

Corrections Center of Northwest Ohio



ANNUAL REPORT

Fiscal Year 2009

January 1, 2009 – December 31, 2009

**Jim Dennis
Executive Director**

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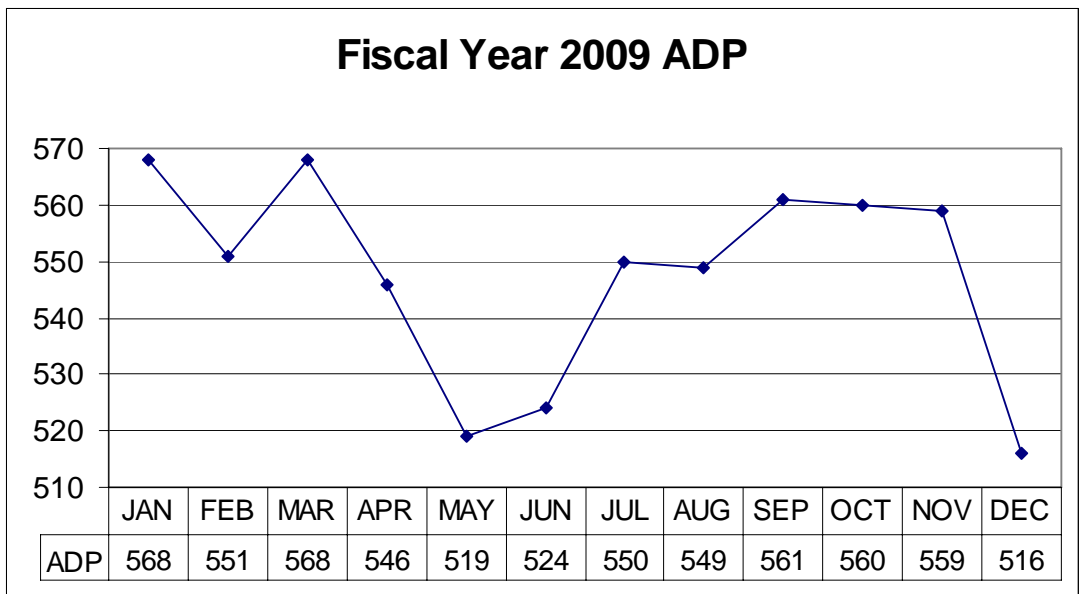


Corrections Center of Northwest Ohio

I. Executive Summary

The Corrections Center of Northwest Ohio (CCNO) staff contended with the following ongoing and recent issues during fiscal Year (FY) 2009:

- A. The monthly average daily population (ADP) ranged between 516 and 568 in FY 2009. The average daily population for FY 2009 was 548 or 86 percent of capacity. The rated bed capacity of CCNO was 638. The Operating Agreement for the CCNO states that the operating capacity of CCNO is 90 percent of the bed capacity which is 574. The ADP during FY 2009 is displayed below.

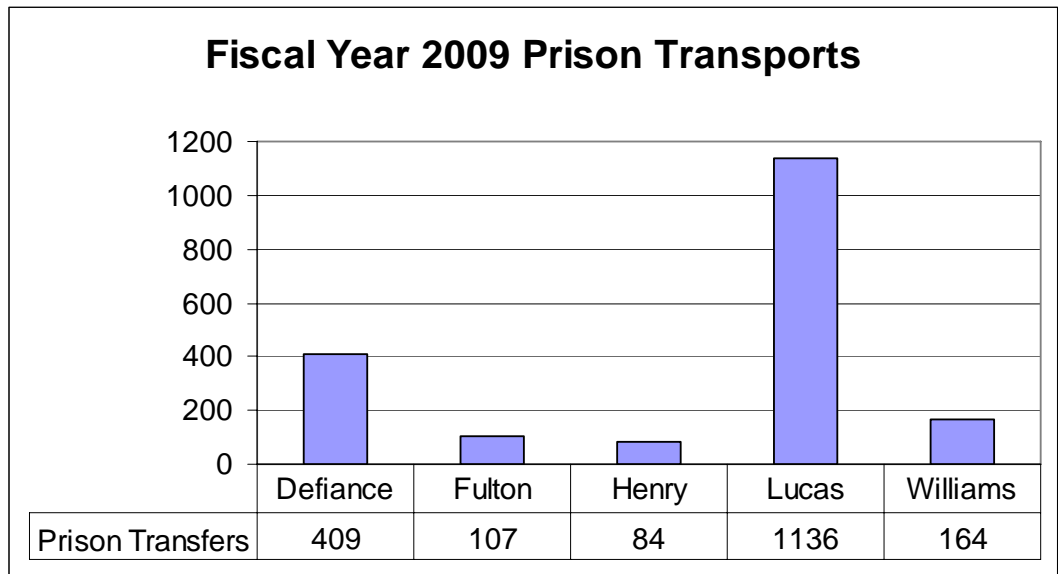


- B. When the population exceeds the 90% capacity as set forth in the CCNO Operational Agreement steps will be taken to reduce the population through the utilization of administrative releases. All administrative releases must be approved by the court of jurisdiction. Offenders with mandatory sentences or a judicial stipulation of mandatory time to be served will not be considered for administrative release.

When the population reaches 95% or 606 CCNO will not accept any offenders from a jurisdiction that is exceeding their bed allocation until they drop to or below their bed allocation, or the facility population drops to 90% or below.

In 2009, no overcrowding emergencies were declared. In comparison, there were 19 overcrowding emergencies declared in 2008. Several times throughout the year the population rose above 90 percent and administrative releases were requested resulting in 81 offenders receiving an administrative release in 2009. This is down from 2008 when 367 offenders received an administrative release.

