1977. The Tax Court is a specialized trial court in the executive branch with statewide jurisdiction to hear and determine all matters arising out of Minnesota's tax laws. The Court's mission is to provide timely and equitable disposition of appeals of orders issued by the Commissioner of Revenue and local property tax valuations, classifications, equalization and/or exemptions.

The Tax Court has primary jurisdiction for appeals from Commissioner orders (see M.S. Ch. 271). For property tax matters, the District Courts delegate their jurisdiction to the Tax Court (see M.S. Ch. 278). The District Courts routinely transfer all Chapter 278 property tax petitions as well as other miscellaneous tax cases to the Tax Court.

The Tax Court docket, tracks, schedules and disposes of all cases files. Property tax cases are heard by the Court in the county where the property is located and Commissioner appeals are heard either in Ramsey County or the county of residence of the taxpayer. The Tax Court provides a judge and the support functions to issue and disseminate a written decision on every case heard by the Court.

REVENUES:

This activity generates dedicated and non-dedicated revenue.

Type of Revenue:	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Non-dedicated - Gen'l	\$6	\$6	\$7	\$7	\$7

EXPLANATION OF AGENCY'S BUDGET PLAN:

Seventy-one percent of the Tax Court budget pays for salaries (62%) and rent (9%). The Court has not increased its complement of 6 fulltime and 1 parttime employees since 1977, although the workload has expanded to six times the 1977 level. Computerization of the docket system has allowed the Court to manage an increasing number of cases with no additional people and provide greater service to our clientele.

Ninety-six percent of our 1994 workload, or 4,363 cases, were Chapter 278 property valuation cases. This workload represents twice the number of property tax appeals filed in 1987 but 1,000 less than 1993. Variation in the number of appeals is due primarily to the economics of the real estate market, which impact the number of property tax cases filed and, ultimately, the number of property tax cases tried. The Court's workload now consists of an increasing number of motions and pretrial conferences as we more actively manage the high visibility, high-value cases.

In all but 2 metropolitan counties, property tax cases are scheduled and disposed of within 1 year of filing.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: TAX COURT
PROGRAM: TAX COURT
ACTIVITY: TAX COURT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	405	408	445	425	425	425	425	425	425
EXPENSES/CONTRACTUAL SRVCS	90	61	67	138	138	138	138	138	138
MISC OPERATING EXPENSES	23	17	17	17	17	17	17	17	17
SUPPLIES/MATERIALS/PARTS	12	5	7	7	12	12	7	12	12
CAPITAL EQUIPMENT		8							
SUBTOTAL STATE OPERATIONS	530	499	536	587	592	592	587	592	592
TOTAL EXPENDITURES	530	499	536	587	592	592	587	592	592
AGENCY PLAN ITEMS:									
			FUND						
NON-SALARY 3% INFLATION ADJUSTMENT			GEN		5			5	
TOTAL AGENCY PLAN ITEMS					5			5	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	530	499	536	587	592	592	587	592	592
TOTAL FINANCING	530	499	536	587	592	592	587	592	592
FTE BY EMPLOYMENT TYPE:									
REGULAR	6.0	6.0	6.0		6.0			6.0	
TEMP/SEAS/PART_TIME	.4	.3	.3		.3			.3	
OVERTIME	.1								
TOTAL FTE	6.5	6.3	6.3		6.3	6.3		6.3	6.3

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: TAX COURT

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	536	536	536	536				
BASE ADJUSTMENTS								
APPROPRIATIONS CARRIED FWD	<20>	<20>	<20>	<20>				
DOCUMENTED RENT/LEASE INC/DEC	71	71	71	71				
SUBTOTAL BASE ADJ.	51	51	51	51				
CURRENT SPENDING	587	587	587	587				

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AGENCY: Private Detective and Protective Agent Services Board

AGENCY DESCRIPTION:

The mission of the private detective and protective agent services board is to assure that private detectives and protective agents meet the statutorily required qualifications for licensing and maintain the standards of conduct required by M.S. 326.32-326.339. The board is made up of industry professionals, law enforcement and the public. It is the regulatory authority dedicated to ensuring industry skill and competency that provide crucial assistance to and a complement for Minnesota law enforcement. These activities contribute to the safety and protection of people and property.

Adhering to its guidelines for licensure, the board conducts thorough background investigations of applicants, supplemented by oral interviews. The board consistently monitors license holders for adherence to statute, maintains uniform licensing standards, and addresses matters of compliance and discipline by following up on complaints and suspected license violations. Sensitivity to diversity is also present in input to the licensing process, since board member representation goes beyond technical and professional contributions.

ISSUES AFFECTING AGENCY'S OPERATIONS:

Private investigative and security firms have experienced continued growth, more rapid than that of public law enforcement. Nationally, the ratio of private security to public law enforcement is 3 to 1. The growth of private investigation and security services calls for maintenance of the regulatory program.

There continues to be concern in the community of the vulnerability to crime. The decreased spending for public protection has increased the need and use of private services for protection measures. The community and license holders are concerned about individuals working in these industries. These are positions of trust in the community.

Frequently, there are crimes prevented due to the services of security guard and patrol services or the investigation of various business and white collar crimes. The Minnesota citizen community demands a program that ensures qualified and trained companies are offering these services and a responsive agency when there are abuses in power and failure to maintain standards of conduct.

A measure to instill confidence in these service industries has transpired - the legislative mandate for rules dictating training. The board is working to finalize rules on training directives, course content, instructor requirements, and institutional requirements. The completion of this undertaking will mark an historic moment in the agency's and the industries' development.

The present automation abilities of the board are incapable of complying with the requirements of the Statewide Systems Project (SSP). Due to dated and inherited equipment now being used, hardware and software cannot be simply upgraded. Connectivity to SSP will allow the board to be more timely with deposits of fee revenues, directly input purchase requests, and access accounting information.

REVENUES:

This activity generates non-dedicated revenue.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Non-dedicated - Gen'l	\$75	\$89	\$90	\$90	\$90

EXPLANATION OF AGENCY'S BUDGET PLAN:

The aforementioned training rules are a significant regulatory advancement of the private security and investigation industry. The new rules will include course requirements for both disciplines, standards for those conducting training, and conditions for institutions offering approved courses, but no funds for rules adoption or a training program are provided in the board's current spending level. Since fees collected by the board are exceeding expenditures, this request will utilize excess funds already deposited in the General Fund (see 1996-1997 Departmental Earnings Report).

This "program annualization" includes related costs for office automation and SSP, communications, regulatory associations expenses, professional/technical services, and a person to coordinate training, register licensees and their employees, collect registration fees, monitor compliance, and educate clients. The agency plan requests \$35,000 in F.Y. 1996 and \$46,000 in F.Y. 1997 to implement this program passed by the 1993 legislature (Ch. 168, M.S. 326.3361).

GOALS AND OBJECTIVES:

The board's goals include: 1) to provide clear and concise guidelines to applicants for licensure; 2) to conduct background investigations of applicants for licensure; 3) to monitor license holders for adherence to standards of conduct; and 4) to investigate complaints against license holders.

The public now sees private security as commonplace, and the prevalence of private investigators in the "private criminal justice system" is increasing. The board is committed to contributing to safe environments for the citizens of Minnesota by regulating these industries, as they assume more criminal justice type activities, and plans to ensure competent services are provided, while minimizing problems for the public or their clients. The board intends to balance safe guarding the public trust and confidence in these services with regulation that is not unduly intrusive.

GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency plan.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PRIVATE DETECTIVE BOARD
PROGRAM: PRIV DETECT/PROTECT AGENTS BD
ACTIVITY: PRIV DETECT/PROTECT AGENTS BD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	57	57	59	58	58	58	58	83	83
EXPENSES/CONTRACTUAL SRVCS	6	2	5	5	15	15	6	6	6
MISC OPERATING EXPENSES	2	2	3	3	14	14	3	24	24
SUPPLIES/MATERIALS/PARTS	1		5	1	1	1	1	2	2
CAPITAL EQUIPMENT	1	1			14	14			
SUBTOTAL STATE OPERATIONS	67	62	72	67	102	102	68	115	115
TOTAL EXPENDITURES	67	62	72	67	102	102	68	115	115
AGENCY PLAN ITEMS:									
			FUND						
3% SMALL AGENCY INCREASE			GEN					1	
TRAINING PROGRAM			GEN		35			46	
TOTAL AGENCY PLAN ITEMS					35			47	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	67	62	72	67	102	102	68	115	115
TOTAL FINANCING	67	62	72	67	102	102	68	115	115
FTE BY EMPLOYMENT TYPE:									
REGULAR	1.5	1.4	1.4		1.4			2.1	
TOTAL FTE	1.5	1.4	1.4		1.4	1.4		2.1	2.1

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: PRIVATE DETECTIVE BOARD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	72	72	72	72				
BASE ADJUSTMENTS								
APPROPRIATIONS CARRIED FWD	<5>	<5>	<5>	<5>				
DOCUMENTED RENT/LEASE INC/DEC		1						1
SUBTOTAL BASE ADJ.	<5>	<4>	<5>	<4>				
CURRENT SPENDING	67	68	67	68				

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1996-97 Biennial Budget

AGENCY: Peace Officers Standards and Training Board (POST Board)

AGENCY DESCRIPTION: The Board of Peace Officers Standards and Training (POST Board) regulates the practice of law enforcement in Minnesota through the following services: 1) developing pre-service educational standards delivered through the Professional Peace Officer Education Program and monitoring the instruction provided by institutions offering professional peace officer education; 2) screening applicants applying for admission into professional peace officer education programs; 3) testing applicants who have completed their education to ensure minimum competency prior to licensure; 4) ensuring compliance with minimum selections standards for individuals applying for peace officer positions; 5) enforcing standards of conduct and investigating allegations of misconduct involving peace officers; 6) providing assistance to agencies in meeting policy and training mandates established by the legislature; 7) investigating allegations that departments have failed to comply with policy or training mandates; 8) ensuring all practicing peace officers have completed required continuing education classes and that continuing education courses offered provide meaningful learning experiences for peace officers; and 9) issuing and reissuing licenses to peace officers.

REVENUES: This activity generates non-dedicated and dedicated types of revenue.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Non-dedicated - Gen'l	\$79	\$100	\$97	\$97	\$97
Dedicated - Special	4,378	4,783	4,876	4,876	4,876
Total	\$4,457	\$4,883	\$4,973	\$4,973	\$4,973

EXPLANATION OF AGENCY'S BUDGET PLAN: With the board's present budget for operating expenses, it can no longer continue to meet the day to day requirements of the agency. The delegation of duties to the board without new funding has resulted in an agency with more responsibility than its budget or personnel resources can adequately address. The agency plan calls for funding 2 vacancies (records clerk and research analyst), 4 new clerical positions, and a minority recruitment coordinator; expenses for additional board meetings and committee meetings; new computer services; and the realignment of grants to law enforcement entities. These items will be entirely funded through reallocations within the existing budget.

The board administers the records of approximately 8,500 active police officers, 1,000 part-time officers, and 1,000 inactive officers. Due to under staffing, many files are not current and the time to issue licenses has increased. Funding 4 clerical positions will allow professional staff, who must now perform many necessary and routine clerical tasks, to concentrate on their professional duties. Reallocations for staffing requirements are also necessary to address concerns over the agency's internal control structure and financial compliance capabilities (Office of the Legislative Auditor's report of 6-17-94).

Since the agency only has word processing capability and is not truly automated, a new computer system would provide backup of records and enhance security. The entire records system of the agency is in need of a general overhaul. In fact, without new computer services, the POST Board cannot properly link to the new Statewide Systems Project (SSP). By the end of F.Y. 1997, the agency plan will allow these goals to be accomplished: 1) to continue work with higher education

to develop education and training programs that produce high quality police candidates and to standardize professional peace officer education to maximize educational opportunities for all candidates; 2) to administer licensing exams to about 300 candidates annually; 3) to start a system to conduct criminal history background checks of candidates for professional peace officer education; 4) to develop new standards of conduct for peace officers; and 5) to approve continuing education courses and track continuing education hours of over 7,000 peace officers.

ISSUES AFFECTING AGENCY'S OPERATIONS: Current law provides for a 15% surcharge on all traffic fines, which is earmarked to fund the POST Board operations and redistributions to local governments and educational institutions in the form of aid. This surcharge generates approximately \$4.9 million dollars per year. The 1994-95 appropriation caps the POST Board's budget at \$4,136,000 per year. In F.Y. 1996, over \$1.3 million will no longer have to be transferred for aid payments to the higher education budget.

The board is currently involved in a lawsuit filed by a former director that could potentially create a liability against the state for settlement and other related costs. This position was not filled for a number of months to allow vacancy savings to pay for some of the legal costs to date.

Given the breadth and diversity of the board's licensing activities, and the board's currently low personnel strength, several important areas remain unaddressed, including: 1) the board has not yet conducted a job task analysis which is necessary to validate components of the Professional Peace Officer Education Program; 2) the board is not able to aggressively participate in the recruitment and retention of minorities in the law enforcement profession; 3) although the board receives numerous complaints annually, the board's limited resources make investigation and litigation of all complaints impossible; 4) although a complete overhaul of the current continuing education program would be desirable, current funding levels do not allow for any change in the current system; and 5) although the board should develop some program to audit agencies to ensure compliance with minimum selection standards and policy and training mandates imposed by the legislature, current funding levels do not allow the resources to conduct such audits.

GOALS AND OBJECTIVES: The goal of the board is to provide assurance that those charged with the important duty of upholding the law and providing police services will be adequately educated, trained, and monitored. Only those with the potential for rendering high levels of public service should be admitted to the profession; this is to be accomplished by pre-screening of applicants, professional peace officer education, license testing, and enforcement of minimum selection standards and standards of conduct. The board also oversees that agencies comply with mandates of the legislature pertaining to policy and training requirements and plans to continue working with pre-service education providers to ensure highly educated and qualified candidates enter the profession.

GOVERNOR'S RECOMMENDATION: The Governor recommends funding levels as requested in the agency budget plan except for the following adjustments: a biennial reduction of \$190,000 for reallocations to the POST Board operating budget and a biennial reduction of \$1,810,000 for reallocations for new local assistance grants. The Governor recommends an alternative reallocation of \$2,000,000 for the biennium that redirects special revenue funds back to the HEB (now MnSCU) that would have required a new General Fund appropriation. The Governor does not recommend the new computer services in the agency plan, but recommends a \$25,000 reallocation for the completion of a systems plan to be reviewed by IPO.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PEACE OFFICER TRNG BD
PROGRAM: PEACE OFFICERS STANDARDS&TRAINING
ACTIVITY: PEACE OFFICERS STANDARDS&TRAINING

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	456	421	372	372	721	710	372	721	710
EXPENSES/CONTRACTUAL SRVCS	105	89	151	128	96	68	130	99	74
MISC OPERATING EXPENSES	26	27	27	27	33	33	27	32	32
SUPPLIES/MATERIALS/PARTS	16	9	5	5	24	6	5	6	6
CAPITAL EQUIPMENT		1	1	1	123	26	1	1	1
OTHER			4	4	4	4	4	6	6
SUBTOTAL STATE OPERATIONS	603	547	560	537	1,001	847	539	865	829
LOCAL ASSISTANCE	3,573	3,604	3,604	3,604	3,146	3,300	3,604	3,290	3,326
TOTAL EXPENDITURES	4,176	4,151	4,164	4,141	4,147	4,147	4,143	4,155	4,155
AGENCY PLAN ITEMS:									
			FUND						
OPERATING BUDGET INCREASE			SR		459			315	
REDUCTION IN TRANSFER TO HIGHER ED BD			SR		<1,388>			<1,388>	
INCREASE LOCAL ASSISTANCE GRANTS			SR		930			1,074	
SSP FY7 EST INDIRECT COST INCREASE			SR					2	
3% SMALL AGENCY INCREASE			SR		5			9	
TOTAL AGENCY PLAN ITEMS					6			12	
GOV'S INITIATIVES:									
			FUND						
(A) REDUCE OPERATING NEEDS REQUEST			SR			<154>			<36>
(A) MAINTAIN HEB LAW ENFORCEMENT GRANT			SR			1,000			1,000
(A) CHANGE TO LOCAL ASST GRANTS			SR			<846>			<964>
TOTAL GOV'S INITIATIVES									
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL									

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PEACE OFFICER TRNG BD
PROGRAM: PEACE OFFICERS STANDARDS&TRAINING
ACTIVITY: PEACE OFFICERS STANDARDS&TRAINING

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
SPECIAL REVENUE	4,128	4,135	4,136	4,138	4,144	4,144	4,140	4,152	4,152
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	1	2	3	3	3	3	3	3	3
FEDERAL	47	14							
TOTAL FINANCING	4,176	4,151	4,164	4,141	4,147	4,147	4,143	4,155	4,155
FTE BY EMPLOYMENT TYPE:									
REGULAR	10.8	8.1	6.8		16.0			16.0	
TEMP/SEAS/PART_TIME		1.7	2.5						
OVERTIME		.1							
TOTAL FTE	10.8	9.9	9.3		16.0	16.0		16.0	16.0

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: PEACE OFFICER TRNG BD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	4,164	4,164	25	25	4,139	4,139		
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<25>	<25>	<25>	<25>				
DOCUMENTED RENT/LEASE INC/DEC	2	4			2	4		
SUBTOTAL BASE ADJ.	<23>	<21>	<25>	<25>	2	4		
CURRENT SPENDING	4,141	4,143			4,141	4,143		

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Peace Officers Standards and Training Board (POST)
PROGRAM: Peace Officers Standards and Training Board
ACTIVITY: Peace Officers Standards and Training Board

ITEM TITLE: Maintain Law Enforcement Grant to Higher Education Board

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
Special Revenue Fund				
- State Operations	\$(154)	\$(36)	\$(36)	\$(36)
- Grants, Local Assistance	\$(846)	\$(964)	\$(964)	\$(964)
- Grants, HEB (MnSCU)	\$1,000	\$1,000	\$1,000	\$1,000
Revenues: (\$000s)				
Special Revenue Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes X No

If yes, statute(s) affected: Laws 1993, First Special Session, Chap. 2, Art. 1, Sec. 8, Subd. 6.

GOVERNOR'S RECOMMENDATION:

The Governor recommends that the POST Board funding for law enforcement education to the Higher Education Board (Board of Minnesota Colleges and State Universities - MnSCU) be maintained at the level of \$1,000,000 per year, instead of being funded with new General Fund monies as per current law. By reducing the POST Board's plan to reallocate funds (that no longer have to be transferred) to their operating budget and reducing reallocations for new POST Board local assistance grants, the net impact of this initiative on the General Fund is zero.

RATIONALE:

There are not sufficient General Fund dollars in the fund balance to permit the special revenue funding from the POST Board to the HEB to be replaced by a new General Fund appropriation. Under current law, beginning in F.Y. 1996, money for law enforcement education provided through the POST Board is to be provided by General Fund appropriations with the special revenue for penalty surcharge dollars from the POST Board account to be appropriated for other lawful purposes (Laws 1993, 1st Sp. Session, Ch. 2). This initiative redirects the revenue from the special revenue fund back to law enforcement higher education programs, essentially maintaining the structure in previous fiscal years.

PROGRAM OUTCOMES:

The law enforcement education program will be provided with continuation funding. This initiative does, however, require a statutory change to be implemented.

LONG-TERM IMPACT:

The budgets for the POST Board and the HEB programs can be maintained while other alternatives for funding are explored. The reallocation for the board's 7 new positions remains funded, so that administrative and audit concerns can be addressed.

1996-97 BIENNIAL BUDGET

PROGRAM STRUCTURE

AGENCY: PUBLIC DEFENSE BOARD

PROGRAM

STATE PUBLIC DEFENDER

PAGE

H-104

PUBLIC DEFENSE BOARD

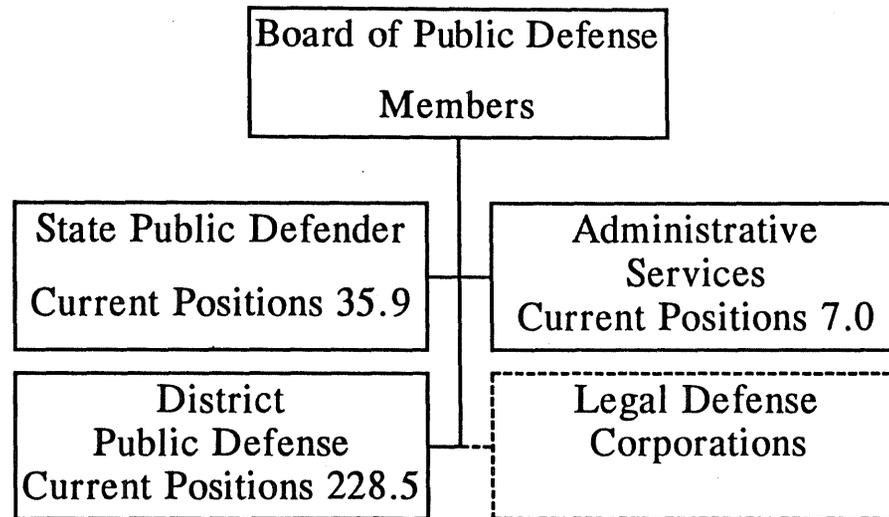
H-108

DISTRICT PUBLIC DEFENSE

H-112

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**PUBLIC DEFENSE BOARD
ORGANIZATIONAL CHART 7/1/94**



JUNE 30, 1994 FTE EMPLOYEES: 271.4

**1996-97 Biennial Budget
Agency Budget Brief
(\$ in thousands)**

Agency: Public Defense Board

Fund: General

Summary of Agency Actions:

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
<u>BASE YEAR (F.Y. 1995)</u>	\$30,961	\$30,961	\$61,922
<u>BASE ADJUSTMENT:</u>			
Appropriations Carry Forward	(678)	(678)	(1,356)
Documented Rent/Lease Inc.	<u>267</u>	<u>233</u>	<u>500</u>
<u>CURRENT SPENDING</u>	\$30,550	\$30,516	\$61,066
<u>AGENCY REQUEST ITEMS:</u>			
Annualization District Defense	4,368	4,368	8,736
State PD Caseloads/Transcripts	895	784	1,679
MIS Analyst/Acting/Info Systems	99	101	200
Weighted Caseload/Juv Just Bill	8,599	8,465	17,064
Legal Defense Corporations	65	96	161
Salary Equity/Overhead	3,130	3,130	6,260
<u>AGENCY REQUEST</u>	\$47,706	\$47,460	\$95,166
<u>PROGRAM ANNUALIZATION:</u>	\$4,368	\$4,368	\$8,736
<u>GOVERNOR'S INITIATIVES:</u>	\$2,300	\$2,300	\$4,600
GOVERNOR'S RECOMMENDATIONS	\$37,218	\$37,184	\$74,402

Brief Explanation of Agency Request:

- This request calls for an additional \$3,130,000 in F.Y. 1996 and F.Y. 1997 to provide a statewide salary equity schedule for district public defenders. In addition, it would provide for the payment of overhead to part-time district public defenders. Part-time district public defenders currently subsidize the public defender system with the use of their offices and private staff.
- The request calls for an additional \$3,299,000 in F.Y. 1996 and \$3,165,000 in F.Y. 1997 to have all Districts meet the board's Weighted Caseload Standards in the most serious cases: felony, juvenile, and Children In Need of Protective Services (CHIPS). It also calls for

\$5,300,000 annually to restore funding for appellate services for juveniles, public defense services for juveniles, and funds to supplement the county takeover of district defense vetoed from the 1994 Juvenile Justice Bill.

- The request calls for an additional \$895,000 in F.Y. 1996 and \$784,000 in F.Y. 1997 to provide the State Public Defender's Office with: a) the resources necessary to accommodate the tremendous increase in the number and seriousness of the legally mandated cases the office handles (1,990,094 appeals up 29%, parole hearings up 124% and, discipline hearings up 43%); b) the new function of juvenile appeals which was mandated by the 1994 Juvenile Justice Bill (this funding was vetoed last session); c) the F.Y. 1994 and F.Y. 1995 transcript deficits, as well as the increased costs projected for the F.Y. 1996-97 biennium; and d) calls for \$122,000 each year to retain 3 attorney positions currently funded from a federal grant.
- The request calls for an additional \$99,000 in F.Y. 1996 and \$101,000 in F.Y. 1997 to provide the board's Administrative Services Office with an additional secretary/receptionist position, management systems analyst, and funding for the increased cost of moving and rent.
- The request calls for an additional \$65,000 in F.Y. 1996 and \$96,000 in F.Y. 1997 to provide adjustments to grants to the 5 legal defense corporations.

Revenue Summary:

The public defense function does not have a revenue raising component.

Affected Statutes:

None.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

1996-97 Biennial Budget

AGENCY: Public Defense Board

AGENCY DESCRIPTION:

The Public Defense Board is a Judicial Branch agency whose purpose is to provide quality criminal defense services to indigent defendants in the state of Minnesota through a cost effective and efficient public defender system. The responsibilities of the board include: appointing the State Public Defender, who supervises the appellate office of the public defender system; selecting a trial court District Public Defender in each of the 10 Judicial Districts; and distribution of appropriations from the legislature. In addition, the board sets standards for the operation of all the public defender offices under its jurisdiction. The agency is organized into 3 programs: State Public Defender, Public Defense Board, and District Public Defense.

The State Public Defender's Office provides service to indigent prisoners appealing their criminal cases to the Minnesota Court of Appeals and Supreme Court, post conviction proceedings in the District Courts throughout the state, and parole revocation proceedings, and addresses civil legal problems for defendants in our state prisons, including prison disciplinary proceedings. In addition, assistance, education and information regarding changes in the law are provided to court-appointed and Judicial District Public Defenders.

The Board of Public Defense's Administrative Services Office provides policy direction and guidance for the agency's programs and overall management of its activities. It provides general staff support to all public defender organizations in Minnesota, as well as implements the agency's policies, regulations, training, personnel, budget, and intergovernmental functions. In addition, it is responsible for implementation and upkeep of management information systems relating to the agency's budget, data, and personnel. This office also directs and coordinates all agency relationships with the legislature, other state agencies and local governments.

There are 10 Judicial District Public Defender Offices in Minnesota. The primary purpose of these offices is to provide trial court criminal defense services to indigent clients charged with crimes in felony, gross misdemeanor, misdemeanor and juvenile cases. The Public Defense Corporations are community based legal service entities which predominantly serve the minority communities in the state. The primary purpose of these corporations is to provide high quality, independent criminal and juvenile defense services to minority indigents.

AGENCY CHALLENGES:

- **Weighted Caseload Standards.** In order to properly administer the statewide system, the legislature in 1989 directed the board to conduct a weighted caseload study. The basic design of the weighted caseload study was to determine the estimated time that it takes the average public defender in the state of Minnesota to perform various case-related and non-case-related activities and provide competent representation. The design of the study permitted the board to develop appropriate caseload standards. To date the board has not received the full funding necessary to implement these standards.
- **Right of Representation/Control of Caseload.** The public defender system does not and cannot control its client intake or workload. These important variables are controlled by

external circumstances, such as Constitutional mandates, legislative policies, Supreme Court Rules, sentencing guideline changes, statutory changes, judicial calendaring changes and Department of Corrections policies, which the board does not direct. Under Minnesota Law, all individuals accused of a felony, gross misdemeanor, misdemeanor or juvenile crime are entitled to be represented by an attorney before, during and after their trial. If an individual who is accused in one of the above proceedings cannot afford the services of a private attorney and demonstrates an inability to afford such services, the Court will appoint a public defender to represent that individual. The defense of accused persons is constitutionally mandated and must be provided even when such costs are borne by the public.

- **Societal Values, Legislation, Funding.** In the past several years, there have been significant influxes of monies to local prosecutors and police on a local, state and national level to combat crime. There has not been the same funding balance accorded to the public defense field. There also have been new judges and prosecutors added to process those defendants accused of committing crimes. There has been little, if any, increase within the same time period for public defender staff.

The political and economic issues that will continue to affect the public defense field are related to social values and funding sources. Currently, on a national and state level, there is an emphasis on crime reduction. Funding on a local, state and national level, have prioritized increases for police, prosecution, and judicial staff, as well as appropriations to penal institutions. There has not been a corresponding increase in public defense staffing, salaries and resources. In recent years, there has been a significant emphasis on both the local and national level to increase the penalties in the area of juvenile crime. In addition, there have been many new statutory penalties that have been enacted to deal with an increased awareness of crimes against vulnerable people in areas such as sex abuse, child abuse, and crimes against women. Stiffer penalties and stricter enforcement have resulted in a significant increase in the public defense caseloads and in the population of our jails and prisons.

- **Salary Equity.** The assumption of services from the counties and the move from a county based system to a statewide system has created significant salary inequities across the state, and particularly in Greater Minnesota. The salaries for employees providing the same services vary by as much as 50-75% across Judicial Districts. In some cases, defenders in Greater Minnesota are earning one-half of what their counterparts in the urban area receive. In addition, these employees must pay their own overhead costs out of their salaries.

AGENCY STRATEGIES:

It is important to note that the public defense system cannot control its caseload or workload. These are controlled by other parts of the criminal justice system, including the police, prosecution, courts and corrections. The agency's budget request is constructed to achieve the following:

- to ensure effective provision of counsel by pursuing the resources necessary to implement the board adopted caseload standards;
- to set caseload standards and apportion resources in a manner that lowers current attorney caseloads to a more manageable level;
- to maximize client contact early in cases, which may facilitate early settlement of cases saving all parts of the criminal justice system time and resources;

1996-97 Biennial Budget

AGENCY: Public Defense Board
(Continuation)

- to provide effective counsel in a cost efficient manner by consolidating attorney positions, and increasing the use of non-attorney professionals such as paralegals, investigators, and law clerks;
- to work with the courts and other criminal justice agencies to ensure that the system continues to function uninterrupted. To facilitate this at least in part, during the 1993 Session, the legislature allocated up to 4% of county criminal justice aid to be used for trial level cases which the system could not handle. Per M.S. 611.27, the board is reporting the use of this resource. To date, 12 cases have been referred out and approximately \$158,000 has been expended;
- to provide policy makers and stakeholders with the most accurate information possible regarding the caseloads, hours and resources in the public defender system; and
- to increase the diversity of the agency staff by opening up opportunities for recruitment and hiring of women and people of color.

REVENUE SUMMARY:

The public defense function by definition does not lend itself to revenue raising possibilities. However, current law directs that the first \$180,000 of client reimbursements be directed to the state General Fund, with the excess retained by the board. At last report, the \$180,000 level had not yet been reached during F.Y. 1994.

SUMMARY OF BUDGET REQUEST:

- The budget request includes restoration of funding vetoed from the 1994 Juvenile Justice Bill which would have allowed for the provision of legislatively mandated services for juveniles in the areas of District Court and the State Public Defender's Office. This amounts to \$4,900,000 annually. These are new services which the public defense system cannot adequately provide without this funding. Also included in this amount is \$3,299,000 in F.Y. 1996 and \$3,165,000 in F.Y. 1997 to achieve the weighted caseload standards in felony cases and the children in need of protective services cases.
- The request includes approximately \$800,000 per year for funding of the State Public Defender's Office. This includes \$400,000 for the new mandated function of juvenile appeals. This funding was also vetoed. The request also includes funding to retain 3 attorney positions now federally funded. It also provides funding to keep pace with the ever increasing client population (inmates in state correctional facilities) through the use of student attorneys and job share. The request also includes funding for F.Y. 1994, F.Y. 1995, and F.Y. 1996 transcripts which threaten to break the budget and bring the Court of Appeals to a stand still.
- The request includes an additional \$3,130,000 annually to provide for salary equity across the state, placing public defenders on a statewide salary schedule. It also would allow for the payment of overhead expenses to part-time state employees who currently must pay these

amounts out of their salary, and are subsidizing the public defense system with their private practices.

