



VIRGINIA DEPARTMENT OF CORRECTIONS

Management Information Summary Annual Report For the Fiscal Year Ending June 30, 2023



Compiled by the Budget Office
Division of Administration

On the Cover Promoting CDL Training

Mobile Unit Promotes CDL Training

VADOC leaders got an early look at the Department's new Commercial Driver's License training simulator during the October Unit Head's meeting in Midlothian.

The simulator, housed in a mobile trailer, will soon travel to the Department's CCAPs, field units, and work centers to help inmates attain the skills and qualifications they need to become professional drivers. Inmates are learning a new and valuable skill set and with a CDL, they will become very employable in the high-demand market for qualified truck drivers.

Around Corrections, October 2022

Virginia Program Trains Inmates to Get Commercial Driver's Licenses

Since 2011, Virginia's Department of Corrections has worked with the Department of Motor Vehicles to develop a path to a Commercial Driver's License. Under this program, Department of Corrections staff — which now includes Gene Mills — trains inmates on what they need to know to get that license.

The program that Mills and about 50 other nonviolent inmates have gone through can take more than a year to complete. It aims directly at one of the big reasons some former inmates end up back behind bars — lack of access to employment. One possible key to reducing the odds someone will return to prison is to open doors to jobs.

It took Mills about a year to get through the program, studying and practicing after finishing his assignment at the work center, where he and other inmates received some 50 truckloads of foodstuffs a week and loaded shipments for the 140 to 150 prisons, jails and other institutions — including homeless shelters and Boy Scout camps — that get weekly or twice-weekly shipments of the produce, dairy and meat that inmates at several Virginia prisons grow.

These days, with a new federal motor carrier safety law, the inmates must now complete at least 120 hours of classroom training, 120 hours of skills training — those 5,000 times around the work center lot — and 120 hours of supervised experience on the road. When they get their licenses, they can make deliveries and pickups on day trips within the state if they are accompanied by a department staffer, often a retired prison guard. VADOC has customers as far north as Baltimore and as far south as Durham, North Carolina, but civilian department employees make those trips.

For VADOC, the program is a cost savings: Inmate drivers are paid less than non-inmate drivers would be.

For inmates, though, it is something more.

"I had to give a talk at Brunswick, and you know you always wonder if you're wasting time doing that," Mills said. "But when I was done, one of the men came up to me and said, 'I was wondering what you'd say; I've been wondering about having hope. And now I know what hope looks like.'"

Extract from Richmond Times Dispatch: https://richmond.com/news/state-regional/government-politics/virginia-program-trains-inmates-to-get-commercial-drivers-licenses/article_af1c285e-21c4-11ee-a4d4-ef418aeacadaf.html

VIRGINIA DEPARTMENT OF CORRECTIONS ANNUAL MANAGEMENT INFORMATION SUMMARY REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2023

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Note: All dollar and percentage figures used in this report are shown as rounded to the nearest dollar and 1/10 of a percentage point, respectively. Thus the results of arithmetic calculations (sums, divisions, percentages, etc.) when using the exact figures are correct, but due to rounding the results in this report might appear to be off by a few dollars or tenths of a percentage point.

DEPARTMENT OF CORRECTIONS

THE YEAR IN REVIEW

For the Fiscal Year Ending June 30, 2023

FY 2023 Year End

The year-end close out was a success. Consistently, the Department of Corrections effectively utilizes nearly 100.00% of its unrestricted, allotted general fund appropriation.

The *Code of Virginia*, Section 2.2-4350, requires State agencies and institutions to pay 100% of their invoices subject to the Prompt Payment Statutes by the "required" payment due date. Agencies are in compliance with the prompt payment standard if they have achieved at least a 95% prompt payment rate. The Department exceeded this goal, based on the number of transactions, with a compliance rate of 97.5% for FY 2023.

The Department also continues to focus on utilization of Small, Women and Minority (SWaM) vendors for its discretionary expenditures. According to the Virginia Department of Small Business and Supplier Diversity's (SBSD) (formerly DMBE) dashboard, FY2023 utilization was 19.28% as compared to 19% in FY 2022. The inability to discount expenditures associated with medical healthcare contracts with Vitalcore and other medical service providers continue to impact the Department's SWAM utilization rate.

New Victim Notification Tool Unveiled

The Virginia Department of Corrections' (VADOC) Victim Services Unit has debuted its new state-of-the-art notification program for crime victims.

The Notification and Assistance for Victim Inclusion (NAAVI) is a new, user-friendly, and victim-oriented system, designed to alert crime victims of any change in the status of one or more inmates. Users can register online to receive updates via email, text, phone, and/or mail as long as their perpetrator is incarcerated within the VADOC.

Once registered, crime victims can customize their online profile and specify how and when they are notified concerning VADOC inmate status changes.

NAAVI provides notification in English and Spanish and includes inmates who have been sentenced to serve 12 months or more. NAAVI does not notify of status changes for probationers or parolees, or inmates housed in local or regional jails. If the inmate is currently incarcerated in a jail, victims can register for notifications through VINE.

"The new system represents a dramatic move forward for VADOC's Victim Services Unit as we continue to improve the support and resources we offer to crime victims," said VADOC's Victim Services Director Amber Leake. "NAAVI will provide the victims of crime in Virginia the opportunity to access all of the essential post-sentencing services and information they may need."

Crime victims can voluntarily register online here. More information can be found by visiting the Victim Service page. An introductory video is available on VADOC's YouTube channel in English and in Spanish.

Around Corrections, July, 2022

VADOC Students Enter a New Frontier: Coding

From App Building to Web Maintenance, Students Get the Full Stack

On Monday, November 7, the Department initiated a first-of-its-kind workforce training class designed to give students basic computer coding skills.

In the next 12 months, 15 students at the Virginia Correctional Center for Women will learn the essentials of web development including "the full stack," everything from app building to website maintenance.

VADOC has contracted the Memphis-based company Persevere to teach the classes. Unique to this effort is the manner in which the students will learn. Their teacher will convey lessons remotely from Atlanta while assisted by a teacher's aide in the VCCW classroom. The students have a closed server and firewall, so students do not have access to the internet.

Persevere focuses entirely on helping justice involved individuals enter the burgeoning web development arena.

Persevere coursework helps students obtain certification in responsive web design, front-end libraries, information security and quality assurance, application programming interfaces (aka APIs) and microservices, data visualization, JavaScript algorithms, and data structures.

Around Corrections, November, 2022

Coming to America

Colombians Learn from VADOC

In early November, the Virginia Department of Corrections provided training in Emergency Management and the Incident Command System to a delegation from Colombia at the Academy for Staff Development - Central. This training was provided through a partnership with the United States Department of State and offered international colleagues an opportunity to learn management skills in serious incidents within correctional facilities. VADOC's own Angel Baugh, HQ Safety and Security Manager, and Carlos Hernandez, Regional Manager - Central Region led 30 correctional professionals in the training program. The program consisted of training in ethics, utilizing the Incident Command System in correctional facilities, cuffing techniques, use of force, and defensive tactics. Assistant Warden Samuel Gutierrez and his team hosted the training participants for a tour of State Farm, and the Colombian delegation expressed how impressed they were with the staff and management of the facility. The ongoing partnership with the State Department began in 2017 and includes training, dialogue, and education efforts for correctional professionals in other countries. As an award-winning national and international leader in corrections management VADOC is proud to share its knowledge and expertise to help others.

