

State of Alaska
FY2025 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 2023

Completed the 2nd Division of Pretrial, Probation, and Parole (DP3) training academy which provides targeted training to meet the operational needs and statutory oversight requirements regarding DP3 Officers. Successfully graduated 11 Adult Probation Officers in the DP3 Academy.

Continued updates in the Alaska Corrections Offender Management System (ACOMS) module as part of the modifications due to changing legislation and needs of the division. This includes changes regarding modification to the Earned Compliance Credit (ECC) process in respect to individuals who received a Suspended Entry of Judgement (SEJ). New standard and special parole conditions were implemented.

Continued to coordinate efforts with stakeholders of other criminal justice agencies and departments to help maximize the effectiveness of evolving requirements.

Continued to partner with Appriss Safety on the Victim Information and Notification Everyday (VINE) 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.

Continued work with other 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.

Develop and implement expectations and standards for consistent supervision of offenders, including criminogenic needs.

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 FY2025

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, Safety, Housing, Human Rights, and Public Defender (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
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Probation and Parole Director's Office Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2024 Management Plan	FY2025 Governor		
Full-time	6	6	Annual Salaries	541,588
Part-time	0	0	COLA	15,668
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	361,704
			<i>Less 1.88% Vacancy Factor</i>	<i>(17,295)</i>
			Lump Sum Premium Pay	0
Totals	6	6	Total Personal Services	901,665

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	0	0	0	1	1
Criminal Justice Specialist	1	0	0	0	1
Division Director - Px	1	0	0	0	1
Ppp Admin 2	0	0	0	1	1
Totals	2	0	2	2	6

Component Detail All Funds
Department of Corrections

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

Non-Formula Component

	FY2023 Actuals	FY2024 Enrolled	FY2024 Authorized	FY2024 Management Plan	FY2025 Governor Adjusted Base	FY2025 Governor	FY2024 Management Plan vs FY2025 Governor	
1000 Personal Services	643.4	813.9	813.9	836.6	901.7	901.7	65.1	7.8%
2000 Travel	19.0	76.0	76.0	76.0	76.0	76.0	0.0	0.0%
3000 Services	142.6	127.6	127.6	104.9	102.6	102.6	-2.3	-2.2%
4000 Commodities	50.1	43.0	43.0	43.0	16.2	16.2	-26.8	-62.3%
5000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
7000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
8000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	855.1	1,060.5	1,060.5	1,060.5	1,096.5	1,096.5	36.0	3.4%
Fund Sources:								
1002 Fed Rcpts (Fed)	0.0	50.0	50.0	50.0	50.0	50.0	0.0	0.0%
1004 Gen Fund (UGF)	855.1	1,010.5	1,010.5	1,010.5	1,046.5	1,046.5	36.0	3.6%
Unrestricted General (UGF)	855.1	1,010.5	1,010.5	1,010.5	1,046.5	1,046.5	36.0	3.6%
Designated General (DGF)	0.0	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	0.0%
Federal Funds	0.0	50.0	50.0	50.0	50.0	50.0	0.0	0.0%
Positions:								
Permanent Full Time	6	6	6	6	6	6	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0	0.0%
Non Permanent	0	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 FY2024 Enrolled To FY2024 Authorized *****												
FY2024 Enrolled	Enrolled	1,060.5	813.9	76.0	127.6	43.0	0.0	0.0	0.0	6	0	0
1002 Fed Rcpts		50.0										
1004 Gen Fund		1,010.5										
Subtotal		1,060.5	813.9	76.0	127.6	43.0	0.0	0.0	0.0	6	0	0
***** Changes From FY2024 Authorized To FY2024 Management Plan *****												
Align Authority with Anticipated Personal Services Expenditures within Probation & Parole Director's Office	LIT	0.0	22.7	0.0	-22.7	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from services to personal services to cover anticipated personal services obligations. The remaining authority is sufficient to cover anticipated expenditures.												
Subtotal		1,060.5	836.6	76.0	104.9	43.0	0.0	0.0	0.0	6	0	0
***** Changes From FY2024 Management Plan To FY2025 Governor Adjusted Base *****												
FY2025 Salary, Health Insurance, and PERS Rate Adjustments	SalAdj	38.3	38.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		38.3										
FY2025 Salary, Health Insurance, and PERS Rate Adjustments: \$38.3												
FY2025 AlaskaCare Increase from \$1793 to \$1908.: \$4.6												
FY2025 GGU health insurance increase from \$1573.50 to \$1579.50: \$0.3												
FY2025 GGU 5% Cost of Living Adjustment: \$22.5												
FY2025 PERS Rate Adjustment from 25.10% to 26.76%: \$10.9												
Transfer Authority Departmentwide to Meet Information Technology Charges	Trout	-2.3	0.0	0.0	-2.3	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		-2.3										
Align authority within the department to meet the FY2025 Information Technology helpdesk costs statewide. The helpdesk positions were transferred back to the department in FY2024 requiring the funding to be transferred to support the costs of these positions. This adjustment will transfer the budgeted authority from various other components' contractual services to the Information Technology component for statewide helpdesk support.												
\$850.0 of general fund contractual services authorization is reallocated as follows:												
\$850.0 Information Technology MIS												
(\$2.9) Recruitment and Retention												

