

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS

LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION

For the Two Years Ended June 30, 2006

Performed as Special Assistant Auditors
For the Auditor General, State of Illinois

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2006

TABLE OF CONTENTS

	<u>Page</u>
Center Officials	2
Management Assertion Letter	3
Compliance Report	
Summary	4
Accountants' Report	
Independent Accountants' Report on State Compliance, on Internal Control Over Compliance, and on Supplementary Information for State Compliance Purposes	5
Schedule of Findings	
Current Findings	8
Prior Findings Not Repeated	9
Supplementary Information for State Compliance Purposes	
Summary	10
Fiscal Schedules and Analysis	
Schedule of Appropriations, Expenditures and Lapsed Balances	11
Comparative Schedule of Net Appropriations, Expenditures and Lapsed Balances	13
Description of Locally Held Funds	14
Schedule of Locally Held Funds	15
Schedule of Changes in State Property (not examined)	18
Comparative Schedule of Cash Receipts and Deposits (not examined)	19
Analysis of Significant Variations in Expenditures	20
Analysis of Significant Lapse Period Spending	24
Schedule of Changes in Inventories (not examined)	26
Analysis of Operations	
Center Functions and Planning Program	27
Average Number of Employees	29
Employee Overtime (not examined)	29
Inmate Commissary Operation	30
Shared Resources (not examined)	31
Annual Cost Statistics	
Costs Per Year Per Inmate (not examined)	31
Ratio of Employees to Inmates (not examined)	32
Cell Square Feet Per Inmate (not examined)	32
Food Services (not examined)	32
Medical and Clergy Service Contracts (not examined)	33
Service Efforts and Accomplishments (not examined)	34

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2006

CENTER OFFICIALS

Warden (Current)	Mr. Lee Ryker
Warden (7/16/05 to 10/16/05)	Vacant
Warden (1/06/04 to 07/15/05)	Mr. Jason Garnett
Assistant Warden - Programs	Ms. Christina Boyd
Assistant Warden – Programs (6/1/04 – 1/2/06)	Vacant
Assistant Warden - Operations	Mr. Randy Grounds
Assistant Warden – Operations (2/1/06 – 6/15/06)	Vacant
Assistant Warden - Operations (7/1/02 – 1/31/06)	Mr. Scott Dempsey
Business Administrator	Mr. Mark Bader

The Center is located at:

U.S. Route 50
Sumner, IL 62466



Illinois
Department of
Corrections

Rod R. Blagojevich
Governor

Roger E. Walker Jr.
Director

Lawrence Correctional Center / U.S. Route 50 at N. Lawrence Rd. / P.O. Box 1000 / Sumner, IL 62466 / Telephone: (618)936-2064 / TDD: (800)526-0844

STATE COMPLIANCE EXAMINATION
MANAGEMENT ASSERTION LETTER

Martin and Shadid, CPAs, P.C.
456 Fulton Street, Suite 126
Peoria, IL 61602

September 19, 2006

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 the 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-year period ended June 30, 2006. Based on this evaluation, we assert that during the years ended June 30, 2005 and June 30, 2006, the Center has materially complied with the assertions below.

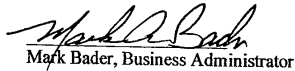
- A. The Center has obligated, expended, received and used public funds of the State in accordance with the purpose for which such funds have been appropriated or otherwise authorized by law.
- B. The Center has obligated, expended, received and used public funds of the State in accordance with any limitations, 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. The 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. The 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,

Lawrence Correctional Center



Lee Ryker, Warden



Mark Bader, Business Administrator

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
For the Two Years Ended June 30, 2006

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 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 compliance testing performed.

SUMMARY OF FINDINGS

<u>Number of</u>	<u>This Report</u>	<u>Prior Report</u>
Findings	1	0
Repeated findings	0	0
Prior recommendations implemented or not repeated	0	2

Details of findings are presented in a separately tabbed report section.

SCHEDULE OF FINDINGS

CURRENT FINDINGS

<u>Item No.</u>	<u>Page</u>	<u>Description</u>
06-1.	8	Lack of Segregation of Duties

EXIT CONFERENCE

Center management waived having an exit conference per a letter dated November 20, 2006. Response to the recommendation was provided by Mary Ann Bohlen in a letter dated November 26, 2006.

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**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 - Lawrence 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, 2006. The management of the State of Illinois Department of Corrections - Lawrence Correctional Center is responsible for compliance with these requirements. Our responsibility is to express an opinion on the State of Illinois Department of Corrections - Lawrence Correctional Center's compliance based on our examination.

- A. The State of Illinois Department of Corrections - Lawrence 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 - Lawrence 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 - Lawrence 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. The State revenues and receipts collected by the State of Illinois Department of Corrections - Lawrence 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 - Lawrence Correctional Center on behalf of the State or held in trust by the State of Illinois Department of Corrections - Lawrence 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 Department's General Office, and accordingly, any findings from the results of those procedures have been included in the Department of Corrections – General Office compliance report. We have also performed certain procedures with respect to the accounting records of the Center to assist in the performance of the Auditor General's financial statement audit of the entire Department of Corrections for the year ended June 30, 2006. The results of these additional procedures have been communicated to the Department of Corrections – General Office auditors.

Our examination was conducted 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 - Lawrence Correctional Center's compliance with those requirements 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 - Lawrence Correctional Center's compliance with specified requirements.

