



STATE OF MICHIGAN  
DEPARTMENT OF CORRECTIONS  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

PATRICIA L. CARUSO  
DIRECTOR

March 20, 2008

Bryan Weiler  
Support Services Division  
Office of State Budget  
George W. Romney Building  
111 South Capitol, 5<sup>th</sup> Floor  
Lansing, MI 48913

Dear Mr. Weiler:

In accordance with the State of Michigan, Financial Management Guide, Part VII, attached please find a preliminary summary table and corrective action plans to address the recommendations that were directed at the Department of Corrections within the Office of the Auditor General's audit report of the:

Parole Supervision and Parole Hearing Process

Questions regarding the preliminary summary table or corrective action plans should be directed to Connie MacKenzie, internal audit liaison, at 517 241-7342.

Sincerely,

DEPARTMENT OF CORRECTIONS

Signature Redacted

Patricia L. Caruso, Director  
Attachment  
PC/22/cm

c: C. MacKenzie  
J. Rubitshun

**Parole Supervision and Parole Hearing Process**  
**Department of Corrections**  
**Preliminary Summary of Agency Responses to Recommendations**  
**October 2004 through June 2007**

1. Findings/Recommendations DOC complied with:

- 2. e.
- 3. a.
- 4. a.
- 5. a.

2. Findings/Recommendations DOC will comply with by:

- |                 |          |
|-----------------|----------|
| 1.              | 01/01/09 |
| 2. a.-d. and g. | 01/01/09 |
| 2. f.           | 09/01/08 |
| 3. b. and c.    | 09/01/08 |
| 4. b. and c.    | 01/01/09 |
| 5. b.           | 09/01/08 |

3. Findings/Recommendations DOC disagreed with:

None

**Parole Supervision and Parole Hearing Process  
Department of Corrections  
Preliminary Corrective Action Plan  
October 2004 through June 2007**

**1. Absconder Matches**

The auditors recommended that DOC take the necessary steps to obtain access to other State databases to help locate parole absconders, including requesting an Attorney General opinion, seeking amendatory legislation, and establishing reciprocal data sharing agreements with other State agencies.

*Agency Preliminary Response:*

DOC agrees with the audit recommendation and is continuing efforts to access other state databases to assist in locating parole absconders. Included in these efforts, the DOC is in the process of seeking a legal opinion from the Attorney General regarding offender information sharing between State agencies.

**2. Parolee Supervision**

The auditors recommend that DOC comply with its policies for supervising parolees.

*Agency Preliminary Response:*

DOC agrees and continues to take steps to improve agent compliance with policies.

As noted in the preliminary response, the DOC is moving toward a Collaborative Case Management (CCM) approach to offender supervision. In addition to publishing new policies and guidelines for offender management, FOA will provide field staff with comprehensive training this year and next. Specifics related to caseload reviews and use of the parole violation response guideline (CFJ-175) will be determined via ongoing CCM meetings.

Regarding section e., the DOC clarified the substance abuse testing procedure and compliance with statutory requirements will be included in any future monthly case management reviews. OMNI now automatically schedules required substance abuse tests for parolees based on the current testing protocols.

**3. Monitoring of Absconders**

The auditors recommended that DOC effectively monitor the contract agency responsible for investigating, locating, and arresting Region I absconders.

Agency Preliminary Response:

DOC agrees and has taken steps to comply.

Regarding section a., DOC has complied. DOC has been completing reviews of active absconder cases on a monthly basis, since October 2007, to satisfy requirements set forth in PD 06.01.130 and OP 06.01.130A.

Regarding sections b. and c., the DOC is awaiting future OMNI enhancements, which are expected to assist in the monitoring of the contract agency. Discussions are ongoing with the contractor on how to best satisfy contract notification requirements.

**4. Parolee Discharges**

The auditors recommended that DOC properly document that parolees met the requirements for discharge.

Agency Preliminary Response:

DOC agrees and will comply. Regarding section a., DOC has implemented the use of reports compiled by the Parole Discharge Unit to monitor compliance. DOC has provided directions to instruct staff at staff meetings that 90 day reviews are to be completed in conjunction with the 90 day LEIN check. Administrators have been asked to document these instructions.

Regarding sections b. and c., the development of CCM strategies will impact what is required in terms of parole discharges.

**5. OMNI Accuracy**

The auditors recommended that DOC properly update OMNI.

Agency Preliminary Response:

DOC agrees and has taken steps to comply.

Regarding section a, DOC has provided instructions to remind staff at staff meetings that they are to update and accurately maintain employment and supervision fields within the correct OMNI tabs (data screens). Administrators have been asked to document these instructions.

Regarding section b., an OMNI enhancement to the Offender Supervision Report Form (CFJ-105) has been requested and is pending.