- The request includes an additional \$65,000 in F.Y. 1996 and \$96,000 in F.Y. 1997 for an increase in the grants to the non-profit Legal Defense Corporation which provides quality cost effective legal services to members of the minority communities across the state.
- The request includes \$99,000 in F.Y. 1996 and \$101,000 in F.Y. 1997 annually for the board's Administrative Services Office to hire a support staff person, a qualified management information analyst, and provide rent and moving costs.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC DEFENSE BOARD

PROGRAM RESOURCE ALLOCATION:	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
STATE PUBLIC DEFENDER	2,709	2,530	2,755	2,877	3,772	2,877	2,846	3,630	2,846
PUBLIC DEFENSE BOARD	770	524	669	690	844	745	686	842	741
DISTRICT PUBLIC DEFENSE	20,802	22,344	27,734	27,180	43,287	31,493	27,181	43,185	31,494
GOVERNOR'S RECOMMENDED INCREASE						2,300			2,300
TOTAL EXPENDITURES BY PROGRAM	24,281	25,398	31,158	30,747	47,903	37,415	30,713	47,657	37,381
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	23,998	25,224	30,961	30,550	47,706	37,218	30,516	47,460	37,184
STATUTORY APPROPRIATIONS:									
GENERAL	191		30	30	30	30	30	30	30
FEDERAL	91	172	165	165	165	165	165	165	165
GIFTS AND DEPOSITS	1	2	2	2	2	2	2	2	2
TOTAL FINANCING	24,281	25,398	31,158	30,747	47,903	37,415	30,713	47,657	37,381
FTE BY EMPLOYMENT TYPE:									
REGULAR	159.7	267.7	267.7		365.2			365.2	
TEMP/SEAS/PART_TIME	3.4	3.7	3.7		3.7			3.7	
OVERTIME	.2								
TOTAL FTE	163.3	271.4	271.4		368.9			368.9	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: PUBLIC DEFENSE BOARD

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	31,158	31,158	30,991	30,991	2	2	165	165
BASE ADJUSTMENTS								
APPROPRIATIONS CARRIED FWD	<678>	<678>	<678>	<678>				
DOCUMENTED RENT/LEASE INC/DEC	267	233	267	233				
SUBTOTAL BASE ADJ.	<411>	<445>	<411>	<445>				
CURRENT SPENDING	30,747	30,713	30,580	30,546	2	2	165	165

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1996-97 Biennial Budget

PROGRAM: State Public Defender
AGENCY: Public Defense Board

PROGRAM DESCRIPTION:

The State Public Defender's Office provides services to indigent prisoners who appeal their criminal cases to the Minnesota Court of Appeals and Supreme Court; post conviction proceedings in the District Courts throughout the state; parole revocation proceedings; assistance with civil legal problems (Legal Assistance to Minnesota Prisoners (LAMP)); and prison disciplinary and parole proceedings (Legal Advocacy Project (LAP)). The State Public Defender is also charged with developing standards for the operation of District Public Defense Offices throughout the State.

PROGRAM STATUS:

In recent years there has been a major legislative effort to increase penalties for existing crimes. In addition, new statutory penalties have been enacted to deal with specific populations or issues. Increased penalties and stronger enforcement have resulted in a significant increase in the population of the state's prisons and jails. The results have been not only increased appellate cases, but also increased prison discipline cases and parole revocations. The result has been an understaffed office. Between 1990 and 1994, the state's prison population increased 44%, the number of direct appeals increased approximately 29%, prison discipline caseloads increased approximately 30%, and parole revocation caseloads increased 124%. During this time, the LAP program has added a .5 attorney position, and the Appellate office has added a 1.0 position. Without additional funding the office stands to lose 3.0 attorneys from its current complement when a federal grant runs out at the end of F.Y. 1995.

In addition, the Juvenile Justice Bill passed during the 1994 Legislative Session expanded the rights of juveniles to appeal their sentences. It also required the Office of the State Public Defender to provide these appellate services. However, a line item veto of the bill eliminated \$400,000 (annual basis) in funding for this function. The office will not be able to provide this mandated service without this funding.

Associated with the increased number and complexity of cases is the increased cost of trial transcripts. The office cannot control the costs of the transcripts which must be ordered. In the first 10 months of F.Y. 1994, the office expended its entire transcript allocation of \$300,000. Transcript bills during part of April, May, and June (\$76,000) were held until after F.Y. 1995 funding became available. This means that the office has expended \$76,000 of a \$300,000 allocation on prior year obligations. Also, the second Leonard Richards murder conviction will be appealed during F.Y. 1995. This trial lasted several days longer than the first trial. The transcript bill for the first trial was \$45,000. It is expected that the bill for the second conviction will be \$60,000. This means that approximately 45% of the F.Y. 1995 transcript budget is already committed or expended. There is a very real possibility that the office will have to stop ordering transcripts in the near future, bringing the Court of Appeals to a stand still.

The issue of transcript costs continues to be one of eligibility, and is not a controllable cost. The Office of the State Public Defender cannot control the costs of the transcripts it must order. By law transcripts must be ordered in every case. Predicting the biennial cost of these is very difficult. For

the third time in the last 5 years, the office went to the Legislative Advisory Committee (LAC) for funding of this problem. The item was never placed on the agenda.

Finally, the office has no lease with the University Law School. The University has indicated its need for the space, or at least a desire for the office to pay rent. This item has not been funded in any prior budgets.

PLANNED RESULTS:

The most important result is to provide competent representation and to fulfill the legal responsibilities required for appellate representation. Cases here often "make law" and time to prepare properly insures that the development of case law is a thoughtful process.

The office has attempted to accomplish this within its limited resources by using law clerks where possible. These have been hired through a University of Minnesota program thereby reducing the costs and freeing up additional attorney time. Currently, the office staff is 11.5 FTE, an increase of only .5 FTE over the past 6 years.

BUDGET AND REVENUE SUMMARY:

- Meet requirements of laws 1994, Chapter 576, Juvenile Justice Bill of 1994 (\$400,000).
- Provide caseload relief through use of student attorneys and job sharing with district public defenders.
- Reduce the caseload to attorney ratio in LAP.

In F.Y. 1990, this program handled 2,024 disciplinary hearings and 550 parole revocation hearings. In F.Y. 1994, these figures increased to 2,904 and 1,233, an increase of 43% and 124%, respectively. LAP has added 1.0 staff person in the last 4 years. The budget request would provide for reducing this overall caseload to attorney ratio.
- Adequately fund the cost of trial transcripts.
- Provide adequate compensation to law clerks to compete with other programs in attracting the top law students.
- Fund 3 attorney positions currently funded by a Federal Drug Grant.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within the State Public Defender for the biennium.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC DEFENSE BOARD
PROGRAM: STATE PUBLIC DEFENDER
ACTIVITY: STATE PUBLIC DEFENDER

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	1,776	1,897	2,017	2,017	2,475	2,017	2,017	2,475	2,017
EXPENSES/CONTRACTUAL SRVCS	171	430	503	705	1,082	705	674	963	674
MISC OPERATING EXPENSES	123	136	107	107	132	107	107	132	107
SUPPLIES/MATERIALS/PARTS	212	67	128	48	83	48	48	60	48
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	2,282	2,530	2,755	2,877	3,772	2,877	2,846	3,630	2,846
LOCAL ASSISTANCE	427								
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	2,709	2,530	2,755	2,877	3,772	2,877	2,846	3,630	2,846
AGENCY REQUEST ITEMS:									
			FUND						
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
STATE PD JUV CASELOADS/TRANSCRIPTS			GEN		895			784	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL AGENCY REQUEST ITEMS					895			784	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	2,618	2,358	2,590	2,712	3,607	2,712	2,681	3,465	2,681
STATUTORY APPROPRIATIONS:									
FEDERAL	91	172	165	165	165	165	165	165	165
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	2,709	2,530	2,755	2,877	3,772	2,877	2,846	3,630	2,846
FTE BY EMPLOYMENT TYPE:									
REGULAR	31.0	33.4	33.4		33.4			33.4	
TEMP/SEAS/PART_TIME	3.2	2.5	2.5		2.5			2.5	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FTE	34.2	35.9	35.9		35.9			35.9	

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F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Public Defense Board
PROGRAM: State Public Defender
ACTIVITY: State Public Defender

ITEM TITLE: State PD Juveniles, Caseloads, Transcripts

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$895	\$784	\$784	\$784
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

RATIONALE:

This request would fund appellate representation in delinquency, children in need of protective services cases, and extended juvenile convictions. M.S. 611.25, Subd. 1 (1994) requires that the State Public Defender (SPD) provide this service as of 1-1-95. In 1994 the appropriation, but not the responsibility, was line-item vetoed. The funding is necessary to hire, equip and house staff to perform this responsibility. The SPD has been given responsibility for an entirely new class of clients and type of case. Funding is necessary for the SPD to carry out the statutory responsibilities assigned it by the legislature.

This request also includes replacement funding for lawyers paid under a federal grant for the period F.Y. 1992 through F.Y. 1995. This will keep the present appellate staff intact and preserve the SPD's ability to handle its case responsibilities. It does not represent any increase in present staff.

In F.Y. 1992, the SPD received a federal grant of \$121,800 per year. This provided for appellate services and trial support, making it possible for the SPD to meet the increase in caseload.

The request also includes an increase in the current transcript budget. Transcript costs in F.Y. 1994 exceeded the budget (\$300,000) by approximately \$76,000. In F.Y. 1995, the office will run out of transcript money by the end of March. The additional funding is necessary for the SPD to perform its appellate responsibilities. The transcript budget increased by 20% between F.Y. 1993 and F.Y. 1994 (from \$250,000 to \$300,000). Despite this, the SPD ran out of transcript money in May 1994, and had to carry those costs into F.Y. 1995. As a result, 1/4 of the F.Y. 1995 transcript budget of \$300,000 had already been spent by the end of the first month of F.Y. 1995.

The request also includes a modest increase for existing programs to cope with increased caseloads. In an attempt to keep costs down, the request is for alternatives to traditional staff lawyer models. The Legal Advocacy Project (LAP) seeks student attorneys and money to contract and job share with out-state defenders. The appellate office seeks 1 staff lawyer, 1 law clerk, and funding to make law clerk salaries comparable to other programs. The caseload for the SPD is directly related to the number of people sentenced to imprisonment or supervision and the length of their sentences. People in prison, particularly those with long sentences, appeal their convictions, challenge their sentences, or try to withdraw their guilty pleas. As the population grows and prisons operate at, or over, maximum population, discipline infractions increase. In F.Y. 1990, the average monthly adult population in Minnesota correctional facilities was 3,123. Correctional facility population as of 8-22-94, was 4,390, an increase of 41%. The legislature has already provided for funding of an additional 1,280 beds in correctional facilities, and approved planning for 800 more. Since 1990, SPD appeals are up 29%, discipline cases are up 43%, and revocation hearings are up 25%.

PROGRAM OUTCOMES:

This funding will enable the SPD to hire, equip and house lawyers and support staff for handling juvenile delinquency and CHIPS cases. While it is difficult to estimate the number of appeals that will be generated, it is apparent that within a relatively short time this number will be significant enough to require meaningful resources.

The replacement of federal funds allows the SPD to continue to deliver services to those entitled to them by law. It must be recognized that these 3 positions have been fully integrated into the SPD office over the 4-year period since the grant's inception. It would be catastrophic for that money not to be replaced.

LONG-TERM IMPACT:

The long term impact of this funding will be the representation of a class of individuals that has had very limited access to counsel in the past, in defiance of their constitutional rights.

Transcripts are necessary for appeals and the SPD is required to pay for them. Additional funding will be needed to pay for transcripts in F.Y. 1996 and for each year thereafter. The long term impact of this trend is increasing costs for this item until the number of cases declines or some other way of paying for transcripts is adopted.

This funding will also enable the SPD to deal with increases in caseload that it has experienced. The long term impact is that SPD lawyers will be able to manage caseload, maintain work quality, and continue to provide support and training for trial defenders.

1996-97 Biennial Budget

PROGRAM: Public Defense Board
AGENCY: Public Defense Board

PROGRAM DESCRIPTION:

The board's Administrative Services Office provides policy direction for the agency's programs, and overall management of its activities. It provides staff support to all public defender organizations as well as implements the board's policies. In addition, it is responsible for management of the agency's systems related to caseloads, budget, and personnel.

PROGRAM STATUS:

Over the past few years, the State Public Defender and board staff have been working to implement the policy changes and mandates that the legislature has passed. Specifically, statewide standards have been adopted covering personnel, compensation, budget, training, client eligibility, conflict cases and creation of full time public defender positions. Caseload standards have also been adopted. The board has also completed work on a strategic plan, and is going about the task of implementing this plan. The board is looking forward to a biennium with little or no change in structure so that it may move forward on completion of the state assumption of public defense services, and implementation of the strategic plan. This assumption is scheduled for 1-1-95.

PLANNED RESULTS:

During the 1992 Legislative Session, the board requested and received funding for the implementation of a centralized budgeting/accounting system. In addition, the board requested and received funding to plan and develop a case and time reporting management information system. Since that time, the state has assumed the cost of juvenile and misdemeanor services in 7 additional judicial districts, the budget and personnel for district defense has more than doubled, and to date 1.5 million forms have come through the time and case management reporting system. The board is seeking to improve its financial accountability and improve its management and data gathering systems. This will take additional resources in the form of an additional secretary/receptionist position. In addition, a management information systems analyst is needed to develop in-agency expertise and assure the continued operation and accuracy of the case management information system. Finally, now that the assumption is completed, there is a need to ensure that the agency is taking advantage of technology that can better utilize current resources.

BUDGET AND REVENUE SUMMARY:

- The board is seeking additional funding to provide for continued accountability and proper management of the public defense system. This would be in the form of 1.0 additional receptionist/secretary position, and a management information systems analyst.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within the State Public Defender for the biennium.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC DEFENSE BOARD
PROGRAM: PUBLIC DEFENSE BOARD
ACTIVITY: PUBLIC DEFENSE BOARD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	347	395	438	438	532	463	438	534	463
EXPENSES/CONTRACTUAL SRVCS	101	72	171	194	235	224	190	231	220
MISC OPERATING EXPENSES	32	31	31	31	31	31	31	31	31
SUPPLIES/MATERIALS/PARTS	76	26	29	27	46	27	27	46	27
SUBTOTAL STATE OPERATIONS	556	524	669	690	844	745	686	842	741
LOCAL ASSISTANCE	214								
TOTAL EXPENDITURES	770	524	669	690	844	745	686	842	741
AGENCY REQUEST ITEMS:									
ANNUALIZED NEW PROG COST					55			55	
STATE BD MIS ANALYST/ACCTING/INFO SYSTEM					99			101	
TOTAL AGENCY REQUEST ITEMS					154			156	
GOV'S INITIATIVES:									
(A) PROGRAM ANNUALIZATION TAKEOVER PUB DEFENSE						55			55
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	770	524	669	690	844	745	686	842	741
TOTAL FINANCING	770	524	669	690	844	745	686	842	741
FTE BY EMPLOYMENT TYPE:									
REGULAR	6.1	7.0	7.0		7.0			7.0	
TEMP/SEAS/PART_TIME	.2								
TOTAL FTE	6.3	7.0	7.0		7.0			7.0	

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F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Public Defense Board
PROGRAM: Public Defense Board
ACTIVITY: Public Defense Board

ITEM TITLE: MIS Analyst, Support Staff

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$99	\$101	\$101	\$101
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

RATIONALE:

The board's Administrative Services Office is requesting the necessary funding for a management information systems (MIS) analyst, and a receptionist/secretary position. The 1994 crime bill appropriation funding for the MIS portion of this request was vetoed.

It is clear from the various requests of districts and state requirements regarding information systems that there is a pressing need for expertise in this area. Also, since the case reporting and attorney time reporting plays such a major role in much of what the board does, it is important to have a full time position to address these needs. This would allow the office to develop the in-house expertise that will be necessary to expand the agency's use of information systems. This has been delayed

until the assumption of public defense services has been completed and a statewide system established. Applications include access to the state's new accounting, payroll, and procurement systems, State E Mail, Statutes-on-line, House and Senate Index, and the Revisor of Statutes Office. Statewide applications could include brief banks, forms, E Mail, TCIS and many others. It is the intent of the office to work with the Department of Administration's Information Policy Office, if it is determined that significant additions or changes to the agency's information system are necessary.

The secretary/receptionist position is critical to the continued operation of the office. Systemwide, the budget, personnel and policies have more than doubled since the last support position was added. The addition of an entry level position would assist the current staff, and enable them to perform the functions for which they were hired. This includes assisting in work on the board's long term goals and policies.

PROGRAM OUTCOMES:

The addition of the analyst position is necessary to maintain and improve the current information system. Since this is so intertwined with the budget and board policies, it is critical that a full time position be devoted to this. In the long run this would also develop an in-house expertise. Finally, it is important to have this position as the agency moves ahead with other applications, to ensure compatibility and coordination with other systems in the state and among the board's units.

LONG-TERM IMPACT:

The positions will help to ensure the continued accountability of the board for the resources provided.

1996-97 Biennial Budget

PROGRAM: District Public Defense
AGENCY: Public Defense Board

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PROGRAM DESCRIPTION: The 10 Judicial District Public Defender offices provide defense services to indigent persons in felonies, gross misdemeanors, misdemeanors, juvenile delinquency, and children in need of protective services (CHIPS). In the last 6 years, the state has assumed the cost of providing these services from the counties. The assumption of juvenile and misdemeanor services in Judicial Districts 1, 5, 7, 9, and 10 was completed on 1-1-95.

This program also funds 5 non-profit legal defense corporations that provide trial defense services, primarily to the minority communities throughout the state, and a minority law clerk program that provides caseload relief and opportunities for minority law students to experience public sector law.

- **Caseload Standards/Caseloads.** After review of the Weighted Caseload Study, the board adopted as a goal caseload standards for attorneys under its jurisdiction. By these standards, in 1 year a full-time equivalent attorney should handle no more than 125 felony cases, or 275 gross misdemeanor cases, or 400 misdemeanor cases, or 80 juvenile welfare cases, or 175 juvenile cases, or 200 other cases. Currently, every district exceeds these caseload standards.

It is estimated that 75% of those charged with a crime in the state are indigent and require public defender counsel. This figure is even higher in the Second and Fourth Judicial Districts which include the 2 core cities. The result in multi-county districts is that attorneys are subsidizing the public defense system by handling more cases and putting in more hours for the same compensation. Not only does the quality of defense suffer, but it makes it more difficult to attract and retain competent public defenders who can work part-time and maintain a private practice. In the full-time districts, caseloads are well in excess of the board's adopted standards.

- **Penalties and Enforcement.** In recent years, significant emphasis has been on increasing penalties on existing crimes with new laws enacted to deal with specific populations, such as in the 1994 Juvenile Justice bill, which also increases the number and difficulty of cases for the defense. At the same time, there has been expansion of funding of local prosecutors and police at all levels of government, resulting in more arrests and prosecutions and an imbalance in the criminal justice system. The diminished position of the defense means that the prosecution and police no longer need to prioritize cases, and the prosecution is less likely to enter into early settlement negotiations, knowing that the defense does not have resources to either go to trial or investigate further the circumstances of a crime or arrest. Thus, cases are often held over to several court appearances consuming precious court, defense and prosecution time.
- **Increased Judgeships/Control of Caseloads.** For every judgeship created, there is an additional court calendar which the defense must "cover", placing an enormous strain on the public defense system since the defenders are expected to be in front of the judge at the appointed time. In multi-county districts, the result is increased travel costs or worse yet defenders who must be in 2 courts at 1 time. In addition, the public defense system cannot control its caseload, since eligibility for services is determined by the Court or individual judge.
- **Funding of Science on One Side.** A growing problem is the cost of expert witnesses ranging from DNA specialists to psychologists to forensic experts. The prosecution has a budget for

such services. The Bureau of Criminal Apprehension has "experts" on staff, and the federal government has made FBI services available to prosecutors, but not the defense. The defense must pay for expert witnesses at considerable cost to the system and local units of government.

PROGRAM STATUS: Caseload standards adopted by the state board have not yet been adequately funded. Historically, this was often due to the lack of funding provided by the counties. It also is due to the emphasis policy makers have given to the "war on drugs", getting tough on crime, and adding new police, prosecutors, and judges. These factors, during this time of transition from county to state funding, have caused a severe caseload crisis. Then in 1994, the legislature mandated that juvenile offenders have an absolute right to counsel and right to appeal but an annual appropriation of \$5,300,000 to provide these services was the subject of a line-item veto.

Because the board assumed what were basically 87 different county systems, there is a need to address the question of salary equity and a statewide salary scale. Salaries for public defenders vary greatly across the state, some by as much as 50-75% for comparable experience and hours. Many of the part-time public defenders in Greater Minnesota subsidize the public defender system with their private practices. Unlike full time state employees, or employees in the Second and Fourth Judicial District Public Defender Offices, public defenders in Greater Minnesota must pay their support staff and office overhead from the salary that they receive. In addition, private support staff often provide assistance in public defense cases without compensation.

PLANNED RESULTS: The single most important result for the public defense system is to have caseloads which allow for competent representation of clients. The State Public Defender, board staff, and District Chiefs have been meeting with the Supreme Court, Conference of Chief Judges and District Administrators to improve and streamline procedures, reduce caseloads, and reduce the time necessary to process cases. Some of these efforts have been or will be implemented by the Courts or public defenders.

BUDGET AND REVENUE SUMMARY: The summary of the program request is as follows:

- Fund an additional \$8,599,000 in F.Y. 1996 and \$8,465,000 in F.Y. 1997 for caseload standards in felony cases and CHIPS, and for the 1994 Juvenile Justice bill vetoes (\$4,900,000).
- Fund an additional \$3,130,000 for salary equity and a statewide salary schedule for public defenders in Greater Minnesota, which would also pay for the overhead to these defenders who currently subsidize the public defense system with their private practices and resources.
- Provide an additional \$65,000 in F.Y. 1996 and \$96,000 in F.Y. 1997 to the legal defense corporations which provide competent cost effective legal representation to members of the minority communities throughout Minnesota.

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC DEFENSE BOARD
PROGRAM: DISTRICT PUBLIC DEFENSE
ACTIVITY: DISTRICT PUBLIC DEFENSE

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	4,218	8,233	9,007	8,915	13,120	8,915	8,915	13,261	8,915
EXPENSES/CONTRACTUAL SRVCS	552	981	5,330	5,206	7,745	5,206	5,207	7,746	5,207
MISC OPERATING EXPENSES	237	574	668	604	718	604	604	718	604
SUPPLIES/MATERIALS/PARTS	240	166	324	110	449	110	110	216	110
SUBTOTAL STATE OPERATIONS	5,247	9,954	15,329	14,835	22,032	14,835	14,836	21,941	14,836
LOCAL ASSISTANCE	15,555	12,390	12,405	12,345	21,255	16,658	12,345	21,244	16,658
TOTAL EXPENDITURES	20,802	22,344	27,734	27,180	43,287	31,493	27,181	43,185	31,494
AGENCY REQUEST ITEMS:									
			FUND						
ANNUALIZED NEW PROG COST			GEN		4,313			4,313	
WEIGHTED CASELOAD/JUVENILE JUST BILL			GEN		8,599			8,465	
LEGAL DEFENSE CORPORATION FUNDING			GEN		65			96	
STATEWIDE DIST DEF PAY EQUITY/OVERHEAD			GEN		3,130			3,130	
TOTAL AGENCY REQUEST ITEMS					16,107			16,004	
GOV'S INITIATIVES:									
			FUND						
(A) PROGRAM ANNUALIZATION TAKEOVER PUB DEFENSE			GEN			4,313			4,313
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	20,610	22,342	27,702	27,148	43,255	31,461	27,149	43,153	31,462
STATUTORY APPROPRIATIONS:									
GENERAL	191		30	30	30	30	30	30	30
GIFTS AND DEPOSITS	1	2	2	2	2	2	2	2	2
TOTAL FINANCING	20,802	22,344	27,734	27,180	43,287	31,493	27,181	43,185	31,494

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC DEFENSE BOARD
PROGRAM: DISTRICT PUBLIC DEFENSE
ACTIVITY: DISTRICT PUBLIC DEFENSE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	122.6	227.3	227.3		324.8		324.8		
TEMP/SEAS/PART_TIME		1.2	1.2		1.2		1.2		
OVERTIME	.2								
TOTAL FTE	122.8	228.5	228.5		326.0		326.0		

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Public Defense Board
PROGRAM: District Public Defense
ACTIVITY: District Public Defense

ITEM TITLE: Weighted Caseload Standards (WCLS)/Juvenile Justice Bill

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$8,599	\$8,465	\$8,465	\$8,465
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

RATIONALE:

The 1989 legislature appropriated funding for the board to do a weighted caseload study (WCLS). The WCLS was to determine the time necessary for public defenders to handle various cases, and to determine an appropriate caseload per full time equivalent (FTE) attorney. The WCLS calls for 1.0 FTE attorney to handle 100-150 felony cases, or 275 gross misdemeanors, or 400 misdemeanors, or 175 juvenile cases, or 80 Children in Need of Protective Services (CHIPS) cases, or 200 other cases. The standards also call for 1 secretary for every 4 attorneys, 1 investigator for every 6 attorneys, 1 dispositional advisor for every 7 attorneys, and 1 law clerk for every 8 attorneys.

Recognizing limited resources available to the legislature, and the need to prioritize requests, the board has modified its request to accommodate the highest priorities in the system, which are

juveniles, CHIPS and felonies. This request would provide funding to begin to achieve the WCLS in felony, juvenile, and CHIPS cases and would do 3 things: First, it would fund juvenile services (\$4,900,000). This includes the new services in juvenile cases mandated by the 1994 Juvenile Justice Bill. This legislation has the potential to double the juvenile caseloads in some districts. The funding requested would provide for these services statewide at 300 cases per attorney. This is still in excess of the WCLS, but considerably better than what is happening now. For example, in the Second Judicial District (Ramsey County) juvenile caseloads are in the 700-800 range. There is also at least 1 defender in the Tenth Judicial District who handles 1,000 cases annually. Second, it would provide funding to meet the caseload standards in felony cases and CHIPS cases (\$3,000,000). These are the most serious cases with the most drastic consequences. Obviously, in the felony cases the consequence is the loss of liberty for an extended period of time. The CHIPS cases take several months or years to complete, and often involve the termination of parental rights. Finally, it would begin to address the high volume and growth in misdemeanor cases in the urban and suburban area by targeting some additional funding to these areas (approximately \$700,000). This would fund the growth in the number of misdemeanor cases between 1990 and 1993 in the First, Second, Fourth and Tenth Judicial Districts.

PROGRAM OUTCOMES:

The most important outcome is to provide competent legal representation and to fulfill the legal responsibilities required for representation. It is logical to assume that as an attorney has more time to spend on a particular case, is adequately compensated, and has resources available, the attorney will be better prepared, provide a better defense and insure that the criminal justice system maintains the balance necessary between prosecution and defense.

The single most important result for the public defense system is to have caseloads which allow for competent representation of clients. These are reflected in the weighted caseload standards.

LONG-TERM IMPACT:

Now that the state assumption is completed, several issues need to be addressed in order to provide adequate services in a fair and cost effective manner. Caseload standards have been adopted by the board, but have not been adequately funded. Historically, in many instances, this was due to the lack of funding provided by the counties. It also is due to the tremendous emphasis policy makers at all levels have given to the "war on drugs," getting tougher on crime, increasing penalties and adding additional police, prosecutors and judges. All of these have affected the caseloads in the public defense system during this time of transition from county to state funding causing a severe caseload crisis. Finally, in 1994, the legislature mandated that juvenile offenders have an absolute right to counsel, and right to appeal their cases. All of these place both the trial level and appellate level public defense system in the position of not being able to provide the services that are legally required, and in a competent manner.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Public Defense Board
PROGRAM: District Public Defense
ACTIVITY: District Public Defense

ITEM TITLE: Legal Defense Corporations Funding

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$65	\$96	\$96	\$96
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

RATIONALE:

There are 5 public defense corporations across the state. These non-profits provide cost effective quality legal defense services primarily to the state's minority communities. This request would provide a 3% adjustment to each corporation's grant in F.Y. 1996 and F.Y. 1997. In addition, it would fund a match for the Minneapolis Legal Rights Center's Juvenile Justice Project (\$22,000) which seeks, among other things, to divert juveniles out of the court system. Finally, the request also includes \$17,000 in F.Y. 1996 and \$19,000 in F.Y. 1997 to fund an attorney position in the Neighborhood Justice Center (St. Paul). These funds would have to be matched dollar for dollar with non-state sources.

PROGRAM OUTCOMES:

The public defense corporations play a valuable role throughout the state's criminal justice system. They serve a client base that is often times intimidated, uncomfortable or does not understand the court system. Like the district public defense system, the public policy approach of getting tough on crime, along with the increased resources going to police and prosecution has placed a heavy demand on the corporations. It is important to note that most if not all of the criminal cases which these corporations handle would end up in the public defense system if the corporations are not adequately funded.

LONG-TERM IMPACT:

The funding would help ensure the continued viability of the corporations.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Public Defense Board
PROGRAM: District Public Defense
ACTIVITY: District Public Defense

ITEM TITLE: Statewide District Defense Pay Equity/Overhead

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
AGENCY REQUEST*				
Expenditures: (\$000s)				
General Fund	\$3,130	\$3,130	\$3,130	\$3,130
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes No

If yes, statute(s) affected: M.S.

* Non-Executive Branches of Government

GOVERNOR'S RECOMMENDATION:

Recognizing the distinction between separate branches of government and judicial offices, the Governor respectfully acknowledges the right of the Public Defense Board to present its budgetary needs directly to the legislature for consideration. The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

RATIONALE:

This proposal would provide pay equity across the state, as well as provide a payment of overhead to part-time attorneys. When the board inherited the district system, it inherited what was basically 87 different ways of paying public defenders. Therefore, there are large disparities in salaries among the districts. In addition, part-time public defenders (unlike full time attorneys) must now pay their overhead costs out of their salary.

The proposal calls for a uniform salary schedule and the payment of overhead. The salary schedule is the current board approved schedule for full time assistant public defenders. This assumes that overhead is paid either directly to the attorney (under this proposal) or as a result of someone being a full time public defender and being housed in a full time office.

The per Full Time Equivalent overhead figure was arrived at by surveying existing firms on the cost of overhead, the Weighted Caseload Standards for support staff, Department of Administration guidelines for space, and our own estimates based on current expenditures of supplies, postage, and copying.

Each District Chief Public Defender was asked to identify the status of each of their defenders (full time, 3/4 time, 1/2 time, 1/4 time, or less than 1/4 time) based on the number of cases and/or hours. This status was then used to determine the individuals overhead payment. In addition, each Chief surveyed their staff for criminal defense experience and public defender experience. This experience was then used to estimate where the individuals would fall on the salary scale.

Under the proposal, all current defenders would have their salaries increased or decreased to fit on the uniform salary schedule and overhead would be provided. If the case arises that a person's total compensation would be less than under the Pay Equity Plan than they are currently receiving, their salary would be "frozen" and no overhead would be provided. In no case would an individual receive total compensation (Overhead + Salary) that is in excess of the top of the Attorney III salary range.

Based on the above calculations and assumptions, the total cost would be approximately \$2,260,000. Using the same calculation and assumptions above, and using the most recent takeover plans submitted by the Chief Public Defenders in the First, Fifth, Seventh, Ninth and Tenth Judicial Districts, we are estimating an additional cost of \$870,000 for the payment of overhead in those districts.

PROGRAM OUTCOMES:

At long last the board would have a uniform salary schedule, and defenders across the state with similar experience would be receiving similar compensation. In addition, defenders would be properly compensated for the time they put in, and would not have their private practices subsidizing the public defender system.

LONG-TERM IMPACT:

The long term impact is to provide an equitable and fair pay scale statewide for individuals doing the same work and with comparable experience. It will also lead to more inter-district cooperation as employees are paid on the basis of their experience and expertise rather than by what the original county system provided or did not provide.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: PUBLIC DEFENSE BOARD
 PROGRAM: GOVERNOR'S RECOMMENDED INCREASE
 ACTIVITY: GOVERNOR'S RECOMMENDED INCREASE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Request	Governor Recomm.	Current Spending	Agency Request	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
EXPENSES/CONTRACTUAL SRVCS						2,300			2,300
SUBTOTAL STATE OPERATIONS						2,300			2,300
TOTAL EXPENDITURES						2,300			2,300
GOV'S INITIATIVES:									
			FUND						
(A) GOVERNOR'S RECOMMENDED INCREASE			GEN			2,300			2,300
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL						2,300			2,300
TOTAL FINANCING						2,300			2,300
FTE BY EMPLOYMENT TYPE:									
TOTAL FTE									

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Public Defense Board
PROGRAM: Governor's Recommended Increase
ACTIVITY: Governor's Recommended Increase

ITEM TITLE: Governor's Recommended Increase

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
GOVERNOR'S RECOMMENDATION				
Expenditures: (\$000s)				
General Fund	\$2,300	\$2,300	\$2,300	\$2,300

Statutory Change? Yes No

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor's budget reserves \$4,600,000 to meet increased needs within Public Defense for the biennium. The Governor recommends this appropriation have carry-back and carry-forward authority.

