



COMMONWEALTH of VIRGINIA

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DIRECTOR

Department of Corrections

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October 15, 2014

MEMORANDUM

To: All Department of Corrections Employees

From: Harold W. Clarke
Director

Subject: Budget Reductions

The Department of Corrections is required to reduce its budget by \$20,288,802 this fiscal year (FY 2015) and these reductions will continue into next fiscal year (FY 2016). To meet these targets the Department had to make some very difficult decisions. There are long term savings that affect both years but because we are already into the present fiscal year, there are also some one time saving strategies that will be implanted for fiscal year 2015.

The long term savings are met through the following:

- Close the Cold Springs Work Center. The Cold Springs Field Unit will remain open.
- Close the Culpeper Correctional Center for Women.
- Close the Powhatan Main Correctional Center. The Powhatan Receiving Unit and the Powhatan Medical Unit will remain open. Additionally, 75 positions will be transferred from Powhatan Main to Deep Meadow to maintain the operation of the Powhatan Medical Unit, VCE shops and the Agribusiness programs at Powhatan as well as providing support services.
- Close the White Post Diversion Center.
- Abolish 10 positions as part of the Department's Reorganization.

The one time savings for this fiscal year are met through the following:

- Use the revenue from the out of state offenders which was targeted to pay for the implementation of Electronic Health Records for offenders.
- All Equipment Funding for this fiscal year.
- Hold additional vacancies.
- Delay filling the 20 new Corrections Officer positions that were in this year's budget.

- Delay filling the 9 new Sex Offender Monitoring positions that were in this year's budget.
- Accumulated balance to supplement salaries.

These strategies affect approximately 641 positions. In the past, the Department has been very successful in placing our employees. Unfortunately, in this reduction we will have significantly fewer opportunities for placements because of our need to save an additional \$3,272,602 in vacancies. Therefore, we cannot expect to have the same level of success in placements that we had in the past. However, we will be working with our employees to place as many as we can given the financial restrictions we have.

The one-time loss of \$4.1 million equipment funding is also a concern given the critical nature of much of the equipment to help maintain a safe and secure working environment in our facilities. This reduction and the vacancy savings reduction will make the placement of employees much more limited than in the past.

We will begin to move offenders out of the affected facilities very quickly so that we can stop operations at those facilities.

As you can see from the amounts of the reductions and the strategies that we have to implement to meet them, this is a very difficult and serious situation. We are beginning to meet with the employees today who are affected and our Human Resource staff will be working with them through this difficult process.

I wish I could report that we are finished with budget cuts for this fiscal year, but I cannot. All Executive Branch Agency Heads were notified last week that there may be additional cuts/savings required to meet the shortfall in the current budget bill. Therefore, we must continue to be very mindful of our spending and seek additional ways to save.

I ask that you give your fellow employees your support. At the same time, even in this difficult situation, we must maintain our vigilance to our mission. We have a very hard job that demands our full attention. We must maintain our focus.