

# Sheriff's Office Summary

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	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Detention Center	\$6,500,396	\$6,599,790	\$6,526,310	\$6,528,580	-1.08%	0.03%
Sheriff's Services	4,972,897	5,049,310	4,984,260	5,432,320	7.59%	8.99%
<b>Total Sheriff's Services</b>	<b>\$11,473,293</b>	<b>\$11,649,100</b>	<b>\$11,510,570</b>	<b>\$11,960,900</b>	<b>2.68%</b>	<b>3.91%</b>

## Mission and Goals

The Sheriff's Office is committed to safeguarding constitutional freedoms and the quality of life. The office will sustain public trust by holding members accountable to the highest standards of honesty, ethics, and integrity. Members will treat everyone in an unbiased, dignified and respectful manner without regard to human traits, characteristics, or status. Members are committed to partnerships with community, professional, and government associates promoting the quality of life. The Detention Center administration and staff are dedicated to providing correctional programs meeting all applicable County, State, and Federal standards.

### Goals include:

- Promoting professional development and wellness
- Implementing new technologies that enhance public safety communications and information sharing
- Promoting service excellence through continued maintenance of CALEA standards
- Increasing outreach efforts
- Identify and receive additional revenue from vendors to reduce the cost of services to the citizens of Carroll County.

## Highlights, Changes and Useful information

- In FY 11 nine Resident Troopers are being replaced with nine Sheriff Deputies. Annual net savings to the County are approximately \$400,000 beginning in FY 12.
- Since FY 09, staff in Sheriff Services funded by the Operating Budget has increased, while staff funded in the Grant Fund has decreased. When the nine new deputies are factored out, total staff has decreased by less than 1%.
- The Sheriff is a constitutional office elected by the voters of Carroll County. While the Commissioners have a legal requirement to adequately fund the constitutional functions of the office, they do not have operational authority over the Department.
- In addition to direct funding to Sheriff Services, the County also provides in-kind support, including health, retirement, and other fringe benefits, payment of payroll taxes, building maintenance, assigned vehicles and maintenance, technology services and support, and access to the County's fleet of pool vehicles and Personnel Services' staff.
- In FY 10 the Commissioners provided uniformed law enforcement and correctional officers with an enhanced pension plan.
- The Sheriff's Office received American Recovery and Reinvestment Act funding for police data communications interoperability equipment.

## Budget Changes

- The increase in Sheriff Services is due to the addition of nine deputies.
- In FY 11 there are no salary increases and operating budgets are generally held flat or reduced from FY 10.

# Detention Center

Description	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Personnel	\$5,112,657	\$5,119,220	\$5,045,740	\$5,045,740	-1.44%	0.00%
Operating	1,347,023	1,449,190	1,449,190	1,439,830	-0.65%	-0.65%
Capital Outlay	40,715	31,380	31,380	43,010	37.06%	37.06%
<b>Total</b>	<b>\$6,500,396</b>	<b>\$6,599,790</b>	<b>\$6,526,310</b>	<b>\$6,528,580</b>	<b>-1.08%</b>	<b>0.03%</b>
Employees FTE	109.50	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**

- In FY 11 there are no salary increases and operating budgets are generally held flat or reduced from FY 10.
- The 37.06% increase in Capital outlay is due to security system upgrades.

## 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:

Identify and receive additional revenue from vendors to reduce the cost of services to the citizens of Carroll County.

## Description

The Carroll County Detention Center is responsible for protecting the citizens of Carroll County by providing a secure holding facility for inmates 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 2009, Warden Hardinger was elected President of the Maryland Correctional Administrators Association (MCAA). MCAA is a statewide organization comprised of over 200 correctional professionals to enhance public safety by improving operations in local jails, addressing training and working conditions for correctional staff, and improving programs for those in custody of local facilities.
- Command Staff were recognized with Sheriff Salutes for outstanding performance over the past year for managing the facility in an exceptional manner.
- Central Booking staff implemented expanded domestic violence data collection that began in January 2010.

## Budget Changes

- The decrease in Personnel from the FY 10 Original Budget to Adjusted is due to salary adjustments associated with employee turnover.

