

**LOCAL INMATE
DATA SYSTEM
(LIDS)**

Newsletter

MAY

2004

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Richmond, VA 23218-0710

IMPORTANT DATE

6/9/04 - LIDS SUBMISSION DUE



**LIDS CONFERENCE
SEPTEMBER 15-16, 2004
UPDATE**



Your 2004 LIDS Conference will be held at the Sheraton Park South Hotel in Richmond, Virginia on September 15 and 16, 2004.

Funding for the Conference has been approved to include LIDS Technicians and LIDS Advisory Committee members. If the LIDS Technician is unable to attend the Conference, a LIDS back-up may be designated to attend instead. Registration will be on the Compensation Board website at www.scb.virginia.gov by July 2004. Further developments and notifications will be posted in future LIDS Newsletters.

Attendance at the LIDS Conference will be counted as a regular 7-1/2 hour Basic LIDS training. Therefore, LIDS Technicians that are due to attend Basic LIDS training for re-certification between June 2004 and September 2004, based on the 24-month training requirement, will NOT be required to attend our normal Basic LIDS training in Richmond **if they attend the 2004 LIDS Conference.**

The following issues will be discussed at the LIDS Conference:

Audit Issues: Most Frequent Errors; Ordinance and State Charges; HEM Confinements; Financial Reconciliation; Scanned Records; HB 23 documentation requirements; Audit forms

Compensation Board Issues: LIDS Updates for 7/1/04; Legislative Updates; Who uses LIDS?; new confinement codes; new disposition codes; different tools available to find VCC Codes; new Forms Maintenance format; LIDS Payment Status codes; expungement process; possible duplicate report; update offenses; overlaps

Suggestions for other audit & Compensation Board issues not mentioned above should be e-mailed to:

Audit Issues:	Oliver Bradshaw	oliver.bradshaw@scb.virginia.gov
Compensation Board Issues:	Sue Kelly-Graham	sue.kelly-graham@scb.virginia.gov
	Alice Coe	alice.coe@scb.virginia.gov

Registration will be handled on the Compensation Board's (CB) website (www.scb.virginia.gov). **Registration begins July 1, 2004 and ends August 1, 2004.** Instructions to follow in future LIDS Newsletters.

The CB website will also include a memorandum explaining approved reimbursable expenses to attend this year's LIDS Conference.

Staff Contacts:

User Issues

- **Alice Coe**, Customer Service Mgr
alice.coe@scb.virginia.gov ext. 207
- **Sue Kelly-Graham**, LIDS Technician
sue.kelly-graham@scb.virginia.gov ext. 220

Program Issues

- **Anne Wilmoth**, Information Tech. Mgr
anne.wilmoth@scb.virginia.gov ext. 222
- **Craig Giegerich**, Systems Engineer
craig.giegerich@scb.virginia.gov ext. 216
- **Melanie Morrison**, Systems Engineer
melanie.morrison@scb.virginia.gov ext. 204

Policy/Audit Issues

- **Richard Lampman**, Policy/Planning, Mgr
richard.lampman@scb.virginia.gov ext. 215
- **Oliver Bradshaw**, Audit Supervisor
oliver.bradshaw@scb.virginia.gov ext. 203
- **Mark Wood**, External Auditor
mark.wood@scb.virginia.gov ext. 228

Security/Key Fob Issues

- **Anne Wilmoth** ext. 222
- **Melanie Morrison** ext. 204
- **Sue Kelly-Graham** ext. 220



**FY05 BUDGET
CONFEREES REPORT SUMMARY
July 1, 2004**



The FY05 Budget Conferees Report was passed May 7, 2004 indicating funding and language amendments recommended by the conferees to SB5001/HB5001. A summary of these items is as follows:

- All constitutional officers and their employees are included in Central Accounts language and funding that provides for salary increases on December 1, 2004: for Sheriffs, Sheriffs' Deputies and Regional Jail Officers, 4.82% increase; for all other employees of Sheriffs and regional jails, and all other constitutional officers and their employees, a 3% increase. Further, the amendments recommend a pay increase for "public employees" in FY06, but no other details are provided;
- Restores \$13.2 million in per diem funding in each year of the biennium, but removes funding for projected inmate population growth totaling \$6 million in FY05 and \$9 million in FY06. Also includes language requiring the use of actual population figures for the 1st quarter of each year for projecting growth in per diem payments;
- Removes some additional funds required to annualize the December, 2003 salary increase for Sheriffs and regional jails, and provides language authorizing the Compensation Board to use existing funding amounts to cover this cost and the cost of VRS retirement rate increases - however, language requires the Compensation Board to seek DPB approval in order to do so;
- Adjusts the program structures for all Constitutional Officer programs, splitting out one or two subprograms into as many as three per program, more narrowly defining the purpose of the funding to categories within each program. The splits are from 2 to 3 subprograms for Sheriffs/Regional Jails, from 1 to 3 subprograms for Clerks, Treasurers and Commissioners of the Revenue, and from 1 to 2 subprograms for Commonwealth's Attorneys. For the Treasurers' program, this includes splitting Directors of Finance into a separate program altogether and two funding amendments shift the funds from the Treasurers' program to the new Finance Directors program;
- Provides an exception to the moratorium on jail construction for a number of local and regional jail facilities;
- Language requires the Department of Corrections to develop a plan to expand the use of the jail contract bed program from 200 to 1000 beds over the next biennium.

