FLORIDA DEPARTMENT OF JUVENILE JUSTICE

Charlie Crist, Governor   **Frank Peterman, Jr., Secretary**

LEGISLATIVE BUDGET REQUEST

Department of Juvenile Justice

October 15, 2009

Jerry L. McDaniel, Director
Office of Policy and Budget
Executive Office of the Governor
1701 Capitol
Tallahassee, Florida 32399-0001

JoAnne Leznoff, Council Director
House Full Appropriations Council on General Government & Health Care
221 Capitol
Tallahassee, Florida 32399-1300

Skip Martin, Council Director
House Full Appropriations Council on Education & Economic Development
221 Capitol
Tallahassee, Florida 32399-1300

Cynthia Kelly, Staff Director
Senate Policy and Steering Committee on Ways and Means
201 Capitol
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, our Legislative Budget Request for the Department of Juvenile Justice is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2010-2011 Fiscal Year. Secretary Frank Peterman, Jr. has approved this submission.

Sheree T. Keeler
Director of Administration

2737 Centerview Drive ● Tallahassee, Florida 32399-3100 ● (850) 488-1850
http://www.djj.state.fl.us

The mission of the Department of Juvenile Justice is to increase public safety by reducing juvenile delinquency through effective prevention, intervention, and treatment services that strengthen families and turn around the lives of troubled youth.

DEPARTMENT OF JUVENILE JUSTICE

Department Level Exhibits and Schedules

Frank Peterman, Jr., SECRETARY

Non-Strategic IT Service:	**Network Service**						
Dept/Agency: **Department of Juvenile Justice**					Form: FY 2010-11 Schedule IV-C -Non-Strategics; Ver 1		
Prepared by: **Jan Wright**							
Phone: **850-921-7288**							

	Service Provisioning -- Assets & Resources *(Cost Elements)*	Footnote Number	# of Assets & Resources Apportioned to this IT Service in FY 2010-11		Estimated IT Service Costs			
			Number used for this service	*Number w/ costs in FY 2010-11*	*A* Initial Estimate for Fiscal Year 2009-10	*B* Estimated FY 2009-10 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*C* Estimated FY 2010-11 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*D* Planned Increase/Decrease Use of Recurring Base Funding *(Columns C - B)*
A.	**Personnel**		7.76		$566,723	$469,412	$469,412	$0
A-1.1	State FTE	2, 6, 9, 10	7.76		$566,723	$469,412	$469,412	$0
A-2.1	OPS FTE		0.00		$0	$0	$0	$0
A-3.1	Contractor Positions (Staff Augmentation)		0.00		$0	$0	$0	$0
B.	**Hardware**		981	58	$466,141	$119,000	$235,000	$116,000
B-1	Servers	3	1	0	$150,000	$0	$0	$0
B-2	Server Maintenance & Support		0	0	$19,200	$0	$0	$0
B-3.1	Network Devices & Hardware (e.g., routers, switches, hubs, cabling, etc.)	1	380	8	$289,741	$8,000	$124,000	$116,000
B-3.2	Other Hardware Assets (e.g., system mgt workstation, printers, UPS, etc)	4	600	50	$7,200	$111,000	$111,000	$0
C.	**Software**	1			$24,000	$0	$100,000	$100,000
D.	**External Service Provider(s)**				$1,350,000	$1,349,800	$1,258,800	-$91,000
D-1	LAN External Service Provider		0	0	$0	$0	$0	$0
D-2	WAN External Service Provider	5	1	1	$1,350,000	$1,349,800	$1,258,800	-$91,000
E.	**Plant & Facility for LAN/WAN Service**	2, 7	2321	2321	$165,907	$34,813	$34,813	$0
F.	**Other** *(Please describe in Footnotes Section below)*	8			$12,758	$1,700	$1,700	$0
H.	**Total for IT Service**				$2,585,529	$1,974,725	$2,099,725	$125,000

	Footnotes – *Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.*
1	For FY 09-10 - LBR Issue for Switches was not approved. There is an issue for FY 10-11 to replace 100 of the most critical servers and the associated funds are included in the FY 10-11 figures.
2	The adjustments were made to account for the centralization of SUS, SMS, & Exchange resources and support. The resources supporting this service were reduced due to the removal of distributed support.
3	All Servers supporting the Network except the DJJ HQ DNS are included in the Data Center Consolidation (DCC). All spending for servers in FY 09-10 is planned to support Data Center Consolidation efforts.
4	As the Networked printers fail and need replacement, many are being replaced with leased networked printer/copiers/scanner/fax all-in-one machines (these account for $100,000 of the recurring expenditures).
5	Backup line at DJJ HQ Server Room to be removed in 2010-2011 due to DCC. This figure also includes $ 43,800 for Video Teleconferencing Services from DMS.
6	This FTE count includes portions of 39 staff. 34 of the staff are located outside Tallahassee and support local line problem troubleshooting, problem resolution, Active Directory management, site upgrades/downgrades, and moves.
7	This includes the % of office space allocated to staff support to network services. Space for network equipment is included.
8	Includes cell phone, travel, IT staff office supplies and supplies directly supporting the network service.
9	This FTE count includes 5 vacant positions that would have supported the service if filled. Portions of resources previously allocated to Network have been allocated to DCC and are included in that transfer.
10	Salaries and benefits are included in the costs.
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File: Non-Strategic IV-C
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Non-Strategic IT Service:	**E-Mail, Messaging, and Calendaring Service**						
Agency:	**Enter Agency Name or Acronym on Network Service Worksheet**				Form: FY 2010-11 Schedule IV-C -Non-Strategics; Ver 1		
Prepared by:	**Jan Wright**						
Phone:	**850-921-7288**						

Service Provisioning -- Assets & Resources *(Cost Elements)*	Footnote Number	# of Assets & Resources Apportioned to this IT Service in FY 2009-10		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2010-11	*A* Initial Estimate for Fiscal Year 2009-10	*B* Estimated FY 2009-10 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*C* Estimated FY 2010-11 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*D* Planned Increase/Decrease Use of Recurring Base Funding *(Columns C - B)*
A. Personnel		0.06		$233,687	$4,885	$4,885	$0
A-1 State FTE	1, 6, 9	0.06		$233,687	$4,885	$4,885	$0
A-2 OPS FTE		0.00		$0	$0	$0	$0
A-3 Contractor Positions (Staff Augmentation)		0.00		$0	$0	$0	$0
B. Hardware		544	539	$6,000	$226,380	$226,380	$0
B-1 Servers	2	3	0	$0	$0	$0	$0
B-2 Server Maintenance & Support		2	0	$0	$0	$0	$0
B-3.1 Wireless Communication Devices & Related Hardware	3	539	539	$0	$226,380	$226,380	$0
B-3.2 Other Hardware Assets (e.g., system mgt workstation, printers, etc)		0	0	$6,000	$0	$0	$0
C. Software	4			$4,800	$0	$0	$0
D. External Service Provider(s)		0	0	$0	$0	$0	$0
E. Plant & Facility	5	18	18	$39,386	$271	$271	$0
F. Other *(Please describe in Footnotes Section below)*	8			$4,840	$100	$100	$0
G. Total for IT Service				$288,713	$231,636	$231,636	$0

Administrative Overhead – Percentage of Other Non-Strategic IT Service Costs Supporting Email Service				
Non-Strategic Service	**Footnote**	**%**	**Cost**	To determine the fully-loaded cost of the e-mail service, agencies must estimate the amount (percentage) of the other non-strategic IT services that are "consumed" by the e-mail service. For example, desktop support personnel install and configure the e-mail software on the desktop, which is used in the e-mail service, so to obtain a fully-loaded cost for the e-mail service, it is important to include the indirect workload and associated costs of the desktop service expended in support of the e-mail service. The portion of Network, IT Security & Risk Mitigation, and IT Administration & Management services will be estimated by the AEIT based on the agency Schedule IV-C submissions for these IT services. **For the purposes of the Schedule IV-C analysis, the data submitted in this section will NOT be added to the cost of the e-mail service.**
OT-1 Network				
OT-2 Desktop IT Service	6, 7	5.00%	$ 107,504	
OT-3 Help Desk			$ -	
OT-4 IT Security & Risk Mitigation				
OT-5 IT Administration & Management				
SUBTOTAL			$ 107,504	
Fully-loaded IT Service Cost		**$ 339,140**		

Footnotes – *Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.*

1	This FTE count includes portions of 2 staff. 1 of the staff are located outside Tallahassee. Previously, user provisioning was included in this service (now moved to desktop support).
2	One of the two Exchange Servers is part of the Data Center Consolidation service/equipment transfer to NSRC effective July 1, 2010. The 3rd server is the Blackberry Server which is another server that will be transferred.
3	This is the number of Blackberry devices for the Department. Of the $50 per month price the cell phone charges (approximately $15 per month) are not included.
4	Due to the Enterprise E-mail project, no expenditures are anticipated until a decision is made. Outlook client is included in the Office Suite which is included in the Desktop Computing Service.
5	This includes the % of office/equipment room allocated by staff allocations.
6	An additional 2.69 FTE support user provisioning for staff located in 150 sites geographically dispersed across the state. This 2.69 FTE consists of portions of 37 staff supporting our 150 sites.
7	5 % of Desktop Support Staffing supports E-mail User Provisioning.
8	Includes cell phone, travel, IT staff office supplies and supplies directly supporting the e-mail service.
9	Salaries and benefits are included in the costs.
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Non-Strategic IT Service: **Desktop Computing Service**

Agency: Department of Juvenile Justice

Form: FY 2010-11 Schedule IV-C –Non-Strategics; Ver 1

Prepared by: Jan Wright

Phone: 850-921-7288

Service Provisioning -- Assets & Resources *(Cost Elements)*	Footnote Number	# of Assets & Resources Apportioned to this IT Service in FY 2010-11		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2010-11	*A* Initial Estimate for Fiscal Year 2009-10	*B* Estimated FY 2009-10 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*C* Estimated FY 2010-11 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*D* Planned Increase/Decrease Use of Recurring Base Funding *(Columns C - B)*
A. Personnel		28.42		$977,689	$1,666,422	$1,666,422	$0
A-1 State FTE	1, 2, 8, 9	28.42		$977,689	$1,666,422	$1,666,422	$0
A-2 OPS FTE		0.00		$0	$0	$0	$0
A-3 Contractor Positions (Staff Augmentation)		0.00		$0	$0	$0	$0
B. Hardware		5435	460	$150,000	$270,000	$270,000	$0
B-1 Servers	3, 4	155	0	$30,000	$0	$0	$0
B-2 Server Maintenance & Support		0	0	$0	$0	$0	$0
B-3.1 Desktop Computers		3500	70	$10,000	$50,000	$50,000	$0
B-3.2 Mobile Computers (e.g., Laptop, Notebook, Handheld, Wireless Computer)		1000	90	$10,000	$80,000	$80,000	$0
B-3.3 Other Hardware Assets (e.g., system mgt workstation, printers, scanners, etc)	6	780	300	$100,000	$140,000	$140,000	$0
C. Software				$25,000	$25,000	$25,000	$0
D. External Service		0	0	$0	$0	$0	$0
E. Plant & Facility	5	8,577	8,577	$196,939	$128,662	$128,662	$0
F. Other *(Please describe in Footnotes Section below)*	7			$27,236	$60,000	$60,000	$0
G. Total for IT Service				$1,376,864	$2,150,084	$2,150,084	$0

