

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2008
Performed as Special Assistant Auditors
For the Auditor General, State of Illinois

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2008

TABLE OF CONTENTS

	<u>Page</u>
Center Officials	2
Management Assertion Letter	3
Compliance Report	
Summary	5
Accountants' Report	
Independent Accountants' Report on State Compliance, on Internal Control Over Compliance, and on Supplementary Information for State Compliance Purposes	7
Schedule of Findings	
Current Finding	11
Prior Findings Not Repeated	13
Supplementary Information for State Compliance Purposes	
Summary	14
Fiscal Schedules and Analysis	
Schedule of Appropriations, Expenditures and Lapsed Balances	15
Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances	17
Description of Locally Held Funds	18
Schedule of Locally Held Funds – Special Revenue Funds	20
Schedule of Locally Held Funds – Cash Basis	22
Schedule of Changes in State Property	23
Comparative Schedule of Cash Receipts and Deposits (not examined)	24
Analysis of Significant Variations in Expenditures	25
Analysis of Significant Lapse Period Spending	28
Schedule of Changes in Inventories	30
Analysis of Operations	
Center Functions and Planning Program	31
Average Number of Employees	33
Employee Overtime (not examined)	34
Inmate Commissary Operation	35
Shared Resources (not examined)	35
Annual Cost Statistics	
Center Inmate Statistics (not examined)	36
Center Employee Statistics (not examined)	37
Cell Square Feet Per Inmate (not examined)	37
Food Services (not examined)	38
Medical Service Contracts (not examined)	38
Service Efforts and Accomplishments (not examined)	39

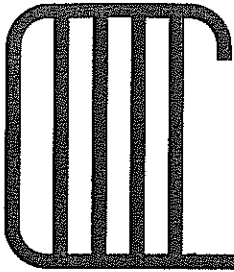
STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2008

CENTER OFFICIALS

Warden (01/28/08 to Current)	Mr. Austin Randolph, Jr.
Warden (05/01/07 to 01/27/08)	Ms. Jennifer Stoudt
Warden (09/16/05 to 04/30/07)	Mr. Gregory Firkus
Assistant Warden - Programs (05/01/07 to Current)	Mr. Alex Dawson
Assistant Warden - Programs (06/01/06 to 04/30/07)	Mr. Marcus Hardy
Assistant Warden – Operations	Mr. J. Mark Jones
Business Office Administrator	Mr. Mark LaMothe

The Center is located at:

1096 1350th Street
P. O. Box 1000
Lincoln, Illinois 62656-5094



Illinois
Department of
Corrections

Pat Quinn
Governor

Roger E. Walker Jr.
Director

Logan Correctional Center
1096 1350th Street, P.O. Box 1000
Lincoln, IL 62656

Telephone: (217) 735-5581
TDD: (800) 526-0844

April 9, 2009

E.C. Ortiz & Co., LLP
Certified Public Accountants
333 S. Desplaines Street, Suite 2-N
Chicago, Illinois 60661

Ladies and Gentlemen:

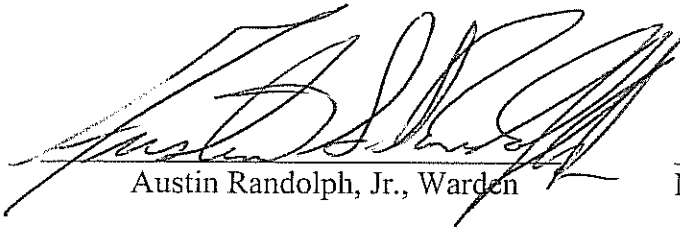
We are responsible for the identification of, and compliance with, all aspects of laws, regulations, contracts, or grant agreements that could have a material effect on the operations of Logan Correctional Center (Center). We are responsible for and we have established and maintained an effective system of internal controls over compliance requirements. We have performed an evaluation of the Center's compliance with the following assertions during the two years ended June 30, 2008. Based on this evaluation, we assert that during the years ended June 30, 2008 and June 30, 2007, the Center has materially complied with the assertions below.

- A. The Center has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Center has obligated, expended, received and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The Center has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. State revenues and receipts collected by the Center are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.

- E. Money or negotiable securities or similar assets handled by the Center on behalf of the State or held in trust by the Center have been properly and legally administered, and the accounting and recordkeeping relating thereto is proper, accurate and in accordance with law.

Yours very truly,

Logan Correctional Center



Austin Randolph, Jr., Warden



Mark LaMothe, Business Administrator

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2008

COMPLIANCE REPORT

SUMMARY

The limited scope compliance testing performed during this examination was conducted in accordance with *Government Auditing Standards* and in accordance with the Illinois State Auditing Act.

ACCOUNTANTS' REPORT

The Independent Accountants' Report on State Compliance, on Internal Control Over Compliance and on Supplementary Information for State Compliance Purposes (Report) relates only to those chapters of the "Audit Guide for Performing Financial Audits and Compliance Attestation Engagements of Illinois State Agencies" (*Audit Guide*) which are identified in the Report as having testing performed and does not contain scope limitations, disclaimers, or other significant non-standard language.

SUMMARY OF FINDING

<u>Number of</u>	<u>This Report</u>	<u>Prior Report</u>
Finding	1	-
Repeated findings	-	-
Prior recommendations implemented or not repeated	-	-

SCHEDULE OF FINDING

CURRENT FINDING

<u>Item No.</u>	<u>Page</u>	<u>Description</u>	<u>Finding Type</u>
08-1	11	Failure to Properly Transfer Unclaimed Inmate Cash Account Balances	Noncompliance and Significant Deficiency

PRIOR FINDINGS NOT REPEATED

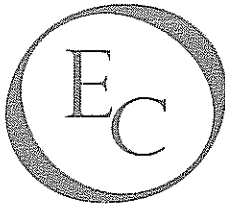
None

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2008

EXIT CONFERENCE

Center management waived having an exit conference per email from Mary Ann Bohlen, Asst. Deputy Director - Fiscal Accounting Compliance, dated February 11, 2009.

Responses to the recommendations were provided by Mary Ann Bohlen per correspondence dated February 11, 2009.



**INDEPENDENT ACCOUNTANTS' REPORT ON STATE COMPLIANCE,
ON INTERNAL CONTROL OVER COMPLIANCE, AND ON
SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES**

Honorable William G. Holland
Auditor General
State of Illinois

Compliance

As Special Assistant Auditors for the Auditor General, we performed a limited scope compliance examination of the State of Illinois Department of Corrections - Logan Correctional Center's compliance with the requirements listed below, as more fully described in the Audit Guide for Performing Financial Audits and Compliance Attestation Engagements of Illinois State Agencies (*Audit Guide*) as adopted by the Auditor General, during the two years ended June 30, 2008. The management of the State of Illinois Department of Corrections - Logan Correctional Center is responsible for compliance with these requirements. Our responsibility is to express an opinion on the State of Illinois Department of Corrections - Logan Correctional Center's compliance based on our examination.

