

**Agency Programs/Activities: Inventory and Key Data
State Commission of Corrections**

Relation to Core Mission (H/M/L)	Program/Activity	Spending Category (SO, ATL, CAP)	3/31/09 FTEs (All Funds)	General Fund Disbursements				State Special Revenue Funds Disbursements (\$000s)				Capital Projects Funds Disbursements (\$000s)			
				2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected	2006-07 Actual	2007-08 Actual	2008-09 Plan	2009-10 Projected
High	Inspection/Evaluation of Correctional Facilities	SO	10.2	781,800	829,800	855,600	874,200								
High	Incident Response and Investigation	SO	1.7	130,300	138,300	142,600	145,700								
Medium	Capacity Management	SO	3.4	260,600	276,600	285,200	291,400								
Medium	Facilities Development	SO	3.4	260,600	276,600	285,200	291,400								
High	Staffing Services	SO	1.7	130,300	138,300	142,600	145,700								
High	Health Services Delivery, Mortality Investigation and Suicide Prevention	SO	5.1	390,900	414,900	427,800	437,100								
Low	Management Information	SO	1.7	130,300	138,300	142,600	145,700								
High	Training	SO	1.7	130,300	138,300	142,600	145,700								
High	Complaints and Grievances	SO	5.1	390,900	414,900	427,800	437,100								
			34	2,606,000	2,766,000	2,852,000	2,914,000								

NOTE Most if not all commission programs are integrated in terms of utilization of multidisciplinary field staff performing a multitude of functions, so as to make separation of programs difficult, if not impossible. For

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example, the same field staff member is trained to performing Inspection/Evaluation duties as well as Capacity Management or Complaints and Grievances, and would likely perform all three during one field visit.

State Commission of Correction
PROGRAM INFORMATION SHEET

Program: Capacity Management

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Section 45 (6) and 504 of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

Pursuant to minimum standards promulgated pursuant to Correction Law § 45 (6), the Commission establishes the maximum facility capacity of every local correctional facility. See 9 NYCRR Part 7040. The Commission monitors county correctional populations and capacity on a daily basis. When a local correctional facility exceeds its maximum facility capacity, only the Commission has the authority to alleviate over-crowding by transferring inmates to another local correctional facility. See Correction Law § 504. On any given day, in excess of three hundred fifty (350) inmates are housed at alternate facilities pursuant to orders issued by the Commission. The Commission has performed this program function since its reorganization in 1975.

Issues:

While the Commission has designated this program as a medium priority, this situation could change depending upon fluctuation in the inmate population at any given local correctional facility. Various factors affect the population including unusual law enforcement activities such as narcotics sweeps. Several local correctional facilities are chronically and persistently over-crowded.

Population Served:

The Capacity Management program serves 57 county jails, 6 county penitentiaries, and the New York City Department of Correction.

Performance Measures:

Quarterly range reports and comparisons track facility capacity management. These statistics are also monitored and evaluated by the Division of Criminal Justice Services Crimestat program.

State Commission of Correction
PROGRAM INFORMATION SHEET

Program: Facilities Development

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Section 45 (10) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Commission provides technical planning, capital project development and construction plan review services for development of new correctional facilities as well as review and approval of all improvement/major renovation of existing correctional facilities. The Commission has performed this program function since its reorganization in 1975. The program was expanded substantially in the technical assistance area following a deficient transition into a county correctional facility in 1993 which resulted in a major inmate uprising and escape..

Issues:

This program has been designated medium priority by the Commission based upon certain flexibility in the provision of technical assistance to localities. Reductions in technical assistance could lengthen the process and add to a locality's planning costs.

Population Served:

The Facilities Development program serves 57 county jails, 6 county penitentiaries, the New York City Department of Correction, 500+ Police lockups, 5 Secure Centers of OCFS and DOCS.

Performance Measures:

None

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PROGRAM INFORMATION SHEET

Program: Health Services Delivery, Mortality Investigation and Suicide Prevention

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Sections 47 (1) (a) and (b) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Commission's Forensic Medical Unit investigates 250 inmate mortality cases annually, in conjunction with the Commission's Medical Review Board, and makes recommendations to improve health services in correctional facilities. It also conducts facility health care audits as deemed necessary. A statewide suicide prevention program is operated in conjunction with the state Office of Mental Health. The Commission has performed this program function since its reorganization in 1975.

Issues:

The workload of this program is effected greatly by any increase in inmate mortalities.

Population Served:

The Health Services Delivery, Mortality Investigation and Suicide Prevention program serves 57 county jails, 6 county penitentiaries, the New York City Department of Correction, 500+ Police lockups, 5 Secure Centers of OCFS and DOCS.

Performance Measures:

Commission databases track the processing of all inmate mortality cases. DCJS Crimestat monitors this tracking as well.

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PROGRAM INFORMATION SHEET

Program: Incident Response and Investigation

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Section 45 (7) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

Pursuant to Correction Law § 45 (7), the Commission responds to emergent incidents in correctional facilities throughout the state, providing emergency technical assistance, monitoring facility staff performance and subsequent investigation with recommendations to prevent recurrence. In 06/07 the agency responded to three major escapes, two facility fires, multiple cases of alleged inmate abuse and two instances of inmate unrest in DOCS. The Commission has performed this program function since its reorganization in 1975.