In our opinion, the State of Illinois Department of Corrections - Lawrence Correctional Center complied, in all material respects, with the aforementioned requirements during the two years ended June 30, 2006.

There were no immaterial findings relating to instances of noncompliance that have been excluded from this report.

Internal Control

The management of the State of Illinois Department of Corrections – Lawrence Correctional Center is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws and regulations. In planning and performing our limited scope compliance examination, we considered the State of Illinois Department of Corrections - Lawrence Correctional Center's internal control over compliance with the aforementioned requirements 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. We have also performed certain procedures with respect to the accounting records of the Center to assist in the performance of the Auditor General's financial statement audit of the entire Department of Corrections for the year ended June 30, 2006. The results of these additional procedures have been communicated to the Department of Corrections – General Office auditors.

Our consideration of internal control over compliance with the aforementioned requirements would not necessarily disclose all matters in internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws and regulations that would be material in relation to one or more of the aforementioned requirements being examined may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving internal control over compliance that we consider to be material weaknesses. However, the results of our procedures disclosed other matters involving internal control which are required to be reported in accordance with criteria established by the *Audit Guide*, issued by the Illinois Office of the Auditor General and which are described in the accompanying Schedule of Findings as finding 06-1.

There were no immaterial findings relating to internal control deficiencies that have been excluded from this report.

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 2006 and 2005 Supplementary Information for State Compliance Purposes, except for information on the Schedule of Changes in State Property, Comparative Schedule of Cash Receipts and Deposits, Schedule of Changes in Inventories, 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 2004 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.

Martin & Shadiq, CPAs, P.C.

September 19, 2006

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF FINDINGS
For the Two Years Ended June 30, 2006

Current Findings

06-1. Finding: Lack of Segregation of Duties

Lawrence Correctional Center (Center) did not maintain adequate segregation of duties over locally held funds.

For all locally held funds, except the Travel & Allowance Fund, the person responsible for recording transactions, reconciling receipts to deposits, and mailing checks against these funds also reconciled the bank accounts. The Center's locally held fund disbursements totaled \$1,097,866 and \$1,102,749 for fiscal years 2005 and 2006, respectfully.

Administrative Directive 02.40.101 states the Business Administrator shall designate an individual to write checks and ensure the individual does not 1.) receive or deposit cash, 2.) mail prepared checks or 3.) reconcile bank accounts for any locally held fund unless there is an exception in writing from the Chief Administrative Officer which is approved by the Deputy Director of the Division of Finance. Effective internal controls also dictate the person recording transactions be independent of the person reconciling and approving transactions. The person approving transactions should also be independent of the person recording and reconciling transactions.

Center officials stated they were aware duties were not adequately segregated and as a result the Business Administrator thoroughly reviewed all disbursement documentation and bank reconciliations.

Failure to segregate these duties could allow cash to be misappropriated or a fictitious invoice to be paid and the check retained by the individual who prepared the check. (Finding Code No. 06-1)

Recommendation

We recommend the Center strengthen their internal controls by ensuring conflicting duties are adequately segregated.

Center Response

Recommendation implemented. The Center has assigned mailing of locally held fund checks to an individual not responsible for the check writing.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF FINDINGS
For the Two Years Ended June 30, 2006

Prior Findings Not Repeated

There were no findings noted during the Limited Scope Compliance Examination for the two years ended June 30, 2004.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SUPPLEMENTARY INFORMATION FOR STATE COMPLIANCE PURPOSES
For the Two Years Ended June 30, 2006

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
- Schedule of Changes in State Property (not examined)
- 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 (not examined)

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
 - Costs Per Year Per Inmate (not examined)
 - Ratio of Employees to Inmates (not examined)
 - Cell Square Feet Per Inmate (not examined)
 - Food Services (not examined)
 - Medical and Clergy Service Contracts (not examined)
 - Service Efforts and Accomplishments (not examined)

The accountants' report on 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 to the 2006 and 2005 Supplementary Information for State Compliance Purposes, except for information on the Schedule of Changes in State Property, Comparative Schedule of Cash Receipts and Deposits, Schedule of Changes in Inventories, Employee Overtime, Shared Resources, Annual Cost Statistics, and Service Efforts and Accomplishments on which we did not perform any procedures. However, the auditors do not express an opinion on the supplementary information. The auditors have not applied procedures to the 2004 Supplementary Information for State Compliance Purposes, and accordingly, do not express an opinion thereon.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
For The Year Ended June 30, 2006

	APPROPRIATIONS NET OF TRANSFERS	LAPSE PERIOD		TOTAL EXPENDITURES 14 MONTHS ENDED AUGUST 31, 2006	BALANCES LAPSED AUGUST 31, 2006
		EXPENDITURES THROUGH JUNE 30, 2006	EXPENDITURES JULY 1 TO AUGUST 31, 2006		
PUBLIC ACT 94-0015					
<u>GENERAL REVENUE FUND - 001</u>					
Personal services	\$ 19,405,500	\$ 18,389,505	\$ 1,015,093	\$ 19,404,598	\$ 902
Employee retirement contributions paid by employer	246,400	246,262	-	246,262	138
Student, member and inmate compensation	254,600	232,142	22,398	254,540	60
State contributions to State Employees' Retirement System	1,512,900	1,432,934	78,976	1,511,910	990
State contributions to Social Security	1,431,100	1,355,798	75,214	1,431,012	88
Contractual services	6,369,100	5,832,145	536,727	6,368,872	228
Travel	12,800	8,899	3,883	12,782	18
Travel and allowances for committed, paroled and discharged prisoners	40,200	27,726	12,410	40,136	64
Commodities	2,263,400	2,171,475	91,203	2,262,678	722
Printing	19,100	19,002	-	19,002	98
Equipment	39,800	20,914	18,802	39,716	84
Telecommunications services	86,800	83,795	2,672	86,467	333
Operation of automotive equipment	66,400	52,004	14,388	66,392	8
Total - Fiscal Year 2006	\$ 31,748,100	\$ 29,872,601	\$ 1,871,766	\$ 31,744,367	\$ 3,733