- A. The State of Illinois Department of Corrections - Logan Correctional Center has obligated, expended, received, and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The State of Illinois Department of Corrections - Logan Correctional Center has obligated, expended, received, and used public funds of the State in accordance with any limitations, restrictions, conditions or mandatory directions imposed by law upon such obligation, expenditure, receipt or use.
- C. The State of Illinois Department of Corrections - Logan Correctional Center has complied, in all material respects, with applicable laws and regulations, including the State uniform accounting system, in its financial and fiscal operations.
- D. For the locally held funds examined, the State revenues and receipts collected by the State of Illinois Department of Corrections - Logan Correctional Center are in accordance with applicable laws and regulations and the accounting and recordkeeping of such revenues and receipts is fair, accurate and in accordance with law.
- E. Money or negotiable securities or similar assets handled by the State of Illinois Department of Corrections - Logan Correctional Center on behalf of the State or held in trust by the State of Illinois Department of Corrections - Logan Correctional Center have been properly and legally administered and the accounting and recordkeeping relating thereto is proper, accurate, and in accordance with law.

Our limited scope compliance examination of the Center was limited to the following areas of the *Audit Guide*:

- Chapter 8 – Personal Services Expenditures
- Chapter 9 – Contractual Services Expenditures
- Chapter 11 – Commodities Expenditures
- Chapter 18 – Appropriations, Transfers and Expenditures
- Chapter 22 – Review of Agency Functions and Planning Program
- Chapter 30 – Auditing Compliance with Agency Specific Statutory Mandates

The areas of the *Audit Guide* not examined at the Center have had procedures performed on a Department-wide basis through the compliance examination of the State of Illinois Department of Corrections - General Office, and accordingly, any findings from the results of those procedures have been included in the State of Illinois Department of Corrections – General Office compliance report.

We conducted our examination in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States; the Illinois State Auditing Act (Act); and the *Audit Guide* as adopted by the Auditor General pursuant to the Act; and, accordingly, included examining, on a test basis, evidence about the State of Illinois Department of Corrections - Logan Correctional Center's compliance with those requirements listed in the first paragraph of this report and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the State of Illinois Department of Corrections - Logan Correctional Center's compliance with specified requirements.

In our opinion, the State of Illinois Department of Corrections – Logan Correctional Center complied, in all material respects, with the requirements listed in the first paragraph of this report during the two years ended June 30, 2008. However, the results of our procedures disclosed an instance of noncompliance with those requirements, which is required to be reported in accordance with criteria established by the *Audit Guide*, issued by the Illinois Office of the Auditor General and which is described in the accompanying Schedule of Finding as Finding Code No. 08-1.

Internal Control

The management of the State of Illinois Department of Corrections – Logan Correctional Center is responsible for establishing and maintaining effective internal control over compliance with the requirements listed in the first paragraph of this report. In planning and performing our limited scope compliance examination, we considered the State of Illinois Department of Corrections - Logan Correctional Center's internal control over compliance with the requirements listed in the first paragraph of this report in order to determine our examination procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the *Audit Guide*, issued by the Illinois Office of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of the State of Illinois Department of Corrections - Logan Correctional Center's internal control over compliance. Accordingly, we do not express an opinion on the

effectiveness of the State of Illinois Department of Corrections - Logan Correctional Center's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses as defined below. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be significant deficiencies.

A *control deficiency* in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with the requirements listed in the first paragraph of this report on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to comply with the requirements listed in the first paragraph of this report such that there is more than a remote likelihood that noncompliance with a requirement that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiency in internal control over compliance described in the accompanying Schedule of Finding as Finding Code No. 08-1 to be a significant deficiency.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a requirement listed in the first paragraph of this report will not be prevented or detected by the entity's internal control. We did not consider the deficiency described in the accompanying Schedule of Finding to be a material weakness.

There were no immaterial findings that have been excluded from this report.

The State of Illinois Department of Corrections - Logan Correctional Center's response to the finding identified in our examination is described in the accompanying Schedule of Finding. We did not examine the State of Illinois Department of Corrections – Logan Correctional Center's response and, accordingly, we express no opinion on it.

Supplementary Information for State Compliance Purposes

Our examination was conducted for the purpose of forming an opinion on compliance with the requirements listed in the first paragraph of this report. The accompanying supplementary information as listed in the table of contents as Supplementary Information for State Compliance Purposes is presented for purposes of additional analysis. We have applied certain limited procedures as prescribed by the *Audit Guide*, as adopted by the Auditor General to the 2008 and 2007 Supplementary Information for State Compliance Purposes, except for information on the Comparative Schedule of Cash Receipts and Deposits, Employee Overtime, Shared Resources, Annual Cost Statistics and Service Efforts and Accomplishments on which we did not perform any procedures. However, we do not express an opinion on the supplementary information.

We have not applied procedures to the 2006 Supplementary Information for State Compliance Purposes, and accordingly, we do not express an opinion thereon.

This report is intended solely for the information and use of the Auditor General, the General Assembly, the Legislative Audit Commission, the Governor, Center and Department management, and is not intended to be and should not be used by anyone other than these specified parties.

E. C. Gitz & Co. LLP

April 9, 2009

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF FINDINGS
For the Two Years Ended June 30, 2008

Current Finding

08-1. **FINDING** Failure to Properly Transfer Unclaimed Inmate Cash Account Balances

The Center did not take appropriate action to ensure that dormant account balances were properly transferred to the General Revenue Fund (GRF).

The Unified Code of Corrections (Code) requires the Department to establish accounting records with individual accounts for each inmate (730 ILCS 5/3-4-3(a)). In addition, the Code (730 ILCS 5/3-4-3(b)) requires any money held in accounts of a committed person, upon release from the Department by death, discharge, or unauthorized absence and unclaimed for a period of one year thereafter by the person or his legal representative to be transmitted to the State Treasurer who shall deposit it into the GRF. Further, the Illinois Department of Corrections Administrative Directives (Directives) (02.42.106) require, upon determination of dormant accounts, the Business Administrator to prepare a list, which includes the account numbers, inmates' names, identification numbers, account balances and a memorandum requesting permission to transfer the balances to the GRF.

We noted the Center improperly offset Inmate Trust Fund accounts with positive cash balances against accounts with negative balances prior to transfer of unclaimed cash balances to the GRF. Our testing of the June 2008 dormant accounts noted dormant accounts totaling \$8,571 were not transferred to the GRF.

Center management stated their internal policy for dormant accounts is to only transfer positive balances which exceed negative balances in total for all inmate accounts. Negative inmate account balances for the June 2008 test period were \$7,131. It was also noted that in February 2008, the positive balances exceeded the negative balances. There was still no transfer made at that point or at any other time during the examination period.

There were various causes for negative balances, such as restitution for damages and charges for requested legal copies or postage, which could not, according to Department rules, be denied even if the inmate's trust account had an insufficient balance. The majority of negative balances did not involve cash distributions from the Inmate Trust Fund, but represented amounts the Center paid from the GRF or other funds and can only be recouped if cash is available in the individual inmate's account.

