

**State of Alaska  
FY2006 Governor's Operating Budget**

**Department of Corrections  
Research and Records  
Component Budget Summary**

## Component: Research and Records

### Contribution to Department's Mission

Provide meaningful and accurate data and maintain offender records.

### Core Services

- Perform statistical data analysis
- Provide central record management and archival services

### FY2006 Resources Allocated to Achieve Results

<b>FY2006 Component Budget: \$221,600</b>	<b>Personnel:</b>	
	Full time	3
	Part time	0
	<b>Total</b>	<b>3</b>

### Key Component Challenges

- Convert the current manual records retention system to an automated imaging system.

### Significant Changes in Results to be Delivered in FY2006

Change from manual retention of records to automated imaging system will reduce space requirements for file storage and reduce turnaround time for offender file requests.

### Major Component Accomplishments in 2004

- Received and fulfilled 200 offender internal and external file requests.
- Received and fulfilled 24 internal and external research requests.
- Compiled and published the 2003 Offender Profile.
- Added new data elements to the offender profile.
- Completed all annual and semi annual quarterly reports for the Census Bureau, Internal Revenue Service, Federal Aviation Administration, and Bureau of Justice Statistics.
- Provided internal data reports for the re-entry grant.

### Statutory and Regulatory Authority

- 1) Probation, Prisons and Prisoners (AS 33)
- 2) Welfare, Social Services and Institutions (AS 47)
- 3) Corrections (22 AAC)
- 4) Health and Safety (AS 18)
- 5) Create Corrections (EX.OR.55)
- 6) Criminal Law (AS 11)
- 7) Public Finance (AS 37)
- 8) State Government (AS 44)

**Contact Information**

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**Research and Records  
Component Financial Summary**

*All dollars shown in thousands*

	FY2004 Actuals	FY2005 Management Plan	FY2006 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	0.0	176.7	187.4
72000 Travel	0.0	0.0	0.0
73000 Services	0.0	33.0	29.2
74000 Commodities	0.0	5.0	5.0
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>0.0</b>	<b>214.7</b>	<b>221.6</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	0.0	214.7	221.6
<b>Funding Totals</b>	<b>0.0</b>	<b>214.7</b>	<b>221.6</b>

**Summary of Component Budget Changes  
From FY2005 Management Plan to FY2006 Governor**

*All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2005 Management Plan</b>	<b>214.7</b>	<b>0.0</b>	<b>0.0</b>	<b>214.7</b>
<b>Adjustments which will continue current level of service:</b>				
-FY 05 Bargaining Unit Contract Terms: GGU	1.4	0.0	0.0	1.4
-FY06 Cost Increases for Bargaining Units and Non-Covered Employees	5.5	0.0	0.0	5.5
<b>FY2006 Governor</b>	<b>221.6</b>	<b>0.0</b>	<b>0.0</b>	<b>221.6</b>

**Research and Records  
Personal Services Information**

<b>Authorized Positions</b>		<b>Personal Services Costs</b>		
	<u>FY2005</u> <u>Management</u> <u>Plan</u>	<u>FY2006</u> <u>Governor</u>		
Full-time	3	3	Annual Salaries	122,405
Part-time	0	0	COLA	1,063
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	73,024
			<i>Less 1.47% Vacancy Factor</i>	<i>(2,892)</i>
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>3</b>	<b>3</b>	<b>Total Personal Services</b>	<b>193,600</b>

**Position Classification Summary**

<b>Job Class Title</b>	<b>Anchorage</b>	<b>Fairbanks</b>	<b>Juneau</b>	<b>Others</b>	<b>Total</b>
Administrative Clerk II	0	0	2	0	2
Research Analyst IV	0	0	1	0	1
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>3</b>