

Thornell, Ryan

From: Michael Vitiello <mbvitiello@co.york.me.us>
Sent: Friday, September 05, 2014 4:45 PM
To: Thornell, Ryan
Cc: 'Joel Merry'; 'Ouellette, Maurice R.'
Subject: York County Staffing Issue

Importance: High

Ryan, I am writing to notify you, as the Executive Director of the State Board of Corrections, that the staffing level of Corrections Officers at the York County Jail has reached a critical level. Of our compliment of eighty-four (84) positions, we currently have twenty (20) vacancies. In addition, we have one (1) officer out on Worker's Compensation, two (2) out on Military Leave [extended overseas deployment], and four (4) officers out on Administrative Leave.

Given our situation, we cannot sustain the operation of the York County Jail at its current level. On behalf of Sheriff Maurice Ouellette, I am writing to ask for assistance from the State Board of Corrections, in the form of housing thirty-two (32) Minimum/Medium male prisoners. This will allow us to temporarily close one housing unit and eliminate a 24/7 post assignment. This will translate into a reduction of one hundred and sixty eight (168) hours of overtime per week.

We are currently working to screen and hire additional officers and are reviewing other means of reducing the workload demands on our staff.

We appreciate any assistance that you can offer and look forward to working together with the Board on this issue.

Please feel free to contact me with any questions.

Michael

Lieutenant Colonel Michael B. Vitiello, CJM
Jail Superintendent
York County Sheriff's Office
One Layman Way
Alfred, ME 04002
Telephone: (207) 324-9001
Fax: (207) 459-2562

ESTIMATED COSTS FOR REDUCTION OF (5) CORRECTIONS OFFICER POSITIONS AT YCJ (closure of one housing unit)

(1) POSITION (entry level)

Weekly Wages			
Hrly Rate	Reg Hrs	Roll Call *	Shift Differential **
\$ 16.80	40	1	0.5 x 41 x .67 = \$13.74
			Total Pay
			\$ 711

Annual Benefits									
Annual Wages	FICA/Medi (7.65%)	WC	STD	LTD	Life	Dental	Medical	Retirement	
\$ 36,972	\$ 2,828	\$ 1,820	\$ 750	\$ 100	\$ 70	\$ 920	\$ 16,320	\$ 4,805	
ANNUAL COST								\$ 64,585	
MONTHLY COST								\$ 5,382	

(5) POSITIONS (entry level)

Weekly Wages			
Hrly Rate	Reg Hrs	OT Hrs	Shift Differential **
\$ 16.80	200	5	0.5 x 205 x .67 = \$68.68
			Total Pay
			\$ 3,555

Annual Benefits									
Annual Wages	FICA/Medi (7.65%)	WC	STD	LTD	Life	Dental	Medical	Retirement	
\$ 184,860	\$ 14,142	\$ 9,100	\$ 3,750	\$ 500	\$ 350	\$ 4,600	\$ 81,600	\$ 24,024	
ANNUAL COST								\$ 322,926	
MONTHLY COST								\$26,910	

NOTES

* Roll call is 1 hour of overtime per week.

** Shift differential is paid to afternoon and midnight shifts. Calculation is for \$0.50 cents/hour x 41 hours/week for two-thirds of the shifts.

YORK COUNTY JAIL
Per Diem Cost and Savings

PER DIEM COST					
Inmate Per Diem Cost previously used for York County Jail by the BOC (without food)					\$18.75
Inmate food cost per day (3 meals)					\$5.63
Total Per Diem Cost					\$24.38
PROJECTED SAVINGS WITH POD CLOSURE					
Daily	32 Inmates x \$24.38				\$780.16
Monthly	30 days x \$780.16				\$23,404.80

York County Jail 2014 Staffing Matrix

Personnel	Functional Title	800 to 1600	Swing	1600 to 2400	2400 to 800	Weekly Hours	Annual Hours	FTE	Total Staff	Comments
Lieutenant Colonel	Jail Superintendent	1	0	0	0	40	2080	1	1	
Captain	Operations Captain	1	0	0	0	40	2080	1	1	
Captain	Programs Captain	1	0	0	0	40	2080	1	1	
Lieutenant	Corrections Specialist	1	0	0	0	40	2080	1	1	
Lieutenant	Training Director	1	0	0	0	40	2080	1	1	
Sergeant	Shift Supervisor	2	0	1	1	160	8320	4	4	
Corporal	Asst. Shift Supervisor	1	0	1	1	120	6240	4	4	
Food Svc. Manager	(contracted through Aramark)		N/A			N/A	N/A	0	0	vendor
Cook	(contracted through Aramark)		N/A			N/A	N/A	0	0	vendor
Admin. Assistant	Jail Supt.'s Sec'y	1	0	0	0	5	1	1	1	civilian
Receptionist	Receptionist	1	0	0	0	5	1	1	1	civilian
Clerk	Records Clerk	1	0	0	0	5	1	1	1	civilian
Total - Civilian								16	16	
Corrections Officer	Classification Officer		2	0	0	80	4160	2	2	
Corrections Officer	Classification / Commissary	0	1	0	0	40	2080	1	1	
Corrections Officer	Intake/Release 1	1	0	1	1	168	8736	5.1	5.0	
Corrections Officer	Intake/Release 2	1	0	1	1	168	8736	5.1	5.0	
Corrections Officer	Central Control	2	0	2	2	336	17472	10.2	10.0	
Corrections Officer	Escort Programs/Visit Areas	1	1	0	0	126	6552	3.8	4.0	
Corrections Officer	C-1 & C-2 Officer	1	1	0	0	126	6552	3.8	4.0	
Corrections Officer	C-1 Pod Officer	1	0	1	1	168	8736	5.1	5.0	
Corrections Officer	C-2 Pod Officer	1	0	1	1	168	8736	5.1	5.0	
Corrections Officer	C-3 Pod Officer	1	0	1	1	168	8736	5.1	5.0	
Corrections Officer	C-4 Pod Officer	1	0	1	1	168	8736	5.1	5.0	
Corrections Officer	C-Pod Escort / Rover 1	1	0	1	1	168	8736	5.1	5.0	
Corrections Officer	C-Pod Escort / Rover 2	1	0	1	1	168	8736	5.1	5.0	
Subtotal c/o's Page 1								61.5	61.0	