Footnotes – *Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.*

1	This FTE count includes portions of 46 staff. 32 of the staff are located outside Tallahassee and support desktops, laptops, Active Directory Accounts,
2	E-mail User Provisioning, Contracted Provider (non State employees) desktop needs, and Telecommuting user needs for Telecommuting staff, 150 DJJ Sites and 200 Contracted Provider Sites.
3	All but 5 of these are workstations (purchase cost < $700) with Server OS used as servers to provide File and Print Services (Some are as old as 6 yrs.).
4	Replacement is only done when there is a failure or newer equipment becomes available after it is replaced/updated.
5	This includes the % of office/equipment room allocated by staff allocations. Space for equipment such as file servers & print servers is included.
6	Includes 196 wireless air cards that are used for telecommuting and mobile desktop computing.
7	Includes travel, cell phone, IT staff office supplies and supplies for desktop support (hard drives, monitors, & memory). It does not include printer toner.
8	This FTE count includes 5 vacant positions that would have supported the service if filled.
9	Salaries and benefits are included in the costs.
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Non-Strategic IT Service:	**Helpdesk Service**								

Agency: **Department of Juvenile Justice**   Form: FY 2010-11 Schedule IV-C -Non-Strategics; Ver 1

Prepared by: Jan Wright

Phone: 850-921-7288

Service Provisioning -- Assets & Resources (Cost Elements)	Footnote Number	# of Assets & Resources Apportioned to this IT Service in FY 2010-11		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2010-11	*A* Initial Estimate for Fiscal Year 2009-10	*B* Estimated FY 2009-10 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*C* Estimated FY 2010-11 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*D* Planned Increase/Decrease Use of Recurring Base Funding *(Columns C - B)*
A. Personnel		0.73		$34,374	$28,484	$28,484	$0
A-1 State FTE	1, 2, 5, 6	0.73		$34,374	$28,484	$28,484	$0
A-2 OPS FTE		0.00		$0	$0	$0	$0
A-3 Contractor Positions (Staff Augmentation)		0.00		$0	$0	$0	$0
B. Hardware		0	0	$0	$0	$0	$0
B-1 Servers		0	0	$0	$0	$0	$0
B-2 Server Maintenance & Support		0	0	$0	$0	$0	$0
B-3 Other Hardware Assets (e.g., system mgt workstation, printers, etc)		0	0	$0	$0	$0	$0
C. Software				$0	$0	$0	$0
D. External Service Provider(s)		0	0	$0	$0	$0	$0
E. Plant & Facility	4	220	220	$18,780	$3,305	$3,305	$0
F. Other *(Please describe in Footnotes Section below)*	3			$770	$650	$650	$0
G. Total for IT Service				$53,924	$32,439	$32,439	$0

Footnotes – *Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.*

1	This is a portion of 5 staff located in Tallahassee that support the JJIS help desk and do password reset/unlocks for 12,000 Department, Contracted Providers & Criminal Justice Partners Statewide.
2	Desktop support resources have been moved to Desktop service.
3	Includes cell phone, travel, IT staff office supplies and supplies directly supporting the help desk service.
4	This includes the % of office/equipment room allocated by staff allocations.
5	This FTE count includes 2 vacant positions that would have supported the service if filled.
6	Salaries and benefits are included in the costs.
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Non-Strategic IT Service:	IT Security/Risk Mitigation Service						

Agency: Department of Juvenile Justice

Form: FY 2010-11 Schedule IV-C -Non-Strategics; Ver 1

Prepared by: Jan Wright

Phone: 850-921-7288

Service Provisioning -- Assets & Resources *(Cost Elements)*	Footnote Number	# of Assets & Resources Apportioned to this IT Service in FY 2010-11		Estimated IT Service Costs			
		Number used for this service	Number w/ costs in FY 2010-11	*A* Initial Estimate for Fiscal Year 2009-10	*B* Estimated FY 2009-10 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*C* Estimated FY 2010-11 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*D* Planned Increase/Decrease Use of Recurring Base Funding *(Columns C - B)*
A. Personnel		4.93		$400,520	$312,272	$312,272	$0
A-1 State FTE	1, 4, 6	4.93		$400,520	$312,272	$312,272	$0
A-2 OPS FTE		0.00		$0	$0	$0	$0
A-3 Contractor Positions (Staff Augmentation)		0.00		$0	$0	$0	$0
B. Hardware		6	3	$2,304	$1,200	$1,200	$0
B-1 Servers		3	0	$0	$0	$0	$0
B-2 Server Maintenance & Support		3	3	$0	$1,200	$1,200	$0
B-3 Other Hardware Assets (e.g., system mgt workstation, printers, UPS, etc)		0	0	$2,304	$0	$0	$0
C. Software	2			$78,504	$68,000	$68,000	$0
D. External Service Provider(s)		0	0	$0	$0	$0	$0
E. Plant & Facility	5	1,488	1,488	$28,523	$22,319	$22,319	$0
F. Other (Please describe in Footnotes Section below)	3			$14,595	$10,000	$10,000	$0
G. Total for IT Service				$524,446	$413,791	$413,791	$0

Footnotes – *Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.*

1	This FTE count includes portions of 46 staff. 34 of the staff are located outside Tallahassee and backups, DR planning, DR procedure development, virus protection, and DR testing.
2	The software includes Websense Internet protection, CIRT Quarterly, and Trend Micro Anti-Virus.
3	Includes cell phone, travel, IT staff office supplies and supplies directly supporting the risk/security service.
4	This FTE count includes 5 vacant positions that would have supported the service if filled.
5	This includes the % of office/equipment room allocated by staff allocations.
6	Salaries and benefits are included in the costs.
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Non-Strategic IT Service:	**IT Support Service for Agency Financial and Administrative Systems**

Agency: **Department of Juvenile Justice**

Form: FY 2010-11 Schedule IV-C -Non-Strategics; Ver 1

Prepared by: **Jan Wright**

Phone: **850-921-7288**

Service Provisioning -- Assets & Resources *(Cost Elements)*	Footnote Number	# of Assets & Resources Apportioned to this IT Service in FY 2010-11		Estimated IT Service Costs			
		Number used for this service	*Number w/ costs in FY 2010-11*	*A* Initial Estimate for Fiscal Year 2009-10	*B* Estimated FY 2009-10 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*C* Estimated FY 2010-11 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	*D* Planned Increase/Decrease Use of Recurring Base Funding *(Columns C - B)*
A. Personnel		1.35		$59,429	$80,036	$80,036	$0
A-1 State FTE	1, 2, 3, 7	1.35		$59,429	$80,036	$80,036	$0
A-2 OPS FTE		0.00		$0	$0	$0	$0
A-3 Contractor Positions (Staff Augmentation)		0.00		$0	$0	$0	$0
B. Hardware		0	0	$0	$0	$0	$0
B-1 Servers		0	0	$0	$0	$0	$0
B-2 Server Maintenance & Support		0	0	$0	$0	$0	$0
B-3 Other Hardware Assets (e.g., system mgt workstation, printers, etc)		0	0	$0	$0	$0	$0
C. Software	4			$2,179	$35,620	$35,620	$0
D. External Service Provider(s)		0	0	$25,000	$0	$0	$0
E. Plant & Facility	6	407	407	$8,289	$6,112	$6,112	$0
F. Other *(Please describe in Footnotes Section below)*	5			$1,339	$1,200	$1,200	$0
G. Total for IT Service				$96,236	$122,968	$122,968	$0

Footnotes – *Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.*

1	This FTE count includes portions of 3 staff located in Tallahassee. Previously resources supporting the servers and development staff were included.
2	Staff and resources supporting servers at HQ that were previously reported here were included in the Data Center Consolidation (DCC) transfer to NSRC.
3	Portions of resources previously allocated to Network have been allocated to DCC and are included in that transfer.
4	Includes maintenance for hardware and software for scanning financial documents.
5	Includes cell phone, travel, IT staff office supplies and supplies directly supporting the network service.
6	This includes the % of office/equipment room allocated by staff allocations.
7	Salaries and benefits are included in the costs.
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Non-Strategic IT Service:	**IT Administration and Management Service**						

Agency: **Department of Juvenile Justice**

Prepared by: **Jan Wright**

Phone: **850-921-7288**

Form: FY 2010-11 Schedule IV-C –Non-Strategics; Ver 1

			# of Assets & Resources Apportioned to this IT Service in FY 2010-11		Estimated IT Service Costs			
					A	*B*	*C*	*D*
Service Provisioning -- Assets & Resources *(Cost Elements)*		Footnote Number	Number used for this service	Number w/ costs in FY 2010-11	Initial Estimate for Fiscal Year 2009-10	Estimated FY 2009-10 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	Estimated FY 2010-11 Allocation of Recurring Base Budget *(based on Column G64 minus G65)*	Planned Increase/Decrease Use of Recurring Base Funding *(Columns C - B)*
A. Personnel			4.78		$336,714	$351,342	$351,342	$0
A-1	State FTE	1, 2, 5	4.78		$336,714	$351,342	$351,342	$0
A-2	OPS FTE		0.00		$0	$0	$0	$0
A-3	Contractor Positions (Staff Augmentation)		0.00		$0	$0	$0	$0
B. Hardware			0	0	$0	$0	$0	$0
B-1	Servers		0	0	$0	$0	$0	$0
B-2	Server Maintenance & Support		0	0	$0	$0	$0	$0
B-3	Other Hardware Assets (e.g., system mgt workstation, printers, etc)		0	0	$0	$0	$0	$0
C. Software					$0	$0	$0	$0
D. External Service Provider(s)			0	0	$0	$0	$0	$0
E. Plant & Facility		3	1,442	1,442	$1,216	$21,640	$21,640	$0
F. Other *(Please describe in Footnotes Section below)*		4			$15,111	$4,200	$4,200	$0
G. Total for IT Service					$353,041	$377,182	$377,182	$0

Footnotes – *Please be sure to indicate there is a footnote for the corresponding row above. Maximum footnote length is 1024 characters.*

1	This FTE count includes portions of 9 staff located in Tallahassee. Previously resources supporting the servers and development staff were included.
2	This FTE count includes 2 vacant positions that would have supported the service if filled.
3	This includes the % of office/equipment room allocated by staff allocations. Space for records storage is included.
4	Includes cell phone, travel, IT staff office supplies and supplies directly supporting the network service.
5	Salaries and benefits are included in the costs.
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Non-Strategics; Ver 1