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
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
For The Year Ended June 30, 2005

	APPROPRIATIONS NET OF TRANSFERS	EXPENDITURES THROUGH JUNE 30, 2005	LAPSE PERIOD EXPENDITURES JULY 1 TO AUGUST 31, 2005	TOTAL EXPENDITURES 14 MONTHS ENDED AUGUST 31, 2005	BALANCES LAPSED AUGUST 31, 2005
PUBLIC ACT 93-0842 & 93-0681					
GENERAL REVENUE FUND - 001					
Personal services	\$ 18,997,800	\$ 17,981,727	\$ 982,457	\$ 18,964,184	\$ 33,616
Employee retirement contributions paid by employer	34,673	34,672	-	34,672	1
Student, member and inmate compensation	266,900	209,000	48,376	257,376	9,524
State contributions to State Employees' Retirement System	2,952,200	2,792,460	154,802	2,947,262	4,938
State contributions to Social Security	1,352,900	1,276,577	71,329	1,347,906	4,994
Contractual services	6,153,900	5,672,382	365,265	6,037,647	116,253
Travel	9,600	8,721	791	9,512	88
Travel and allowances for committed, paroled and discharged prisoners	27,100	23,167	3,909	27,076	24
Commodities	2,382,300	2,208,626	151,942	2,360,568	21,732
Printing	21,000	12,995	4,421	17,416	3,584
Equipment	10,100	4,185	4,898	9,083	1,017
Telecommunications services	128,500	103,312	9,795	113,107	15,393
Operation of automotive equipment	49,500	40,676	8,213	48,889	611
Total - Fiscal Year 2005	\$ 32,386,473	\$ 30,368,500	\$ 1,806,198	\$ 32,174,698	\$ 211,775

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
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
COMPARATIVE SCHEDULE OF NET APPROPRIATIONS, EXPENDITURES AND LAPSED BALANCES
For the Years Ended June 30, 2006

	FISCAL YEAR		
	2006	2005	2004
	P.A. 94-0015	P.A. 93-0842 & 93-0681	P.A. 93-0091
GENERAL REVENUE FUND - 001			
Appropriations (net of transfers)	\$ 31,748,100	\$ 32,386,473	\$ 29,950,200
EXPENDITURES			
Personal services	\$ 19,404,598	\$ 18,964,184	\$ 17,057,508
Employee retirement contributions paid by employer	246,262	34,672	844,413
Student, member and inmate compensation	254,540	257,376	196,567
State contributions to State Employees' Retirement System	1,511,910	2,947,262	1,474,195
State contributions to Social Security	1,431,012	1,347,906	1,254,134
Contractual services	6,368,872	6,037,647	5,297,389
Travel	12,782	9,512	15,565
Travel and allowances for committed, paroled and discharged prisoners	40,136	27,076	27,716
Commodities	2,262,678	2,360,568	1,885,358
Printing	19,002	17,416	21,974
Equipment	39,716	9,083	83,457
Telecommunications services	86,467	113,107	127,608
Operation of automotive equipment	66,392	48,889	45,667
Total Expenditures	<u>\$ 31,744,367</u>	<u>\$ 32,174,698</u>	<u>\$ 28,331,551</u>
LAPSED BALANCES	<u>\$ 3,733</u>	<u>\$ 211,775</u>	<u>\$ 1,618,649</u>

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
DESCRIPTION OF LOCALLY HELD FUNDS
For the Two Years Ended June 30, 2006

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 travel and allowances for discharged residents/inmates. The Travel and Allowance Revolving Fund is replenished from the Center's 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. This Center maintains three special revenue funds.

The Residents' Commissary Fund is used to maintain a store for selling food, candy, tobacco, health and beauty aids and other personal items. The residents' commissary sells solely to residents. Profits derived from Commissary Fund's sales are allocated 60% to pay the wages and benefits of employees who work at the commissary and 40% to the Residents' Benefit Fund.

Residents' Benefit Fund and Employees' Benefit Fund are used to provide entertainment and recreational activities for residents and employees. The Employees' Benefit Fund is also used to provide travel expense reimbursement for correctional officers while travel vouchers are being processed. During fiscal year 2006 the accounting and expenditure processing of the Residents' Benefit Fund were transferred to the Department of Corrections General Office.