Around Corrections, November, 2022

Submitted by Lisa Hernandez, Corrections Administration Manager

VCCW Unveils Family Reunification House

Former Home for Wardens Now Nurtures Rebuilding Families

On November 2, the Department held a ribbon-cutting ceremony for the Virginia Correctional Center for Women's family reunification home.

Once used as the warden's residence, the house now provides the setting for a program dedicated to strengthening the bond between incarcerated mothers and their minor children immediately prior to the mother's release.

Incarcerated mothers who enroll in the 12 week program engage with their children following a structured curriculum for both the mothers and children. They connect via tablets, free weekly video visits, and extended day visitation in the reunification house twice a month. Additionally, mothers receive coaching on implementing the skills and techniques learned from parenting coursework.

The reunification house was recently transformed through a partnership with the non-profit organization Assisting Families of Inmates that brought more than \$30,000 in donations to make the VADOC initiative a reality.

Around Corrections, November, 2022

Employee Assistance Fund

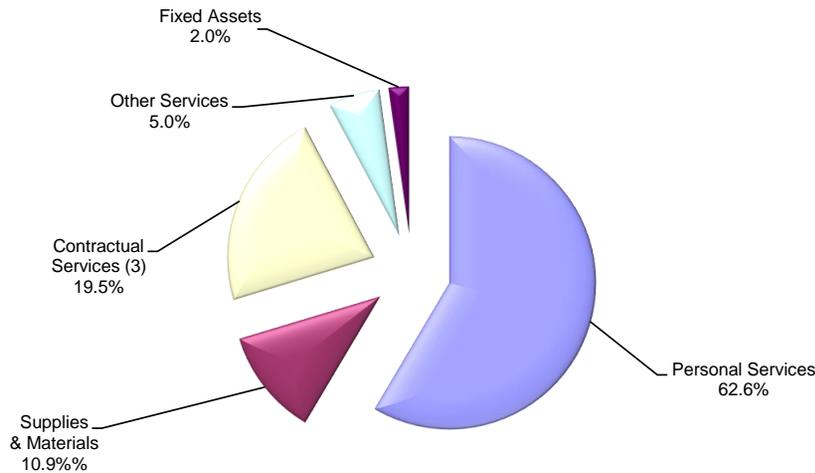
The EAF was established during FY 2003 and as of June 30, 2023 has made 1,574 awards totaling \$995,452. The fund was created to provide monetary relief to current employees of the Virginia Department of Corrections who have experienced a crisis resulting in a financial need to include, but not limited to, support to the spouse and/or children upon the death of an employee, serious illness of an employee or an immediate family member, loss of property due to fire, etc. The EAF is supported by DOC fund-raising activities and tax-deductible contributions from employees and other supporters. The fund enables DOC to disburse immediate resources to employees without friends and co-workers "passing the hat." Contributions to the EAF are used only for the benefit of current DOC employees. As of June 30, 2023, the fund balance was \$177,450.

FINANCIAL/OPERATING OVERVIEW

TOTAL EXPENDITURES BY CATEGORY - ALL FUNDS

For the fiscal year ended June 30, 2023, the General Assembly appropriated the Department of Corrections (DOC) an adjusted operating budget of \$1,567,359,066. The DOC expended \$1,533,696,064; the major portion of these expenditures were earmarked for salaries and benefits. The Department operated 25 Major Institutions, 8 Field Units, 3 Work Centers, 6 Community Corrections Alternative Program (CCAP) facilities (previously known as Detention/Diversion Centers) in which 23,428 offenders* were housed. In addition, the Department operated 43 Probation & Parole District Offices. (For FY 2023, the number of supervisees under community-based supervision averaged 64,110 as compared to an FY 2022 average of 64,698, a decrease of approximately 0.91% below last fiscal year.)

TOTAL EXPENDITURES BY CATEGORY - FY 2023



Personal Services (1)
 Supplies & Materials (2)
 Contractual Services (3)
 Other Services (4)
 Fixed Assets

	FY 2023	FY 2022
Personal Services (1)	\$ 959,832,303	\$ 863,331,487
Supplies & Materials (2)	166,560,913	174,524,092
Contractual Services (3)	298,846,717	322,619,422
Other Services (4)	76,864,400	83,374,663
Fixed Assets	31,591,731	31,694,527
Total	\$ 1,533,696,064	\$ 1,475,544,191

* On average 23,428 people were housed in facilities operated by DOC during FY 2023. Excluded from that statistic were 1,156 DOC inmates housed in a Department of Corrections owned prison in Lawrenceville, Virginia that is privately operated.

- (1) The increase in personal services is the result of the 5% statewide salary adjustment along other agency compensation issues to address recruitment, retention and staffing issues.
- (2) The decrease in supplies and materials is largely the result of the agency's directive to limited expenditures to life, health and safety.
- (3) The decrease in contractual services is largely the result of the scheduling changes in payments made in FY 2023.
- (4) The decrease in other services is the result in the change in the payment cycle for the premiums for worker's compensation and other state mandated insurances.

CATEGORY DEFINITIONS

Personal Services are the salaries, wages, overtime and fringe benefits (social security, health insurance, group life insurance, long-term disability insurance, retirement, etc.) of DOC employees.

The Supplies and Materials category includes expenditures for supplies and materials used in administration (employee clothing, office supplies, stationery, etc.), energy production (coal, natural gas, gasoline, fuel oil, etc.), manufacturing and merchandising (manufacturing supplies, packaging supplies, etc.), medical care (laboratory supplies, medical and dental supplies, drugs, etc.), repair and maintenance (including custodial care), inmate residence (inmate clothing, food, laundry and linen, toiletries, etc.), and miscellaneous other uses (agriculture, computer operation, education, recreation, etc.).

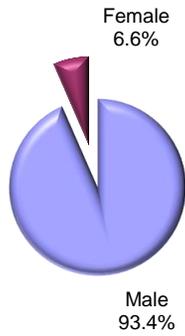
Examples of Contractual Services are freight, postage, telecommunications services, employee development and training, health care, legal services, consulting, advertising, repair and maintenance, architecture and engineering services, food service, laundry and linen service, computer hardware and software maintenance, software acquisition, computer operation, and travel-related services (transport, meals, lodging, etc.).

Other Services consist of miscellaneous expenditures such as unemployment compensation, incentive payments for participation in State-sponsored programs and activities (e.g., halfway houses), grants and aid to local governments, insurance premiums (property, medical malpractice, workers compensation, etc.), lease payments, rent, utility charges (for water, sewage, electricity, etc.), garbage collection, installment purchases, and debt service.

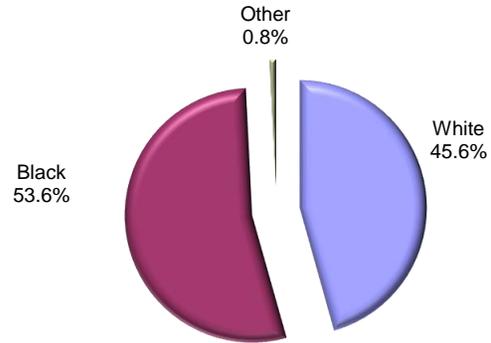
Fixed Assets are equipment, property, physical plant, and improvements to property and physical plant. Examples of fixed assets include electronic equipment (radar, radios, televisions, etc.), motor vehicles (cars, trucks, buses, forklifts, etc.), office furniture (bookcases, desks, files, tables, lamps, etc.), and household equipment (beds, mattresses, chairs, refrigerators, stoves, etc.). Additional examples of fixed assets include site improvements, such as exterior lighting systems, fences, landscaping, parking areas, roadways, walkways, etc.

