

Sheriff's Office Summary

	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Administrative Services	\$0	\$0	\$0	\$3,182,570	100.00%	100.00%
Advocacy and Investigation Center	158,391	157,390	157,850	20,940	-86.70%	-86.73%
Corrections	11,948,008	10,732,290	10,550,170	8,833,240	-17.69%	-16.27%
Law Enforcement	16,094,345	14,020,580	14,102,040	11,607,640	-17.21%	-17.69%
Training Academy	72,561	61,450	61,450	69,570	13.21%	13.21%
Total Sheriff's Office	\$28,273,305	\$24,971,710	\$24,871,510	\$23,713,960	-5.04%	-4.65%
Total Without Benefits	\$19,523,914	\$19,110,900	\$19,017,840	\$20,061,320	4.97%	5.49%

Mission and Goals

The Sheriff's Office is committed to safeguarding constitutional freedoms and quality of life. The office will sustain public trust by holding members accountable to the highest standards of honesty, ethics, and integrity. Members will treat everyone in an unbiased, dignified, and respectful manner without regard to human traits, characteristics, or status. Staff is committed to partnerships with community, professional, and government associates promoting the quality of life.

Goals include:

- Promoting professional development and wellness
- Implementing new technologies that enhance public safety communications and information sharing
- Promoting service excellence through continued maintenance of Commission on Accreditation for Law Enforcement Agencies (CALEA) standards
- Increasing outreach efforts

Highlights, Changes, and Useful Information

- The Sheriff is a constitutional office elected by the voters of Carroll County. While the Commissioners have a legal requirement to adequately fund the constitutional functions of the office, they do not have operational authority.
- In addition to direct funding to Sheriff's Office, the County also provides in-kind support, including health benefits, public safety support, vehicles and maintenance, technology services and support, Worker's Compensation, and other insurance coverage.
- During FY 18, the Board of County Commissioners approved the creation of the Carroll County Sheriff's Office Training Academy to provide entry-level training for recruits at the former North Carroll High School building.
- In partnership with the Carroll County Public Schools and the Carroll County Commissioners, 10 School Resource Officers were added in FY 19, with an additional 5 School Resource positions included in FY 20, to provide security for students and staff.

Budget Changes

- The overall decrease from FY 19 Original to Adjusted is due to employee turnover.
- FY 20 Budget reflects a change in presentation of the Sheriff's Office budgets. Civilian positions are combined in Administrative Services, correctional positions are included in Corrections, and sworn personnel are included in Law Enforcement.
- FY 20 Budget reflects a change in OPEB allocations. OPEB is budgeted in the Health and Fringe Benefits Budget, part of Human Resources.
- The overall increase in Total Sheriff's Office in FY 20 is due to a 4% salary increase, improvements to disability benefits for correctional deputies and law enforcement officers, and 5 additional School Resource positions.

Administrative Services

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$0	\$0	\$0	\$2,763,620	100.00%	100.00%
Benefits	0	0	0	418,950	100.00%	100.00%
Operating	0	0	0	0	0.00%	0.00%
Capital	0	0	0	0	0.00%	0.00%
Total	\$0	\$0	\$0	\$3,182,570	100.00%	100.00%
Total Without Benefits	\$0	\$0	\$0	\$2,763,620	100.00%	100.00%
Employees FTE	0.00	0.00	0.00	55.75	-----	-----

Note: Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

Contact

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<https://sheriff.carrollcountymd.gov/asb.htm>

Mission and Goals

To provide support to the Sheriff's Office through a variety of functions including procurement, information technology, grants management, and recruitment and employment.

Budget Changes

- Personnel and Benefits increase in FY 20 due to transferring positions previously included in Law Enforcement, Corrections, and CCAIC to this budget.
- A 4% salary increase and an administrative position for the School Resource program are included in FY 20.

Total County Funding

Department	Estimated Cost
Administrative Services	\$3,182,570
Health Benefits	906,500
OPEB	575,050
Technology Services	11,310
Total	\$4,675,430

CCAIC

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$83,507	\$103,160	\$103,600	\$0	-100.00%	-100.00%
Benefits	51,711	30,840	30,860	0	-100.00%	-100.00%
Operating	23,172	23,390	23,390	20,940	-10.47%	-10.47%
Capital	0	0	0	0	0.00%	0.00%
Total	\$158,391	\$157,390	\$157,850	\$20,940	-86.70%	-86.73%
Total Without Benefits	\$106,680	\$126,550	\$126,990	\$20,940	-83.45%	-83.51%
Employees FTE	2.00	2.00	2.00	0.00	-----	-----

Note: Actuals include allocations for health and fringe, OPEB, and other operating expenditures. The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes. FY 20 Budget reflects a change in OPEB allocations. OPEB is budgeted in the Health and Fringe Benefits Budget, part of Human Resources.

