

MINUTES OF THE MEETING  
INSTITUTIONS AND CULTURAL EDUCATION SUBCOMMITTEE  
50TH LEGISLATIVE SESSION  
HOUSE OF REPRESENTATIVES

January 15, 1987

The seventh meeting of the Institutions and Cultural Education Subcommittee was called to order in room 202-A of the State Capitol at 8:08 a.m. by Chairman Miller on January 15, 1987.

ROLL CALL: All members were present as were Keith Wolcott, Senior Analyst for the Legislative Fiscal Analyst, (LFA), Alice Omang, secretary, George Harris, of the Governor's Office of Budget and Program Planning, (OBPP), Carroll South, Director of the Department of Institutions, and various other visitors.

DEPARTMENT OF INSTITUTIONS:

The Women's Correctional Program

Tape 7-1-A:020 Mr. South advised that there were two elements to the program - the women's prison and the pre-release center, which is a 12-bed facility just out of Billings. He explained that prior to 1982, the few women prisoners they had were housed out of state, but they are now housed on the state hospital campus at Warm Springs. All the maintenance for the building is carried out by the state hospital staff, he informed the committee, and they just charge maintenance costs.

There were some questions on the prison itself, on the Life Skills Center in Billings and on staffing of guards.

Chairman Miller asked what will happen if at night someone becomes sick or has an attack, would there always be two guards there.

Steve MacAskill, Manager of the Women's Correctional Center, replied that in the case of an emergency situation, they call in somebody - either himself or another member of the correctional staff.

(210) Mr. South pointed out that when you staff a 7-day post for 24 hours, it does not take 1 person for a shift, but it takes 1.6, because an employee only works 2,080 hours, and by the time you take out vacation and sick leave, it requires more than one person.

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There were numerous questions and answers concerning the operation of the women's prison and staffing in Billings.

(310) Mr. Harris referred to the chart on page S-191, which shows the five-year trend in populations. See exhibit 1. He also explained the information on S-195, which is exhibit 2.

(383) Mr. Wolcott, referring to D-15 (exhibit 3) indicated that this program, as he understands it, consists of three elements - the Women's Correctional Center, the state-operated Life Skills Center in Billings, and out-of-state placement. He distributed to the committee exhibit 4, a comparison between the LFA and the OBPP; exhibit 5, the FY 87 Institutional Census; exhibit 6, a comparison of OBPP's and LFA's budgets for the Women's Correctional Program, and exhibit 7, a comparison of OBPP's and LFA's budgets for the Correction's Medical Budget.

He referred to table 9 on page D-17, advising that in personal services, most of the additional costs were the result of overtime, probably because not all positions were filled.

Tape 7-1-B:038 Mr. Wolcott informed the committee that whenever they (the institutions) have to cover a shift, they have to bring somebody in and pay them overtime and, of course they have to pay them time-and-a-half for that plus a benefit rate of about 20%. He advised because it is a 7-day 24-hour operation, sometime all the employees have to work on a holiday and there is generally ten holidays a year. See exhibit 4, issue 3.

(37) Mr. Harris informed the committee that they have done three things to this budget - (1) they did not take the 2.4 full time equivalent employee (FTE), (2) they did not allow the insurance on the aggregate, and (3) they increased the average daily population on variable cost increases. He advised that their figures show it is \$5,169 and \$5,657 for these benefits and this is a decision the committee will have to make. He contended that if they do not get to the 40 daily population, they may realize a \$5,000 savings.

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Mr. Wolcott responded to a question from Senator Bengtson, indicating that in his figures he used the current level on population, which is 30.5.

There were questions and discussion between Mr. Harris, Mr. South and Senator Bengtson on the Life Skills Center in Billings.

(260) Mr. Wolcott advised that under equipment, the executive and the LFA were exactly the same, but he did not know if they picked the same equipment.

Mr. Harris noted that they included a washer and dryer in FY 99, sofas at \$800, and \$660 for frames of beds and mattresses, etc. and that (\$660) represents half of what they asked for.

There was considerable discussion on donations of equipment by the private sector and from the communities.

(510) Mr. Wolcott advised that for the total program the total difference is \$3,929 in FY 88 and \$5,938 in FY 89 and he felt they could work out these differences.

There was a discussion of smoking policy at the Women's Prison and the total capacity at the prison and the Life Skills Center.

Chairman Miller asked why were the shifts not filled on the night shifts at times and why was the transfer authority not used.

Mr. South replied that when he asked for that authority, he said that he would not use it casually and that in order to transfer some money into something, you have to transfer it out of somewhere else. He advised that he has not really done that other than at the end of the fiscal year when an institution has had money that otherwise would revert, he has transferred to cover the last pay period. He continued that he is reluctant to use that unless there is a real emergency because you make some people happy and infuriate others when you take the money as the superintendents guard their money very jealously.

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Tape 7-2-A:010

Representative Menke asked what precautions had been taken to ease the amount of escapees.

Mr. MacAskill replied that they increased the size of the fence around the yard area, they strengthened the security screening on windows, and they tightened up their classification system as to who were allowed more freedom.