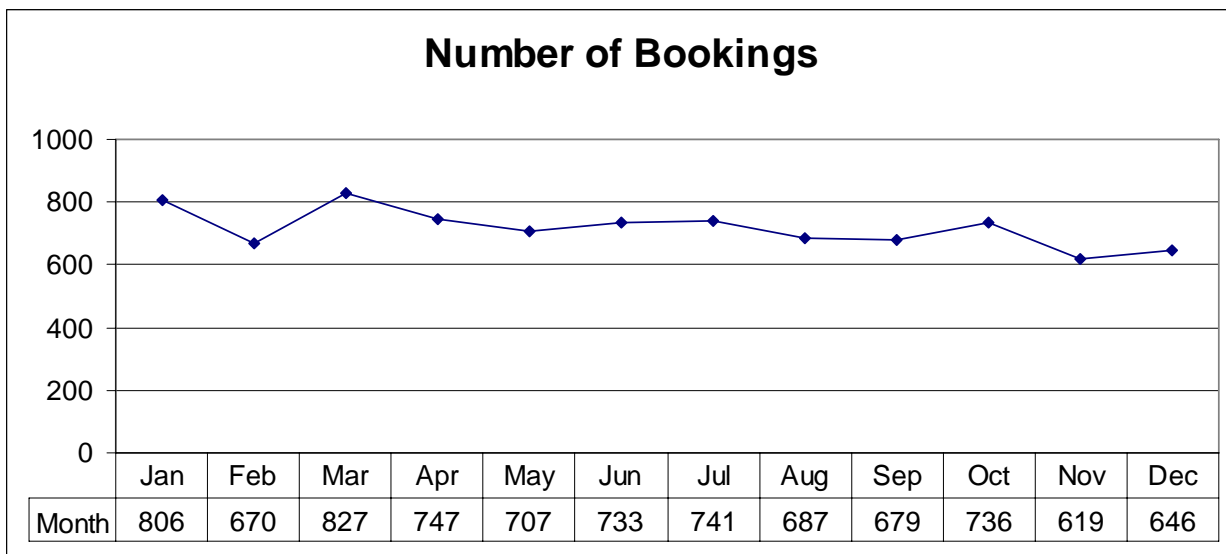
- C. 1,900 offenders were transferred to and from prison in FY 2009. This was a decrease from 2,163 offenders transferred in FY 2008. These transfers include the number of offenders who were brought back from prisons for judicial reviews, sex offender registrations, etc. A breakdown by jurisdictions follows:



CCNO has a video link with all state prisons. It is CCNO's recommendation that Judges use video conferencing versus bringing offenders back to court in person for Judicial Review hearings. This should result in a reduction of transports. By conducting video hearings

with offenders incarcerated in prison rather than bringing them back to CCNO for a court hearing it would help alleviate the shortage of medium and maximum security cells. The average length of stay for an offender brought back from prison as a witness or for a motion or judicial review hearing until release or return to prison is 12 days.

- D. There were 8,598 offenders booked into CCNO during FY 2009 compared to 9,500 in FY 2008. A monthly breakdown follows:



- E. CCNO is accredited by the American Correctional Association (ACA). To retain ACA accreditation, CCNO undergoes an audit on all ACA standards every three years. Yearly reports are also forwarded to the ACA to show continued compliance. CCNO successfully completed the re-accreditation process in January 2008. The next accreditation on ACA standards will be held in 2011.

CCNO is certified by the Ohio Department of Rehabilitation and Corrections Bureau of Adult Detention on all State of Ohio Minimum Jail Standards. This inspection period is every five years. The next accreditation on all minimum jail standards will be held in 2012. The Bureau of Adult Detention audits CCNO every year on a portion of the minimum jail standards to monitor compliance.

During FY 2009, CCNO completed the following inspections:

- a. January 22, 2009, Williams County Health Department, Semi-Annual Kitchen Inspection. Four violations were noted. The Williams County Health Department returned on February 20, 2009 to complete a follow up inspection on the violations noted. All violations were corrected and no new deficiencies were noted.

- b. July 8, 2009, State Fire Marshall's Inspection. No violations were noted.
 - c. July 14, 2009, Williams County Health Department, conducted a surprise Kitchen Inspection. No deficiencies were noted.
 - d. September 3, 2009, Citizen's Advisory Committee, Annual Jail Inspection.
 - e. October 27, 2009, Williams County Health Department, Annual full facility inspection. Deficiencies were noted that some showers and toilet areas needed painting. In addition, there was a dayroom sink that was inoperable on the day of the inspection. These deficiencies were corrected.
 - f. October 1, 2009, Bureau of Community Sanctions conducted an audit of the electronic monitoring program. CCNO was found 100 percent compliant.
- F. A pay-for-stay program was implemented on November 2, 2009 through a contract with Intellitech Corporation. Offenders are charged a \$100.00 reception fee upon coming to CCNO. Upon their release they receive an invoice for daily jail fees based on CCNO's budgeted per diem cost which in 2009 was \$67.77. In 2009, CCNO collected \$21,198.48 from offenders during their incarceration; Intellitech collected \$2,236.71 from offenders after their release. These collections resulted in net revenue of \$15,509.95 from the pay-to-stay program.
- G. Revenue was generated through the offender telephone system. Offenders have access to telephones in their units. They can purchase pre-paid telephone cards or call family and friends collect. The contract for the offender telephone system is with Securus. CCNO receives 55 percent of the gross revenues generated through the offender telephone system. This amounted to \$278,775.49 in FY 2009 which is a significant decrease from \$379,822.91 in FY 2008. This is proportionately credited back to members in their quarterly invoice.
- H. The CCNO Operating Agreement allows for the rental of available beds by member jurisdictions. Member jurisdictions are assessed an over-utilization fee of 15 percent above the budget year per diem if its daily population exceeds their bed allotment for three consecutive days. Due to the budget reductions that occurred during the fiscal year, the over-utilization fee ranged from \$81.82 to \$77.94 in FY 2009. Members were

invoiced \$46,681.54 for over-utilization of the beds in FY 2009. This was then credited to jurisdictions with available beds that were used.