Agency: Department of Juvenile Justice

Budget Entity Name	BE Code	Program Component Code	Program Component Name	Costs within BE	Funding Identified for IT Service	Network Service	E-Mail, Messaging, and Calendaring Service	Desktop Computing Service	Helpdesk Service	IT Security/Risk Mitigation Service	IT Support Service for Agency Financial and Administrative Systems	IT Administration and Management Service
			Identified Funding as % of Total Cost of Service			100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
						$2,099,725	$231,636	$2,150,084	$32,439	$413,791	$122,968	$377,182
Detention Centers	80400100	1207000000	Juvenile Facilities/Services		$107,679	$55,180	$37,380	$15,119	$0	$0	$0	$0
Home Detention	80400200	1207000000	Juvenile Facilities/Services		$8,849	$8,849	$0	$0	$0	$0	$0	$0
Aftercare Services	80700100	1207000000	Juvenile Facilities/Services		$16,000	$0	$0	$16,000	$0	$0	$0	$0
Juvenile Probation	80700200	1207000000	Juvenile Facilities/Services		$297,212	$112,531	$65,520	$119,161	$0	$0	$0	$0
Non–Residential Delinquency Reh	80700300	1207000000	Juvenile Facilities/Services		$0	$0	$0	$0	$0	$0	$0	$0
Executive Direction & Support Ser	80750100	1602000000	Executive Direction		$163,411	$19,270	$35,280	$74,861	$0	$0	$34,000	$0
Information Technology	80750200	1603000000	Information Technology		$4,635,423	$1,845,808	$30,456	$1,849,408	$32,439	$411,162	$88,968	$377,182
Non-Sec. Resid. Commitment	80800100	1207000000	Juvenile Facilities/Services		$97,907	$29,825	$49,980	$18,102	$0	$0	$0	$0
Secure Resid. Commitment	80800200	1207000000	Juvenile Facilities/Services		$81,043	$27,981	$0	$50,433	$0	$2,629	$0	$0
Prevention & Victim Services	80900100	1207000000	Juvenile Facilities/Services		$20,301	$281	$13,020	$7,000	$0	$0	$0	$0
					$0							
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Sum of IT Cost Elements Across IT Services

Personnel	State FTE (#)				48.03	7.76	0.06	28.42	0.73	4.93	1.35	4.78
	State FTE (Costs)				$2,912,853	$469,412	$4,885	$1,666,422	$28,484	$312,272	$80,036	$351,342
Personnel	OPS FTE (#)				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	OPS FTE (Cost)				$0	$0	$0	$0	$0	$0	$0	$0
Personnel	Vendor/Staff Augmentation (# Positions)				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Vendor/Staff Augmentaion (Costs)				$0	$0	$0	$0	$0	$0	$0	$0
Hardware					$732,580	$235,000	$226,380	$270,000	$0	$1,200	$0	$0
Software					$228,620	$100,000	$0	$25,000	$0	$68,000	$35,620	$0
External Services					$1,258,800	$1,258,800	$0	$0	$0	$0	$0	$0
Plant & Facility					$217,122	$34,813	$271	$128,662	$3,305	$22,319	$6,112	$21,640
Other					$77,850	$1,700	$100	$60,000	$650	$10,000	$1,200	$4,200
Totals of Costs					$5,427,825	$2,099,725	$231,636	$2,150,084	$32,439	$413,791	$122,968	$377,182
Totals of FTE					48.03	7.76	0.06	28.42	0.73	4.93	1.35	4.78

IT Cost Element Data as entered on IT Service Worksheets

File: Non-Strategic IV-C
Tab: Budget Entity ID
Path:

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Dept/Agency: **Department of Juvenile Justice**

Submitted by: **Dave Kallenborn, CIO**

Phone: **850-921-6740**

Date submitted: **10-15-2009**

Network Service

This service enables data connectivity and transport using Local Area Network (LAN) and/or Wide Area Network (WAN) technologies. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

	Identify the major commercial hardware and software associated with the Network Service:		
1	Video Teleconferencing Equipment/Software	15	HP, Xerox, Dell, Minolta, Ricoti, Lexmark, Cisco, Bay Network Devices (Server, printers, plotters, scanners, routers, switches)
2	MyFloridaNet	16	Windows Imaging
3	Routers/ DSU and Maintenance	17	LAN Equipment Maintenance Agreements
4	"What's Up Gold"	18	Wireless Connectivity
5	Network Instruments Observer	19	PictureTel
6	WAN Management Software	20	Enterasys Switches
7	MS 2003 Server OS	21	MS MOM
8	Norton Ghost	22	Server 2008
9	MS WSUS Servers/ Software	23	MS Live Meeting
10	MS SMS Server 2003	24	
11	Backup Exec	25	
12	MS DPM	26	
13	VPN Services	27	
14	Citrix Enterprise	28	

1. **IT Service Definition**

    1.1. Who is the LAN service provider? *(Indicate all that apply)*

X	Central IT staff	X	State Primary Data Center
☐	Program staff	☐	Other External service provider
☐	Another State agency		

    1.2. Who is the WAN service provider? *(Indicate all that apply)*

    X   Central IT staff
    ☐   Program staff
    ☐   Another State agency
    X   External service provider

    1.3. Who uses the service? *(Indicate all that apply)*

    X   Agency staff (state employees or contractors)
    X   Employees or contractors from one or more additional state agencies
    X   External service providers

☐   Public (please explain in Question 5.2)

1.4. Please identify the number of users of the Network Service.   12,000

1.5. How many locations currently host IT assets and resources used to provide LAN services?   150

1.6. How many locations currently use WAN services?   150

1.7. What types of WAN connections are included in this service? *(Indicate all that apply)*

☐ ATM	☐ Frame Relay	☐ Cellular Network
☐ SUNCOM RTS	X Internet	X Dedicated Wired connection
☐ Radio	☐ Satellite	☐ Dial-up connection

X Other   MyFloridaNet

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No)   Very Similar

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

X Yes   ☐ No

    2.2.1. If yes, what must happen for your agency to use another IT service provider?

> Transition to the service provider must include the development of a feasible migration plan and provision for control of security and management of services and capabilities. Service provider support for a variety of hardware models and software for connectivity to the 150+ DJJ sites, telecommuting staff/equipment, and 200+ provider sites that are located in geographically dispersed locations throughout the state (some in very remote areas). Telecommuting and mobile computing support is required. Some facilities and users work 24/7 but there is no funding for on-call for IT. If off hours issues arise, IT supervisors are contacted for hardship issues and if available, IT staff is contacted to come in to work to resolve issue. Due to the confidential nature of Juvenile data, the service provider must be able to pass background check sufficient to support secure access to sites and data. Service provider must be available to provide support after-hours as emergencies arise without increases in cost. For the service provider to offer this level of support remotely, security may need to be lessened on certain ports, thus increasing the potential of security breaches.

    2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

>

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for LAN service?

☐   Yes; formal Service Level Agreement(s)

X   Yes; informal agreement(s)

☐   No; specific requirements have not been determined and approved by the department

    If you answered "Yes," identify major (formal or informal) service level requirements:

> If LAN connectivity is not restored within 10 minutes, the issue is escalated to the Chief Information Officer. If service is not restored within .5 hour of projected restoration time, the issue is escalated to the Department's Executive Management.

3.2. Has the agency specified the service level requirements for WAN service?

- ☐ Yes; formal Service Level Agreement(s)
- X Yes; informal agreement(s)
- ☐ No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

> There is the State contract for MyFloridaNet. Blackberry connectivity, wireless connectivity, dial-up connectivity and support are mission critical. Internally MIS supports UAS (CITRIX) & Blackberry connectivity. MIS provides support for sites that are located in geographically dispersed locations throughout the state (some in very remote areas) and at home locations (telecommuting and remote access). Some facilities and users work 24/7 but there is no funding for on-call for IT. If off hours issues arise, IT supervisors are contacted for hardship issues and if available, IT staff is contacted to come in to work to resolve issue.

3.3. Timing and Service Delivery Requirements

3.3.1. Hours/Days that service is required *(e.g., 0800-1600 M-F, 24/7) for*:

3.3.1.1. Online availability   24/7

3.3.1.2. Offline and availability for maintenance   As required by

scheduled changes, Sunday 8:00 a.m. – noon is the maintenance time. System is not offline if there are no maintenance needs. No maintenance shutdowns can occur without prior notification of the duration to all system users. All changes must be fully tested prior to implementation.

3.3.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs *(e.g., 5 min, 15 min, 60 min)?*   5 minutes

3.3.2.1. What are the impacts on the agency's business if this downtime standard is exceeded?

> Mission critical business data cannot be updated and available online/real time to all authorized DJJ, Law Enforcement, and Provider staff. The Juvenile Justice Information System is a web based on-line real-time system that processes data on juveniles through the entire juvenile justice continuum. Without the availability of the desktop service, staff and providers cannot access and update juvenile data and criminal justice partners will not have access to current juvenile data. This can result in juvenile, staff and public safety issues.

3.3.3. Does the agency have a standard for required bandwidth its locations?   X Yes ☐ No

If yes, indicate the standard *(e.g. fiber channels for certain locations)*

Concurrent JJIS Users	Line Speed
0 to 9	768k
10 to 39	T1
40 or more	T1 X 2
HQ	100 Mb MAN

Note: 100 Mb line to HQ will be needed even after Data Center Consolidation. There are over 400 users supported at this site.

3.3.4. Are there any agency-unique service requirements?   X Yes   ☐ No

If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

Juvenile data is legally confidential. For the agency to be able to receive and transmit FBI data, they must meet access and control standards defined by the FBI Criminal Justice Information Services Division (CJIS). The standard states that all CJIS data transmitted through any public network segment or Internet connections must be protected with a minimum of 128-bit encryption. This requirement also applies to any private data circuit that is not under the direct management control of a criminal justice agency. Blackberry connectivity, wireless connectivity, internet connectivity and support are mission critical. Support for telecommuting staff/equipment connected through Citrix, air cards, and internet is critical. Support for sites that are located in geographically dispersed locations throughout the state (some in very remote areas) and at home locations (telecommuting and remote access). Some facilities and users work 24/7 but there is no funding for on-call for IT. If off hours issues arise, IT supervisors are contacted for hardship issues and if available, IT staff is contacted to come in to work to resolve network related issues.

3.3.5.   What are security requirements for this IT service? *(Indicate all that apply)*

X   User ID/Password   X   Access through Internet or external network

X   Access through internal network only   X   Access through Internet with secure encryption

X   Other __Firewall_____

3.3.6.   Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

　　　　X   Yes　　　　☐   No

　　3.3.6.1.　　If yes, please specify and describe:

State Security and Privacy Statute and Rules, HIPPA, 60 DD-2 F.A.C, and Agency policies

4. User/customer satisfaction

4.1.   Are service level metrics reported to business stakeholders or agency management?
　　X   Yes　　　　☐   No

　　If yes, briefly describe the frequency of reports and how they are provided:

Weekly reporting of performance measures for network availability and OS patches.

4.2. Are currently defined IT service levels adequate to support the business needs?

　　　　☐   Yes　　　　X   No

4.2.1.   If no, what changes need to be made to the current IT service? *(Briefly explain)*

Some areas need greater bandwidth and additional service management capabilities. Some facilities and users work 24/7 but there is no funding for on-call for IT. If off hours issues arise, IT supervisors are contacted for hardship issues and if available, IT staff is contacted to come in to work to resolve network related issue.

4.2.2.   List any significant projects (e.g., total cost greater than **$500,000**) that are underway or planned to upgrade or enhance any resources or system associated with this IT service.

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete
None				

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, which is used to provide this service. Identify whether there is a cost recovery or cost allocation plan for this service. Be sure to describe any anticipated adjustments to the funding source(s) or funding level for FY 2010-11. If such adjustments are anticipated, please describe any corresponding change needed in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.).

