

**State of Alaska**  
**FY2020 Governor's Operating Budget**

**Department of Corrections**  
**Parole Board**  
**Component Budget Summary**

**Component: Parole Board****Contribution to Department's Mission**

Administer the release of eligible offenders.

**Core Services**

- Conduct Discretionary Parole Release, Preliminary Revocation and Rescission, and Final Revocation Hearings
- Set Conditions of Release on All Parolees
- Issue Parole Arrest Warrants and Subpoenas
- Monitor Mandatory Release Parole Conditions
- Conduct Special Medical Parole Release Hearings
- Conducts Executive Clemency Program and Investigations at Governor's Request

**Major Component Accomplishments in 2018**

Began the process to redesign the Alaska Corrections Offender Management System (ACOMS). The implementation of ACOMS is intended to reduce paper and hard copy files while standardizing our procedures statewide through the utilization of technologies. This has proven to be a vital component that has allowed us to meet the work demand resulting from the large increase in the number of parole hearings.

Continued to partner with Division of Probation and Parole and Alaska Housing Finance Corporation (AHFC) for the Returning Home Program, formerly known as the Tenant Based Rental Assistance Program (TBRA). This program provides eligible low-income probationer/parolees with financial assistance to obtain affordable housing for up to two years. This program is now in 12 Alaskan communities.

Parole Accountability with Certain Enforcement (PACE) had 57 individuals inducted into the program in FY2018. The program expanded to Ketchikan in addition to the already functioning programs in Anchorage, Fairbanks and Juneau.

Conducted approximately 2,000 parole hearings during FY2018 of which 870 were discretionary hearings and 1,130 were parole revocation hearings. Of the 870 discretionary hearings 56% were granted.

**Key Component Challenges**

Increased number of applicants for special medical, discretionary, and early parole termination.

Evaluate and implement methods to improve efficiency in the clemency application process.

Transition from limited number of institutional treatment programs to limited community based treatment options and referrals including halfway house beds, sex offender management programs and treatment providers, and Residential Substance Abuse Treatment programs.

Implement the Alaska Corrections Offender Management System (ACOMS) document management system to increase efficiencies and eliminate paper files.

Implementation of a strategic plan developed with assistance from the National Parole Resource Center for best practices in setting parole conditions, streamlining the violation and discretionary processes, obtaining a decision-making matrix, and use of assessment tools that target the criminogenic needs of the parolees.

Recruitment and retention of well-trained staff to maintain public safety and successful offender re-entry.

**Significant Changes in Results to be Delivered in FY2020**

No changes in results delivered.

### Statutory and Regulatory Authority

- 1) Constitution (Article 3, Section 21)
- 2) Probation, Prisons, Pardons, and Prisoners (AS 33)
- 3) Welfare, Social Services and Institutions (AS 47)
- 4) Parole Board (22 AAC)
- 5) Health and Safety (AS 18)
- 6) Criminal Law (AS 11)
- 7) Public Finance (AS 37)
- 8) State Government (AS 44)

Contact Information
<p><b>Contact:</b> Jeff Edwards, Executive Director <b>Phone:</b> (907) 269-4643 <b>E-mail:</b> jeffrey.edwards@alaska.gov</p>

Parole Board Personal Services Information					
Authorized Positions			Personal Services Costs		
	FY2019 Management Plan	FY2020 Governor			
Full-time	11	11	Annual Salaries		852,760
Part-time	0	0	COLA		21,978
Nonpermanent	0	0	Premium Pay		0
			Annual Benefits		529,753
			<i>Less 3.90% Vacancy Factor</i>		(54,712)
			Lump Sum Premium Pay		0
			Board Honoraria		289,121
<b>Totals</b>	<b>11</b>	<b>11</b>	<b>Total Personal Services</b>		<b>1,638,900</b>

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Adult Probation Off II	1	0	0	0	1
Adult Probation Off III	2	0	1	0	3
Adult Probation Off IV	3	0	0	0	3
Criminal Justice Technician II	2	0	0	0	2
Exec Dir AK Bd Parole	1	0	0	0	1
Office Assistant III	1	0	0	0	1
<b>Totals</b>	<b>10</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>11</b>

Component Board Summary					
Board Description	Member Count	Pay Per Day	Budgeted Days	Additional Pay	Total Cost
Parole Board	5	250.00	215	0.00	289,121.25
<b>Total</b>					<b>289,121.25</b>