Corrections Medical:

(28) Mr. South advised that under this program, they have the basic physician's contract, such as at Pine Hills, where there is a fixed contract to take care of the medical needs of the inmates. He continued that the uncontrollable costs are the outside medical costs, when, for instance, the physician at the prison indicates that an inmate needs medical attention and it cannot be given within the prison; and if an inmate is hospitalized, hospital policy requires that they provide 24-hour coverage on that individual and in most instances, they contract with off-duty sheriff and police officers to provide that service.

Mr. Harris referred to page S-195, exhibit 2 and went over the program description and budget issues.

(94) Mr. Wolcott referred to exhibit 7 and advised that the LFA current level is exactly the amount that was spent in 1986 for each fiscal year, plus an added \$25,000 a year for 20 hours per week of physician coverage.

He indicated that they basically are going to have a problem with this budget until some decision is made on the proposed Department of Family Services in regard to a figure.

Senator Haffey stated that they were going to try and make one population decision tomorrow on the Women's Prison and they have other population decisions to make and he suggested that they defer action on this budget until they have the aggregate population decisions. If the Family Services decision is not made by the time they are ready to make a decision on this, he suggested they include those agencies which are to go into the Family Services Department in here, and if it goes into existence statutorily, it is easy to subtract them from here and put them there.

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Chairman Miller indicated that they will defer action on this.

The hearing on this budget was closed.

ADJOURNMENT: There being no further business, the meeting adjourned at 9:40 a.m.



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REPRESENTATIVE MILLER, Chairman



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Alice Omang, Secretary



Exhibit  
1/15/87  
Women's Connections  
George Hanns

These programs provide agricultural loans to low income rural Montanans, collect and publish statistics relating to the production and marketing of crops and livestock, assist producers and industries in finding means to market their products, provide peer counseling, financial consulting and mediation services, and provide beginning farmers loans.

**Budget Issues**

The Budget reflects a decrease of .70 FTE from FY86 to FY87. However, the program requests an increase of .97 FTE in FY88 and in FY89 from the FY86 level.

The recommended budget for FY89 includes an increase of \$6,437 for costs associated with attendance at the National Association of State Departments of Agriculture Trade Show, and with hosting the National Association of Marketing Officials Conference.

The work study contracts are requested to increase \$1,500 in FY88 and \$3,900 in FY89 from FY86 level. This increase is due to the large workload associated with rural development portfolio loans.

The recommended budget requests that language be included in the appropriations bill to allow agriculture loan authority in the amount of \$197,294 for the biennium.

**Modification Requests**

Agricultural Assistance - This program would fund the continuation of the Agricultural Assistance Program, established at the June 1986 Special Session. General Fund is utilized to add 3.00 FTE and program expenses.

FY88 = \$292,697

FY89 = \$292,597

DEPARTMENT OF INSTITUTIONS

The Department of Institutions consists of the Director's Office, four divisions in the Central Office, and the various institutions located throughout the state. The Director's program, the Management Services Division, the Alcohol and Drug Abuse Division, the Corrections Division, and the Mental Health and Residential Services Division are all headquartered in Helena and are presented separately in this budget recommendation.

The Executive Budget recommends continuation of the language in the General Appropriations Act adopted by the 49th Legislature which authorizes program transfers in excess of 5% between the various agencies within the Corrections Division and the Mental Health Division. The department has experienced the challenge of trying to operate the institutions effectively in spite of rising average daily populations. The ability to transfer funds has proven invaluable in these efforts.

Increases in average daily population have been experienced primarily by the agencies included within the Corrections Division. The Executive Budget includes current level adjustments for the costs associated with providing essential services to the increased population. The following table shows a five-year trend of populations at these facilities. It also includes the budgeted population for FY87 and the projected populations for the 1989 biennium. The only increase in the Mental Health Division was in the Montana Veterans' Home due to the opening on a new wing of the facility in the latter part of FY84.

DEPARTMENT OF INSTITUTIONS  
YEARLY AVERAGE DAILY POPULATION TRENDS

AGENCY/PROGRAM	FIVE YEAR TREND					FY87 BUDGETED AND FY88-FY89 RECOMMENDED		
	FY82	FY83	FY84	FY85	FY86	FY87 BUD.	FY88 REC.	FY89 REC.
CORRECTIONS DIV								
MT.STATE PRISON	698	744	740	802	907	800	968	990
PINE HILLS SCHOOL	91	99	88	99	120	88	130	130
MOUNTAIN VIEW SCH.	34	36	39	48	56	45	70	70
WOMEN'S CORR. CENTER	2	20	17	25	30	25	40	40
SWAN RIVER FOR. CAMP	50	52	49	47	51	49	51	51
MENTAL HEALTH DIV.								
MT.VETERAN'S HOME	114	116	118	126	125	136	125	125
EASTMONT HUM.SERVS.	53	51	54	53	53	55	53	53
CENTER FOR AGED	186	181	176	175	171	171	171	171
MT.DEVELOPMENTAL CTR	218	223	202	203	202	204	202	202
MT. STATE HOSPITAL	558	687	574	501	473	493	473	473

Because of the increases of population, the department has had little or no flexibility within their operational budgets to cover unfunded pay plan or budget reductions. Consequently, the department had to meet most of these fiscal constraints in the personal services area - either by holding positions vacant for longer periods or by eliminating posi-

tions. Higher worker compensation rates have further compounded the problem. Therefore, many of the current level budget requests show increased personal services cost in the 1989 biennium, even though fewer positions are actually recommended.