In addition, the Governor's budget includes funding for program annualization costs of \$8,736,000 for the biennium and \$1,500,000 in a deficiency bill for F.Y. 1995 costs of transcripts and the provisions of the 1994 Juvenile Justice Bill, which became effective during F.Y. 1995.

RATIONALE:

This Governor's recommended increase is to provide funds for juvenile defense, caseload relief, various mandates relating to the 1994 Juvenile Justice Bill, and supplemental funding for the assumption of county defense services. Since these are new programs, the amount required for these services cannot accurately be determined. As the personnel and organization evolve within the next 2 years and the Public Defense Board gains experience with the new service levels, the funding required to equalize disparities across district lines can be more readily determined.

PROGRAM OUTCOMES:

This initiative will provide funding for the Public Defender until required defense service levels can be determined more accurately. Although 5 districts were assumed prior to F.Y. 1995, the budgets for the second half of the districts may vary. New juvenile defense services, as a start-up program, will also be provided funding as new caseloads are set.

LONG-TERM IMPACT:

The fiscal impact of the state assumption of county public defense and the implementation of the 1994 Juvenile Justice Bill can be assessed as these new programs are developed.

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1996-97 BIENNIAL BUDGET

PROGRAM STRUCTURE

AGENCY: CORRECTIONS, DEPARTMENT OF

PROGRAM

PAGE

CORRECTIONAL INSTITUTIONS

H-129

MCF-Faribault
MCF-Red Wing
MCF-Lino Lakes
MCF-Shakopee
MCF-Willow River/Moose Lake
MCF-Sauk Centre
Thistledew Camp
MCF-Stillwater
MCF-St. Cloud
MCF-Oak Park Heights
Health Care
Education
Institution Support Services

COMMUNITY SERVICES

H-179

Probation & Supervised Release
Community Corrections Act
Community Correctional Alternatives
Sentencing to Service
Facilities Planning and Inspection
Community Services Support

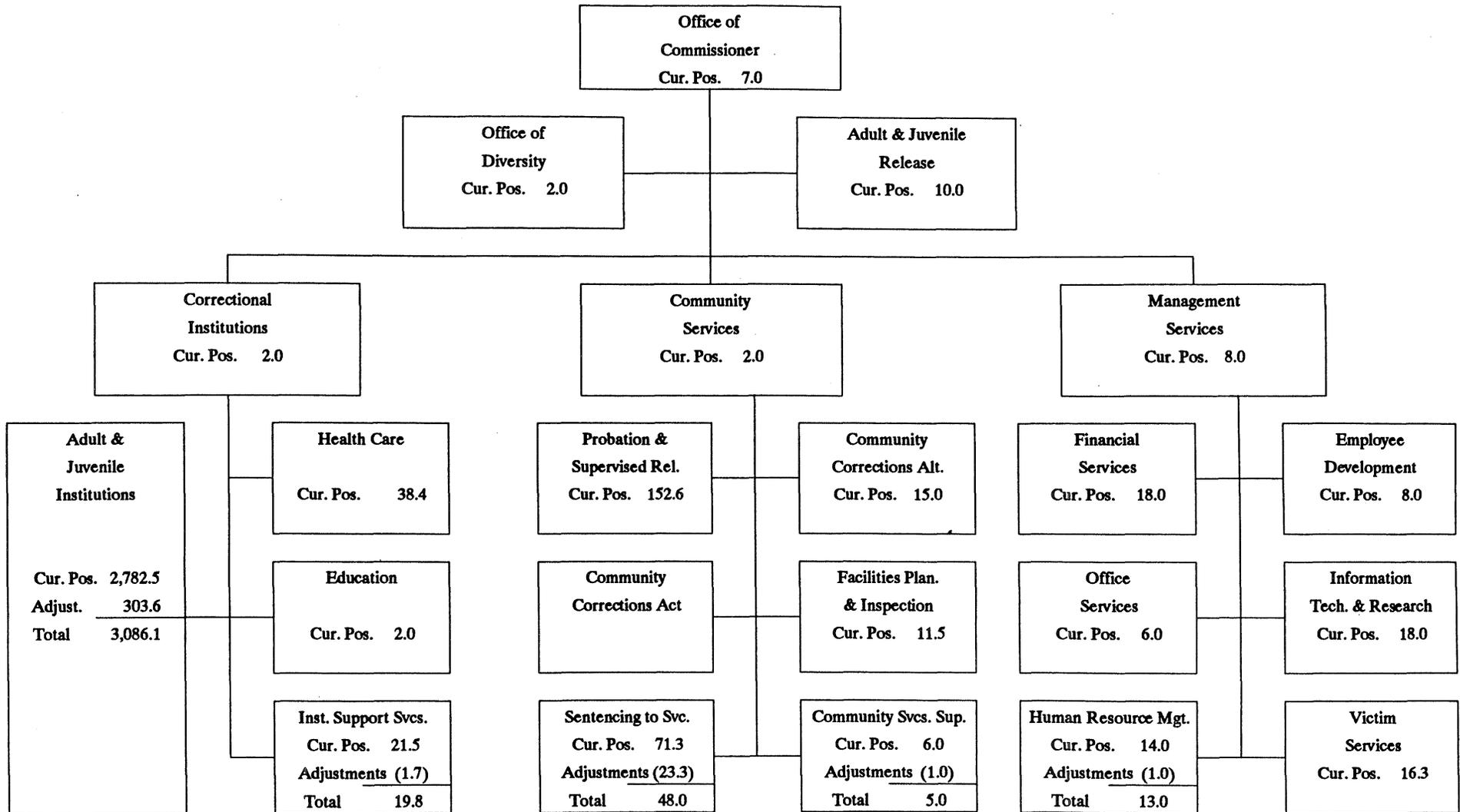
MANAGEMENT SERVICES

H-208

Administrative Management
Financial Services
Office Services
Human Resource Management
Employee Development
Information Technology & Research
Victim Services

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Department of Corrections Organization Chart 7/1/94



June 30, 1994 FTE Employees: 2,646.8

**1996-97 Biennial Budget
Agency Budget Brief
(\$ in thousands)**

Agency: Corrections, Department of

Fund: General

Summary of Agency Actions:

	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1996-97</u>
BASE YEAR (F.Y. 1995)	\$239,983	\$239,983	\$479,966
<u>CURRENT ADJUSTMENT:</u>			
One-time Appropriations	(5,764)	(5,764)	(11,528)
Biennial Appropriations	(144)	(150)	(294)
Appropriations Carried Forward	(9,109)	(9,109)	(18,218)
Base Transfer (Between Agencies)	25	25	50
Documented Rent/Lease Inc/Dec	2	9	11
Attorney General Costs	<u>(190)</u>	<u>(190)</u>	<u>(380)</u>
<u>CURRENT SPENDING</u>	\$224,803	\$224,804	\$449,607
<u>AGENCY DECISION ITEMS:</u>			
Corr. Facility Caseload Changes	-0-	6,500	6,500
Annualized New Program Cost	27,845	28,929	56,774
<u>AGENCY PLAN</u>	\$252,648	\$260,233	\$512,881
<u>GOVERNOR'S INITIATIVES:</u>			
Add 26 Juvenile Beds-Red Wing	\$489	\$835	\$2,324
Add 15 Juvenile Beds-Sauk Centre	604	598	1,202
STS-Replace Fed & Expand	1,114	1,000	2,114
Intens Sup Rel-Replace Fed & Expand	944	944	1,888
Probation Caseload Reduction	6,000	9,000	15,000
Space Rent - Central Off	375	375	750
Increase Probation/Supervised Release	1,500	1,500	3,000
Increase CCA Funding	2,000	2,000	4,000
County Probation Reimbursement	431	857	1,288
Institution Sex Offender/Chem Dep Pro	375	375	750
Community Sex Off/Chem Dep Progs	1,500	1,500	3,000
Juv Female Continuum of Care	100	100	200
Battered Women Shelters	350	350	700
Abused Children Grants Expand Funding	150	175	325
Battered Women Expand Funding	150	175	325

General Crime Victim Expand Funding	150	175	325
Sexual Assault Expand Funding	150	175	325
EJJ Partnership Program	6,750	6,750	13,500
Preservation of Correctional Services	3,000	6,000	9,000
GOVERNOR'S RECOMMENDATIONS	\$278,780	\$293,117	\$571,897

Brief Explanation of Agency Plan:

Annualization - Correctional Facilities

- The agency plan calls for \$6,500,000 in F.Y. 1997 to contract for adult male beds in the community. Population projections indicate the need for these beds which are in excess of prison bed capacity.
- The agency plan calls for the annualization of operating costs in the amount of \$27,845,000 in F.Y. 1996 and \$28,929,000 in F.Y. 1997 primarily for additional adult male beds coming on-line in F.Y. 1995 and during the F.Y. 1996-97 biennium.

Revenue Summary:

None.

Affected Statutes:

None.

GOVERNOR'S RECOMMENDATIONS:

Within this overall budget recommendation, the Governor has provided for \$63 million in funding increases which represent annualization of prison space and security costs resulting from the implementation of new sentencing policies of the past few years. In addition, the Governor recommends new initiatives in the amount of \$59 million which are focused upon meeting the needs of the victims of crime and on holding offenders more accountable for their behavior when they are sentenced to serve community based sanctions. The majority of this new funding will flow directly through to those local units of government responsible for management of offenders.

1996-97 Biennial Budget

AGENCY: Corrections, Department of

AGENCY DESCRIPTION:

The mission of the Minnesota Department of Corrections (DOC) is to ensure that sanctions and services of the criminal justice system are designed and delivered to create a safer Minnesota. The department is authorized under M.S. 241.

To achieve this mission the department operates 10 correctional facilities including 7 for adults, 2 for juveniles, and 1 that serves both adults and juveniles. Adult prison populations currently total 4,400 inmates, juvenile offenders number in the 210 to 230 range. The department is also responsible for more than 11,000 offenders on probation, supervised release and parole who are supervised by department agents. Through the state Community Corrections Act the department also administers grant funds to units of local government for correctional services. Through grant funding provided by the department, programs serve battered women, victims of sexual assault, abused children and general crime victims.

The department is organized into 3 programmatic divisions: institutions, community services and management. Also at the division level are the offices of adult and juvenile release and the office of diversity. Numerous volunteer citizen advisory groups play key roles in the department in areas such as victim services, community corrections, women offender issues and correctional industries.

The operations of the Department of Corrections support the Minnesota Milestone theme for "A Caring and Secure Community." The department contributes to this theme by the following goals:

- To restore the victim, community and offender.
- To develop and support a range of correctional services and programs.
- To provide a safe, secure, humane environment for incarcerated offenders.
- To manage the organization effectively and efficiently.
- To educate and work cooperatively with other public and private organizations on common issues.

AGENCY CHALLENGES:

The following factors are shaping the development of policies and programs at the Department of Corrections:

- **Increase in Adult Male Inmate Population.** Prison populations are exceeding the capacity of Minnesota correctional facilities. Historically increases in the volume of offenders committed to the department from the courts and increases in sentence lengths are the primary reasons for these population changes. Projections of future inmate populations indicate that substantial increases will continue under current sentencing guidelines causing growth far beyond prison capacity, even with completion of currently funded expansions and including a planned new 800-bed prison. Recently updated projections show increases surpassing earlier estimates primarily because of law changes made in 1994 in the Omnibus Crime and Juvenile Justice Bills.

For adult males, projections show the population going up from 4,191 as of 12-19-94 to 5,154 by the end of the 1996-97 biennium (6-30-97), an increase of 963. By the year 2001 the number of male prisoners is projected to increase to 5,821, representing a total increase of 1,630 over 12-19-94.

- **Increase in Juvenile Population.** The juvenile population at MCF-Red Wing and MCF-Sauk Centre remained in the 160 - 170 for a number of years. However, with an increase in the population in general for ages 10 through 17, the number of juvenile offenders committed to these 2 facilities have also increased. This increase is expected to continue through the year 2000.
- **Minnesota Prisons.** Minnesota prisons are under control and must remain so. Many states operate prison systems that are unconstitutionally overcrowded and face federal court orders mandating expensive improvements or release of prisoners. The last count by the National Prison Project showed 39 states under court orders. Some prisons in other states have had costly staff injuries, have had to replace entire facilities and have faced high legal expenses because of riots. In overcrowded, understaffed prisons, control of the institution is limited by an inability to adequately separate inmates and monitor their activities. Systemic violence and major institution incidents correlate to overcrowded prison conditions.
- **Community Corrections.** Minnesota's relatively low rate of incarceration is reflected in the correctional systems reliance on local sanctions. Community corrections programs in Minnesota provide a wide range of sentencing options. Examples include restitution, community service, diversion and jail/workhouse programs. Adequate community based supervision must be in place to assure that these sanctions are realized.

The Minnesota Community Corrections Act (CCA) of 1973 authorizes the commissioner of corrections to award subsidy grants to a county or group of counties for the provision of local correctional services. The act is designed to encourage development of a local correctional system which includes sanctions for offenders and a variety of community programs. Thirty-one counties representing about 66% of the state's population participate in the CCA.

- **Sentencing to Service (STS).** STS is a relatively new sentencing alternative for courts which puts carefully selected, nonviolent property offenders to work on community improvement projects. Supervised STS crews work in parks and other public areas, frequently in combination with jail time. STS is operated by the Minnesota Departments of Corrections and Natural Resources, the courts and local governments.
- **Federal Funding.** Federal funds granted on a matching basis for new programs are being reduced in accordance with federal guidelines even through they have proven cost efficient and programmatically effective. Declining federal revenues are projected for the following community programs:
 - **Sentencing to Service.** In cooperation with the Department of Natural Resources (DNR), this program is designed to serve the needs of both the DNR and the criminal justice system by sentencing non-dangerous offenders to community service in Minnesota's state parks and other public lands. A loss of federal dollars would greatly curtail this community service program.

1996-97 Biennial Budget

AGENCY: Corrections, Department of
(Continuation)

- Intensive Community Supervision. This program provides intensive community supervision to high risk inmates being released from state correctional facilities. Federal revenue is expected to end in F.Y. 1995.
- Victim Services. A legislative mandate dictates that domestic abuse intervention services be established in each of the state's 27 judicial assignment districts. This funding provides for an effective and consistent criminal justice system response to domestic violence and abuse. It promotes safety for victims and ensures consistent consequences for perpetrators. It interrupts the cycle of violence and is preventative and helps to reduce violence in the family. However, victims in some areas of Minnesota remain unserved or underserved.
- Female Offenders. Planning for female offenders continues to ensure that female offenders receive substantially equivalent programming as that offered male offenders, taking into account the special needs of the female offender.

AGENCY STRATEGIES:

The agency budget plan is constructed to achieve the following program goals:

- To provide a safe, secure and humane environment for offenders committed to the commissioner of corrections.
- To provide a safe, secure and humane environment for staff.
- To create an environment conducive to rehabilitation for those offenders inclined to want to make change in their lives.
- To hold offenders accountable through supervision and surveillance.
- To assist offenders in the development of skills necessary to function in the community.
- To assist local units of government with the responsible use of state subsidy funds and the responsible delivery of correctional services in the community.
- To provide program services for female offenders, due process for inmates and grants administration for victims.

See the Annual Performance Report, dated September, 1994, for agency objectives and outcomes.

Current strategies focus on managing the client workload increase throughout the Department of Corrections.

REVENUE SUMMARY:

The department's operations are basically funded through general fund appropriations except for Thistledeew Camp which operates on reimbursements of per diems from counties and school districts. The department's limited receipts are generally based on cost recovery.

In the budget, Correctional Industries is expected to generate between \$16.7 million and \$17.0 million or 7% of the department's operating budget from the sale of goods produced by inmates

participating in the program with receipts dedicated to supporting the program. Special Revenue provides 2% of the total department budget.

Federal funds provide only 1% of the department's budget. Federal funds are expected to end before F.Y. 1996 for the Sentencing to Service and Intensive Community Supervision programs.

In accordance with statute, the department collects approximately \$4 million annually in non-dedicated receipts from Community Corrections Act counties utilizing the department's juvenile facilities. The department also collects approximately \$1.5 million of non-dedicated receipts per year, reflecting county reimbursement for juvenile probation and parole services provided by the state to contracting counties.

SUMMARY OF BUDGET REQUEST:

- The budget plan includes annualization costs for additional adult male beds coming in line at 3 facilities: MCF-Faribault, MCF-Lino Lakes and Moose Lake.
- The budget plan includes funding in the second year of the biennium for renting contract beds in the community to manage inmate population in excess of state institutional capacity.
- The budget plan includes annualization costs of opening a new 30-bed secure juvenile unit at MCF-Red Wing.
- The budget plan includes annualization costs for 116 additional correctional officer positions at MCF-Stillwater, MCF-St. Cloud and MCF-Oak Park Heights added by the legislature in 1994.

GOVERNOR'S RECOMMENDATION:

The Governor recommends an alternative agency funding level of \$571,897,000 for the biennium from the General Fund which incorporates initiatives for the following purposes:

Institutions - \$3,276,000 to add 26 additional juvenile beds at Red Wing, 15 additional juvenile beds at Sauk Centre, and for sex offender and chemical dependency treatment of incarcerated offenders.

Community Services - \$15,290,000 to increase the state commitment to the Community Corrections Act, County Probation reimbursement, the Sentence to Service program, state Probation and Intensive Supervised Release; \$15,000,000 for a statewide Probation Caseload Reduction program; and, \$13,500,000 to form a new EJJ Partnership Program with counties to underwrite the costs of correctional services to this new class of serious offender.

Management Services - \$9,750,000 to fund existing correctional services throughout the department and respond to emergent needs during the biennium and provide for additional office space needed by the department.

Victim Services - \$2,200,000 to expand state funding for Battered Women's Shelters, Abused Children, sexual assault victims, general crime victims programs, and to support a collaborative effort to develop programming for juvenile female offenders.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF

PROGRAM RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
CORRECTIONAL INSTITUTIONS	156,022	165,653	200,121	192,010	219,855	221,323	192,634	228,063	229,871
COMMUNITY SERVICES	46,229	49,096	59,578	54,212	54,212	74,451	54,218	54,218	77,769
MANAGEMENT SERVICES	14,733	16,693	19,885	19,010	19,010	23,435	19,010	19,010	26,535
TOTAL EXPENDITURES BY PROGRAM	216,984	231,442	279,584	265,232	293,077	319,209	265,862	301,291	334,175
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	177,107	191,377	239,983	224,803	252,648	278,780	224,804	260,233	293,117
STATUTORY APPROPRIATIONS:									
GENERAL	23	38	42	42	42	42	42	42	42
SPECIAL REVENUE	7,765	6,431	5,751	4,728	4,728	4,728	4,736	4,736	4,736
FEDERAL	4,823	4,344	3,788	2,843	2,843	2,843	2,843	2,843	2,843
AGENCY	13,129	14,571	14,516	16,149	16,149	16,149	16,349	16,349	16,349
GIFTS AND DEPOSITS	9	42	19	12	12	12	12	12	12
CORRECTIONAL INDUS	14,128	14,639	15,485	16,655	16,655	16,655	17,076	17,076	17,076
TOTAL FINANCING	216,984	231,442	279,584	265,232	293,077	319,209	265,862	301,291	334,175
FTE BY EMPLOYMENT TYPE:									
REGULAR	2,382.2	2,512.5	3,102.2		3,352.4			3,388.6	
TEMP/SEAS/PART_TIME	84.6	77.9	58.2		58.2			58.2	
OVERTIME	50.2	56.4	51.7		51.9			51.9	
TOTAL FTE	2,517.0	2,646.8	3,212.1		3,462.5	3,560.6		3,498.7	3,606.8

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: CORRECTIONS,DPT OF

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	279,584	279,584	240,025	240,025	35,771	35,771	3,788	3,788
BASE ADJUSTMENTS								
ONE-TIME APPROPRIATIONS	<5,764>	<5,764>	<5,764>	<5,764>				
BIENNIAL APPROPRIATIONS	<144>	<150>	<144>	<150>				
APPROPRIATIONS CARRIED FWD	<9,109>	<9,109>	<9,109>	<9,109>				
BASE TRANSFER (BTWN AGENCIES)	25	25	25	25				
DED STAT APPROP SPENDING	1,773	2,402			1,773	2,402		
DOCUMENTED RENT/LEASE INC/DEC	2	9	2	9				
FEDERAL RECEIPTS	<945>	<945>					<945>	<945>
ATTORNEY GENERAL COSTS	<190>	<190>	<190>	<190>				
SUBTOTAL BASE ADJ.	<14,352>	<13,722>	<15,180>	<15,179>	1,773	2,402	<945>	<945>
CURRENT SPENDING	265,232	265,862	224,845	224,846	37,544	38,173	2,843	2,843

1996-97 Biennial Budget

PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

PROGRAM DESCRIPTION:

The Correctional Institutions program includes the operation of 10 correctional facilities plus the department-wide coordination and supervision of institution health care, chemical dependency programming, education, industry and other support services. The facilities serve a dual purpose - to protect the community by incarceration of the offender and to provide industrial, vocational, academic and therapeutic opportunities for inmates that help them to return to the community as law-abiding citizens. The mission of the Institutions is to provide a safe, secure and humane environment for inmates and staff while offering various programs to inmates.

Program activities are highlighted below:

1. Minnesota Correctional Facility (MCF)-Faribault opened in F.Y. 1990 and shares the campus at the Faribault Regional Treatment Center. It is for adult males in medium security and provides an opportunity for inmates to participate in chemical dependency, education and work programs with training and self-discipline. This facility is in the process of expanding by 300 beds.
2. MCF-Red Wing receives and treats delinquent juvenile males committed to the Commissioner of Corrections from the juvenile courts in 21 southeastern Minnesota counties including Hennepin County. Red Wing is also a minimum security facility for adult male offenders nearing their release dates.
3. MCF-Lino Lakes is for adult male offenders in medium security and provides opportunities for inmates to participate in chemical dependency programming and work programs with training and self-discipline. This facility is in the process of expanding by over 500 beds and moving toward serving as a receiving facility for the adult male prison system.
4. MCF-Shakopee provides for adult female offenders and offers activities in education, vocational education, specialized programming such as chemical dependency, parenting, independent living skills, battered women's groups, recreation work release and industry programs. Two new cottages and a Mental Health Unit opened in July, 1994.
5. MCF-Willow River/Moose Lake houses both adult male and adult female offenders in minimum security at Moose Lake on a shared campus with the Moose Lake Regional Treatment Center. It is currently in the process of becoming an adult male medium security facility with 620 beds. Programming for adult males includes vocational, academic, work and group treatment. The new Challenge Program is on the Willow River site and provides programming for 80 male and female offenders.
6. MCF-Sauk Centre receives and treats delinquent juvenile males from juvenile courts in 66 counties in western Minnesota and delinquent girls from juvenile courts from all of Minnesota. A juvenile sex offender program was added in 1993.

7. Thistledele Camp provides an education and confidence building outdoor survival program for young men 13 to 18 years of age who experience difficulties in their home communities. Thistledele Camp is available for use by all juvenile county courts in Minnesota and operates on a per diem basis through purchase of service agreements with counties and the local school district.
8. MCF-Stillwater is a close security facility which provides academic, vocational, therapeutic, chemical dependency and sex offender programs and work opportunities for inmates. Stillwater is the state's largest correctional facility and houses convicted male felons age 24 and older.
9. MCF-St. Cloud is a close security facility which houses younger adult male felons. Programming includes academic, vocational, chemical dependency, individual, group and job counseling, and work programs. With younger adult males, the emphasis is on education, especially vocational education, chemical dependency and sex offender programs.
10. MCF-Oak Park Heights is the state's maximum security facility and is designed to receive inmates transferred from the St. Cloud and Stillwater facilities. Inmates at MCF-Oak Park Heights are classified as maximum custody or risks to the public including those convicted of serious person offenses, high escape risks and dangerous and disruptive management problems from other institutions. It offers various programs to inmates with an emphasis on education and industry programming.
11. Institution Support Services coordinates health care, education, industries, transportation of inmates, fugitive arrest, facility planning and development, and accreditation activities to ensure that adequate services are provided efficiently at each institution and to prevent duplication of these services within the department.

PROGRAM STATUS:

Inmate population projections prepared by the Corrections Department and the Minnesota Sentencing Guidelines Commission in December, 1994, indicate that the number of inmates will increase substantially during the next and succeeding bienniums. The adult male population is projected to increase by 1,379 from F.Y. 1995 to F.Y. 2000.

Adult female population appears to be stabilizing and are not expected to increase substantially.

	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>	<u>F.Y. 2000</u>
Adult male	4,388	4,854	5,154	5,420	5,555	5,767
Adult female	200	203	234	247	242	246

Juvenile populations have also been increasing and have created crowding at both of the department's juvenile facilities. With the overall projected increase in the juvenile population from ages 10 through 17 through the year 2000, the juveniles committed to the commissioner are expected to increase as well.

PLANNED RESULTS:

The department currently has bed expansion projects in process at 3 adult male facilities: MCF-Faribault, MCF-Lino Lakes and the Moose Lake campus of MCF-Willow River/Moose Lake. The

PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of
(Continuation)

department also received planning monies in the 1994 legislative session for a new 800 bed close custody facility. While these bed expansions were intended to meet population projection needs, new laws passed in the 1994 legislative session increased projected inmate bed needs beyond the currently planned bed expansions. Thus, the agency budget plan includes funding for contract beds in local facilities as well as the annualization of operating costs at the 3 male adult facilities.

The agency budget plan also calls for operating funds for the new 30-bed secure unit at MCF-Red Wing. This unit will provide secure detention for violent and predatory juvenile offenders until they are able to control their behavior in an open campus environment.

Also included in the agency budget plan is the annualization of salary costs for 116 correctional officer positions that are being phased in during F.Y. 1995. These positions were a 1994 legislative initiative for security and the safety of staff and inmates at 3 adult male correctional facilities: MCF-Stillwater (54 positions); MCF-St. Cloud (32 positions); and MCF-Oak Park Heights (30 positions).

The agency budget plan adheres to the program goals of the Correctional Institutions division as listed below:

- To provide a safe, secure and humane environment for offenders committed to the Department of Corrections.
- To provide a safe, secure and humane environment for staff.
- To offer educational/vocational/behavior/work program for inmates to help prepare them to return to the community to help reduce the risk of reoffending.
- To create an environment conducive to rehabilitation for those offenders included to want to make change in their lives.

The plan also deals with the division program drivers which include prison crowding at the adult male facilities and inmate programming to keep inmates busy and to create opportunities to change for those offenders who are inclined to make changes.

The Correctional Institutions Division accounts for 72% of the department's budget and 87% of the department's staff.

The agency budget plan does not change the performance expected in measures included in the Annual Performance Report. The plan provides for resources to meet the increased inmate population needs or increased workload at the same level of effort. To increase inmate programming in line with projected prison populations will require additional resources.

BUDGET AND REVENUE SUMMARY:

The agency budget plan has no change items in revenue sources. The major sources of revenue include sales of goods in the industry program and reimbursements from counties and school districts for juveniles at Thistledeew Camp. A major source of revenue in the past has been revenue from housing federal and state inmates. However, because of crowding in Minnesota's prisons, this revenue source has greatly diminished and now provides few resources for the department.

Ongoing miscellaneous revenue resources include detention and predispositional evaluations at MCF-Red Wing and MCF-Sauk Centre and reimbursements from Anoka County at MCF-Lino Lakes for services provided to the county.

GOVERNOR'S RECOMMENDATION:

The Governor recommends an alternative program funding level of \$191,621,000 for the biennium from the General Fund which incorporates initiatives for the following purposes:

Red Wing - \$1,324,000 to provide staffing and pay other costs associated with adding 26 additional beds for juveniles as space is vacated by moving the secure detention program to newly built space.

Sauk Centre - \$1,202,000 to provide staffing and pay other costs associated with adding 15 additional beds for juveniles in an existing cottage to relive current overcrowding.

Sex Offender & CD Program - \$750,000 to expand the current level of Sex Offender and chemical dependency programming at St. Cloud and for offenders leaving prison.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
MCF-FARIBAULT	18,923	18,264	24,990	24,842	31,626	31,626	24,941	31,725	31,725
MCF-RED WING	7,739	8,015	8,063	8,050	8,382	8,871	8,050	8,508	9,343
MCF-LINO LAKES	19,990	19,978	26,449	23,594	34,825	34,825	23,594	35,639	35,639
MCF-SHAKOPEE	6,946	7,465	11,385	11,312	11,312	11,312	11,310	11,310	11,310
MCF-WILLOW RIVER/MOOSE LAKE	7,214	12,115	22,881	20,224	28,047	28,047	20,750	28,573	28,573
MCF-SAUK CENTRE	5,286	5,456	5,735	5,651	5,651	6,255	5,651	5,651	6,249
THISTLEDEW CAMP	2,241	2,264	2,567	2,590	2,590	2,590	2,594	2,594	2,594
MCF-STILLWATER	38,695	39,149	40,723	40,433	41,091	41,091	40,432	41,147	41,147
MCF-ST CLOUD	22,218	23,086	25,475	25,729	26,143	26,143	25,729	26,182	26,182
MCF-OAK PARK	19,056	18,802	19,849	19,757	20,360	20,360	19,757	20,408	20,408
HEALTH CARE	5,451	6,153	7,211	7,144	7,144	7,144	7,144	7,144	7,144
EDUCATION	535	554	628	582	582	582	582	582	582
INSTITUTION SUPPORT SERVICES	1,728	4,352	4,165	2,102	2,102	2,477	2,100	8,600	8,975
TOTAL EXPENDITURES BY ACTIVITY	156,022	165,653	200,121	192,010	219,855	221,323	192,634	228,063	229,871
AGENCY PLAN ITEMS:			FUND						
CORR FACILITY CASELOAD CHANGES			GEN					6,500	
ANNUALIZED NEW PROG COST			GEN		27,845			28,929	
TOTAL AGENCY PLAN ITEMS					27,845			35,429	
GOV'S INITIATIVES:			FUND						
(A) ADD 26 JUV BEDS-RED WING			GEN			489			835
(A) ADD 15 JUV BEDS-SAUK CENTRE			GEN			604			598
(A) INST SEX OF/CD PROGRAMS			GEN			375			375
TOTAL GOV'S INITIATIVES						1,468			1,808
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	122,448	130,436	164,861	154,389	182,234	183,702	154,384	189,813	191,621
STATUTORY APPROPRIATIONS:									
GENERAL	13	21	21	21	21	21	21	21	21
SPECIAL REVENUE	5,474	4,942	4,150	3,798	3,798	3,798	3,806	3,806	3,806

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FEDERAL	1,095	1,270	1,333	1,250	1,250	1,250	1,250	1,250	1,250
AGENCY	12,856	14,309	14,252	15,885	15,885	15,885	16,085	16,085	16,085
GIFTS AND DEPOSITS	8	42	19	12	12	12	12	12	12
CORRECTIONAL INDS	14,128	14,633	15,485	16,655	16,655	16,655	17,076	17,076	17,076
TOTAL FINANCING	156,022	165,653	200,121	192,010	219,855	221,323	192,634	228,063	229,871
FTE BY EMPLOYMENT TYPE:									
REGULAR	2,088.3	2,189.0	2,734.8		3,010.3			3,046.5	
TEMP/SEAS/PART_TIME	82.2	75.6	57.9		57.9			57.9	
OVERTIME	49.0	56.0	51.7		51.9			51.9	
TOTAL FTE	2,219.5	2,320.6	2,844.4		3,120.1	3,145.1		3,156.3	3,191.3

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1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Faribault
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The purpose of the Minnesota Correctional Facility-Faribault (MCF-Faribault) is to maintain a safe, secure and humane environment for staff and adult male offenders, within which they have an opportunity to work, learn and prepare for their return to the community. MCF-Faribault shares a campus with the Faribault Regional Center, Department of Human Services.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of inmates served	1,130	1,266	1,880	2,155	2,155
Average daily population	395	560	572	810	810
Average daily cost	\$96.28	\$67.41	\$90.83	\$80.24	\$80.24
Average length of stay (months)	7	7	7	7	7
Average daily program participation:					
Industry program	141	186	195	201	201
Education	130	162	180	240	240
Support services	94	101	140	189	189
Chemical dep/drug program	0	36	62	100	100
Inmate orientation	10	10	15	15	15
Geriatric program:	0	65	65	65	65
% of inmates in:					
Productive assignment	100	100	100	100	100
Segregation	0	0	0	0	0
Protective custody	0	0	0	0	0
Idle status	0	0	0	0	0

BUDGET ISSUES:

The agency budget plan for MCF-Faribault includes full funding for the 300 prison beds added during F.Y. 1995. The beds came on-line during the last 6 months of the fiscal year and full funding is needed to operate the facility for 810 inmates in the 1996 and 1997 biennium.