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Mission and Goals

To reduce trauma to children and adult citizens of Carroll County who have been abused. CCAIC investigates allegations of sexual abuse and sexual assault, assesses and protects the victim, and provides resources for the victim and the victim's family/guardian.

Goals include:

- Provide intervention and team collaboration to minimize potential trauma to children and adults
- Increase public awareness of the signs and impact of abuse
- Educate and support the family to enable them to provide and maintain a safe and nurturing environment
- Obtain sufficient evidence for successful prosecution of child abuse cases
- Provide prompt intervention for appropriate medical and specialized therapeutic services

Description

The unit is comprised of a wide range of agencies and organizations, including members of the Maryland State Police, State's Attorney's Office, Sheriff's Office, Department of Social Services, Westminster City Police, and Family and Children's Services. These agencies, along with the Carroll County Health Department, Carroll Hospital Center, and Rape Crisis Intervention Service, are all organized to work together from a victim advocacy perspective.

Budget Changes

- The increase from FY 19 Original to Adjusted is due to salary adjustments.
- Personnel and Benefits decrease in FY 20 due to transferring the positions previously included in this budget to Law Enforcement and Administrative Services.
- Operating decreases to align with actual spending levels and some expenses transferring to Law Enforcement.

Total County Funding

Department	Estimated Cost
CCAIC	\$20,940
Technology Support	600
Total	\$21,540

Corrections

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$6,032,823	\$6,332,200	\$6,163,030	\$5,571,120	-12.02%	-9.60%
Benefits	3,749,610	2,400,630	2,387,680	1,237,750	-48.44%	-48.16%
Operating	2,105,631	1,935,810	1,935,810	1,952,470	0.86%	0.86%
Capital	59,945	63,650	63,650	71,900	12.96%	12.96%
Total	\$11,948,008	\$10,732,290	\$10,550,170	\$8,833,240	-17.69%	-16.27%
Total Without Benefits	\$8,198,398	\$8,331,660	\$8,162,490	\$7,595,490	-8.84%	-6.95%
Employees FTE	109.50	109.50	109.50	92.00	-----	-----

Note: Actuals include allocations for health and fringe, OPEB, and other operating expenditures. The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes. FY 20 Budget reflects a change in OPEB allocations. OPEB is budgeted in the Health and Fringe Benefits Budget, part of Human Resources.

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Mission and Goals

To provide correctional programs, meeting all applicable County, State, and Federal standards.

Goals include:

- Reduce the cost of services to the citizens of Carroll County
- Provide for the safety and security of inmates and staff
- Support the physical, emotional, and psychological wellbeing of inmates
- Protect the dignity and rights of the inmates

Description

The Carroll County Detention Center is responsible for providing a secure holding facility for inmates confined within the County.

Budget Changes

- Personnel decreases from FY 19 Original to Adjusted due to employee turnover and salary adjustments.
- Personnel and Benefits decrease due to transferring seventeen full-time and one part-time civilian positions to Administrative Services. This is partially offset by improvements to disability benefits.
- A 4% salary increase is included in FY 20.
- Operating increases due to home monitoring equipment, partially offset by lower than planned prescriptions and medical service.
- Capital increases due to the continued replacement of cameras and kitchen equipment.

Total County Funding

Department	Estimated Cost
Corrections	\$8,833,240
Health Benefits	1,609,500
OPEB	975,200
Public Safety	88,400
Utilities	155,360
Building Maintenance	121,050
Technology Support	34,160
Fleet	155,500
Total	\$11,972,410

Law Enforcement

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$8,667,338	\$9,819,400	\$9,895,070	\$8,858,590	-9.78%	-10.47%
Benefits	4,948,069	3,429,340	3,435,130	1,995,940	-41.80%	-41.90%
Operating	1,460,231	760,640	760,640	744,810	-2.08%	-2.08%
Capital	1,018,706	11,200	11,200	8,300	-25.89%	-25.89%
Total	\$16,094,345	\$14,020,580	\$14,102,040	\$11,607,640	-17.21%	-17.69%
Total Without Benefits	\$11,146,275	\$10,591,240	\$10,666,910	\$9,611,700	-9.25%	-9.89%
Employees FTE	152.25	162.25	162.25	131.00	-----	-----

Note: Actuals include allocations for health and fringe, OPEB, and other operating expenditures. The Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes. FY 20 Budget reflects a change in OPEB allocations. OPEB is budgeted in the Health and Fringe Benefits Budget, part of Human Resources.