EXHIBIT 2  
1/15/89  
Womens Corrections S-195  
Geo. HARRIS

Butte, and 30 in Billings. The FY88 and FY89 budgets reflect upward adjustments of approximately \$283,000 each

year to allow for variable cost increases for the additional population.

**WOMEN'S CORRECTIONAL PROGRAM**

Budget Detail Summary	Actual FY 1986	Budgeted FY 1987	Recommendation FY 1988	Recommendation FY 1989
Full Time Equivalent Employees	24.00	24.00	24.00	24.00
Personal Services	490,164.40	469,437	542,787	545,262
Operating Expenses	176,860.50	199,439	223,127	228,894
Equipment	0.00	682	3,218	1,460
Debt Service	790.80	0	0	0
<b>Total Program Costs</b>	<b>\$667,815.70</b>	<b>\$669,558</b>	<b>\$769,132</b>	<b>\$775,616</b>
General Fund	667,815.70	669,558	769,132	775,616
<b>Total Funding Costs</b>	<b>\$667,815.70</b>	<b>\$669,558</b>	<b>\$769,132</b>	<b>\$775,616</b>
Current Level Services	667,815.70	669,558	769,132	775,616
<b>Total Service Costs</b>	<b>\$667,815.70</b>	<b>\$669,558</b>	<b>\$769,132</b>	<b>\$775,616</b>

**Program Description**

The Women's Correctional Program contains various elements for housing and treating female offenders in the State of Montana. The major component of the program is the Women's Corrections Center located on the Montana State Hospital campus. This facility began operations in FY82, and can house forty female offenders. Its staff provide work, education, and recreational services to the inmates. Also included in this program are services at the Billings' Life Skills Center, and out-of-state and in-state placements.

**Budget Issues**

Population Increase: During the 1987 biennium, the Women's Correction Center was budgeted for an average daily population (ADP) of 25 offenders. The actual combined ADP for FY86 was 30.05. By August 1986 the ADP had risen to 37.2. The recommended budget includes a base adjustment of \$23,781 of variable costs each year of the 1989 biennium. This provides for an anticipated ADP of 40 offenders.

A 4% vacancy savings factor has been applied to this program.

**CORRECTION'S MEDICAL BUDGET**

Budget Detail Summary	Actual FY 1986	Budgeted FY 1987	Recommendation FY 1988	Recommendation FY 1989
Full Time Equivalent Employees	.00	.00	.00	.00
Operating Expenses	848,214.21	626,172	912,229	928,572
<b>Total Program Costs</b>	<b>\$848,214.21</b>	<b>\$626,172</b>	<b>\$912,229</b>	<b>\$928,572</b>
General Fund	848,214.21	626,172	912,229	928,572
<b>Total Funding Costs</b>	<b>\$848,214.21</b>	<b>\$626,172</b>	<b>\$912,229</b>	<b>\$928,572</b>
Current Level Services	848,214.21	626,172	912,229	928,572
<b>Total Service Costs</b>	<b>\$848,214.21</b>	<b>\$626,172</b>	<b>\$912,229</b>	<b>\$928,572</b>

**Program Description**

The Correctional Medical Program reflects the centralization of medical, optometry, dental, lab and security costs previously budgeted in other correctional programs. Due to the constant movement of individuals through the corrections system, a flexible method to address health needs is required. This budget structure provides the flexibility needed to cover these costs for the Montana State Prison, the Swan River Forest Camp, the Women's Correction Program, Mountain View School, Pine Hills School, the juvenile after-care programs, and the five adult pre release centers.

The entire current level portion for the normal medical expenses for Mountain View and Pine Hills has been reduced from this budget and placed in the proposed Family Services Department.

This is a reduction of \$62,248 in FY88 and FY89.

It is anticipated that the average daily population will increase as follows:

Institution	FY86 ADP	Est. FY88	Est. FY89
Mt. View	55.64	70	70
Pine Hills	119.99	130	130
Women Corr. Prison	30.05	40	40
	907.18	968	990

**Budget Issues**

The corrections medical budget contains a base adjustment for average daily population (ADP) increases at Mountain View School, Pine Hills School, the Women's Correction Center, and the Montana State Prison. The total adjustment is \$61,668 in FY88 and \$78,011 in FY89. The Mountain View and Pine Hills portion of this adjustment has been reduced from this budget and placed in the proposed Family Services Department. This amounts to \$5,521 each year for the increased population at these two institutions.