York County Jail 2014 Staffing Matrix

Personnel	Functional Title	800 to 1600	Swing	1600 to 2400	2400 to 800	Weekly Hours	Annual Hours	Total Staff FTE	Total Staff FTE	Comments
Corrections Officer	Visitation	0.5	0.5	0	0	64	3328	1.9	2.0	
Corrections Officer	Infirmary / C-Corridor	1	0	1	0	126	6552	3.8	4.0	
Corrections Officer	B-3 Pod Officer					168	8736	5.1	5.0	Unit is open due to population increase (Min. 4 Med. Males)
Corrections Officer	B-3 Pod Officer	1	0	1	1	168	8736	5.1	5.0	Unit is closed
Corrections Officer	B-Pod Escort / Rover 1	1	0	1	1	168	8736	5.1	5.0	
Correctional Officer	Transport Officer	4	2	0	0	180	9360	5.5	6.0	
Subtotal C/O's Page 2								26.47	27.00	
Total Number of C/O's								87.98	88.00	
Total # of Positions								103.98	104.00	

YORK COUNTY JAIL - Staff Roster

1	Vitiello, Michael, Lt. Colonel	22	Rockwell, Tonya	57	Guzman, Lacey
2	Kortes, Timothy, Captain	23	Bailey, Jason	58	Slawson, Thomas
3	Bean, Daniel, Captain	24	Stringer, Jeremiah	59	Donnelly, Jennifer
4	Lambert, David, Lieutenant	25	Desjardins, David	60	McGahey, Johnathon (MIL)
5	Abbott, George, Lieutenant	26	Hamilton, Kenneth	61	Johnson, Levi
1	Seaman, Michael, Sergeant	27	Wilson, Anthony	62	Donarumo, Frank (10/06/14)
2	Ronco, Carl, Sergeant	28	Martin, Kurt	63	Martinez, Alexander (10/06/14)
3	Seaman, Susan, Sergeant	29	Klingensmith, Anthony (AD)	64	Lenhardt, Philip (10/06/14)
4	Brooks, Jill, Sergeant	30	Marks, Lori	65	*** Vacant ***
1	Daigneault, Eric, Corporal	31	Chalmers, Kerry	66	*** Vacant ***
2	Kurtz, Stephen, Corporal	32	Turner, Pete	67	*** Vacant ***
3	McCormick, Kevin, Corporal	33	Gonzales, Carlos	68	*** Vacant ***
4	Sweeney, Colton, Corporal	34	Anderson, Sarah	69	*** Vacant ***
	OFFICER	35	Drouin, Jason	70	*** Vacant ***
1	Maddox, Brian (WC)	36	Enger, Emily	71	*** Vacant ***
2	Bond, Jim	37	Colpitts, Chantel	72	*** Vacant ***
3	Therrien, Gerald	38	Goodwin, Jeremy	73	*** Vacant ***
4	Leary, Michael	39	Wheeler, Justin	74	*** Vacant ***
5	Merrifield, Keith	40	McKinney, John	75	*** Vacant ***
6	Sanborn, Cindy	41	Cyr, Adriann	76	*** Vacant ***
7	Desjardins, Donald	42	Thomas, Steven (AD)	77	*** Vacant ***
8	Mowatt, Christopher	43	Langlais, Christopher (AD)	78	*** Vacant ***
9	Webber, Jeffrey	44	Wakefield, Corey	79	*** Vacant ***
10	Lane, Richard (AD)	45	Williams, Douglas (MIL)	80	*** Vacant ***
11	Perry, Michael	46	Kimball, Chad	81	*** Vacant ***
12	Raleigh, Jasmine	47	Antone, Scott	82	*** Vacant ***
13	Littlefield, John	48	Graffam, Dylan	83	*** Vacant ***
14	Rawding, Adam	49	Matt, Nicholas	84	*** Vacant ***
15	Wellwood, Thomas	50	Bogan, Ryan		LEGEND
16	Freeman, Michael	51	Allen, Roger		Administrative leave
17	Lanoie, Roger (FMLA)	52	Dunnells, Dalton		Family Medical Leave Act
18	Deshaies, Theresa	53	Comeau, Dustin		Military Leave
19	Raleigh, Michael	54	Milo, Benjamin		New Hire Currently in Training
20	Gaudette, Jason	55	Okiru, Charles		Worker's Compensation
21	Gagnon, Brian	56	Kublanovsky, Alex		