The Faribault Regional Center has provided heat, water and electricity to the Faribault correctional facility. Given the expansion of the correctional facility, the Faribault Regional Center and MCF-Faribault have agreed to transfer the power plant to the correctional facility for operation beginning 7-1-95.

REVENUE:

This activity generates dedicated special revenue from employee meal receipts and other minor miscellaneous receipts. Dedicated agency funds reflect inmate banking activity at the facility. Industry revenue is generated from the sale of products and services produced by inmates at the facility.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ 219	\$ 158	\$ 250	\$ 60	\$ 60
Dedicated - Federal	9	46	211	205	205
Dedicated - Agency	1,752	2,500	2,700	3,281	3,281
Dedicated - Gifts		2	2	2	2
Dedicated - Industry	<u>1,339</u>	<u>1,724</u>	<u>1,867</u>	<u>2,267</u>	<u>2,367</u>
Total	\$3,319	\$4,430	\$5,030	\$5,815	\$5,915

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-FARIBAULT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	9,717	10,702	14,454	14,459	18,386	18,386	14,459	18,386	18,386
EXPENSES/CONTRACTUAL SRVCS	1,557	1,763	2,392	2,402	3,234	3,234	2,401	3,233	3,233
MISC OPERATING EXPENSES	1,661	2,225	2,568	3,002	4,312	4,312	3,002	4,312	4,312
SUPPLIES/MATERIALS/PARTS	3,634	3,397	5,050	4,776	5,432	5,432	4,876	5,532	5,532
CAPITAL EQUIPMENT	333	155	386	163	190	190	163	190	190
OTHER	2,020	21	139	39	71	71	39	71	71
SUBTOTAL STATE OPERATIONS	18,922	18,263	24,989	24,841	31,625	31,625	24,940	31,724	31,724
LOCAL ASSISTANCE	1	1	1	1	1	1	1	1	1
TOTAL EXPENDITURES	18,923	18,264	24,990	24,842	31,626	31,626	24,941	31,725	31,725
AGENCY PLAN ITEMS:									
			FUND						
ANNUALIZED NEW PROG COST			GEN		6,784			6,784	
TOTAL AGENCY PLAN ITEMS					6,784			6,784	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	15,604	13,834	19,960	19,027	25,811	25,811	19,026	25,810	25,810
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	219	158	250	60	60	60	60	60	60
FEDERAL	9	46	211	205	205	205	205	205	205
AGENCY	1,752	2,500	2,700	3,281	3,281	3,281	3,281	3,281	3,281
GIFTS AND DEPOSITS		2	2	2	2	2	2	2	2
CORRECTIONAL INDUS	1,339	1,724	1,867	2,267	2,267	2,267	2,367	2,367	2,367
TOTAL FINANCING	18,923	18,264	24,990	24,842	31,626	31,626	24,941	31,725	31,725

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-FARIBAULT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	205.3	222.3	297.1		375.5		375.5		
TEMP/SEAS/PART_TIME	5.8	1.1							
OVERTIME	4.7	5.3	6.1		6.1		6.1		
TOTAL FTE	215.8	228.7	303.2		381.6	381.6	381.6	381.6	381.6

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1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Red Wing
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Minnesota Correctional Facility-Red Wing (MCF-Red Wing) exists to receive and program in a safe, secure and humane environment, delinquent juveniles committed to the commissioner of corrections from the juvenile courts in the 21 counties in the southeastern region of the state including the twin cities metropolitan area. In addition to these court committed youths, MCF-Red Wing provides detention and predispositional evaluations for the juvenile courts. It also receives male adult offenders nearing their release dates. The facility is an open campus and living quarters consisting of 1-story and 2-story cottages, each housing between 25 to 30 residents. In the 1994 Session, funding was appropriated to construct a 30-bed secure cottage.

MCF-Red Wing's mission includes the protection of the public and programming for residents. This is accomplished through academic programming and pre-vocational training aimed at attitudinal and behavioral changes. Pre-vocational training provides the resident with an understanding of various trades and includes programs in small engine repair, graphic arts, auto service station work, welding and printing. The academic program provides basic courses and remedial reading and mathematics, driver education, art and physical education. All residents participate in group therapy; individual counseling is also available.

Adults are transferred to MCF-Red Wing from the Minnesota Correctional Facilities at St. Cloud, Stillwater, Faribault and Lino Lakes. The adult male population is separated from juvenile residents. Programs for adults include vocational training, land management and other work programs. This program allows the adult male offender to accept responsibility and develop decision-making in preparation for his return to the community.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of inmates served:					
Juvenile	400	508	621	621	621
Adult	264	271	210	210	210
Average daily population:					
Juvenile	75	84	104	104	104
Adult	86	88	66	66	66
Average daily cost	\$114.67	\$111.30	\$115.59	\$123.87	\$125.90
Average length of stay (months):					
Juvenile	5.9	5.9	5.9	6.3	6.6
Adult	7.0	7.0	7.0	7.2	7.0
Average daily program participation:					
Juveniles					
Education	75	84	104	104	104
Pre-vocational	75	84	104	104	104
Chemical dependency	40	40	40	40	40

Adults					
Pre-vocational	24	28	28	28	28
Work programs	51	57	57	55	55
Chemical dependency	35	35	35	25	25
Number served - county detention services	170	151	160	160	160
Number of county predispositional evaluations	35	37	40	40	40

BUDGET ISSUES:

The agency budget plan calls for operational funding of the new 30-bed secure juvenile cottage to open in December of 1996.

REVENUE:

This activity generates dedicated special revenue from detention and predispositional evaluation, the land management program and vocational shops. Dedicated agency funds reflect inmate banking activity at the facility.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$378	\$402	\$227	\$227	\$227
Dedicated - Federal	171	234	178	169	169
Dedicated - Agency	306	309	298	298	298
Dedicated - Gifts	<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
Total	\$858	\$945	\$705	\$696	\$696

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-RED WING

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	6,004	6,206	6,464	6,464	6,773	7,215	6,464	6,847	7,586
EXPENSES/CONTRACTUAL SRVCS	333	338	319	323	346	380	323	369	419
MISC OPERATING EXPENSES	417	391	396	388	388	388	388	388	388
SUPPLIES/MATERIALS/PARTS	907	943	777	777	777	790	777	806	852
CAPITAL EQUIPMENT	55	113	92	83	83	83	83	83	83
OTHER	22	24	15	15	15	15	15	15	15
SUBTOTAL STATE OPERATIONS	7,738	8,015	8,063	8,050	8,382	8,871	8,050	8,508	9,343
LOCAL ASSISTANCE	1								
TOTAL EXPENDITURES	7,739	8,015	8,063	8,050	8,382	8,871	8,050	8,508	9,343
AGENCY PLAN ITEMS:									
			FUND						
ANNUALIZED NEW PROG COST			GEN		332			458	
TOTAL AGENCY PLAN ITEMS					332			458	
GOV'S INITIATIVES:									
			FUND						
(A) ADD 26 JUV BEDS-RED WING			GEN			489			835
TOTAL GOV'S INITIATIVES						489			835
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	6,881	7,068	7,358	7,354	7,686	8,175	7,354	7,812	8,647
STATUTORY APPROPRIATIONS:									
GENERAL		2							
SPECIAL REVENUE	378	402	227	227	227	227	227	227	227
FEDERAL	171	234	178	169	169	169	169	169	169
AGENCY	306	309	298	298	298	298	298	298	298
GIFTS AND DEPOSITS	3		2	2	2	2	2	2	2

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-RED WING

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TOTAL FINANCING	7,739	8,015	8,063	8,050	8,382	8,871	8,050	8,508	9,343
FTE BY EMPLOYMENT TYPE:									
REGULAR	126.9	128.7	130.5		138.3			140.5	
TEMP/SEAS/PART_TIME	2.2	1.2	1.0		1.0			1.0	
OVERTIME	2.2	2.2	2.2		2.4			2.4	
TOTAL FTE	131.3	132.1	133.7		141.7	151.7		143.9	163.9

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Correctional Institutions
ACTIVITY: Minnesota Correctional Facility-Red Wing

ITEM TITLE: Juvenile Population Increase

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
	Expenditures: (\$000s)			
General Fund				
- State Operations	\$489	\$835	\$835	\$835
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes No

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends funding for MCF-Red Wing to operate an existing living unit which will add 26 beds for the growing juvenile population.

RATIONALE:

Minnesota's juvenile correctional institutions have experienced a dramatic increase in the number of commitments to their programs. At MCF-Red Wing, a cottage used to house minimum security male offenders has been converted to a juvenile cottage, which has decreased the number of minimum security beds available for adult males from 85 to 55. In addition, with the completion and opening of the new secure 30-bed unit in January, 1995, the old vacated unit will be available for use as a regular living unit for juveniles.

This initiative would provide operating funds for this cottage to help meet the demand for juvenile beds.

PROGRAM OUTCOMES:

The department has no control over the number of juveniles committed to the commissioner. Crowding at correctional facilities increases the risk of injury to both staff and residents. The additional beds are needed to avoid overcrowding and to create a safe and humane environment for juvenile residents and staff.

To ensure the best use of limited state resources, department staff are analyzing release decisions to determine if the current length of stays are necessary for public safety. During the past 6 months, this facility has attempted to regulate the high populations through early release of those juveniles who have completed their programs and who pose no security risk to the public.

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995*</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Average daily population:					
Juveniles	75	84	104	117	117
Additional cottage	-	-	-	26	26
Total juvenile	75	84	104	143	143
Adult	86	88	66	55	55
Total residents	161	172	170	198	198

*As of 11-7-94

LONG-TERM IMPACT:

During this biennium, the juvenile population at the state's 2 juvenile facilities has increased by over 44% from 160 in July, 1993, to 231 on 11-7-94. The juvenile population (ages 10 through 17) in Minnesota is expected to show continued growth through the year 2000. This means that the number committed to the commissioner of corrections may also grow over the next 5 years which may indicate a need for even more juvenile beds in succeeding bienniums.

1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Lino Lakes
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Minnesota Correctional Facility-Lino Lakes (MCF-Lino Lakes) provides a safe, secure and controlled environment for staff and male short-term offenders and release violators.

The facility was constructed in 1963 and operated as a juvenile facility until 1978 when it was converted to a medium security adult facility. The facility became an admitting facility in 1993 for offenders who violated technical rules of their release agreement and in 1994 for offenders who have a pronounced term of imprisonment of 12 months or less and all probation violators. These changes were the first steps in moving this facility to becoming the centralized reception center for all adult male offenders committed to the Department of Corrections.

Consistent with this objective and to meet the growing demand for more therapeutic programming for offenders, the facility transferred a significant portion of its industry program to other correctional facilities. This will make the MCF-Lino Lakes the primary therapeutic center for offenders requiring chemical dependency and transitional sex offender treatment. This effort is the result of a major renovation and construction program undertaken during the 1994-95 biennial period.

These changes will increase the capacity at this facility from 480 inmates at the beginning of the 1994-95 biennial period to a capacity of 995 by the end of the 1996-97 biennial period.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number inmates served	1,131	1,688	2,500	3,700	4,000
Average daily population	478	514	566	735	995
Average daily cost	\$67.72	\$68.45	\$95.58	\$102.37	\$79.78
Average length of stay	10	10	10	12	12
Average daily program participation:					
Sex offender program	82	82	82	50	100
Chemical dependency program	57	57	179	411	411
Work programs	321	321	321	216	216
Education	20	20	20	40	73
Work release	26	26	26	26	26
% of inmates in:					
Productive assignment	87	87	65	57	70
Segregation	0	0	0	0	4
Orientation	3	3	3	3	3
Idle Status	10	10	32	40	23

BUDGET ISSUES:

The agency budget plan will result in the following budget considerations:

- This activity is one of the efforts of the department to address the increasing inmate population. The facility's increased capacity is consistent with the department's bedspace plan and will necessitate an appropriate increase in security and support staff to serve close to 1,000 inmates.
- This activity should provide increased program service to the increasing inmate population. The provision of approximately 450 inmate beds designated for programming in the areas of sex offender and chemical dependency treatment will require that the program staffing be consistent with state licensure requirements.
- This effort presents a major undertaking and the initial step by the department to streamline the processing of certain types of offenders and will require a significant training effort. The need for an expanded training component and funding for relief staff to permit such training is reflected in the budget.

REVENUE:

This activity generates dedicated special revenue from Anoka County reimbursements, employee meal receipts and work release receipts. Dedicated agency funds reflect inmate banking activity at the facility. Industry revenue is generated from the sale of products and services produced by inmates at the facility.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ 752	\$ 614	\$ 700	\$ 700	\$ 700
Dedicated - Federal	16	22	30	12	12
Dedicated - Agency	2,132	2,047	3,400	3,400	3,400
Dedicated - Industry	<u>4,631</u>	<u>4,385</u>	<u>1,941</u>	<u>1,941</u>	<u>1,941</u>
Total	\$7,531	\$7,068	\$6,071	\$6,053	\$6,053

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-LINO LAKES

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	11,664	12,193	16,986	14,991	20,273	20,273	14,991	20,273	20,273
EXPENSES/CONTRACTUAL SRVCS	1,102	1,086	1,343	1,081	2,190	2,190	1,081	2,618	2,618
MISC OPERATING EXPENSES	2,018	1,930	3,046	3,045	3,485	3,485	3,045	3,645	3,645
SUPPLIES/MATERIALS/PARTS	4,901	4,586	4,573	4,337	8,253	8,253	4,337	8,902	8,902
CAPITAL EQUIPMENT	252	124	425	65	516	516	65	93	93
OTHER	51	39	44	43	76	76	43	76	76
SUBTOTAL STATE OPERATIONS	19,988	19,958	26,417	23,562	34,793	34,793	23,562	35,607	35,607
AIDS TO INDIVIDUALS		18	30	30	30	30	30	30	30
LOCAL ASSISTANCE	2	2	2	2	2	2	2	2	2
TOTAL EXPENDITURES	19,990	19,978	26,449	23,594	34,825	34,825	23,594	35,639	35,639
AGENCY PLAN ITEMS:									
FUND									
ANNUALIZED NEW PROG COST									
GEN									
				11,231		12,045			
TOTAL AGENCY PLAN ITEMS				11,231		12,045			
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	12,459	12,910	20,378	17,541	28,772	28,772	17,541	29,586	29,586
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	752	614	700	700	700	700	700	700	700
FEDERAL	16	22	30	12	12	12	12	12	12
AGENCY	2,132	2,047	3,400	3,400	3,400	3,400	3,400	3,400	3,400
CORRECTIONAL INDUS	4,631	4,385	1,941	1,941	1,941	1,941	1,941	1,941	1,941
TOTAL FINANCING	19,990	19,978	26,449	23,594	34,825	34,825	23,594	35,639	35,639

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-LINO LAKES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	252.6	254.2	386.3		473.5			473.5	
TEMP/SEAS/PART_TIME	1.8	9.1							
OVERTIME	6.8	10.3	1.0		1.0			1.0	
TOTAL FTE	261.2	273.6	387.3		474.5	474.5		474.5	474.5

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1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Shakopee
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Minnesota Correctional Facility-Shakopee (MCF-Shakopee) exists to provide a safe, secure and humane environment for adult female offenders. The mission of the institution is to protect the public while providing a variety of programs for the inmates. The facility houses adult women felons convicted by the courts and sentenced to more than 1 year. Offender characteristics show that 90-95% of the inmates are chemically dependent, 63% have dependent children, and 72% are under the age of 35.

Institution activities provide academic education, vocational education, specialized programming and industry programs. Academic programs include adult basic education training through college. Vocational programs include electronic office skills, data entry, textiles, and marketing research. Extensive specialized programming includes chemical dependency, family counseling, parenting, personal development skills, battered women's groups, recreation, aids training, work release, reentry training and off grounds training. Industry programs of data entry, assembly, telemarketing, market research, textiles, food service and maintenance supplement the total program.

Emphasis is placed on parenting, education and relapse prevention services through the institution's parenting/family program, the education program and the chemical health program. The primary focus of the parenting/family program is to help inmate mothers restructure and preserve the family unit during their incarceration, while at the same time providing them with some background in parenting skills. Providing new skills and opportunities for increased interaction with their children, is intended to ease reentry into the family upon release. The education program is designed to service the educational needs of the inmate population by offering a variety of services including individualized, open entry/open exit programs, usage of available community resources and appropriate materials and technology to enhance skills for reintegration into the community. In the relapse prevention program women review their motivations in recovery and their power of choice in preparation for release.

ACTIVITY MEASURES:

	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Number of inmates served	414	446	500	650	650
Average daily population	143	156	190	242	242
Average daily cost	\$113.84	\$112.96	\$142.25	\$113.98	\$113.98
Average length of stay (months)	48	48	48	48	48
Average daily program participation:					
Chemical dependency	97	106	170	170	170
Chaplaincy program	26	25	40	40	40
Parenting	18	25	35	35	35
Personal development skills	81	87	140	140	140
Work release	20	21	35	35	35

Average daily employment:

(full & part-time)					
Industry programs	61	67	90	105	105
Support service	61	63	85	95	95
Education	81	87	150	150	150

% of inmates in:

Productive assignment	92	91	91	91	91
Segregation	4	5	5	5	5
Protective custody	0	0	0	0	0
Idle status	4	4	4	4	4

BUDGET ISSUES:

The agency budget plan calls for holding on any further bed expansion at this facility. New population projections from December, 1994, indicate a stabilizing female population over the next several years. Although the legislature authorized planning funds for a new living unit in 1994, the use of these funds is on hold. Should the department see a sustained growth in the female population, planning for expansion at MCF-Shakopee will continue.

REVENUE:

This activity generates dedicated special revenue from employee meal receipts and other minor miscellaneous receipts. Dedicated agency funds reflect inmate banking activity at the facility. Industry revenue is generated from the sale of products and services produced by inmates at the facility.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Dedicated - Special	\$ 225	\$ 188	\$ 80	\$ 80	\$ 80
Dedicated - Federal	18	6	37	20	20
Dedicated - Agency	520	548	838	838	838
Dedicated - Industry	241	272	306	306	306
Total	\$1,004	\$1,014	\$1,261	\$1,244	\$1,244

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-SHAKOPEE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	5,128	5,359	8,190	8,190	8,190	8,190	8,190	8,190	8,190
EXPENSES/CONTRACTUAL SRVCS	471	580	693	696	696	696	695	695	695
MISC OPERATING EXPENSES	616	675	1,033	1,033	1,033	1,033	1,033	1,033	1,033
SUPPLIES/MATERIALS/PARTS	653	751	1,356	1,308	1,303	1,303	1,308	1,303	1,303
CAPITAL EQUIPMENT	61	91	95	67	67	67	66	66	66
OTHER	15	6	12	12	17	17	12	17	17
SUBTOTAL STATE OPERATIONS	6,944	7,462	11,379	11,306	11,306	11,306	11,304	11,304	11,304
AIDS TO INDIVIDUALS	2	3	6	6	6	6	6	6	6
TOTAL EXPENDITURES	6,946	7,465	11,385	11,312	11,312	11,312	11,310	11,310	11,310
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	5,942	6,451	10,124	10,068	10,068	10,068	10,066	10,066	10,066
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	225	188	80	80	80	80	80	80	80
FEDERAL	18	6	37	20	20	20	20	20	20
AGENCY	520	548	838	838	838	838	838	838	838
CORRECTIONAL INDUS	241	272	306	306	306	306	306	306	306
TOTAL FINANCING	6,946	7,465	11,385	11,312	11,312	11,312	11,310	11,310	11,310
FTE BY EMPLOYMENT TYPE:									
REGULAR	115.1	119.8	178.7		178.7			178.7	
TEMP/SEAS/PART_TIME	1.0	3.2	2.8		2.8			2.8	
OVERTIME	2.5	3.2	3.2		3.2			3.2	
TOTAL FTE	118.6	126.2	184.7		184.7	184.7		184.7	184.7

1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Willow River/Moose Lake
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

Moose Lake:

The primary purpose of the Minnesota Correctional Facility-Willow River/Moose Lake (MCF-Willow River/Moose Lake) is to maintain a safe, secure, and humane environment for adult male medium and minimum security offenders. The secondary purpose is to provide a variety of programs including vocational education, academics, literacy, living skills, chemical dependency, sex offender rehabilitation, and industry.

The total capacity of the medium security units will reach 560 by the end of June 1996. The minimum security unit will have a capacity of 60 for a total of 620 for this facility. Medium security offenders participate in vocational programming (machine tool operation, welding, and barbering) or are employed in the industry production (print shop, garment making, baits, and wood shop). Minimum security offenders participate in vocational programming (truck driving and truck trailer repair) or a variety of work and educational programs.

This correctional facility is focused on helping inmates to learn new skills and to reduce risk factors that can lead to re-offending. When inmates return to the community with increased academic and vocational skills, they are in a better position to achieve a self-sufficient productive lifestyle, thereby also helping to make communities safer.

Willow River:

The Challenge Incarceration Program is a very intensive, highly structured, and disciplined program for non-violent, chemically dependent or chemically abusive male and female inmates. There is an elevated level of offender accountability and control specifically designed to prepare the offender for successful reintegration into society. Through culturally sensitive chemical dependency programs, academic and cognitive skills training, this program is structured to promote the offender's self-worth, self-discipline and develop positive work habits. The rigorous physical training portion of the program develops the physical and mental well being of the offender.

The maximum capacity of this program is 80. Inmates partake in the incarceration phase at the Minnesota Correctional Facility-Willow River for 6 months, at which time they graduate into Phase 2 of the program which is community based supervision.

ACTIVITY MEASURES:

F.Y. 1993 F.Y. 1994 F.Y. 1995 F.Y. 1996 F.Y. 1997

Moose Lake

Adult male:					
Number of inmates served	296	422	526	894	1,117
Average daily population	122	150	263	441	620

Average length of stay (months)	10	11	24	24	24
Adult female:					
Number of inmates served	101	120	0	0	0
Average daily population	46	46	0	0	0
Average length of stay (months)	6	6	6	0	0
Average daily cost	\$84.01	\$123.60	\$133.96	\$115.65	\$86.65
Average daily program participation:					
Sex offender program	0	0	60	60	60
Chemical dependency	25	45	20	75	90
Industry program	0	0	64	120	160
Support services	62	66	25	28	115
Education	81	85	94	158	195

Willow River

Challenge Program:

Number of inmates served	84	102	160	160	160
Average daily population	35	44	80	80	80
Average daily cost	\$75.63	\$161.94	\$101.24	\$101.90	\$102.04
Average length of stay (months)	6	6	6	6	6

BUDGET ISSUES:

MCF-Willow River/Moose Lake will take on a new dimension during the next biennium. The facility that formerly housed male and female minimum security offenders will now become a male medium security facility of 560 with a minimum security unit of 60. In accord with this increase in population, the agency budget plan provides operating expenses, staffing and security needs, physical plant obligations, and daily offender living expenses.

REVENUE:

This activity generates dedicated special revenue from employee meal receipts and other minor miscellaneous receipts. Dedicated agency funds reflect inmate banking activity at the facility. Industry revenue is generated from the sale of products and services produced by inmates at the facility.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ 510	\$ 408	\$ 49	\$ 54	\$ 59
Dedicated - Federal	48	36	45	45	45
Dedicated - Agency	591	757	585	1,000	1,200
Dedicated - Industry			<u>2,006</u>	<u>2,776</u>	<u>3,097</u>
Total	<u>\$1,149</u>	<u>\$1,201</u>	<u>\$2,685</u>	<u>\$3,875</u>	<u>\$4,401</u>

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-WILLOW RIVER/MOOSE LAKE

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	4,590	7,550	13,522	12,732	17,459	17,459	12,732	17,459	17,459
EXPENSES/CONTRACTUAL SRVCS	861	1,519	2,174	1,912	2,983	2,983	1,917	3,436	3,436
MISC OPERATING EXPENSES	605	759	904	1,183	1,216	1,216	1,295	1,463	1,463
SUPPLIES/MATERIALS/PARTS	1,023	1,687	5,526	4,144	5,854	5,854	4,553	5,903	5,903
CAPITAL EQUIPMENT	122	590	729	227	475	475	227	252	252
OTHER	12	9	23	23	57	57	23	57	57
SUBTOTAL STATE OPERATIONS	7,213	12,114	22,878	20,221	28,044	28,044	20,747	28,570	28,570
AIDS TO INDIVIDUALS	1	1	3	3	3	3	3	3	3
TOTAL EXPENDITURES	7,214	12,115	22,881	20,224	28,047	28,047	20,750	28,573	28,573
AGENCY PLAN ITEMS:									
			FUND						
ANNUALIZED NEW PROG COST			GEN		7,823			7,823	
TOTAL AGENCY PLAN ITEMS					7,823			7,823	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	6,065	10,914	20,196	16,349	24,172	24,172	16,349	24,172	24,172
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	510	408	49	54	54	54	59	59	59
FEDERAL	48	36	45	45	45	45	45	45	45
AGENCY	591	757	585	1,000	1,000	1,000	1,200	1,200	1,200
CORRECTIONAL INDUS			2,006	2,776	2,776	2,776	3,097	3,097	3,097
TOTAL FINANCING	7,214	12,115	22,881	20,224	28,047	28,047	20,750	28,573	28,573

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-WILLOW RIVER/MOOSE LAKE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	98.9	170.6	296.8		358.0		392.0		
TEMP/SEAS/PART_TIME	4.4	6.6	6.6		6.6		6.6		
OVERTIME	4.6	4.9	8.3		8.3		8.3		
TOTAL FTE	107.9	182.1	311.7		372.9	372.9	406.9		406.9

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1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Sauk Centre
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Minnesota Correctional Facility-Sauk Centre (MCF-Sauk Centre) receives and treats, in a safe, secure and humane environment, delinquent boys committed from juvenile courts in 55 counties in the western region of Minnesota and delinquent girls committed from juvenile courts throughout the state.

The facility has an open campus atmosphere with living quarters consisting of 2 story cottages housing 23 residents each. A 20-bed program for adolescent sex offenders was added during F.Y. 1993.

MCF-Sauk Centre's mission includes protection of the public in conjunction with mandatory programming for residents. This is accomplished in a controlled and structured environment where personal goals are established for each resident that attempts to bring about positive changes in attitude and behavior. Such changes are promoted through peer group therapy, individual counseling and academic and remedial education.

MCF-Sauk Centre also provides secure detention services and pre-dispositional evaluations to the juvenile courts.

ACTIVITY MEASURES:

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Number of residents served	470	474	537	550	550
Average daily population	78	91	105	105	105
Boys	76	84	92	85	85
Girls	2	7	13	15	15
Average daily cost	\$167.44	\$150.10	\$143.16	\$137.20	\$137.20
Average length of stay (months)	5.3	5.3	5.3	5.3	5.3
Average daily program participation:					
Education	78	91	105	105	105
Sex offender program	12	20	20	20	20
Number served:					
County detention services	126	76	30	30	30
County pre-dispositional services	2	6	5	5	5

BUDGET ISSUES:

The agency budget plan provides for the continued operations of this juvenile correctional facility.

REVENUE:

This activity generates dedicated special revenue from detention services, pre-dispositional evaluations and employee meal receipts. Dedicated agency funds reflect inmate banking activity at the facility.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Special	\$176	\$121	\$108	\$108	\$108
Dedicated - Federal	215	230	201	196	196
Dedicated - Agency	75	76	82	82	82
Dedicated - Gifts		7	14	7	7
Total	\$466	\$434	\$405	\$393	\$393

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-SAUK CENTRE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	4,265	4,571	4,757	4,711	4,711	5,183	4,712	4,712	5,185
EXPENSES/CONTRACTUAL SRVCS	307	232	281	258	258	296	258	258	297
MISC OPERATING EXPENSES	170	164	165	164	164	164	164	164	164
SUPPLIES/MATERIALS/PARTS	460	431	474	466	466	560	466	466	552
CAPITAL EQUIPMENT	64	38	40	34	34	34	34	34	34
OTHER	20	20	18	18	18	18	17	17	17
SUBTOTAL STATE OPERATIONS	5,286	5,456	5,735	5,651	5,651	6,255	5,651	5,651	6,249
TOTAL EXPENDITURES	5,286	5,456	5,735	5,651	5,651	6,255	5,651	5,651	6,249
GOV'S INITIATIVES:									
									FUND
(A) ADD 15 JUV BEDS-SAUK CENTRE									GEN
						604			598
TOTAL GOV'S INITIATIVES						604			598
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	4,820	5,022	5,330	5,258	5,258	5,862	5,258	5,258	5,856
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	176	121	108	108	108	108	108	108	108
FEDERAL	215	230	201	196	196	196	196	196	196
AGENCY	75	76	82	82	82	82	82	82	82
GIFTS AND DEPOSITS		7	14	7	7	7	7	7	7
TOTAL FINANCING	5,286	5,456	5,735	5,651	5,651	6,255	5,651	5,651	6,249
FTE BY EMPLOYMENT TYPE:									
REGULAR	89.4	94.5	96.5		96.5			96.5	

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-SAUK CENTRE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TEMP/SEAS/PART_TIME	1.5	1.1	.9		.9		.9		
OVERTIME	3.4	4.1	4.1		4.1		4.1		
TOTAL FTE	94.3	99.7	101.5		101.5	112.5	101.5	112.5	

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Correctional Institutions
ACTIVITY: MCF-Sauk Centre

ITEM TITLE: Juvenile Population Increase

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$604	\$598	\$598	\$598
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	-0-	-0-	-0-	-0-
Statutory Change? Yes ___ No <u>X</u>				
If yes, statute(s) affected: M.S.				

GOVERNOR'S RECOMMENDATION:

The Governor recommends funding to bring an additional juvenile living unit on line and reduce overcrowding in current units.

RATIONALE:

Minnesota's juvenile correctional institutions have experienced a dramatic increase in the number of commitments to their programs. At MCF-Sauk Centre, the added pressures of a high juvenile male population has created a situation that is problematic and potentially dangerous.

The current rate of commitments has MCF-Sauk Centre attempting to house and program for populations as high as 30 to 35 juveniles in each of the 2 male open program living units which are designed and staffed for a capacity of 24 per unit.

This initiative would provide for an additional living unit for juvenile males committed to the commissioner of corrections. This will add 15 beds and bring the total number of beds at MCF-Sauk Centre to 120. A related capital budget recommendation to renovate a currently closed living unit is needed to add these beds.

PROGRAM OUTCOMES:

The department has no control over the number of juveniles committed to the commissioner. Crowding at correctional facilities increases the risk of injury to both staff and residents. The

additional beds are needed to avoid overcrowding and to create a safe and humane environment for juvenile residents and staff. In addition, during the last 6 months, this facility has attempted to regulate high populations through early release of those juveniles who have completed their programs and who pose no security risk to the public.

To ensure the best use of limited state resources, department staff are analyzing release decisions to determine if the current length of stays are necessary for public safety.

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995*</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Average daily population	78	91	127	105	105
Additional cottage	-	-	-	15	15
Total residents	78	91	127	120	120

*As of 11-7-94

LONG-TERM IMPACT:

During this biennium, the juvenile population at the state's 2 juvenile facilities has increased by over 44% from 160 in July, 1993 to 231 on 11-7-94. The juvenile population (ages 10 through 17) in Minnesota is expected to show continued growth through the year 2000. This means that the number committed to the commissioner of corrections may also grow over the next 5 years which may indicate a need for even more juvenile beds in succeeding bienniums.

1996-97 Biennial Budget

BUDGET ACTIVITY: Thistledeew Camp
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

Thistledeew Camp provides, on a per diem basis, an educational and confidence building outdoor survival program for young men 13 to 18 years old who experience difficulties in their home communities. The program is designed to enhance self-confidence and self-image in the students so that when they return to their home community they will not be involved in further delinquent behavior. The camp is located in the George Washington State Forest, 220 miles north of Minneapolis/St. Paul area on Highway 65 near Togo.

