

State of Alaska
FY2024 Governor's Operating Budget

Department of Corrections
Probation and Parole Director's Office
Component Budget Summary

Component: Probation and Parole Director's Office

Contribution to Department's Mission

Provide overall leadership to support effective supervision of offenders in the community and to facilitate offender habilitation.

Core Services

- Plan, Direct, Organize and Control Activities of the Division

Major Component Accomplishments in 2022

Continued work on Departmental policies, in an effort to target out of date policies and bring them current. Additionally, identifying policies that are not necessary or can be combined within other policies.

Continued updates in the Alaska Corrections Offender Management System (ACOMS) module as part of the changes due to changing legislation and needs of the division. This includes changes in regard to Field PO desktop reporting, PSI listing report, filtering for the substance test report, sorting of the field contact list, the addition of a fines and restitution report, and a new report to display office appointments. Continue to coordinate efforts with stakeholders of other criminal justice agencies and departments to help maximize the effectiveness of these changes and requirements.

Continued partnership with the Department of Labor and Workforce Development in Anchorage, Juneau, Fairbanks, and Palmer to ensure probation and parole officers were knowledgeable about the state's employment services and were making referrals to employment and educational services.

Continued to partner with Appriss Safety on the Victim Information and Notification Everyday (VINE) system to provide access to a 24-hour notification system with real-time updates from the Department on offender statuses to assist with victim and community safety.

The training academy has expanded the curriculum to meet statutory requirements regarding Pretrial, Probation and Parole (DP3) Officers. The new stand-alone academy training provides a more intense and targeted training to meet operational needs and statutory oversight. The DP3 academy is presented in three phases: Phase I is the Initial Program of Instruction, due within 30 days of hire; phase II is the virtual instructional portion; and phase III is the in-person portion held at the Training Academy in Palmer. Successfully graduated 16 officers in the first stand-alone academy.

Continued work with other state departments, coalitions, and community agencies for successful reentry across the state. These efforts focus on critical issues probationers face when released such as; employment, education, substance abuse and mental health treatment, health care services, housing, community and family support.

Key Component Challenges

Recruit, hire and retain a workforce of trained supervisors, pretrial and probation officers and critical support staff.

Adequately supervise those on probation and parole for compliance with conditions of probation and parole and provide reentry services where resources permit.

Supervise offenders according to their risk and address criminogenic needs as determined by a standardized risk assessment. Criminogenic needs address the "why" and "what occurred" which led the offender to committing a crime.

Develop and implement expectations and standards for consistent supervision of offenders.

Adjusting practices to maintain public and officer safety, while following government directives of various levels across the state.

Update and increase the use of technology to seamlessly continue operations across the division. The ability to adopt these technological solutions varies widely depending on existing infrastructure and technology capabilities across diverse Alaska communities.

Preparing for and adapting to any deviations along any point in the justice continuum that will have direct or indirect impacts on community supervision. (e.g. delays in Court proceedings or efforts to reduce prison populations).

Implementation of evidence-based practices as identified by the National Institute of Corrections (NIC) to enhance public safety by improving department supervision practices and focusing on probationer/parolee success.

Provide orientation to both institutional and field probation officers to expand the number of applicants for housing assistance under the Tenant-Based Rental Assistance Program in the following communities: Fairbanks, Kenai, Homer, Juneau, Ketchikan, Kodiak, Petersburg, Sitka, Soldotna, Valdez, Wasilla, Palmer, and Wrangell.

Significant Changes in Results to be Delivered in FY2024

No changes in results delivered.

Statutory and Regulatory Authority

- 1) Probation, Prisons, Pardons, and Prisoners (AS 33)
- 2) Welfare, Social Services and Institutions (AS 47)
- 3) Health and Safety (AS 18)
- 4) Criminal Law (AS 11)
- 5) Public Finance (AS 37)
- 6) State Government (AS 44)
- 7) Corrections (22 AAC)
- 8) Code of Criminal Procedure (AS 12)

Contact Information
<p>Contact: Jennifer Winkelman, Acting Commissioner Phone: (907) 465-3180 E-mail: jennifer.winkelman@alaska.gov</p>