The rising costs of medical services combined with the rising populations at the institutions has caused a serious problem which hopefully warrants favorable consideration by the legislature.

MH & RES. SERVICES ADMIN.  
Budget Detail Summary

	Actual FY 1986	Budgeted FY 1987	Recommendation FY 1988	FY 1989
Full Time Equivalent Employees	5.00	5.00	5.00	5.00
Personal Services	172,213.77	173,776	185,546	185,282
Operating Expenses	71,467.95	67,076	57,303	56,053
Equipment	476.20	0	0	0
Grants	5,213,010.06	5,194,718	5,042,178	5,042,178
<b>Total Program Costs</b>	<b>\$5,457,167.98</b>	<b>\$5,435,570</b>	<b>\$5,285,027</b>	<b>\$5,283,513</b>
General Fund	4,110,747.88	4,200,394	4,049,851	4,048,337
Federal & Other Spec Rev Fund	1,346,420.10	1,235,176	1,235,176	1,235,176
<b>Total Funding Costs</b>	<b>\$5,457,167.98</b>	<b>\$5,435,570</b>	<b>\$5,285,027</b>	<b>\$5,283,513</b>
Current Level Services	5,457,167.98	5,435,570	5,285,027	5,283,513
<b>Total Service Costs</b>	<b>\$5,457,167.98</b>	<b>\$5,435,570</b>	<b>\$5,285,027</b>	<b>\$5,283,513</b>

Program Description

The staff of the Mental Health and Residential Services Division provides administrative leadership and coordination for a wide range of human service programs. These include the institutional and community programs for the mentally ill, institutional programs for the developmentally disabled, residential nursing home programs for veterans and elderly persons with chronic mental disorders. It is the responsibility of the Mental Health and Residential Services Division to provide management, planning and evaluation in support of these programs.

In accordance with section 53-21-203, MCA, the Department of Institutions assures that appropriate and accessible

community based mental health services are provided through contracts between the Department of Institutions and the five private, non profit regional community mental health centers (CMHCs). The CMHCs provide inpatient, emergency, transitional, day treatment, outpatient, and prevention services to approximately 13,500 Montanans each year.

Budget Issues

This program has been reduced by \$71,887 through base adjustments between FY86, FY88 and FY89.

The reduction in federal funds from FY86 to FY87 reflects block grant carry over money which is not available in FY88 or FY89.

EXHIBIT 3  
Women's Connections  
1/15/87  
Keith Wolcott

Table 8  
Comparison of Actual Expenses to Appropriated Expenses

Budget Item	Legislature	Actual	Difference
F.T.E	91.50	91.50	0.00
Personal Service	\$2,075,108	\$2,103,010	\$ (27,902)
Operating Expenses	736,807	1,747,906	(1,011,099)
Equipment	98,590	10,556	88,034
Total Operating	\$2,910,505	\$3,861,472	\$ (950,967)
Non-Operating	1,132,183	2,727	1,129,456
Total Expenditures	<u>\$4,042,688</u>	<u>\$3,864,199</u>	<u>\$ 178,489</u>
<b>Funding</b>			
General Fund	\$4,039,843	\$3,860,810	\$ 179,033
State Special	250	175	75
Federal Revenue	2,595	3,214	(619)
Total Funds	<u>\$4,042,688</u>	<u>\$3,864,199</u>	<u>====\$178,489</u>

Personal services are \$27,902 over the authorized after the Governor's cuts of \$31,187 and budgeted vacancy savings of \$84,968. These overexpenditures occurred in the Community Corrections Program, where personal services were \$19,236 more than authorized and men's pre-release where \$4,534 more than authorized was spent before the cuts were applied. These over expenditures were offset by personal service savings in the Administration Program of \$27,055 before application of the cuts.

Operating costs appear to be overexpended \$1,011,099 in the table while non-operating costs are under the authorized by \$1,129,456. These discrepancies result from the department coding the pre-release contract payments to operating expense rather than non-operating expense where they were budgeted. After adjusting for the contract pre-release centers, operating costs were underexpended \$49,614 after the Governor's cuts of \$12,594. These savings occurred in supplies and materials, \$43,292, and utilities, \$5,052, while differences in other expense categories combine for the rest of the difference.

The Corrections Division was appropriated \$100,000 for the biennium to purchase equipment plus a fiscal 1986 appropriation of \$13,798 within the Youth Evaluation Program. After the Governor's cuts \$81,967 remains of the biennial equipment appropriation. The division spent \$2,825 of this appropriation and \$7,731 of the other appropriation.

The contract pre-release centers were \$71,470 under the authorized after the Governor's cuts of \$23,105. Part of these savings are excess appropriation authority resulting from including \$10,952 per center for depreciation, in addition to \$5,000 per center intended. The total excess included in the appropriation is \$32,856. The balance of the savings, \$38,614 results from lower than anticipated supply costs

amounting to \$5,556 and utilities amounting to \$11,867, which are line items in addition to the individual contracts, and actual contract savings of \$21,191.