## Positions

Title	Type	FTE
<i>Administrative Assistant</i>	Full-time	6.00
<i>Cook I</i>	Full-time	3.00
<i>Cook I</i>	Contractual	0.50
<i>Correctional Officer</i>	Full-time	92.00
<i>Correctional Specialist</i>	Full-time	4.00
<i>Executive Secretary</i>	Full-time	1.00
<i>Food Services Director</i>	Full-time	1.00
<i>Information Tech. Specialist</i>	Full-time	1.00
<i>Warden</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 County Funding to Detention Center

Department	Estimated Cost
<i>Detention Center</i>	<i>\$6,528,580</i>
<i>Fringe Benefits</i>	<i>2,070,000</i>
<i>Payroll Taxes</i>	<i>404,000</i>
<i>Public Safety</i>	<i>3,300</i>
<i>Utilities</i>	<i>130,000</i>
<i>Building Repairs</i>	<i>36,000</i>
<i>Technology Support</i>	<i>41,800</i>
<i>Fleet</i>	<i>31,000</i>
<b>Total</b>	<b>\$9,244,680</b>

# Sheriff's Services

Description	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Personnel	\$4,741,834	\$4,746,020	\$4,680,970	\$5,070,200	6.83%	8.32%
Operating	231,063	303,290	303,290	359,920	18.67%	18.67%
Capital Outlay	0	0	0	2,200	100.00%	100.00%
<b>Total</b>	<b>\$4,972,897</b>	<b>\$5,049,310</b>	<b>\$4,984,260</b>	<b>\$5,432,320</b>	<b>7.59%</b>	<b>8.99%</b>
<b>Employees FTE</b>	<b>99.00</b>	<b>99.00</b>	<b>98.00</b>	<b>107.00</b>	<b>-----</b>	<b>-----</b>

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

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## Mission and Goals

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### Goals include:

- Promoting professional development and wellness
- Implementing new technologies that enhance public safety communications and information sharing
- Promoting service excellence through continued maintenance of CALEA standards
- Increasing outreach efforts

## 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:

- Prevention of crime and protection of life and property
- Enforcement of laws and ordinances
- Maintaining security of courts and transporting prisoners
- Locating and arresting persons wanted in Carroll County and fugitives from other States
- Carrying out court orders by collecting judgments or taking possession of property
- Executing warrants of restitution by evicting tenants from property
- Serving emergency evaluation and domestic violence orders
- Enforcement of Maryland's traffic laws

## Program Highlights

The Sheriff's Office received American Recovery and Reinvestment Act funding for police data communications interoperability equipment.

## Budget Changes

- The decrease in Personnel from the FY 10 Original Budget to the Adjusted is due to the elimination of a Police Service Assistant position and salary adjustments associated with employee turnover.
- The overall increase in FY 11 is due to the addition of nine deputy positions. This increase in personnel is offset by a reduction in nine contracted Resident Trooper positions.
- There are no salary increases in FY 11.

## Positions

Title	Type	FTE
<i>Administrative Assistant</i>	Full-time	6.00
<i>Administrative Secretary</i>	Full-time	2.00
<i>Bureau Chief</i>	Full-time	1.00
<i>Captain</i>	Full-time	2.00
<i>Constable</i>	Contractual	2.00
<i>Corporal</i>	Full-time	22.00
<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	35.00
<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 Assistant</i>	Full-time	1.00
<i>Major</i>	Full-time	3.00
<i>Police Service Assistant</i>	Full-time	1.00
<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>107.00</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 County Funding to Sheriff Services

Department	Estimated Cost
<i>Sheriff Services</i>	<b>\$5,432,320</b>
<i>Fringe Benefits</i>	<b>2,380,000</b>
<i>Payroll Taxes</i>	<b>410,000</b>
<i>Public Safety</i>	<b>127,000</b>
<i>Utilities</i>	<b>20,000</b>
<i>Building Repairs</i>	<b>9,000</b>
<i>Technology Support</i>	<b>75,300</b>
<i>Fleet</i>	<b>822,000</b>
<i>Grant's cash match</i>	<b>37,190</b>
<b>Total</b>	<b>\$9,312,810</b>