



Department of Public Safety and Correctional Services

Office of the Secretary

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February 19, 2015

STATE OF MARYLAND

LARENCE J. HOGAN
GOVERNOR

BOYD K. RUTHERFORD
LT. GOVERNOR

STEPHEN T. MOYER
SECRETARY

PATRICIA M. DONOVAN
DEPUTY SECRETARY
ADMINISTRATION

WENDELL M. FRANCE
ACTING
DEPUTY SECRETARY
OPERATIONS

RHEA L. HARRIS
ASSISTANT SECRETARY/
CHIEF OF STAFF

DAVID N. BEZANSON
ASSISTANT SECRETARY
CAPITAL PROGRAMS

The Honorable James E. DeGrange, Sr.
Chair, Senate Public Safety, Transportation, and
Environment Subcommittee
Room 120, James Senate Office Building
Annapolis, Maryland 21401-1991

Re: Police and Correctional Training Commissions – Operating Budget Analysis Response

Dear Chairman DeGrange:

Attached for your reference is the Agency's discussion pertaining to issues and recommendations contained in the analysis of the proposed Fiscal Year 2016 Operating Budget Analysis for the Police and Correctional Training Commissions.

I trust this information is responsive to the issues and concerns that were raised by the analyst. Let me extend my sincere thanks to you and the Subcommittee for your ongoing interest in and continuing support for the Police and Correctional Training Commissions. I welcome the opportunity to provide additional information and assistance should you have any questions with respect to this issue.

Sincerely,

Stephen T. Moyer
Secretary

cc: Members of the Senate Subcommittee on Public Safety, Transportation
& Environment
Mr. Matthew Bennett, Staff, Senate Budget & Taxation Committee
Ms. Hannah Dier, Policy Analyst, DLS
Mr. Matthew Schmid, Budget Analyst, DBM
Deputy Secretary Patricia M. Donovan, DPSCS
Acting Deputy Wendell M. France, DPSCS
Assistant Secretary/Chief of Staff Rhea Harris, DPSCS
Assistant Secretary David Bezanson, DPSCS
Director Christopher McCully, Financial Services, DPSCS
Director Kevin Loeb, Government, Legislative & Community Affairs,
DPSCS



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February 12, 2015

STATE OF MARYLAND

LARENCE J. HOGAN
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BOYD K. RUTHERFORD
LT. GOVERNOR

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SECRETARY

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CHIEF OF STAFF

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ASSISTANT SECRETARY
CAPITAL PROGRAMS

The Honorable Keith E. Haynes, Chair
House Subcommittee on Public Safety and Administration
Room 424, Lowe House Office Building
Annapolis, Maryland 21401-1991

Re: Police and Correctional Training Commissions – Operating Budget Analysis Response

Dear Chairman Haynes:

Attached for your reference is the Agency's discussion pertaining to issues and recommendations contained in the analysis of the proposed Fiscal Year 2016 Operating Budget Analysis for the Police and Correctional Training Commissions.

I trust this information is responsive to the issues and concerns that were raised by the analyst. Let me extend my sincere thanks to you and the Subcommittee for your ongoing interest in and continuing support for the Police and Correctional Training Commissions. I welcome the opportunity to provide additional information and assistance should you have any questions with respect to this issue.

Sincerely,

Stephen T. Moyer
Secretary

cc: Members of the House Subcommittee on Public Safety and Administration
Ms. Dana Tagalicod, Staff, House Committee on Appropriations
Ms. Hannah Dier, Policy Analyst, DLS
Mr. Matthew Schmid, Budget Analyst, DLS
Deputy Secretary Patricia M. Donovan, DPSCS
Acting Deputy Secretary Wendell M. France, DPSCS
Assistant Secretary/Chief of Staff Rhea Harris, DPSCS
Assistant Secretary David Bezanson, DPSCS
Director Christopher McCully, Financial Services, DPSCS
Director Kevin Loeb, Government, Legislative & Community Affairs, DPSCS

**DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES
FY 2016 BUDGET POLICE AND CORRECTIONAL TRAINING COMMISSIONS**

Class Room Utilization

Issue: PCTC should comment on the reason for increased classroom utilization corresponding to decreased trainee days in fiscal 2014.