INMATE POPULATION - DEMOGRAPHICS *

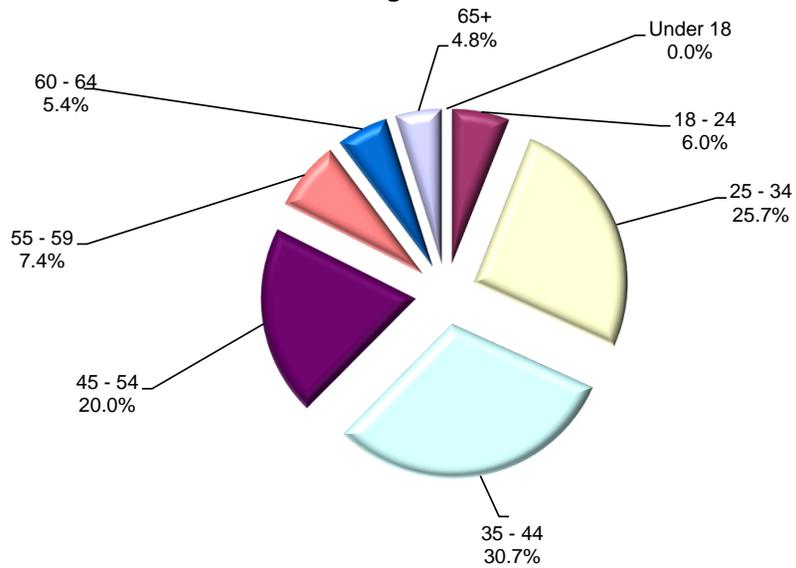
Gender



Race/Ethnicity



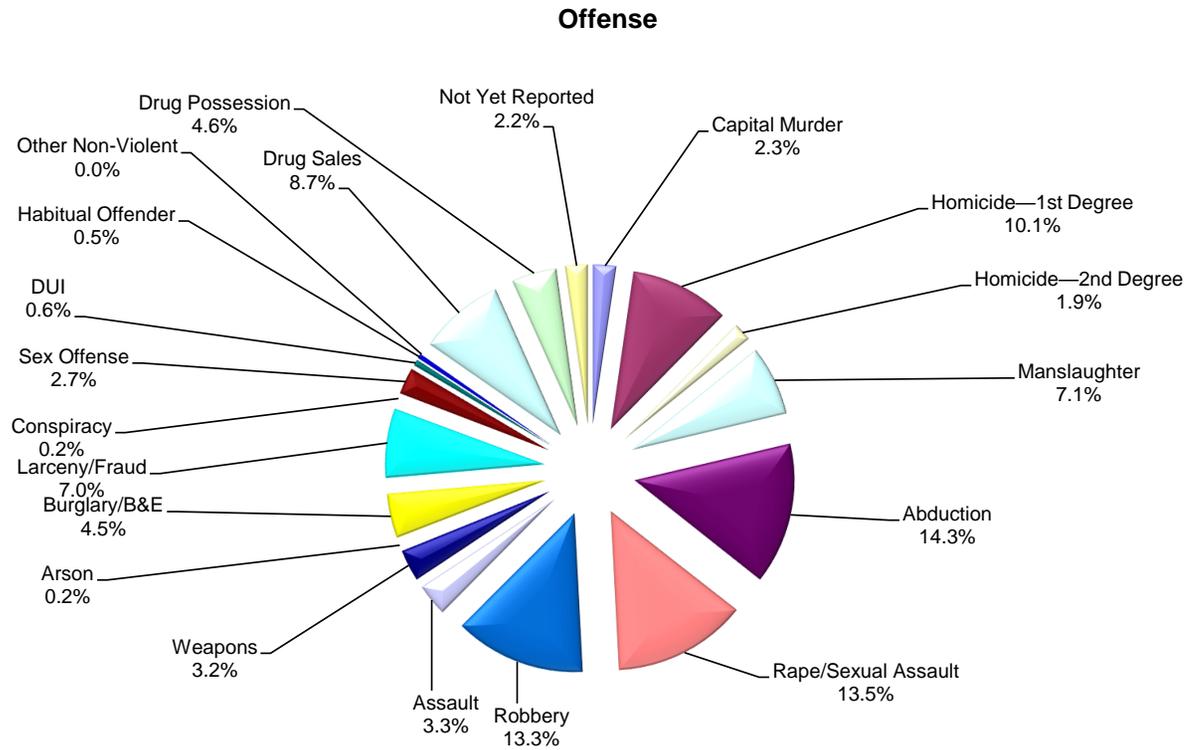
Age



* This demographic data represents the DOC inmate population as of June 30, 2023. DOC inmates incarcerated in local jails are included in this data; out-of-state inmates are excluded.

Source: Statistical Analysis & Forecast Unit

INMATE POPULATION - OFFENSE DATA *



This offense data represents the DOC inmate population as of June 30, 2023. This data includes DOC inmates incarcerated in local jails; however, out-of-state inmates are not included. Inmates convicted of multiple offenses are represented here by their most serious offense. For example, a drug trafficker who raped and murdered someone would be represented in the murder category. In regards to 'not reported' offenses, this data represents the percentage of inmates whose actual committing offense had not been reported. Over time this information is updated for that particular population.