General Revenue

5.2. Other comments (Briefly describe the usage pattern for any public user groups identified in Question 1.3, e.g., annual use, occasional use, self service, or optional use, and any other comments to explain the service.)

The LBR issue requested for FY 09-10 was not approved. It would have impacted the following services: Network, Desktop, E-Mail, and Security Services.

An LBR issue (FY 10-11) has been proposed for network switch hardware for 100 sites to help increase the security of the IT infrastructure and increase the security of juvenile data. The unfunded need still exists to replace/upgrade obsolete hardware (network switches) and software that will help secure the network. During FY 06-07, the Department experienced 68 LAN switch failures. During 07-08, the Department experienced 25 LAN switch failures. During FY 08-09 there were 35 LAN switch failures. When a switch fails, the Department's staff may experience a loss of staff productivity during the period the switch is down. During this down time, the Department staff are not be able to process youth through the Juvenile Justice Information System (JJIS) or execute any other strategic networked application from the site of the failed switch. As the number of switch failures increases, so will there be an increase in the loss of productivity of staff at sites with failed switches. These older switches do not have the security features to block unauthorized access or malware attacks. Newer switches and the associated software will allow the Department to enhance security functionality to block unauthorized access to the network and reduce malware attacks. Because failures redirect technology staff from their normal workload to deal with a situation that impacts the productivity of the Department's staff located at the site.

Dept/Agency: **Department of Juvenile Justice**

Submitted by: **Dave Kallenborn, CIO**

Phone: **850-921-6740**

Date submitted: **10-15-2009**

E-Mail, Messaging, and Calendaring Service

This service enables users to send and receive e-mail and attachments, perform departmental calendaring, manage address lists, create and maintain shared or private folders, and store message data provided through the e-mail service. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify the major commercial hardware and software associated with the E-Mail Service:			
1	Blackberry Equipment	6	Exchange Servers
2	MS Exchange 2003	7	Blackberry Software
3	MS Exchange 2007	8	Office 2000 & 2007 (Outlook)
4	Blackberry Server	9	MS Exchange Intelligent Message Filter
5	Exchange Server Journal 1.0.1	10	

1. **IT Service Definition**

    1.1. Who is the service provider? *(Indicate all that apply)*

X	Central IT staff	☐	State Primary Data Center
☐	Program staff	☐	Other External service provider
☐	Another State agency		

    1.2. Who uses the service? *(Indicate all that apply)*

X	Agency staff (state employees or contractors)
	Employees or contractors from one or more additional state agencies
☐	External service providers
☐	Public (please explain in Question 5.2)

    1.3. Please identify the number of users (e-mail accounts/mailboxes) of this service.   5500

    1.4. How many locations currently host IT assets and resources used to provide e-mail, messaging, and calendaring services?   2

2. **Service Unique to Agency**

    2.1. Is a similar or identical IT service provided by another agency or external service provider? *(Identical, Very Similar, No)*   Very Similar

    2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

    X Yes   ☐ No

    2.2.1. If yes, what must happen for your agency to use another IT service provider?

    Service Provider must be able to provide the required secure e-mail service, availability level and on-site support for a lower cost. E-mail solution must have capabilities to allow interface with applications for notification. Due to the confidential nature of juvenile data, service provider must be able to pass background check sufficient to support secure access to sites and data. Service

provider must be available to provide support after-hours as emergencies arise without increases in cost.

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

3. **IT Service Levels Required to Support Business Functions**

3.1. Has the agency specified the service level requirements for this IT Service?

☐ Yes; formal Service Level Agreement(s)

X Yes; informal agreement(s)

☐ No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

99% availability during normal business hours (Non-holiday, M-F, 8-5 EST)

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required *(e.g., 0600-2100 M-F, 24/7)*: 24/7

3.2.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs *(e.g., 5 min, 15 min, 60 min)?* 15 minutes

3.2.2.1. What are the impacts on the agency's business if this downtime standard is exceeded?

Mission critical business functions depend upon email communications between DJJ staff, Law Enforcement, and Provider staff. The Juvenile Justice Information System is a web based on-line real-time system that processes data on juveniles through the entire juvenile justice continuum. Without the availability of the interface with the e-mail service, staff and providers cannot receive certain notifications from the system. The CCC (Central Communications Center) system also interfaces with e-mail for incident notifications. This can result in juvenile, staff and public safety issues.

3.2.3. Are there any agency-unique service requirements? X Yes ☐ No

If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

Confidential, juvenile & victim specific data can be transmitted using e-mail, therefore, security of e-mail is critical to assure this data remains confidential. Blackberry connectivity and support is mission critical. Support for sites that are located in geographically dispersed locations throughout the state (some in very remote areas). Some facilities and users work 24/7 but there is no funding for on-call for IT. If off hours issues arise, IT supervisors are contacted for hardship issues and if available, IT staff is contacted to come in to work to resolve issue.

3.2.4. What are security requirements for this IT service? *(Indicate all that apply)*

X User ID/Password ☐ Access through Internet or external network

☐ Access through internal network only X Access through Internet with secure encryption

X Other Blackberry Exchange Server

3.2.5. Are there any federal, state, or agency records retention or privacy policies, restrictions, or requirements applicable to this IT Service?

X Yes ☐ No

3.2.5.1. If yes, please specify and describe:

State Security and Privacy Statute and Rules, HIPPA, 60 DD-2 F.A.C, Juvenile data is not public and must be protected, retention exceeds normal State Archives requirements due to potential litigation and Agency policies.

4. **User/customer satisfaction**

4.1. Are service level metrics reported to business stakeholders or agency management?

X Yes ☐ No

If yes, briefly describe the frequency of reports and how they are provided:

Weekly Reports are generated specifying number of e-mail spam blocks, public information requests and IG investigation requests.

4.2. Are currently defined IT service levels adequate to support the business needs?

X Yes ☐ No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects (e.g., total cost greater than $500,000) that are underway or planned to upgrade or enhance any resource or system associated with this IT service.

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete
None				

5. **Additional Information**

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, which is used to provide this service. Identify whether there is a cost recovery or cost allocation plan for this service. Be sure to describe any anticipated adjustments to the funding source(s) or funding level for FY 2010-11. If such adjustments are anticipated, please describe any corresponding change needed in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.).

General Revenue:

The LBR issue impacts the following services: Network, Desktop, E-Mail, and Security Services.

An LBR issue (FY 10-11) is proposed for network hardware and software upgrades to help increase the security of 100 sites' IT infrastructure and increase the security of juvenile data. The need to replace/upgrade obsolete hardware (network switches) and switch software will help secure the network. During FY 06-07, the department experienced 68 LAN switch failures. During FY 07-08, the department experienced 25 LAN switch failures. During FY 08-09 there were 35 LAN switch failures. When a switch fails, the department's staff may experience a loss of staff productivity during the period the switch is down. During this down time, the department's staff will not be able to process youth through the Juvenile Justice Information System (JJIS) or execute any other strategic networked application from the site of the failed switch. As the number of switch failures increase, so will there be an increase in the loss of productivity of staff at sites with failed switches. These older switches do not

have the security features to block unauthorized access or malware attacks. Newer switches and the associated software will allow the department to enhance security functionality to block unauthorized access to the network and reduce malware attacks. Failure rates are increasing each year and the failure adds to the backlog of requests and projects. Failures redirect technology staff from their normal workload to deal with a situation that impacts the productivity of the department's staff located at the site.

5.2. Other comments (Briefly describe the usage pattern for any public user groups identified in Question 1.3, e.g., annual use, occasional use, self service, or optional use, and any other comments to explain the service.)

Includes IT tasks, IT resources, IT contracts and IT services associated with the following:

Blackberry Support

Blackberry Sever and Client Administrator

Email, Messaging Administration

Exchange Server and Client Administrator and Support

The costs associated with the Outlook software are bundled with the MS Office software under Desktop Services.

This service includes e-mail user provisioning services: which include resources and costs for functions that are associated with supporting e-mail users. Examples of 'User Provisioning' are as follows:

• Create, modify, terminate, and lock active directory users/groups or e-mail accounts (this could include archive, filter, and fax accounts also)

• Create, modify, and terminate Blackberry or Mobile Messaging accounts

• Lock, erase, and disable Blackberry and/or mobile devices

• Create, modify, and delete e-mail distribution lists

• Create, modify, and delete resources

• Create, modify, and delete contacts

• Create, modify, and delete calendars

• Installation and support of client software

• Search, analyze, and retrieval of e-mail for audit, legal and public requests.

• Level 1 Help Desk - such as: Requests associated with the above tasks and "How to" questions on the use of e-mail and blackberry features/functions

• Integrate e-mail with collaboration tools (example Sharepoint and Outlook or Domino Mail and Domino Libraries).

Dept/Agency: **Department of Juvenile Justice**

Submitted by: **Dave Kallenborn, CIO**

Phone: **850-921-6740**

Date submitted: **10-15-2009**

Desktop Computing Service

This service enables use of standard office automation functions, as well as access to other applications that require standard desktop functionality. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

	Identify the major commercial hardware and software associated with the Desktop Computer Service:		
1	Microsoft Office Professional 2000	14	Dell Desktops/Laptops/Printers
2	Trend Micro	15	Gateway Desktops/Laptops
3	Adobe Acrobat Approval	16	Norton Ghost
4	Microsoft Visio	17	HP Laptops/Printers/Scanners/Desktops
5	MS BackOffice Client	18	Toshiba Laptops
6	MS Internet Explorer	19	Sony Laptops
7	Xerox Printers	20	Extra Terminal Emulation
8	Paperport Scanners	21	Impromptu Terminal Emulation
9	Microsoft Windows XP OS	22	SMS and SMS Remote
10	ACER Laptops	23	Eltron Printer
11	MS Office Professional 2007	24	Windows SUS
12	Copier/ Network Printers	25	
13	Citrix	26	

1. **IT Service Definition**

    1.1. Who is the service provider? *(Indicate all that apply)*

X	Central IT staff	X	State Primary Data Center
☐	Program staff	☐	Other External service provider
☐	Another State agency		

    1.2. Who uses the service? *(Indicate all that apply)*

    - X   Agency staff (state employees or contractors)
    -    Employees or contractors from one or more additional state agencies
    - X   External service providers
    - ☐   Public

    1.3. Please identify the number of users of this service.   5500

    1.4. How many locations currently use desktop computing services?   150

2. **Service Unique to Agency**

    2.1. Is a similar or identical IT service provided by another agency or external service provider? *(Identical, Very Similar, No, Unknown)*   Very Similar

    2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

X Yes   ☐   No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

Alternate service provider must be able to support all hardware models and operating system versions for equipment at the 150+ DJJ sites and 200+ provider sites that are located in geographically dispersed locations throughout the state (some in very remote areas). They would have to be able to support the staff that is telecommuting (laptop hardware and software repair/upgrades). Due to the confidential nature of juvenile data, the service provider must be able to pass background check sufficient to support secure access to sites and data. The service provider must be FCIC certified to service desktops accessing FDLE's FCIC system. Provider must be available to provide support after-hours as emergencies arise without increases in cost.