- I. During FY 2009, CCNO continued to utilize a Medical Co-Pay policy for offenders whereby offenders pay a portion of their medical costs. Under no circumstance is an offender denied necessary medical care. The purpose of the co-pay policy is to discourage frivolous requests for medical treatment. During FY 2009, the medical co-pay generated revenues of \$25,239.42 down from \$31,809.34 in FY 2008.
- J. During FY 2009, CCNO utilized COMPAS software to conduct community risk assessments for offenders requesting to be placed in a community work program. Offenders are charged \$4.00 to have the risk assessment completed. During FY 2009, \$1,808.99 was collected from offenders for the risk assessment down from \$2,424.24 in FY 2008. CCNO had no escapes from the work release, HITT or CPW programs in 2009. We find the COMPAS software effective in screening for the best inmates to place in the community.
- K. During FY 2009, over 91 inquires were received from a media representative. Twelve monthly employee newsletters were published.

II. **General Information**

A. **Statutory Authority**

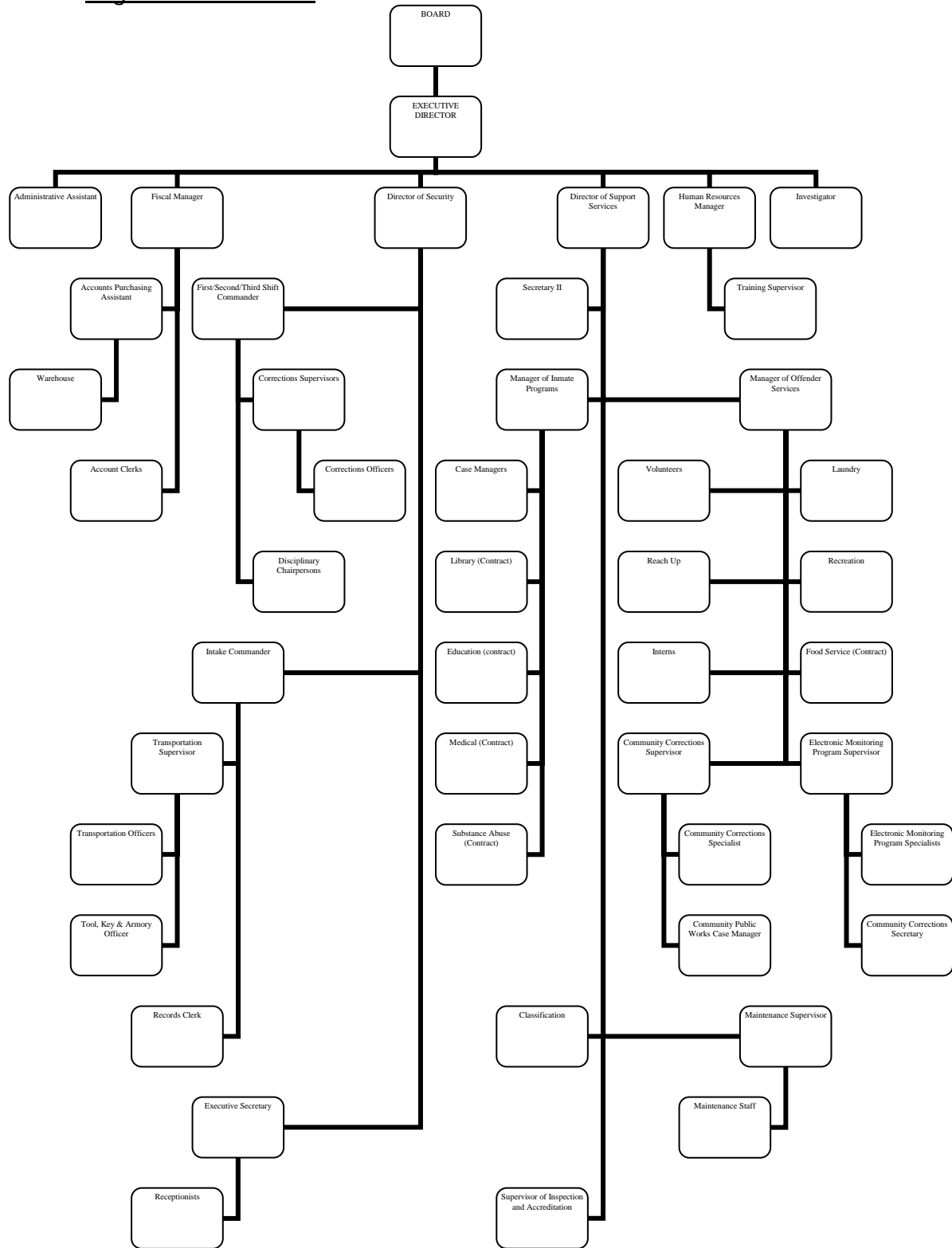
The Corrections Center of Northwest Ohio and its governing Board operate under authority granted by Ohio Revised Code §307.93.

The Executive Director is attempting to modify this section through the Ohio legislature to have Judges removed from Regional Jail Commissions. The Ohio Supreme Court issued an Ethics Ruling that it is a conflict of interest for Judges to be on such commissions. The Executive Director has been working closely with the County Commissioners Association of Ohio's legislative liaison to have the Ethics Ruling incorporated into a bill to modify this section of the Ohio Revised Code.

B. **Mission Statement**

The mission of the Corrections Center of Northwest Ohio (CCNO) is to protect the public, employees, and offenders while operating a cost effective detention center for Defiance, Fulton, Henry, Lucas and Williams Counties and the City of Toledo.