Thistledeew Camp is available for use by all juvenile county courts in Minnesota and provides county court services and social services with an alternative residential program. It provides educational resources and vocational exploration designed to meet the needs of the individual students referred to camp. The goal is to meet the academic needs of students continuing their high school education and to involve all students in pre-vocational and work skill programs at least 20 hours per week. The camp's Challenge program is designed to build self-confidence, develop leadership abilities and teach the importance of teamwork. Recently an agent position has been added for Thistledeew Camp to work with the probation officer and to follow a juvenile's transition to the community.

The primary funding sources for operations of the camp are purchase of service agreements with counties and a contract with the local school district.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number students served	242	236	235	235	235
Average daily population	48	48	48	48	48
Total per diem:					
County contract per diem	\$131.35	\$141.00	\$156.00	\$162.00	\$177.00
Education contract per diem	\$85.00	\$93.00	\$100.00	\$105.00	\$113.00
Average length of stay (days)	96	96	96	96	96
Number entering program (adm.)	192	186	190	189	189
Number successful completes (grad.)	178	173	170	172	172
Number returnees (inapp. referrals)	22	24	20	20	20
% of successful completions	93	93	89	91	91
Years of academic growth:					
Reading	1.80	1.90	1.80	1.80	1.80
Math	2.30	2.60	2.30	2.30	2.30
Vocabulary	1.30	1.80	1.80	1.80	1.80
Comprehension	2.00	1.90	1.90	1.90	1.90

BUDGET ISSUES:

There are no budget issues for Thistledeew Camp except to manage the operation of the facility within the revenue received from counties and school districts.

REVENUE:

This activity generates dedicated special revenue for its operation from county and school district contracts. Dedicated agency funds represent client banking activity at the camp.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$2,081	\$2,122	\$2,412	\$2,443	\$2,446
Dedicated - Federal	61	66	76	71	71
Dedicated - Agency	66	61	59	59	59
Total	\$2,208	\$2,249	\$2,547	\$2,573	\$2,576

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: THISTLEDEW CAMP

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	1,732	1,772	2,090	2,090	2,090	2,090	2,090	2,090	2,090
EXPENSES/CONTRACTUAL SRVCS	123	67	63	60	60	60	61	61	61
MISC OPERATING EXPENSES	112	107	122	122	122	122	122	122	122
SUPPLIES/MATERIALS/PARTS	211	204	219	245	204	204	248	207	207
CAPITAL EQUIPMENT	28	81	41	41	41	41	41	41	41
OTHER	35	33	32	32	73	73	32	73	73
SUBTOTAL STATE OPERATIONS	2,241	2,264	2,567	2,590	2,590	2,590	2,594	2,594	2,594
TOTAL EXPENDITURES	2,241	2,264	2,567	2,590	2,590	2,590	2,594	2,594	2,594
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	33	15	20	17	17	17	18	18	18
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	2,081	2,122	2,412	2,443	2,443	2,443	2,446	2,446	2,446
FEDERAL	61	66	76	71	71	71	71	71	71
AGENCY	66	61	59	59	59	59	59	59	59
TOTAL FINANCING	2,241	2,264	2,567	2,590	2,590	2,590	2,594	2,594	2,594
FTE BY EMPLOYMENT TYPE:									
REGULAR	35.4	36.2	44.0		44.0			44.0	
TEMP/SEAS/PART_TIME	2.1	2.5	1.3		1.3			1.3	
OVERTIME	.7	.7	.8		.8			.8	
TOTAL FTE	38.2	39.4	46.1		46.1	46.1		46.1	46.1

1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Stillwater
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The primary purpose of the Minnesota Correctional Facility-Stillwater (MCF-Stillwater) is to maintain a safe, secure and humane environment for staff and adult male offenders. A secondary purpose is to provide academic and vocational education, therapeutic programs and employment for inmates, so that the inmate population returning to the community will be better prepared to maintain a crime free life.

Stillwater is the state's largest correctional facility and serves as the receiving institution for all convicted male felons age 25 or older. Inmates may be transferred to other correctional facilities at some point in accordance with established classification criteria.

Educational programs range from basic education through college level, plus a variety of vocational programs operated through a contract with Northeast Metropolitan Technical College. There is also a full-time 90 day residential chemical dependency program in which 28 inmates participate. The industry program includes metal products, truck/auto body repair, and diversified projects which includes office furniture along with a variety of other products. Many inmates who are not involved in programs already mentioned, work in institutional maintenance jobs.

This facility has a minimum security area outside of the walls which houses about 90 inmates nearing the end of their incarceration.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of inmates processed	4,734	4,550	4,600	4,600	4,600
Number of inmates served	3,729	3,659	3,690	3,650	3,650
Average daily population	1,373	1,381	1,395	1,344	1,344
Average daily costs	\$56.92	\$56.27	\$60.07	\$63.71	\$63.83
Average length of stay (months)					
Average daily program participation:					
Academic education	285	273	280	385	400
Vocational	138	149	150	150	150
Chemical dependency	28	28	28	28	28
Sex offender	36	36	45	45	45
Average daily employment:					
Industry program	130	230	275	325	350
Support services	279	234	232	185	185
% of inmates in:					
Productive assignment	66.8	62.5	66.9	71.4	72.5
Segregation	6.1	6.5	6.5	6.5	6.5
Idle status	27.1	31.0	26.6	22.1	21.0

BUDGET ISSUES:

The agency budget plan calls for annualizing of the 54 correctional officer positions phased in during F.Y. 1995. In addition, a high priority of the department is to close Q Dormitory (74 beds) and bring the population of this facility back to design capacity, thereby relieving the current overcrowding at the facility.

REVENUE:

This activity generates dedicated special revenue from minor miscellaneous receipts. Dedicated agency funds reflect inmate banking activity at the facility. Industry revenue is generated from the sale of products and services produced by inmates at the facility.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ 327	\$ 485	\$ 30	\$ 5	\$ 5
Dedicated - Federal	7				
Dedicated - Agency	4,667	4,911	3,327	3,327	3,327
Dedicated - Gifts	2	21			
Dedicated - Industry	<u>4,932</u>	<u>5,157</u>	<u>6,504</u>	<u>6,504</u>	<u>6,504</u>
Total	\$9,935	\$10,574	\$9,861	\$9,836	\$9,836

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-STILLWATER

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	23,691	23,573	26,130	26,130	26,788	26,788	26,130	26,845	26,845
EXPENSES/CONTRACTUAL SRVCS	2,046	2,402	2,320	2,167	2,167	2,167	2,166	2,166	2,166
MISC OPERATING EXPENSES	4,878	5,101	3,986	3,969	3,969	3,969	3,969	3,969	3,969
SUPPLIES/MATERIALS/PARTS	7,495	7,695	8,020	7,899	7,790	7,790	7,899	7,790	7,790
CAPITAL EQUIPMENT	499	320	208	208	208	208	208	208	208
OTHER	63	42	47	48	157	157	48	157	157
SUBTOTAL STATE OPERATIONS	38,672	39,133	40,711	40,421	41,079	41,079	40,420	41,135	41,135
AIDS TO INDIVIDUALS	21	14	10	10	10	10	10	10	10
LOCAL ASSISTANCE	2	2	2	2	2	2	2	2	2
TOTAL EXPENDITURES	38,695	39,149	40,723	40,433	41,091	41,091	40,432	41,147	41,147
AGENCY PLAN ITEMS:									
			FUND						
ANNUALIZED NEW PROG COST			GEN		658			715	
TOTAL AGENCY PLAN ITEMS					658			715	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	28,760	28,573	30,862	30,597	31,255	31,255	30,596	31,311	31,311
STATUTORY APPROPRIATIONS:									
GENERAL		2							
SPECIAL REVENUE	327	485	30	5	5	5	5	5	5
FEDERAL	7								
AGENCY	4,667	4,911	3,327	3,327	3,327	3,327	3,327	3,327	3,327
GIFTS AND DEPOSITS	2	21							
CORRECTIONAL INDUS	4,932	5,157	6,504	6,504	6,504	6,504	6,504	6,504	6,504
TOTAL FINANCING	38,695	39,149	40,723	40,433	41,091	41,091	40,432	41,147	41,147

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-STILLWATER

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	479.6	477.9	535.7		551.9		551.9		
TEMP/SEAS/PART_TIME	27.8	20.9	17.9		17.9		17.9		
OVERTIME	11.0	8.1	7.4		7.4		7.4		
TOTAL FTE	518.4	506.9	561.0		577.2	577.2	577.2		577.2

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1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-St. Cloud
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The purpose of the Minnesota Correctional Facility-St. Cloud (MCF-St. Cloud) is to maintain a safe, secure, humane environment for staff and adult male offenders. It is a close security facility housing younger adult male felons under age 25.

The facility provides protection to the public by holding offenders until their release and by working with inmates through a variety of educational, vocational and work programs or specialized programs. Programs provide inmates with the opportunity to gain skills necessary to reenter the community with an expectancy of success. Treatment programs include individual, group and job counseling and drug treatment.

A complete academic educational offering is available to offenders. Courses include basic literacy, life, social and work skills, as well as a high school diploma or its equivalency and 2 years of college level course work. The vocational school offers 12 different programs and includes baking, printing, small engine repair, auto body, meat cutting, auto mechanics, welding, barbering, upholstery, masonry, painting, decorating and furniture refinishing.

Activities offered to inmates through the industry program include the manufacture and upholstery of furniture, the production of mattresses and license plates, wood products, a variety of piecework, and engraving/silk screening.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of inmates served	2,707	2,013	2,200	2,200	2,200
Average daily population	821	823	866	799	799
Average daily cost	\$63.62	\$65.37	\$69.71	\$76.65	\$76.65
Average length of stay (months)	17	17	17	18	19
Average program participation:					
Academic (includes part-time)	350	350	350	350	350
Vocational	138	137	137	137	137
Higher education	28	25	25	25	25
Treatment programs	80	75	75	100	100
Average daily employment:					
Industries	95	98	98	98	98
Public safety - license plant	41	36	36	36	36
Support services	356	360	360	360	360

% of inmates in:					
Productive assignment	76.5	78	78	79	80
Segregation	8	7	7	7	7
Pre-placement status	10.5	3	3	3	3
Protective custody	0	0	0	0	0
Idle status	5	12	12	11	10

BUDGET ISSUES:

The agency budget plan calls for annualizing of the 32 correctional officer positions phased in during F.Y. 1995. In addition, a high priority of the department is to close 4 open dormitories (173 beds) and bring the population of this facility back to design capacity, thereby relieving the current overcrowding at the facility.

REVENUE:

This activity generates dedicated special revenue from employee meal receipts and other minor miscellaneous receipts. Dedicated agency funds reflect inmate banking activity at the facility. Industry revenue is generated from the sale of products and services produced by inmates at the facility.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ 238	\$ 108	\$ 178	\$ 72	\$ 72
Dedicated - Federal	321	417	324	324	324
Dedicated - Agency	1,607	1,862	1,843	2,480	2,480
Dedicated - Industry	<u>902</u>	<u>895</u>	<u>914</u>	<u>914</u>	<u>914</u>
Total	\$3,068	\$3,282	\$3,259	\$3,790	\$3,790

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-ST CLOUD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	16,818	17,360	19,828	19,617	20,031	20,031	19,617	20,070	20,070
EXPENSES/CONTRACTUAL SRVCS	701	804	719	627	627	627	627	627	627
MISC OPERATING EXPENSES	1,365	1,511	1,532	1,932	1,932	1,932	1,932	1,932	1,932
SUPPLIES/MATERIALS/PARTS	3,030	3,136	3,131	3,349	3,334	3,334	3,349	3,334	3,334
CAPITAL EQUIPMENT	229	229	214	153	153	153	153	153	153
OTHER	63	37	42	42	57	57	42	57	57
SUBTOTAL STATE OPERATIONS	22,206	23,077	25,466	25,720	26,134	26,134	25,720	26,173	26,173
AIDS TO INDIVIDUALS	12	9	9	9	9	9	9	9	9
TOTAL EXPENDITURES	22,218	23,086	25,475	25,729	26,143	26,143	25,729	26,182	26,182
AGENCY PLAN ITEMS:									
FUND									
ANNUALIZED NEW PROG COST			GEN		414			453	
TOTAL AGENCY PLAN ITEMS					414			453	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	19,150	19,804	22,216	21,939	22,353	22,353	21,939	22,392	22,392
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	238	108	178	72	72	72	72	72	72
FEDERAL	321	417	324	324	324	324	324	324	324
AGENCY	1,607	1,862	1,843	2,480	2,480	2,480	2,480	2,480	2,480
CORRECTIONAL INDUS	902	895	914	914	914	914	914	914	914
TOTAL FINANCING	22,218	23,086	25,475	25,729	26,143	26,143	25,729	26,182	26,182

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-ST CLOUD

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	344.1	348.7	397.8		408.0		408.0		
TEMP/SEAS/PART_TIME	20.9	19.5	20.5		20.5		20.5		
OVERTIME	6.5	9.8	12.5		12.5		12.5		
TOTAL FTE	371.5	378.0	430.8		441.0	441.0	441.0		441.0

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1996-97 Biennial Budget

BUDGET ACTIVITY: Minnesota Correctional Facility-Oak Park Heights
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

Minnesota Correctional Facility-Oak Park Heights (MCF-Oak Park Heights), is the state's only maximum high security adult male correctional institution. The facility is designed to receive inmates from the St. Cloud and Stillwater facilities who are classified as maximum custody because they present risks to the public, including those convicted of serious person offenders, high escape risks and dangerous or serious behavioral management cases. Program services are provided for inmates in training, education, mental health and work experiences under close supervision within a highly structured environment. The overall institution program is designed to encourage inmate participation and maximize the number of inmates involved in constructive program assignments thereby reducing the frequency, scope and seriousness of inevitable incidents in a maximum security facility. This institution houses over 90% person offenders, of whom nearly 60% are serving sentences for some form of homicide. Over one-fourth of the inmate population are lifers. This facility is unique for maximum security because inmates are programmed out of their cells 15 hours a day, 7 days a week.

The Oak Park Heights program enables the department to operate the other major correctional institutions with increased safety and security for inmates and staff, because it serves as a high security back up which allows its other facilities more creative and less restrictive programming.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of inmates served	778	837	850	850	850
Average daily population	388	397	397	398	398
Average daily cost	\$109.62	\$105.83	\$115.27	\$118.74	\$118.74
Average length of stay (months):					
Mental health unit only	1	1	1	1	1
All other living units	24	24	24	24	24
Average daily program participation:					
Education program (full-time)	49	49	49	49	49
Sex offender program	12	12	0	0	0
Chemical dependency treatment	18	18	0	0	0
Sex offender/chemical dependency dual treatment	21	21	0	0	0
Receiving & orientation assignments	5	5	5	5	5
Segregation assignments	53	53	53	53	53
Awaiting assignments	10	10	10	10	10
Assignments refused by inmates	40	40	40	40	40
Industry program	110	117	157	158	158
Support services	40	42	53	53	53
Food services	30	30	30	30	30

% of inmates in:

	72	72	72	72	72
Productive assignment	72	72	72	72	72
Segregation	14	14	14	14	14
Pre-placement status	3	3	3	3	3
Assignments refused	11	11	11	11	11

BUDGET ISSUES:

The agency budget plan reflects the annualization of 30 correctional officer positions phased in during F.Y. 1995.

REVENUE:

This activity generates dedicated special revenue from employee meal receipts and other minor miscellaneous receipts. Dedicated agency funds reflect inmate banking activity at the facility. Industry revenue is generated from the sale of products and services produced by inmates at the facility.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ 157	\$ 128	\$ 49	\$ 49	\$ 49
Dedicated - Federal	4				
Dedicated - Agency	1,140	1,238	1,120	1,120	1,120
Dedicated - Gifts	3	3	1	1	1
Dedicated - Industry	<u>2,083</u>	<u>2,029</u>	<u>1,941</u>	<u>1,941</u>	<u>1,941</u>
Total	\$3,387	\$3,398	\$3,111	\$3,111	\$3,111

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-OAK PARK

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	13,261	12,949	14,407	14,407	15,010	15,010	14,407	15,058	15,058
EXPENSES/CONTRACTUAL SRVCS	1,298	1,428	1,267	1,216	1,216	1,216	1,216	1,216	1,216
MISC OPERATING EXPENSES	1,514	1,622	1,479	1,479	1,479	1,479	1,479	1,479	1,479
SUPPLIES/MATERIALS/PARTS	2,821	2,689	2,552	2,517	2,484	2,484	2,517	2,484	2,484
CAPITAL EQUIPMENT	96	73	80	69	69	69	69	69	69
OTHER	63	38	61	66	99	99	66	99	99
SUBTOTAL STATE OPERATIONS	19,053	18,799	19,846	19,754	20,357	20,357	19,754	20,405	20,405
AIDS TO INDIVIDUALS	1	1	1	1	1	1	1	1	1
LOCAL ASSISTANCE	2	2	2	2	2	2	2	2	2
TOTAL EXPENDITURES	19,056	18,802	19,849	19,757	20,360	20,360	19,757	20,408	20,408
AGENCY PLAN ITEMS:									
			FUND						
ANNUALIZED NEW PROG COST			GEN		603			651	
TOTAL AGENCY PLAN ITEMS					603			651	
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	15,669	15,404	16,738	16,646	17,249	17,249	16,646	17,297	17,297
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	157	128	49	49	49	49	49	49	49
FEDERAL	4								
AGENCY	1,140	1,238	1,120	1,120	1,120	1,120	1,120	1,120	1,120
GIFTS AND DEPOSITS	3	3	1	1	1	1	1	1	1
CORRECTIONAL INDUS	2,083	2,029	1,941	1,941	1,941	1,941	1,941	1,941	1,941
TOTAL FINANCING	19,056	18,802	19,849	19,757	20,360	20,360	19,757	20,408	20,408

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: MCF-OAK PARK

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	289.3	280.2	311.8		328.0		328.0		
TEMP/SEAS/PART_TIME	14.7	10.3	6.8		6.8		6.8		
OVERTIME	4.7	5.1	3.9		3.9		3.9		
TOTAL FTE	308.7	295.6	322.5		338.7	338.7	338.7		338.7

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1996-97 Biennial Budget

BUDGET ACTIVITY: Health Care
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The purpose of this activity is to plan, implement and coordinate medical, mental health, dental, environmental and other support programs for the department to ensure the development of cost effective, comprehensive, quality health services. It directly contributes to the milestone statement that Minnesotans will be healthy. Aside from the on-site primary medical and dental services delivered at each institution, other major efforts include:

1. The inpatient unit at the St. Paul-Ramsey Medical Center.
2. The Mental Health unit at MCF-Oak Park Heights (MCF-OPH).

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of inmates seen at sick call throughout the state/day	563	584	609	635	664
Patients served by St. Paul Ramsey Medical Clinic					
Inpatient	207	255	317	387	477
Outpatient	3,169	3,353	3,548	3,754	3,972
Number of admissions to Mental Health Unit (MCF-OPH)	20	20	20	20	20
Number of geriatric inmates	214	245	280	321	368

BUDGET ISSUES:

The agency budget plan calls for annualizing funding for increased beds at certain correctional facilities. These annualizations provide funds for increased population health care needs at current cost levels. However, the continued rise in costs for inmate health care are of concern to the department. Also, changes in the length of sentencing and the aging of the inmate population will have an impact on the cost of delivering health care to inmates in the next and succeeding bienniums.

REVENUE:

None.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: HEALTH CARE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	1,774	1,790	1,910	1,910	1,910	1,910	1,910	1,910	1,910
EXPENSES/CONTRACTUAL SRVCS	3,613	4,305	5,233	5,178	5,178	5,178	5,178	5,178	5,178
MISC OPERATING EXPENSES	15	17	31	23	23	23	23	23	23
SUPPLIES/MATERIALS/PARTS	40	34	32	28	28	28	28	28	28
CAPITAL EQUIPMENT	9	7	5	5	5	5	5	5	5
SUBTOTAL STATE OPERATIONS	5,451	6,153	7,211	7,144	7,144	7,144	7,144	7,144	7,144
TOTAL EXPENDITURES	5,451	6,153	7,211	7,144	7,144	7,144	7,144	7,144	7,144
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	5,369	6,112	7,190	7,123	7,123	7,123	7,123	7,123	7,123
STATUTORY APPROPRIATIONS:									
GENERAL	13	17	21	21	21	21	21	21	21
FEDERAL	69	24							
TOTAL FINANCING	5,451	6,153	7,211	7,144	7,144	7,144	7,144	7,144	7,144
FTE BY EMPLOYMENT TYPE:									
REGULAR	36.9	35.6	36.9		36.9			36.9	
TEMP/SEAS/PART_TIME		.1	.1		.1			.1	
OVERTIME	1.2	1.4	1.4		1.4			1.4	
TOTAL FTE	38.1	37.1	38.4		38.4	38.4		38.4	38.4

1996-97 Biennial Budget

BUDGET ACTIVITY: Education
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Education Unit provides centralized planning, implementation and coordination of educational services in 10 correctional institutions and contributes directly to the milestone that Minnesotans will excel in basic academic skills. Services include:

- Allocation and development of federal resources and legislative appropriations.
- Program design and methodology.
- Program evaluation.
- College and school district contracting.
- Industry education support.
- Liaison to colleges, universities, vocational schools, school districts, state Department of Education and other allied agencies.
- Technical assistance to wardens, superintendents and educational administrators within the correctional facilities.
- Coordination of the Department of Corrections' literacy programs.

These activities support inmates access to educational services commensurable with outside community education including remedial, education resources and maintain acceptable standards of education to improve inmate literacy and employable skills.

BUDGET ISSUES:

The agency budget plan provides for a same level of effort for this activity. Education continues to be an important part of the programs offered at all correctional facilities and serves 70% of the inmate population.

REVENUE:

This activity utilizes special revenue generated from housing inmates at correctional facilities.

Dollars in Thousands				
<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:				
	\$ 3	\$ 10		
Dedicated - Special	\$156	189	231	\$208
Dedicated - Federal		9		\$208
Dedicated - Gifts	\$156	\$201	\$241	\$208
Total				\$208

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: EDUCATION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	113	121	126	126	126	126	126	126	126
EXPENSES/CONTRACTUAL SRVCS	277	317	312	286	286	286	286	286	286
MISC OPERATING EXPENSES	8	12	12	12	12	12	12	12	12
SUPPLIES/MATERIALS/PARTS	27	40	34	34	34	34	34	34	34
CAPITAL EQUIPMENT	31	5	7	7	7	7	7	7	7
OTHER	7	8	6	6	6	6	6	6	6
SUBTOTAL STATE OPERATIONS	463	503	497	471	471	471	471	471	471
LOCAL ASSISTANCE	72	51	131	111	111	111	111	111	111
TOTAL EXPENDITURES	535	554	628	582	582	582	582	582	582
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	379	353	387	374	374	374	374	374	374
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE		3	10						
FEDERAL	156	189	231	208	208	208	208	208	208
GIFTS AND DEPOSITS		9							
TOTAL FINANCING	535	554	628	582	582	582	582	582	582
FTE BY EMPLOYMENT TYPE:									
REGULAR	1.9	2.0	2.0		2.0			2.0	
TOTAL FTE	1.9	2.0	2.0		2.0	2.0		2.0	2.0

1996-97 Biennial Budget

BUDGET ACTIVITY: Institution Support Services
PROGRAM: Correctional Institutions
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The purpose of this activity is to provide centralized coordination for the support activities to assure that adequate services are provided at each institution and to prevent duplication of services within the department. Both the health care and education support services are supervised through this unit. This activity includes departmentwide coordination of transportation of inmates and supervised release violators, sheriffs' expense reimbursement, facility accreditation, facility planning and development, jail staff training law library services and interstate corrections compact. Activities under this program include the following:

- The transportation unit which coordinates the transportation of inmates between correctional facilities and between the St. Paul Ramsey Medical Center and correctional facilities. Parole violators who are returned to correctional facilities (adult and juvenile) from Minnesota and out of state locations are also transported by this unit.
- The accreditation activity involves the process whereby each correctional facility completes a detailed self-assessment and external audit of the facility's compliance with standards promulgated by the National Commission on Accreditation for Corrections which lead to a 3 year accreditation by the commission.
- The facility planning and development activity involves planning of physical plant and/or modification of correctional facilities.
- The jail resource center provides technical assistance, training, special issue seminars and an information clearinghouse for local jails.
- This activity also administers the Interstate Corrections Compact which provides for the transfer to and from Minnesota correctional facilities for the confinement, treatment and rehabilitation of inmates.

BUDGET ISSUES:

The agency budget plan calls for maintaining the activities of this support service function. Also included in this activity is a major annualization for contract services. This funding is intended for the purchase of bed space and attendant security services in local facilities in order to manage inmate population that exceeds state facility bed capacity.

REVENUE:

This activity utilizes special revenue generated from housing inmates at correctional facilities. Industry revenue is generated from the sale of products and services produced by inmates at the facilities.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$411	\$205	\$57		
Dedicated - Industry		<u>171</u>	<u>6</u>	<u>\$6</u>	<u>\$6</u>
Total	<u>\$411</u>	<u>\$376</u>	<u>\$63</u>	<u>\$6</u>	<u>\$6</u>

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: INSTITUTION SUPPORT SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	675	970	1,103	984	984	1,257	984	984	1,257
EXPENSES/CONTRACTUAL SRVCS	466	2,834	2,116	344	344	446	344	6,844	6,946
MISC OPERATING EXPENSES	172	262	208	190	190	190	190	190	190
SUPPLIES/MATERIALS/PARTS	265	177	417	337	337	337	337	337	337
CAPITAL EQUIPMENT	150	107	319	247	247	247	245	245	245
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	1,728	4,350	4,163	2,102	2,102	2,477	2,100	8,600	8,975
LOCAL ASSISTANCE		2	2						
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	1,728	4,352	4,165	2,102	2,102	2,477	2,100	8,600	8,975
AGENCY PLAN ITEMS:									
			FUND						

CORR FACILITY CASELOAD CHANGES			GEN					6,500	
=====									
TOTAL AGENCY PLAN ITEMS								6,500	
GOV'S INITIATIVES:									
			FUND						

(A) INST SEX OF/CD PROGRAMS			GEN			375			375
=====									
TOTAL GOV'S INITIATIVES						375			375
SOURCES OF FINANCING:									

DIRECT APPROPRIATIONS:									
GENERAL	1,317	3,976	4,102	2,096	2,096	2,471	2,094	8,594	8,969
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	411	205	57						
CORRECTIONAL INDUS		171	6	6	6	6	6	6	6
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	1,728	4,352	4,165	2,102	2,102	2,477	2,100	8,600	8,975

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: CORRECTIONAL INSTITUTIONS
ACTIVITY: INSTITUTION SUPPORT SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	12.9	18.3	20.7		19.0		19.0		
OVERTIME	.7	.9	.8		.8		.8		
TOTAL FTE	13.6	19.2	21.5		19.8	23.8	19.8		23.8

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Correctional Institutions
ACTIVITY: Institution Support Services

ITEM TITLE: Chemical Dependency/Sex Offender Programs

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$375	\$375	\$375	\$375
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends funding for additional institutional chemical dependency treatment and transitional sex offender programming.

RATIONALE:

This initiative is to increase chemical dependency programming at St. Cloud and for transitional sex offender programming for offenders leaving prison. It includes 2 components as listed below.

- Legislation now requires that chemical dependency programs within Correctional facilities comply with the standards established by the Department of Human Services. To provide for 25 additional beds at MCF-St. Cloud and to meet licensing standards, \$300,000 is needed each year of the biennium.
- The second component of this initiative is to increase the level of funding for sex offenders, both adult and juvenile, leaving state correctional facilities. \$75,000 each year of the biennium is needed for sex offender specific transitional programming to those offenders leaving a correctional facility but not requiring residential placement.

PROGRAM OUTCOMES:

This initiative will increase the quality of sex offender and chemical dependency programs within the correctional facilities and it will help meet Department of Human Services licensing standards.

LONG-TERM IMPACT:

The sex offender and chemical dependency programs have been increasing since 1989 when the legislature mandated sex offender programming along with rule-making and probation officer training. This trend continued in the 1992, 1993 and 1994 sessions long with concern for chemical dependency programming. With the anticipated growth in both the adult and juvenile populations, the need for these programs will also continue.

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1996-97 Biennial Budget

PROGRAM: Community Services
AGENCY: Corrections, Department of

PROGRAM DESCRIPTION:

The Community Services program provides a broad range of correctional services in the community. Objectives of these services are to protect the public, to control criminal behavior of offenders, to assist offenders in the development of skills necessary to function in the community and to ensure compliance with standards governing operation of local correctional facilities. In order to achieve these objectives the program carries out the following functions:

1. Department of Corrections (DOC) agents supervise individuals who have been placed on probation, supervised release and parole in 56 counties not under the Community Corrections Act (CCA).
2. Community Services administers the CCA. Thirty-one Minnesota counties representing over 66% of the state's population voluntarily participate in the Act and assume responsibility for the provision of community based correctional services.
3. Work Release provides highly structured programs and supervision for offenders being released from state institutions.
4. Community Services in conjunction with the Department of Natural Resources (DNR) and counties operates Sentencing to Service (STS) programs for non-dangerous offenders who are sentenced to perform useful community service projects.
5. Community residential facilities provide structure and strict surveillance for offenders being released from institutions or who require stricter conditions of supervision.
6. Community corrections centers provide housing, education, supervision and treatment of juveniles adjudicated as delinquent.
7. Community Services, through contractual arrangements, provides outpatient services such as job placement, electronic monitoring, after-care treatment for sex offenders, day programming and drug testing and treatment programs.
8. Supervision to interstate transfer cases is provided through the Interstate Compact for the Supervision of Probationers and Parolees.
9. Community Services administers the county probation subsidy which reimburses counties for some costs associated with probation services.
10. The inspection and enforcement unit licenses, monitors and assists local correctional facilities in Minnesota. Its function is designed to ensure that conditions of confinement in local facilities adequately protect the public and meet basic safety, health and constitutional standards and to avoid legislation.

PROGRAM STATUS:

Like the Institutions program, the Community Services program has had a steady growth of clientele and workload. This has taxed the ability of the division to provide timely and quality services to its clients which include victims, courts, county boards, sheriffs, probation, and community corrections officials, as well as offenders. It is expected that providing services to a continued expanding client population will be a major challenge throughout the biennium.

The division must, and will continue to develop intermediate sanctions which will be acceptable to the public as well as to the legislature for dealing with more offenders in a way which is economically feasible yet effective. Among these programs are intensive supervision, day reporting centers, electronic surveillance, sentencing to service and other community work options, increased use of fines and house arrest. With the exception of Hennepin, Ramsey, and St. Louis counties, jails provide services for pre-trial detainees and sentenced prisoners. In Hennepin, Ramsey and St. Louis counties, jails are under the jurisdiction of the sheriff and hold only pre-trial detainees and are not under the CCA administration. These counties operate separate facilities for sentenced prisoners.

PLANNED RESULTS:

The Community Services Division is dedicated to the maintenance of current effective programs and the development of new programs to accomplish the objectives. The division will meet these objectives through constant review of current programs and through the study and research of potential new programs.

- To provide low cost alternatives to expensive prison beds.
- To enable local facilities to free up valuable jail space while continuing to assure the safety of the public.
- To continue to provide innovative programs such as Intensive Community Supervision, Sentencing to Service, Work Release and Phase 2 of the Challenge Incarceration Program.
- To continue to develop and initiate intermediate sanctions that safely keep a high number of individuals on probation and decrease the need for additional prison beds.

The Community Services Division accounts for 21% of the department's budget and 9% of the department's staff. The agency budget plan does not change the performance expected in measures included in the Annual Performance Report.

BUDGET AND REVENUE SUMMARY:

Revenue changes in this division include the end of federal revenue for the Sentencing to Service Program and for Intensive Community Supervision.

GOVERNOR'S RECOMMENDATION:

The Governor recommends an alternative program funding level of \$150,050,000 for the biennium, from the General Fund which is directed at holding offenders more accountable for their behavior and deterring repeat criminal activity. The Governor recommends the following initiatives:

1996-97 Biennial Budget

PROGRAM: Community Services
AGENCY: Corrections, Department of
(Continuation)

Community Corrections Act - \$4,000,000 to increase the state's financial commitment to the Community Corrections Act, and maintain the current cost sharing relationship.

County Probation Reimbursement - \$1,288,000 to maintain a 50% state participation in county probation costs.