Probation and Parole Director's Office Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2023 Management Plan	FY2024 Governor		
Full-time	6	6	Annual Salaries	499,812
Part-time	0	0	COLA	9,240
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	328,063
			<i>Less 2.77% Vacancy Factor</i>	<i>(23,215)</i>
			Lump Sum Premium Pay	0
Totals	6	6	Total Personal Services	813,900

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Assistant 2	0	0	1	0	1
Administrative Officer 2	0	0	1	0	1
Adult Probation Officer 3	1	0	0	0	1
Adult Probation Officer 5	0	0	1	0	1
Criminal Justice Specialist	1	0	0	0	1
Division Director - Px	0	0	1	0	1
Totals	2	0	4	0	6

Component Detail All Funds
Department of Corrections

Component: Probation and Parole Director's Office (2684)
RDU: Population Management (550)

Non-Formula Component

	FY2022 Actuals	FY2023 Conference Committee	FY2023 Authorized	FY2023 Management Plan	FY2024 Governor	FY2023 Management Plan vs FY2024 Governor	
71000 Personal Services	479.9	788.8	798.4	798.4	813.9	15.5	1.9%
72000 Travel	45.7	76.0	76.0	76.0	76.0	0.0	0.0%
73000 Services	134.5	125.5	127.6	127.6	127.6	0.0	0.0%
74000 Commodities	43.2	43.0	43.0	43.0	43.0	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%
Totals	703.3	1,033.3	1,045.0	1,045.0	1,060.5	15.5	1.5%
Fund Sources:							
1002 Fed Rcpts (Fed)	0.0	50.0	50.0	50.0	50.0	0.0	0.0%
1004 Gen Fund (UGF)	703.3	983.3	995.0	995.0	1,010.5	15.5	1.6%
Unrestricted General (UGF)	703.3	983.3	995.0	995.0	1,010.5	15.5	1.6%
Designated General (DGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Other Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Federal Funds	0.0	50.0	50.0	50.0	50.0	0.0	0.0%
Positions:							
Permanent Full Time	6	6	6	6	6	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: Probation and Parole Director's Office (2684)
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 FY2023 Conference Committee To FY2023 Authorized *****												
FY2023 Conference Committee												
ConfCom		1,033.3	788.8	76.0	125.5	43.0	0.0	0.0	0.0	6	0	0
1002 Fed Rcpts		50.0										
1004 Gen Fund		983.3										
Align Authority for Agency-wide Addition												
Unalloc		2.1	0.0	0.0	2.1	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		2.1										
Distribution of \$873.6 for the Unallocated Rate adjustments to various components to meet the FY2023 expenditures associated with the Department of Administration rate adjustments for the following fixed costs:												
\$7.1 - Administrative Rate Adjustment Base Change \$126.8 - Administrative Systems Upgrade Ongoing Cost increase \$132.5 - Human Resource Rate Adjustment Base Change increase \$68.5 - Human Resource Rate Aspire Alaska increase \$54.7 - Office of Information Technology Core Service Rate Adjustment Base Change \$156.8 - Office of Information Technology Core Service Rate Infrastructure Upkeep Increase \$347.5 - Office of Information Technology Core Service Rate Software increases (\$1.1) - Office of Information Technology Mainframe Adjustment (\$58.8) - Office of Information Technology Other Non-Core Adjustments \$39.6 - Travel and Accounts Payable Rate Adjustment Increase												
FY2023 Exempt 5% COLA												
SalAdj		9.6	9.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		9.6										
FY2023 Exempt 5% COLA: \$9.6												
Subtotal		1,045.0	798.4	76.0	127.6	43.0	0.0	0.0	0.0	6	0	0
***** Changes From FY2023 Management Plan To FY2024 Governor *****												
FY2024 PERS Rate Adjustment												
SalAdj		1.6	1.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		1.6										
FY2024 PERS rate adjustment to 25.10%: \$1.6												
FY2024 Salary and Health Insurance Increases												
SalAdj		12.4	12.4	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		12.4										

Change Record Detail - Multiple Scenarios with Descriptions
Department of Corrections