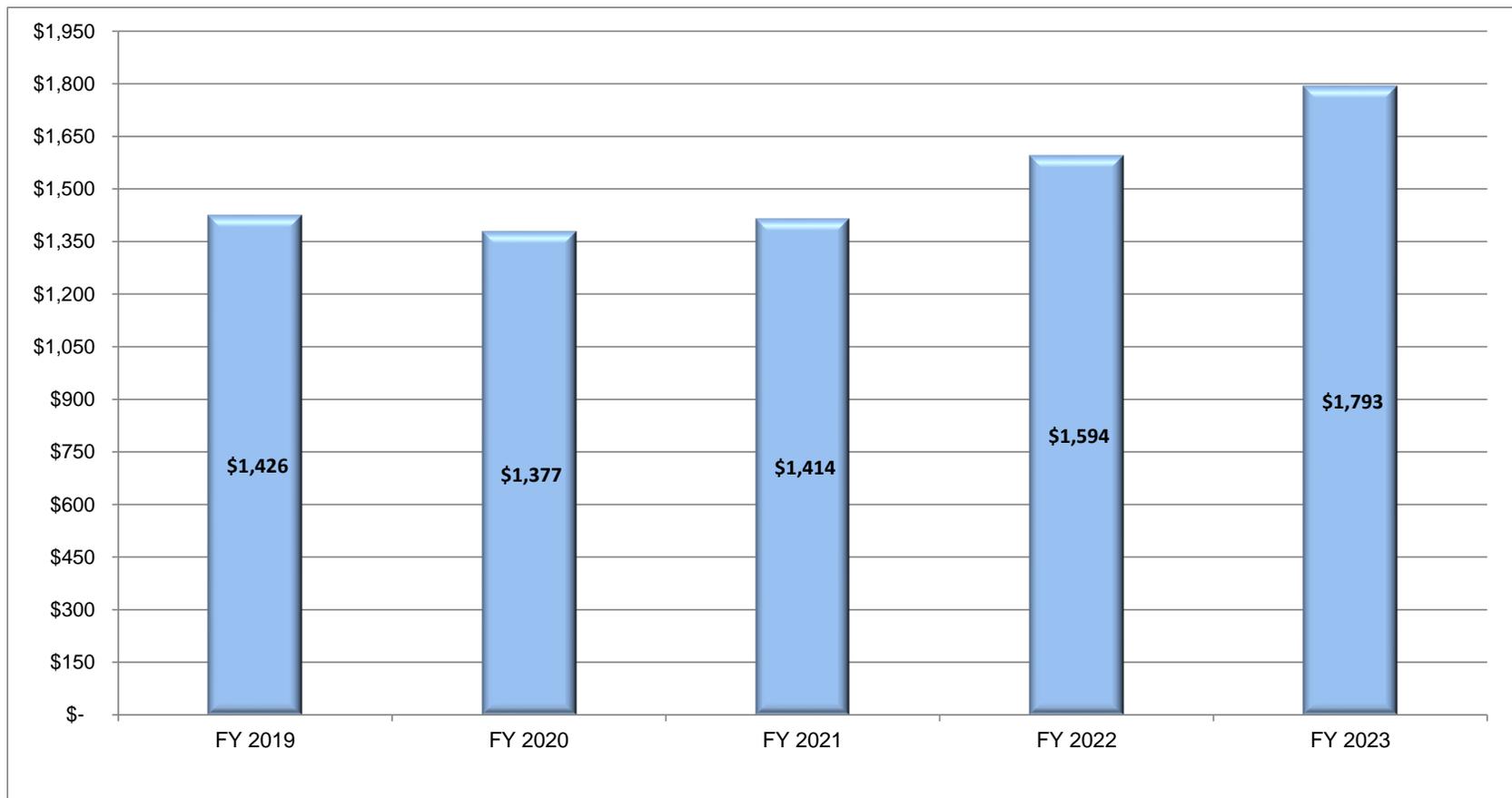
Source: Statistical Analysis & Forecast Unit

PROBATION & PAROLE COST PER CASE

The calculation methodology divides Probation and Parole services/treatment, Community Residential Treatment and Community Corrections Alternative Program (CCAP) facility treatment expenses by the average number of Probation and Parole cases from VACORIS for FY 2023.

Prior to FY 2014, reporting of Probation and Parole Cost per case excluded CCAP facilities and was based on June caseload. Since then, the calculation per case includes cases in CCAP facilities and Probation & Parole District offices for the fiscal year. From FY 2022 to FY 2023, the number of cases dropped from 64,698 to 64,110, a decrease of approximately 0.91%. From FY 2022 to FY 2023, the cost per case increase from \$1,594 to \$1,793, an increase of 11% stems from the \$3,000 base salary increase for Probation and Parole Officers, the 5% statewide salary increase, 19 new positions, and the cost of substance abuse services at CCAP locations.

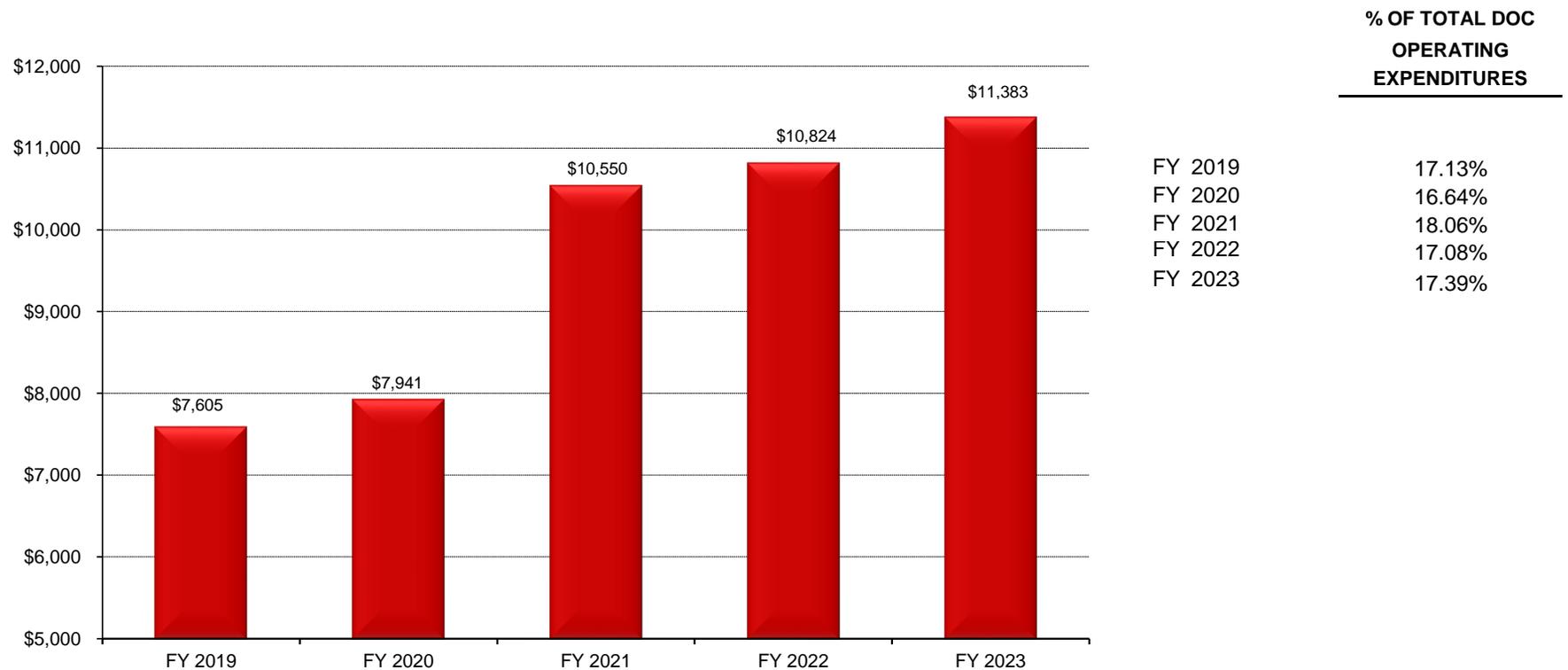
It is important to note that this cost per case calculation assumes a "flat" supervision world in which each probationer and parolee receives the exact same level of supervision and services. Given that judges mandate certain requirements of supervision, and that evidence-based practice principles emphasize sculpted care, this number does not accurately portray the higher cost to supervise violent probationer and parolee, sex offenders or other similar intensive supervision cases.



PER CAPITA MEDICAL EXPENDITURES

On a per capita basis, in FY 2023 DOC, medical expenditures increased 5.2% above that of FY 2022.

While it is generally difficult to predict medical costs, the historical increases in these costs have been attributed to inflation, the rising cost of medical services (whether provided by DOC staff or through contractual services), and the impact of providing medical care to an increasingly older inmate population with chronic illnesses and a population entering the system with more acute medical needs.