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 Residents' Trust Fund which is a depository for the residents' money. The Residents' Trust Fund is used to account for the receipts and disbursements of the resident's individual accounts.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF LOCALLY HELD FUNDS - SPECIAL REVENUE FUNDS
For the the Year ended June 30, 2006

	Residents' Commissary Fund	Employees' Benefit Fund	Residents' Benefit Fund (not examined)
REVENUES			
Income from Sales	\$ 1,079,732	\$ 17,367	\$ -
Interest / Investment Income	104	25	638
Miscellaneous			
Entry Fees	-	-	-
Postage	-	-	-
Other	-	-	7,150
Donations	-	-	-
Total Revenues	<u>1,079,836</u>	<u>17,392</u>	<u>7,788</u>
EXPENDITURES			
Purchases	883,999	-	-
General and Administrative	-	8,829	1,920
Contractual	-	10,814	54,435
Equipment	-	-	8,004
Postage	-	-	-
Cable Television	-	-	-
Donations	-	3,270	-
Other	-	-	-
Total Expenditures	<u>883,999</u>	<u>22,913</u>	<u>64,359</u>
Excess (Deficiency) of Revenues			
Over (Under) Expenditures	<u>195,837</u>	<u>(5,521)</u>	<u>(56,571)</u>
OTHER FINANCING SOURCES			
Transfers In	-	-	78,995
Transfers (Out)	<u>(195,837)</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources	<u>(195,837)</u>	<u>-</u>	<u>78,995</u>
Net Change in Fund Balance	-	(5,521)	22,424
Fund Balance July 1, 2005	18,816	10,939	53,957
Fund Balance June 30, 2006	<u>\$ 18,816</u>	<u>\$ 5,418</u>	<u>\$ 76,381</u>

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

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF LOCALLY HELD FUNDS - SPECIAL REVENUE FUNDS
For the the Year ended June 30, 2005

	Residents' Commissary Fund	Employees' Benefit Fund	Residents' Benefit Fund
<u>REVENUES</u>			
Income from Sales	\$ 974,960	\$ 18,115	\$ 49,936
Interest / Investment Income	94	29	27
Miscellaneous			
Entry Fees	-	-	-
Postage	-	-	-
Other	-	-	1,659
Donations	-	-	-
Total Revenues	<u>975,054</u>	<u>18,144</u>	<u>51,622</u>
<u>EXPENDITURES</u>			
Purchases	781,776	-	55,585
General and Administrative	-	5,850	-
Contractual	-	8,248	49,446
Equipment	-	-	-
Postage	-	-	-
Cable Television	-	-	-
Donations	-	2,408	1,275
Other	-	-	-
Total Expenditures	<u>781,776</u>	<u>16,506</u>	<u>106,306</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>193,278</u>	<u>1,638</u>	<u>(54,684)</u>
<u>OTHER FINANCING SOURCES</u>			
Transfers In	-	-	77,941
Transfers (Out)	<u>(193,278)</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources	<u>(193,278)</u>	<u>-</u>	<u>77,941</u>
Net Change in Fund Balance	-	1,638	23,257
Fund Balance July 1, 2004	18,816	9,301	30,700
Fund Balance June 30, 2005	<u>\$ 18,816</u>	<u>\$ 10,939</u>	<u>\$ 53,957</u>

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

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF LOCALLY HELD FUNDS - CASH BASIS
(NOT EXAMINED)
For The Years Ended June 30

	2005		2006	
	Travel and Allowance Rev. Fund	Residents' Trust Fund	Travel and Allowance Rev. Fund*	Residents' Trust Fund
Balance - July 1	\$ 7,427	\$ 78,231	\$ -	\$ 135,364
Receipts				
Investment Income	-	630	-	660
Inmate Account Receipts	-	1,372,376	-	1,385,774
Appropriations from General Revenue Fund	13,656	-	-	-
TOTAL RECEIPTS	<u>13,656</u>	<u>1,373,006</u>	<u>-</u>	<u>1,386,434</u>
Disbursements				
Inmate Account Disbursements	-	1,315,243	-	1,366,342
Disbursements for released inmates	21,083	-	-	-
TOTAL DISBURSEMENTS	<u>21,083</u>	<u>1,315,243</u>	<u>-</u>	<u>1,366,342</u>
Fund Transfers				
Fund Transfers In	-	-	-	-
Fund Transfers (Out)	-	(630)	-	(660)
TOTAL TRANSFERS	<u>-</u>	<u>(630)</u>	<u>-</u>	<u>(660)</u>
Balance - June 30	<u>\$ -</u>	<u>\$ 135,364</u>	<u>\$ -</u>	<u>\$ 154,796</u>

Note: Schedule is presented on the cash basis of accounting

* Travel and Allowance Rev Fund is run through the Central Inmate Benefit Fund administered by the Central Office.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF CHANGES IN STATE PROPERTY
(NOT EXAMINED)
For The Years Ended June 30,