Component: Probation and Parole Director's Office (2684)
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
FY2024 Salary and Health Insurance Increases: \$12.4FY2024 GGU cost of living increase 2.5%: \$7.6												
FY2024 SU cost of living increase 1%: \$2.1												
FY2024 AlaskaCare insurance from \$1,685 to \$1,793 per member per month.: \$2.5												
FY2024 GGU health insurance increase from \$1,567.50 to \$1,573.50 per member per month.: \$0.2												
FY2024 AlaskaCare Health Insurance Increase - Exempt and Partially Exempt												
	SalAdj	1.5	1.5	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		1.5										
FY2024 AlaskaCare health insurance increase for exempt and partially exempt employees from \$1,685 to \$1,793 per member per month.: \$1.5												
Totals		1,060.5	813.9	76.0	127.6	43.0	0.0	0.0	0.0	6	0	0

Line Item Detail (1676)
Department of Corrections
Travel

Component: Probation and Parole Director's Office (2684)

Line Number	Line Name		FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
2000	Travel		45.7	76.0	76.0
Object Class	Servicing Agency	Explanation	FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
2000 Travel Detail Totals			45.7	76.0	76.0
2000	In-State Employee Travel	Travel by director and staff to oversee regional offices, regional and statewide meetings related to Probation, Parole and Pretrial issues. Attend legislative budget hearings.	42.8	76.0	76.0
2002	Out of State Employee Travel	Travel for oversight of contracts, out of state for meetings and conferences.	2.9	0.0	0.0

Line Item Detail (1676)
Department of Corrections
Services

Component: Probation and Parole Director's Office (2684)

Line Number	Line Name		FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
3000	Services		134.5	127.6	127.6
Object Class	Servicing Agency	Explanation	FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
3000 Services Detail Totals			134.5	127.6	127.6
3000	Education Services	Professional service costs related to conference registration fees, training, membership dues and other miscellaneous services.	37.2	26.6	26.6
3001	Financial Services	Management and consulting services, grantee monitoring, auditing, and other related services.	0.0	0.1	0.1
3003	Information Technology	Professional service costs related to computer consultant fees, outsource contracts, software licensing, software maintenance, conference registration fees, training, and membership dues to professional organizations.	19.7	17.0	17.0
3004	Telecommunications	Local and long distance telephone services and other related miscellaneous communication charges.	4.5	4.0	4.0
3005	Health Services	Medical consulting services associated with employee ergonomics assessments.	0.0	4.0	4.0
3006	Delivery Services	Freight costs, delivery and express services, postage, messenger services, etc.	0.2	0.1	0.1
3009	Structure/Infrastructure/Land	Room and office leases, inspections, janitorial services, snow removal, other repairs and maintenance.	2.6	0.0	0.0
3010	Equipment/Machinery	Minor repairs and rentals of office	1.0	0.5	0.5

Line Item Detail (1676)
Department of Corrections
Services

Component: Probation and Parole Director's Office (2684)

Object Class		Servicing Agency	Explanation	FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
			3000 Services Detail Totals	134.5	127.6	127.6
3011	Other Services		equipment not covered by maintenance or lease agreements. Program management/consulting, other professional services.	15.9	19.6	19.6
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Office of Information Technology (OIT) Core Services, OIT Server Hosting & Storage, OIT Licenses for Adobe, Microsoft and SQL rates charges.	11.2	17.2	17.2
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Office of Information Technology (OIT) Telephone charges.	2.8	3.7	3.7
3021	Inter-Agency Mail	Admin - Department-wide	Central Mailroom service charges.	3.5	3.2	3.2
3022	Inter-Agency Human Resources	Admin - Department-wide	Human Resource service charges.	3.5	3.1	3.1
3023	Inter-Agency Building Leases	Trans - Department-wide	Office lease space charges.	28.7	25.0	25.0
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	0.5	0.5
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Americans with Disabilities Act (ADA) compliance charges.	0.1	0.0	0.0
3035	Inter-Agency Other Equipment/Machinery	M&VA - Department-wide	Other equipment and machinery services.	1.0	0.0	0.0
3037	State Equipment Fleet	Trans - Department-wide	State Equipment Fleet (SEF) charges.	1.9	3.0	3.0

Line Item Detail (1676)
Department of Corrections
Commodities

Component: Probation and Parole Director's Office (2684)

