



State of New Jersey

DEPARTMENT OF CORRECTIONS
WHITTLESEY ROAD
PO Box 863
TRENTON, NJ 08625-0863

JON S. CORZINE
Governor

GEORGE W. HAYMAN
Commissioner

April 29, 2008

David J. Rosen
Legislative and Finance Budget Officer
Office of Legislative Services
125 West State Street
Trenton, New Jersey 08625

Dear Mr. Rosen:

Please find the department's responses to the additional questions raised by members of the Senate Budget and Appropriations Committee.

Senator Turner:

- *Please provide the committee with information on the number of women housed by the Department of Corrections and where they are housed.*

Response: As of April 4, 2008, 980 women were housed at Edna Mahan Correctional Facility for Women. Also, as noted in the OLS discussion points an additional 70 female inmates were housed outside the Edna Mahan Correctional Facility for Women at New Jersey State Prison - 31 in Administrative Segregation and 37 in general population status. There is also a female Stabilization Unit (mental health) located at New Jersey State Prison. It consists of 16 cells and is used for female inmates who are experiencing psychiatric episodes. As of April 4, 2 female inmates were assigned.

- *What percentage of the inmate population suffers from a serious or chronic disease such as Hepatitis C, HIV or AIDS? Please provide the percentage for each disease.*

Response: As of April 21, 2008 there were 2,350 inmates, or 9 % of the total population, diagnosed with Hepatitis C. There were 563 HIV patients, or 2% of the total population and of those, 116 had AIDS or less than 1% of the population.

Senator Cunningham:

- *Has Project Pride made visits to schools in Jersey City? Please provide a list of schools and dates visited.*

Response: Project Pride visited Lincoln High School in September, 2002. This is a free program for all schools and community agencies in New Jersey. Based on the evaluation conducted, the program was very well received. However, after inquiries were made to expand the program to all middle and high schools, the program was not invited back.

Senator Oroho:

- *Please provide the committee with an evaluation of the medical contract with the University of Medicine and Dentistry, New Jersey. How does this contract differ from the contract with CMS? What are the cost differentials in each contract?*

Response: As indicated in the hearing, this matter is currently under joint review among the departments of Treasury and Corrections, and UMDNJ. As indicated by the Treasurer, upon completion, documentation will be submitted. It should be noted that while the State can contract with a private vendor, state agencies do not contract with each other, but rather provide services to each other on agreement to do so.

Senator Sweeney:

- *Gloucester County uses a light duty policy for officers with less serious injuries. Instead of being fully out of work, these officers work in less physically stressful jobs, filing, answering phones, etc. It returns officers to work more quickly and saves money. Has the department considered doing something similar for the State system? Have you analyzed the potential savings of such actions? If so, what are the savings? If not, why not?*

Response: The department has considered having custody staff members return to work on light duty, but has not done so for several reasons. Custody staff members are not trained to perform most of the tasks that the department's civilian employees handle on a daily basis, nor does the department have the physical space, equipment, computers, telephones and ergonomically fit work stations to accommodate additional staff during these interim periods. In taking all this into consideration, the benefits do not warrant the additional costs that would be incurred in order to properly accommodate the additional staff in particular locations. Additionally, other issues of concern arise in determining specifically who would qualify as suitable for light duty from among all those who are injured.

Lastly, and most importantly, all trained custody staff must respond to an institutional emergency immediately if one is called and they are in the institution at that time.

This creates an extremely problematic situation, as additional injuries could occur during an emergent situation.

- *Please provide the committee with a list of all director and assistant director positions in the central office in this fiscal year and each of the past five fiscal years. How does this differ from the number of positions in the proposed budget?*
- *Please provide the same information for each of the State prisons, focusing on executive staff positions such as executive assistants and administrative assistants.*

Response: Please see Appendix A.

- *During the Whitman administration civilian "communication operator" positions were created. The goal was to save salary costs by civilianizing certain positions. My understanding is that since the initial transition, these positions have been doubled without a corresponding decrease in officer positions. Have these communications operator positions provided any meaningful savings? Please quantify.*