	2006					2005				
	Land	Buildings	Equipment	Land Improvements	Total	Land	Buildings	Equipment	Land Improvements	Total
Balance, beginning	\$ 447,100	\$ 84,878,717	\$ 3,407,983	\$ -	\$ 88,733,800	\$ 406,400	\$ 84,896,990	\$ 3,406,095	\$ -	\$ 88,709,485
Additions:										
Purchases	-	-	16,014	-	16,014	-	-	22,806	-	22,806
Transfers-in:										
Intra-agency	-	-	62,080	-	62,080	40,700	31,469	14,726	-	86,895
Capital Development Board	-	-	-	-	-	-	-	-	-	-
Employees' Commissary Fund	-	-	-	-	-	-	-	-	-	-
Employees' Benefit Fund	-	-	-	-	-	-	-	-	-	-
Residents' Commissary Fund	-	-	-	-	-	-	-	-	-	-
Residents' Benefit Fund	-	-	6,967	-	6,967	-	-	-	-	-
Donations	-	-	592	-	592	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-	-
Adjustments	-	-	-	-	-	-	-	-	-	-
Total Additions	-	-	85,653	-	85,653	40,700	31,469	87,274	-	159,443
Deductions:										
Transfers-out:										
Intra-agency	-	-	61,687	-	61,687	-	-	37,994	-	37,994
Inter-agency	-	-	-	-	-	-	-	-	-	-
Scrap property	-	-	16,866	-	16,866	-	-	13,205	-	13,205
Surplus property	-	-	-	-	-	-	-	-	-	-
Condemned and lost property	-	-	-	-	-	-	-	-	-	-
Adjustment	-	-	6,457	-	6,457	-	49,742	34,187	-	83,929
Total Deductions	-	-	85,010	-	85,010	-	49,742	85,386	-	135,128
Balance, ending	\$ 447,100	\$ 84,878,717	\$ 3,408,626	\$ -	\$ 88,734,443	\$ 447,100	\$ 84,878,717	\$ 3,407,983	\$ -	\$ 88,733,800

Note: Center management indicated the balances at June 30, 2006 and 2005 have been reconciled to the property reports submitted to the Office of the Comptroller.

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

	FISCAL YEAR		
	2006	2005	2004
RECEIPTS			
Jury Duty	\$ 196	\$ 171	\$ 746
Inmate Restitution	15,618	30,223	228
Postage	-	-	12,755
Funeral Furlough	-	-	501
Damage to State Property	-	-	27
Medical Services	-	-	9,598
Miscellaneous	1,141	213	3,089
TOTAL RECEIPTS	\$ 16,955	\$ 30,607	\$ 26,944
REMITTANCES			
General Revenue Fund - 001	\$ 1,337	\$ 384	\$ 746
Department of Corrections Reimbursement Fund - 523	15,618	30,223	26,198
TOTAL RECEIPTS REMITTED DIRECTLY TO STATE TREASURER	\$ 16,955	\$ 30,607	\$ 26,944
DEPOSITS			
Receipts recorded by Center	\$ 1,337	\$ 384	\$ 746
Add: Deposits in transit - Beginning of year	8	-	2
Deduct: Deposits in transit - End of year	(690)	(8)	-
DEPOSITS RECORDED BY THE STATE COMPTROLLER	\$ 655	\$ 376	\$ 748

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
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES
For the Two Years Ended June 30, 2006

Fiscal Year 2006

A comparative schedule of significant variations in expenditures (20% or more) for the fiscal years ended June 30, 2006 and June 30, 2005 are shown below:

<u>EXPENDITURE ITEM</u>	<u>FISCAL YEAR ENDED JUNE 30</u>		<u>INCREASE (DECREASE)</u>	
	<u>2006</u>	<u>2005</u>	<u>AMOUNT</u>	<u>%</u>
State Paid Retirement Contribution	\$246,262	\$34,672	\$211,590	610%
State Employee Retirement	\$1,511,910	\$2,947,262	\$(1,435,352)	(49%)
Travel	\$12,782	\$9,512	\$3,270	34%
Travel and allowances for committed, paroled and discharged prisoners	\$40,136	\$27,076	\$13,060	48%
Equipment	\$39,716	\$9,083	\$30,633	337%
Telecommunications	\$86,467	\$113,107	\$(26,640)	(24%)
Operations of Auto Equipment	\$66,392	\$48,889	\$17,503	36%

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

State Paid Retirement Contribution

The increase in expenditures for the State Paid Retirement resulted from all but one pay period in fiscal year 2005 being expended from the Personal Services appropriation. In fiscal year 2006, the State paid its share of the employee contribution until December 31, 2005 and then ceased all payments.

State Employee Retirement

The decrease in State Employee Retirement expenditures was the result of the decreasing of the employer contribution rate from 16.107% in 2005 to 7.792% in 2006.

Travel

The increase in travel expenditures was due to an increase in the amount of travel required for court and medical writs resulting in additional meal allowance payments.

Travel and allowances for committed, paroled and discharged prisoners

The increase in Travel and allowances expenditures was the result of the closing of the Travel & Allowance Fund and the liquidation of the checking account (\$10,000) to offset travel and allowance costs in fiscal year 2005.

Equipment

The increase in equipment expenditures was the result of fewer appropriations in fiscal year 2005 than in fiscal year 2006.

Telecommunications

The decrease in telecommunications expenditures was the result of a decrease in appropriations for fiscal year 2006.

Operations of Auto Equipment

The increase in expenditures was the result of increased vehicle maintenance costs due to an aging vehicle fleet. In addition, there was a 30% average increase in fuel cost during the fiscal year 2006 coupled with increased fuel usage related to increased court/medical writs.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT VARIATIONS IN EXPENDITURES
For the Two Years Ended June 30, 2006

Fiscal Year 2005

A comparative schedule of significant variations in expenditures (20% or more) for the fiscal years ended June 30, 2005 and June 30, 2004 are shown below:

<u>EXPENDITURE ITEM</u>	<u>FISCAL YEAR ENDED JUNE 30</u>		<u>INCREASE (DECREASE)</u>	
	<u>2005</u>	<u>2004</u>	<u>AMOUNT</u>	<u>%</u>
State Paid Retirement Contribution	\$34,672	\$844,413	\$(809,741)	(96)%
Student Member/Inmate Comp.	\$257,376	\$196,567	\$60,809	31%
State Employee Retirement	\$2,947,262	\$1,474,195	\$1,473,067	100%
Travel	\$9,512	\$15,565	\$(6,053)	(39)%
Commodities	\$2,360,568	\$1,885,358	\$475,210	25%
Printing	\$17,416	\$21,974	\$(4,558)	(21)%
Equipment	\$9,083	\$83,457	\$(74,374)	(89)%

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

State Paid Retirement Contribution

The decrease in State Paid Retirement Contribution expenditures was the result of a full year expended from this line item in fiscal year 2004. However, all but one pay period in fiscal year 2005 was instead expended from the Personal Services line item.