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

3. **IT Service Levels Required to Support Business Functions**

3.1. Has the agency specified the service level requirements for this IT Service?

☐   Yes; formal Service Level Agreement(s)

X   Yes; informal agreement(s)

☐   No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

Response to Critical requests – 15 minutes of receipt (during business hours); after hour's response after notification of MIS supervisor.

Response to non-Critical requests – 4 business hours

Resolution of Critical requests – within time specified after issue evaluated and communicated back to user

Resolution of non-Critical requests not requiring vendor intervention, parts or travel – 4 business hours

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required *(e.g., 0800-1600 M-F, 24/7)* 7:00 a.m. – 6:00 p.m. EST M-F (non-holiday work days)

3.2.2. What are the impacts on the agency's business if the Desktop Service is not available?

Mission critical business data cannot be updated and available online/real time to all authorized DJJ, Law Enforcement, and Provider staff. The Juvenile Justice Information System is a web based on-line real-time system that processes data on juveniles through the entire juvenile justice continuum. Without the availability of the desktop service, staff and providers cannot access and update juvenile data and criminal justice partners will not have access to current juvenile data. This can result in juvenile, staff and public safety issues. No maintenance shutdowns can occur without prior notification of the duration to all system users. All changes must be fully tested prior to implementation.

3.2.3. Are there any agency-unique service requirements?   X Yes   ☐ No

If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

Support for a variety of hardware models and operating system versions for equipment at the 150+ DJJ sites and 200+ provider sites that are located in geographically dispersed locations throughout the state (some in very remote areas). Mobile computing support is required for Department telecommuting. There is no planned funding for hardware refresh or software upgrades. These must be paid from the base budget. Minimal funds are available from non-IT budget entities to pay for hardware refresh. These are contingency funds that are used only when they are not required for planned expenditures. During the FY 09-10 and FY 10-11, these funds will be limited due to budget cuts. Some facilities and users work 24/7 but there is no funding for on-call for IT. If off hours issues arise, IT supervisors are contacted for hardship issues and if available, IT staff is contacted to come in to work to resolve issue.

3.2.4. What are security requirements for this IT service? *(Indicate all that apply)*

X User ID/Password   X Access through Internet or external network

☐ Access through internal network only   X Access through Internet with secure encryption

☐ Other _____

3.2.5. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

X Yes   ☐ No

3.2.5.1. If yes, please specify and describe:

State Security and Privacy Statute and Rules, HIPPA, 60 DD-2 F.A.C, Agency policies, FDLE restrictions/policies for desktops used to access FCIC.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management

X Yes   ☐ No

If yes, briefly describe the frequency of reports and how they are provided:

Metrics on number of requests, requests resolved <4 hours and requests resolved >4hours are reported to management weekly and monthly.

4.2. Are currently defined IT service levels adequate to support the business needs?

X Yes   ☐ No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects (e.g., total cost more than $500,000) that are underway or planned to upgrade or enhance any resource or system associated with this IT service.

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete
None				

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, which is used to provide this service. Identify whether there is a cost recovery or cost allocation plan for this service. Be sure to describe any anticipated adjustments to the funding source(s) or funding level for FY 2010-11. If such adjustments are anticipated, please describe any corresponding change needed in the service-funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.).

General Revenue – DJJ has maintained the latest software upgrades in order to effectively maintain our Juvenile Justice Information System (JJIS) and its supporting applications, with one exception, desktop application software. The agency does not have budget for: a desktop refresh plan to fund the replacement of computer equipment that is worn out or obsolete or needed software upgrades or funding cost effective after hours support for computer related needs and issues for the 24 hour, 7 day a week sites.

In 2008, a LBR issue was proposed and not accepted to upgrade the (MS) Office 2000 software, which is nine years old, three versions behind the current version and no longer supported by MS. The MS Office 2000 version requires extensive security patches to prevent security breaches and email security against viruses. MS Office 2000 security patching is a manual process that is very time consuming and uses resources that otherwise would be used to complete the backlog of technology issues and projects.

5.2. Other comments

Includes IT tasks, IT resources, IT contracts and IT services associated with the following:

Desktop, Laptop, & Peripheral Maintenance, Deployment and Support

Information Resource Request Research and Review

IT Asset Management

Microsoft Windows and Office Support & Questions

Remote Desktop Management

The development and support for the automated system for incident management and distribution is included in this service.

This service includes activities associated with desktop "how to" questions and issues.

Dept/Agency: **Department of Juvenile Justice**

Submitted by: **Dave Kallenborn, CIO**

Phone: **850-921-6740**

Date submitted: **10-15-2009**

Helpdesk Service

This service involves the centralized or consolidated intake and resolution of IT system problems for users and stakeholders throughout the department. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify any major commercial hardware and software associated with the Helpdesk Service:			
1	MS SMS Remote (also used for Desktop Support)	5	Adobe Acrobat
2	SMS CAL for Desktops (also used for desktop support for software upgrade packages)	6	
3	MS Excel	7	
4	MS Access	8	

1. **IT Service Definition**

    1.1. Who is the service provider? *(Indicate all that apply)*

X	Central IT staff	☐	State Primary Data Center
☐	Program staff	☐	Other External service provider
☐	Another State agency		

    1.2. Who uses the service? *(Indicate all that apply)*

    X   Agency staff (state employees or contractors)

    X   Employees or contractors from one or more additional state agencies

    X   External service providers

    X   Public (please explain in Question 5.2)

    1.3. Please identify the number of users of this service: 12,000

    1.4. How many locations currently host IT assets and resources used to provide helpdesk services?   1

    1.5. What communication channels are used for the service? *(Indicate all that apply)*

	On-line self-serve		On-line interactive
X	Telephone/IVR	X	Face-to-face
X	Remote desktop (e.g., PC Anywhere)		

    X   Other   The in-house developed incident management system interfaces with e-mail additionally and direct assistance requests to the JJIS help desk are made through e-mail.

    1.6. What is the scope of the service provided by the Help Desk: *(Check all boxes that apply)*

Help Desk Action	Simple problems	Moderately complex problems	Complex problems
Accepting and logging	X	X	X
Referring/escalating	X	X	X
Tracking and reporting	X	X	X

Resolving/closing	X	X	X

1.7. Please identify the major IT systems or services for which the Help Desk must provide assistance:

1	Juvenile Justice Information System	5	Citrix Access
2	Windows Access	6	Central Communications Center System
3	CJNet Access	7	Cost of Care System
4	Staff Verification System	8	

2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No, Unknown)   Very Similar

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

X Yes   ☐ No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

Due to the confidential nature of juvenile data, the service provider must be able to pass department background check and all data exchange and storage must be secured to assure no access to confidential data is permitted (whether data is in hardcopy or e-mail format or stored in a system to document the request for assistance). The service provider would be required to be intimately involved in the testing and development of the JJIS system to assure a knowledge level sufficient to answer questions regarding the functionality of the JJIS strategic system which is unique to Juvenile Justice.

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

☐ Yes; formal Service Level Agreement(s)

X Yes; informal agreement(s)

☐ No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days the Help Desk service is required **(e.g., 0800-1600 M-F, 24/7)**   This service is

Available 8 – 5 EST M-F non-holiday business work days. Although the help desk service is only available during this time, it receives requests for assistance 24/7.

3.2.2. What are the impacts on the agency's business if the Help Desk service is not available?

Helpdesk is available M-F 8-5. Regional MIS supervisors handle emergency requests. If a MIS supervisor cannot be contacted to resolve the issue during after-hours, it may result in delays in updates to mission critical business data and availability of online/real time access to all authorized

DJJ, Law Enforcement, and Provider staff. This might result in juvenile, staff and public safety issues.

3.2.3.   What is the average monthly volume of calls/cases/tickets?   375

3.2.4.   Are there any agency-unique service requirements?   X Yes   ☐ No

     If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

There is no planned funding for after-hours helpdesk support. Some facilities and users work 24/7 but there is no funding for on-call for IT. If off hours issues arise, IT supervisors are contacted for hardship issues and if available, IT staff is contacted to come in to work to resolve issue.

3.2.5.   What are security requirements for this IT service? *(Indicate all that apply)*

X User ID/Password   X Access through Internet or external network

☐ Access through internal network only   ☐ Access through Internet with secure encryption

☐ Other _____

3.2.6.   Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

     X Yes   ☐ No

    3.2.6.1.   If yes, please specify and describe:

State Security and Privacy Statute and Rules, HIPPA, 60 DD-2 F.A.C, Agency policies, FDLE restrictions/policies for desktops used to access FCIC.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?

    X   Yes   ☐   No

    If yes, briefly describe the frequency of reports and how they are provided:

Metrics on number of requests, requests resolved <4 hours and requests resolved >4hours are reported to management monthly. Number of JJIS Help Desk requests and Number of Work Orders are reported to management weekly.

4.2. Are currently defined IT service levels adequate to support the business needs?

    X Yes   ☐   No

4.2.1.   If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2.   List any significant projects (e.g., total cost greater than $500,000) that are underway or planned to upgrade or enhance any resource or system associated with this IT service.

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete
None				

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, which is used to provide this service. Identify whether there is a cost recovery or cost allocation plan for this service. Be sure to describe any anticipated adjustments to the funding source(s) or funding level for FY 2010-11. If such adjustments are anticipated, please describe any corresponding change needed in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.).

General Revenue

5.2. Other comments (Briefly describe the usage pattern for any public user groups identified in Question 1.3, e.g., annual use, occasional use, self service, or optional use, and any other comments to explain the service.)

Includes IT tasks, IT resources, IT contracts and IT services associated with the following:

Juvenile Justice Information System Help Desk Issue Research & Issue Resolution - The primary function of this helpdesk is to provide service to the users of the Strategic Applications (primarily the Juvenile Justice Information System-JJIS). 95% of the requests are responded to within 15 minutes of customer contact.

The helpdesk does **not** provide "how-to" support for use of standard desktop applications (MS Office). Any such request is routed by a program developed in-house that has an interface to support staff through e-mail to notify them of a pending request. The resources for these requests are included in the Desktop Support Service.

Dept/Agency: **Department of Juvenile Justice**

Submitted by: **Dave Kallenborn, CIO**

Phone: **850-921-6740**

Date submitted: **10-15-2009**

IT Security/Risk Mitigation Service

This service involves the implementation of measures to reduce risk and ensure continuity of the IT Services supporting the agency. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

1. **IT Service Definition**

    1.1. Who is the service provider? *(Indicate all that apply)*

X	Central IT staff	☐	State Primary Data Center
☐	Program staff	☐	Other External service provider
☐	Another State agency		

    1.2. Who uses the service? *(Indicate all that apply)*

X	Agency staff (state employees or contractors)
	Employees or contractors from one or more additional state agencies
X	External service providers
☐	Public (please explain in Question 5.2)

2. **Service Unique to Agency**

    2.1. Is a similar or identical IT service provided by another agency or external service provider? *(Identical, Very Similar, No)*   Very Similar

    2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

    ☐ Yes   X No

    2.2.1.   If yes, what must happen for your agency to use another IT service provider?

    2.2.2.   If not, why does your agency need to maintain the current provider for this IT service?

    This can be outsources only if there is a change in the statute to move the responsibility for security from the Department to the alternate service provider. Alternate service provider must be able to support all security related issues for the 150+ DJJ sites, telecommuting staff sites/equipment, 200+ provider sites that are located in geographically dispersed locations throughout the state (some in very remote areas). Provider must be able to pass background check sufficient to support secure access to sites and data. Provider must be available to provide support after-hours as emergencies arise without increases in cost.