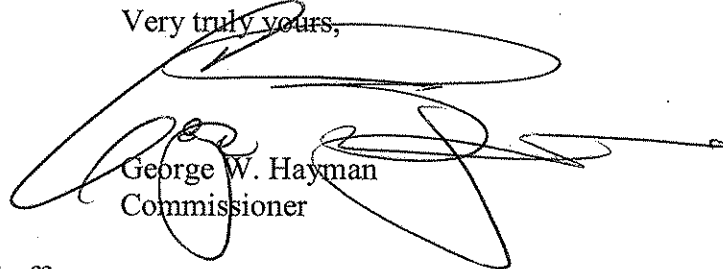
Response: In FY 1996 and FY 1997, the department created 200 civilianization positions. Four work areas previously assigned to custody staff were determined to be more appropriately performed by civilians, since they primarily involved telephone and clerical duties and did not require the extensive training given to custody staff. Initially, the titles used were Principal Mail Clerk, Principal Clerk Typist, ID Officer and Communication Operator. All but the 15 ID officer positions were converted to the Communication Operator title. Thus, the comparable institutional Communication Operator count is 185 (200-15=185). The current, FTE cap for Communication Operators at the institutions is 240. Therefore, the institutional Communication Operator count has increased by 55, or 30%, over the past 12 Years. These 55 positions were added on as a result of the staffing study conducted by the National Institute of Corrections and the department to provide sufficient posts and relief for vacations, sick leaves etc.

The cost for 240 Senior Corrections Officers at an average salary of \$65,500 is \$15.7 million. Comparably, the cost for 240 Communication Operators at an average salary of \$40,000 is \$9.6 million. Thus, the estimated annual salary savings is \$6.1 million.

David J. Rosen
April 28, 2008
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Should you have need for additional information, please do not hesitate to contact me at your convenience.

Very truly yours,

A large, stylized handwritten signature in black ink, appearing to read 'George W. Hayman', is written over the typed name and title.

George W. Hayman
Commissioner

- c: Thomas J. Moran, Chief of Staff
- Peter T. Roselli, Deputy Commissioner
- James Barbo, Acting Deputy Commissioner
- Carmella M. Elmer, Assistant Commissioner
- Brigite Mitchell-Morton, Assistant Commissioner
- Lydell Sherrer, Acting Assistant Commissioner
- Kathleen Baker, Director
- Patricia Loreti, Supervising Administrative Analyst

Department of Corrections
 Bureau of Budget and Fiscal Planning
 Summary of Central Office Director and Assistant Director Positions and
 Institutional Executive Assistant and Administrative Assistant Positions

Appendix A	TITLE	Budgeted									
		FY2003-PP14	FY2004-PP14	FY2005-PP13	FY2006-PP13	FY2007-PP13	FY2008-PP08	FY2009			
	<u>SSCF</u>										
	Administrative Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 2	1	1	1	0	0	0	0	0	0	0
	Executive Assistant 3	0	1	1	1	1	1	1	1	1	1
		1	2	2	1	1	1	1	1	1	1
	<u>MSP</u>										
	Administrative Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 3	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0
	<u>RFSP</u>										
	Administrative Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 2	1	0	1	1	1	1	1	1	1	1
	Executive Assistant 3	1	1	0	0	0	0	0	0	0	0
		2	1	1	1	1	1	1	1	1	1
	<u>EMCE</u>										
	Administrative Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 2	2	2	2	2	2	2	2	2	2	2
	Executive Assistant 3	0	0	0	0	0	0	0	0	0	0
		2	2	2	2	2	2	2	2	2	2
	<u>NSP</u>										
	Administrative Assistant 2	1	1	1	1	1	1	1	1	1	1
	Executive Assistant 2	2	2	2	2	2	2	2	2	2	2
	Executive Assistant 3	0	0	0	0	0	0	0	0	0	0
		3	3	3	3	3	3	3	3	3	3
	<u>ADIC</u>										
	Administrative Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 2	1	1	1	1	2	2	2	2	2	2
	Executive Assistant 3	0	0	0	0	0	0	0	0	0	0
		1	1	1	1	2	2	2	2	2	2
	<u>GSYCF</u>										
	Administrative Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 2	0	1	0	0	0	0	0	0	0	0
	Executive Assistant 3	1	1	0	1	1	1	1	1	1	1
		1	2	0	1	1	1	1	1	1	1
	<u>AGWYCF</u>										
	Administrative Assistant 2	0	0	0	0	0	0	0	0	0	0
	Executive Assistant 2	2	2	2	2	1	1	1	1	1	1
	Executive Assistant 3	0	0	0	0	0	0	0	0	0	0
		2	2	2	2	1	1	1	1	1	1

Department of Corrections
 Bureau of Budget and Fiscal Planning
 Summary of Central Office Director and Assistant Director Positions and
 Institutional Executive Assistant and Administrative Assistant Positions

Appendix A

TITLE MYCE	Budgeted						
	FY2003-PP14	FY2004-PP14	FY2005-PP13	FY2006-PP13	FY2007-PP13	FY2008-PP08	FY2009
Administrative Assistant 2	0	0	0	0	0	0	0
Executive Assistant 2	1	1	1	0	0	0	0
Executive Assistant 3	1	1	1	1	1	1	1
	2	2	2	1	1	1	1
Institutional Count	22	22	24	22	19	20	20