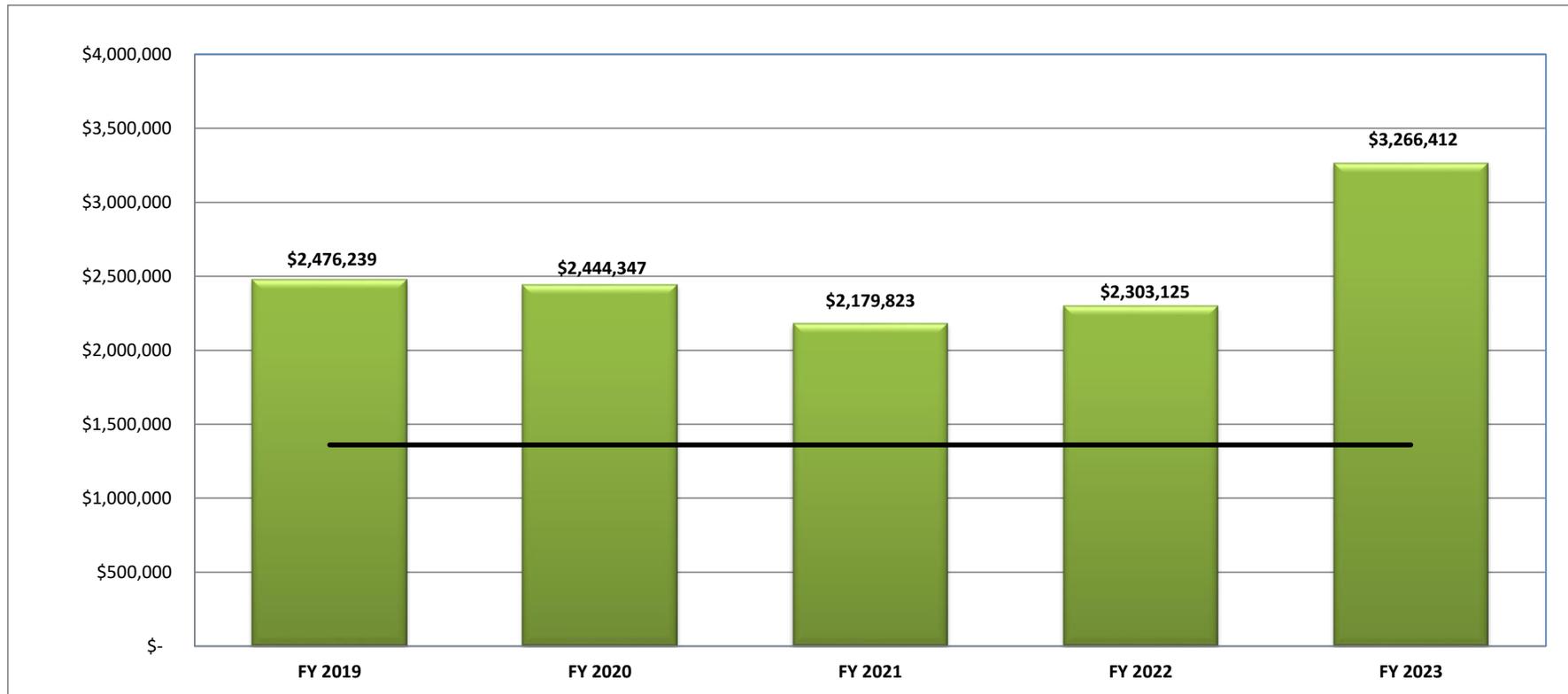
Per capita excludes the cost of out of compliance inmates in local jails, Virginia inmates housed in other states under interstate compact custody, as well as the cost associated with inmates housed in a Department of Corrections prison in Lawrenceville, Virginia that is privately operated.

AGRIBUSINESS REVENUE

Agribusiness within the Virginia Department of Corrections (VADOC) includes programs in areas such as meat plants, beef, vegetables, greenhouses, dairy, pork, orchards, the VADOC farmers market, freezer plant/processing, grist mill, beverage plant, goats, and grain and hay used for beef and dairy production. Inmates and supervisees assist with the 5,900 acres of pastures, 5,700 acres of crops, 6,800 acres of forest, and 600 acres of vegetables

Revenue from the sale of farm and dairy products is deposited to the Commonwealth of Virginia general fund. In accordance with the provisions of the Appropriation Act, the Agribusiness program may use fifty percent of any amount in excess of fiscal year 1992 deposits of \$1,360,628 (marked with solid line) for equipment or repair and construction of Agribusiness facilities.

Agribusiness Revenue from the Sale of Farm & Dairy Products



FINANCIAL REPORT SUMMARY For the Fiscal Year Ending June 30, 2023

Total DOC adjusted appropriations for FY 2023 were \$1,567,359,066 as compared to \$1,513,858,712 for the prior fiscal year. This represents an increase of approximately 4%. The percentage of General Fund appropriation in relation to the total appropriation equated to approximately 94.6%. The General Fund appropriation increased \$99,907,052 above FY 2022 (from \$1,383,362,768 to \$1,483,269,820 in FY 2023). The increase is largely associated with the addition of FY 2023 central appropriations adjustments, and the re-appropriation of funding associated with the acquisition of the inmate Electronic Health Care (EHR) system and pass through funding for the Commonwealth's share of the upgrade of the master control system at the Virginia Beach Correctional Center.

Total Special Fund appropriations of \$62,204,803 comprised approximately 4.1% of the total operating budget. Virginia Correctional Enterprises' (VCE) appropriation (\$52,108,163) comprised approximately 84% of the total Special Fund. VCE, a training and manufacturing arm of the DOC, provides products and services to Corrections, State agencies, and other local governmental and non-profit agencies and keeps inmates employed while simultaneously teaching them marketable skills. The balance of the Special Fund appropriation (\$10,096,640) is comprised of the Warranty Overhead Account, the Corrections Construction Unit, out-of-state inmate revenue associated with VACORIS and the development of an Electronic Health Record (EHR) system, room and board revenue from Community Corrections Alternative Program (CCAP) supervisees, programs supported from commissary funds as well as other miscellaneous activities.

The Department's appropriation is comprised of \$20,810,577 in Federal Fund appropriation. The majority of this appropriation, \$14,969,690, was provided through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) to help offset costs associated with COVID-19 and the American Rescue Plan Act (ARPA), which provided relief funds to state, local, and tribal governments that have been negatively impacted by the coronavirus pandemic. The balance was allocated for grants through the United States Department of Justice (State Criminal Alien Assistance Program, Building Family Bridges, Child Friendly Visiting Spaces, Career Employment Reentry Project, and SMART Supervision), the Department of Criminal Justice (Victim Witness, and Victim Witness Expansion), the Department of Behavioral Health and Development Services (State Opioid Response), and the Department of Education (Special Education and Perkins (Career and Technical)).

The Department's appropriation also includes \$1,073,866 in Dedicated Special Revenue. The source of the revenue is from the Offender Drug Assessment Fund. These resources are used to support substance use disorder and re-entry services.

**DEPARTMENT OF CORRECTIONS
OPERATING APPROPRIATIONS AND EXPENDITURES - BY FUND
FOR THE FISCAL YEAR ENDING JUNE 30, 2023**

FUND (1)	Appropriation Per Chapter 2 2022 Acts of Assembly	Total Adjustments	Total Adjusted Appropriation	Total Expenditures	Percent Expended
GENERAL	\$ 1,420,568,778	\$ 62,701,042	\$ 1,483,269,820	\$ 1,463,659,058	99%
FEDERAL	1,831,318	18,979,259	20,810,577	8,002,194	38%
SPECIAL	63,937,601	(1,732,798)	62,204,803	61,106,074	98%
DEDICATED SPECIAL REVENUE *	2,850,637	(1,776,771)	1,073,866	928,738	86%
TOTAL FUNDS	\$ 1,489,188,334	\$ 78,170,732	\$ 1,567,359,066	1,533,696,064	98%

(1) General Fund designations relate to ordinary DOC operations, including all activities that do not qualify for inclusion in any other fund.