**Current Level Adjustments**

Personal services increases 3.9 percent in the Corrections Division even though three FTE costing approximately \$50,000 have been deleted. This increase results primarily from the amount of cuts, \$113,855, applied to personal services as a result of Special Session III.

Operating costs in total are unchanged from the 1987 biennium to the 1989 biennium. This increase results from increasing the fiscal 1986 base expenditures \$39,996 plus inflation in fiscal 1988 and fiscal 1989 but maintaining a level below fiscal 1987 appropriated. The base adjustments include \$7,513 for insurance rate increases, \$16,878 to adjust the contract pre-release center contracts to the fiscal 1987 appropriated level, \$2,836 for increased costs of the EMIT drug tests, \$1095 for telephone maintenance costs, \$5,686 for the division's share of building rent from the Department of Administration and \$1,169 for rent increase of the pre-release center building in Missoula, \$3,993 to annualize the division's share of the department's computer equipment maintenance including personal computers and the "System 38" mainframe, and \$367 for the division's share of annualized photocopier maintenance.

Equipment is included at \$34,608 in fiscal 1988 only to allow the replacement of four parole and probation vehicles.

The general fund increases 1.3 percent from the 1987 biennium to the 1989 biennium. Private donations have been increased to \$1,000 each year at the division's request. The interest and income funds are included at \$2,800 in each year of the biennium.

**WOMEN'S CORRECTIONAL PROGRAM**

Budget Item	Actual	Appropriated	- - Current Level - -		% Change 1987-89 Biennium
	Fiscal 1986	Fiscal 1987	Fiscal 1988	Fiscal 1989	
F.T.E.	24.00	24.00	24.00	24.00	0.00
Personal Service	\$490,164	\$469,437	\$546,875	\$549,574	14.3
Operating Expense	176,861	199,439	215,210	220,104	15.7
Equipment	-0-	682	3,218	-0-	371.8
Total Operating Costs	\$667,025	\$669,558	\$765,303	\$769,678	14.8
Non-Operating Costs	791	-0-	-0-	-0-	(100.0)
<b>Total Expenditures</b>	<b>\$667,816</b>	<b>\$669,558</b>	<b>\$765,303</b>	<b>\$769,678</b>	<b>14.8</b>
<b>Fund Sources</b>					
General Fund	\$667,816	\$669,558	\$765,303	\$769,678	14.8

The Women's Correctional Program consists of three components. The Women's Correctional Facility at the Warm Springs Campus of the Montana State Hospital is minimum to medium security facility for Montana's women offenders requiring incarceration. The Billings Life Skills Pre-release Center located in Billings is a state operated pre-release center with a capacity for 12 women inmates. The third component of the women's program is the housing of women in out-of-state prisons because of their security classification or in in-state housing pending placement. The Women's Correctional Facility was budgeted for an average daily population of 25 inmates, the Billings Life Skills Pre-release Center was budgeted for an ADP of 8 and funds were included for one out-of-state placement. The fiscal 1986 actual average daily populations were: 35.7 at the Women's Correctional Facility, 10 at the Billings Life Skills Pre-release Center and no women were placed out-of-state. The current level budget allows the base expenditures plus approximately \$34,000 to fund these population levels plus one out of state placement each year.

#### Fiscal 1986: Comparison of Actual Expenses to the Appropriation

The following table compares fiscal 1986 actual expenditures and funding to allocations as anticipated by the 1985 legislature.

Table 9  
Comparison of Actual Expenses to Appropriated Expenses

Budget Item	Legislature	Actual	Difference
F.T.E	24.00	24.00	0.00
Personal Service	\$482,051	\$490,164	\$(8,113)
Operating Expense	200,373	176,861	23,512
Total Operating Expenses	\$682,424	\$667,025	\$15,399
Total Non-Operating Costs	-0-	791	( 791)
Total Exp. and General Fund	<u>\$682,424</u>	<u>\$667,816</u>	<u>\$14,608</u>

The personal services are \$8,113 more than authorized after the Governor's cuts of \$9,663 and budgeted vacancy savings of \$19,261. Most of the the additional personal service costs result from overtime expenditures of \$13,152 which are \$5,641 more than budgeted.

Operating expenses are \$23,512 less than authorized primarily because the \$17,155 budgeted for one out-of-state inmate was not required in fiscal 1986. The balance of the savings occurred in professional contracts which were less than anticipated for psychological evaluations and alcohol counseling. The Billings Life Skills Pre-release Center is purchasing a copier on a lease purchase agreement that is now being recorded under non-operating expense.

Current Level Adjustments

Personal services increase 14.3 percent into the 1989 biennium for three major reasons. First, 8.0 FTE correctional officer I positions were upgraded through the classification appeal process to correctional officer II's. These upgrades from grade 9 to grade 10 cost approximately \$10,300 each year of the biennium. Second, vacancy savings and across the board cuts in fiscal 1986 and from Special Session III account for one half of the amount of the increase from the 1987 biennium to the 1989 biennium. Third, employee benefits increase 29 percent into the 1989 biennium primarily as a result of workers' compensation increases. Employee benefits were 16.8 percent of salaries in fiscal 1986 and budgeted at 16.7 percent in fiscal 1987. Benefits increase to 18.9 percent of salaries in fiscal 1988 and 19.6 percent in fiscal 1989.