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	
(\$4.6) Office of the Commissioner												
(\$18.6) Administrative Services												
(\$3.4) Research and Records												
(\$51.0) Pretrial Services												
(\$3.4) Correctional Academy												
(\$5.2) Classification and Furlough												
(\$5.2) Institution Director Office												
(\$4.1) Inmate Transportation Unit												
(\$89.0) Anchorage Correctional Complex												
(\$14.2) Anvil Mountain Correctional Center												
(\$35.3) Hiland Mountain Correctional Center												
(\$30.5) Fairbanks Correctional Center												
(\$114.5) Goose Creek Correctional Center												
(\$12.4) Ketchikan Correctional Center												
(\$27.0) Lemon Creek Correctional Center												
(\$15.9) Mat-Su Correctional Center												
(\$36.5) Palmer Correctional Center												
(\$57.1) Spring Creek Correctional Center												
(\$41.2) Wildwood Correctional Center												
(\$15.7) Yukon-Kuskokwim Correctional Center												
(\$10.4) Point Mackenzie Correctional Center												
(\$2.3) Probation and Parole Director Office												
(\$89.3) Statewide Probation and Parole												
(\$6.9) Parole Board												
(\$2.3) Facilities Capital Improvement Unit												
(\$10.4) Electronic Monitoring												
(\$30.7) Behavioral Health Care												
(\$96.2) Physical Health Care												
(\$3.5) Reentry Unit												
(\$4.6) Health and Rehabilitation Director's Office												
(\$1.7) Substance Abuse Treatment Program												
(\$2.3) Sex Offender Management Program												
(\$1.7) Education Programs												
Align Authority with Anticipated Personal Services Expenditures within Probation & Parole Director's Office												
LIT		0.0	26.8	0.0	0.0	-26.8	0.0	0.0	0.0	0	0	0
Transfer authority from commodities to personal services to cover anticipated personal services obligations.												
Subtotal		1,096.5	901.7	76.0	102.6	16.2	0.0	0.0	0.0	6	0	0
***** Changes From FY2025 Governor Adjusted Base To FY2025 Governor *****												

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
	Totals	1,096.5	901.7	76.0	102.6	16.2	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		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000	Travel		19.0	76.0	76.0
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
2000 Travel Detail Totals			19.0	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.	17.5	76.0	76.0
2002	Out of State Employee Travel	Travel for oversight of contracts, out of state for meetings and conferences.	1.5	0.0	0.0