Student Member/Inmate Compensation

The increase in expenditures for Student Member/Inmate Compensation was the result of having a greater number of inmates during FY'05.

State Employee Retirement

The increase in expenditures for the State Employee Retirement was the result of the employer contribution rate increasing from 13.439% in 2004 to 16.107% in 2005. Also, beginning January 1, 2005, the employees made half the employee contribution to the retirement system in an amount of 2%.

Travel

The decrease in expenditures for travel was the result of the elimination of Correctional Officer Trainee screenings and outside classes. In FY04, the facility incurred pre-service training costs for four additional dietary staff.

Commodities

The increase in commodities expenditures was due to an increase in the inmate population.

Printing

The decrease in expenditures for printing was the result of implementing cost saving measures to reduce printing costs including the reformatting of high volume inmate orientation manuals and Pre-Start manuals to booklet form significantly reducing paper and printing costs.

Equipment

The decrease in equipment expenditures was the result of fewer appropriations in fiscal year 2005.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING
For the Two Years Ended June 30, 2006

Our testing of lapse period expenditures for fiscal year ended June 30, 2006 disclosed four appropriation line items with significant (20% or more) lapse period expenditures, as scheduled below:

<u>EXPENDITURE ITEM</u>	<u>Fiscal Year Ended June 30, 2006</u>		
	<u>TOTAL EXPENDITURES</u>	<u>LAPSE PERIOD EXPENDITURES</u>	<u>PERCENTAGE</u>
Travel	\$12,782	\$3,883	30%
Travel & Allowance for committed paroled & discharged prisoners	\$40,136	\$12,410	31%
Equipment	\$39,716	\$18,802	47%
Operation of automotive equipment	\$66,392	\$14,388	22%

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

Travel

The lapse period expenditures represented travel reimbursement for the months of May and June, which could not be paid pending approval of a 2% appropriation transfer.

Travel and Allowances

The lapse period expenditures represented Travel and Allowance costs for the months of April, May, and June which could not be paid pending the approval of a 2% appropriation transfer.

Equipment

The lapse period expenditures represented payment for equipment items for the facility's security surveillance camera system installed in June 2006.

Operations of automotive equipment

The lapse period expenditure represented payments to vendors for a bulk fuel purchase which could not be paid pending approval of a 2% appropriation transfer.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF SIGNIFICANT LAPSE PERIOD SPENDING
For the Two Years Ended June 30, 2006

Our testing of lapse period expenditures for fiscal year ended June 30, 2005 disclosed two appropriation line items with significant (20% or more) lapse period expenditures, as scheduled below:

<u>EXPENDITURE ITEM</u>	<u>Fiscal Year Ended June 30, 2005</u>		
	<u>TOTAL EXPENDITURES</u>	<u>LAPSE PERIOD EXPENDITURES</u>	<u>PERCENTAGE</u>
Printing	\$17,416	\$4,421	25%
Equipment	\$9,083	\$4,898	54%

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

Printing

The lapse period expenditures represented end of the year orders for copy paper and ink cartridges. These items are ordered through a contractual vendor, and the process from the order to receipt of invoice usually takes 3 to 4 weeks. Therefore, one quarter of the fiscal year's printing supplies show up as a lapse period expenditure.

Equipment

The lapse period expenditures represented replacement of equipment items connected to the facility's electronic detention system which were received and vouchered during the lapse period.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
SCHEDULE OF CHANGES IN INVENTORIES
(NOT EXAMINED)
Two Years Ended June 30, 2006

	Balance July 1, 2005	Additions	Deletions	Balance June 30, 2006
GENERAL REVENUE FUND				
General Stores	\$ 242,840	\$ 2,126,256	\$ 2,098,747	\$ 270,349
Mechanical Stores	9,791	157,905	159,532	8,164
Resident Clothing	37,868	124,898	106,050	56,716
Officers' Clothing	5,246	17,751	18,764	4,233
Office Supplies	21,663	53,544	55,141	20,066
Surplus Inventory	8,829	-	8,829	-
	<u>\$ 326,237</u>	<u>\$ 2,480,354</u>	<u>\$ 2,447,063</u>	<u>\$ 359,528</u>
LOCAL FUNDS				
Residents' Commissary Fund	\$ 34,499	\$ 881,016	\$ 875,388	\$ 40,127
	<u>\$ 34,499</u>	<u>\$ 881,016</u>	<u>\$ 875,388</u>	<u>\$ 40,127</u>
	Balance July 1, 2004	Additions	Deletions	Balance June 30, 2005
GENERAL REVENUE FUND				
General Stores	\$ 299,119	\$ 2,038,989	\$ 2,095,268	\$ 242,840
Mechanical Stores	9,457	111,820	111,486	9,791
Resident Clothing	75,737	177,891	215,760	37,868
Officers' Clothing	6,068	12,652	13,474	5,246
Office Supplies	30,732	36,959	46,028	21,663
Surplus Inventory	29,478	-	20,649	8,829
	<u>\$ 450,591</u>	<u>\$ 2,378,311</u>	<u>\$ 2,502,665</u>	<u>\$ 326,237</u>
LOCAL FUNDS				
Residents' Commissary Fund	\$ 22,463	\$ 786,744	\$ 774,708	\$ 34,499
	<u>\$ 22,463</u>	<u>\$ 786,744</u>	<u>\$ 774,708</u>	<u>\$ 34,499</u>

