



Nevada Department of Corrections

Presentation to the Advisory Commission on the Administration of Justice

March 23, 2016

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Exhibit 5-ACAJ
Document consists of 9 pages.
Entire exhibit provided.
Meeting Date: 3-23-16.



Nevada Department of Corrections

*The Advisory Commission on the Administration of Justice
requested a presentation from
the Nevada Department of Corrections,
and the State Board of Parole Commissioners
to cover the following additional subjects:*

1. Policies Relating to Parole
2. Regulatory Procedures and Policies of the State Board of Parole Commissioners
- 3. Policies for the Operation of the Department of Corrections**
- 4. Budgetary Issues**
5. Other Related Matters

Note: The two items in blue font above apply directly to the Nevada Department of Corrections that this presentation will address.



Nevada Department of Corrections

Policies for the Operation of the Department of Corrections

THE CONSTITUTION OF THE STATE OF NEVADA

Article. 5. – Executive Department

Sec. 21. **Board of state prison commissioners; board of examiners; examination of claims.** The Governor, Secretary of State and Attorney General shall constitute a Board of State Prison Commissioners, which Board shall have such supervision of all matters connected with the State Prison as may be provided by law.



Nevada Department of Corrections

Policies for the Operation of the Department of Corrections

ADMINISTRATIVE REGULATION #100

Administrative Regulations

- Administrative regulations (ARs) are developed by the Executive AR Policy Panel at the direction of the Director.
- A Subject Matter Expert (SME) is designated for each AR.
- Input is solicited from Department staff and the Attorney General's Office staff.
- Once the Executive AR Policy Panel reviews all recommended changes, the AR is sent out for final comment from all NDOC staff.
- The AR once signed by the Director, will become temporary until presented at the next State Board of Prison Commissioners meeting.

Note: AR 100 – Administrative Regulations is summarized above and this presentation is not meant to constitute the entire AR



Nevada Department of Corrections

Policies for the Operation of the Department of Corrections

ADMINISTRATIVE REGULATION #100

Administrative Regulations

(Continued)

- Temporary ARs are put forth to the State Board of Prison Commissioners at the next scheduled meeting and may be approved as permanent regulation or retained as temporary with recommendations for amendment at the following meeting.
- If approved by the Board of Prison Commissioners, the AR will be effective on the date of approval.
- ARs approved by the Board of Prison Commissioners are public documents and will not contain specific operational procedures that affect the safety and/or security of NDOC.

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Nevada Department of Corrections

Policies for the Operation of the Department of Corrections

ADMINISTRATIVE REGULATION #100

Administrative Regulations

(Continued)

- ARs are placed in all inmate law libraries for inmate access and published on the Department's WEB site for public access.
- ARs should be revised as needed and reviewed for update at least every three (3) years.
- An AR is effective until it is rescinded, replaced by a Temporary AR, or until a revised AR is approved by the State Board of Prison Commissioners.
- The AR Policy Coordinator will send a Department-wide email to all NDOC staff notifying them when a new or revised AR has been posted to the Department WEB site.

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Policies for the Operation of the Department of Corrections

ADMINISTRATIVE REGULATION #100

Administrative Regulations

(Continued)

- Wardens and Division Heads will distribute ARs to their subordinate staff, as appropriate.
- Wardens and Division Heads will ensure that their staff are trained regarding ARs affecting their employment.
- Wardens and Division Heads will ensure that ARs and definitions are placed in all inmate law libraries for inmate access.
- Divisions, institutions, and facilities will establish Operational Procedures to implement the requirements of ARs to their operations and environment.