C. Organizational Chart



D. Members of the CCNO Board as of December 31, 2009

Defiance County

Sheriff David Westrick, Secretary
Commissioner Otto Nicely
Judge Joseph Schmenk

Fulton County

Judge James Barber, Vice Chairman
Sheriff Darrell Merillat
Commissioner Dean Genter

Henry County

Sheriff John Nye, Chairman
Judge Keith Muehlfeld
Commissioner Robert Hastedt

Lucas County

Judge Linda Jennings
Sheriff James Telb
Commissioner Ben Konop

City of Toledo

Mayor Carleton Finkbeiner
Judge Timothy Kuhlman
Chief Michael Navarre

Williams County

Commissioner Brian Davis
Judge Craig Roth
Sheriff Kevin Beck

E. CCNO Management Staff

Jim Dennis, Executive Director
Dennis Sullivan, Director of Security & Operations
Scott Bradbee, Director of Support Services
Polly Albright, Community Corrections Program Supervisor
Toby Bostater, Manager of Offender Services
Tim Clay, Investigator
Craig Eiden, Shift Commander
Salina Hill, Human Resources Manager
Tonya Justus, Fiscal Manager
Walt Kepler, Intake Commander
Tammy Parker, Shift Commander
Linda Shambarger, Manager of Inmate Programs
Steve Snyder, Transportation Supervisor
Denny Stantz, Maintenance Supervisor
Juli Steingass, Shift Commander
Jenny Tornes, Accreditation & Inspection Supervisor
Leslie VanAusdale, Training Supervisor

III. Objectives

A. Year End Status Report of FY 2009 Objectives

1. Conduct Ohio Jail Minimum Standards Self Audit. **CCNO submitted the Self Audit report to the Bureau of Adult Detention.**
2. Maintain 100% compliance on the kitchen and facility inspection with no more than two deficiencies by the Williams County Health Department. **The Williams County Health Department conducted noted ten deficiencies during 2009.**
3. Test the emergency notification system for neighbors. **This was completed September 17, 2009.**
4. Community Public Works program will have 325 participants. **264 offenders participated in this program.**
5. Work release program will have 400 participants. **260 offenders participated in this program.**
6. HITT program will have 110 participants. **19 offenders participated in this program.**
7. Divert 900 offenders from CCNO through GPS and electronic monitoring. **961 diversions were completed in 2009.**
8. Maintain staff turnover rate below 10%. **Staff turnover in 2009 was 8.1%.**

9. Maintain group rating eligibility by sustaining low Bureau of Worker's Compensation claims. **There were eight Worker's Compensation claims in 2009.**
10. Implement video arraignment in Sylvania Municipal Court. **This was completed in March of 2009.**
11. Maintain offender grievances for laundry, recreation and food services at five or below. **There were four grievances filed.**
12. Maintain 200 active volunteers. **There were 186 active volunteers.**
13. Volunteer hours average 850 per month. **There was an average of 749 volunteer hours per month in 2009.**
14. Inmate average program attendance average 1,700 per month. **Average attendance was 1,932.75 per month in 2009.**
15. Have 45 inmates earn their GED's. **44 offenders earned their GED in 2009.**
16. Have 200 inmates participate in Choices and 200 inmates participate in New Beginnings. **202 offenders participated in Choices and 213 offenders participated in New Beginnings.**
17. Recovery Services staff will have after-release contact with at least 75% of the offenders identified and released from Choices and 75% of the offenders identified and released from New Beginnings. **Choices contacts were 79.2% and New Beginnings contacts were 79.3%.**
18. Reduce serious incident reviews by 5% from 2008 (53). **There were 50 serious incident reviews in 2009.**
19. Maintain inmate on staff assaults at two where criminal charges were filed. **There were two staff assaults where criminal charges were filed in 2009.**
20. Maintain test scores from the Corrections Officer academy to 90% or above. **Due to the hiring freeze there was not a Corrections Academy held in 2009.**
21. All staff will receive 16 or 40 hours (as applicable) of training. **This objective was achieved.**

CCNO met 87 percent of the 2009 objectives.

B. Proposed Fiscal Year 2010 Objectives

1. Conduct the Ohio Bureau of Adult Detention self audit.
2. Maintain 100% compliance on the kitchen and facility inspection with no more than two deficiencies by the Williams County Health Department.
3. Test the emergency notification system for neighbors.
4. Community Public Works program will have 300 participants.

5. Work release program will have 300 participants.
6. HITT program will have 75 participants.
7. Divert 375 low risk offenders that would have been sentenced to jail.
8. Reduce electronic monitoring/GPS unsuccessful program participation percentage and re-arrests.
9. Reduce the rate of growth of the CCNO jail population utilizing intensive supervision in the communities.
10. Maintain staff turnover rate below 10%.
11. Maintain group rating eligibility by sustaining low Bureau of Worker's Compensation claims.
12. Maintain offender grievances for laundry, recreation and food services at five.
13. Maintain 190 active volunteers.
14. Volunteer hours average 800 per month.
15. Inmate average program attendance average 1,850 per month.
16. Install video conferencing capability at the Henry County Family Court.
17. Implement scanning of inmate file into the inmate records system.
18. Have 45 inmates earn their GED's.
19. Have 200 inmates participate in Choices and 200 inmates participate in New Beginnings.
20. Recovery Services staff will have after-release contact with at least 75% of the offenders identified and released from Choices and 75% of the offenders identified and released from New Beginnings.
21. Recovery Services staff will have 60 women participate in the WITT program.
22. 75% of the women participating in the WITT program at CCNO will not be re-incarcerated at CCNO within 6 months of their release.
23. 85% of the women participating in the WITT program will complete all 15 program modules.
24. Reduce serious incident reviews by 5% from 2009 (50).
25. Maintain or reduce inmate on staff assaults where criminal charges were filed from 2009 (2).
26. Maintain test scores from the Corrections Officer academy to 90% or above.
27. All staff will receive 16 or 40 hours (as applicable) of training.

IV. Operations

- A. Security. The Security department is responsible for the management of offenders, security shifts, intake of offenders into the facility, movement of offenders throughout the facility, transportation of offenders outside of the facility and the Special Response Team. The Director of Security and Operations oversees this department with management assistance of

three Shift Commanders, an Intake Commander and a Transportation Supervisor.

<u>Commitments and Releases</u>	<u>FY08</u>	<u>FY09</u>
Commitments	9,500	8,598
Releases	9,533	8,600

<u>Commitments by Type of Offense</u>		
Misdemeanants	8,165	7,347
Felons	1,335	1,250

<u>Commitments by Sex and Age</u>		
Female Juveniles	0	0
Male Juveniles	1	1
Female Adults	2,005	1,833
Male Adults	7,495	6,764
Total	9,500	8,598

<u>Average Sentence Length in Days</u>	22.39	62.85
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- B. Transportation. Transporting offenders to various locations is a major responsibility. Each year thousands of offenders are transported by the CCNO Transportation staff. Many of these offenders are transported to medical appointments. The following chart details this activity.

