

# Sheriff's Services Summary

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	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Detention Center	\$5,924,769	\$6,233,240	\$6,175,350	\$6,525,000	4.68%	5.66%
Sheriff's Services	4,064,920	4,623,880	4,733,420	5,112,350	10.56%	8.01%
<b>Total Sheriff's Services</b>	<b>\$9,989,690</b>	<b>\$10,857,120</b>	<b>\$10,908,770</b>	<b>\$11,637,350</b>	<b>7.19%</b>	<b>6.68%</b>

## Mission and Goals

The Sheriff's Office is committed to crime prevention, protecting life and property, preserving the peace, enforcing laws and ordinances, safeguarding constitutional guarantees and providing correctional programs that meet all applicable County, State and Federal Standards. 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:

- 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.
- Effectively operate the Home Detention Program within the Carroll County Detention Center and maximize the number of offenders qualifying for the program.
- 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%.
- Provide cooperation with and support for Drug Courts within Carroll County.

## Budget Changes

- The differences between the FY 08 Original Budgets and the FY 08 Adjusted Budgets are primarily due to salary adjustments and the addition of a deputy in Sheriff Services.
- The 5.66% increase in FY 09 Budget for the Detention Center is primarily due to the planned 5% growth in salaries and an increase in contractual medical services.
- The 8.01% increase in the FY 09 Budget for Sheriff Services is primarily due to salary adjustments and the addition of two Court Security Officers and an Administrative Assistant for the Warrants Division.

## Highlights, Changes and Useful information

- In 2007, the Warden of the Carroll County Detention Center was elected to the position of Vice President of the Maryland Correctional Administrators Association which represents more than 200 correctional professionals from the state of Maryland.
- In 2007, the Weekender Inmate Labor Program was implemented. This program has provided inmate labor throughout the County and on assignments such as assisting with parking, trash pick-up, and other clean-up efforts.
- During 2007, in partnership with Carroll County Public Schools, the Sheriff's Office established a web page and prepared an informational mailing to educate parents on the dangers and prevention strategies for combating internet predators and cyber bullies using forfeited drug monies.

# Detention Center

Description	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$4,567,669	\$4,915,290	\$4,857,400	\$5,125,080	4.27%	5.51%
Operating	1,225,899	1,278,780	1,278,780	1,362,720	6.56%	6.56%
Capital Outlay	131,201	39,170	39,170	37,200	-5.03%	-5.03%
<b>Total</b>	<b>\$5,924,769</b>	<b>\$6,233,240</b>	<b>\$6,175,350</b>	<b>\$6,525,000</b>	<b>4.68%</b>	<b>5.66%</b>
Employees FTE	107.50	109.50	109.50	109.50	-----	-----

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, Management and Budget Project**  
**Coordinator (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 and maximize the number of offenders qualifying for the program.
- 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%.
- Provide cooperation and support for Drug Courts within Carroll County.

## 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 2007, the Warden of the Carroll County Detention Center was elected to the position of Vice President of the Maryland Correctional Administrators Association which represents more than 200 correctional professionals from the state of Maryland.
- In 2007, the Weekender Inmate Labor Program was implemented. This program has provided inmate labor throughout the County and on assignments such as assisting with parking, trash pick-up, and other clean-up efforts.
- In 2007, the County completed the third year of the BJAG Home Detention grant to provide additional global position satellite (GPS) equipment to monitor offenders.

## Budget Changes

- The difference between the FY 08 Original Budget and the FY 08 Adjusted Budget is primarily due to salary adjustments.
- Generally, salary expenses were planned to grow 5% between FY 08 and FY 09. Most budgets, including this one, were held at or near that level.
- The 6.56% increase in operating expenses in FY 09 is primarily due to an increase in contractual medical services.
- The 5.03% decrease in capital outlay is due to the FY 08 replacement of aging kitchen equipment and control room workstations.

## 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	93.00
<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>109.50</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.

## Total Cost of Detention Center

Department	Estimated Cost
<i>Detention Center</i>	<i>\$6,525,000</i>
<i>Fringe Benefits</i>	<i>2,050,000</i>
<i>Public Safety</i>	<i>8,400</i>
<i>Utilities</i>	<i>128,000</i>
<i>Building Repairs</i>	<i>44,000</i>
<i>Technology Support</i>	<i>86,000</i>
<i>Fleet</i>	<i>112,000</i>
<i>Grant's cash match</i>	<i>45,930</i>
<b>Total</b>	<b>\$8,999,330</b>

# Sheriff's Services

Description	Actual FY 07	Original Budget FY 08	Adjusted Budget FY 08	Proposed Budget FY 09	% Change From Orig. FY 08	% Change From Adj. FY 08
Personnel	\$3,842,811	\$4,336,140	\$4,441,280	\$4,798,150	10.65%	8.04%
Operating	207,673	286,870	291,270	312,280	8.86%	7.21%
Capital Outlay	14,436	870	870	1,920	120.69%	120.69%
<b>Total</b>	<b>\$4,064,920</b>	<b>\$4,623,880</b>	<b>\$4,733,420</b>	<b>\$5,112,350</b>	<b>10.56%</b>	<b>8.01%</b>
Employees FTE	91.00	95.00	96.00	99.00	-----	-----

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**  
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**Coordinator (410) 386-2082**

Court Security Officers and an Administrative Assistant for the Warrants Unit.

- The 7.21% increase in operating in FY 09 is primarily due to an increase in recruitment advertising and the addition of equipment and uniforms for new positions.

## 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 08 Original Budget and the FY 08 Adjusted Budget is primarily due to the addition of an officer and salary adjustments associated with a new pay scale for the Sheriff's office.
- The 8.04% increase in personnel in FY 09 is due to the planned 5% growth in salaries and the addition of two

## Positions

Title	Type	FTE
<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>Corporal</i>	Full-time	18.00
<i>Court Security Officer</i>	Full-time	11.00
<i>Crime Scene Technician</i>	Full-time	1.00
<i>Deputy 1<sup>st</sup> Class/Probationer</i>	Full-time	31.00
<i>Director of Support Services</i>	Full-time	1.00
<i>Executive Secretary</i>	Full-time	1.00
<i>Fiscal Coordinator</i>	Full-time	1.00
<i>Lieutenant</i>	Full-time	4.00
<i>Logistical Services 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	12.00
<i>Sheriff</i>	By-Law	1.00
<b>Total</b>		<b>99.00</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.

## Total Cost of Sheriff Services

Department	Estimated Cost
<i>Sheriff Services</i>	<i>\$5,112,350</i>
<i>Fringe Benefits</i>	<i>2,351,000</i>
<i>Public Safety</i>	<i>144,000</i>
<i>Utilities</i>	<i>40,000</i>
<i>Building Repairs</i>	<i>15,000</i>
<i>Technology Support</i>	<i>43,000</i>
<i>Fleet</i>	<i>740,000</i>
<i>Grant's cash match</i>	<i>10,960</i>
<b>Total</b>	<b>\$8,456,310</b>