Federal Fund designations relate to appropriations and expenditures of grants issued by the Federal Government.

Special Fund designations relate to appropriations and expenditures that are restricted to specific programs & projects.

* Dedicated Special Revenue designations relate to appropriations and revenue from the Drug Offender Assessment Fund restricted to specific programs & initiatives.

Prior to FY 2018, these funds had been previously reported under the Special Fund.

RECAP OF ADJUSTMENTS:	General Funds	Federal Funds	Special Funds	Dedicated Special Revenue	Total Funds
Federal Grants/Programs	\$ 349,007	\$ 238,024	\$ (238,024)		\$ 349,007
FY 2023 Central Appropriations Adjustment (1)	48,005,810				48,005,810
FY 2022 Reappropriation (2)	14,375,476				14,375,476
Additional GF Appropriation Based on Agribusiness Revenue	470,749				470,749
Realignment Between Funds		3,771,545	(1,994,774)	(1,776,771)	-
Realignment to Corrections Special Reserve Fund	(500,000)		500,000		-
Funding from the American Rescue Plan Act (ARPA)		14,969,690			14,969,690
TOTAL ADJUSTMENTS	\$ 62,701,042	\$ 18,979,259	\$ (1,732,798)	\$ (1,776,771)	\$ 78,170,732

(1) Included among these central appropriation adjustments is funding for changes in health insurance rates, the 5% statewide employee salary adjustment, funding for the December, 2022 statewide employee bonus, adjustment for changes in VITA rates, changes in worker's compensation and property premiums as well as other system service charges.

(2) Reflects the reappropriation of the unexpended appropriation associated with the acquisition of the inmate Electronic Healthcare Record (EHR) system and well as reappropriation of funding for upgrade of the master control system at Virginia Beach Correctional Center.

**DEPARTMENT OF CORRECTIONS
OPERATING APPROPRIATIONS AND EXPENDITURES - BY OFFICE - ALL FUNDS
FOR THE FISCAL YEAR ENDING JUNE 30, 2023**

		Appropriation Per Chapter 2 2022 Acts of Assembly	Total Adjustments	Total Adjusted Appropriation	Total Expenditures	Percent Expended
CENTRAL ADMINISTRATION	(1)	\$ 157,905,915	\$ (6,563,204)	\$ 151,342,711	\$ 129,322,540	85%
EMPLOYEE RELATIONS & TRAINING		\$ 24,951,349	\$ 4,153,450	\$ 29,104,799	\$ 29,104,798	100%
VIRGINIA CORRECTIONAL ENTERPRISES		\$ 51,856,358	\$ 251,805	\$ 52,108,163	\$ 52,108,103	100%
OPERATIONS:						
Administration	(2)	-	\$ 101,911,732	\$ 101,911,732	\$ 95,026,959	93%
Probation and Parole	(2)		106,772,013	106,772,013	108,162,796	101%
Offender Management Services			11,831,668	11,831,668	11,831,668	100%
Community Residential Program	(2)		6,008,897	6,008,897	5,613,050	93%
Office of Health Services (OHS)			93,402,362	93,402,362	93,312,227	100%
Secure Confinement	(2)		30,409,241	30,409,241	24,909,159	82%
Facilities			984,467,480	984,467,480	984,304,764	100%
Funding for Operations		1,254,474,712	(1,254,474,712)	-		
TOTAL OPERATIONS		<u>\$ 1,254,474,712</u>	<u>\$ 80,328,681</u>	<u>\$ 1,334,803,393</u>	<u>\$ 1,323,160,624</u>	99%
TOTAL DEPARTMENT OF CORRECTIONS		<u>\$ 1,489,188,334</u>	<u># \$ 78,170,732</u>	<u>\$ 1,567,359,066</u>	<u># \$ 1,533,696,064</u>	98%

(1) This appropriation includes \$19,578,297 in unexpended appropriation associated with the acquisition of an inmate Electronic Healthcare Record (EHR) system. If adjusted for this amount, the percent expended would be 98%.

(2) Administration includes funding and expenditures associated with the oversight of Correctional Facilities as well as Community Corrections. The variances in the percent expended YTD between Administration and other functions is because they are budgeted and expended from the same agency/program within the Commonwealth CARDINAL Accounting System and bills are paid in the order in which they are received.

**OPERATING PER CAPITA AND AVERAGE DAILY POPULATION
BY FACILITY TYPE
For the Fiscal Year Ending June 30, 2023**

During FY 2023, the Department operated 25 Major Institutions, 8 Field Units, 3 Work Centers, 6 Community Corrections Alternative Program (CCAP) facilities (previously known as Detention/Diversion Centers). Expenditures for offender medical costs charged to the Office of Health Services, the cost of operating wastewater treatment and power plants charged to the Environmental Services Unit, and the cost associated with Agribusiness operations have been applied to the respective facilities for purposes of calculating per capita costs. Not included are costs associated with the operation of Lawrenceville Correctional Center, which is owned by the DOC, but is privately operated.

The following reflects the average per capita and average daily population by type of facility:

	Average Per Capita				Average Daily Population			
	FY23	FY22	+ / (-)	% Change	FY23	FY22	+ / (-)	% Change
Major Institutions	\$ 44,586	\$ 41,292	\$ 3,294	8.0%	21,983	21,939	44	0.2%
Field Units	\$ 66,495	\$ 48,788	\$ 17,707	36.3%	766	843	(77)	-9.1%
Work Centers	\$ 52,586	\$ 50,902	\$ 1,683	3.3%	365	305	60	19.6%
Community Corrections (CCAP)	\$ 100,837	\$ 127,136	\$ (26,299)	-20.7%	314	202	113	55.9%
System-Wide Average	\$ 46,182	\$ 42,432	\$ 3,750	8.8%	23,428	23,288	140	0.6%

Average Daily Population by Facility Type

The “Average Daily Population” (ADP) for the DOC was 23,428, an increase of approximately .6% compared to FY2022.