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

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2006

CENTER FUNCTIONS AND PLANNING PROGRAM

Background

Lawrence Correctional Center is a Level II facility located approximately 12 miles west of Lawrenceville and 10 miles east of Olney on Route 50 at the Lawrence/Richland County line. The Center encompasses 56 acres of land and was built to accommodate approximately 2,200 adult male inmates. The general population is housed within eight T-shaped units, while a separate unit provides space for a maximum of 244 inmates requiring segregation. The facility opened in April 2001 with an estimated staff of 471 employees of which 345 were security staff. The Center accepted its first inmates in November 2001. Jason Garnett was the Warden of Lawrence Correctional Center from January 2004 until July 2005. There was a vacancy in the warden's position from July 2005 until October 2005. The current Warden of the Center is Lee Ryker.

Mission Statement, Philosophy and Goals

It is the mission of Lawrence Correctional 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 offenders' reentry into society. The purpose of the Center involves two basic factors in both institutional and public safety. This is a combination of basic personnel, hardware and facilities to retain and control inmates within a correctional environment. The second relevant factor is the humane treatment and self-improvement opportunities available to those committed to the Center. It is felt these secondary factors are basic to control within the institution and to reintegrating the offender into the community better able to cope in the social, vocational, and academic spheres.

Agency Functions and Planning Program

The administration of the Lawrence Correctional Center annually develops a Statement of Function and Planning. This document provides a description of the functions of all areas within the Center along with both the short-term and long-term objectives for each area. This is done to meet the overall goals of the Center and to improve the programs and operations as well as improve the safety and institutional environment for the staff and inmates. These objectives are continuously monitored to ensure timely implementation as part of periodic meetings when senior administrative personnel meet to keep abreast of current operating, financial and security matters. Two to three times each year, the Center performs a formal analysis of variances between actual and budgeted expenditures and reports those findings to the Department of Corrections.

Evaluation and Conclusion

Lawrence Correctional Center appears to be effectively using their planning program to improve the current management of the Center and has established adequate operating programs to meet their defined goals and objectives.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2006

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		
	<u>2006</u>	<u>2005</u>	<u>2004</u>
Administrative	6	6	11
Business office and stores	20	21	22
Clinical services	12	13	19
Recreation	1	1	1
Maintenance	14	14	15
Laundry	1	1	1
Correctional Officers	316	321	293
Dietary	16	15	15
Medical/Psychiatric	2	2	2
Religion	1	1	1
Records	9	9	10
Secretary/Clerical Misc.	<u>13</u>	<u>12</u>	<u>14</u>
Total	<u>411</u>	<u>416</u>	<u>404</u>

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.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2006

EMPLOYEE OVERTIME (cont.)

The following table, prepared from Department records presents the paid overtime and earned compensatory time incurred during fiscal year 2006 and 2005.

	<u>2006</u>	<u>2005</u>
Paid overtime hours worked during fiscal year	<u>1,405</u>	<u>9,889</u>
Value of overtime hours worked during fiscal year	<u>\$283,150</u>	<u>\$330,930</u>
Compensatory hours earned during fiscal year	<u>23,141</u>	<u>16,872</u>
Value of compensatory hours earned during fiscal year	<u>\$387,777</u>	<u>\$366,565</u>
Total paid overtime hours and earned compensatory hours during fiscal year	<u>24,546</u>	<u>26,760</u>
Total value of paid overtime hours and earned compensatory hours during fiscal year	<u>\$670,928</u>	<u>\$697,495</u>

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.

The financial transactions of the Inmate commissary are recorded in the Residents' Commissary Fund. A summary of the financial activity of the Residents' Commissary Fund for the years ended June 30, 2006 and 2005 are presented on pages 15 and 16 of this report.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2006

INMATE COMMISSARY OPERATION (cont.)

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 no exceptions. The Center appears to be in compliance with the Unified Code of Corrections.

SHARED RESOURCES (not examined)

Lawrence Correctional Center utilizes Robinson Correctional Center's bus to transfer inmates to Lawrence Correctional Center on a weekly basis.

COSTS PER YEAR PER INMATE (not examined)

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

	Fiscal Year		
	<u>2006</u>	<u>2005</u>	<u>2004</u>
Rated population	<u>2,257</u>	<u>2,257</u>	<u>2,257</u>
Inmate population (as of May 31)	<u>1,672</u>	<u>1,674</u>	<u>1,202</u>
Average number of inmates	<u>1,681</u>	<u>1,674</u>	<u>1,190</u>
Expenditures from appropriations	\$31,744,367	\$32,174,698	\$28,331,551
Less-equipment and capital improvements	<u>39,716</u>	<u>9,083</u>	<u>83,457</u>
Net expenditures	<u>\$31,704,651</u>	<u>\$32,165,615</u>	<u>\$28,248,094</u>
Net inmate cost per year	<u>\$18,861</u>	<u>\$19,215</u>	<u>\$23,738</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 Illinois Department of Corrections' quarterly reports to the State legislature.