Line Item Detail (1676)
Department of Corrections
Services

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

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000	Services		142.6	104.9	102.6
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals			142.6	104.9	102.6
3000	Education Services	Professional service costs related to conference registration fees, training, membership dues and other miscellaneous services.	40.8	22.3	26.6
3001	Financial Services	Management and consulting services, grantee monitoring, auditing, and other related services.	0.0	0.0	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.	12.0	12.0	17.0
3004	Telecommunications	Local and long distance telephone services and other related miscellaneous communication charges.	3.6	4.0	4.0
3005	Health Services	Medical consulting services associated with employee ergonomics assessments.	0.0	0.0	4.0
3006	Delivery Services	Freight costs, delivery and express services, postage, messenger services, etc.	0.4	0.1	0.1
3009	Structure/Infrastructure/Land	Room and office leases, inspections, janitorial services, snow removal, other repairs and maintenance.	1.5	0.0	0.0
3010	Equipment/Machinery	Minor repairs and rentals of office	2.7	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	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
3000 Services Detail Totals				142.6	104.9	102.6
3011	Other Services		equipment not covered by maintenance or lease agreements. Program management/consulting, other professional services.	16.4	16.4	14.6
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.	11.1	11.1	9.1
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Office of Information Technology (OIT) Telephone charges.	2.8	3.7	2.8
3021	Inter-Agency Mail	Admin - Department-wide	Central Mailroom service charges.	3.9	3.2	3.2
3022	Inter-Agency Human Resources	Admin - Department-wide	Human Resource service charges.	5.6	3.1	3.1
3023	Inter-Agency Building Leases	Trans - Department-wide	Office lease space charges.	36.6	25.0	14.0
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.	1.1	0.5	0.5
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide	Americans with Disabilities Act (ADA) compliance charges.	0.2	0.0	0.0
3035	Inter-Agency Other Equipment/Machinery	PubSaf - Department-wide	Other equipment and machinery services.	2.1	0.0	0.0
3037	State Equipment Fleet	Trans - Department-wide	State Equipment Fleet (SEF) charges.	1.8	3.0	3.0

Line Item Detail (1676)
Department of Corrections
Commodities

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

Line Number	Line Name		FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
4000	Commodities		50.1	43.0	16.2
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
4000 Commodities Detail Totals			50.1	43.0	16.2
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.	23.0	32.0	5.2
4003	Scientific and Medical	Laboratory supplies.	0.0	0.0	11.0
4004	Safety	Other operating supplies including law enforcement, safety and electronics, and other related supplies.	27.1	11.0	0.0

Revenue Detail (1681)
Department of Corrections

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

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2023 Actuals	FY2024 Management Plan	FY2025 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)

				FY2023 Actuals	FY2024 Management Plan	FY2025 Governor
Component Totals				65.2	49.6	35.7
With Department of Administration				24.7	21.6	18.7
With Department of Transportation and Public Facilities				38.4	28.0	17.0
With Department of Public Safety				2.1	0.0	0.0
Object Class	Servicing Agency	Explanation	FY2023 Actuals	FY2024 Management Plan	FY2025 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.	11.1	11.1	9.1	
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Office of Information Technology (OIT) Telephone charges.	2.8	3.7	2.8	
3021	Inter-Agency Mail	Admin - Department-wide Central Mailroom service charges.	3.9	3.2	3.2	
3022	Inter-Agency Human Resources	Admin - Department-wide Human Resource service charges.	5.6	3.1	3.1	
3023	Inter-Agency Building Leases	Trans - Department-wide Office lease space charges.	36.6	25.0	14.0	
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.	1.1	0.5	0.5	
3028	Inter-Agency Americans with Disabilities Act Compliance	Admin - Department-wide Americans with Disabilities Act (ADA) compliance charges.	0.2	0.0	0.0	
3035	Inter-Agency Other Equipment/Machinery	PubSaf - Department-wide Other equipment and machinery services.	2.1	0.0	0.0	
3037	State Equipment Fleet	Trans - Department-wide State Equipment Fleet (SEF) charges.	1.8	3.0	3.0	

Personal Services Expenditure Detail
Department of Corrections

Scenario: FY2025 Governor (20959)
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	16G	12.0		68,114	4,810	0	47,154	120,078	120,078
20-1097	Program Coordinator 2	FT	A	GP	Juneau	205	20B	2.5	*	16,609	1,173	0	10,821	28,603	28,603
20-4434	Administrative Assistant 2	FT	A	GP	Juneau	205	14A	10.0		42,055	2,970	0	33,231	78,256	78,256
20-5001	Division Director - Px	FT	P	XE	Anchorage	N00	27A	12.0		108,128	0	0	67,490	175,618	175,618
20-6045	Administrative Officer 2	FT	A	SS	Juneau	205	19B / C	12.0		79,216	0	0	55,713	134,929	134,929
20-6065	Ppp Admin 2	FT	P	SS	Palmer	200	23C / D	12.0		103,122	0	0	65,570	168,692	168,692
20-6705	Adult Probation Officer 3	FT	P	GP	Palmer	100	20D	12.0		81,510	5,756	0	52,677	139,943	139,943
20-7330	Criminal Justice Planner	FT	A	GP	Anchorage	100	21A / B	2.0	*	13,585	959	0	8,780	23,324	23,324
20-T022	Project Manager	FT	A	XE	Anchorage	N00	21D	2.3	*	16,632	0	0	11,248	27,880	27,880
20-X022	Special Projects Assistant	FT	A	XE	Juneau	N05	18D / E	2.0	*	12,617	0	0	9,020	21,637	21,637
													Total Salary Costs:	541,588	
													Total COLA:	15,668	
													Total Premium Pay:	0	
													Total Benefits:	361,704	
													Total Pre-Vacancy:	918,960	
													Minus Vacancy Adjustment of 1.88%:	(17,295)	
													Total Post-Vacancy:	901,665	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	901,665	

