Board of Corrections

Minutes of January 19, 2011 Meeting
1:00 p.m. to 2:00 p.m.
Located in: The Board of Corrections Conference room
32 Blossom Lane, Marquardt Building – 3rd Floor, Augusta

Members Present:

Tom Brown, Eaton Peabody (Public); **Chair Neale Duffett,** Cloutier, Conley & Duffett, P.A., (Public); **Irving Faunce**, Town of Wilton, (Maine Municipal Association); **Ric Hanley**, Spring Harbor Hospital (Mental Health); **Commissioner Anne Head,** Maine Department of Professional and Financial Regulation; **George Jabar**, Jabar, Batten & Ringer, (County Commissioners); **Tim King**, Washington & Hancock County Community Action Program (Public); **Sheriff Randall Liberty**, Kennebec County Sheriff's Office, (Maine Sheriff's Association); **Commissioner Martin Magnusson**, Maine Department of Corrections

Development Program Manager: **Kate Snyder**, Board of Corrections

Director of Pretrial, Diversion and Reentry: Laura Rodus, Board of Corrections

Executive Associate: **Kelene Barrows**, Maine Department of Corrections

---

Handouts:

- Agenda for 1/19/2011 meeting
- Minutes of 12/30/2010 meeting
- BOC Actuals Analysis for FY11
- BOC Comparative View
- BOC Budget Analysis
- Draft Strategic Report

Welcome and Introductions:

Chair Duffett welcomed everyone and introductions of all Board members proceeded. The Chair thanked the Board members for adjusting their schedules from at 10:00 a.m. to a 1:00 p.m. start time, which helped in getting some of the financial numbers together.

It was noted the Board of Corrections meeting would be broadcasted live over the internet at: http://www.maine.gov/corrections/.

Approval of Minutes:

Motion:
- Tim King made a motion to accept the December 30, 2010, minutes; seconded by Tom Brown.

Vote:
- All were in favor; passed as unanimous.

Report of the Chair:

- **Criminal Justice and Public Safety Introductory Meeting:**

Chair Duffett shared with the Board members that they will be making an appearance in front of the Criminal Justice and Public Safety Committee on Friday, January 21, 2011, at 1:00 p.m. for an introductory meet and greet. All Board members were encouraged to attend.

The Chairman also noted that the Strategic Report will be delivered to the Criminal Justice and Public Safety Committee in January and a there will be a more formal meeting on February 10, 2011 to present the Report.

Business Meeting:

- ***FY12-13 Budget Submissions: Scott Ferguson, Fiscal Agent to the Board***

Overview:

It was noted that on December 8, 2010, the Board approved a methodology to revise the FY2012-FY2013 "ask". The counties have used this methodology and have submitted revised proposed FY2012-FY2013 budgets. This methodology has resulted in a revised cumulative FY12-FY2013 General Fund "ask" of $14,826,810. About half of the counties are below their growth limitations and about half of the counties are above their growth limitations. The counties that are over the limitation are to be referred to the Corrections Working Group.

Outcome:

There was consensus from the Board for the Chair to immediately transmit to DAFS and to the Budget Transition Team a revised FY2012-FY2013 General Fund request of $14,826,810.

Motion:

- Tim King made a motion for the Chair to immediately transmit to DAFS and to the Budget Transition Team a revised FY2012-FY2013 General Fund request of $14,826,810; seconded by Tom Brown.

Discussion:

- It was noted the Budget Focus Group will continue to monitor the submissions.
- It was noted that this amount is separate from (and in addition to) the Board's previously submitted request pursuant to the "inverse debt service" law codified at 34-A M.R.S.A. 1803(5)(E).

Vote:

- All were in favor; passed as unanimous.

- ***FY11 Year to Date Status: Scott Feguson, Fiscal Agent to the Board***

Overview:

The Board voted last fall to allocate FY2011 funds (starting in January 2011) on a month to month basis as needed and now the Board is into January 2011. The Chair asked Mr. Ferguson to give a briefing on the situation; Mr. Ferguson reported that about half of the counties are current on the reporting of FY2011 Actuals and most of the other counties are current through November 2010. Of more concern is the fact that the 3 major mission change counties (Franklin, Oxford and Waldo) have not submitted the payments to the BOC that were due on November 30, 2010; no cash flow issue exists now in the BOC Investment Fund but any future monthly payments later in FY2011 may be jeopardized. The Chair felt that the January payment could be made without additional scrutiny at this time, but this may not be the case in future months.

Outcome:

Motion:
- Sheriff Liberty made a motion to pay the January 2011 payment; seconded by Tim King.

Discussion:
- Ms. Snyder will send an Invoice to the three mission change county treasurers for payment.

Vote:
- All were in favor; passed as unanimous.

- ***Board of Corrections Strategic Report – Comprehensive Draft: Kate Snyder, Executive Director & Laura Rodus, Director of Pretrial, Diversion, and Reentry:***

Ms. Snyder and Ms. Rodas have been working on the draft Strategic Report for the Criminal Justice and Public Safety Committee. They focused on the Board's mandate to demonstrate sound fiscal management, achieve efficiencies, and reduce recidivism. The Comprehensive Draft was distributed to BOC members for review and comment.

Other Issues or Topics:

- It was suggested that the Corrections Working Group and Budget Focus Group meet as soon as possible, as appropriate.
- Ms. Snyder to send the Board members a listing of members on the Criminal Justice and Public Safety Committee.
- It was noted the Board's FY2011 curtailment of about $92,000 has been finalized.

Meeting Adjourned:

Motion:
- There was a motion made by Ric Hanley to adjourn the meeting; seconded by Sheriff Liberty.

Vote:
- All were in favor; passed as unanimous.

Future Meetings (subject to change):

- Friday, January 21, 2011 **– Introductory Meeting with the Criminal Justice and Public Safety Committee at 1:00 p.m.**
- Thursday, February 10, 2011 – **Presentation of Strategic Report to the Criminal Justice and Public Safety Committee at 1:00 p.m.**
- Wednesday, February 16, 2011 – **Meeting at 10:00 a.m.**
- Wednesday, March 16, 2011 – **Meeting at 10:00 a.m.**
- Wednesday, April 13, 2011 – **Meeting at 10:00 a.m.**
- Wednesday, May 11, 2011 – **Meeting at 10:00 a.m.**

Respectfully submitted by Kelene Barrows