Line Number	Line Name		FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
4000	Commodities		43.2	43.0	43.0
Object Class	Servicing Agency	Explanation	FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
4000 Commodities Detail Totals			43.2	43.0	43.0
4000	Business	Consumable office supplies, duplicating, data processing supplies; i.e., paper forms, printer and toner cartridges, clothing, uniforms, cleaning supplies and other related supplies.	36.3	32.0	32.0
4003	Scientific and Medical	Laboratory supplies.	0.0	11.0	11.0
4004	Safety	Other operating supplies including law enforcement, safety and electronics, and other related supplies.	6.7	0.0	0.0
4005	Building Materials	Structural supplies including lumber and masonry materials, signs/markers, plumbing, electrical, and mechanical. Other supplies such as paint, janitorial and cleaning, lube oils, and miscellaneous hardware.	0.2	0.0	0.0

Revenue Detail (1681)
Department of Corrections

Component: Probation and Parole Director's Office (2684)

Revenue Type (OMB Fund Code)				FY2023	
Revenue Source	Component	Comment	FY2022 Actuals	Management Plan	FY2024 Governor
5002 Fed Rcpts (1002 Fed Rcpts)			0.0	50.0	50.0
5014 Federal Public Protection - Miscellaneous Grants		Federal receipts received through the participation in the U.S. Department of Justice's (U.S. DOJ) Equitable Sharing Program. This program allows state and local agencies that have assisted the U.S. DOJ to share in forfeited assets.	0.0	50.0	50.0

Inter-Agency Services (1682)
Department of Corrections

Component: Probation and Parole Director's Office (2684)

				FY2022 Actuals	FY2023 Management Plan	FY2024 Governor
Component Totals				53.4	55.7	55.7
With Department of Administration				21.8	27.7	27.7
With Department of Transportation/Public Facilities				30.6	28.0	28.0
With Department of Military and Veterans' Affairs				1.0	0.0	0.0
Object Class	Servicing Agency	Explanation	FY2022 Actuals	FY2023 Management Plan	FY2024 Governor	
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Office of Information Technology (OIT) Core Services, OIT Server Hosting & Storage, OIT Licenses for Adobe, Microsoft and SQL rates charges.	11.2	17.2	17.2	
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Office of Information Technology (OIT) Telephone charges.	2.8	3.7	3.7	
3021	Inter-Agency Mail	Admin - Department-wide Central Mailroom service charges.	3.5	3.2	3.2	
3022	Inter-Agency Human Resources	Admin - Department-wide Human Resource service charges.	3.5	3.1	3.1	
3023	Inter-Agency Building Leases	Trans - Department-wide Office lease space charges.	28.7	25.0	25.0	
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	0.5	0.5	
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide Americans with Disabilities Act (ADA) compliance charges.	0.1	0.0	0.0	
3035	Inter-Agency Other Equipment/Machinery	M&VA - Department-wide Other equipment and machinery services.	1.0	0.0	0.0	
3037	State Equipment Fleet	Trans - Department-wide State Equipment Fleet (SEF) charges.	1.9	3.0	3.0	

Personal Services Expenditure Detail
Department of Corrections

Scenario: FY2024 Governor (19867)
Component: Probation and Parole Director's Office (2684)
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
20-1067	Criminal Justice Specialist	FT	A	GP	Anchorage	200	16F / G	12.0		65,630	2,292	0	45,054	112,976	112,976
20-4434	Administrative Assistant 2	FT	A	GP	Juneau	205	14A / B	12.0		50,901	1,778	0	39,206	91,885	91,885
20-5001	Division Director - Px	FT	A	XE	Juneau	N05	27A	12.0		113,529	0	0	66,600	180,129	180,129
20-6045	Administrative Officer 2	FT	A	SS	Juneau	205	19B / C	12.0		78,416	1,095	0	52,804	132,315	132,315
20-6065	Adult Probation Officer 5	FT	P	SS	Juneau	205	22C / D	12.0		98,439	1,375	0	60,753	160,567	160,567
20-6705	Adult Probation Officer 3	FT	P	GP	Anchorage	100	18A	12.0		62,634	2,187	0	43,864	108,685	108,685
20-7330	Criminal Justice Planner	FT	A	GP	Anchorage	100	21A	2.3	*	14,700	513	0	9,477	24,690	24,690
20-T022	Project Manager	FT	A	XE	Anchorage	N00	21B	2.3	*	15,563	0	0	10,305	25,868	25,868
													Total Salary Costs:	499,812	
													Total COLA:	9,240	
													Total Premium Pay:	0	
													Total Benefits:	328,063	
													Total Pre-Vacancy:	837,115	
													Minus Vacancy Adjustment of 2.77%:	(23,215)	
													Total Post-Vacancy:	813,900	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	813,900	

