

# Sheriff's Services Summary

---

	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Budget FY 07	% Change From Orig. FY 06	% Change From Adj. FY 06
<b>Detention Center</b>	\$5,157,350	\$5,727,830	\$5,464,057	\$5,847,080	2.08%	7.01%
<b>Sheriff's Services</b>	3,104,991	3,535,280	3,893,154	4,296,280	21.53%	10.35%
<b>Total Sheriff's Services</b>	<b>\$8,262,341</b>	<b>\$9,263,110</b>	<b>\$9,357,211</b>	<b>\$10,143,360</b>	<b>9.50%</b>	<b>8.40%</b>

## Budget Changes

- The difference between the FY 06 Original Budgets and the FY 06 Adjusted Budgets in Sheriff's Services is due to a combination of the addition of four positions, salary adjustments, employee upgrades and promotions.
- The 7.01% increase in the Detention Center budget in FY 07 is primarily due to a combination of salary adjustments, the inclusion of three new Correctional Officers, one new Administrative Assistant position, and the replacement of kitchen and laundry equipment.
- The 10.35% increase in the Sheriff Services budget in FY 07 is primarily due to a combination of salary adjustments and the addition of two deputies, one polygraph examiner and an administrative assistant.

## Highlights, Changes and Useful information

- To accommodate the growing population in Carroll County, additional deputies are planned to be added each year to maintain the 1.3 officers per 1,000 citizens ratio.
- In September of 2003 the Sheriff entered into a written agreement with the Superintendent of the Maryland State Police in which each agency is recognized as possessing the capability to provide a full range of law enforcement services in the prevention and/or investigation of all criminal and traffic matters and declared an equal partnership by sharing criminal enforcement and patrol responsibilities in Carroll County.
- In calendar year 2005, the Sheriff Services Warrants Unit processed over 1,200 warrants.
- In 2005, the Carroll County Detention Center started collecting DNA samples of inmates for inclusion in the Maryland DNA offender database. Carroll County was the first county to participate in the DNA collection process.
- In 2005, The Carroll County Detention Center began operating the Network LiveScan Fingerprinting System. The system links directly to the State repository for fingerprints.
- In 2005, the Carroll County Detention Center installed a new imaging mug shot system in the Central Booking Unit.

# Detention Center

Description	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Budget FY 07	% Change From Original FY 06	% Change From Adjusted FY 06
Personnel	\$3,996,307	\$4,498,860	\$4,235,087	\$4,561,240	1.39%	7.70%
Operating	1,145,293	1,212,620	1,212,620	1,256,790	3.64%	3.64%
Capital Outlay	15,750	16,350	16,350	29,050	77.68%	77.68%
<b>Total</b>	<b>\$5,157,350</b>	<b>\$5,727,830</b>	<b>\$5,464,057</b>	<b>\$5,847,080</b>	<b>2.08%</b>	<b>7.01%</b>
Employees FTE	104.50	110.50	103.50	107.50	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

## Contact

**Kenneth L. Tregoning, Sheriff (410) 386-2900**  
**Deborah Effingham, Senior Budget Analyst (410) 386-2082**

## Mission and Goals

The Detention Center administration and staff are dedicated to providing correctional programs meeting all applicable County, State and Federal standards.

### Goals Include:

- Effectively operate the Home Detention Program within the Carroll County Detention Center.
- Identify and receive Federal and State reimbursable funding to reduce the cost of services to the citizens.
- Increase number of inmates temporarily released to outside treatment programs by 10%.
- Increase number of inmates participating in the Home Detention Program by 10%.

## Description

The Carroll County Detention Center is responsible for protecting the citizens of Carroll County by providing a secure holding facility for a maximum of 287 inmates legally confined within the County. The physical, emotional and psychological well being of inmates, as well as their rights and dignity, are respected and protected. Additionally, the Detention Center provides for the safety of inmates and staff by maintaining a humane living and working environment.

## Program Highlights

- In 2005, the Carroll County Detention Center started collecting DNA samples of inmates for inclusion in the Maryland DNA offender database. Carroll County was the first county to participate in the DNA collection process.
- In 2005, The Carroll County Detention Center began operating the Network LiveScan Fingerprinting System. The system links directly to the State repository for fingerprints.
- In 2005, the Carroll County Detention Center installed a new imaging mug shot system in the Central Booking Unit.

## Budget Changes

- The difference between the FY 06 Original Budget and the FY 06 Adjusted Budget is primarily due to a transfer of seven Correctional Officers serving the courts from the Carroll County Detention Center to the Sheriff Services Budget. The seven positions are in the Sheriff Services budget as Court Security Officers.
- The 7.70% increase in personnel in FY 07 is due to the addition of three Correctional Officers and one Administrative Assistant.
- Generally, operating expenses were planned to grow 3% between FY 06 and FY 07. Most budgets, including this one, were held at or near that level.
- The 77.68% increase in capital outlay is due to replacement of aging kitchen and laundry equipment.