Nevada Department of Corrections

Budgetary Issues of the Department of Corrections

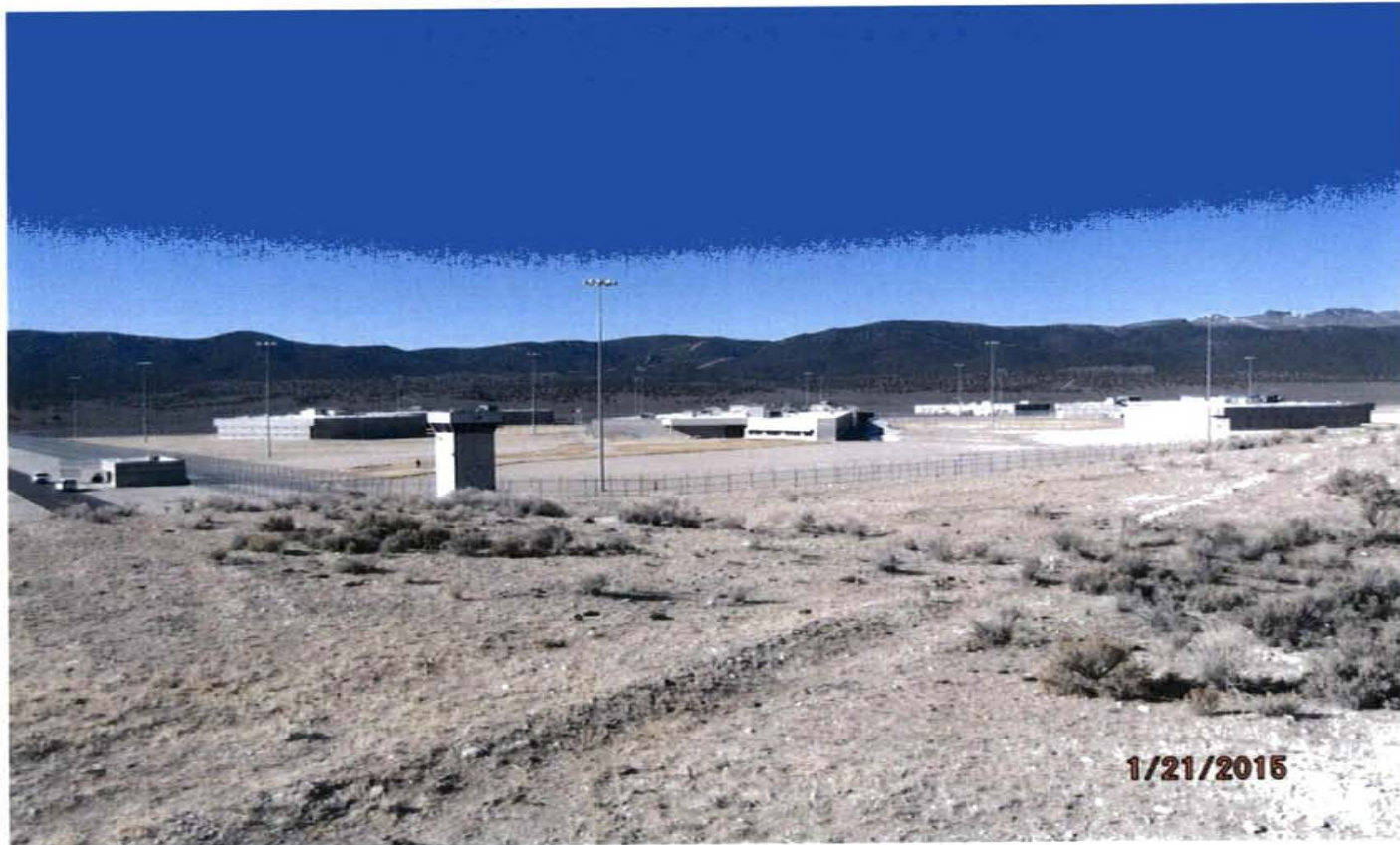
- 5% budget cut to be included in 2018/2019 submittal = \$26,527,630+
- The flat budget rule once again in use (not to exceed 2017 X 2)
- ASCA Staffing Study recommendations for an additional 399 FTE
- Staffing recruitment issues in rural areas
- Staffing retention issues state-wide
- NOTIS 2020 transition date
- Inmate population currently 390+ over JFA budget projections
- Need to open additional housing unit at FMWCC
- Will we need to build additional men's housing unit(s)?
- Use of force study & training recommendations
- Lack of overtime budget
- ACA Accreditation

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Nevada Department of Corrections

Closing & Final Questions?



We invite you to tour our many facilities as soon as your schedule permits!