Sentence to Service - \$2,114,000 to replace withdrawn federal funds and expand this popular sentencing alternative.

Intensive Supervised Release - \$1,888,000 to replace withdrawn federal funds and expand the intensive community supervision of selected offenders.

Community Sex Offender & CD Treatment - \$3,000,000 to increase the level of sex offender and chemical dependency treatment provided to offenders while they serve community based sentences and to undertake a rigorous research and evaluation effort to determine what forms of treatment are effective in reducing future risks to the public.

Probation and Supervised Release - \$3,000,000 to increase offender accountability by reducing probation officer caseloads and thereby increasing the ability of level of supervision any one offender receives.

Statewide Caseload Reduction - \$15,000,000 to undertake a major increase in the number of probation officers statewide in order to bring caseloads down to realistic levels and insure that offenders are actually held accountable for their behavior while serving community sanctions.

EJJ Partnership Program - \$13,500,000 to form a new financial partnership with counties, whereby the state will underwrite the costs of correctional services to the new class of young, serious offender known as Extended Jurisdiction Juvenile.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
PROBATION & SUPERVISED RELEASE	7,085	7,355	8,345	8,246	8,246	16,040	8,252	8,252	19,046
COMMUNITY CORRECTIONS ACT	24,337	25,750	28,959	28,959	28,959	30,959	28,959	28,959	30,959
COMMUNITY CORRECTIONAL ALTERNATIVE	5,103	5,750	6,988	6,240	6,240	13,640	6,240	6,240	13,640
SENTENCING TO SERVICE	2,882	3,464	4,275	3,120	3,120	4,234	3,120	3,120	4,120
FACILITIES PLANNING & INSPECTION	1,606	1,533	1,714	1,689	1,689	1,689	1,689	1,689	1,689
COMMUNITY SERVICES SUPPORT	5,216	5,244	9,297	5,958	5,958	7,889	5,958	5,958	8,315
TOTAL EXPENDITURES BY ACTIVITY	46,229	49,096	59,578	54,212	54,212	74,451	54,218	54,218	77,769
GOV'S INITIATIVES:									
			FUND						
(A) INCREASE CCA FUNDING			GEN			2,000			2,000
(A) COUNTY PROBATION REIMB			GEN			431			857
(A) STS-REPLACE FED/EXPAND			GEN			1,114			1,000
(A) INTENSE SUP REL-FED/EXPAND			GEN			944			944
(A) COMM SEX OF/CD PROGRAMS			GEN			1,500			1,500
(A) INCREASE PROB/SUPER REL			GEN			1,500			1,500
(A) PROB CASELOAD REDUCTION			GEN			6,000			9,000
(A) EJJ PARTNERSHIP PROG			GEN			6,750			6,750
TOTAL GOV'S INITIATIVES						20,239			23,551
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	42,399	46,481	56,992	53,127	53,127	73,366	53,133	53,133	76,684
STATUTORY APPROPRIATIONS:									
GENERAL	3	17	21	21	21	21	21	21	21
SPECIAL REVENUE	1,286	811	1,459	800	800	800	800	800	800
FEDERAL	2,268	1,525	842						
AGENCY	273	262	264	264	264	264	264	264	264
TOTAL FINANCING	46,229	49,096	59,578	54,212	54,212	74,451	54,218	54,218	77,769

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	199.8	225.4	256.4		232.1		232.1		
TEMP/SEAS/PART_TIME	1.8	1.9							
OVERTIME	1.1	.2							
TOTAL FTE	202.7	227.5	256.4		232.1	303.2		232.1	303.2

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
 PROGRAM: Community Services
 ACTIVITY:

ITEM TITLE: Intensive Community Supervision

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$944	\$944	\$944	\$944
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends state General Fund financing to replace lost federal funding and expansion of intensive county supervision of selected offenders. This initiative provides increased funding in both the Probation and Supervised Release activity and the Community Correctional Alternatives activity.

RATIONALE:

This initiative will provide \$650,000 each year to replace federal funds which end in F.Y. 1995 and \$294,000 each year to expand the Intensive Community Supervision.

The Intensive Community Supervision (ICS) activity places selected offender under strict control and surveillance in the community. It has 2 main components: Intensive Community Supervision (ICS) and Intensive Supervised Release (ISR). ICS is designed for low-risk offenders committed to the commissioner of corrections selected to serve part of their sentence under a highly restrictive community supervision plan. ISR provides intensive surveillance and supervision of offenders who have served their entire term of imprisonment as required by law, are on supervised release status, and are identified by the corrections department as higher risks to public safety.

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of prison releasees served (ICS)	75	130	156	182	208
Number of supervised releasees served (ISR)	243	421	505	589	673
Total served	318	551	661	771	881
Percent participating with new offense	97	97	97	97	97
Percent of successful completions	57	57	57	57	57

PROGRAM OUTCOMES:

This investment will produce significant improvements for accountability for about 500 of Minnesota's most dangerous offenders. These resources will provide for the close monitoring of these serious offender and hold them strictly accountable for any deviation from the rules governing their release.

LONG-TERM IMPACT:

This investment provides increased supervision of many of Minnesota's most serious offenders and contributes to safer communities for its citizens.

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1996-97 Biennial Budget

BUDGET ACTIVITY: Probation and Supervised Release
PROGRAM: Community Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The probation, parole and supervised release activity of the Community Services Division operates in 56 counties, with district offices in Albert Lea, Bemidji, Detroit Lakes, St. Cloud, Shakopee, Stillwater, Glencoe, and North Mankato. In those 56 counties, agents of the Department of Corrections supervise a monthly caseload of approximately 11,519 adult and juvenile offenders as of 7-1-94. Over 90% of these offenders are on court-ordered probation, with the remainder on parole or supervised release.

Supervising staff are responsible for conducting revocation hearings and the imposition of sanctions against those found to be in violation of conditions of probation, parole or supervised release. This activity is directed toward maintaining a revocation rate not to exceed 10% of those offenders on probation, parole or supervised release, as well as ensuring public protection and compliance with court-ordered or department-ordered special conditions of probation or supervised release.

Personnel involved in this activity complete investigations and reports for adult and juvenile courts and releasing authorities, as well as monitors local correctional programs under the Community Corrections Act (CCA).

Personnel involved in this activity also assist in the inspection and licensing of jails, lockups, detention facilities and group homes, including the investigation of any complaints made against any of these facilities.

There are 9 Intensive Community Supervision (ICS)/Intensive Supervised Release (ISR) agents located in St. Cloud, North Mankato, Owatonna, and Walker. These 9 agents carry a maximum caseload of 15 offenders. The ICS offenders do their institution time under strict supervision/surveillance. The other group, the ISR offenders, are the more serious offenders who have completed their prison sentence and are released under intensive supervised release because of the serious nature of their offense and criminal history. Both of these groups of offenders are initially seen 4 times a week by a probation officer, submit to weekly urinalysis and breath test, and are under electronic monitoring. The program goals for both categories of offenders are public protection, client accountability, surveillance, and counseling toward the effort of rehabilitation.

ACTIVITY MEASURES:

	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Number of counties	57	57	56	56	56
% offenders charged with violation	13	17	10	10	10
Restitution collected	\$805,870	\$1,011,076	\$1,112,184	\$1,223,402	\$1,345,742
Fines, court costs, etc.	\$496,664	\$551,911	\$607,102	\$667,812	\$734,593
Community service work (CSW) computed using CSW hours multiplied by \$5/hr.	\$181,470	\$140,950	\$155,045	\$170,550	\$187,605

Pre-sentence investigation (PSI) report data:

Agent PSI reports	1,593	1,638	1,753	1,875	2,007
Contracted PSI reports	1,400	1,539	1,585	1,633	1,682
Cost per PSI	\$277	\$285	\$313	\$345	\$379
Cost of supervision for 1 yr.	\$625	\$629	\$649	\$718	\$783

Felony Caseload/Adult Agents:

Total cases served	9,615	10,647	10,941*	11,926	12,999
Average monthly caseload	6,277	7,093	7,068*	7,704	8,397
Average/agent	104	111	107	117	127
Average monthly workload points	11,509	12,242	12,306*	13,537	14,890
Average monthly workload points per agent	190	191	186	205	225
No. of agents needed at 156 points	74	78	79	87	95
Actual number of agents	60.6	64.1	66.1	66.1	66.1

*Figures adjusted for the loss of 5 felony agents to Stearns County Community Corrections.

Juvenile Agents:

Number of counties served	22	22	23	26	30
Average monthly caseload	1,562	1,561	1,717	1,889	2,078
Average monthly caseload (misdemeanor)	2,345	2,486	2,735	3,008	3,309
Average caseload per agent	117	119	128	140	154
Average monthly workload points	N/A	4,306	4,737	5,210	5,731
Average monthly workload points per agent	N/A	127	136	149	164
No. of agents needed at 121 points	N/A	35.5	39.1	43	47
Actual number of agents	33.4	33.9	34.9	34.9	34.9

BUDGET ISSUES:

The agency budget provides for a continuation of services at the same level which results in increased caseloads for corrections agents.

REVENUE:

These receipts reflect county reimbursement for juvenile probation and parole services provided by the state to contracting counties.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Non-dedicated Gen'l	\$1,451	\$1,435	\$1,460	\$1,460	\$1,460

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: PROBATION & SUPERVISED RELEASE

ACTIVITY SUMMARY	FY 1996			FY 1997					
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	5,899	6,053	6,813	6,813	6,813	8,235	6,813	6,813	8,235
EXPENSES/CONTRACTUAL SRVCS	550	591	816	717	717	6,747	723	723	9,753
MISC OPERATING EXPENSES	512	588	625	625	625	717	625	625	717
SUPPLIES/MATERIALS/PARTS	52	68	91	91	91	291	91	91	291
CAPITAL EQUIPMENT	72	55				50			50
SUBTOTAL STATE OPERATIONS	7,085	7,355	8,345	8,246	8,246	16,040	8,252	8,252	19,046
TOTAL EXPENDITURES	7,085	7,355	8,345	8,246	8,246	16,040	8,252	8,252	19,046
GOV'S INITIATIVES:									
(A) INTENSE SUP REL-FED/EXPAND						294			294
(A) INCREASE PROB/SUPER REL						1,500			1,500
(A) PROB CASELOAD REDUCTION						6,000			9,000
TOTAL GOV'S INITIATIVES						7,794			10,794
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	7,085	7,355	8,345	8,246	8,246	16,040	8,252	8,252	19,046
TOTAL FINANCING	7,085	7,355	8,345	8,246	8,246	16,040	8,252	8,252	19,046
FTE BY EMPLOYMENT TYPE:									
REGULAR	140.0	143.2	152.6		152.6			152.6	
TOTAL FTE	140.0	143.2	152.6		152.6	188.1		152.6	188.1

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
 PROGRAM: Community Services
 ACTIVITY: Probation & Supervised Release

ITEM TITLE: Probation & Supervised Release Initiative

	1996-97 Biennium		1998-99 Biennium	
	F.Y. 1996	F.Y. 1997	F.Y. 1998	F.Y. 1999
Expenditures: (\$000s)				
General Fund				
- State Operations	\$1,500	\$1,500	\$1,500	\$1,500
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends an increase in the number of agents, support staff and funding to reduce current caseloads and increase offender accountability.

RATIONALE:

This initiative will provide an additional 23 corrections agents and 8.5 support staff for F.Y. 1996 and 1997. It will also add 17 adult and 6 juvenile agents in F.Y. 1996 and in F.Y. 1997. With this initiative, supervision will be provided at a level which will increase public protection.

The department's case classification system affirms that offenders differ greatly in the degree of risk that they present, and in the amount of time an agent must devote to supervise them properly. Recognizing this, using validated scales for measuring risk and applying the results of several extensive time studies, various classifications of cases have been assigned specific point values and a determination made that the workload an adult agent can effectively handle in a normal working month is 156 points and 121 for a juvenile agent.

	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Felony Caseload/Adult agents:					
Total cases served	9,615	10,647	10,941*	11,926	12,999
Average monthly caseload	6,277	7,093	7,068*	7,704	8,397
Average caseload per agent	104	111	107*	93	101
Average monthly points (statewide)	11,509	12,242	12,306	13,537	14,890
Average monthly workload points per agent	190	191	186	163	179
No. of agents needed at 156 points	74	78	79	87	95
Actual number of agents	60.6	64.1	66.1	83.1	83.1
Additional agents needed	13.4	13.9	12.9	3.9	11.9
Additional support staff needed			6.5	2.0	6.0

*Figures adjusted for the loss of 5 felony agents to Stearns County Community Corrections.

Juvenile agents:					
Average monthly caseload	1,562	1,561	1,717	1,889	2,078
Average monthly caseload (misdemeanor)	2,345	2,486	2,735	3,008	3,309
Average caseload per agent	117	119	128	140	125
Average monthly workload points	N/A	4,306	4,737	5,210	5,731
Average monthly workload points per agent	N/A	127	136	127	140
No. of agents needed at 121 points	N/A	35.5	39.1	43	47
Actual number of agents	33.4	33.9	34.9	40.9	40.9
Additional agents needed	N/A	1.6	4.2	2.1	6.1

PROGRAM OUTCOMES:

This initiative will contribute to safer communities by increasing the supervision of offenders. It will reduce the caseload per agent and increase offender accountability. This in turn will provide safer communities and provide appropriate alternatives to prison.

LONG-TERM IMPACT:

Without adequate staffing for supervision of offenders, public protection will be sacrificed, plus it will clearly cost the State of Minnesota many additional tax dollars if even a small percentage of these offenders end up in prison. Additionally, continued probation services could lessen the need for even more expensive prisons and the related, ongoing staffing costs.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Community Services
ACTIVITY: Probation and Supervised Release

ITEM TITLE: Statewide Probation Caseload Reduction

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$6,000	\$9,000	\$9,000	\$9,000
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes X No

If yes, statute(s) affected: M.S. 241, 260, 401

GOVERNOR'S RECOMMENDATION:

The Governor recommends a major funding increase for statewide probation services in order to increase the number of probation officers throughout the state, reduce assigned caseloads, and increase offender accountability and community security.

RATIONALE:

Probation officers are the "eyes and ears" of the district courts. Under authority of either the courts or of the Department of Corrections, probation officers primarily conduct investigations and supervise offenders. They also do many other tasks such as electronic monitoring, collecting restitution, victim impact investigations, etc.

There are currently 804 probation officers in the state supervising more than 89,000 offenders in the community. Probation services are currently provided through 1 of 3 systems: Community Corrections Act Counties (M.S.401); primarily juvenile court and misdemeanor cases (M.S. 260); and state agents supervising primarily adult felons (M.S. 241). Personnel in all 3 delivery systems are understaffed which results in a greater risk to public safety.

PROGRAM OUTCOMES:

This initiative will dramatically improve probation officer/offender ratios. This should result in earlier intervention for offenders seeking assistance, faster preparation of reports for courts should

help speed the process, earlier interdiction of offenders returning to criminal acts will produce better public safety and citizen satisfaction with the system.

LONG-TERM IMPACT:

Adequate staffing will improve the ability to manage caseloads. The result of this initiative should be fewer commitments to adult and juvenile Department of Corrections facilities without compromising public safety.

1996-97 Biennial Budget

BUDGET ACTIVITY: Community Corrections Act
PROGRAM: Community Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Community Corrections Act (CCA - M.S. 401) authorizes the Commissioner of Corrections to provide subsidy grants to counties so they may provide the following correctional services: crime prevention programs, diversion programs, probation and parole/supervised release services, community corrections centers and facilities to detain, confine and treat offenders of all age groups.

County participation in the CCA program is voluntary. Thirty one counties are currently under the CCA. These counties represent more than 66% of the state's population.

The grants are available to counties and groups of contiguous counties with a combined population of at least 30,000. Participating counties must establish a corrections advisory board composed of representatives from law enforcement, the judiciary, the prosecution, education, corrections, racial minorities, social welfare services and the lay citizenry. Participating counties must develop an annual comprehensive plan which identifies correctional needs and defines programs designed to meet those needs. The comprehensive plan is presented to the boards of county commissioners for approval and is forwarded to the department for review by department staff and final approval by the commissioner.

Criteria and Formulas Determining Amount of Payment to Recipients

The subsidy formula is specified in M.S. 401.10. It includes factors that reflect both the correctional needs of the county and the county's financial resources available to meet those needs. Specifically, the formula operates in the following manner:

Step 1. For each participating county, 4 separate ratios are calculated:

- a. The county's per capita income is divided into the 87 county average.
- b. The county's per capita taxable value is divided into the 87 county average.
- c. The county's per capita expenditure for correctional purposes is divided by the 87 county average.
- d. The county's percent of county population aged 6 through 30 is divided by the 87 county average.

Step 2. For each county, the 4 ratios calculated in step 1 are summed and the result is divided by 4.

Step 3. For each county, the amount calculated in step 2 is multiplied by the total county population.

Step 4. Each participating county's share of the total appropriation for community corrections grants is the ratio of its step 3 score to the sum of the step 3 scores for all participating counties.

ACTIVITY MEASURES:

	C.Y. 1993	C.Y. 1994	C.Y. 1995	C.Y. 1996	C.Y. 1997
Number of participating counties	30	31	31	31	31
Population of participating counties (000's)	2,968	3,087	3,087	3,087	3,087
State and county					
Correctional expenditures:					
Client average daily population (traditional field svcs.)	63,837	67,029	70,380	73,899	77,594
Client average daily population	76,707	80,542	84,569	88,798	93,238
Client per diem activity costs	\$4.28	\$4.32	\$4.31	\$4.26	\$4.22
Total clients served	201,775	211,864	222,457	233,580	245,259
Total annual cost per client served	\$593	\$599	\$597	\$592	\$586
Sources of revenue for services in participating counties (000's):					
State subsidy eligibility	\$24,126	\$26,882	\$27,912	\$27,912	\$27,912
County funds	\$88,284	\$92,350	\$96,968	\$101,816	\$106,907
Other funds	\$7,315	\$7,681	\$8,065	\$8,468	\$8,891
Total	\$119,725	\$126,913	\$132,945	\$138,196	\$143,710
Percent share:					
State	21	23	22	22	21
County	79	77	78	78	79

BUDGET ISSUES:

The agency budget plan provides the same level of effort for CCA counties as provided in F.Y. 1995. In 1973, the original commitment for the Community Corrections Act stood at a 25% state and 75% county ratio. Current funding decreases the state's ratio as counties increase their expenditures.

REVENUE:

Per statute, CCA counties reimburse the state for utilization of the department's juvenile facilities.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Non-dedicated Gen'l	\$2,316	\$3,099	\$4,000	\$4,000	\$4,000

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: COMMUNITY CORRECTIONS ACT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
LOCAL ASSISTANCE	24,337	25,750	28,959	28,959	28,959	30,959	28,959	28,959	30,959
TOTAL EXPENDITURES	24,337	25,750	28,959	28,959	28,959	30,959	28,959	28,959	30,959
GOV'S INITIATIVES:									
			FUND						
(A) INCREASE CCA FUNDING			GEN			2,000			2,000
TOTAL GOV'S INITIATIVES						2,000			2,000
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	24,337	25,750	28,959	28,959	28,959	30,959	28,959	28,959	30,959
TOTAL FINANCING	24,337	25,750	28,959	28,959	28,959	30,959	28,959	28,959	30,959
FTE BY EMPLOYMENT TYPE:									
TOTAL FTE									

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Community Services
ACTIVITY: Community Corrections Act (CCA)

ITEM TITLE: Community Corrections Act Investment

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$-0-	\$-0-	\$-0-	\$-0-
- Grants	\$2,000	\$2,000	\$2,000	\$2,000
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
Statutory Change? Yes ___ No <u>X</u>				
If yes, statute(s) affected: M.S.				

GOVERNOR'S RECOMMENDATION: The Governor recommends a \$4 million increase in the state subsidy to CCA counties to assist in the provision of correctional services.

RATIONALE: Increasing correctional workloads is a concern of both local correctional agencies and the general public. The main purpose of this initiative is to provide additional resources for the supervision and surveillance of offenders who are retained in the local communities. Funding is also included for programming to help prevent these individuals from re-offending, thereby improving public safety and reducing reliance on the limited number of prison beds. Nearly all areas of the state have seen the demands for services to misdemeanor offenders grow substantially very quickly. By investing in the development of county corrections programming and reducing caseloads, the need to build new prisons in Minnesota can be reduced.

PROGRAM OUTCOMES: The Community Corrections Act (CCA) allows the Commissioner of Corrections to provide subsidy grants to counties so that they may provide a comprehensive array of correctional services to enhance public safety within their respective communities. Participation in this program is a county option. Some of these services include: crime prevention and diversion program, programs which control and supervise offenders such as probation, supervised release and community corrections centers. Participating counties plan and administer a wide variety of correctional programs to deal with offenders under their jurisdictions. Most have found that since entering the Act they have identified new and innovative programs in order to provide better surveillance, supervision and other programs aimed at improving public safety. Most CCA counties have found the need for programs and the numbers of offenders they deal with have increased substantially since their beginning participation. Virtually all counties have increased their spending at a rate that exceeds the increase in funds provided by the state.

	<u>C.Y. 1993</u>	<u>C.Y. 1994</u>	<u>C.Y. 1995</u>	<u>C.Y. 1996</u>	<u>C.Y. 1997</u>
Number of participating counties	30	31	31	31	31
Population of participating counties (000's)	2,968	3,087	3,087	3,087	3,087
Sources of revenue for services in participating counties (000's):					
State subsidy eligibility	\$24,126	\$26,882	\$28,912	\$29,912	\$29,912
County funds	\$88,284	\$92,350	\$96,968	\$101,816	\$106,907
Other funds	\$7,315	\$7,681	\$8,065	\$8,468	\$8,891
Total	\$119,725	\$126,913	\$133,945	\$140,196	\$145,710
Percent share:					
State	21	23	23	23	22
County	79	77	77	77	78
State & county correctional expenditures:					
Client average daily population	76,707	80,542	84,569	88,798	93,238
Client per diem activity cost	\$4.28	\$4.32	\$4.34	\$4.31	\$4.28
Total clients served	201,775	211,864	222,457	233,580	245,259
Total annual cost per client served	\$593	\$599	\$602	\$600	\$594
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Appropriation base	\$23,389	\$25,851	\$27,912	\$29,912	\$29,912

LONG-TERM IMPACT:

An increase of \$4 million for the F.Y. 1996-97 period will provide additional resources for counties to maintain and expand existing services and introduce new and innovative programs to deal with greater correctional demands and higher caseloads at the local level. This initiative will maintain the state's percentage share in F.Y. 1996. It must also be noted that in addition to the state CCA subsidy stated above, CCA counties received the following financial support from the state for criminal justice activities, and that CCA counties will receive a substantial share of the funds recommended in the Governor's initiatives for probation caseload reduction and the EJJ Partnership program.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Criminal Justice Aid	\$-0-	\$5,912	\$6,066	\$7,350	\$7,400
Adult Felon Caseload Grants	-0-	-0-	523	1,047	1,047

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1996-97 Biennial Budget

BUDGET ACTIVITY: Community Correctional Alternatives
PROGRAM: Community Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Community Correctional Alternatives activity funds services which help to control the criminal behaviors of offenders in the community and to foster the development of skills needed to live a law-abiding life.

The Work Release unit provides, by contract, services for offenders released from state correctional facilities. These services include intensive supervision, structured living, the reintegration of offenders entering community life by providing them with practical work experience, educational and vocational assistance and chemical dependency/alcohol treatment.

This activity also provides contract services for American Indians and administers juvenile restitution grants.

The Challenge Incarceration Program places property offenders into a highly structured 6 month institution program followed by 6 months of very intensive supervision in the community. The goal of the programs is to reduce costs without reducing the offender's chances of a successful return to the community. Phase II of the program requires the offender to be fully employed or in school, to report daily to a reporting center, to submit to urine analysis upon demand and participate in chemical dependency treatment if appropriate.

ACTIVITY MEASURES

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Work Release:					
Number of residents served	711	566	540	540	540
Number of resident days	73,000	51,027	48,600	48,600	48,600
Average daily population	200	140	133	133	133
Average daily population non-residential	66	46	44	44	44
Average cost per client days	\$31.57	\$33.86	\$35.55	\$35.55	\$35.55
% of successful completion	65	65	65	65	65
% of participating without a felony	98	98	98	98	98
Contract Programs:					
Number of residential contracts	11	7	8	8	8
Number of residents served	310	400	420	420	420
Number of resident days	14,000	16,364	16,400	16,400	16,400
Average cost per client day	\$42.39	\$42.93	\$45.99	\$45.99	\$45.99
% of successful completion	70	70	70	70	70
% of participating without a felony	98	98	98	98	98

BUDGET ISSUES:

Community programs such as Challenge Incarceration Phase II, Intensive Community Supervision, supervised release contracts, and Work Release provide low-cost alternatives to incarceration in institutions. Federal funds for Intensive Community Supervision end in F.Y. 1995.

REVENUE:

This activity utilizes special revenue generated from housing inmates at correctional facilities. Dedicated agency funds reflect inmate banking activity for participants in the work release program.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ 579	\$ 164	\$ 70		
Dedicated - Federal	569	617	301		
Dedicated - Agency	<u>273</u>	<u>262</u>	<u>264</u>	<u>\$264</u>	<u>\$264</u>
Total	\$1,421	\$1,043	\$635	\$264	\$264

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: COMMUNITY CORRECTIONAL ALTERNATIVE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	670	604	627	627	627	627	627	627	627
EXPENSES/CONTRACTUAL SRVCS	2,894	3,316	4,079	3,978	3,978	10,728	3,978	3,978	10,728
MISC OPERATING EXPENSES	315	353	382	382	382	382	382	382	382
SUPPLIES/MATERIALS/PARTS	45	5	2	2	2	2	2	2	2
CAPITAL EQUIPMENT	8	8							
SUBTOTAL STATE OPERATIONS	3,932	4,286	5,090	4,989	4,989	11,739	4,989	4,989	11,739
LOCAL ASSISTANCE	1,171	1,464	1,898	1,251	1,251	1,901	1,251	1,251	1,901
TOTAL EXPENDITURES	5,103	5,750	6,988	6,240	6,240	13,640	6,240	6,240	13,640
GOV'S INITIATIVES:									
			FUND						
(A) INTENSE SUP REL-FED/EXPAND			GEN			650			650
(A) EJJ PARTNERSHIP PROG			GEN			6,750			6,750
TOTAL GOV'S INITIATIVES						7,400			7,400
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	3,682	4,707	6,353	5,976	5,976	13,376	5,976	5,976	13,376
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	579	164	70						
FEDERAL	569	617	301						
AGENCY	273	262	264	264	264	264	264	264	264
TOTAL FINANCING	5,103	5,750	6,988	6,240	6,240	13,640	6,240	6,240	13,640
FTE BY EMPLOYMENT TYPE:									
REGULAR	14.8	13.6	15.0		15.0			15.0	

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: COMMUNITY CORRECTIONAL ALTERNATIVE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TEMP/SEAS/PART_TIME	.2								
OVERTIME	1.1	.1							
TOTAL FTE	16.1	13.7	15.0		15.0	15.0		15.0	15.0

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Community Services
ACTIVITY: Community Correctional Alternatives

ITEM TITLE: Extended Jurisdiction Juvenile (EJJ) Subsidy Program

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$6,750	\$6,750	\$6,750	\$6,750
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$1,750	\$1,750	\$1,750	\$1,750

Statutory Change? Yes No

If yes, statute(s) affected: M.S. 242, 260, 401.13

GOVERNOR'S RECOMMENDATION:

The Governor recommends \$13,500,000 from the General Fund to implement the Extended Jurisdictional Juvenile Subsidy Program as proposed by the Task Force on Juvenile Programming, Evaluation and Planning.

The 1994 legislature directed the Commissioner of Corrections to form a Task Force on Juvenile Programming, Evaluation and Planning to study juvenile issues. One of the duties assigned to the task force was to recommend the appropriate financial responsibility for extended jurisdiction juveniles and adjudicated juveniles placed out of their homes, the need for additional programming, and the circumstances, if any, under which the state should be responsible for the costs of programming.

While supporting the financial concept put forward by the task force, for purposes of this recommendation, the Governor has applied a more conservative estimate of the number of juveniles which will be committed to state facilities and, therefore a lower estimate of this revenue to be repaid to the state General Fund.

RATIONALE:

This initiative provides \$13,500,000 over the biennium for a fund upon which counties would draw an amount of \$17,600 for each child adjudicated/convicted as an extended jurisdiction juvenile (EJJ). This initiative also includes amending the law to require per diem payment to the General Fund for any EJJ under 18 years of age committed to the commissioner of corrections by any juvenile court.

Violent and serious crime by juveniles has increased dramatically in recent years. The legislature created the EJJ status to address this problem. Interdiction of these behaviors requires new programmatic responses by counties. These programs require significant new financial commitments by counties. The state wishes to participate in the financing of these programs in order to dampen the financial impact on counties and because appropriate community programs should delay and/or eliminate future commitments to the Department of Corrections.

PROGRAM OUTCOMES:

Outcomes resulting from this initiative include:

- Provide local authorities with more resources to control the behavior of serious juvenile offenders in the community.
- More resources will allow greater innovation in meeting the needs of this serious juvenile offender population.
- The provision of programming dollars to local jurisdictions will provide the courts with options that will allow EJJ's to be supervised and programmed in the community thus reducing the commitments to the Department of Corrections.
- Earlier interdiction with the most serious offenders in a reality based intervention will give the offender one last chance to succeed in the juvenile system while holding non-compliant serious offenders to long term custody.

LONG-TERM IMPACT:

The long-term impact of this initiative is:

- Additional programming along with holding serious juvenile offenders more accountable should result in fewer juvenile crimes and fewer juvenile offenders passing through to the adult system.
- An infusion of resources into the local communities will allow for the development of programs specifically geared towards the serious juvenile offender. The use of these programs will not only hold the offender more accountable, but will enhance the ability of probation officers to supervise these serious offenders.

1996-97 Biennial Budget

BUDGET ACTIVITY: Sentencing to Service (STS)
PROGRAM: Community Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The program provides a very specific sentencing alternative to the court for the non-dangerous offender to be used in lieu of or in conjunction with jail, as an alternative to paying a fine, or as a condition of probation. It provides supervised work crew activities as the sanction or as part of the sanction, which are productive in nature and beneficial to the citizens of the state through the development and management of natural resources.

The program is managed in partnership with the Minnesota Department of Natural Resources and with county governments in the state. The offenders served are both male and female and both adult and juvenile, however, the vast majority are adult males. The work projects are done for both county and state government and were valued at over \$3,000,000 in F.Y. 1994. The projects primarily involve natural resources projects and beautification projects.

The activity choices support program objectives by reducing jail populations thus taking pressure off the jails; serves to accomplish a number of public service projects at a minimal cost to the taxpayer and provides an appropriate sanction for nondangerous offenders.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of offenders participating	7,459	9,771	14,000	11,000	11,000
Number of jail days saved	32,556	41,537	54,000	42,600	42,600
Number of hours worked	531,476	636,724	828,000	654,000	654,000
Value of hours worked at \$5/hour	\$2,657,380	\$3,183,618	\$4,140,000	\$3,271,000	\$3,271,000
% of offenders successfully completing program	89	89	89	89	89

BUDGET ISSUES:

The agency budget plan reflects the following activity:

- The budget request for F.Y. 1994-95 required new initiative funds to replace federal funds and to expand the program. After receiving federal replacement funds, it was learned that the STS program was eligible to apply for fourth year funding. The fourth year funds were granted. The legislature was notified of this and authorized the department to proceed with existing funds to expand the program. This was done with the understanding that the department would request the fourth year federal funds to be replaced in the F.Y. 1996-97 budget request.
- The costs for support of the STS crews (crewleader's salaries, transportation, training, equipment, etc.) are shared 50/50 with the county. The state programs received dedicated

receipts from the county. These funds are collected each year and used to offset expenses the following year.

- Dedicated funds are also received from training conferences for crewleaders as well as for restorative justice. These dedicated funds allow for continued training activities.

REVENUE:

This activity generates special revenue from counties participating in the Sentencing to Service Program.