These matters remain subject to change at the upcoming "veto" session.

If you have questions, please contact Robyn de Socio at 804-786-0786 Ext. 212 or robyn.desocio@scb.virginia.gov



**2004 BASIC LIDS TRAINING
UPDATE**

The Compensation Board offers Basic LIDS training from 8:30 a.m.- 5:00 p.m. To register for LIDS training, please contact Sue Kelly-Graham: sue.kelly-graham@scb.virginia.gov or (804) 786-0786 Ext. 220 or Alice Coe: alice.coe@scb.virginia.gov or (804) 786-0786 Ext. 207. Monthly registration deadline is five (5) working days prior to training date.

Training Dates

July 15

August 19

October 21

November 18

December 16

LOCATION:

Department of General Services - 805 E. Broad Street, Richmond, VA For further information about monthly Basic LIDS training, please access our website: <http://www.scb.virginia.gov>. Click on LIDS, then click on LIDS Monthly Training Information.

In order to access LIDS, please bring your LIDS User-ID and password to training. If you need a LIDS User-ID, please contact Melanie Morrison, Security Officer, (804) 786-0786 Ext. 204 or melanie.morrison@scb.virginia.gov.



*****REMINDERS*****



**REASON CONFINED CODE 82
Effective April 2004
UPDATE**

Reason Confined Code

82

Description

SR INMATE COURT ORDERED TO JAIL

Inmate is ordered to serve all or a portion of State Responsible (SR) sentence in local or regional jail. Inmate is treated as Local Responsible Inmate during the Court Ordered to Jail portion of his SR sentence is being served.

Several LIDS users have raised questions regarding the new reason confined (RC) code 82 - SR Inmate Court Ordered to Jail that became effective April 1, 2004. We hope the explanation below clarifies any questions you might have regarding RC 82:

Reason Confined Code 82, SR Inmate Court Ordered to Jail, is NOT a valid confinement code for every State Responsible (SR) inmate held in your jail that is sentenced to Department of Corrections (DOC). Here are a few of the reasons that reason confined code 82, SR Inmate Court Ordered to jail, would not be utilized in LIDS . If the SR inmate is appealing the sentence, utilize reason confined code 23, Appealing Sentence - NO charges pending or reason confined code 53, Awaiting Appeal - pending charges. If the SR inmates is staying confined in the jail because the Sheriff or Superintendent requested to keep the SR inmate in jail, utilize reason confined code 70, DOC Held by Agreement Inmates - at the request of local authority (SR Inmate). Reason Confine Code 82, SR Inmate Court Ordered to Jail, should only be utilized in LIDS when the inmate is sentenced as a SR inmate and they are ordered by a court order to spend a portion or all of said sentence in jail. If a court order is received ordering a portion or all of a SR sentence be spent in jail, the new reason confined code 82 should be utilized. Apply the following rules that were published in the April 2004 LIDS Newsletter if you confine the inmate in LIDS utilizing reason confine code 82, SR Inmate court ordered to jail.

Procedure:

Funding is \$8 per day during the time period that the inmate is court ordered to confinement in a local jail. Confine the court ordered inmate into LIDS utilizing Reason Confined Code '82', SR Inmate Court Ordered to Jail. Inmate is treated as a Local Responsible Inmate.

If the inmate completes the total court ordered sentence in jail, release the inmate from jail and LIDS utilizing Release Reason Code 39, Sentenced Served.

If the inmate completes the portion of the sentence that was ordered to be served in jail and remaining sentence is to be served in DOC, call DOC for inmate intake. If DOC does not intake prisoner that day, release prisoner off LIDS utilizing Release Reason Code 23, Confinement change within facility OR violated program and re-book the inmate in as Reason Confined Code 20, Serving Sentence.

This is when the additional \$6 per diem kicks in for the State Responsible inmate being out of compliance with DOC. LIDS will provide the additional \$6 per diem funding starting from the date of sentencing + 90 days (91st day) when the confinement is changed to Reason Confined Code 20, Serving Sentence.