Operating costs are increased in professional contracts by \$648 annually to annualize the current alcohol treatment contract. Insurance costs increase \$211 annually for the Billings center and \$495 for the Women's Correctional Facility. Funds for an inmate cook at the Billings pre-release center are included at \$1,095 each year. The center was unable to obtain an inmate cook in fiscal 1986 as all the inmates were employed in other jobs. Board and room for one out-of state inmate and 180 days board and room in local jails is included at \$22,194. Additional funds were included here for in-state jails to enable the Women's prison to place problem inmates in the local jail due to the crowded conditions at the center. It is desirable programatically to remove problem inmates from the center. An additional \$5,154 is included to provide matrons for those inmates sent to local jails. Out-of-state travel increased to allow travel costs associated with transferring inmates to out-of-state facilities and to return escapees. Other minor adjustments amount to less than one percent.

Equipment included in current level at \$3,218 is for replacement washers and dryers for the Women's Correctional Facility and the Billings Pre-release Center, a vacuum cleaner for the Women's Correctional Center and a replacement dishwasher and range for the Billings Pre-release Center.

CORRECTIONS MEDICAL BUDGET

Budget Item	Actual	Appropriated	Current Level		% Change 1987-89 Biennium
	Fiscal 1986	Fiscal 1987	Fiscal 1988	Fiscal 1989	
F.T.E.	0.00	0.00	0.00	0.00	0.00
Operating Expense	\$848,214 =====	\$373,733 =====	\$873,214 =====	\$873,214 =====	42.9 =====
<u>Fund Sources</u>					
General Fund	\$848,214 =====	\$373,733 =====	\$873,214 =====	\$873,214 =====	42.9 =====

The 1983 legislature authorized the consolidation of medical costs for the Prison, Swan River Forest Camp, Pre-release Centers, the Women's Correctional Program, the Aftercare Program and parole violators being held for revocation hearings. The

intent was to pool appropriations within the Corrections Division to provide flexibility among the programs and avoid unforeseen burdens on any one program budget due to medical costs. The 1985 legislature added Pine Hills School and Mountain View School medical costs to the program. The total budgeted average daily population to be served by this budget was 1,096 for a budgeted cost of \$553.17 per inmate for the 1987 biennium. The actual population served in fiscal 1986 was 1,266 average daily population at a cost of \$669.94 per inmate. The population was 15.5 percent more than budgeted while cost per inmate was 21.1 percent more than budgeted.

Fiscal 1986: Comparison of Actual Expenses to the Appropriation

The following table compares fiscal 1986 actual expenditures and funding to allocations as anticipated by the 1985 legislature.

Table 10  
Comparison of Actual Expenses to Appropriated Expenses

Budget Item	Legislature	Actual	Difference
Operating Expenses	<u>\$595,775</u>	<u>\$848,214</u>	<u>\$(252,439)</u>

This program's total operating authority was provided in a biennial appropriation to provide additional flexibility. The biennial authority was split between fiscal 1986 and fiscal 1987 based on the amount the legislature anticipated would be spent in each respective year. As shown in the table above, \$252,439 or 42.4 percent more was spent in fiscal 1986 than was anticipated by the legislature. The balance of the authority at the beginning of fiscal 1987 was \$373,733. The balance as of the end of October 1986 is \$88,099 or approximately 5 weeks at the fiscal 1986 expenditure level. Therefore, the program will be out of funds before the legislature convenes in January 1987. The department has requested a supplemental appropriation for this program. The director of the department will use the transfer authority provided in House Bill 500 to continue services under this program.

Current Level Adjustments

Medical services costs were increased \$25,000 each year to provide 20 hours per week additional physician coverage at the prison. Other than the medical costs all other costs are included at the fiscal 1986 expenditure level.

This program is funded entirely by general fund which increases 42.9 percent from the 1987 biennium to the 1989 biennium.

MENTAL HEALTH DIVISION

Budget Item	Actual	Appropriated	-- Current Level --		% Change 1987-89 Biennium
	Fiscal 1986	Fiscal 1987	Fiscal 1988	Fiscal 1989	
F.T.E.	5.00	5.00	5.00	5.00	0.00
Personal Service	\$ 172,213	\$ 173,776	\$ 185,632	\$ 185,368	7.2
Operating Expense	71,468	67,076	64,887	65,079	(6.2)
Equipment	476	-0-	-0-	-0-	(100.0)
Total Operating Costs	\$ 244,157	\$ 240,852	\$ 250,519	\$ 250,447	3.3
Non-Operating Costs	5,213,007	5,122,059	5,117,777	5,117,777	(1.0)
Total Expenditures	<u>\$5,457,164</u>	<u>\$5,362,911</u>	<u>\$5,368,296</u>	<u>\$5,368,224</u>	<u>(0.8)</u>
<u>Fund Sources</u>					
General Fund	\$4,110,745	\$4,127,735	\$4,117,105	\$4,117,033	(0.1)
Federal Revenue	<u>1,346,419</u>	<u>1,235,176</u>	<u>1,251,191</u>	<u>1,251,191</u>	<u>(3.1)</u>
Total Funds	<u>\$5,457,164</u>	<u>\$5,362,911</u>	<u>\$5,368,296</u>	<u>\$5,368,224</u>	<u>(0.8)</u>

The Mental Health and Residential Services Division provides administrative supervision and coordination for the institutional and community programs for the mentally ill, institutional programs for the developmentally disabled, and institutional programs for veterans and geriatrics with emotional problems.