Type of Revenue:	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Dedicated - Special	\$707	\$629	\$1,389	\$800	\$800
Dedicated - Federal	<u>944</u>	<u>707</u>	<u>514</u>		
Total	\$1,651	\$1,336	\$1,903	\$800	\$800

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: SENTENCING TO SERVICE

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	1,199	2,101	2,745	2,291	1,903	3,017	2,291	1,910	2,910
EXPENSES/CONTRACTUAL SRVCS	1,161	664	831	784	770	770	784	769	769
MISC OPERATING EXPENSES	274	313	516	40	354	354	40	348	348
SUPPLIES/MATERIALS/PARTS	138	199	41	5	93	93	5	93	93
CAPITAL EQUIPMENT	22	121	89						
OTHER	88	66	53						
SUBTOTAL STATE OPERATIONS	2,882	3,464	4,275	3,120	3,120	4,234	3,120	3,120	4,120
TOTAL EXPENDITURES	2,882	3,464	4,275	3,120	3,120	4,234	3,120	3,120	4,120
GOV'S INITIATIVES:									
			FUND						
(A) STS-REPLACE FED/EXPAND			GEN			1,114			1,000
TOTAL GOV'S INITIATIVES						1,114			1,000
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,231	2,128	2,372	2,320	2,320	3,434	2,320	2,320	3,320
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	707	629	1,389	800	800	800	800	800	800
FEDERAL	944	707	514						
TOTAL FINANCING	2,882	3,464	4,275	3,120	3,120	4,234	3,120	3,120	4,120
FTE BY EMPLOYMENT TYPE:									
REGULAR	30.1	54.3	71.3		48.0			48.0	
TEMP/SEAS/PART_TIME	1.6	1.9							
TOTAL FTE	31.7	56.2	71.3		48.0	73.6		48.0	73.6

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Community Services
ACTIVITY: Sentencing to Service

ITEM TITLE: Replace Federal Grant Funds and Expansion

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$1,114	\$1,000	\$1,000	\$1,000
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends state General Fund financing to replace lost federal funding and expand the Sentencing to Service (STS) program which provides a sound alternative to jail time, provides a public service, and reduces crowding in local jails.

RATIONALE:

The STS program began in 1985 as a pilot project funded by foundation grants. Funding for continued operation and modest expansion in 1988 and 1989 came from dedicated receipts. The 1989 legislature appropriated state funds which paid for existing programs and more growth. In 1990, federal funds provided for additional expansion. The 1993 legislature provided additional growth funds. Currently, there are approximately 100 crews operating in the state; some counties with state support and some are state managed.

Federal funds were provided through the Office of Drug Policy and Prevention to expand the Sentencing to Service program. These funds were available for this purpose for 4 years. The 4 years end at the end of calendar year 1994. To replace these federal funds, \$874,000 is needed each year of the biennium.

The remaining amount, \$240,000 the first year and \$126,000 the second year, is needed to expand the program. The Sentencing to Service program provides alternative sanctions so that jails in the state are less crowded and so the benefits of this cost effective sanction are realized by both the offender and the community.

While most counties which want a program have a program, several shared programs (2 counties share 1 program) have grown and, some counties want their own program. Other counties recognize the cost effective benefits and wish to expand by adding a crew. The most dramatic expansion will occur in the metro regions.

PROGRAM OUTCOMES:

The replacement of federal funds will continue to provide for 19 crews. Without these dollars the program will be substantially reduced and contribute to increased jail crowding.

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of offenders participating	7,459	9,771	14,000	14,400	14,600
Number of jail days saved	32,556	41,537	54,000	55,000	56,000
Number of hours worked	531,476	636,724	828,000	853,000	861,000
Value of hours worked at \$5/hour	\$2,657,380	\$3,183,618	\$4,140,000	\$4,264,000	\$4,306,000
Percent of offenders successfully completing program	89%	89%	89%	89%	89%

LONG-TERM IMPACT:

The STS program provides an alternative for courts that puts selected nonviolent offenders to work on community improvement projects. This saves jail beds and provides a service to the community. Their projects are those that would not get done without Sentencing to Service help. Given the projections for future offender population growth, this program is needed to benefit the citizens of Minnesota.

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1996-97 Biennial Budget

BUDGET ACTIVITY: Facilities Planning and Inspection
PROGRAM: Community Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

All the responsibilities associated with the Facilities Planning and Inspection activity are designed to ensure that conditions of confinement and security of persons detained or incarcerated in local facilities meet basic safety, health and constitutional standards while ensuring protection of the public. Additionally, facilities planning and inspection activity is responsible for ensuring that Juvenile Detention Subsidy Services Programs funded through state and/or federal appropriations are carried out in a manner consistent with Minnesota statute and federal grant award requirements.

Within the context of the two basic purposes noted above, the facilities planning and inspection activity serves more specific purposes as follows:

- To inspect and license secure and nonsecure correctional facilities on a statewide basis.

Facilities under the inspection and licensing responsibility of this unit include: jails, lockups, adult holding facilities, adult correctional facilities including workhouses/work farms, correctional group foster homes, adult halfway houses, secure juvenile detention facilities including licensed secure juvenile detention centers, 8-day temporary holdover facilities and 24 hour temporary holdover facilities, juvenile residential facilities such as county home schools and municipal police lockup facilities.
- To provide training and technical assistance in coordination with the Minnesota State Sheriffs' Association to personnel or local adult detention facilities.
- To develop and enforce standards for correctional facilities in accordance with legislative directives and the administrative rule making process.
- To maintain and analyze statistical data on admission to adult local secure detention facilities.
- To act as a statewide clearinghouse in accordance with Minnesota statutory requirements for the review and approval of remodeling, renovation or new construction plans and comments related to facilities inspected and licensed by the Department of Corrections.
- To administer juvenile detention subsidy service program funds in a manner consistent with juvenile detention subsidy services program guidelines established by the Department of Corrections.
- To ensure that attendants utilized in 24-hour and 8-day temporary holdover facilities have been trained in a manner consistent with department attendant training requirements.
- To monitor the detention of juveniles in adult local facilities and facilities under juvenile detention services subsidy program funding to ensure compliance with Juvenile Justice Delinquency Prevention Act requirements for jail removal and compliance with established

criteria for subsidy reimbursement.

- To provide technical assistant to local officials to the extent resources permit to enhance their ability to ensure that conditions of confinement and security persons detained or incarcerated in local facilities meet basic safety, health and constitutional standards while ensuring protection of the public.
- To coordinate the investigation of complaints and unusual occurrences in facilities inspected so that validity of complaints, rule compliance and recommendations for change can be made.
- To coordinate the certification process of residential or detention facilities outside Minnesota that serve pre-adjudicated delinquent, adjudicated delinquent or convicted extended jurisdiction juveniles from Minnesota.
- Establish grant award policies and procedures and in a manner consistent with Minnesota statute for the distribution of secure juvenile detention facility constructing grants to eligible grant award recipients in each Minnesota judicial district.

BUDGET ISSUES:

The agency budget plan provides for maintaining the services of this activity within current resources although the workload continues to increase.

REVENUE:

This activity received federal funds under the Juvenile Justice Delinquency Prevention Act.

Type of Revenue:	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Dedicated - Federal	\$612	\$201	\$27	\$-0-	\$-0-

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: FACILITIES PLANNING & INSPECTION

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	368	451	544	544	544	544	544	544	544
EXPENSES/CONTRACTUAL SRVCS	108	85	112	73	73	73	73	73	73
MISC OPERATING EXPENSES	32	35	38	34	34	34	34	34	34
SUPPLIES/MATERIALS/PARTS	17	15	19	12	12	12	12	12	12
CAPITAL EQUIPMENT	33	16							
SUBTOTAL STATE OPERATIONS	558	602	713	663	663	663	663	663	663
LOCAL ASSISTANCE	1,048	931	1,001	1,026	1,026	1,026	1,026	1,026	1,026
TOTAL EXPENDITURES	1,606	1,533	1,714	1,689	1,689	1,689	1,689	1,689	1,689
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	994	1,315	1,666	1,668	1,668	1,668	1,668	1,668	1,668
STATUTORY APPROPRIATIONS:									
GENERAL		17	21	21	21	21	21	21	21
FEDERAL	612	201	27						
TOTAL FINANCING	1,606	1,533	1,714	1,689	1,689	1,689	1,689	1,689	1,689
FTE BY EMPLOYMENT TYPE:									
REGULAR	8.0	9.2	11.5		11.5			11.5	
TOTAL FTE	8.0	9.2	11.5		11.5	11.5		11.5	11.5

1996-97 Biennial Budget

BUDGET ACTIVITY: Community Service Support
PROGRAM: Community Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Community Services Support activity is responsible for the administration of the County Probation Officer Reimbursement funds (M.S. 260.311). The 56 Minnesota counties that are not in the Community Corrections Act (M.S. 401) are eligible for reimbursement of up to 50% of the costs of county probation officers salaries. These probation officers are responsible to the courts for the supervision of adult misdemeanant and juvenile offenders.

This activity is also responsible for interstate compacts which are reciprocal agreements between all states for the supervision of interstate probations and parolees as well as the administration of detainees and runaway youth.

This activity administers the funds used to reimburse local corrections department for the completion of bail evaluations on certain crimes to be used by judges in determining the amount of bail to be set.

Finally this activity is responsible for the Care of Persons Account which is used to reimburse county jails and local correctional facilities for housing work release and Challenge Incarceration violators pending return to prison as well as supervised releasees who have been held in jail for a period of accountability as ordered by the office of adult release.

ACTIVITY MEASURES:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
County probation reimbursement:					
Number of counties receiving subsidy	57	57	56	56	56
% reimbursed	50	50	50	50	50
Agent positions filled	152	159	151	151	151
Interstate compact					
Minnesota offenders out of state as of 7/1/94:					
Parole/supervised release	168	170	175	180	185
Probation	952	950	995	1,045	1,095
Out of state offender in Minnesota:					
Parole/supervised release	341	311	360	380	400
Probation	1,259	1,268	1,330	1,395	1,465
Pre-trial bail evaluation:					
Number of bail evaluations completed (new program 7/1/94)	N/A	N/A	15,000	15,000	15,000

F.Y. 1993 F.Y. 1994 F.Y. 1995 F.Y. 1996 F.Y. 1997

Care of persons:

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Use of jails					
Number of clients	231	202	240	240	240
Number of client days	975	897	975	1,025	1,075
OAR restructures					
Number of clients	37	30	40	40	40
Number of client days	803	354	370	370	370

BUDGET ISSUES:

The agency budget plan provides for the continuation of these activities at the same level.

REVENUE:

This activity utilized special revenue generated from housing inmates at correctional facilities.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$ -0-	\$18	\$-0-	\$-0-	\$-0-
Dedicated - Federal	<u>143</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total	\$143	\$18	\$-0-	\$-0-	\$-0-

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: COMMUNITY SERVICES SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	360	293	419	278	278	1,278	278	278	1,151
EXPENSES/CONTRACTUAL SRVCS	514	727	3,108	899	899	1,399	899	899	1,526
MISC OPERATING EXPENSES	109	109	96	93	93	93	93	93	93
SUPPLIES/MATERIALS/PARTS	137	25	2	2	2	2	2	2	2
CAPITAL EQUIPMENT	89	<1>	20						
SUBTOTAL STATE OPERATIONS	1,209	1,153	3,645	1,272	1,272	2,772	1,272	1,272	2,772
LOCAL ASSISTANCE	4,007	4,091	5,652	4,686	4,686	5,117	4,686	4,686	5,543
TOTAL EXPENDITURES	5,216	5,244	9,297	5,958	5,958	7,889	5,958	5,958	8,315

GOV'S INITIATIVES:	FUND
(A) COUNTY PROBATION REIMB	GEN 431 857
(A) COMM SEX OF/CD PROGRAMS	GEN 1,500 1,500
TOTAL GOV'S INITIATIVES	1,931 2,357

SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	5,070	5,226	9,297	5,958	5,958	7,889	5,958	5,958	8,315
STATUTORY APPROPRIATIONS:									
GENERAL	3								
SPECIAL REVENUE		18							
FEDERAL	143								
TOTAL FINANCING	5,216	5,244	9,297	5,958	5,958	7,889	5,958	5,958	8,315

FTE BY EMPLOYMENT TYPE:					
REGULAR	6.9	5.1	6.0	5.0	5.0

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: COMMUNITY SERVICES
ACTIVITY: COMMUNITY SERVICES SUPPORT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
OVERTIME			.1						
TOTAL FTE	6.9	5.2	6.0		5.0	15.0		5.0	15.0

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
 PROGRAM: Community Services
 ACTIVITY: Community Services Support

ITEM TITLE: County Probation Reimbursement

LONG-TERM IMPACT:

In addition to maintaining a service level of probation services to juveniles this initiative also maintains the state/county funding ratio.

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$-0-	\$-0-	\$-0-	\$-0-
- Grants	\$431	\$857	\$857	\$857
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-
Statutory Change? Yes ___ No <u>X</u>				
If yes, statute(s) affected: M.S.				

GOVERNOR'S RECOMMENDATION:

The Governor recommends additional General Fund financing in order to maintain a 50% state reimbursement of county probation costs.

RATIONALE:

This initiative will maintain the 50% reimbursement of the costs of probation officer salaries in non-Community Corrections Act counties providing probation services to juveniles. Because salaries increase each year, this funding will continue to provide the same level of probation service. Reimbursement may be prorated if the appropriation is insufficient.

PROGRAM OUTCOMES:

This funding will maintain vital probation services to juveniles.

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Number of counties reimbursed	57	57	56	56	56
Percent reimbursed	50%	50%	50%	50%	50%
Agent positions filled	152	159	151	173	184

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Community Services
ACTIVITY: Community Services Support

ITEM TITLE: Community Sex Offender Programs

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$1,500	\$1,500	\$1,500	\$1,500
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends a \$1,500,000 increase each year to expand community based sex offender treatment and the required evaluation of treatment effectiveness.

RATIONALE:

This initiative has 2 components relating to sex offender programs in the community and includes intensive research to be used in projects involving sex offender programs.

- The initiative for \$500,000 the first year and \$627,000 the second year for the sex offender treatment fund is an increase in funding to provide community-based sex offender programming for adults and juveniles.
- The sex offender programming evaluation project needs additional staff to complete intensive research projects. The 1992 legislature mandated that the department develop a comprehensive sex offender program evaluation project to begin assessing current programming trends, number of sex offenders (adult/juvenile), funding sources, etc. The legislature funded this project for F.Y. 1994-95. In order to continue building upon the existing foundation, additional funds are required. This would provide \$1,000,000 the first year and \$873,000 the second year of the biennium for staff to continue the research.

PROGRAM OUTCOMES:

This initiative provides for the enhancement of sex offender programming in the community and for research into the effectiveness of sex offender programming. Results of these efforts will impact the future of sex offenders programming.

LONG-TERM IMPACT:

With the increasing number of sex offenders in the community, resources will continue to be needed to provide for assessment, programming and research.

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1996-97 Biennial Budget

PROGRAM: Management Services
AGENCY: Corrections, Department of

PROGRAM DESCRIPTION:

The Management Services Program provides a broad range of management support services throughout the department. The primary objective of this program is to provide management direction that will contribute and enable all programs to accomplish the department's mission. These functions include:

1. Administrative Management establishes major policy for the department and provides executive leadership. This activity includes the offices of adult and juvenile release which are responsible for approving release plans, conducting revocation hearings, issuance of warrants and orders for discharge and hearing officer services for internal disciplinary hearings for adult inmates, and Affirmative Action.
2. Financial Services formulates the fiscal policy, procedure and budgets, financial reports, payroll, internal auditing, purchasing, cost accounting, billings, deposits, contract and grant administration, etc., supervises all financial management functions, provides consultation services to program staff and monitors the use of departmental resources.
3. Office Services provides necessary support services for central office and field services operations, including state vehicle use, mailroom, photocopying, word processing, equipment inventory, office cleaning and office space assignments.
4. Human Resource Management coordinates recruiting and selection of new employees and all personnel transactions with the Department of Employee Relations. Human Resources monitors transactions to ensure equity and consistency with policies and procedures. It provides consultation and direction concerning grievance disputes, discipline matters, staffing patterns and labor relations.
5. The Employee Development unit staffs and operates a training academy for all new employees including correctional counselors and provides in-service training programs throughout the department for all employees. In-service training in areas such as due process, emergency procedures, AIDS and other diseases, gangs in the prison environment, drug or chemical dependency, as well as sex offender treatment are provided to help the department to carry out its mission.
6. Information Technology and Research provides data processing services, analytic support and records management services to department staff and others. Data processing services include systems analysis, technical consultation and systems planning. Analytic support is provided in the form of program evaluations, information needs and statistical analysis. Records Management develops procedures for the maintenance and protection of department records.
7. Women Offender planning includes issue identification, resource development, research, program development, program development assistance and implementation of the women offender state plan recommendations. It also provides staff support to the legislatively-created Advisory Task Force on the Women Offender in Corrections.
8. Victim Services provides and promotes programs towards reducing violence in society and in providing needed resources to victims of crime. Increasing awareness of the rights and needs of crime victims is a main goal of the unit. Victim Services administers state and federal program funds for victims of battering, sexual assault, child abuse and other crimes. Staff also provide materials for public awareness programs related to victimization and violence. The

Victim Services unit identifies and promotes public policy initiatives on behalf of the crime victims and assures department compliance with victim rights mandates.

PROGRAM STATUS:

Department Support Function. As the inmate population increases and the field service client workload increases, so also does the policy support function in the central office increase proportionately. This puts a heavy demand on central resources. Also as programs increase such as victim services and sentencing to service, support and space needs increase.

Department Turnover. The department projects a large turnover in managerial and supervisory staff during the 1990's. Over 36% of it's supervisors will retire by the year 2000.

Victim Services. With the increase in violence in our society, the need for more and expanded victim services also rise. Further, legislative initiative requires that domestic abuse intervention services be established in 27 judicial assignment districts in Minnesota.

Female Offenders. Adult and juvenile female offenders need special programming to meet their needs and to reduce their rate of return to state institutions.

PLANNED RESULTS:

The agency budget plan directly provides additional resources to the correctional institutions division for adult male bed expansion and juvenile male secure beds. Indirectly this annualization includes the adult release activity, the adult hearings activity and department support activities. The challenge to this division in the coming biennium will be to fulfill their duties within the resources available.

The agency budget plan provides for Victim Services and for the program goals of the Management Services Division.

This division accounts for only 7% of the department's budget and only 4% of the department's staff. The agency budget plan does not change the performance expected in measures included in the Annual Performance Report.

BUDGET AND REVENUE SUMMARY:

The agency budget plan does not include new revenue resources for this division. Current revenue resources are federal funds for victims and assessments in inmate wages for victim services.

GOVERNOR'S RECOMMENDATION:

The Governor recommends an alternative program funding level of \$46,524,000 for the biennium, which incorporates initiatives for the following: \$2,000,000 to increase grant assistance for battered women's shelters and other victim assistance programs, \$200,000 to support a collaborative effort to develop a continuum of care for juvenile female offenders, \$750,000 to pay for the increased space needs of the department, and \$9,000,000 for the preservation of correctional services throughout the department.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES

ACTIVITY RESOURCE ALLOCATION:				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
ADMINISTRATIVE MANAGEMENT	1,663	2,077	2,369	2,278	2,278	5,378	2,278	2,278	8,378
FINANCIAL SERVICES	703	780	876	844	844	844	844	844	844
OFFICE SERVICES	1,040	1,094	1,126	1,091	1,091	1,466	1,091	1,091	1,466
HUMAN RESOURCE MANAGEMENT	836	736	848	802	802	802	802	802	802
EMPLOYEE DEVELOPMENT	455	427	620	563	563	563	563	563	563
INFORMATION TECHNOLOGY & RESEARCH	2,095	1,875	2,050	1,924	1,924	1,924	1,924	1,924	1,924
VICTIM SERVICES	7,941	9,704	11,996	11,508	11,508	12,458	11,508	11,508	12,558
TOTAL EXPENDITURES BY ACTIVITY	14,733	16,693	19,885	19,010	19,010	23,435	19,010	19,010	26,535
GOV'S INITIATIVES:									
			FUND						
(A) SPACE RENT - CENTRAL OFFICE			GEN			375			375
(A) ABUSED CHILDREN GRANTS			GEN			150			175
(A) BATTERED WOMEN EXPAND			GEN			150			175
(A) GEN CRIME VICTIM EXPAND			GEN			150			175
(A) SEXUAL ASSAULT EXPAND			GEN			150			175
(A) JUV FEMALE CONTINUUM OF CARE			GEN			100			100
(A) BATTERED WOMEN-LEG MAN			GEN			350			350
(A) PRESERVATION OF CORR SERVICES			GEN			3,000			6,000
TOTAL GOV'S INITIATIVES						4,425			7,525
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	12,260	14,460	18,130	17,287	17,287	21,712	17,287	17,287	24,812
STATUTORY APPROPRIATIONS:									
GENERAL	7								
SPECIAL REVENUE	1,005	678	142	130	130	130	130	130	130
FEDERAL	1,460	1,549	1,613	1,593	1,593	1,593	1,593	1,593	1,593
GIFTS AND DEPOSITS	1								
CORRECTIONAL INDUS		6							
TOTAL FINANCING	14,733	16,693	19,885	19,010	19,010	23,435	19,010	19,010	26,535

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES

ACTIVITY RESOURCE ALLOCATION:	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
REGULAR	94.1	98.1	111.0		110.0		110.0		
TEMP/SEAS/PART_TIME	.6	.4	.3		.3		.3		
OVERTIME	.1	.2							
TOTAL FTE	94.8	98.7	111.3		110.3	112.3	110.3	112.3	

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1996-97 Biennial Budget

BUDGET ACTIVITY: Administrative Management
PROGRAM: Management Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

This activity is responsible for planning, organizing, directing and administering the activities of the department. The administrative management activity establishes major policy for the department and provides executive leadership to more than 3,200 employees working in 10 institutions, 57 field office and numerous support service areas throughout the state. This includes administrative direction and reviews, management decision-making, and the development of both internal and external communication.

This activity also includes:

- The office of adult and juvenile release which is responsible for approval of release plans, conducting revocation hears, issuance of warrants and orders for discharge and conducting progress review for all adults and juveniles committed to the commissioner.
- Hearing officer services for disciplinary hearings for adult inmates.
- Planning and coordination of women's correctional programs and staffing of the state Advisory Task Force on the Women Offender in Corrections.
- Affirmative action direction and support for the department.

This activity provides direction to the department by:

- Implementing the department's mission statement; regularly evaluating existing uses of institutions and modifying their use as appropriate.
- Organizing the department's divisions through delegation of authority and assignment of responsibility to agency managers.
- Setting policy and establishing procedures which implement policies on a departmentwide basis.
- Planning major department activities, integrating these plans into the budget process, evaluating activity progress and improving problem areas.
- Reviewing the department's budget regularly, adjusting expenditures as necessary and seeking any revenue generating possibilities.
- Maintaining a high level of agency participation in criminal justice policy making activities on the state and local levels.
- Maintaining interaction with the office of the governor, the legislature and state agencies including the Sentencing Guidelines Commission, the Ombudsman for Corrections and the

Departments of Public Safety, Human Services, Health, State Planning, Administration, Employee Relations and Finance.

BUDGET ISSUES:

The agency budget plan provides for continuing the functions of this activity within current resources.

REVENUE:

This activity utilizes special revenue generated from housing inmates at correctional facilities.

Type of Revenue:	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Dedicated - Special	\$16	\$78	\$ 2	\$-0-	\$-0-
Dedicated - Federal	<u>-0-</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>
Total	\$16	\$86	\$10	\$ 8	\$ 8

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: ADMINISTRATIVE MANAGEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	1,387	1,541	1,793	1,793	1,793	1,893	1,793	1,793	1,893
EXPENSES/CONTRACTUAL SRVCS	104	65	103	67	67	3,067	67	67	6,067
MISC OPERATING EXPENSES	70	116	88	79	79	79	79	79	79
SUPPLIES/MATERIALS/PARTS	11	27	17	17	17	17	17	17	17
CAPITAL EQUIPMENT	15	52							
SUBTOTAL STATE OPERATIONS	1,587	1,801	2,001	1,956	1,956	5,056	1,956	1,956	8,056
LOCAL ASSISTANCE	76	276	368	322	322	322	322	322	322
TOTAL EXPENDITURES	1,663	2,077	2,369	2,278	2,278	5,378	2,278	2,278	8,378
GOV'S INITIATIVES:									
			FUND						
(A) JUV FEMALE CONTINUM OF CARE			GEN			100			100
(A) PRESERVATION OF CORR SERVICES			GEN			3,000			6,000
TOTAL GOV'S INITIATIVES						3,100			6,100
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,647	1,991	2,359	2,270	2,270	5,370	2,270	2,270	8,370
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	16	78	2						
FEDERAL		8	8	8	8	8	8	8	8
TOTAL FINANCING	1,663	2,077	2,369	2,278	2,278	5,378	2,278	2,278	8,378
FTE BY EMPLOYMENT TYPE:									
REGULAR	24.5	26.7	31.0		31.0			31.0	
OVERTIME	.1	.1							
TOTAL FTE	24.6	26.8	31.0		31.0	33.0		31.0	33.0

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Management Services
ACTIVITY: Administrative Management

ITEM TITLE: Juvenile Female Continuum of Care

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$100	\$100	\$100	\$100
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends \$200,000 for the biennium to support a collaborative planning effort to develop gender specific correctional services and alternatives for adolescent females.

RATIONALE:

This initiative is a comprehensive 3 pronged approach which includes a resource research component, community service programs and residential operations. A comprehensive planning effort will ensure a collaborative effort and the success of resultant services. The planning funds would provide for a full time planning director, full time clerical support and some operational funds covering travel, mailings and focus groups throughout the state.

The second year of the biennium would require a project coordinator and a clerical position. The second year of the biennium would be the beginning of the collaborative implementation of the project planned and designed the first year.

An interagency group concerned about the lack of gender appropriate programming for adolescent females has been meeting for several years and studying the problem. In 1991 they recommended that M.S. 241.70 (which provides for parity of services for women offenders) be expanded to include juveniles. The statute currently states that adult women charged with or convicted of crimes, and juvenile females charged with an offense that would be a crime if committed by an adult or adjudicated delinquent, shall be provided a range and quality of programming substantially equivalent to programming offered male persons charged with or convicted of crimes or

delinquencies. Programs for female offenders shall be based upon the special needs of female offenders. In Laws 1994, Chapter 636 of the Omnibus Crime Bill, Article 1, Section 5, Subdivision 7 states that the commissioner of corrections shall collaborate with the commissioners of human services, health, jobs and training, planning, education, public safety and with representatives of the private sector to develop a comprehensive continuum of care to address the gender-specific needs of juvenile female offenders.

PROGRAM OUTCOMES:

This process would require the planner to bring together all interested parties to move this concept forward, to assure that all entities who have concerns about juvenile females have their voices heard and that all ideas for this continuum of care are carefully examined.

Input and support must be secured from the Legislative Commission of Families, Youth and Children, the Action for Children Commission, the Children's Cabinet, the Juvenile Justice Advisory Committee, the Minnesota Initiative, Youth Works, various state agencies and private agencies. The outcome measure will be a written plan which has the support of these groups. The second year outcome measures would be developed during the planning process.

LONG-TERM IMPACT:

The mission of this initiative is to provide a continuum of care for adolescent females based on research, utilizing a strengths model which is gender and culture appropriate. Service delivery mechanisms will be evaluated as the project evolves.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Management Services
ACTIVITY: Administrative Management

ITEM TITLE: Preservation of Correctional Services

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$3,000	\$6,000	\$6,000	\$6,000
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends the appropriation of \$9,000,000 for the biennium to preserve the current level of correctional services provided by the department. The amount recommended represents only 1% of the total budget recommended for the department, but is necessary to insure public safety and the safety of departmental staff and prison inmates.

RATIONALE:

State agencies are generally expected to maintain their current level of public services through the 1996-97 biennium within the same level of funding provided for 1995. This requires agencies to seek out and implement every opportunity for reductions in services which are of low priority or which may be discontinued. Because of continuing and unprecedented caseload growth, the Department of Corrections does not have the same ability to cut back services. For many years, the department relied on receipts earned from boarding prisoners of other states and the federal government to meet unanticipated or otherwise unfunded needs. However, excess prison capacity is no longer available to generate significant receipts, resulting in a loss of financial flexibility. The Governor recognizes that the department must have the ability to respond to demands as they arise, and recommends that the commissioner be authorized to transfer this appropriation among the programs and activities of the department as necessary.

PROGRAM OUTCOMES:

With this funding, the department will be able to maintain the integrity of existing correctional programs and respond to emergent needs.

1996-97 Biennial Budget

BUDGET ACTIVITY: Financial Services
PROGRAM: Management Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

Financial Services monitors and measures all fiscal activity within the department and reports the economic effect to managers and employees. It collects, classifies, records and summarizes financial transactions and data. A primary responsibility is to provide managers with information necessary for planning and controlling operations on a day-to-day basis. Financial services include budgeting, payroll, position control, institution accounting coordination, grant accounting and coordination, internal auditing, purchasing and disbursements, billing and receipts, travel audits, cost analysis, cost reporting, management and financial reporting, contract coordination and fiscal notes.

These activities are designed to support department staff in achieving the Department of Corrections' mission and goals.

BUDGET ISSUES:

The agency budget plan maintains and continues the functions of this activity.

REVENUE:

This activity utilizes special revenue generated from the agency indirect cost plan.

Type of Revenue:	Dollars in Thousands				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Dedicated - Special	\$47	\$92	\$54	\$44	\$44

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: FINANCIAL SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	689	748	825	825	825	825	825	825	825
EXPENSES/CONTRACTUAL SRVCS		1	23	1	1	1	1	1	1
MISC OPERATING EXPENSES	6	3	8	8	8	8	8	8	8
SUPPLIES/MATERIALS/PARTS	4	13	10	10	10	10	10	10	10
CAPITAL EQUIPMENT	1	11							
OTHER	3	4	10						
SUBTOTAL STATE OPERATIONS	703	780	876	844	844	844	844	844	844
TOTAL EXPENDITURES	703	780	876	844	844	844	844	844	844
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	656	688	822	800	800	800	800	800	800
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	47	92	54	44	44	44	44	44	44
TOTAL FINANCING	703	780	876	844	844	844	844	844	844
FTE BY EMPLOYMENT TYPE:									
REGULAR	15.5	16.3	18.0		18.0			18.0	
TOTAL FTE	15.5	16.3	18.0		18.0	18.0		18.0	18.0

1996-97 Biennial Budget

BUDGET ACTIVITY: Office Services
PROGRAM: Management Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Office Services activity provides necessary administrative support services for central office and field services staff located throughout the state.

The specific services provided for central office staff include word processing, motor pool, receptionist, printing, duplicating services, responsibility for specialized corrections forms, assisting in assuring compliance with American Correctional Association standards for departmental certification, safety inspections, mail and courier services, physical plant security, and overall management of space occupied by central office staff including lease negotiations and remodeling.

This activity also provides services to both central office and community services in the areas of office supplies, telecommunication services, recycling coordination, and coordination of the purchase, lease, maintenance, and assignment of cars either owned by the department or leased from central motor pool.

BUDGET ISSUES:

The agency budget plan maintains and continues the function of this activity.

REVENUE:

This activity utilized special revenue generated from housing inmates at correctional facilities.

Type of Revenue:	Dollars in Thousands				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Dedicated - Special	\$180	\$258	\$-0-	\$-0-	\$-0-
Dedicated - Industry	<u>-0-</u>	<u>6</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total	\$180	\$264	\$-0-	\$-0-	\$-0-

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: OFFICE SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	258	255	230	230	230	230	230	230	230
EXPENSES/CONTRACTUAL SRVCS	486	549	594	594	594	969	594	594	969
MISC OPERATING EXPENSES	131	186	184	184	184	184	184	184	184
SUPPLIES/MATERIALS/PARTS	146	104	118	83	83	83	83	83	83
CAPITAL EQUIPMENT	3								
OTHER	16								
SUBTOTAL STATE OPERATIONS	1,040	1,094	1,126	1,091	1,091	1,466	1,091	1,091	1,466
TOTAL EXPENDITURES	1,040	1,094	1,126	1,091	1,091	1,466	1,091	1,091	1,466
GOV'S INITIATIVES:									
			FUND						
(A) SPACE RENT - CENTRAL OFFICE			GEN			375			375
TOTAL GOV'S INITIATIVES						375			375
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	860	830	1,126	1,091	1,091	1,466	1,091	1,091	1,466
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	180	258							
CORRECTIONAL INDUS		6							
TOTAL FINANCING	1,040	1,094	1,126	1,091	1,091	1,466	1,091	1,091	1,466
FTE BY EMPLOYMENT TYPE:									
REGULAR	7.6	6.8	6.0		6.0			6.0	
TOTAL FTE	7.6	6.8	6.0		6.0	6.0		6.0	6.0

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Management Services
ACTIVITY: Office Services

ITEM TITLE: Space Rent - Central Office

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$375	\$375	\$375	\$375
- Grants	\$-0-	\$-0-	\$-0-	\$-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends \$750,000 for the biennium to pay for additional space rental needed by the department.