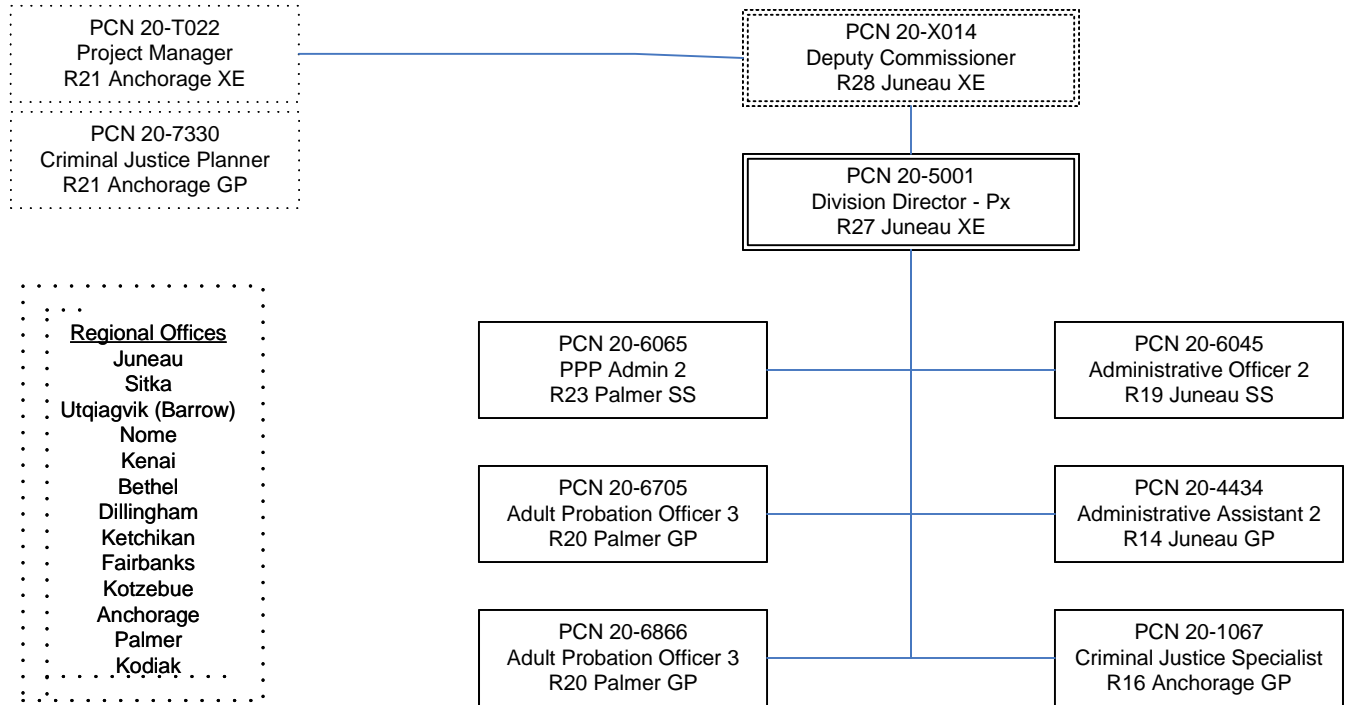
PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 Unrestricted General Fund Receipts	918,960	901,665	100.00%
Total PCN Funding:	918,960	901,665	100.00%

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

Organizational Structure



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