3. **IT Service Levels Required to Support Business Functions**

    3.1. Has the agency specified the service level requirements for this IT Service?

☐	Yes; formal Service Level Agreement(s)
☐	Yes; informal agreement(s)
X	No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required *(e.g., 0800-1600 M-F, 24/7)*: 24/7

3.2.2. In the event of an emergency, how quickly must essential services be restored to maintain the agency's continuity of operations? 24 hrs

3.2.3. How frequently must the IT disaster recovery plan be tested? 2 tests per year

3.2.4. In the event of a security breach, what is the agency's tolerance for down time of security IT services during peak periods, i.e., time before management-level intervention occurs *(e.g., 10 min, 60 min, 4 hours)?* 15 minutes

3.2.5. Are there any agency-unique service requirements? X Yes ☐ No

If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

Confidential, juvenile & victim specific data is protected by this service, appropriate level of security is critical to assure this data remains confidential. Recovery service that will support a variety of hardware models and operating system versions for 5000 Department users and 2200 provider users and equipment at the 150+ DJJ sites, telecommuting staff/equipment, and 200+ provider sites that are located in geographically dispersed locations throughout the state (some in very remote areas). Mobile computing support is required. Require statewide WAN/frame relay connectivity between field sites and to critical applications servers or server backups at a relocated/recovery sites is required.

3.2.6. What are security requirements for this IT service? *(Indicate all that apply)*

X User ID/Password   X Access through Internet or external network
X Access through internal network only   X Access through Internet with secure encryption
X Other _Firewall_

3.2.7. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

X Yes   ☐ No

If yes, please specify and describe:

State Security and Privacy Statute and Rules, HIPPA, 60 DD-2 F.A.C, and Agency policies

4. User/customer satisfaction

4.1. Are service level metrics reported regularly to business stakeholders or agency management?
X Yes   ☐ No

If yes, briefly describe the frequency of reports and how they are provided:

DRP testing results and action plans are reported to the Department Leadership and the IT Steering Committee. Security status, risk assessments, and continuity plan readiness is reported to the Department's CIO. Major changes to the DRP and security environment are reported to department management as they occur. Security incident statistics are reported to Department management weekly and monthly.

4.2. Are currently defined IT service levels adequate to support the business needs?

☐ Yes   X No

4.2.1.   If no, what changes need to be made to the current IT service? *(Briefly explain)*

Management Information Systems (MIS) would like to implement 128-bit encryption for data through the upgrade of infrastructure switching hardware and software.

The Department would like to upgrade from Office 2000 to Office 2007 to improve desktop security. With our existing Office suite (Microsoft Office 2000) security patches are a manual process, by upgrading to Office 2007, we can automate this process, using existing tools.

The Department is upgrading its existing Disaster Recovery lab and offsite Disaster Recovery capability using existing equipment and virtualization.

The switch and Office upgrades will be dependent upon future funding through a LBR issue. Currently we do not have funds available in our base budget to facilitate these upgrades.

4.2.2.   List any significant projects (e.g., total cost greater than **$500,000**) that are underway or planned to upgrade or enhance any resource or system associated with this IT service.

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete
None				

5. Additional Information

5.1.   Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, which is used to provide this service. Identify whether there is a cost recovery or cost allocation plan for this service. Be sure to describe any anticipated adjustments to the funding source(s) or funding level for FY 2010-11. If such adjustments are anticipated, please describe any corresponding change needed in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.).

Internet Explorer version 8 (IE8) will be implemented to address some of our security issues. This project has a big impact on the resources supporting the network, desktop and strategic applications due to the potential resultant software and hardware changes and effects of those changes.

The LBR issue requested for FY 09-10 was not approved. It would have impacted the following services: Network, Desktop, E-Mail, and Security Services.

An LBR issue (FY 10-11) has been proposed for network switch hardware for 100 sites to help increase the security of the IT infrastructure and increase the security of juvenile data. The unfunded need still exists to replace/upgrade obsolete hardware (network switches) and software that will help secure the network. During FY 06-07, the Department experienced 68 LAN switch failures. During 07-08, the Department experienced 25 LAN switch failures. During FY 08-09 there were 35 LAN switch failures. When a switch fails, the Department's staff may experience a loss of staff productivity during the period the switch is down. During this down time, the Department staff are not be able to process youth through the Juvenile Justice Information System (JJIS) or execute any other strategic networked application from the site of the failed switch. As the number of switch failures increases, so will there be an increase in the loss of productivity of staff at sites with failed switches. These older switches do not have the security features to block unauthorized access or malware attacks. Newer switches and the associated software will allow the Department to enhance security functionality to block unauthorized access to the network and reduce malware attacks. Because failures redirect technology staff from their normal workload to deal with a situation that impacts the productivity of the Department's staff located at the site.

5.2. Other comments (Briefly describe the usage pattern for any public user groups identified in Question 1.3, e.g., annual use, occasional use, self service, or optional use, and any other comments to explain the service.)

There are no formalized service levels between MIS and the department for security related services. MIS has implemented a recovery site within existing facilities to support the recovery of the JJIS strategic service and statewide e-mail.

Section 3.2.2 refers to a major interruption of services.

This service includes IT tasks, IT resources, IT contracts and IT services associated with the following:

Capacity Planning & Maintenance

Disaster Recovery Coordination

Disaster Recovery Planning and Testing

IT Recovery & Testing

MIS Security Management

Security Incident Reporting and Tracking

Trend Micro Virus Administration

Virus Planning, Prevention and Restoration

Firewall

Websense Administration

Security Awareness Training

Security Policy and Procedures

Dept/Agency: **Department of Juvenile Justice**

Submitted by: **Dave Kallenborn, CIO**

Phone: **850-921-6740**

Date submitted: **10-15-2009**

IT Support Service for Agency Financial and Administrative Systems

This service enables users in the agency's administrative and support areas to operate and maintain the non-strategic applications that support agency administrative. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

Identify major IT Systems (applications) that are included (in whole or part) in this IT Service:			
1	Aspire/FLAIR	17	ASP.Net
2	PeopleFirst/Impromptu	18	MS Visio
3	MyFlorida Marketplace	19	.NET 2005
4	Financial Information System (FIS) and Financial Management Information System (FMIS)	20	Crystal Report
5	Separation Notification System	21	Citrix
6	ER Studio	22	Embarcadero DB Artisan Pro SQL
7	SQL Reports 2005	23	Idera SQL Diagnostic Manager
8	Administration Reports	24	Idera SQL Compliance Manager
9	Oculus Scanning	25	Syncfusion .NET Essential Grid Source
10	Payroll System	26	Syncfusion .NET Essential Binary
11	Adobe Acrobat Professional	27	MS SQL 2005
12	LAS/PBS	28	Correspondence Tracking System
13	MS Project	29	Background Screening System
14	MS Visio	30	Staff Separation System
15	Oasis	31	
16	Erwin	32	

1. **IT Service Definition**

   1.1. Who is the service provider? *(Indicate all that apply)*

X	Central IT staff	☐	State Primary Data Center
☐	Program staff	☐	Other External service provider
X	Another State agency		

   1.2. Who uses the service? *(Indicate all that apply)*

X	Agency staff (state employees or contractors)
	Employees or contractors from one or more additional state agencies
X	External service providers
☐	Public (please explain in Question 5.2)

   1.3. Please identify the number of users of this service. **Providers + DJJ?**   7200

   1.4. How many locations currently host agency financial/ administrative systems?   1

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2. Service Unique to Agency

2.1. Is a similar or identical IT service provided by another agency or external service provider?
(Identical, Very Similar, No)   Very Similar

2.2. If the same level of service could be provided through another agency or source for less than the current cost of the IT service, could your agency change to another service provider?

X Yes   ☐ No

2.2.1. If yes, what must happen for your agency to use another IT service provider?

Prior to transition, the service provider must be able to customize the service to meet or exceed the established agency needs for turnaround time for developing and amending specialized data extraction, data formatting, customized reports, trend tracking, and activity monitoring at a reduced cost. Applications within this service must integrate with the e-mail solution for notifications.

2.2.2. If not, why does your agency need to maintain the current provider for this IT service?

3. IT Service Levels Required to Support Business Functions

Answer the following questions for the primary or dominant IT system within this IT Service.

3.1. Has the agency specified the service level requirements for this IT Service?

☐   Yes; formal Service Level Agreement(s)

☐   Yes; informal agreement(s)

X   No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required *(e.g., 0700-1800 M-F, 24/7)* for:

3.2.1.1.   User-facing components of this IT service (online)   24/7

3.2.1.2.   Back-office-facing components of this IT service (batch and maintenance)   24/7

3.2.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs *(e.g., 15 min, 30 min, 60 min)*?   15 minutes

3.2.2.1.   What are the impacts on the agency's business if this down-time standard is exceeded?

Access to personnel, financial and administrative data is critical to the management of the department. Timing of the loss of access (year-end, legislative session, month-end, etc.) can greatly impact the criticality of the system and the extent of the loss. The department uses the FLAIR system to track and report the financial status of the department at any given time. The FIS system generates user-friendly data extracts and reports from FLAIR data. The Budget Office relies on FLAIR and LAS/PBS data to perform budget projections and prepare Legislative Budget Request. For these financial systems to be unavailable for any length of time would be detrimental to the financial well being of the department. Other administrative applications improve the efficiency

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and effectiveness of the provision of administrative services to the Department. If they are unavailable for an extended period of time, the productivity is negatively impacted.

3.2.3. Are there any agency-unique service requirements?   ☐ Yes   X No

If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

3.2.4. What are security requirements for this IT service? *(Indicate all that apply)*

X User ID/Password   ☐ Access through Internet or external network

X Access through internal network only   X Access through Internet with secure encryption

☐ Other _____

3.2.5. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

☐ Yes   X No

3.2.5.1.   If yes, please specify and describe:

Within the administrative systems, some of the data is confidential and is restricted to users within the Department and the Department's contracted providers.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management

X Yes   ☐ No

If yes, briefly describe the frequency of reports and how they are provided:

Performance measures representing the number of new development and maintenance requests are reported weekly.

4.2. Are currently defined IT service levels adequate to support the business needs?

X Yes   ☐ No

4.2.1. If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.2.2. List any significant projects that are underway or planned to upgrade or enhance any system associated with this IT service.

Project Name	Description	Start Date	End Date	Estimated Total Cost to Complete
None				

5. Additional Information

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5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, which is used to provide this service. Identify whether there is a cost recovery or cost allocation plan for this service. Be sure to describe any anticipated adjustments to the funding source(s) or funding level for FY 2010-11. If such adjustments are anticipated, please describe any corresponding change needed in the service-funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.).

General Revenue

5.2. Other comments (Briefly describe the usage pattern for any public user groups identified in Question 1.3, e.g., annual use, occasional use, self service, or optional use, and any other comments to explain the service.)