In addition, failure to notify the Department and ensure dormant account cash balances are transferred to the GRF is noncompliance with the Administrative Directive and State statute and could result in a loss of revenue to the State. (Finding Code No. 08-1)

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF FINDINGS
For the Two Years Ended June 30, 2008

Current Findings

- 08-1. **FINDING** Failure to Properly Transfer Unclaimed Inmate Cash Account Balances
(continued)

RECOMMENDATION

We recommend the Center take appropriate action to ensure dormant cash balances are timely transferred to the GRF.

CENTER RESPONSE

Finding not accepted. The Department of Corrections has implemented policies and procedures that it feels are appropriate to the Statute and Administrative Directives.

- The inmate trust fund maintains individual accounts by inmate.
- The accounts are reviewed when designated dormant.
- The appropriate account balances are transferred to the general revenue fund as required.
- The statute is silent on the Department's ability to offset negative account balances with positive account balances.

The end result of the policy is not a loss of revenue to the State as all funds are deposited into a legislatively appropriated fund on deposit at the Treasurer.

AUDITOR'S COMMENTS

The Unified Code of Corrections requires the transfer of dormant accounts to the GRF. The Center did not transfer dormant accounts totaling \$8,571 to the GRF. The negative balances are caused by the improper off-setting of one inmate's positive cash balance against another inmate's negative balance in the Inmate Trust Fund.

Further, the Department's administrative rules (20 Ill. Adm. Code 535.140(a)) state unclaimed money held for a period of one year may be transferred to the Inmate Benefit Fund and be expended for the special benefit of committed persons, which is inconsistent with the Unified Code of Corrections.

The Center has a fiduciary responsibility for the inmate accounts and should be evaluating each account within the Inmate Trust Fund individually for potential transfer to the GRF.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF FINDINGS
For the Two Years Ended June 30, 2008

Prior Findings Not Repeated

There were no findings noted during the Limited Scope Compliance Examination for the two years ended June 30, 2006.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES
For the Two Years Ended June 30, 2008

SUMMARY

Supplementary Information for State Compliance Purposes presented in this section of the report includes the following:

Fiscal Schedules and Analysis:

- Schedule of Appropriations, Expenditures and Lapsed Balances
- Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances
- Description of Locally Held Funds
- Schedule of Locally Held Funds – Special Revenue Funds
- Schedule of Locally Held Funds – Cash Basis
- Schedule of Changes in State Property
- Comparative Schedule of Cash Receipts and Deposits (not examined)
- Analysis of Significant Variations in Expenditures
- Analysis of Significant Lapse Period Spending
- Schedule of Changes in Inventories

Analysis of Operations

- Center Functions and Planning Program
- Average Number of Employees
- Employee Overtime (not examined)
- Inmate Commissary Operation
- Shared Resources (not examined)
- Annual Cost Statistics
 - Center Inmate Statistics (not examined)
 - Center Employee Statistics (not examined)
 - Cell Square Feet Per Inmate (not examined)
 - Food Services (not examined)
 - Medical Service Contracts (not examined)
- Service Efforts and Accomplishments (not examined)

The accountants' report that covers the Supplementary Information for State Compliance Purposes presented in the Compliance Report Section states the auditors have applied certain limited procedures as prescribed by the *Audit Guide*, as adopted by the Auditor General, except for information on the Comparative Schedule of Cash Receipts and Deposits, Employee Overtime, Shared Resources, Annual Cost Statistics and Service Efforts and Accomplishments on which they did not perform any procedures. However, the accountants do not express an opinion on the supplementary information.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
For The Year Ended June 30, 2008

	APPROPRIATIONS NET OF TRANSFERS	EXPENDITURES THROUGH JUNE 30, 2008	LAPSE PERIOD EXPENDITURES JULY 1 TO AUGUST 31, 2008	TOTAL EXPENDITURES 14 MONTHS ENDED AUGUST 31, 2008	BALANCES LAPSED AUGUST 31, 2008
PUBLIC ACT (PA 95-0348)					
GENERAL REVENUE FUND - 001					
Personal services	\$ 21,236,900	\$ 20,083,000	\$ 1,153,865	\$ 21,236,865	\$ 35
Student, member and inmate compensation	358,000	327,719	30,231	357,950	50
State contributions to State Employees' Retirement System	3,516,900	3,325,770	191,105	3,516,875	25
State contributions to Social Security	1,581,000	1,494,332	86,572	1,580,904	96
Contractual services	3,932,300	3,851,079	81,210	3,932,289	11
Travel	7,700	7,105	532	7,637	63
Travel and allowances for committed, paroled and discharged prisoners	13,200	12,157	1,000	13,157	43
Commodities	2,381,300	2,293,605	87,694	2,381,299	1
Printing	16,100	15,669	355	16,024	76
Equipment	17,900	9,690	8,180	17,870	30
Telecommunications services	88,000	87,339	661	88,000	-
Operation of automotive equipment	240,900	226,131	14,769	240,900	-
Total - Fiscal Year 2008	\$ 33,390,200	\$ 31,733,596	\$ 1,656,174	\$ 33,389,770	\$ 430

Note: The information reflected in this schedule was taken from the Center's records and reconciled to records of the State Comptroller.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
For The Year Ended June 30, 2007

	APPROPRIATIONS NET OF TRANSFERS	EXPENDITURES THROUGH JUNE 30, 2007	LAPSE PERIOD EXPENDITURES JULY 1 TO AUGUST 31, 2007	TOTAL EXPENDITURES 14 MONTHS ENDED AUGUST 31, 2007	BALANCES LAPSED AUGUST 31, 2007
PUBLIC ACT (PA 94-0798)					
GENERAL REVENUE FUND - 001					
Personal services	\$ 18,506,400	\$ 17,511,262	\$ 994,981	\$ 18,506,243	\$ 157
Student, member and inmate compensation	366,400	304,443	61,865	366,308	92
State contributions to State Employees' Retirement System	2,132,600	2,017,920	114,675	2,132,595	5
State contributions to Social Security	1,374,117	1,299,717	74,363	1,374,080	37
Contractual services	4,108,000	3,645,617	461,677	4,107,294	706
Travel	6,189	4,991	1,198	6,189	-
Travel and allowances for committed, paroled and discharged prisoners	15,300	14,910	347	15,257	43
Commodities	2,236,600	2,133,719	102,800	2,236,519	81
Printing	19,100	18,485	597	19,082	18
Equipment	4,800	4,785	-	4,785	15
Telecommunications services	120,700	85,837	34,863	120,700	-
Operation of automotive equipment	264,800	248,534	16,266	264,800	-
Total - Fiscal Year 2007	\$ 29,155,006	\$ 27,290,220	\$ 1,863,632	\$ 29,153,852	\$ 1,154

Note: The information reflected in this schedule was taken from the Center's records and reconciled to records of the State Comptroller.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
For The Years Ended June 30,