2009 Offender Transports						
Transport Location	Defiance	Fulton	Henry	Lucas	Williams	TOTALS
Court	2067	770	519	5294	583	9233
Medical	28	6	1	85	5	125
New Book Ins	1067	66	55	4247	93	5528
Releases	991	201	144	4142	216	5694
Prison Transfer	409	107	84	1136	164	1900
Court Diagnostic	27	3	2	73	2	107
Other	62	0	0	0	3	65
NCCC	18	16	16	374	25	449
Subtotal	4669	1169	821	15351	1091	23101
Community Works	2919	162	4228	0	391	7700
Total Transports	7588	1331	5049	15351	1482	30801

Video arraignment services are currently in place for Bryan Municipal Court, Williams County Common Pleas Court, Defiance Municipal Court, Defiance County Common Pleas Court, Henry County Common Pleas

Court, Napoleon Municipal Court, Fulton County Common Pleas Court, Fulton County Eastern District Court, Fulton County Western District Court, Lucas County Common Pleas Court, Maumee Municipal Court (Lucas County), Oregon Municipal Court (Lucas County), Sylvania Municipal Court (Lucas County) and Toledo Municipal Court. Since 2006, the number of offenders being transported for court has decreased from 16,329 in 2006, 14,156 in 2007, 12,059 in 2008 and 9,233 in 2009.

- C. Special Response Team. The Special Response Team is established to respond to facility emergencies. The SRT is a team which will provide a consistent order of work, organizational structure, and unity of expertise in resolving emergency situations at the CCNO. The SRT is trained in tactical skills and in the use of force. The purpose of the team is to contain and control the immediate crisis area or to regain control of the area by force if so directed.
- D. Support Services. The Support Services department is responsible for the classification of offenders, medical services, food services, recreation, laundry, offender programming, community corrections, maintenance and accreditation. The Director of Support Services oversees this department with management assistance of the Manager of Inmate Programs, Manager of Offender Services, Community Corrections Supervisor, Maintenance Supervisor and the Supervisor of Inspection and Accreditation.
- E. Offender Services. The Manager of Offender Services oversees the laundry, recreation, volunteers, religious services, life skills programming, offender food service and interns.

A part-time Chaplain contracted through Reach Up assists the Manager in coordination of religious services. Reach Up is a non-profit agency that coordinates religious and chaplaincy services for offenders at CCNO. Volunteers conduct various services for offenders to attend which include AA meetings, worship services and Bible study. Services are offered on a daily basis. In 2009 there was an average of 236 active volunteers providing programming to offenders. Volunteers provided 8,979 hours of service to the offenders in 2009. In 2009, there were 20,519 offenders attending religious services. There were 78 offender baptisms.

In 2009 volunteer led Alcoholic's Anonymous programming was held at CCNO. 270 offenders participated in the structured programming.

A minimum of five hours of organized recreation is offered to all eligible offenders in all security levels on a weekly basis. A total of 4,497.5 hours

of recreation was provided in 2009. Tournaments included free throw, ping pong and chess. Activities include basketball, volleyball, jogging, ping pong and board games. Board games are also available in the units.

Women & Family Services provided a variety of life skills programming. Life skills programming are self-help, education programs offered to offenders. Speakers discuss topics such as self-esteem, dealing with stress, family/domestic violence, sexually transmitted diseases and parenting. Unfortunately, Women & Family Services lost their source of funding and were closed mid year. Prior to their closure, 139 offenders attended the programs provided.

The HARC program is a six-week program that discusses how to incorporate Bible study and prayer into an offender's life; how to find a job, prepare for an interview and be a good employee; getting priorities in line to include budgeting money, saving money and saving money to pay weekly bills; how to live life on that God gives including picking a place to live that an offender can afford; where and how to shop on a budget; and, how to live a balanced life to be satisfied, happy and grateful with where you are today. 1,668 offenders attended HARC life skills programming.

Alcohol Chemical Treatment Series (ACTS) is a faith-based educational approach to drug and alcohol abuse, using visual tools, object lessons and a true recorded testimonial application. A qualified volunteer Christian Prisoners Fellowship instructor teaches an ongoing ACTS curriculum addressing real life situations and providing offenders with positive coping skills in a support group setting. The instructor also offers chaplaincy materials and benefits to the offenders, links the released offenders to a positive support group (a local church) outside the jail and provides care for the offenders' families. 597 offenders attended ACTS programming.

Food service for offenders is provided through a contract with ARAMARK Correctional Services (ARAMARK). In 2009, the cost per offender meal was \$0.813. In 2009, 19 offenders requested a vegetarian diet. Four offenders requested a religious diet.

In 2009 three college students completed their internships at CCNO. No research projects were conducted by a professional organization with offenders.

Medical services for offenders were provided through a contract with Correctional Medical Services (CMS) whose headquartered in St. Louis, Missouri. Offenders completed 4,575 requests for medical services from

nursing staff. The physician provided treatment to 1,358 offenders. Physicals were completed for 3,404 offenders. The psychologist provided counseling for 5,531 offenders. The psychiatrist provided counseling for 642 offenders. The dentist provided dental care for 439 offenders. There were 57 offenders taken to the emergency room with 15 offenders requiring admittance to the hospital. There were 127 offsite medical appointments. In FY 2009 43.8% of offenders were on medication and 20.3% of offenders were on psychotropic medications.

Confidential HIV testing and counseling is provided through a contract with SASI, Inc., Toledo, Ohio. 446 offenders received a HIV test through this program.

The Domestic Violence Awareness program was conducted by Women & Family Services, Defiance, Ohio. The nine-hour class covers topics on defining domestic violence and different forms of abuse; myths about battering; cycle of violence; effects of domestic violence on children; characteristics of a healthy versus unhealthy relationship and relapse prevention techniques. There were 44 offenders who participated in this class through April. The program was discontinued due to Women & Family Services closing due to lack of funding.