**Component Detail All Funds**  
**Department of Corrections**

**Component:** Parole Board (695)  
**RDU:** Population Management (550)

Non-Formula Component

	FY2018 Actuals	FY2019 Conference Committee	FY2019 Authorized	FY2019 Management Plan	FY2020 Governor	FY2019 Management Plan vs FY2020 Governor	
71000 Personal Services	1,558.9	1,545.9	1,545.9	1,584.5	1,638.9	54.4	3.4%
72000 Travel	62.5	42.2	42.2	42.2	42.2	0.0	0.0%
73000 Services	112.2	124.5	124.5	85.9	62.5	-23.4	-27.2%
74000 Commodities	18.9	33.2	33.2	33.2	33.2	0.0	0.0%
75000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
<b>Totals</b>	<b>1,752.5</b>	<b>1,745.8</b>	<b>1,745.8</b>	<b>1,745.8</b>	<b>1,776.8</b>	<b>31.0</b>	<b>1.8%</b>
<b>Fund Sources:</b>							
1004 Gen Fund (UGF)	1,752.5	1,745.8	1,745.8	1,745.8	1,776.8	31.0	1.8%
<b>Unrestricted General (UGF)</b>	<b>1,752.5</b>	<b>1,745.8</b>	<b>1,745.8</b>	<b>1,745.8</b>	<b>1,776.8</b>	<b>31.0</b>	<b>1.8%</b>
<b>Designated General (DGF)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Other Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Federal Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Positions:</b>							
Permanent Full Time	11	11	11	11	11	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

**Change Record Detail - Multiple Scenarios with Descriptions**  
**Department of Corrections**

**Component:** Parole Board (695)  
**RDU:** Population Management (550)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2019 Conference Committee To FY2019 Authorized *****												
<b>FY2019 Conference Committee</b>	ConfCom	1,745.8	1,545.9	42.2	124.5	33.2	0.0	0.0	0.0	11	0	0
1004 Gen Fund		1,745.8										
<b>Subtotal</b>		<b>1,745.8</b>	<b>1,545.9</b>	<b>42.2</b>	<b>124.5</b>	<b>33.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>11</b>	<b>0</b>	<b>0</b>
***** Changes From FY2019 Authorized To FY2019 Management Plan *****												
<b>Align Authority to Meet Personal Services Projected Costs</b>	LIT	0.0	38.6	0.0	-38.6	0.0	0.0	0.0	0.0	0	0	0
Align authority within the Parole Board component to meet FY2019 personal service needs. Authorization is needed to meet costs associated with new positions, annual merit increases, employee transfers, and to maintain an appropriate vacancy factor. Authorization is being made available through reduced contractual obligations within this component.												
<b>Subtotal</b>		<b>1,745.8</b>	<b>1,584.5</b>	<b>42.2</b>	<b>85.9</b>	<b>33.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>11</b>	<b>0</b>	<b>0</b>
***** Changes From FY2019 Management Plan To FY2020 Governor *****												
<b>Align Authority within Parole Board to Meet Personal Services Projected Costs</b>	LIT	0.0	23.4	0.0	-23.4	0.0	0.0	0.0	0.0	0	0	0
Align personal services authority within Parole Board to meet FY2020 personal services needs. Personal services authorization is needed to meet increased costs associated with new positions, annual merit increases, employee transfers, and to maintain an appropriate vacancy factor. Authorization is being made available through reduced contractual obligations within this component.												
<b>Reverse Supervisory Unit Furlough Contract Terms</b>	SalAdj	0.3	0.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.3										
The Alaska Public Employees Association (representing the supervisory unit) contractually required 15 hours of furlough for each permanent full-time employee in each year from July 1, 2016, to June 30, 2019. The furlough requirement was removed from the contract in FY2020.												
<b>FY2020 Salary Adjustments - GGU, CEA, TEAME</b>	SalAdj	30.0	30.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		30.0										
FY2020 Salary Adjustments - GGU, CEA, TEAME: \$30.0												
FY2020 GGU HI from \$1432 to \$1530: \$9.0												
FY2020 GGU 3% COLA: \$21.0												