Response: FY 2014 was the first year that Department of Juvenile Services (DJS) conducted all Entry-level Academy programs at PSTEC. DJS also substantially increased their use of PSETC for in-service training presentations. The addition of DJS training increased the Training Room use by occupying two classrooms on a permanent basis with additional classrooms on a periodic basis, as needed. Due to DJS conducting all of their academy training, and a much larger portion of their annual mandated training, at PSETC, DJS training increased by 7,365 Trainee Days or 90% over FY 2013.

Since there was a lower enrollment in PCTC academies, (corrections, parole and probation, and police) the total student enrollment decreased leading to an overall reduction in PCTC Trainee Days. Some classes were consolidated, allowing for more non-PCTC training programs to be conducted. The additional training programs added 8,831 PSETC Trainee Days, representing an increase of 11.4% while the lower student population allowed for additional training programs. This resulted in fewer PCTC Trainee Days.

Competency of Mandated Training Graduates

Issue: PCTC should comment on the usefulness of survey responses, as well as additional changes that have been or will be implemented in order to improve the competency of entry-level training graduates.

Response: Receiving survey responses from student supervisors provides useful insight into the effectiveness of PCTC's Mandated Training programs. The student supervisors' responses are used to confirm whether the training standards, and quality of the training program, adequately prepared the student for his or her respective job and the responsibilities that the job entails. PCTC uses any negative responses to modify and adjust the training programs so that future students receive appropriate training.

There was a 4% increase in the competency rate in FY14 as compared to FY13. Parole and Probation (P&P) students were not rated within the target due to several factors; including the change of instructional presentations. Associate Instructors, which are analogous to adjunct teachers, were brought to cover P&P training courses since there was a 33% vacancy rate in Academy staff. Associate Instructors often lack the continuity in lesson planning that Academy staff provides. The substitution of Associate instructors for Academy staff resulted in fragmented presentations and impacted the competency rate for P&P training programs. However, this issue has been resolved since PCTC recently added two new Academy instructors, which allowed Academy staff to assume the majority of training responsibilities and eliminated the need use Associate instructors for training presentations.

This transition has already shown positive effects on competency rates. Preliminary evaluation results from the 2014 summer class indicate a higher competency rating than the 2013 summer class. PCTC will have a better indication of whether this trend will continue to increase once the fall 2014 class evaluations are completed, which will be in March 2015.

Proposed Budget – Building Renovations

Issue: PCTC should comment on the anticipated level of funding needed to make necessary modifications and ensure regular maintenance and operational costs are met for the new buildings, as well as whether those costs can be absorbed with the funding in the fiscal 2016 allowance.

Response: The buildings that PCTC currently occupies and maintains total approximately 192,000 square feet. The pending transfer of the four buildings from DHMH (Jones Building, Men's Home, and Cottages #11 & #13) will add an additional 50,000 square feet. This represents over a 25% increase in square footage.

PCTC plans on using the additional four buildings solely for the purpose of scenario-based training, in limited areas of those buildings. Since these buildings have limited electrical service and no HVAC, utility costs should be relatively minimal. PCTC staff should be able to manage landscaping and the limited maintenance at these locations. Actual costs to PCTC for materials, equipment, and fuel related to landscaping and maintenance for the new property is expected to increase by less than \$2,500 annually. PCTC currently utilizes a contractor to remove snow from the driveways and parking areas. PCTC estimates that the cost of snow removal for the additional four buildings will cost an additional \$1,000 per year. It is anticipated that PCTC will be able to absorb these additional costs within the proposed FY16 budget.

Recommended Actions:

1. Concur with Governor's Allowance

Response: The Department concurs with the recommended action.