The Average Daily Population (ADP) is defined as follows: the sum of the population resulting from periodic head counts divided by the number of observations. This calculation is widely used internally and externally to the DOC for purposes of calculating and forecasting costs and providing a basis for funding. Data is representative of inmates housed in Major Institutions, Field Units, and Work Centers, and probationers and parolees housed in Community Corrections Alternative Program (CCAP) facilities (previously known as Detention and/or Diversion Centers). Probationers and parolees residing

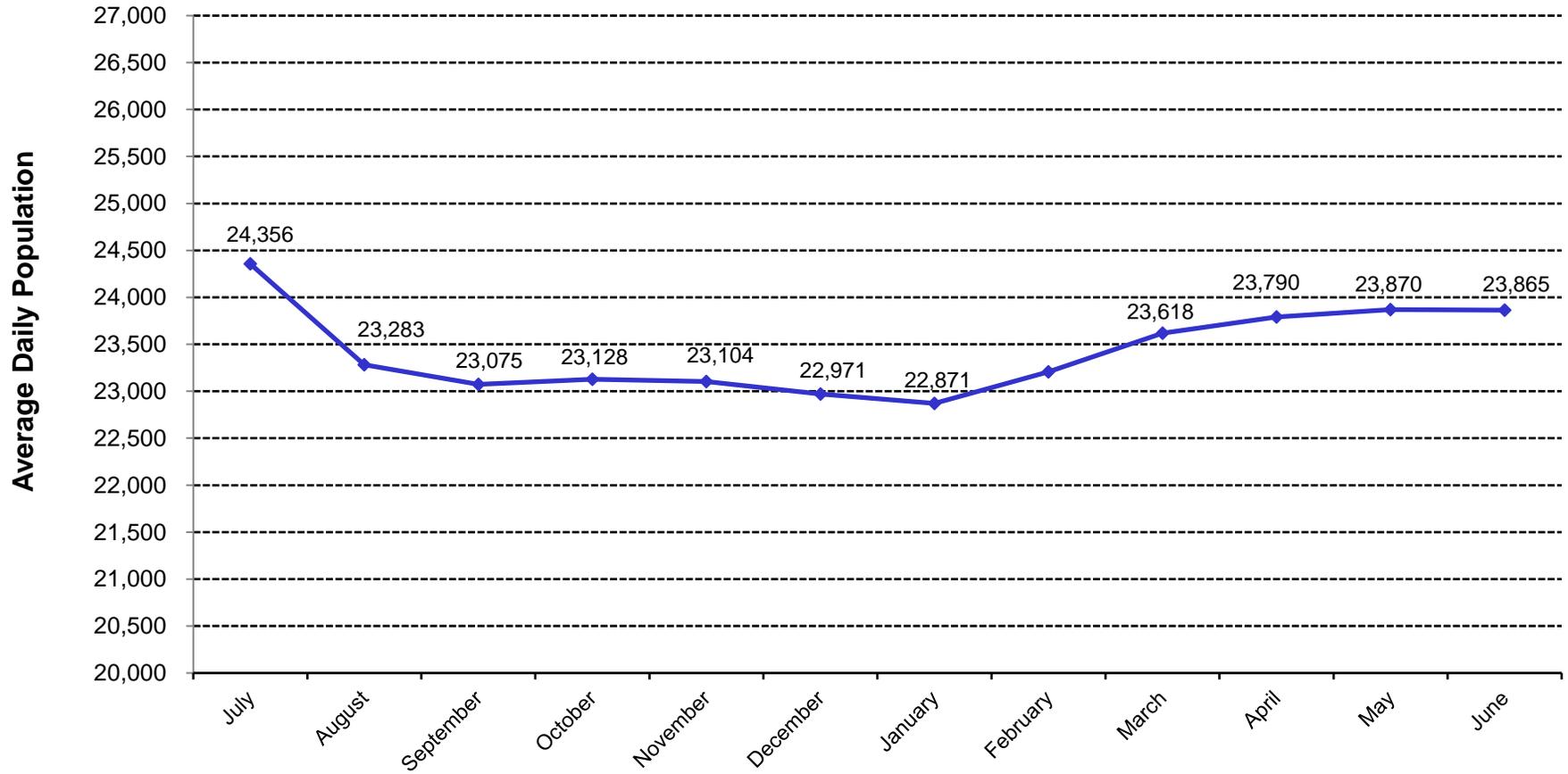
in the community while monitored by probation and parole officers, or in a community residential facility were excluded from this report.

Operating Per Capita Cost

The Department-wide per capita cost of housing people was \$46,182 in FY 2023, up 8.8% above FY 2022. The increase is largely attributed to the 5% statewide employee salary increase and increasing expenditures for utilities and inmate food costs.

The different facility types have different per capita costs for a variety of reasons. Every facility, regardless of size, incurs fixed costs (administrative/food/medical staff, utilities, repairs, maintenance, etc.) that do not vary directly with population, causing small facilities to experience higher per capita costs than larger ones. While the small size of field units, work centers, and CCAP facilities prevents them from realizing economies of scale, impacting per capita costs, individuals housed in these units are afforded work opportunities and substance services critical to successful reentry. A new requirement for 24-hour nursing coverage at field units increased the per capita costs for this facility type in FY23. During FY23, CCAP facilities experienced a 55.9% increase in ADP which resulted in a 20.7% reduction in the per capita cost compared to FY 2022.

FY 2023 Average Daily Population Month-to-Month Fluctuations



The ADP for FY 2023 was 23,428 compared to 23,288 in FY 2022. Enhanced earned sentence credit inmate releases in July and August 2023 were offset with movement of state responsible inmates from the jails to DOC facilities.

ADP totals do not include the Department of Corrections owned facility in Lawrenceville, Virginia, that is privately operated.

FIDUCIARY FINANCIAL STATEMENTS (OFFENDER TRUST AND COMMISSARY SPECIAL REVENUE FUNDS)

The Fiduciary Financial Statements of the Department of Corrections provide an official accounting for assets held by a governmental unit in a trustee capacity and consist of two distinct types: Offender Trust Fund and Commissary Special Revenue Fund.

OFFENDER TRUST FUND

The Offender Trust financial statement reflects the results of banking transactions on behalf of persons held by the Department of Corrections in a custodial capacity. Offender Trust monies are generally held by banking institutions near the facility where the person is housed. The local facility's business office administers the fund on a day-to-day basis with oversight provided by Regional or Central Office personnel.

COMMISSARY SPECIAL REVENUE FUND

The Commissary Special Revenue Fund financial statement reflects the results of the purchase and resale of products to the general population. Generally, all Major Institutions, Field Units, Work Centers, and Community Corrections Alternative Program (CCAP) facilities have commissary operations where a wide variety of products are made available for sale. The products must be approved from a security perspective and are paid for by the person through the transfer of funds from their trust account. Profits generated from the commissary operations are reserved for purchases of items that benefit the Department's population. All DOC facilities with commissary functions are operated by Keefe Commissary Supply.

Commissary Special Revenue Funds are also used to support Assisting Families of Inmates, Inc. (Transportation), Enhanced Faith Based Services, the FETCH program and the purchase of Public Performance Licenses which permits the public showing of copyrighted video material.

Offender Trust Fund

ASSETS

Cash Held with the Treasurer	
Cash NOT with the Treasurer	11,701,940
Cash Equivalents with the Treasurer (Securities Lending from DOA)	
Cash Equivalents with the Treasurer - Other	
Cash Equivalents with the Treasurer - LGIP	14,608,707
Cash Equivalents NOT with the Treasurer	
Cash and Cash Equivalents Total	26,310,647

Accounts and Loans Receivable

Accounts Receivable, Net	
Loans Receivable, Net	75,635
Contributions Receivable, Net	
Interest and Dividends Receivable, Net	
Taxes Receivable, Net	
Other Receivables, Net (include description)	

TOTAL ASSETS	<u>26,386,282</u> (A)
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LIABILITIES

Vendor Payments Payable	3,013,576
Salary/Wages Payable	
Retainage Payable	
Other Payables	118,354
Due to Internal Parties	260,391
Due to Claimants, Participants, Escrows, and Providers	22,033,171
Other Liabilities (include description)	960,790
TOTAL LIABILITIES	<u>26,386,282</u>

A) Included in this amount is \$13.5M in funds for offender savings account. Effective January 1, 2012, the Code of Virginia 53.1-43. 1 requires the DOC to withhold 10% of all incoming funds until \$1,000 is accumulated, to be paid to the offender upon release. The Re-Entry Savings Plan permits offenders to take responsibility and plan for their eventual re-entry into the community.