Issues:

Incidents are unpredictable and can require substantially more staff time and resources with little or no notice.

Population Served:

The Incident Response and Investigation program serves 57 county jails, 6 county penitentiaries, the New York City Department of Correction, 500+ police lockups, 5 Secure Centers of OCFS and DOCS.

Performance Measures:

None

State Commission of Correction
PROGRAM INFORMATION SHEET

Program: Inspection/Evaluation of Correctional Facilities

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Section 45 (3) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

Pursuant to minimum standards promulgated by the Commission per its mandate, staff inspects and evaluates every local correctional facility on an annual basis for compliance with those minimum standards, and all other applicable laws and regulations. Police lockups are inspected biennially. Also, annual inspections of the secure centers of the State Office of Children and Family Services have commenced per the pending minimum standards for those facilities. The Commission has performed this program function since its reorganization in 1975. Under current staffing, a four year cycle is required to inspect every local correctional facility for every minimum standard. Previously with larger staff assets, the Commission performed this program in one calendar year. Also, the Commission used to maintain a more robust presence in the State Department of Correctional Services.

Issues:

Pending Federal Prison Rape Elimination Act regulations could add to the agency's inspectional workload with no accompanying federal funding.

Population Served:

The Inspection/Evaluation program serves 57 county jails, 6 county penitentiaries, 500+ police lockups, 5 Secure Centers of OCFS and the New York City Department of Correction.

Performance Measures:

Annual work plans are submitted and compared to mid-year and year end reports on work completed.

State Commission of Correction
PROGRAM INFORMATION SHEET

Program: Management Information

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Sections 45 (10) and (11) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Commission, as required by law, provides a Standardized Annual Report to sheriffs, DOCS, DOB, DCJS and other governmental entities, on admissions, discharges, and inmate characteristics. The agency also provides on-line and retrospective management information to assist local correctional administrators, as well as tracking New York City DOC population levels and parole violators and "state-ready" inmates in local county jails. The Commission compiles and tracks a database on the training status of every county correction officer. The Commission has performed this program function since its reorganization in 1975.

Issues:

This program has been designated low priority by the Commission as many of the mandated reporting functions are outdated and duplicative in nature. Resources in this area are best directed toward utilizing updated technology to reduce human resources commitments for this program. Toward that end, the commission's obsolete database is being replaced by DCJS in its host agency capacity.

Population Served:

The Management Information program serves 57 county jails, 6 county penitentiaries, and the New York City Department of Correction, DOCS, DOB, DCJS, the Legislative and Executive Branches.

Performance Measures:

None

State Commission of Correction
PROGRAM INFORMATION SHEET

Program: Staffing Services

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Section 45 (6) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

Pursuant to its responsibilities under Correction Law § 45 (6) as outlined in 9 NYCRR Part 7041, the Commission analyzes and sets each local county jail's minimum staffing level. This is a very manpower intensive program for Commission field staff. Minimum staffing is critical to the safe, stable operation of correctional facilities. The Commission has performed this program function since its reorganization in 1975.

Issues:

None

Population Served:

The Staffing Services program serves 57 county jails, 6 county penitentiaries, and the New York City Department of Correction.

Performance Measures:

None

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PROGRAM INFORMATION SHEET

Program: Training

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Sections 45 (9) and (9-a) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Commission is the statewide training authority for local and New York City corrections. The Commission has developed a Field Training Network comprised of Commission-certified trainers in various county correction departments throughout New York State. The agency also develops and certifies the approved training courses for all local correction officers. The Commission has performed this program function since its reorganization in 1975.

Issues:

None

Population Served:

The Training program serves 57 county jails, 6 county penitentiaries, and the New York City Department of Correction.

Performance Measures:

Commission databases track all training courses, all certified trainers and all county correction officer training.

State Commission of Correction
PROGRAM INFORMATION SHEET

Program: Complaints and Grievances

Mandate:

The State Commission of Correction is an Executive Department correctional oversight and technical services agency first established in the New York State Constitution (Article XVII) in 1895. Its organization, functions, powers and duties are set forth in NYS Correction Law, Article 3. This specific program is mandated by Sections 42 and 45 (4) of the Correction Law.

Mandated Funding Level:

N/A

Brief Description/History/Background:

The Commission is required by law to investigate inmate grievances and complaints from not only the inmates but from family members, inmate advocates, legal representatives and legislative members. In addition, the agency provides staff services to the Citizen's Policy and Complaint Review Council which is vested with appellate powers in regard to inmate grievances from local county jails. In calendar 2007 the Commission processed 1,053 inmate grievances and 3,664 inmate complaints. The Commission has performed this program function since its reorganization in 1975.

Issues:

None

Population Served:

The Complaint and Grievance program serves 57 county jails, 6 county penitentiaries, the New York City Department of Correction, 5 Secure Centers of OCFS and DOCS.

Performance Measures:

Commission databases track all complaints and grievances for compliance with processing standards. DCJS Crimestat monitors this tracking as well.