Includes IT tasks, IT resources, IT contracts and IT services associated with the following:

System Design, Coding, User Interface, Testing, Implementation and Project Management

Assist Internal & External Customers with questions and access

Assist with Department-Wide Initiatives

Terminal Emulation for access to mainframe systems

Database Design, Administration and Support

Universal Access (Citrix) to the systems by Department and Provider Staff

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Dept/Agency: **Department of Juvenile Justice**

Submitted by: **Dave Kallenborn, CIO**

Phone: **850-921-6740**

Date submitted: **10-15-2009**

IT Administration and Management Service

This service enables the management and administration of the agency's central IT program or unit. Please consult the *Guidelines for Schedule IV-C: IT Costs and Service Requirements* for the complete definition of this IT Service and specific direction on how to complete this document.

	Identify major IT Systems (applications) that are included (in whole or part) in this IT Service:		
1	SAMAS/FLAIR	9	Financial Information System
2	MyFlorida Market Place	10	MS Project
3	People First	11	MS Visio
4	Payroll System	12	MS Word
5	MS Excel	13	SQL 2005
6	MS Access	14	
7	LAS/PBS	15	
8	MIS Inventory Database	16	

1. **IT Service Definition**

   1.1. Who is the service provider? *(Indicate all that apply)*

   - X Central IT staff
   - ☐ Program staff
   - ☐ Another State agency
   - ☐ External service provider

   1.2. How many locations currently host assets and resources used to provide IT administration and management services? 1

2. **Service Unique to Agency**

   2.1. If the same level of service could be provided through another agency or external source for less than the current cost of the IT service, could your agency change to another service provider?

   X Yes   ☐ No

   2.1.1. If yes, what must happen for your agency to use another IT service provider?

   Prior to transition, the service provider must be able to develop an expert knowledge of the Department's business and technology functions and processes supported by IT Administrative and Management resources as well as the existing services provided to the agency. The provider must be able to customize the service to meet or exceed the established agency needs for quality IT planning, budgeting, and investment control; IT procurement and contract management; IT project planning and management; IT purchasing; IT personnel recruitment and management, IT administrative support; and the overall coordination of IT work in the agency at a reduced cost.

2.1.2. If not, why does your agency need to maintain the current provider for this IT service?

3. IT Service Levels Required to Support Business Functions

3.1. Has the agency specified the service level requirements for this IT Service?

☐ Yes; formal Service Level Agreement(s)

☐ Yes; informal agreement(s)

X No; specific requirements have not been determined and approved by the department

If you answered "Yes," identify major (formal or informal) service level requirements:

3.2. Timing and Service Delivery Requirements

3.2.1. Hours/Days that service is required *(e.g., 0800-1600 M-F, 24/7)* for the systems included in this service: **24/7**

3.2.2. What is the agency's tolerance for down time during peak periods, i.e., time before management-level intervention occurs *(e.g., 5 min, 15 min, 60 min)?* **15 minutes**

3.2.3. Are there any federal, state, or agency privacy policies or restrictions applicable to this IT Service?

X Yes   ☐ No

If yes, please specify and describe:

State Security and Privacy Statute and Rules, HIPPA, 60 DD-2 F.A.C, Agency policies, FDLE restrictions/policies for desktops used to access FCIC.

3.2.4. Are there any agency-unique service requirements?   X Yes   ☐ No

If yes, specify *(include any applicable constitutional, statutory, or rule requirements)*

Expert Juvenile Justice knowledge of the functions and operations of the Agency that are supported by IT services.

4. User/customer satisfaction

4.1. Are service level metrics reported to business stakeholders or agency management?
X Yes   ☐ No

If yes, briefly describe the frequency of reports and how they are provided:

Monthly IT Steering Committee reports are provided to the Executive Management team during the monthly meeting. Participation and reporting to NSRC board of trustees. Weekly status updates are provided to the Director of Administration.

4.2. Are currently defined IT service levels adequate to support the business needs of the agency?

X Yes   ☐ No

If no, what changes need to be made to the current IT service? *(Briefly explain)*

4.3. List any significant projects that are underway or planned to upgrade or enhance any system, resource, or process associated with this IT service.

Project Name	Description	Start Date	End Date	Estimated Total Cost of Completion
None				

5. Additional Information

5.1. Please describe the funding source(s), i.e., general revenue, trust fund, federal grant, or other, which is used to provide this service. Identify whether there is a cost recovery or cost allocation plan for this service. Be sure to describe any anticipated adjustments to the funding source(s) or funding level for FY 2010-11. If such adjustments are anticipated, please describe any corresponding change needed in the service funding model (e.g., charge-back, cost allocation, fee-per-transaction, etc.).

General Revenue

5.2. Other comments

Includes IT tasks, IT resources, IT contracts and IT services associated with the following:

CIO Operational and Strategic IT Management

AEIT, CIO Council, TRW, SSRC, NSRC & CJJIS Council Coordination, Project Teams and Reports

LBR, LRPP and other DJJ Internal Reporting Requirements

IT Planning, Prioritization and Project Management

Develop and maintain MIS spending plans and projections

IT Steering Committee Management

IT Asset Management, Support, Issue Research & Issue Resolution

IT Contract Management

IT Financial Management, Issue Research & Issue Resolution

IT File & Office Management, Issue Research & Issue Resolution

IT Personnel Management, Issue Research & Issue Resolution

Make travel arrangements and processing travel reimbursements for MIS staff

Payment for all services, contracts, and purchases for IT organization

Create Journal Transfers for IT Costs

IT Personnel Processing

Purchasing MIS Office, Toner/Paper, and Computer Supplies

Track and Resolve Discrepancies in MIS Financial Data

Complete P-Card transactions for IT purchases

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	Department of Juvenile Justice

Contact Person:	Brian Berkowitz	Phone Number:	(850) 921-4129

Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Hillsborough County v. Department of Juvenile Justice
Court with Jurisdiction:	Division of Administrative Hearings
Case Number:	09-3546 and 09-4340
Summary of the Complaint:	The Department, without input from the County, raised the "per diem" for pre-disposition detention and assigned 112 additional days to the County. The Department failed to prove to the County, by a preponderance of the evidence, that the charges assessed against the County for detention costs were appropriate.
Amount of the Claim:	$ Hillsborough is assessed around $8M annually. The challenge is for some unknown percentage of that amount.
Specific Statutes or Laws (including GAA) Challenged:	s. 985.686, F.S. and Rule 63G-1., F.A.C.
Status of the Case:	Hearings are scheduled for September 17 and October 15 respectively.

Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel Brian Berkowitz
		Office of the Attorney General or Division of Risk Management
		Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N.A.	

Office of Policy and Budget – July 2009

Schedule VII: Agency Litigation Inventory

For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.

Agency:	Department of Juvenile Justice

Contact Person:	Scott C. Wright	Phone Number:	(850) 922-2295

Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Bay Point Schools, Inc. v. Department of Juvenile Justice
Court with Jurisdiction:	State Circuit Court, Dade County, 11th Judicial Circuit
Case Number:	09-7324 CA 27, filed February 2009
Summary of the Complaint:	DJJ leased certain land from Bay Point Schools in Dade County and DJJ contracted with Bay Point Schools for the operation of a juvenile services program on the site. The complaint alleges that DJJ breached its land lease (by not continuously operating a program on the leased site) and juvenile services operating contract (by not giving correct notice to Bay Point Schools of contract expiration). Complaint also alleges that DJJ libeled Bay Point Schools and seeks a declaration of Bay Point Schools' rights under the lease.
Amount of the Claim:	$Damages are not set forth in detail in the complaint allegations. The complaint generally alleges conduct by DJJ and states the Bay Point Schools is entitled to appropriate damages. The clearest assertion made by Bay Point Schools of a damages amount is that the value of assets lost at the West Campus (Princeton) campus are in excess of $10,000,000 and that DJJ "owes Bay Point for the loss of use of the West Campus and its facilities."
Specific Statutes or Laws (including GAA) Challenged:	
Status of the Case:	Pending in trial court. DJJ filed a Motion to Dismiss in March 2009. There has been no discovery exchanged by the parties.

Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
		Office of the Attorney General or Division of Risk Management
	X	Outside Contract Counsel

If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	Not a class action

Office of Policy and Budget – July 2009

Secretary of Juveniie Justice/SMS
Chief of Executives
80001
10-1011-03 (9491) **1.0** (950)

Executive Assistant I/SES
Executive Secretaries & Administrative Assistants
80002
43-6011-04 (0718) **1.0** (422)

Secretary Specialist (Tampa)
Secretaries, Excpt Legal, Medical & Exec
02563*
43-6014-01 (0105) **1.0** (010)

Law Enforcement Major/SES
Law Enforcement
81818 *
33-1012-05 (8630) **1.0** (530)
Pg 7

Deputy Secretary/SMS
General & Operations Managers
65162
10-1021-02 (9487) **1.0** (950)
Pg 2

Chief of Staff/SMS
General & Operations Managers
25920
10-1021-02 (6811) **1.0** (940)
Pg 3

General Counsel - DJJ/SMS
Managers, All Others
80006
10-9199-02 (9416) **1.0** (940)
Pg 4

Inspector General/SMS
General & Operations Managers
80004
10-1021-02 (9415) **1.0** (940)
Pg 5

Chief of Medical Officer/SMS
Medical and Health Service Managers
82543
10-9111-01 (6837) **1.0** (940)
Pg 6

REVIEWED BY: _____
EFFECTIVE DATE: _____

| Secretary of Juvenile Justice |
| Chief of Executives |
| **80001** |
| **10-1011-03**   (9491)   **1.0**   (950) |

| Deputy Secretary/SMS |
| General & Operations Managers |
| **65162** |
| **10-1021-02**   (9847)   **1.0**   (950) |

| **Executive Assistant I/SES** |
| Executive Secretaries& Administrative Assistants |
| **26318** |
| **43-6011-04**   (0718)   **1.0**   (422) |

| **Education Policy Administrator DJJ/SES** |
| **General & Operations Managers** |
| **82350** |
| **10-1021-01**   (7252)   **1.0**   (530) |
| Pg 2A |

| **Assist Secretary for Probation & Community Corr/SMS** |
| Community & Social Service Managers |
| **80003** |
| **10-9151-02**   (6813)   **1.0**   (940) |
| Pg 2B |

| **Assist Secretary for Residential & Correct Fac.- DJJ/SMS** |
| Community & Social Service Managers |
| **81808** |
| **10-9151-02**   (6815)   **1.0**   (940) |
| Pg 2C |

| **Assist Secretary for Prevention & Victim Svcs/SMS** |
| Community & Social Service Managers |
| **36215** |
| **10-9151-02**   (6816)   **1.0**   (940) |
| Pg 2D |

| **Assist Secretary for Intake and Detention - DJJ/SMS** |
| Community & Social Service Managers |
| **80007** |
| **10-9151-02**   (6814)   **1.0**   (940) |
| Pg 2E |

PAGE 2

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00100 - DEPUTY SECRETARY
00150 - EDUCATION