	Total Positions	New	Deleted
Full Time Positions:	6	0	0
Part Time Positions:	0	0	0
Non Permanent Positions:	0	0	0
Positions in Component:	6	0	0

Total Component Months: 76.6

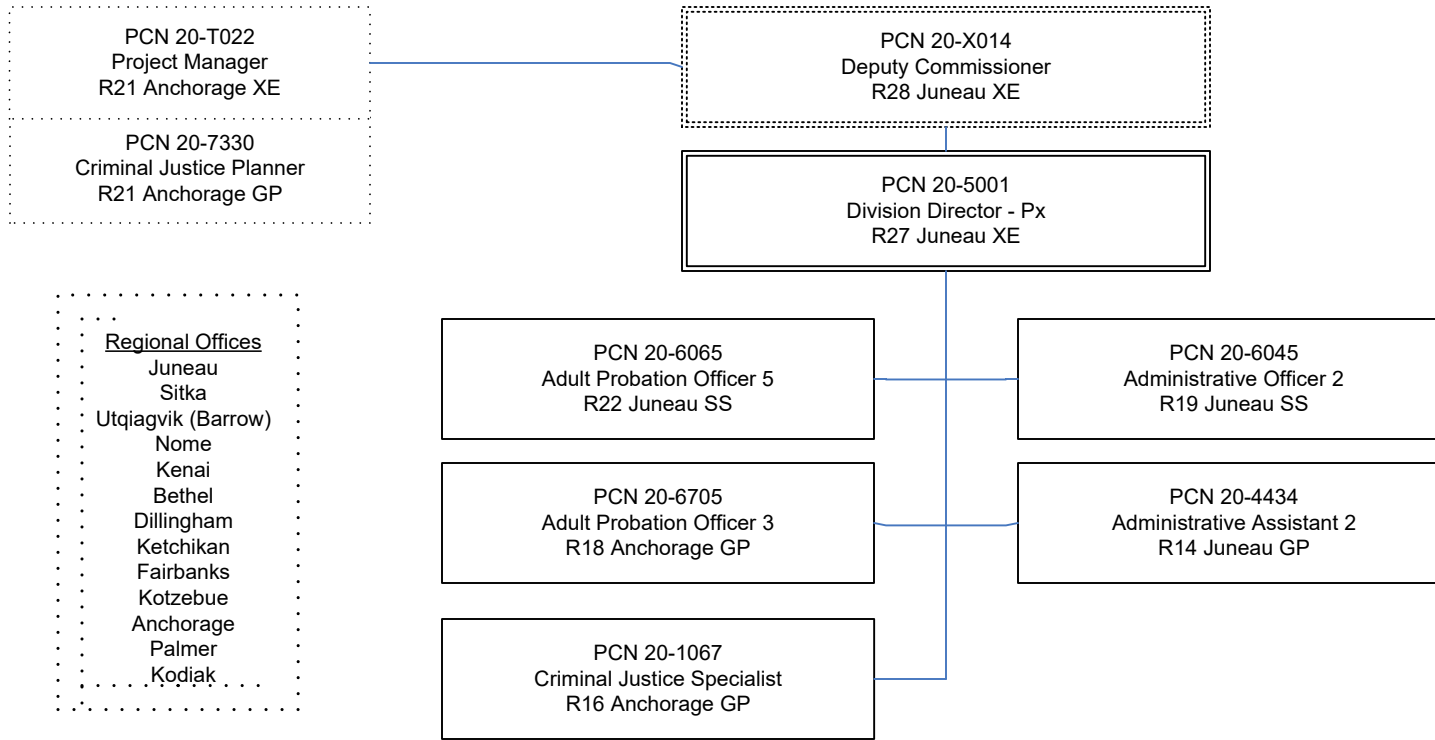
PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	837,115	813,900	100.00%
Total PCN Funding:	837,115	813,900	100.00%

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.

Department of Corrections

Probation & Parole Director's Office

FY 2024 Organizational Structure



Note: Boxes with dotted lines are budgeted within a separate component.