Substance Abuse Services were provided through a contract with Recovery Services of Northwest Ohio, Inc., Defiance, Ohio. Choices is a program for dual status offenders. Dual status describes offenders who have co-existing chemical dependency as well as a mental health diagnosis. The program includes treatment while at CCNO and referrals to community substance abuse and/or mental health agencies after release. 203 special needs offenders participated in the Choices program during their incarceration. The New Beginnings program is an intense drug/alcohol treatment and educational program. This includes group counseling, individual counseling, education and referrals to other treatment agencies. 214 offenders participated in the New Beginnings program during their incarceration.

Recovery Services of Northwest Ohio, Inc., Defiance, Ohio also provides continuing care with an emphasis on relapse prevention for those offenders who have completed the primary programs and are awaiting discharge for their sentence. 123 offenders participated in continuing care.

Recovery Services of Northwest Ohio, Inc., Defiance, Ohio also assists offenders with discharge planning. Upon release, 332 offenders were referred to outreach programs in their home community. 19 offenders

were placed in the Intensive Supervision Program (ISP) operated by the Toledo Municipal Court.

TAMAR (Trauma Addiction Mental Health and Recovery) is an integrated treatment approach designed for high risk incarcerated women who are mentally ill, substance abusing and are victims of trauma. Typically, over 80% of women in jail will meet these criteria. Counseling services for this program are provided by Recovery Services of Northwest Ohio, Inc., Defiance, Ohio. Nineteen women participated in the TAMAR program in 2009 prior to grant funding being discontinued.

Recovery Services of Northwest Ohio, Inc., Defiance, Ohio was able to secure grant funding to begin a new female trauma program at CCNO. The program was named Women in Trauma Training (WITT). The program began in October 2009 with ten women participating.

- F. Offender Programs. The Manager of Offender Programs oversees the Case Managers. This Manager also oversees the contracts for the provision of Library, Education, Vocational, Self-Help, Medical and Substance Abuse programs.

Library services for offenders were provided through a contract with the Defiance Public Library through October 31, 2009. A new contract was entered into with the Williams County Public Library effective November 1, 2009. Offenders have access to a fully shelved library which includes hardbacks, paperbacks and magazines. The library has a collection of 4,753 books with an average circulation count of 4,367. Also each unit has a bookshelf with limited books available. A Law Library with up-to-date Ohio Revised Codes is available. Area newspapers are provided in each unit. 2,328 offenders utilized the library during their incarceration in 2009.

Education services for offenders are provided through a contract with the Four County Career Center, Archbold, Ohio. Offenders study social studies, writing, mathematics, science and reading in order to prepare to take the GED test. The GED test is conducted on-site at CCNO monthly. During FY 2009, certificates were awarded to 44 offenders who passed the General Education Diploma (GED) test. Also, 167 offenders received education certificates for completing twelve hours or more in the classroom. 58 offenders received education certificates for completing 25 hours or more in the classroom. A total of 154 offenders received grade advancements.

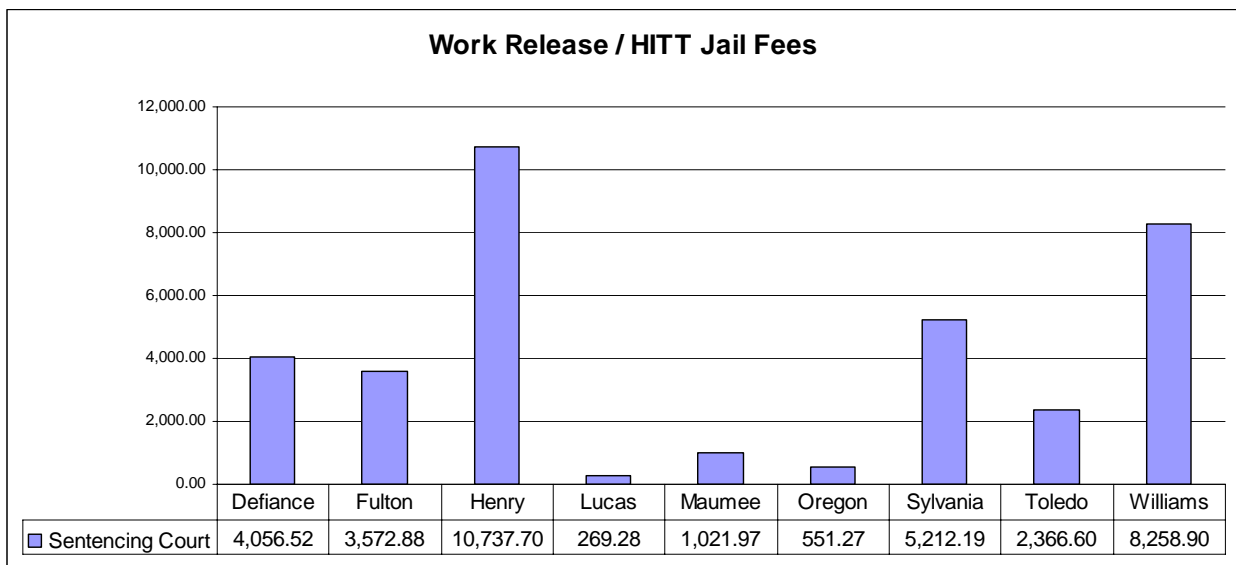
Vocational classes offered at CCNO during FY 2009 included:

