

Fiscal Management - Public Comment

11/18/2016

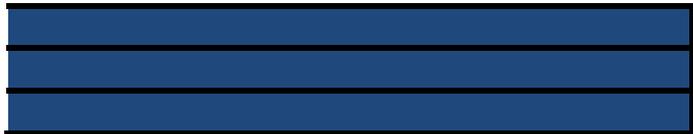
COMMENT SHEET

Comment #:	Page #:	Line #:	Comment:
<i>Shawn Baraw</i>			
<i>Vehicle Use and Maintenance</i>			
1	3	17-21	Given the dynamics and emotional toll of being involved in an accident in which the identified outcomes occur and expecting staff to contact risk management immediately seems unrealistic. This should be as soon as possible as well. Staff could otherwise be in violation due to being seriously injured or traumatized by a death resulting from an incident they are involved in and have other concerns that trump the notification of risk management.
<i>Paul Brosseau</i>			
<i>Directive</i>			
2	2	24	“The DOC shall use internal resources whenever possible.” I would suggest that verbiage be added similar to: “.....when fiscally responsible, within the Departments capabilities, and time frames needed can be met.....” (there are many times that this cannot be done in house, for a better price, the quality of work needed and during the time frame needed)
<i>Inventory Control, Maintenance, and Replacement</i>			
3	Generally		There is not a “true” “Work Camp” within the State / Department anymore- rather we have Correctional Facilities- That have Community based “Work Crews” within the facility. (Chittenden, NERCC and SESCOF) I would suggest eliminating the word “Work Camp” and use “Community based Work Crews” instead.
4	1	25-26	Suggestion: all supplies materials and other items are NOT the responsibility of the Office of Administrative staff rather can be: Security; Food Service; Programing; Work Crews; Training
5	Generally		“Work Camp Leader”- this position that you are referring to was re-classified several years ago and is now “Work Crew Leader” and two of the facilities, (NERCC and SESCOF) have a position “Work Crew Foreman Supervisor” – that some of these duties should naturally fall under instead of a “Work Crew Leader”

6	Generally	VCI Work Program Coordinator for the “Work Camps in responsibilities and tasks- per an e-mail from Director Touchette, Mike as of 07/01/2016, VCI does not have any supervision over facility community based Work Crews- rather it falls under local facility Management. Secondly I believe this position is not filled at this time as VCI has restructured (or is in the process of restructuring) and this position is not intended to be filled as: Gerald Schartner is now the Interim Director of VCI; Gregory Young is the Interim Assistant Director of VCI
7	Generally	<p>References the Department using the VCI small engine shop for repairs if possible and the appropriate “office “ will be made from VCI. At present the VCI Small engine shop is billing \$30.00 per hour for inmate labor. (If an inmate works 6 hours per day- that is \$180.00 per day)</p> <p>NERCC and CRCF- may have inmates that are getting awarded ERT at no cost to the State of Vermont other than housing and other traditional costs associated with incarceration.....(If an inmate works 6 hours per day- that is \$00.00 per day)</p> <p>SESCF may either have inmates that are getting awarded ERT or being paid \$.50 cents per hour.....as agreed upon by local Management and the Central office business office, (costing the State at most \$3.00 per day)</p> <p>Where is the cost savings here? CRCF and NERCC- it is an additional cost of \$180.00 per day SESCF it is an additional cost of \$177.00 per day</p>
<i>Work Camp / Crew Equipment: Inventory Repair or Replace</i>		
8	Generally	See above comment re: work camps
9	1	3 Work Camp Leader- not the case rather they have been re classified to “Work Crew Leaders” and at NERCC and SESCf this may be the responsibility of the Work Crew Foreman Supervisor
10	1	14-15 Since 07/01/16 this connection is not existent per Director Mike Touchette see above.

<i>Use and Maintenance of Fleet vehicles</i>			
11	Generally		Refers to appointing one staff to oversee Fleet management vehicles. Suggestion- change to – can be multiple staff- based on he needs of the facility / office. In reference to facilities and probation and Parole offices with Work Crews or other units within the office that require vehicles the Managers May choose to have several designees for this purpose
<i>Linda Ladd</i>			
<i>Inventory Control, Maintenance, and Replacement</i>			
12	Generally		For the Work Camps, there is no longer a Work Camp Program Coordinator, so I do not know who Matt and/or Mike Touchette want the leaders to report their inventory information to. I suspect it will be the Assistant Superintendent or Superintendent of the facility from where the Work Camp resides.
13	Generally		With regard to VCI inventory – The shops keep track of assets and Raw Materials, Work In Process (WIP), and Finished Goods.
<i>Charles Remick</i>			
<i>Inventory Control, Maintenance, and Replacement</i>			
14	4-5		Recommend this whole section of the guidance document be re-worked. VCI is not involved in the Work Camp operation (specifically speaking for NECC Camp). The work camp authority is the Superintendent, Assistant Superintendent, Work Crew Supervisor.
<i>Gerry Schartner</i>			
<i>Inventory Control, Maintenance, and Replacement</i>			
15	3-4		States VCI Work Program Coordinator – should be Work Crew Supervisor
16	5	9	States VCI shop Director – Should be VCI Director
<i>Josh Rutherford</i>			
<i>Use and Maintenance of Fleet Vehicles</i>			
17	2	1	Eliminate mileage. If staff record starting and ending odometer we already have this information. So this column is unnecessary and usually results in either 1. Them leaving the column blank and 2. Doing math incorrectly.
<i>Greg Young</i>			
<i>Work Camp/Crew Inventory Repair or Replace Form</i>			
18		14-15	Work Program Coordinator position no longer exists change to Work crew foreman supervisor.

<i>Inventory Control, Maintenance, and Replacement</i>			
19			Change VCI work Program Coordinator to Work Crew Foreman supervisor
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Response:

Thank you for your suggestion, unfortunately this language was taken directly from Fleet Management Services so we are unable to make any changes.

Thank you for your suggestion, however upon discussion we find the added language unnecessary.

Since Work Crews and Work Camps (whether they operate as a traditional work camp or not) have different inventory processes, we have decided to keep the language as is to give clearer instruction and guidance to staff.

Thank you, we will be reworking this section to reflect the various staff with the ability to make and place orders for new materials.

Thank you, we have incorporated that change in language.

Thank you, we have incorporated that change in language.

Thank you for your suggestion; the way it is written now is permissive, saying 'If possible' - therefore if someone felt a different alternative would be better, they could use that alternative method.

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Thank you, we have incorporated that change in language.

Thank you, we have incorporated that change in language.

Thank you, we will incorporate that suggestion.
Thank you, we have incorporated that change in language.
Thank you, we will incorporate that language
You are correct that there is no VCI tie in to the Work Camp operations. There may have been some confusion due to what some job titles previously were; those job titles have since changed.
Thank you, we will incorporate that language
Thank you, we will incorporate that language
Thank you, we have incorporated that change in language.
Thank you, we will incorporate that language

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