Community-based services for the mentally ill are provided through contracts administered by the Mental Health Division with the five private non-profit, regional community mental health centers (CMHC). The division contracts for inpatient, emergency, day treatment, transitional living, community living support, outpatient, and prevention services. Funding for these programs comes from the general fund, federal block grant funds, medicaid, participating counties' general funds, and private reimbursement.

Personal services increase 7.2 percent from the 1987 biennium to the 1989 biennium as a result of vacancy savings and across the board cuts applied to fiscal 1986 and 1987. Operating expenses decrease 6.2 percent as one-time appraiser fees are removed from the base and professional contracts are reduced. Non-operating costs decrease one percent as available federal block grant funds decrease 3.1 percent from the 1987 biennium to the 1989 biennium. General fund in support of non-operating costs decreases less than one half of one percent from the 1987 biennium to the 1989 biennium.

EXHIBIT 4  
1/15/89  
Women's Correctional  
K. Wolcott

DEPARTMENT OF INSTITUTIONS - WOMEN'S CORRECTIONS

<u>PERSONAL SERVICES</u>	<u>1988</u>	<u>1989</u>
Executive FTE	24.00	24.00
LFA Current Level FTE	<u>24.00</u>	<u>24.00</u>
Difference	<u><u>0.00</u></u>	<u><u>0.00</u></u>
Executive	\$542,787	\$545,262
LFA Current Level	<u>546,875</u>	<u>549,574</u>
Difference	<u><u>\$ (4,088)</u></u>	<u><u>\$ (4,312)</u></u>

----- Personal Services Issues -----

1. LFA current level does not include insurance for position #90025 of \$1,380 each year.
2. The Executive vacancy savings is \$1,064 more in fiscal 1988 and \$1,118 more in fiscal 1989 than the LFA current level.
3. LFA current level includes overtime and holidays worked costs of \$4,246 in fiscal 1988 and \$4,411 in fiscal 1989 that is not included in the executive.

2. Committee Issues

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Committee Action

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OPERATING EXPENSES

	<u>1988</u>	<u>1989</u>
Executive	\$223,127	\$228,894
LFA Current Level	<u>215,210</u>	<u>220,104</u>
Difference	<u>\$ 7,917</u>	<u>\$ 8,790</u>

- - - - -Operating Expenses Issues - - - - -

1. Contracted services are \$15,391 higher in LFA current level each year. The difference results primarily from including one out-of-state placement.
2. The executive is \$16,325 above LFA due primarily to increases for additional population.
3. The executive travel is \$3,518 less than LFA which includes out-of-state travel to escort out-of-state inmates and return escapees.
4. The executive includes \$7,494 more each year for inmate allowances based on an increased population.

2. Committee Issues

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Committee Action

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EQUIPMENT

	<u>1988</u>	<u>1989</u>
Executive	\$3,218	\$1,460
LFA Current Level	<u>3,218</u>	<u>-0-</u>
Difference	<u>\$ -0-</u>	<u>\$1,460</u>

----- Equipment Issues -----

1.

2. Committee Issues

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Committee Action

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<u>FUNDING</u>	1988		1989	
	<u>Exec</u>	<u>LFA</u>	<u>Exec</u>	<u>LFA</u>
Gen. Fund	<u>\$769,132</u>	<u>\$765,303</u>	<u>\$775,616</u>	<u>\$769,678</u>

----- Funding Issues -----

1.

2. Committee Issues

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Committee Action

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FY 87 INSTITUTIONAL CENSUS

MONTH	Mt. Developmental Center			Center for the Aged			Excelsior Human Services Center			Montana State Hospital			Montana Youth Treatment Center			Montana Veterans Home			Mountain View School			Plain Hill School			Indiana State Prison			Swan River Youth Forest Camp			Vermont Correctional Center							
	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM	ADP	BOM	EOM								
August 86	198.87	204	192	167.3	166	169	52.0	52	52	286	286	285	34.74	39	33	124.10	126	125	64.3	52	62	127.2	125	126	94	4	955	915	915	47.1	47	49	35.7	35	38			
September	203.90	204	203	168.8	169	169	51.5	52	51	286	280	289	35.8	32	34	129.84	124	133	64.1	82	67	125.2	126	117	97	0	935	915	915	47.3	49	49	37.2	37	38			
October	202.02	203	203	169.3	169	168	51	51	51	297	289	300	35.87	36	36	134.96	131	136	61.3	67	57	126	117	132	100	8	905	908	908	47.4	49	46	35.5	33	34			
November	202.6	204	204	168.1	168	167	51	51	52	294	300	286	34.8	36	33	136.8	136	139	55.1	57	55	132	132	132	9	3	908	911	911	45	46	46	33.9	34	33			
December	202.87	204	204	166	167	165	52.1	52	55	286	283	275	32.3	34	32	139.30	139	140	56.5	55	61	132	132	128	91	7.5	911	907	907	43	46	42	30.3	33	34			
January 87																																						
February																																						
March																																						
April																																						
May																																						
June																																						