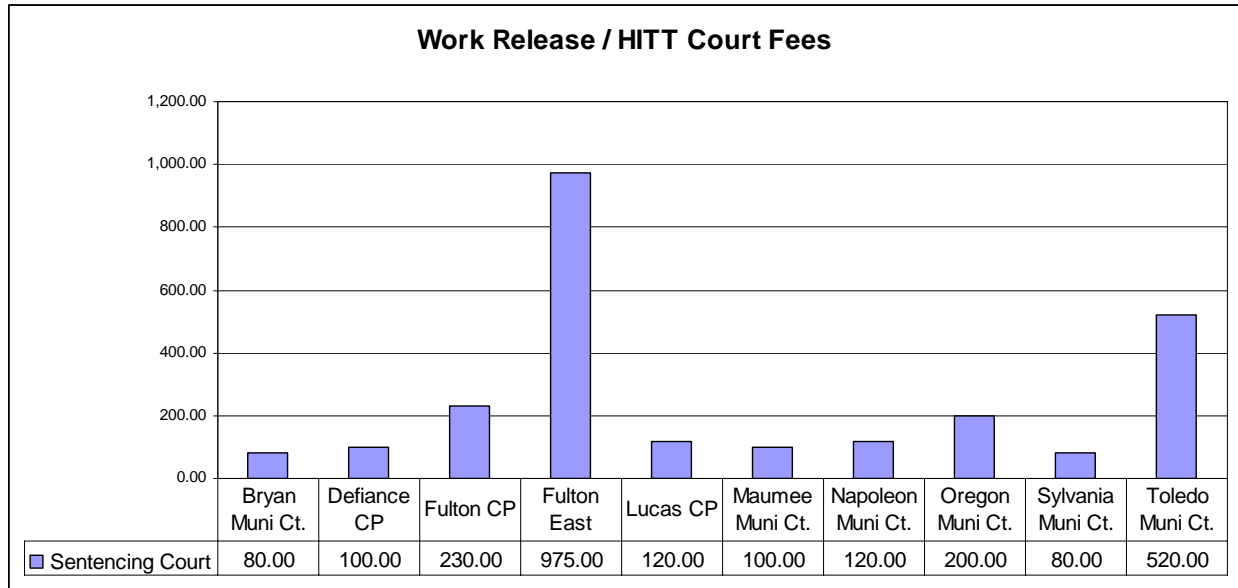
- A Job Search Techniques Course is conducted by the Four County Career Center. The training focuses on how to find a job and determining your goals, skills, interest and strengths. Interviewing skills including proper attire, common questions and how to sell yourself are discussed along with how to fill out an application and polish your resume. There were 56 offenders who participated in this class.
- Anger control classes are conducted by the Four County Career Center. These classes teach offenders how to recognize anger, what triggers anger and methods of relaxation. There were 90 offenders who participated in this class.
- A Personal Finance class is conducted for the Four County Career Center. This class is designed to provide practical guidance for personal financial decision making. Topics include: needs versus wants; making and managing a budget; banking (savings and checking accounts); ATMs; credit cards and debit cards; handling debt; managing credit; understanding a credit report; contacting debtors; buying versus renting; and, tips to cut costs and save. There were 49 offenders who participated in this class.
- A Forklift Certification class is conducted by the Four County Career Center. The training includes classroom training along with practical training on a forklift. There were 68 offenders who participated in this class.
- Re-Entry Classes are conducted by the Four County Career Center. Topics offer information on how to identify community resources, developing a plan, setting goals, investing in yourself, dealing with stress and money and managing your time. There were 54 offenders who participated in this class.
- Northwest State Community College conducted an introduction to computers class. This class is an eight hour class which focuses on the basics of operating a personal computer. There were ten offenders who participated in this class.
- Career Connections, Toledo, Ohio received grant funding through the Work Investment Act youth grant to assist 18 through 21 year olds being released from jail in the job search process. Grant funding was not received after June 30, 2009. During 2009, 54 offenders attended this program.
- Parenting classes are offered by the Henry County Extension Office. Topics discussed include a child's developmental stages, active communication skills, problem prevention techniques, discipline methods, positive encouragement skills, building a child's self esteem and raising responsible children. During FY 2009, 145 offenders attended this program.

G. Community Corrections. The Community Corrections Supervisor oversees the work release, Helping Inmates through Training (HITT) and community public works programs. The Electronic Monitoring Program Supervisor oversees the electronic monitoring and GPS program.

The Work Release and HITT programs are community programs where offenders are paid by area employers. The community corrections programs were drastically affected by the economic downturn during 2009. The Work Release program allows offenders to retain their current employment while they are incarcerated. There were 260 offenders who were in work release in FY 2009 down from 414 in FY 2008. Offenders in the HITT program are placed into jobs in the community while they are incarcerated at CCNO. There were 19 offenders who participated in the HITT program down from 98 offenders in FY 2008. There were also five offenders who were granted school release so they could continue their high school or college courses while incarcerated.

Offenders pay 25% of the net pay they receive to participate in work release and the HITT program. These funds are then used to pay for court fees/fines and jail fees. In FY 2009, offenders paid \$3,356.50 in court fees and \$36,047.31 in jail fees. This is a significant decrease from 2008 when \$15,913.63 was collected in court fees and \$80,978.83 in jail fees. These fees are returned to the sentencing court. The tables below show the amount collected by each jurisdictional sentencing court.