	FISCAL YEAR		
	2008	2007	2006
	P.A. 95-0348	P.A. 94-0798	P.A. 94-0015
GENERAL REVENUE FUND - 001			
Appropriations (net of transfers)	\$ 33,390,200	\$ 29,155,006	\$ 29,054,000
EXPENDITURES			
Personal services	\$ 21,236,865	\$ 18,506,243	\$ 19,065,941
Employee retirement contributions paid by employer	-	-	247,400
Student, member and inmate compensation	357,950	366,308	360,249
State contributions to State Employees' Retirement System	3,516,875	2,132,595	1,485,464
State contributions to Social Security	1,580,904	1,374,080	1,416,038
Contractual services	3,932,289	4,107,294	4,039,303
Travel	7,637	6,189	4,654
Travel and allowances for committed, paroled and discharged prisoners	13,157	15,257	24,218
Commodities	2,381,299	2,236,519	2,059,148
Printing	16,024	19,082	14,649
Equipment	17,870	4,785	28,808
Telecommunications services	88,000	120,700	80,970
Operation of automotive equipment	240,900	264,800	225,958
Total Expenditures	\$ 33,389,770	\$ 29,153,852	\$ 29,052,800
LAPSED BALANCES	\$ 430	\$ 1,154	\$ 1,200

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
DESCRIPTION OF LOCALLY HELD FUNDS
For the Two Years Ended June 30, 2008

The locally held funds of the Center are grouped into two fund categories, Governmental and Fiduciary funds. These are non-appropriated funds with the exception of the Travel and Allowance Revolving Fund, which is an appropriated fund. The funds are not held in the State Treasury and are described as follows:

1. Governmental Funds

General Revenue Fund

The Travel and Allowance Revolving Fund is a cash imprest fund located at the Center and is used to provide cash for travel and allowances for discharged inmates and to pay out inmate Trust Fund balances under \$50 upon inmates being paroled or discharged. The Travel and Allowance Revolving Fund is replenished from the Center's Inmate Benefit Fund account and the Trust Fund. The Center's Inmate Benefit Fund account is reimbursed from the General Revenue Fund appropriation on a monthly basis upon submission of a duly authorized voucher.

Special Revenue Funds

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. The Center maintains four special revenue funds.

The Employees' Commissary Fund and Inmates' Commissary Fund are used to maintain stores for selling food, candy, health and beauty aids and other personal items. The inmate commissary sells solely to inmates and the employees' commissary sells to employees. Profits derived from commissary sales are allocated 60% to pay the wages and benefits of employees who work at the commissaries and 40% to either the Inmates' Benefit Fund for sales from the Inmate Commissary or the Employees' Benefit Fund for sales from the Employees' Commissary.

Inmates' Benefit Fund and Employees' Benefit Fund are used to provide entertainment and recreational activities and equipment for inmates and employees. The Employees' Benefit Fund can also be used to provide travel expense reimbursement for correctional officers while travel vouchers are being processed. Beginning in fiscal year 2006, the locally held Inmates' Benefit Fund account at each Center was closed and the balance transferred to a single locally held Inmates' Benefit Fund bank account administered by the General Office. The Center has a sub-account within the Inmates' Benefit Fund account at the General Office that records their specific transactions.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
DESCRIPTION OF LOCALLY HELD FUNDS
For the Two Years Ended June 30, 2008

Expenditures from the Inmates' Benefit Fund are initiated at the Center but all the transactions are processed through the General Office. All of the financial accounting for the Center's Inmates' Benefit Fund transactions are also performed and maintained at the General Office. Because the Center does not maintain the financial records, a summary of the Center's Inmates' Benefit Fund activity for fiscal years 2008 and 2007 will be presented in the General Office Compliance Report for the two years ended June 30, 2008.

2. Fiduciary Fund

Agency Fund

An agency fund is used to account for assets held as the agent for others. The Center maintains one such fund, the Inmates' Trust Fund. The Inmates' Trust Fund is maintained as a depository for funds of inmates while incarcerated at the Center. Receipts and disbursements of the inmates are recorded in each inmate's individual account within the Inmates' Trust Fund.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF LOCALLY HELD FUNDS - SPECIAL REVENUE FUNDS
For the the Year ended June 30, 2008

	Employees' Commissary Fund	Inmates' Commissary Fund	Employees' Benefit Fund
<u>REVENUES</u>			
Income from Sales	\$ 75,498	\$ 1,854,397	\$ -
Interest / Investment Income	29	979	29
Miscellaneous:			
Other	3,191	96	16,655
Total Revenues	<u>78,718</u>	<u>1,855,472</u>	<u>16,684</u>
<u>EXPENDITURES</u>			
Purchases	68,639	1,514,232	-
General and Administrative	1,643	3,400	-
Contractual	-	-	17,864
Equipment	1,700	-	-
Other	-	-	2,499
Total Expenditures	<u>71,982</u>	<u>1,517,632</u>	<u>20,363</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>6,736</u>	<u>337,840</u>	<u>(3,679)</u>
<u>OTHER FINANCING SOURCES</u>			
Transfers In	-	-	2,252
Transfers (Out)	(6,736)	(337,840)	-
Total Other Financing Sources	<u>(6,736)</u>	<u>(337,840)</u>	<u>2,252</u>
Net Change in Fund Balance	-	-	(1,427)
Fund Balance July 1, 2007	-	-	19,454
Fund Balance June 30, 2008	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,027</u>

Note: Schedule is presented on the accrual basis of accounting.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF LOCALLY HELD FUNDS - SPECIAL REVENUE FUNDS
For the the Year ended June 30, 2007

	Employees' Commissary Fund	Inmates' Commissary Fund	Employees' Benefit Fund
<u>REVENUES</u>			
Income from Sales	\$ 81,664	\$ 1,768,363	\$ -
Interest / Investment Income	73	2,264	29
Miscellaneous:			
Other	3,200	125	20,973
Total Revenues	<u>84,937</u>	<u>1,770,752</u>	<u>21,002</u>
<u>EXPENDITURES</u>			
Purchases	75,063	1,438,121	-
General and Administrative	2,990	1,624	-
Contractual	-	-	8,145
Equipment	718	-	-
Other	-	40	5,726
Total Expenditures	<u>78,771</u>	<u>1,439,785</u>	<u>13,871</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>6,166</u>	<u>330,967</u>	<u>7,131</u>
<u>OTHER FINANCING SOURCES</u>			
Transfers In	-	-	2,467
Transfers (Out)	(6,166)	(330,967)	-
Total Other Financing Sources	<u>(6,166)</u>	<u>(330,967)</u>	<u>2,467</u>
Net Change in Fund Balance	-	-	9,598
Fund Balance July 1, 2006	-	-	9,856
Fund Balance June 30, 2007	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 19,454</u>

Note: Schedule is presented on the accrual basis of accounting.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF LOCALLY HELD FUNDS - CASH BASIS
For The Years Ended June 30