**Change Record Detail - Multiple Scenarios with Descriptions**  
**Department of Corrections**

**Component:** Parole Board (695)  
**RDU:** Population Management (550)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		
										PFT	PPT	NP
<b>Reverse Alaska State Employees Association (GGU) 15 Hour Furlough</b>												
	SalAdj	0.7	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		0.7										
<p>The Alaska State Employees Association (representing the general government unit) contractually required 15 hours of furlough for each permanent full-time employee in each year from July 1, 2016, to June 30, 2019. The furlough requirement was removed from the contract in FY2020.</p>												
<b>Totals</b>		<b>1,776.8</b>	<b>1,638.9</b>	<b>42.2</b>	<b>62.5</b>	<b>33.2</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>11</b>	<b>0</b>	<b>0</b>

**Personal Services Expenditure Detail**  
**Department of Corrections**

**Scenario:** FY2020 Governor (15610)  
**Component:** Parole Board (695)  
**RDU:** Population Management (550)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	UGF Amount
20-4484	Adult Probation Off II	FT	P	GP	Anchorage	100	16G / J	12.0		63,045	2,589	0	41,748	107,382	107,382
20-4487	Criminal Justice Technician II	FT	A	GP	Anchorage	200	14G	12.0		53,292	2,189	0	38,150	93,631	93,631
20-4488	Adult Probation Off IV	FT	P	SS	Anchorage	100	20D / E	12.0		81,998	0	0	49,079	131,077	131,077
20-4489	Adult Probation Off III	FT	P	GP	Anchorage	100	18O / P	12.0		86,685	3,560	0	50,468	140,713	140,713
20-4490	Adult Probation Off III	FT	P	GP	Juneau	105	18L / M	12.0		83,550	3,431	0	49,312	136,293	136,293
20-4491	Adult Probation Off III	FT	P	GP	Anchorage	100	18K	12.0		76,176	3,128	0	46,592	125,896	125,896
20-5500	Exec Dir AK Bd Parole	FT	A	XE	Anchorage	N00	23F / J	12.0		101,550	0	0	56,148	157,698	157,698
20-5501	Adult Probation Off IV	FT	P	SS	Anchorage	100	20J / K	12.0		89,694	0	0	51,918	141,612	141,612
20-5502	Criminal Justice Technician II	FT	A	GP	Anchorage	200	14F / G	12.0		52,671	2,163	0	37,921	92,755	92,755
20-5504	Adult Probation Off IV	FT	P	GP	Anchorage	100	20C / D	12.0		73,151	3,004	0	45,476	121,631	121,631
20-5505	Office Assistant III	FT	A	GP	Anchorage	200	11K	12.0		46,596	1,914	0	35,680	84,190	84,190
20-T020	Project Manager	FT	A	XE	Anchorage	N00	23A	1.0	*	6,990	0	0	4,136	11,126	11,126
20-T022	Project Manager	FT	A	XE	Anchorage	N00	21A	2.0	*	12,250	0	0	7,633	19,883	19,883
20-T027	Project Manager	FT	A	XE	Anchorage	N00	21A	2.0	*	12,250	0	0	7,633	19,883	19,883
20-X021	Legis Liaison	FT	A	XE	Juneau	N05	21A	2.0	*	12,862	0	0	7,859	20,721	20,721

	Total Positions	New	Deleted	Total Salary Costs:	852,760
				Total COLA:	21,978
Full Time Positions:	11	0	0	Total Premium Pay::	0
Part Time Positions:	0	0	0	Total Benefits:	529,753
Non Permanent Positions:	0	0	0		
Positions in Component:	11	0	0	Total Pre-Vacancy:	1,404,491
				Minus Vacancy Adjustment of 3.90%:	(54,712)
				Total Post-Vacancy:	1,349,779
				Plus Lump Sum Premium Pay:	0
				Plus Board Honoraria Pay:	289,121
				Personal Services Line 100:	1,638,900

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	1,404,491	1,349,779	100.00%
<b>Total PCN Funding:</b>	<b>1,404,491</b>	<b>1,349,779</b>	<b>100.00%</b>

Note: If a position is split, an asterisk (\*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (\*\*) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.