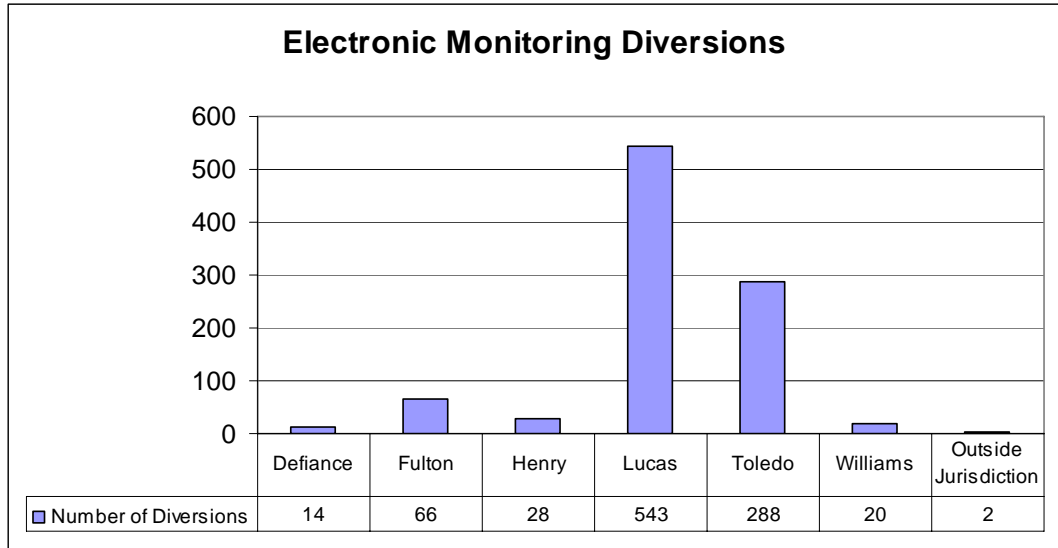




The Community Public Works program continues to provide community service hours to governmental and non profit agencies. The offenders are not paid to participate in this program, but do receive earned credit time for their hours worked if approved by the court. Community Public Works offenders provided service hours to the following agencies in FY 2009: Bryan Parks Department; City of Defiance; Defiance County; Defiance Police Department; Defiance County Senior Center; Village of Edgerton; Forest Hills Cemetery; Fulton County; Henry County; City of Napoleon; Williams County; and the Village of Hicksville. There were 264 offenders participating in this program who donated a total of 69,408 hours to government and/or non profit agencies.

CCNO operates an electronic monitoring/GPS jail diversion program. Screened applicants are assigned by the court to the program. An ankle bracelet is placed on their ankle and supervised while in the community. Offenders can continue working or attending court ordered programs while restricted to home at specified times. All participants must pay to be in the program. GPS service allows the tracking of offender movement in real time using satellite technology and the internet.

CCNO's electronic monitoring/GPS program diverted 961 offenders from jail during FY 2009 down from 1,203 in FY 2008. The following chart shows a breakdown of diversions by jurisdiction:



It should be noted that the Defiance Municipal Court operates their own electronic monitoring program. Lucas County courts include Oregon, Sylvania and Maumee Municipal Courts, for electronic monitoring diversion. The Lucas County Common Pleas Court operates an electronic monitoring program.

Offenders are financially responsible for the electronic monitoring fees for this program. Funds to operate this jail diversion program are from an account that receives its funding from grant funds and the offender equipment payments. Due to the fledgling economy in 2008 and 2009, the collection rate for electronic monitoring was down which resulted in the fund being nearly depleted. In an effort to continue to provide electronic monitoring and GPS services to the jurisdictional courts, changes were made. In 2009 the collection rate improved.

In 2008, two Electronic Monitoring Specialists and one clerical position were eliminated. A program cap of 120 was placed on the program with the number of units available to courts distributed by the number of beds they are allocated. Courts can still place offenders on the program if they exceed their allotment (similar to exceeding the jurisdiction bed allotment). Courts can exceed their allotment without penalty until the program reaches the 120 cap. All courts exceeding their allotment when the program exceeds the 120 cap will be required to reduce their numbers until the program returns to 120 units or less in use. These are regular electronic monitoring units.

In 2009, Jeff Nossaman, Electronic Monitoring Program Supervisor left the employ of CCNO. Polly Albright, Community Corrections Program Supervisor assumed responsibility for supervising the electronic

monitoring program in addition to her duties overseeing the work release and community public works programs.

If a court sentences an offender to GPS, the offender is financially responsible for the cost of the GPS unit the court requires them to use. The offender will also be financially responsible for paying the cost for all alcohol testing units the court requires them to use. Offenders must pay in full. These units are not owned by CCNO and are leased from B.I., Inc. at a higher rate.

- H. Fiscal Services. The Fiscal Manager is responsible for the management of budgeting, accounting, internal auditing, purchasing, payroll, inmate accounts, funds management and risk management (self-insurance).

The budget that was approved for fiscal year 2009 at the October 2008 Board meeting underwent two budget reductions during 2009. The budget as approved at the October 2008 Board meeting was \$16,568,279 with a per diem rate of \$71.15. At the April 2009 Board meeting the budget was reduced \$15,985,768 with a per diem rate of \$68.65. At the June 2009 Board meeting the budget was reduced to \$15,781,114 with a per diem rate of \$67.77. The fiscal year 2010 budget was lowered further still to \$15,723,882 with a per diem rate of \$67.52.

	<u>FY09 Adopted Budget</u>	<u>FY09 Budget Expended</u>
Personnel Services	\$7,110,268	\$6,957,003.43
Fringe Benefits	4,200,093	4,148,793.62
Contractual Services	2,384,078	2,370,612.72
Hiring/Training Expenses	333,990	287,637.57
Information Technologies	339,528	342,159.74
Legal Services	27,340	29,207.64
Maintenance/Service Contracts	173,286	164,688.26
Utilities	671,036	657,031.32
Other Services	371,168	336,037.24
Insurance Outlay	204,687	196,958.03
TOTAL	\$15,916,355	\$15,591,129.26

	<u>FY09 Revenue Earned</u>
Interest Revenue	\$ 6,200.47
Rental Revenue	258,050.88
Other Revenue	488,198.44
TOTAL	\$752,449.79

The following table details the budgeted amount, the actual invoice amount and the bed overage charges by jurisdiction for FY 2009.

	2009 Operation and Capital Budget	2009 Actual Jurisdictional Invoices	Bed Overage Charges	Savings - Budgeted versus Actual Cost
Defiance	\$1,533,589.00	\$1,460,330.03	\$32,744.07	\$40,514.90
Fulton	\$1,212,029.00	\$1,136,301.72	\$12,456.69	\$63,270.59
Henry	\$890,470.00	\$843,978.65	\$1,480.78	\$45,010.57
Lucas	\$4,872,852.00	\$4,582,883.51	\$0.00	\$289,968.49
Toledo	\$6,060,145.00	\$5,919,702.57	\$0.00	\$140,442.43
Williams	\$1,212,031.00	\$1,131,545.36	\$0.00	\$80,485.64
	\$15,781,116.00	\$15,074,741.84	\$46,681.54	\$658,692.62

In FY 2009 revenue for the capital budget was received in the amount of \$116,436. During FY 2009, \$74,624.23 was expended on capital purchases.

The per diem from actual cost/jurisdictional invoices was \$64.73.