	2008		2007	
	Travel and Allowance Rev. Fund	Inmates' Trust Fund	Travel and Allowance Rev. Fund	Inmates' Trust Fund
Balance - July 1	\$ 3,000	\$ 134,320	\$ 3,000	\$ 100,455
Receipts				
Investment Income	-	257	-	266
Inmate Account Receipts	-	2,047,028	-	2,009,501
Appropriations from General Revenue Fund	13,157	-	15,258	-
TOTAL RECEIPTS	<u>13,157</u>	<u>2,047,285</u>	<u>15,258</u>	<u>2,009,767</u>
Disbursements				
Inmate Account Disbursements	-	2,075,831	-	1,976,636
Disbursements for released inmates	13,157	-	15,258	-
TOTAL DISBURSEMENTS	<u>13,157</u>	<u>2,075,831</u>	<u>15,258</u>	<u>1,976,636</u>
Fund Transfers				
Fund Transfers In	-	-	-	1,000
Fund Transfers (Out)	-	(257)	-	(266)
TOTAL TRANSFERS	<u>-</u>	<u>(257)</u>	<u>-</u>	<u>734</u>
Balance - June 30	<u>\$ 3,000</u>	<u>\$ 105,517</u>	<u>\$ 3,000</u>	<u>\$ 134,320</u>

Note: Schedule is presented on the cash basis of accounting.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF CHANGES IN STATE PROPERTY
For The Years Ended June 30,

	2008					2007				
	Land	Buildings	Equipment	Land Improvements	Total	Land	Buildings	Equipment	Land Improvements	Total
Balance, beginning	\$ 7,771,435	\$ 24,223,357	\$ 3,287,060	\$ -	\$ 35,281,852	\$ 7,771,435	\$ 24,134,633	\$ 3,348,238	\$ -	\$ 35,254,306
Additions:										
Purchases	-	-	42,001	-	42,001	-	-	20,362	-	20,362
Transfers-in	-	-	733,497	-	733,497	-	-	33,524	-	33,524
Capital Development Board	-	500,498	-	-	500,498	-	88,724	-	-	88,724
Employees' Commissary Fund	-	-	-	-	-	-	-	-	-	-
Employees' Benefit Fund	-	-	-	-	-	-	-	-	-	-
Inmates' Commissary Fund	-	-	-	-	-	-	-	-	-	-
Inmates' Benefit Fund	-	-	-	-	-	-	-	-	-	-
Donations	-	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-	-
Adjustments	-	-	32	-	32	-	-	7,087	-	7,087
Capital lease	-	-	-	-	-	-	-	7,043	-	7,043
Total Additions	-	500,498	775,530	-	1,276,028	-	88,724	68,016	-	156,740
Deductions:										
Transfers-out	-	-	2,669	-	2,669	-	-	15,537	-	15,537
Scrap property	-	-	29,444	-	29,444	-	-	16,684	-	16,684
Surplus property	-	-	-	-	-	-	-	77,169	-	77,169
Condemned and lost property	-	279	4,267	-	4,546	-	-	12,841	-	12,841
Adjustment	-	-	26,498	-	26,498	-	-	6,963	-	6,963
Capital lease	-	-	7,043	-	7,043	-	-	-	-	-
Total Deductions	-	279	69,921	-	70,200	-	-	129,194	-	129,194
Balance, ending	\$ 7,771,435	\$ 24,723,576	\$ 3,992,669	\$ -	\$ 36,487,680	\$ 7,771,435	\$ 24,223,357	\$ 3,287,060	\$ -	\$ 35,281,852

Note: The property balances at June 30, 2008 and 2007 have been reconciled to the property reports submitted to the Office of the Comptroller.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
COMPARATIVE SCHEDULE OF CASH RECEIPTS AND DEPOSITS
(NOT EXAMINED)
For The Years Ended June 30,

	FISCAL YEAR		
	2008	2007	2006
<u>RECEIPTS</u>			
Jury Duty	\$ 250	\$ 447	\$ 280
Inmate Restitution	-	-	45,519
Dormant Inmate Accounts	-	-	-
Funeral Furlough	-	-	-
Staff Witness Fees	-	-	-
Contraband Cash	-	-	-
Copying Fees	-	-	-
Miscellaneous	2,474	3,481	1,597
TOTAL RECEIPTS	<u>\$ 2,724</u>	<u>\$ 3,928</u>	<u>\$ 47,396</u>
<u>REMITTANCES</u>			
General Revenue Fund - 001	\$ 2,724	\$ 3,928	\$ 1,877
Department of Corrections Reimbursement Fund - 523	-	-	45,519
TOTAL RECEIPTS REMITTED DIRECTLY TO STATE TREASURER	<u>\$ 2,724</u>	<u>\$ 3,928</u>	<u>\$ 47,396</u>
<u>DEPOSITS</u>			
Receipts recorded by Center	\$ 2,724	\$ 3,928	\$ 1,877
Add: Deposits in transit - Beginning of year	250	240	276
Deduct: Deposits in transit - End of year	<u>(485)</u>	<u>(250)</u>	<u>(240)</u>
DEPOSITS RECORDED BY THE STATE COMPTROLLER	<u>\$ 2,489</u>	<u>\$ 3,918</u>	<u>\$ 1,913</u>

Note: The Deposits reconciliation section of this schedule is a reconciliation of the Center's General Revenue Fund receipts to the Comptroller's General Revenue Fund deposits only. The Comptroller's records do not provide a detail breakdown of deposits into the Department of Corrections Reimbursement Fund #523 by Center.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES
For the Two Years Ended June 30, 2008

Fiscal Year 2008

A comparative schedule of significant variations in expenditures (20% or more) for the fiscal years ended June 30, 2008 and June 30, 2007 are shown below:

<u>EXPENDITURE ITEM</u>	<u>FISCAL YEAR ENDED</u> <u>JUNE 30</u>		<u>INCREASE</u> <u>(DECREASE)</u>	<u>%</u>
	<u>2008</u>	<u>2007</u>	<u>AMOUNT</u>	
State contributions to State Employees' Retirement System	\$3,516,875	\$2,132,595	\$1,384,280	65%
Travel	\$ 7,637	\$ 6,189	\$ 1,448	23%
Equipment	\$ 17,870	\$ 4,785	\$ 13,085	273%
Telecommunications services	\$ 88,000	\$ 120,700	\$ (32,700)	(27%)

Center management provided the following explanations for the significant variations identified above.

State contributions to State Employees' Retirement System

The increase was due to the increase in the contribution rate from 11.52% in fiscal year 2007 to 16.56% in fiscal year 2008.

Travel

The Center incurred approximately \$1,800 in travel and lodging costs related to detailing staff to Danville Correctional Center. The Center's Assistant Warden-Operations was detailed for few weeks at Danville Correctional Center to take the Warden's position that was vacant.

Equipment

The Center is allocated equipment funds based on Department budget constraints. 27 items of equipment totaling \$17,900 were purchased in fiscal year 2008. These items consisted of security, medical/dental instruments, maintenance items, and office items.