Exhibit 5  
1/15/87  
Women's Connections  
K. W. / 00 #0

ADP - Average Daily Population  
BOM - Beginning of Month Census - Physically Present  
EOM - End of Month Census - Physically Present

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*Exhibit 6*  
*1/15/89*  
*Women's Connections*  
*K. Wolcott*

OFFICE OF BUDGET & PROGRAM PLANNING  
 EXECUTIVE BUDGET SYSTEM  
 AGENCY/PROGRAM/CONTROL --- BUDGET WORKSHEET

REPORT EBSR106  
 DATE : 01/07/87  
 TIME : 15/24/40

AGENCY : 6401 DEPARTMENT OF INSTITUTIONS  
 PROGRAM : 46 WOMEN'S CORRECTIONAL PROGRAM  
 CONTROL : 00000

AE/OE	DESCRIPTION	OBPP FY 88	LFA FY 88	DIFF FY 88	SUB-CMT FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89	SUB-CMT FY 89
0000	FULL TIME EQUIVALENT (FTE)	24,00	24,00			24,00	24,00		
1100	SALARIES	449,926	450,084	-158		449,663	449,826	-163	
1400	EMPLOYEE BENEFITS	80,977	80,977			83,818	83,818		
1500	HEALTH INSURANCE	34,500	33,120	1,380		34,500	33,120	1,380	
1600	VACANCY SAVINGS	-22,616	-21,552	-1,064		-22,719	-21,601	-1,118	
1800			4,246	-4,246			4,411	-4,411	
	TOTAL SECOND LEVEL	542,787	546,875	-4,088		545,262	549,574	-4,312	
2022	SUPPLIES & MATERIALS-INFLATION	6,392	4,751	1,641		10,886	8,383	2,503	
2023	COMMUNICATIONS-INFLATION	11	10	1		25	21	4	
2026	UTILITIES-INFLATION	1,051	1,018	33		2,290	2,269	21	
2100	CONTRACTED SERVICES	43,417	58,808	-15,391		43,417	58,808	-15,391	
2200	SUPPLIES & MATERIALS	86,368	70,043	16,325		86,368	70,043	16,325	
2300	COMMUNICATIONS	7,594	7,438	156		7,614	7,438	176	
2400	TRAVEL	2,106	5,624	-3,518		2,106	5,624	-3,518	
2500	RENT	10,500	10,500			10,500	10,500		
2600	UTILITIES	26,384	26,384			26,384	26,384		
2700	REPAIR & MAINTENANCE	7,186	6,010	1,176		7,186	6,010	1,176	
2800	OTHER EXPENSES	32,118	24,624	7,494		32,118	24,624	7,494	
	TOTAL SECOND LEVEL	223,127	215,210	7,917		228,894	220,104	8,790	
3100	EQUIPMENT	3,218	3,218			1,460		1,460	
	TOTAL PROGRAM	769,132	765,303	3,829		775,616	769,678	5,938	
01100	GENERAL FUND	769,132	765,303	3,829		775,616	769,678	5,938	
	TOTAL PROGRAM	769,132	765,303	3,829		775,616	769,678	5,938	

Exhibit 7  
 1/15/87  
 Women's Connections  
 K. Wolcott

OFFICE OF BUDGET & PROGRAM PLANNING  
 EXECUTIVE BUDGET SYSTEM  
 AGENCY/PROGRAM/CONTROL --- BUDGET WORKSHEET

REPORT EBSR106  
 DATE : 01/07/87  
 TIME : 15/24/40

AGENCY : 6401 DEPARTMENT OF INSTITUTIONS  
 PROGRAM : 47 CORRECTION'S MEDICAL BUDGET  
 CONTROL : 00000

AE/OE	DESCRIPTION	CURRENT LEVEL SERVICES ONLY							
		OBPP FY 88	LFA FY 88	DIFF FY 88	SUB-CMT FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89	SUB-CMT FY 89
2100	CONTRACTED SERVICES	912,229	873,214	39,015	---	928,572	873,214	55,358	---
	TOTAL PROGRAM	912,229	873,214	39,015	---	928,572	873,214	55,358	---
01100	GENERAL FUND	912,229	873,214	39,015	---	928,572	873,214	55,358	---
	TOTAL PROGRAM	912,229	873,214	39,015	---	928,572	873,214	55,358	---