RATIONALE:

The work force housed in the central office has increased from 110 in 1990 to 150 currently and projections indicate increased space needs as the department grows. Current space for the central office is cramped and inefficient. Due to the "hard wall" type of construction in the existing building, offices have been designed to fit into existing space rather than designing the space to meet the needs of central office functions.

Based on 65,000 square feet of office space needed, the annual rent for the central office will increase to \$900,000 from the current budgeted level of \$475,000. The department will reallocate internally \$50,000 to reach the total amount needed.

PROGRAM OUTCOMES:

As correctional facilities expand and field service clients increase, so does the workload in the Department of Corrections' core operations. The central office has insufficient room to operate efficiently. Employee workspaces are cramped and inadequate. Security for the office space is difficult. A healthier and safer work environment is needed to maintain efficient and effective work standards.

The lease at the Bigelow Building expires 6-30-95. In cooperation with the Department of Administration, the department was advised to consider alternative locations. Through this process and in negotiations, it was determined that the department could save \$738,000 in lease payments over a 7 year period by moving to a new location in Energy Park rather than remain in its current location. Moving costs will be paid from current budget resources.

LONG-TERM IMPACT:

A satisfactory and healthier work environment contributes to a more efficient and effective organization and higher productivity.

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1996-97 Biennial Budget

BUDGET ACTIVITY: Human Resource Management
PROGRAM: Management Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

This activity provides staffing and labor relations services, management consultation and employee programs for the department. The primary goal of this activity is to be partners with management in the selection and retention of a high quality and diverse workforce. Customers include approximately 3,200 department employees; 31 Community Corrections Act county administrators; the exclusive representatives for 19 bargaining units; staff in the Department of Employee Relations; staff in the Employment Law Division of the Attorney General's Office; and applicants who are seeking career opportunities with the department.

BUDGET ISSUES:

The agency's budget plan provides for a same level of effort for this activity.

REVENUE:

This activity utilized special revenue generated from housing inmates at correctional facilities.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Special	\$138	\$18	\$-0-	\$-0-	\$-0-

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: HUMAN RESOURCE MANAGEMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	732	706	769	723	723	723	723	723	723
EXPENSES/CONTRACTUAL SRVCS	3	6	66	66	66	66	66	66	66
MISC OPERATING EXPENSES	9	7	10	10	10	10	10	10	10
SUPPLIES/MATERIALS/PARTS	90	8	3	3	3	3	3	3	3
CAPITAL EQUIPMENT	2	9							
SUBTOTAL STATE OPERATIONS	836	736	848	802	802	802	802	802	802
TOTAL EXPENDITURES	836	736	848	802	802	802	802	802	802
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	698	718	848	802	802	802	802	802	802
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	138	18							
TOTAL FINANCING	836	736	848	802	802	802	802	802	802
FTE BY EMPLOYMENT TYPE:									
REGULAR	14.0	13.2	14.0		13.0			13.0	
TOTAL FTE	14.0	13.2	14.0		13.0	13.0		13.0	13.0

1996-97 Biennial Budget

BUDGET ACTIVITY: Employee Development
PROGRAM: Management Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

Employee Development is aimed at the training and development of employees to create a safe, secure environment for staff and inmates. Relevant pre-service and in-service training is designed to develop and maintain employee competence in performing their work. These areas include restorative justice, victim impact, due process, emergency procedures, bloodborne pathogens, cardiopulmonary resuscitation, agent safety, hostage negotiation and other subject matters that have an impact on the department's operation.

In addition to institution and community services staff, the department has a commitment to the training of Community Corrections Act employees and county probation officers. For example, all state corrections agents, as well as county and community corrections agents are mandated to have specialized training in order to supervise sex offenders on probation or supervised release.

BUDGET ISSUES:

The agency budget plan provides for a same level of effort for this activity.

REVENUE:

This activity generates special revenue from provision of training to other agencies.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
Type of Revenue:					
Dedicated - Training	\$6	\$2	\$10	\$10	\$10
Dedicated - Gifts	<u>1</u>	<u>2</u>	<u>10</u>	<u>10</u>	<u>10</u>
Total	\$7	\$2	\$10	\$10	\$10

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: EMPLOYEE DEVELOPMENT

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	295	274	358	358	358	358	358	358	358
EXPENSES/CONTRACTUAL SRVCS	56	31	173	123	123	123	123	123	123
MISC OPERATING EXPENSES	43	49	35	35	35	35	35	35	35
SUPPLIES/MATERIALS/PARTS	42	61	53	46	46	46	46	46	46
CAPITAL EQUIPMENT	19	12							
OTHER			1	1	1	1	1	1	1
SUBTOTAL STATE OPERATIONS	455	427	620	563	563	563	563	563	563
TOTAL EXPENDITURES	455	427	620	563	563	563	563	563	563
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	448	425	610	553	553	553	553	553	553
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	6	2	10	10	10	10	10	10	10
GIFTS AND DEPOSITS	1								
TOTAL FINANCING	455	427	620	563	563	563	563	563	563
FTE BY EMPLOYMENT TYPE:									
REGULAR	6.7	6.1	8.0		8.0			8.0	
TOTAL FTE	6.7	6.1	8.0		8.0	8.0		8.0	8.0

1996-97 Biennial Budget

BUDGET ACTIVITY: Information Technology and Research
PROGRAM: Management Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The purpose of Information Technology and Research is to maximize the department's information assets and support the department's mission by providing computerized data processing services, research support and central records management services to department operational and management staff. This activity provides department staff, other criminal justice agencies and the public with accurate and timely information regarding the department's clientele and operations.

Information systems provides the central management for the department's automated data processing systems which include support for inmate records, inmate accounting, automated sentence computation and inmate classification, field service case management and many other areas of operation. The research component produces program evaluations, statistical reports and policy analyses for agency managers and other public authorities. The demand for services, particularly computer support, is increasing rapidly as the department continues to automate essential operational and management functions and as the offender population grows explosively.

During F.Y. 1993 and 1994 the department continued to add computer applications in its facilities, field offices and central office in order to facilitate the management and operation of department programs. Currently, the department is converting all major agency systems to FOCUS software and replacing TI-990 mini computers with client/server architecture. The department has planned and is in the process of establishing a wide area network on MNET.

BUDGET ISSUES:

The agency budget plan provides for a same level of effort for this activity.

REVENUE:

This activity utilized special revenue generated from housing inmates at correctional facilities.

	<u>Dollars in Thousands</u>				
	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>

Type of Revenue:					
Dedicated - Special	\$400	\$10	\$-0-	\$-0-	\$-0-

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: INFORMATION TECHNOLOGY & RESEARCH

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	664	665	798	798	798	798	798	798	798
EXPENSES/CONTRACTUAL SRVCS	360	455	591	477	477	477	477	477	477
MISC OPERATING EXPENSES	274	73	94	94	94	94	94	94	94
SUPPLIES/MATERIALS/PARTS	175	262	21	9	9	9	9	9	9
CAPITAL EQUIPMENT	622	395	546	546	546	546	546	546	546
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
SUBTOTAL STATE OPERATIONS	2,095	1,850	2,050	1,924	1,924	1,924	1,924	1,924	1,924
LOCAL ASSISTANCE		25							
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENDITURES	2,095	1,875	2,050	1,924	1,924	1,924	1,924	1,924	1,924
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	1,695	1,865	2,050	1,924	1,924	1,924	1,924	1,924	1,924
STATUTORY APPROPRIATIONS:									
SPECIAL REVENUE	400	10							
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FINANCING	2,095	1,875	2,050	1,924	1,924	1,924	1,924	1,924	1,924
FTE BY EMPLOYMENT TYPE:									
REGULAR	15.4	15.6	18.0		18.0			18.0	
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
TOTAL FTE	15.4	15.6	18.0		18.0	18.0		18.0	18.0

1996-97 Biennial Budget

BUDGET ACTIVITY: Victim Services
PROGRAM: Management Services
AGENCY: Corrections, Department of

ACTIVITY DESCRIPTION:

The Victim Services Unit is responsible for the administration of state and federal funds for battered women and their children, victims of sexual violence, child abuse and other crimes. Victim Services staff provides grant related technical assistance and training to funded programs. Additionally, Victim Services supports the efforts of grassroots constituency programs to stabilize families, enable children to recover from abuse, experienced and witnessed, and lead communities in a comprehensive approach to eradicate violence in Minnesota.

General Crime Victims - Federal funds from the Victims of Crime Act (VOCA), state funds and receipts from Minnesota prison inmate wages enable the department to award grants to local units of government or nonprofit organizations which provide victim assistance services, the state victim ombudsman office and services to underserved crime victims.

The department also provides funds to 3 community organizations for the operation of crime victim centers which provide crisis intervention, advocacy for victims in the court process, emergency financial assistance and referral to appropriate community services, neighborhood organization activities and liaison with law enforcement, prosecution and court systems.

Child Abuse/Child Victims - Federal funds from VOCA, state funds and receipts from Minnesota prison inmate wages enable the department to award grants which provide services to victims of child abuse and their families, adolescent victims of nonfamilial physical or sexual assault and juvenile primary and secondary victims of crime.

Sexual Assault Services - The department administers a grant program using both federal and state funds for community based sexual assault services. Forty-four projects serving 59 Minnesota counties provide immediate crisis intervention, medical, legal and criminal justice advocacy; professional training, and community education on personal safety to children and adults. The Minnesota Coalition Against Sexual Assault, a statewide coalition for sexual assault services, is funded to provide outreach to member programs; provide service related technical assistance and facilitate statewide efforts to increase awareness of sexual violence issues.

Battered Women Services - The department administers a grant program using both federal and state funds to provide emergency shelter and support services to battered women and their children. Over 65 projects provide local services to battered women and their children in 56 counties. Services provided by grantees include emergency housing through shelters and/or safe homes, support and advocacy to both battered women and their children, community intervention with the criminal justice system, public education, training for staff and community professionals and statewide coordination or programs. Projects are funded to address the needs of Hispanic, Asian, Black, Native American and lesbian battered women. In addition, a statewide legal advocacy project assists in identifying precedent setting legal cases in the area of domestic abuse. The department provides grant related technical assistance and training. The department also receives reports on domestic abuse incidents from Minnesota law enforcement officers, as mandated in statute.

BUDGET ISSUES:

The agency budget plan provides funding for continuing grants for victim services. A \$200,000 amount in F.Y. 1995 for domestic abuse grants was a one-time appropriation. There still remain unfunded and underfunded areas for victim services within the state.

REVENUE:

This activity utilizes special revenue generated from assessment of inmate pay at correctional facilities.

	Dollars in Thousands				
	F.Y. 1993	F.Y. 1994	F.Y. 1995	F.Y. 1996	F.Y. 1997
Type of Revenue:					
Dedicated - Special	\$ 218	\$ 220	\$ 76	\$ 76	\$ 76
Dedicated - Federal	<u>1,460</u>	<u>1,541</u>	<u>1,605</u>	<u>1,585</u>	<u>1,585</u>
Total	\$1,678	\$1,761	\$1,681	\$1,661	\$1,661

GRANTS:

General Crime Services:					
General Fund	\$ 409	\$ 765	\$1,207	\$1,159	\$1,159
Dedicated (inmate wages)	205	207	40	40	40
Federal	<u>369</u>	<u>413</u>	<u>402</u>	<u>396</u>	<u>396</u>
Total	\$ 983	\$1,385	\$1,649	\$1,595	\$1,595
Abused Children Services:					
General Fund		\$ 362	\$ 791	\$ 750	\$ 750
Dedicated (inmate wages)	\$ 13	13	17	17	17
Federal	<u>341</u>	<u>376</u>	<u>359</u>	<u>359</u>	<u>359</u>
Total	\$ 354	\$ 751	\$1,167	\$1,126	\$1,126
Sexual Assault Services:					
General Fund	\$1,177	\$1,487	\$2,008	\$1,921	\$1,921
Dedicated			11	11	11
Federal	<u>344</u>	<u>305</u>	<u>368</u>	<u>354</u>	<u>354</u>
Total	\$1,521	\$1,792	\$2,387	\$2,286	\$2,286
Battered Women Services:					
General Fund	\$3,921	\$4,365	\$4,965	\$4,938	\$4,938
Dedicated			8	8	8
Federal	394	434	461	461	461
Domestic Abuse (leg. mandate)					
General Fund	<u>284</u>	<u>293</u>	<u>493</u>	<u>293</u>	<u>293</u>
Total	\$4,599	\$5,092	\$5,927	\$5,700	\$5,700
TOTAL GRANTS	\$7,457	\$9,020	\$11,130	\$10,707	\$10,707

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: VICTIM SERVICES

ACTIVITY SUMMARY				FY 1996			FY 1997		
	FY 1993	FY 1994	Est. FY 1995	Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	421	531	672	672	672	672	672	672	672
EXPENSES/CONTRACTUAL SRVCS	29	84	123	77	77	77	77	77	77
MISC OPERATING EXPENSES	6	11	30	21	21	53	21	21	57
SUPPLIES/MATERIALS/PARTS	8	15	26	16	16	16	16	16	16
CAPITAL EQUIPMENT	8	30							
OTHER	12	13	15	15	15	15	15	15	15
SUBTOTAL STATE OPERATIONS	484	684	866	801	801	833	801	801	837
LOCAL ASSISTANCE	7,457	9,020	11,130	10,707	10,707	11,625	10,707	10,707	11,721
TOTAL EXPENDITURES	7,941	9,704	11,996	11,508	11,508	12,458	11,508	11,508	12,558
GOV'S INITIATIVES:									
			FUND						
(A) ABUSED CHILDREN GRANTS			GEN			150			175
(A) BATTERED WOMEN EXPAND			GEN			150			175
(A) GEN CRIME VICTIM EXPAND			GEN			150			175
(A) SEXUAL ASSAULT EXPAND			GEN			150			175
(A) BATTERED WOMEN-LEG MAN			GEN			350			350
TOTAL GOV'S INITIATIVES						950			1,050
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	6,256	7,943	10,315	9,847	9,847	10,797	9,847	9,847	10,897
STATUTORY APPROPRIATIONS:									
GENERAL	7								
SPECIAL REVENUE	218	220	76	76	76	76	76	76	76
FEDERAL	1,460	1,541	1,605	1,585	1,585	1,585	1,585	1,585	1,585
TOTAL FINANCING	7,941	9,704	11,996	11,508	11,508	12,458	11,508	11,508	12,558

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: CORRECTIONS,DPT OF
PROGRAM: MANAGEMENT SERVICES
ACTIVITY: VICTIM SERVICES

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
FTE BY EMPLOYMENT TYPE:									
REGULAR	10.4	13.4	16.0		16.0		16.0		
TEMP/SEAS/PART_TIME	.6	.4	.3		.3		.3		
OVERTIME		.1							
TOTAL FTE	11.0	13.9	16.3		16.3	16.3	16.3	16.3	16.3

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Management Services
ACTIVITY: Victim Services

ITEM TITLE: Victim Services Initiative

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$32	\$36	\$36	\$36
- Grants	\$918	\$1,014	\$1,014	\$1,014
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes ___ No X

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends \$2,000,000 of additional funding to expand victim services throughout the state.

RATIONALE:

This initiative expands services to domestic abuse intervention programs and to 4 areas of victim services: child abuse/child victims, battered women, general crime victims and sexual assault services.

The department's mission for safety of battered women, victims of sexual assault, abused children and victims of general crime is to: assure the availability of resources for the delivery of service to victims; provide quality grant administration; provide grant related technical assistance; assure the participation and advice of grassroots constituents in the development and implementation of departmental policies; and preserve, promote and incorporate the philosophic and programmatic integrity of each program area.

Presently, a significant number of victims in Minnesota are under-served or not served. This initiative addresses the service need by providing \$568,000 additional funding for grants the first year and \$664,000 the second year. The operational funding is essential to fund the travel expenses of the advisory groups and to support statewide provisions of grant administration and technical assistance. The funds will be divided equally among the 4 programs.

Domestic abuse intervention programs are designed to evoke the powers of the criminal justice system in an effective response to domestic violence and to ensure that the justice system response empowers rather than revictimizes the victim. This initiative provides \$350,000 for each year of the biennium.

PROGRAM OUTCOMES:

Additional funding will significantly increase the number of victims served. The number of victims served and the form of assistance provided will be determined in cooperation with victim organizations. Further, this investment will ensure grassroots participation and quality grants administration and technical assistance in each program area.

General Crime Victims

Federal funds from the Victims of Crime Act (VOCA) and receipts from Minnesota prison inmate wages enable the department to award grants to local units of government or nonprofit organizations which provide victim assistance services, the state victim ombudsman office and services to underserved crime victims.

Child Abuse/Child Victims

Federal funds from VOCA and receipts from Minnesota prison inmate wages enable the department to award grants which provide services to victims of child abuse and their families, adolescent victims of nonfamilial physical or sexual assault and juvenile primary and secondary victims of crime.

Sexual Assault Services

The department administers a grant program using both federal and state funds for community-based sexual assault services. Thirty-nine projects serving 63 Minnesota counties provide immediate crisis intervention; medical, legal and criminal justice advocacy; professional training; and community education on personal safety to children and adults.

Battered Women Services

The department administers a grant program using both federal and state funds to provide emergency shelter and support services to battered women and their children. Over 65 projects provide local services to battered women and their children in 36 counties. Services provided by grantees include emergency housing through shelters and/or safe homes, support and advocacy to both battered women and their children, community intervention with the criminal justice system, public education, training for staff and community professionals and statewide coordination of programs. In addition a statewide legal advocacy project assists in identifying precedent setting legal cases in the area of domestic abuse. The department provides grant-related technical assistance and training.

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Corrections, Department of
PROGRAM: Management Services
ACTIVITY: Victim Services

ITEM TITLE: Victim Services Initiative
 (Continuation)

	<u>F.Y. 1993</u>	<u>F.Y. 1994</u>	<u>F.Y. 1995</u>	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>
<u>GRANTS:</u>					
General Crime Services:					
General Fund	\$ 409	\$ 765	\$1,207	\$1,301	\$1,325
Dedicated (inmate wages)	205	207	40	40	40
Federal	<u>369</u>	<u>413</u>	<u>402</u>	<u>396</u>	<u>396</u>
Total	\$ 983	\$1,385	\$1,649	\$1,737	\$1,761
Abused Children Services:					
General Fund		\$ 362	\$ 791	\$ 892	\$ 916
Dedicated (inmate wages)	\$ 13	13	17	17	17
Federal	<u>341</u>	<u>376</u>	<u>359</u>	<u>359</u>	<u>359</u>
Total	\$ 354	\$ 751	\$1,167	\$1,268	\$1,292
Sexual Assault Services:					
General Fund	\$1,177	\$1,487	\$2,008	\$2,063	\$2,087
Dedicated			11	11	11
Federal	<u>344</u>	<u>305</u>	<u>368</u>	<u>354</u>	<u>354</u>
Total	\$1,521	\$1,792	\$2,387	\$2,427	\$2,452
Battered Women Services:					
General Fund	\$3,921	\$4,365	\$4,965	\$5,080	\$5,104
Dedicated			8	8	8
Federal	394	434	461	461	461
Domestic Abuse (leg. mandate)					
General Fund	<u>284</u>	<u>293</u>	<u>493</u>	<u>643</u>	<u>643</u>
Total	\$4,599	\$5,092	\$5,927	\$6,193	\$6,216
TOTAL GRANTS	\$7,457	\$9,020	\$11,130	\$11,625	\$11,721

LONG-TERM IMPACT:

Additional funding for these programs will result in more direct services for victims. These services result in long-term benefits such as stabilization of the family, offering an opportunity for children to succeed, and reducing the incidence of victims becoming perpetrators. This, in turn, will result in more safe and caring communities in Minnesota.

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AGENCY: Ombudsman for Corrections, Office of

AGENCY DESCRIPTION:

The purpose of the Office of the Ombudsman for Corrections is to answer requests and investigate complaints regarding the Minnesota Department of Corrections (DOC). The primary focus of the agency has been to investigate adult DOC institution complaints.

REVENUES:

None.

EXPLANATION OF AGENCY'S BUDGET PLAN:

The Ombudsman for Corrections is the only agency authorized to answer inquiries and to investigate complaints by offenders incarcerated in state institutions. The priority of the agency is to analyze complaints, focus on systemic issues, and work to develop systemic solutions. The office will continue to investigate institution complaints and to provide what coverage it can to correctional facilities in which it has jurisdiction.

The DOC institutional population continues to expand. Sentencing Guidelines Commission and DOC population projections indicate that the number of inmates will increase beyond prison capacity. The numbers of individuals on probation and parole are also increasing.

In addition, recent changes in state sentencing patterns appears to have resulted in more difficult prisoners in state institutions. This contributes to increased tensions throughout the system. The role of the Ombudsman is to provide an independent outlet for grievances which reduces the tensions within the system.

GOALS AND OBJECTIVES:

Reduce tension between offenders and the state institutions system.

- Continue on-site coverage at all adult DOC institutions.
- Increase on-site coverage at juvenile DOC institutions.
- Increase on-site coverage of Community Corrections Act (CCA) county institutions.
- Increase Ombudsman visibility with community groups who have expressed interest in institution and community corrections issues.

WORKLOAD/EFFICIENCY MEASUREMENTS:

- Improve staff ability to prioritize workload; emphasizing investigation of systemic issues.
- Implement methods to become more proactive with the DOC to resolve issues and reduce the likelihood for inmate lawsuits being filed with the courts.
- Maintain ability to provide rapid resolution of complaints to reduce tensions within the institutions.

GOVERNOR'S RECOMMENDATION:

The Governor recommends increasing appropriations for the Ombudsman for Corrections \$63,000 in F.Y. 1996 and \$63,000 in F.Y. 1997 to address the concerns raised by the agency about increases in the number of inmates.

The Governor intends to submit legislation removing the office of Ombudsman for Corrections from state agency status. State financial support will continue at the level recommended for F.Y. 1996 and F.Y. 1997 but will come in the form of a grant, free from the administrative controls imposed on state agencies.

1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)

AGENCY: OMBUDSMAN FOR CORR
PROGRAM: OMBUDSMAN-CORRECTIONS
ACTIVITY: OMBUDSMAN-CORRECTIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	363	366	454	449	449		449	449	
EXPENSES/CONTRACTUAL SRVCS	29	31	44	40	40		40	40	
MISC OPERATING EXPENSES	28	24	44	28	31		28	34	
SUPPLIES/MATERIALS/PARTS	8	6	12	8	8		8	8	
CAPITAL EQUIPMENT	9	4	8	5	5		5	5	
SUBTOTAL STATE OPERATIONS	437	431	562	530	533		530	536	
LOCAL ASSISTANCE						596			599
TOTAL EXPENDITURES	437	431	562	530	533	596	530	536	599
AGENCY PLAN ITEMS:									
			FUND						
3% SMALL AGENCY INCREASE			GEN		3			6	
TOTAL AGENCY PLAN ITEMS					3			6	
GOV'S INITIATIVES:									
			FUND						
(A) OMBUDSMAN CORRECTIONAL SPECIALIST			GEN			63			63
TOTAL GOV'S INITIATIVES						63			63
SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	437	431	562	530	533	596	530	536	599
TOTAL FINANCING	437	431	562	530	533	596	530	536	599
FTE BY EMPLOYMENT TYPE:									
REGULAR	6.8	9.0	10.0		10.0			10.0	

1996-1997 B I E N N I A L B U D G E T
(DOLLARS IN THOUSANDS)

AGENCY: OMBUDSMAN FOR CORR
 PROGRAM: OMBUDSMAN-CORRECTIONS
 ACTIVITY: OMBUDSMAN-CORRECTIONS

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
TEMP/SEAS/PART_TIME	.8	.2	.2						
TOTAL FTE	7.6	9.2	10.2		10.0			10.0	

STATE OF MINNESOTA - DEPARTMENT OF FINANCE
 BIENNIAL BUDGET SYSTEM - BASE RECONCILIATION REPORT
 BY SEC SEQ

AGENCY: OMBUDSMAN FOR CORR

	ALL FUNDS		GENERAL FUND		OTHER STATE FUNDS		FEDERAL FUNDS	
	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97	F.Y. 96	F.Y. 97
F.Y. 95 FUNDING LEVEL	562	562	562	562				
BASE ADJUSTMENTS								
BIENNIAL APPROPRIATIONS	<9>	<9>	<9>	<9>				
APPROPRIATIONS CARRIED FWD	<21>	<21>	<21>	<21>				
ATTORNEY GENERAL COSTS	<2>	<2>	<2>	<2>				
SUBTOTAL BASE ADJ.	<32>	<32>	<32>	<32>				
CURRENT SPENDING	530	530	530	530				

F.Y. 1996-97 BUDGET INITIATIVE

AGENCY: Ombudsman for Corrections
PROGRAM: Ombudsman for Corrections
ACTIVITY:

ITEM TITLE: Ombudsman Services

	<u>1996-97 Biennium</u>		<u>1998-99 Biennium</u>	
	<u>F.Y. 1996</u>	<u>F.Y. 1997</u>	<u>F.Y. 1998</u>	<u>F.Y. 1999</u>
Expenditures: (\$000s)				
General Fund				
- State Operations	\$63	\$63	\$63	\$63
- Grants	-0-	-0-	-0-	-0-
Revenues: (\$000s)				
General Fund	\$-0-	\$-0-	\$-0-	\$-0-

Statutory Change? Yes No

If yes, statute(s) affected: M.S.

GOVERNOR'S RECOMMENDATION:

The Governor recommends the addition of one Ombudsman Correctional Specialist and related operating expenses to address the concerns raised by the agency about increases in the number of inmates. Particular needs are emerging in Community Corrections Act (CCA) counties and in juvenile detention facilities where the Ombudsman is charged by statute with the responsibility to respond to requests for inquiry and assistance.

RATIONALE:

As the number of incarcerated offenders increases, additional resources are needed in order to address offender/facility concerns and seek appropriate resolutions.

PROGRAM OUTCOMES:

Although the Ombudsman's office is statutorily responsible for the provision of services in CCA counties and in juvenile facilities, the agency is currently providing only limited telephone and mail coverage with the resources available. The addition of one staff person will allow the agency to intercede in situations in a timely manner and resolve issues before conflicts escalate.

LONG-TERM IMPACT:

In 1994, legislation was passed creating a new category of juvenile offender called the Extended Jurisdiction Juvenile (EJJ). Under this new category, Judges have additional sentencing options for

the most serious juvenile offenders. It is expected that this legislation will increase the number of serious juvenile offenders serving extended sentences in Department of Corrections facilities and that this population will initiate additional complaints.

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AGENCY: Minnesota Sentencing Guidelines Commission

AGENCY DESCRIPTION:

The legislature established the Sentencing Guidelines Commission for the purpose of developing and maintaining rational and consistent sentencing standards which reduce sentencing disparity, increase proportionality in sanctions, and ensure more equitable and uniform sentencing for convicted felons.

The following are the specifically stated goals of the sentencing guidelines system:

- to promote uniformity in sentencing so that offenders who are convicted of similar types of crimes and have similar types of criminal records are similarly sentenced;
- to establish proportionality in sentencing by recommending the most severe sanctions for those offenders who are convicted of serious violent offenses even with no prior criminal record, those who have repeat violent criminal records, and those who have more extensive nonviolent criminal records;
- to provide truth and certainty in sentencing by having the judge pronounce a fixed sentence that requires the offender to serve at least two thirds of the pronounced time as opposed to an indeterminate and symbolic sentence of zero to the statutory maximum sentence and a parole board that ultimately decides when to release an offender;
- to coordinate sentencing practices with correctional resources by informing the legislature of the impact of the existing sentencing policy on correctional resources and the impact of any proposed changes to the sentencing system; and
- to promote public safety by recommending the harshest sanctions for violent offenders who pose the greatest danger to public safety and coordinating sentencing practices with correctional resources to assure that prison resources are available for these violent offenders.

To achieve the mission and goals stated above, the agency and commission evaluates sentencing policy and practices, modifies sentencing policy; determines the impact of policy on correctional resources; and provides training, implementation, and information services to the criminal justice community and the public. The commission consists of 11 members who represent the criminal justice system and the public. The commission meets approximately once each month to consider sentencing issues and problems. The criminal justice system is extremely dynamic and the commission must consider whether to make changes to the sentencing guidelines in order to continue to fulfill its mission. The commission presents recommendations to the legislature each year for changes to the sentencing guidelines.

The Minnesota Sentencing Guidelines Commission supports the following Minnesota Milestones goals:

Our communities will be safe, friendly and caring.

- The sentencing guidelines recommend the harshest sanctions for violent offenders who pose the greatest danger to public safety;

- The sentencing guidelines provide a mechanism to coordinate sentencing practices with correctional resources to assure that prison resources are available for these violent offenders.

People will participate in government and politics.

- The membership of the commission represents the criminal justice community and private citizens;
- The commission holds public meetings, public hearings, and informational services that promote community participation.

REVENUES: None

EXPLANATION OF AGENCY'S BUDGET PLAN:

The agency's budget plan calls for continued funding at the current level of support. The plan will allow the agency to meet its most important outcome: to maintain and provide information on statewide felony sentencing practices in order to evaluate the sentencing guidelines and other sentencing policy and to allow the commission, the legislature, and the Department of Corrections to recognize the impact of policies on correctional resources and other areas of the criminal justice system and to inform the decision making process.

There has been an intensified interest in the area of criminal justice over the last several years. Substantial changes have been made to felony sentencing since 1989, both with regard to state law and the sentencing guidelines. These changes will affect our need for correctional resources for decades to come. It is important to evaluate how these changes to policy are affecting actual practice and to determine whether the goals of the policy changes are being met. It is critical to be able to project how these changes will affect the need for correctional resources. An up to date sentencing guidelines monitoring system is essential for evaluating the impact of the changes and for guiding any further policy changes that are necessary.

The current funding level will allow the agency to continue to satisfy the monitoring function and support the work of the commission. In addition, efforts will continue toward the improvement of all statewide and local criminal justice systems through the work of the Criminal and Juvenile Justice Information Policy Group and Task Force of which this agency is a very active participant. Such improvements will benefit all criminal justice agencies at all jurisdictional levels and result in more timely, complete, and accurate information.

GOVERNOR'S RECOMMENDATION:

The Governor concurs with the agency's plan.

**1996-1997 BIENNIAL BUDGET
(DOLLARS IN THOUSANDS)**

AGENCY: SENTENCING GDLS COM
PROGRAM: MN SENTNCING GUIDELINE COM
ACTIVITY: MN SENTNCING GUIDELINE COM

ACTIVITY SUMMARY	FY 1993	FY 1994	Est. FY 1995	FY 1996			FY 1997		
				Current Spending	Agency Plan	Governor Recomm.	Current Spending	Agency Plan	Governor Recomm.
EXPENDITURES:									
DETAIL BY CATEGORY:									
STATE OPERATIONS:									
PERSONAL SERVICES	196	252	302	295	295	295	295	295	295
EXPENSES/CONTRACTUAL SRVCS	37	36	45	45	45	45	45	45	45
MISC OPERATING EXPENSES	7	8	10	10	10	10	10	10	10
SUPPLIES/MATERIALS/PARTS	4	20	30	15	15	15	15	15	15
CAPITAL EQUIPMENT	8	15	37	2	2	2	2	2	2
SUBTOTAL STATE OPERATIONS	252	331	424	367	367	367	367	367	367
TOTAL EXPENDITURES	252	331	424	367	367	367	367	367	367

SOURCES OF FINANCING:									
DIRECT APPROPRIATIONS:									
GENERAL	252	331	424	367	367	367	367	367	367
TOTAL FINANCING	252	331	424	367	367	367	367	367	367

FTE BY EMPLOYMENT TYPE:									
REGULAR	4.0	7.0	7.0		7.0			7.0	
TEMP/SEAS/PART_TIME	.4	.2	.2		.2			.2	
OVERTIME	.1	.1	.1		.1			.1	
TOTAL FTE	4.5	7.3	7.3		7.3	7.3		7.3	7.3