Telecommunications services

The Center is allocated Telecommunications funds based on budget constraints and priorities as determined by General Office Budget Services.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES
For the Two Years Ended June 30, 2008

Fiscal Year 2007

A comparative schedule of significant variations in expenditures (20% or more) for the fiscal years ended June 30, 2007 and June 30, 2006 are shown below:

<u>EXPENDITURE ITEM</u>	<u>FISCAL YEAR ENDED</u> <u>JUNE 30</u>		<u>INCREASE</u> <u>(DECREASE)</u>	<u>%</u>
	<u>2007</u>	<u>2006</u>	<u>AMOUNT</u>	
Employee retirement contributions paid by employee	\$ -	\$ 247,400	\$ (247,400)	(100%)
State contributions to State Employees' Retirement System	\$2,132,595	\$1,485,464	\$ 647,131	44%
Travel	\$ 6,189	\$ 4,654	\$ 1,535	33%
Travel and allowances for committed, paroled and discharged prisoners	\$ 15,257	\$ 24,218	\$ (8,961)	(37%)
Printing	\$ 19,082	\$ 14,649	\$ 4,433	30%
Equipment	\$ 4,785	\$ 28,808	\$ (24,023)	(83%)
Telecommunications services	\$ 120,700	\$ 80,970	\$ 39,730	49%

Center management provided the following explanations for the significant variations identified above.

Employee retirement contributions paid by employee

The State discontinued providing additional employee compensation for employees' share of retirement costs.

State contributions to State Employees' Retirement System

The increase was due to the increase in the contribution rate from 7.79% in fiscal year 2006 to 11.52% in fiscal year 2007.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES
For the Two Years Ended June 30, 2008

Travel

A Memorandum of Understanding effective December 7, 2005 allows meal reimbursement for staff away from the parent facility for inmate escort or writ duty who declined a sack lunch.

Travel and allowances for committed, paroled and discharged prisoners

The Center effectively reduced the cost of parolee travel by utilizing train travel as opposed to bus travel whenever possible.

Printing

The Center offset printing expenditures in fiscal year 2006 by processing some payments for copy paper from object code 1304 - office supplies due to insufficient printing appropriation.

Equipment

The Center was allocated equipment funds in fiscal year 2006 to purchase 23 items of equipment. The major equipment purchases were a riding mower amounting to \$9,134 and flammable storage cabinets amounting to \$4,769.

Telecommunications services

The Center is allocated Telecommunications funds based on budget constraints and priorities as determined by Budget Services.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING
For the Two Years Ended June 30, 2008

Fiscal Year 2008

Our testing of lapse period expenditures for fiscal year ended June 30, 2008 disclosed one appropriation line item with significant (20% or more) lapse period expenditures, as scheduled below:

<u>EXPENDITURE ITEM</u>	Fiscal Year Ended June 30, 2008		
	<u>TOTAL</u> <u>EXPENDITURES</u>	<u>LAPSE PERIOD</u> <u>EXPENDITURES</u>	<u>PERCENTAGE</u>
Equipment	\$ 17,870	\$ 8,180	46%

Center management provided the following explanation for the significant lapse period expenditures identified above.

Equipment

The Center ordered equipment in June 2008 which were received and paid during the lapse.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING
For the Two Years Ended June 30, 2008

Fiscal Year 2007

Our testing of lapse period expenditures for fiscal year ended June 30, 2007 disclosed one appropriation line item with significant (20% or more) lapse period expenditures, as scheduled below:

<u>EXPENDITURE ITEM</u>	<u>Fiscal Year Ended June 30, 2008</u>		
	<u>TOTAL EXPENDITURES</u>	<u>LAPSE PERIOD EXPENDITURES</u>	<u>PERCENTAGE</u>
Telecommunications services	\$ 120,700	\$ 34,863	29%

Center management provided the following explanation for the significant lapse period expenditures identified above.

Telecommunications services

The Center was authorized by Central Office to pay the balance of the 1700 appropriation on August 20, 2007. The instruction prior to that was to hold revolving fund payments.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF CHANGES IN INVENTORIES
Two Years Ended June 30, 2008

	Balance July 1, 2007	Additions	Deletions	Balance June 30, 2008
GENERAL REVENUE FUND				
General Stores	\$ 22,232	\$ 318,893	\$ 275,357	\$ 65,768
Mechanical Stores	25,855	80,537	76,450	29,942
Inmate Clothing	41,172	91,886	108,048	25,010
Officers' Clothing	554	25,634	26,188	-
Office Supplies	15,195	33,757	35,607	13,345
Kitchen	131,473	1,477,136	1,529,277	79,332
Postage	-	26,400	26,400	-
	<u>\$ 236,481</u>	<u>\$ 2,054,243</u>	<u>\$ 2,077,327</u>	<u>\$ 213,397</u>

LOCAL FUNDS				
Employees' Commissary Fund	\$ 4,423	\$ 66,503	\$ 67,910	\$ 3,016
Inmates' Commissary Fund	90,359	1,478,233	1,511,355	57,237
	<u>\$ 94,782</u>	<u>\$ 1,544,736</u>	<u>\$ 1,579,265</u>	<u>\$ 60,253</u>

	Balance July 1, 2006	Additions	Deletions	Balance June 30, 2007
GENERAL REVENUE FUND				
General Stores	\$ 19,919	\$ 292,191	\$ 289,878	\$ 22,232
Mechanical Stores	21,499	94,987	90,631	25,855
Inmate Clothing	36,213	107,211	102,252	41,172
Officers' Clothing	493	12,010	11,949	554
Office Supplies	16,460	37,780	39,045	15,195
Kitchen	66,237	1,520,510	1,455,274	131,473
Postage	-	29,400	29,400	-
	<u>\$ 160,821</u>	<u>\$ 2,094,089</u>	<u>\$ 2,018,429</u>	<u>\$ 236,481</u>

LOCAL FUNDS				
Employees' Commissary Fund	\$ 4,378	\$ 74,367	\$ 74,322	\$ 4,423
Inmates' Commissary Fund	47,455	1,479,739	1,436,835	90,359
	<u>\$ 51,833</u>	<u>\$ 1,554,106</u>	<u>\$ 1,511,157</u>	<u>\$ 94,782</u>

Note: The inventory balances at June 30 were reconciled to the records of the Center.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

CENTER FUNCTIONS AND PLANNING PROGRAM

Logan Correctional Center (Center) located in Lincoln, Illinois is an all male medium security facility of the Illinois Department of Corrections. During this two-year period, the Center had an average population of approximately 1,887 inmates.

It is the mission of the Center to protect the public from criminal offenders through a system of incarceration and supervision which securely segregates offenders from society, assures offenders of their constitutional rights and maintains programs to enhance the success of the offender's reentry into society. The Center has the dual responsibility of providing a safe, secure environment, as well as providing programs and services designed to assist inmates in reintegrating into the community upon release. Applying this purpose involves a combination of personnel and infrastructure adequate to maintain control over inmates within an adult male correctional environment. To help accomplish this, the Center provides self-improvement opportunities available through participation in various programs and leisure activities.