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Mission and Goals

To safeguard constitutional freedoms and quality of life. The office will sustain public trust by adhering to the highest standards of honesty, ethics, and integrity. Members will treat everyone in an unbiased and respectful manner without regard to human traits, characteristics, and status.

Description

Law Enforcement is responsible for:

- Prevention of crime and protection of life and property
- Enforcement of laws and ordinances, including traffic laws
- Maintaining court security and transporting prisoners
- Locating and arresting persons wanted in Carroll County and fugitives from other states
- Carrying out court orders by collecting judgments or taking possession of property
- Executing warrants of restitution by evicting tenants

Program Highlights

In partnership with the Carroll County Public Schools and the Carroll County Commissioners, 10 School Resource Officers were added in FY 19. An additional 5 positions, including an Administrative position, are planned in FY 20. School Resource Officers provide security for the schools, students, and staff. The Officers also serve as positive role models and mentors to the school population.

Budget Changes

- The increase from FY 19 Original to Adjusted is due to salary adjustments, partially offset by employee turnover.
- Personnel and Benefits decrease due to transferring thirty-six full-time and two contractual civilian positions to Administrative Services. This is partially offset by improvements to disability benefits.
- A 4% salary increase is included in FY 20.
- The overall increase in FY 20 is due to the addition of 4 School Resource Officers.

Total County Funding

Department	Estimated Cost
Law Enforcement	\$11,607,640
Health Benefits	2,072,000
OPEB	1,388,600
Public Safety	400,300
Utilities	44,360
Building Maintenance	24,900
Building Leases	34,000
Technology Support	99,690
Fleet	1,404,800
Cash Match for Grants	50,550
Total	\$17,126,840

Training Academy

Description	Actual FY 18	Original Budget FY 19	Adjusted Budget FY 19	Budget FY 20	% Change From Orig. FY 19	% Change From Adj. FY 19
Personnel	\$0	\$0	\$0	\$0	0.00%	0.00%
Benefits	0	0	0	0	0.00%	0.00%
Operating	67,329	61,450	61,450	69,320	12.81%	12.81%
Capital	5,232	0	0	250	100.00%	100.00%
Total	\$72,561	\$61,450	\$61,450	\$69,570	13.21%	13.21%
Total Without Benefits	\$72,561	\$61,450	\$61,450	\$69,570	13.21%	13.21%
Employees FTE	0.00	0.00	0.00	0.00	-----	-----

Note: Actuals include a health and fringe allocation and other operating expenses. Adjusted Budget includes budget changes made during the year. Ongoing mid-year changes have been annualized for comparison purposes.

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Description

The Training Academy offers three Maryland Police and Correctional Training Commissioner certified programs:

- Correctional Entrance Level Training (CELTP)
- Police Entrance Level Training Program (PELTP)
- Comparative Compliance Training Course

The Comparative Compliance Training Course is an abbreviated program designed for previously certified Maryland police officers who have been separated from law enforcement for three to five years, and non-Maryland officers who have completed an entrance-level academy in another state or through the Federal government.

The Training Academy also provides in-service training for current law enforcement officers.

Program Highlights

During FY 18, the Board of County Commissioners approved the creation of the Carroll County Sheriff's Office Training Academy to provide a PELTP at the former North Carroll High School building. The program is a 28 week, 1,126 hour course of instruction for members of small- and medium-sized police agencies.

The Training Academy expanded during FY 19 to provide a Comparative Compliance Training course and a CELTP program.

Graduation for the 2nd PELTP was held March 29, 2019 at Winters Mill High School.

Budget Changes

Operating increases due to the expansion of class offerings with increased funding for books, supplies, and uniforms.

Total County Funding

Department	Estimated Cost
Training Academy	\$69,570
Utilities	114,450
Technology Support	2,650
Total	\$186,670