**Line Item Detail (1676)**  
**Department of Corrections**  
**Travel**

**Component:** Parole Board (695)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2018 Actuals</b>	<b>FY2019 Management Plan</b>
2000	Travel		62.5	42.2
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2018 Actuals</b>	<b>FY2019 Management Plan</b>
<b>2000 Travel Detail Totals</b>			<b>62.5</b>	<b>42.2</b>
2000	In-State Employee Travel	Travel for administrative staff and board members to attend state-wide parole hearings.	59.2	42.2
2001	In-State Non-Employee Travel		3.1	0.0
2006	Other Travel Costs		0.2	0.0

**Line Item Detail (1676)**  
**Department of Corrections**  
**Services**

**Component:** Parole Board (695)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2018 Actuals</b>	<b>FY2019 Management Plan</b>
3000	Services		112.2	85.9
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2018 Actuals</b>	<b>FY2019 Management Plan</b>
<b>3000 Services Detail Totals</b>			<b>112.2</b>	<b>85.9</b>
3000	Education Services		0.1	0.0
3003	Information Technology		4.4	0.0
3004	Telecommunications	Communication costs for local and long distance telephone services and other related miscellaneous communication charges.	13.2	2.1
3006	Delivery Services	Freight costs, delivery and express services, postage, messenger services, etc.	1.2	1.0
3007	Advertising and Promotions	Advertisement of regulation changes and meetings. Printing costs for forms and handbooks.	0.1	0.1
3008	Utilities		0.2	0.0
3010	Equipment/Machinery		5.2	0.0
3011	Other Services		0.2	0.0
3017	Inter-Agency Information Technology	Admin - Department-wide Non-Telecommunications	8.8	8.0
3018	Inter-Agency Information Technology	Admin - Department-wide Telecommunications	14.8	14.0
3021	Inter-Agency Mail	Admin - Department-wide	0.1	0.1
3022	Inter-Agency Human Resources	Admin - Department-wide	7.4	7.4
3023	Inter-Agency Building Leases	Admin - Department-wide	49.4	46.4
3026	Inter-Agency Insurance	Admin - Department-wide	1.1	1.1
3027	Inter-Agency Financial	Admin - Department-wide	0.7	0.7

**Line Item Detail (1676)**  
**Department of Corrections**  
**Services**

**Component:** Parole Board (695)

Object Class	Servicing Agency	Explanation	FY2018 Actuals	FY2019 Management Plan
<b>3000 Services Detail Totals</b>			<b>112.2</b>	<b>85.9</b>
		System (IRIS) Financial, IRIS Human Resource Management (HRM)/Payroll, ALaska Data Enterprise Reporting (ALDER) charges.		
3037	State Equipment Fleet	Trans - Department-wide State Equipment Fleet (SEF) charges.	5.3	5.0

**Line Item Detail (1676)**  
**Department of Corrections**  
**Commodities**

**Component:** Parole Board (695)

<b>Line Number</b>	<b>Line Name</b>		<b>FY2018 Actuals</b>	<b>FY2019 Management Plan</b>
4000	Commodities		18.9	33.2
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2018 Actuals</b>	<b>FY2019 Management Plan</b>
<b>4000 Commodities Detail Totals</b>			<b>18.9</b>	<b>33.2</b>
4000	Business	Consumable office supplies, duplicating, data processing supplies; i.e., paper forms, printer and toner cartridges, and other related supplies.	18.5	33.2
4005	Building Materials		0.4	0.0

**Inter-Agency Services (1682)**  
**Department of Corrections**

**Component:** Parole Board (695)

				FY2018 Actuals	FY2019 Management Plan
<b>Component Totals</b>				<b>87.6</b>	<b>82.7</b>
With Department of Administration				82.3	77.7
With Department of Transportation/Public Facilities				5.3	5.0
<b>Object Class</b>	<b>Servicing Agency</b>	<b>Explanation</b>	<b>FY2018 Actuals</b>	<b>FY2019 Management Plan</b>	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Computer service charges.	8.8	8.0
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Telecommunication service charges.	14.8	14.0
3021	Inter-Agency Mail	Admin - Department-wide	Central Mailroom service charges.	0.1	0.1
3022	Inter-Agency Human Resources	Admin - Department-wide	Human Resource service charges.	7.4	7.4
3023	Inter-Agency Building Leases	Admin - Department-wide	Office lease space charges.	49.4	46.4
3026	Inter-Agency Insurance	Admin - Department-wide	Risk Management service charges.	1.1	1.1
3027	Inter-Agency Financial	Admin - Department-wide	Integrated Resource Information System (IRIS) Financial, IRIS Human Resource Management (HRM)/Payroll, ALaska Data Enterprise Reporting (ALDER) charges.	0.7	0.7
3037	State Equipment Fleet	Trans - Department-wide	State Equipment Fleet (SEF) charges.	5.3	5.0