## Positions

Title	Type	FTE
<i>Administrative Assistant</i>	Full-time	5.00
<i>Colonel</i>	Full-time	1.00
<i>Cook I</i>	Full-time	3.00
<i>Cook I</i>	Contractual	0.50
<i>Correctional Officer</i>	Full-time	91.00
<i>Correctional Specialist</i>	Full-time	3.00
<i>Executive Secretary</i>	Full-time	1.00
<i>Food Services Director</i>	Full-time	1.00
<i>Pre-trial Services Manager</i>	Full-time	1.00
<i>Tech. Support Serv. Specialist</i>	Full-time	1.00
<b>Total</b>		<b>107.50</b>

Under State law the County provides funding for the Sheriff's operations but the Sheriff and his employees are not employees of the County Commissioners.

# Sheriff's Services

Description	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Budget FY 07	% Change From Original FY 06	% Change From Adjusted FY 06
Personnel	\$2,965,090	\$3,310,300	\$3,668,174	\$4,020,890	21.47%	9.62%
Operating	139,215	222,980	222,980	259,720	16.48%	16.48%
Capital Outlay	687	2,000	2,000	15,670	683.50%	683.50%
<b>Total</b>	<b>\$3,104,991</b>	<b>\$3,535,280</b>	<b>\$3,893,154</b>	<b>\$4,296,280</b>	<b>21.53%</b>	<b>10.35%</b>
Employees FTE	72.00	76.00	87.00	91.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

## Contact

**Kenneth L. Tregoning, Sheriff (410) 386-2900**  
**Deborah Effingham, Senior Budget Analyst (410) 386-2082**

## Mission and Goals

The Sheriff's Office is committed to crime prevention, protecting life and property, preserving the peace, enforcing laws and ordinances and safeguarding constitutional guarantees. The Carroll County Sheriff's Office is dedicated to developing its members by providing a work environment that enhances performance through mutual respect, fairness, equality, training, education and leadership.

### Goals Include:

- Focus on customer service
- Foster delivery of law enforcement services
- Promote professionalism by adhering to the principles of the internationally established Commission on Accreditation of Law Enforcement Agencies, Inc.
- Cultivate public trust and confidence by maintaining superior moral and ethical standards in all public transactions.

## Description

The Sheriff's Office is responsible for providing a full range of law enforcement services to the citizens by supplementing all law enforcement in Carroll County. These services include:

- Locating and arresting persons wanted in Carroll County and fugitives from other states.
- Appearing in court to testify, carrying out collection of court ordered judgments or taking possession of property and enforcing Maryland's traffic laws.
- Serving emergency evaluation and domestic violence orders and handling civil disturbances.
- Preventing crime and protecting life and property.

## Budget Changes

- The difference between the FY 06 Original Budget and the FY 06 Adjusted Budget is due to the addition of two Criminal Investigators, seven transferred Court Security Officers, a Sergeant, and a Deputy.
- The 9.62% increase in personnel in FY 07 is due to a combination of the addition of two Deputies, one

Polygraph Examiner, Administrative Assistant and salary adjustments.

- The 16.48% increase in operating in FY 07 is due to a combination of expenses related to the new positions and expenses related to CALEA accreditation.
- The 683.50% increase in capital outlay is due to a one-time purchase for polygraph equipment and the addition of workstations for deputies.

## Positions

Title	Type	FTE
<i>Lieutenant</i>	Full-time	2.00
<i>Administrative Assistant</i>	Full-time	5.00
<i>Administrative Secretary</i>	Full-time	2.00
<i>Captain</i>	Full-time	2.00
<i>Colonel</i>	Full-time	1.00
<i>Constable</i>	Contractual	2.00
<i>Court Security Officer</i>	Full-time	9.00
<i>Corporal</i>	Full-time	15.00
<i>Deputy 1<sup>st</sup> Class/Probationer</i>	Full-time	30.00
<i>Director of Support Services</i>	Full-time	1.00
<i>Evidence Room Clerk</i>	Full-time	1.00
<i>Executive Secretary</i>	Full-time	1.00
<i>Fiscal Coordinator</i>	Full-time	1.00
<i>Major</i>	Full-time	2.00
<i>Police Service Assistant</i>	Full-time	2.00
<i>Polygraph Examiner</i>	Full-time	1.00
<i>Sergeant</i>	Full-time	13.00
<i>Sheriff</i>	By-Law	1.00
<b>Total</b>		<b>91.00</b>

Under State law the County provides the funding for the Sheriff's operations but the Sheriff and his employees are not employees of the County Commissioners.