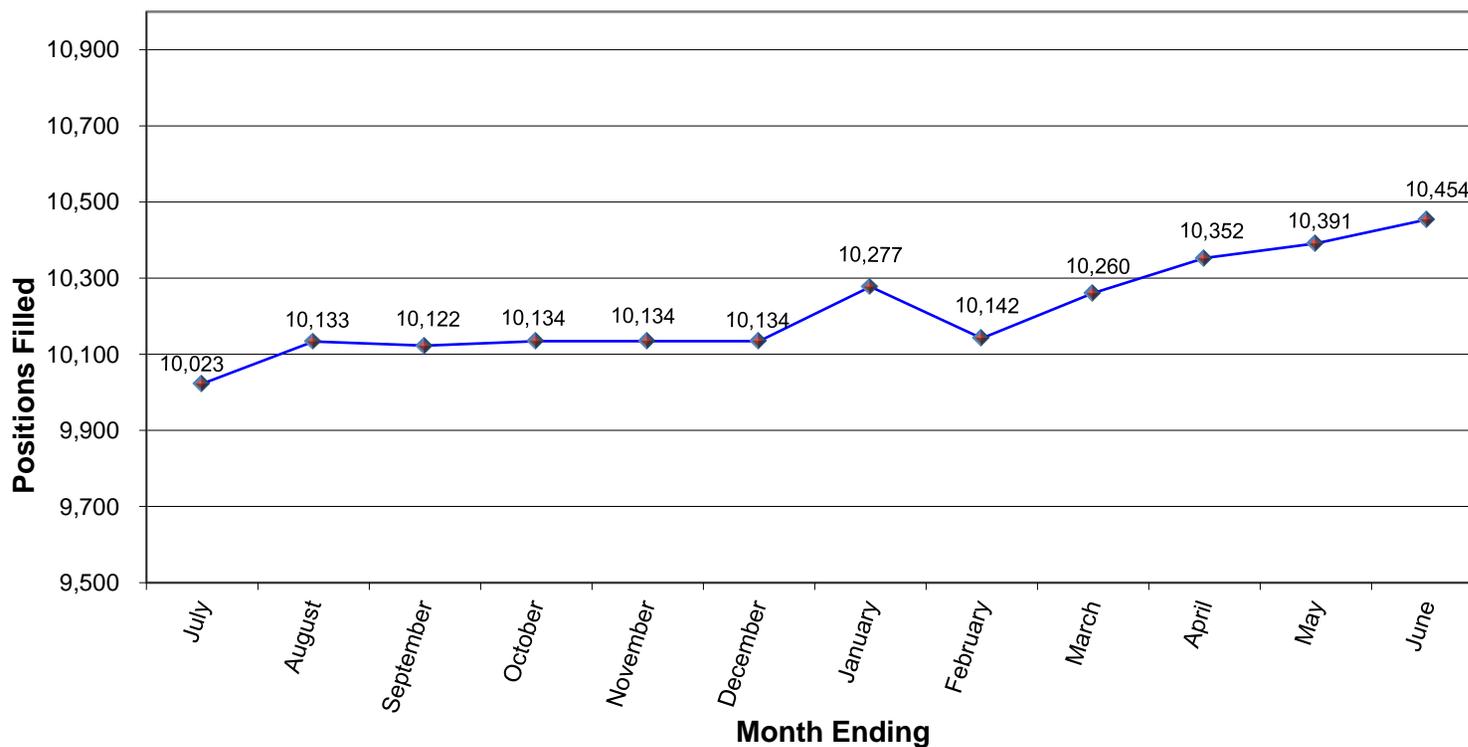
FY23 COMMISSARY SPECIAL REVENUE FUND

	FY23
Charges for Sales/Services	-
Cost of Sales/Services	-
Gross Profit	-
 OPERATING EXPENSES:	
Personal Services	-
Store Supplies	-
Store Equipment	-
Unsaleable Merchandise	-
Sales Taxes	206
Depreciation	-
Miscellaneous	643
Total Operating Expenses	849
Operating Income	(849)
 NON-OPER. REVENUES AND EXPENSES	
Interest	141,168
Commissary Commission (Keefe)	2,979,383
Other Income (Expense)	156,425
Funds Transfers	37,718
Total Non-Oper.Rev. (Expenses)	3,314,695
Net Income before Inmate Welfare	3,313,846
(Offender Welfare)	(3,297,279)
Net Income	16,567
Fund Balance-July 1, 2022	5,847,047
ADJUSTMENTS *	(25,972)
	5,821,075
Fund Balance-June 30, 2023	5,837,642

EMPLOYMENT LEVEL SUMMARY For the Fiscal Year Ending June 30, 2023

The Department's authorized position level (APL) for FY 2023 was 13,145.50 compared to 12,675.50 in FY 2022. The increase in APL is associated with the conversion from contractually operated medical services (VitalCore) to DOC operated, additional mental health and cognitive counselor positions, additional probation and parole positions for sex offender caseload and earned sentencing legislation, conversion of IT contracts to state positions, and additional positions for CTE, capital project management, safety and health, and Medicaid enrollment.

The Department experienced an average employment level of 10,213 (see note below), compared to the FY 2022 average of 10,188.



In October, 2022, the Commonwealth converted its personnel tracking system from PMIS (Personnel Management Information System) to HCM (Human Capital Management). Filled positions for October, November and December have been straight-lined as comparable reporting systems were being developed; therefore the accuracy of the average filled positions is somewhat imprecise.

EMPLOYMENT LEVEL MONITORING REPORT
FY 2023 AVERAGE (All Funds)
(Authorized Position Level = 13,145.50)

Agency Code	Agency Name	Average Employment Level	Increase/ (Decrease) as Compared to FY 2022
701	Department of Corrections Central Activities	383	19
711	Virginia Correctional Enterprises	148	(6)
716	Virginia Correctional Center for Women	275	(9)
718	Bland Correctional Center	274	9
735	Wallens Ridge State Prison	453	7
737	St. Brides Correctional Center	245	2
741	Red Onion State Prison	449	13
742	Academy for Staff Development	136	9
743	Fluvanna Correctional Center for Women	278	(28)
745	Nottoway Correctional Center	331	(3)
747	Marion Correctional Treatment Center	244	2
749	Buckingham Correctional Center	282	(9)
752	Deep Meadow Correctional Center	438	(19)
753	Deerfield Correctional Center	375	44
754	Augusta Correctional Center	170	(31)
756	Division of Institutional Services	640	19
757	Western Regional Field Units	135	2
761	Baskerville Correctional Center	143	17
767	Division of Community Corrections	1,374	30
768	Keen Mountain Correctional Center	294	(5)
769	Greensville Correctional Center	535	(62)
770	Dillwyn Correctional Center	289	8
771	Indian Creek Correctional Center	225	6
772	Haynesville Correctional Center	308	2
773	Coffeewood Correctional Center	200	(17)
774	Lunenburg Correctional Center	241	4
775	Pocahontas Correctional Center	297	1
776	Green Rock Correctional Center	279	26
779	Sussex State Prison Complex	455	(18)
785	River North Correctional Center	317	8
Department of Corrections Totals		10,213	25