Long-range planning activities are primarily carried out at the Department's Central Office level. The Center's planning program focuses on the development of goals and objectives on an annual basis as documented in individual employee performance objectives and evaluations, monthly executive staff meeting minutes and periodic budget submission, review and approval. Specific goals and objectives are developed and incorporated into annual job performance evaluations of management staff. Progress evaluation is achieved through quarterly and annual reviews conducted with Center personnel and Department officials. Monitoring and review procedures include ongoing periodic evaluations and program reviews relative to compliance with rules and directives applicable to the Center.

The Center participates in Technology System International's (TSI) inmate tracking system pilot program. Utilizing a federally funded grant, TSI has installed monitors throughout the facility that are linked to a computer system. Each inmate at the Center has been fitted with a watch-sized wrist monitor. The system is capable of tracking one or multiple inmates at all times and has resulted in significantly more efficient investigative capabilities thereby reducing staff hours previously spent on this area. The system was installed during a previous examination cycle. Continued enhancements to the system during this examination period have increased savings and improved staff and inmate safety.

School District 428 and Richland Community College create educational opportunities for the Center's inmates to participate in Adult Basic Education, GED, Special Education, Cooperative Work Training and college level academic classes.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

CENTER FUNCTIONS AND PLANNING PROGRAM (Continued)

Accomplishments and goals are designed to implement the mission statement of the Department and the Center. The Center is committed to maintaining a safe and secure environment at a time of limited resources.

The Center's planning program focuses on the development of goals and objectives on an annual basis. Long-range planning activities are primarily carried out at the Department's General Office level. Taking into consideration this management structure, the Center's goals and objectives as incorporated into annual job performance evaluations appear to represent adequate goals and objectives for carrying out the Center's functions.

Evaluation of progress is achieved through quarterly reviews conducted with Center personnel and Department officials. The Center has specific written definitions of its criteria for evaluating overall institutional performance, which includes collection of various statistical data. Monitoring and review procedures include ongoing periodic evaluations and program reviews relative to compliance with rules and directives applicable to the Center. In addition, periodic safety and health inspections are conducted by independent qualified sources.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

AVERAGE NUMBER OF EMPLOYEES

The following table, prepared from Center records, presents the average number of employees, by function, for the past three years.

	Fiscal Year Ending June 30,		
	2008	2007	2006
Administrative	8	9	7
Business office and stores	11	11	11
Clinical services	16	16	17
Work Camp	22	24	26
Recreation	2	2	2
Maintenance	9	10	12
Utilities	8	9	9
Laundry	1	1	1
Correctional Officers	223	239	250
Dietary	16	16	14
Medical/Psychiatric	11	11	11
Religion	1	1	2
Total	<u>328</u>	<u>349</u>	<u>362</u>

An analysis of the activity regarding the changes in staffing of correctional officers, prepared from Center records, is presented in the table below for the fiscal years ending June 30.

	Fiscal Year	
	2008	2007
Correctional Officers, beginning of the year	255	267
New Correctional Officers hired	-	-
Correctional Officers transferred-in	2	2
Correctional Officers transferred-out	(3)	(2)
Correctional Officers separated from Department	(22)	(12)
Correctional Officers returned from leave	15	9
Correctional Officers on leave	(17)	(9)
Correctional Officers, end of the year	<u>230</u>	<u>255</u>

Correctional Officers for the above schedule is defined as all employees with security related responsibilities.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

EMPLOYEE OVERTIME (not examined)

Certain employees are eligible for overtime if the hours worked during a day exceed the employees standard work hours. Correctional Officers receive a ¼-hour of overtime for each day they stand for roll call. The roll call overtime is paid at straight time for all but Correctional Lieutenants who receive 1 ½ times normal pay.

Overtime is to be distributed as equally as possible among employees who normally perform the work in the position in which the overtime is needed. An employees' supervisor must approve any overtime. In most cases, except for roll call, employees are compensated at 1 ½ times their normal hourly rate for overtime hours worked. Employees have the opportunity to be compensated either in pay for the overtime or receive compensatory time off.

The following table, prepared from Department records presents the paid overtime and earned compensatory time incurred for the last three fiscal years, ended June 30:

	2008	2007	2006
Paid overtime hours worked during fiscal year	39,566	12,716	9,417
Value of overtime hours worked during fiscal year	\$1,619,858	\$ 519,515	\$ 384,246
Compensatory hours earned during fiscal year	16,252	9,752	9,872
Value of compensatory hours earned during fiscal year	\$ 453,357	\$ 259,309	\$ 251,847
Total paid overtime hours and earned compensatory hours during fiscal year	55,818	22,468	19,289
Total value of paid overtime hours and earned compensatory hours during fiscal year	\$ 2,073,215	\$ 778,824	\$ 636,093

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

INMATE COMMISSARY OPERATION

The Center operates a commissary for the benefit of the inmates. The commissary purchases goods from outside vendors and then retails the items to the inmates. The commissary purchases goods at wholesale prices where possible.

Effective January 1, 2004 the Unified Code of Corrections, 730 ILCS 5/3-7-2a, was amended to change the mark-up of cost on the goods purchased for resale in the commissary. Effective January 1, 2004 the selling price for all goods shall be sufficient to cover the cost of the goods and an additional charge of up to 35% for tobacco products and up to 25% for non-tobacco products. Effective January 1, 2008 the inmate commissaries at all Centers discontinued selling tobacco products.

The financial transactions of the Inmate Commissary are recorded in the Inmates' Commissary Fund. A summary of the financial activity of the Inmates' Commissary Fund for the years ended June 30, 2008 and 2007 are presented on pages 20 and 21 of this report.

As part of our testing, 10 inmate commissary products were selected and their sale price recomputed to determine compliance with the Unified Code of Corrections regarding the statutorily required mark-up. As a result of our testing, we noted that an overhead charge of 7% was added to invoiced product cost prior to the application of the 25% markup. As a result of the overhead charge, final selling prices averaged 34% above invoiced product costs. No tobacco products were selected as samples.

SHARED RESOURCES (not examined)

Shared services between Logan Correctional Center and Lincoln Correctional Center are generally equitable but not practically quantifiable.

Lincoln Correctional Center provides warehouse space and electrical power for Logan's cold storage, maintains garbage compactors for a shared waste disposal contract, conducts daily bank runs for both Centers, provides sewerage screen maintenance and occasionally provides maintenance staff.