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2006

RATIO OF EMPLOYEES TO INMATES (not examined)

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

	<u>2006</u>	<u>2005</u>	<u>2004</u>
Average number of employees	<u>411</u>	<u>416</u>	<u>404</u>
Average number of correctional officers	<u>316</u>	<u>321</u>	<u>293</u>
Average number of inmates	<u>1,681</u>	<u>1,674</u>	<u>1,190</u>
Ratio of employees to inmates	<u>1 to 4.09</u>	<u>1 to 4.02</u>	<u>1 to 2.95</u>
Ratio of correctional officers to inmates	<u>1 to 5.32</u>	<u>1 to 5.21</u>	<u>1 to 4.06</u>

CELL SQUARE FEET PER INMATE (not examined)

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

	<u>2006</u>	<u>2005</u>	<u>2004</u>
Approximate Square Foot Per Inmate	<u>40</u>	<u>40</u>	<u>56</u>

FOOD SERVICES (not examined)

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

	<u>Fiscal Year</u>		
	<u>2006</u>	<u>2005</u>	<u>2004</u>
Breakfast	613,573	611,058	434,306
Lunch	537,727	533,343	349,774
Dinner	541,474	542,515	369,200
Staff meals	<u>91,184</u>	<u>101,400</u>	<u>86,172</u>
Total Meals Served	<u>1,783,958</u>	<u>1,788,316</u>	<u>1,239,452</u>
Food Cost	<u>\$1,732,457</u>	<u>\$1,811,748</u>	<u>\$1,532,737</u>
Cost Per Meal	<u>\$.97</u>	<u>\$1.01</u>	<u>\$1.24</u>

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2006

MEDICAL AND CLERGY SERVICE CONTRACTS (not examined)

The following table, prepared from Center records, summarizes what was paid to vendors for medical and clergy contractual services for fiscal years 2006, 2005 and 2004.

	Fiscal Year		
	<u>2006</u>	<u>2005</u>	<u>2004</u>
Medical Services:			
Wexford Health Services	\$2,025,884	\$ -	\$ -
Health Professionals, LTD	<u>2,083,294</u>	<u>4,131,524</u>	<u>3,495,656</u>
Total	<u>\$4,109,178</u>	<u>\$4,131,524</u>	<u>\$3,495,656</u>
Clergy Services:			
Lubavitch Chabad of Illinois	\$272	\$1,062	\$1,236
Alvin Elmore	<u>-</u>	<u>988</u>	<u>5,379</u>
Total	<u>\$272</u>	<u>\$2,050</u>	<u>\$6,615</u>

STATE OF ILLINOIS
DEPARTMENT OF CORRECTIONS
LAWRENCE CORRECTIONAL CENTER
LIMITED SCOPE COMPLIANCE EXAMINATION
ANALYSIS OF OPERATIONS
For the Two Years Ended June 30, 2006

SERVICE EFFORTS AND ACCOMPLISHMENTS (not examined)

Fiscal Year 2005

The Business Office at Lawrence Correctional Center successfully installed a new inventory system. By establishing an obligation/encumbrance tracking mechanism, the Center has reduced and stabilized inventory levels for food products. The Center also saved money by using an aggregate billing process for their copier lease contract which is projected to save the facility nearly \$50,000 over the three-year term of the lease. Another cost saving initiative involved the implementation of a new policy in the inmate clothing area, which resulted in a cost savings of \$12,000.

The Dietary Department prepares and serves approximately 3,600 meals per day and is responsible for monitoring special dietary needs. By implementing statewide Master Menus and recipes, the Center is able to prepare meals more efficiently. The Center also enhanced productivity by adding more washers and dryers in the facility's laundry area.

The goal of the Education Department is to provide incarcerated offenders with an instructional program in life skills that will better prepare the offender for community reintegration. The Center helped thirty offenders receive their General Equivalency Diplomas (GEDs) during the fiscal year. The Center also uses Adult Basic Education (ABE) to test incoming offenders on a weekly basis to incorporate them into a class that best meets their needs.

In response to the growing offender population, the Maintenance Department added eight additional Crisis cells in the Segregation unit. To enhance staff awareness of responsibilities in crisis situations, the Security Department conducted more drills in all areas.

Fiscal Year 2006

The Business Office implemented an automated tracking and receiving process for all purchases made from Inmate Benefit Fund (IBF) and Employee Benefit Fund (EBF) to increase efficiency. The Center also implemented additional cost saving initiatives in the offender clothing area changing the available footwear from boots to tennis shoes.

The Education Department increased student enrollment in ABE/GED classes by 50% by adding two sections of the ABE classes and one section of the GED class. The Center more than doubled the number of GED students receiving their GED Certificate. Seventy-two out of 80 candidates received their GED certificate in 2006, thus achieving a 90% passing rate.

By offering additional classes, the Center also increased college/vocational enrollment by 16%. The Center had 97 Certificate and Associate's Degree recipients in the college/vocational program, despite staff limitations.

The Center executed a special education survey to determine special education needs prompting a proposal to add a Special Education Program to serve those needs.

To enhance security, the Maintenance Department added sixteen digital video recorders and three cameras throughout the facility.