Logan Correctional Center maintains the water delivery system (tower and pumps) for both Centers, provides laundry service, conducts daily mail runs for both Centers, occasionally provides maintenance staff and provides staff, fuel and vehicles for weekly transfer runs to Dwight and Decatur Correctional Centers.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

CENTER INMATE STATISTICS (not examined)

Comparative costs of inmate care, prepared from Center records for the fiscal year ended June 30, are shown below:

	Fiscal Year		
	2008	2007	2006
Rated population	1,074	1,074	1,074
Inmate population (as of May 31)	1,873	1,887	1,883
Average number of inmates	1,884	1,890	1,894
Expenditures from appropriations	\$ 33,389,770	\$ 29,153,852	\$ 29,052,800
Less: equipment and capital improvements	17,870	4,785	28,808
Net expenditures	<u>\$ 33,371,900</u>	<u>\$ 29,149,067</u>	<u>\$ 29,023,992</u>
Net inmate cost per year	<u>\$ 17,713</u>	<u>\$ 15,423</u>	<u>\$ 15,324</u>

Net expenditures for computing net inmate cost per year represent total expenditures from appropriations less equipment expenditures divided by average number of inmates.

The rated population and inmate population noted above was taken from the Department of Corrections quarterly reports to the State legislature.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

CENTER EMPLOYEE STATISTICS (not examined)

The following comparisons are prepared from Center records for the fiscal years ended June 30:

	Fiscal Year		
	2008	2007	2006
Average number of employees	328	349	362
Average number of correctional officers	223	239	250
Average number of inmates	1,884	1,890	1,894
Ratio of employees to inmates	1 to 5.74	1 to 5.42	1 to 5.23
Ratio of correctional officers to inmates	1 to 8.45	1 to 7.91	1 to 7.58

The following comparison of reported inmate assaults on staff is prepared from Department of Corrections records for the fiscal years ending June 30:

	Fiscal Year	
	2008	2007
Number of assaults on staff	7	6

CELL SQUARE FEET PER INMATE (not examined)

The following comparisons are from a report issued by the Department of Corrections to the State legislature:

	Fiscal Year		
	2008	2007	2006
Approximate Square Foot Per Inmate	39	39	39

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

FOOD SERVICES (not examined)

The following table, prepared from the Center records, summarizes the number of meals served and the average cost per meal.

	Fiscal Year		
	2008	2007	2006
Breakfast	292,800	277,428	320,105
Lunch	687,760	672,022	571,225
Dinner	535,092	543,510	647,877
Staff meals	73,000	73,000	73,000
Total Meals Served	<u>1,588,652</u>	<u>1,565,960</u>	<u>1,612,207</u>
Food Cost	<u>\$ 1,544,034</u>	<u>\$ 1,482,625</u>	<u>\$ 1,329,154</u>
Cost Per Meal	<u>\$ 0.97</u>	<u>\$ 0.95</u>	<u>\$ 0.82</u>

MEDICAL SERVICE CONTRACTS (not examined)

The following table, prepared from Center records, summarizes what was paid to vendors for medical contractual services for fiscal years 2008, 2007 and 2006.

	Fiscal Year		
	2008	2007	2006
Medical Services:			
Wexford Health Sources, Inc.	\$ 2,636,462	\$ 2,773,936	\$ 1,170,048
Health Professionals, Ltd.	-	-	1,195,550
Other medical services	2,624	1,425	-
Total Medical Services	<u>\$ 2,639,086</u>	<u>\$ 2,775,361</u>	<u>\$ 2,365,598</u>

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

SERVICE EFFORTS AND ACCOMPLISHMENTS (not examined)

Logan Correctional Center (Center) is a Level 4 medium security adult male institution located in Lincoln, 30 miles north of Springfield. The Center occupies approximately 138 acres and was formerly an annex to the Department of Mental Health. On December 1, 1977, the department acquired the annex and the first contingent of male inmates was received on January 11, 1978. The institution is comprised of 13 separate general population living units which include one X-design unit that houses 448 inmates. The Center was utilized to house both male and female inmates from February 1987 through October 7, 2000.

PROGRAMS

Through the Office of Adult Education and Vocational Services (OAEVS) and Richland Community College, educational programs were provided to approximately 1500 inmates in both fiscal year 2007 and fiscal year 2008. 176 inmates passed the GED exam during this period and the success rate was 85%. During this same period, 442 inmates enrolled in ABE passed preparing the graduates to move to the next level of education. Three inmates received Associate of Liberal Studies degrees. Basic vocational certificates are offered in Business Management, Commercial Custodian, Computer Technology I & II, Construction Occupations, Food Services and Horticulture. There were 510 inmates enrolled in the various vocational classes with 242 receiving certificates including 80 Food Sanitation licenses. The Horticulture program provided flowers and plants to various entities including 25,000 to the Illinois State Fairgrounds. A newly established Job Preparedness class offers five weeks of instruction for soon-to-be-released inmates with concentration on finding, interviewing and obtaining a job upon release. Two state of the art computer labs acquired in fiscal year 2008 via grant funds offer hands on instruction for this class.

Additional programs provided include Individual Counseling, Substance Abuse Treatment, Drug Education classes, Parenting classes, Anger/Stress Management classes and Alcoholics Anonymous meetings. In fiscal year 2007, a new program called Lifestyle Redirection was introduced. This program is designed to challenge inmates to take advantage of opportunities which will enhance their ability to return to society as productive citizens. The emphasis is to establish victim empathy and ensure the inmate understands the impact his crime has on society as a whole. The Storybook Program is provided once a month and allows inmates to read books to their children. The readings are recorded and mailed to the inmate's children along with the books.

Various recreational and religious programs are readily available to inmates. The Leisure Time Services Department offers a wide variety of intramural sports for inmates in both competitive and non-competitive leagues. The Chaplaincy Department provides a wide variety of religious activities and programs to assist inmates with meeting their spiritual needs. Much of this programming is made possible by community volunteers. The Center has over 100 volunteers who routinely provide additional program support.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LOGAN CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2008

SERVICE EFFORTS AND ACCOMPLISHMENTS (not examined) (Continued)

NEW TECHNOLOGY

A 3-year upgrade to all housing unit fire alarm systems was completed in fiscal year 2008. The new system replaces an antiquated system and provides a dependable, timely and accurate assessment to a central control panel located in the Center Armory.

In fiscal year 2007, the Center constructed non-potable water well on grounds. The well is used for the Horticulture class and grounds landscaping needs and has reduced the consumption of water.

FISCAL RESPONSIBILITY

The Business Office provides fiscal management and accounting for the Center including all transactions for General Revenue Funds and all locally held funds. All procurements including services, commodities and equipment are initiated and controlled through the Business Office subject to budgetary constraints. Commodities, including but not limited to food, household, office and mechanical supplies are received, inventoried and issued through the Center's Warehouse on a scheduled basis. The Center's Clothing Store provides clothing to both inmates and staff. Inmates are paid monthly based on their job assignment and the number of days worked and they may also receive funds from various approved outside sources. The Trust Fund Office within the Business Office serves as the inmates' bank. Inmate funds are received, controlled and disbursed through the Trust Fund Office. The Inmate Commissary controlled by the Business Office serves as a store in which inmates may purchase a wide variety of items including food, clothing, hygiene, electronics, art supplies, etc.