REVIEWED BY: _____
DATE: _____

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            ┌─────────────────────────────────┐
            │        Deputy Secretary/SMS       │
            │     General & Operations Managers │
            │               65162               │
            │  10-1021-02   (9847)  1.0  (950)  │
            └─────────────────────────────────┘
                            │
            ┌─────────────────────────────────┐
            │ Education Policy Administrator    │
            │         DJJ/SES                   │
            │     General & Operations Managers │
            │               82350               │
            │  10-1021-01   (7252)  1.0  (530)  │
            └─────────────────────────────────┘
                            │
                            ├───────┌──────────────────────────────────┐
                            │       │ Senior Management Analyst I/SES    │
                            │       │         Management Analyst          │
                            │       │               32079                 │
                            │       │  13-1111-03   (2224)  1.0  (426)    │
                            │       └──────────────────────────────────┘
                            │
                            └───────┌──────────────────────────────────┐
                                    │           Senior Clerk              │
                                    │      Office Clerks, General         │
                                    │               80637                 │
                                    │  43-9061-02   (0004)  1.0  (001)    │
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PAGE 2A

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
70 - ASST. SECRETARY FOR PROBATION & COM. CORR.
   HEADQUARTERS

VERIFIED BY: Sara Gamble
EFFECTIVE: 2-9-09

SECRETARY OF JUVENILE JUSTICE
CHIEF EXECUTIVES
80001
10-1011-3   (9491)

DEPUTY SECRETARY
GENERAL & OPERS. MANAGERS
65162
10-1021-2   (9487)

ASSIST SEC FOR PROBATION & COMMUNITY CORR
COMMUNITY & SOC. SERV. MANAGERS
80003
10-9151-2   (6813)

LAW ENFORCEMENT MAJOR SES
FIRT LINE SUPV/ MGR OF LAW ENFORCEMENT
81818
33-1012-5   (8630)

PERSONAL SECRETARY I
EXEC. SEC. & ADMIN. ASSTS.
80089
43-6011-2   (9713)

DIRECTOR OF PROB & COM. CORR - NORTH
COMMUNITY & SOC. SERV. MANAGERS
39768
10-9151-1   (6818)

DIRECTOR OF PROB & COM. CORR - CENTRAL
COMMUNITY & SOC. SERV. MANAGERS
80298
10-9151-1   (6818)

PROGRAMS AND POLICY COORDINATOR
GENERAL & OPERS. MANAGERS
30577
11-1021-3   (8221)

DIRECTOR OF PROB & COM. CORR - SOUTH
COMMUNITY & SOC. SERV. MANAGERS
03428
10-9151-1   (6818)

SR. MANAGEMENT ANALYST II - SES
MANAGEMENT ANALYSTS
00393
13-1111-4   (2225)

ADMINISTRATIVE ASSISTANT II
EXEC. SEC. & ADMIN. ASSTS.
19115
43-6011-3   (0712)

MANAGEMENT REVIEW SPECIALIST
MANAGEMENT ANALYSTS
02252
13-1111-4   (2239)

SR. MANAGEMENT ANALYST II - SES
MANAGEMENT ANALYSTS
46261
13-1111-4   (2225)

OPER & MGMT CONSULTANT MANAGER - SES
GENERAL AND OPERATIONS MANAGERS
03792
11-1021-02   2238

OPERS & MGMT CONSULTANT MGR - SES
GENERAL & OPERS. MANAGERS
80886
11-1021-2   (2238)

SR. MANAGEMENT ANALYST II - SES
MANAGEMENT ANALYSTS
34863
13-1111-4   (2225)

OPER & MGMT CONSULTANT II - SES
MANAGEMENT ANALYSTS
21338   02746
13-1111-4   (2236)

GOVERNMENT OPERATIONS CONSULT II
MANAGEMENT ANALYSTS
21892 81589 81659
13-1111-04   (2236)

GOVRN. OPER CONSULTANT II
MANAGEMENT ANALYSTS

49239   53657
13-1111-04   (2236)

ADMINISTRATIVE ASSISTANT I
EXEC. SEC. & ADMIN. ASSTS
47303
43-6011-2   (0709)

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
80 - ASSISTANT SECRETARY FOR RESIDENTIAL
      AND CORRECTIONAL FACILITIES
      HEADQUARTERS and NORTH REGION

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

SECRETARY OF JUVENILE JUSTICE
CHIEF EXECUTIVES
80001
10-1011-3 (9491) **009** (950)

DEPUTY SECRETARY
GENERAL & OPERS. MANAGERS
65162
10-1021-2 (9487) **009** (950)

ASST SEC FOR RESIDENTIAL & CORR FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
81808
10-9151-2 (6815) **009** (940)

SENIOR MANAGEMENT ANALYST SUPV
MANAGEMENT ANALYSTS
59253
13-1111-04 (2228) **008** (426)

PERSONAL SECRETARY I
EXECUTIVE SEC. & ADMIN. ASSTS.
38706
43-6011-2 **(9713)** **008** (110)

PROGRAMS & POLICY COORDINATOR
GENERAL & OPERATIONS MANAGERS
80178
11-1021-03 (8221) **008** (530)

SENIOR MANAGEMENT ANALYST SUPV
MANAGEMENT ANALYSTS
25269
13-1111-04 (2228) **008** (426)

SR. MANAGEMENT ANALYST II SES
MANAGEMENT ANALYSTS
60569
13-1111-04 (2225) **010** (026)

SR. MANAGEMENT ANALYST II SES
MANAGEMENT ANALYSTS
56921 82541
13-1111-04 (2225) **010** (026)

OPERATIONS & MGMT CONSULTANT II/SES
MANAGEMENT ANALYSTS
67013
13-1111-04 (2236) **008** (423)

CHIEF OF CONTRACT DEV. & PLANNING
PURCHASING MANAGERS
00884
11-3061-3 (6824) **008** (530)

NORTH REGION
DIR. OF RESIDENTIAL & CORR. FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
02437
10-9151-1 (6819) **009** (930)

CENTRAL REGION
DIR. OF RESIDENTIAL & CORR. FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
03385
10-9151-1 (6819) **009** (930)

SOUTH REGION
DIR. OF RESIDENTIAL & CORR. FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
02799
10-9151-1 (6819) **009** (930)

PAGE 2C

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
90 - ASST. SECRETARY OF PREVENTION AND VICTIM SERVICES
HEADQUARTERS

VERIFIED BY: SARA GAMBLE
EFFECTIVE: 9-4-08

SECRETARY OF JUVENILE JUSTICE
CHIEF OF EXECUTIVES
80001
10-1011-03 (9491) **025** (950)

DEPUTY SECRETARY - DJJ
GENERAL & OPERATIONS MANAGERS
65162
10-1021-02 (9487) **024** (950)

ASSIST SECRETARY FOR PREVENTION & VICTIM SERVICES-DJJ
COMMUNITY & SOCIAL SERVICE MANAGERS
36215
10-9151-02 (6816) **024** (940)

PERSONAL SECRETARY I-SES
EXEC SEC & ADMIN ASSISTANTS
80144
43-60112 (9713) **001** 110

SENIOR MANAGEMENT ANALYST SUPV
MANAGMENT ANALYSTS
62404
13-1111-04 (2228) **008** (426)

OPERATIONS & MGMT CONSULTANT MANAGER SES
GENERAL & OPERATIONS MANAGERS
80658
11-1021-02 (2228) **008** (425)

OPERATIONS & MGMT CONSULTANT MANAGER SES
GENERAL & OPERATIONS MANAGERS
25280
11-1021-02 (2238) **008** (425)

PAGE 2D

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
41 - ASSISTANT SECRETARY FOR INTAKE AND DETENTION SERVICES
     HEADQUARTERS

VERIFIED BY: Sara Gamble
EFFECTIVE: 9-8-08

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                          ┌─────────────────────────────────────────┐
                          │        DEPUTY SECRETARY DJJ              │
                          │  GENERAL, AND OPERATIONS MANAGERS        │
                          │              65162                       │
                          │  10-1021-2    (9847)    1.0    (950)     │
                          └─────────────────────────────────────────┘
                                            │
                          ┌─────────────────────────────────────────┐
                          │   ASSIST SEC FOR DETENTION SERVICES      │
                          │    COMM & SOC SERVICE MANAGERS           │
                          │              80007                       │
                          │  10-9151-2    (6814)    1.0    (940)     │
                          └─────────────────────────────────────────┘
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PERSONAL SECRETARY I - SES	DIRECTORY OF POLICY & DEVELOPMENT
EXEC SECRETARIES & ADMIN ASSISTANTS	GENERAL OPERATIONS MANAGER
60245	**81839**
43-6011-2 (9713) **1.0** (110)	**11-3011-3** (6826) **1.0** (530)

DIRECTOR OF DETENTION-DJJ	DIRECTOR OF DETENTION-DJJ	DIRECTOR OF DETENTION-DJJ
COMM & SOC SERVICES MANAGERS	COMM & SOC SERVICES MANAGERS	COMM & SOC SERVICES MANAGERS
81802	**23074**	**81801**
10-9151-1 (6817) **1.0** (930)	**10-9151-1** (6817) **1.0** (930)	**10-9151-1** (6817) **1.0** (930)

PAGE 2E

REVIEWED BY: _____
EFFECTIVE DATE: _____

Secretary of Juvenile Justice
Chief of Executives
80001
10-1011-03 (9491) **1.0** (950)

Chief of Staff - DJJ/SMS
General Operations Managers
25920
10-1021-2 (6811) **1.0** (940)

Adminstrative Assistant III/SES
Executive Sec & Admin Assistant
81457
43-6011-4 (0714) **1.0** (421)

Oper & Management Consultant MGR/SES
General & Operations Managers
80148
11-1021-06 (2238) **1.0** (425)

Legislative Affairs Director - DJJ/SMS	**Communications Administrator -DJJ/SES**	**Director of Administration/SMS**	**Director of Program Accountability/SMS**	**Director of Staff Development & Training/SMS**	**Chief of Quality Assurance/SES**
General & Operations Managers	Public Relations Mangers	General & Operations Mangers	Administrative Services Managers	Managers, All Other	General & Operations Managers
64369	**80147**	**80008**	**80011**	**80047**	**80120**
10-1021-1 (9087) **1.0** (920)	**11-2031-3** (9490) **1.0** (530)	**10-3011-2** (6812) **1.0** (940)	**10-9151-1** (6840) **1.0** (940)	**10-9199-01** (9044) **1.0** (940)	**10-1021-3** (9422) **1.0** (530)
Pg 3A	Pg 3B	Pg 3C	Pg 3D	Pg 3E	Pg 3C

PAGE 3

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - EXECUTIVE DIRECTION AND SUPPORT SERVICES
00 - OFFICE OF THE SECRETARY
0015 - CHIEF OF STAFF
015 1- LEGISLATIVE AFFAIRS

REVIEWED BY: _____
EFFECITVE DATE: _____

Chief of Staff- DJJ/SMS
General & Operations Managers
25920
10-1021-2 (6811) **1.0** (940)

Legislative Affairs Director- DJJ/SMS
General & Operations Managers
64369
10-1021-1 (9087) **1.0** (920)

Secretary Specialist
Secretaries, Excpt Legal, Medical & Exec
80889
43-6014 (0105) **1.0** (010)

PAGE 3A

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - EXECUTIVE DIRECTION AND SUPPORT SERVICES
00 - OFFICE OF THE SECRETARY
0015 - CHIEF OF STAFF
0153- COMMUNICATIONS ADMINISTRATOR

REVIEWED BY: _____
EFFECTIVE DATE: _____

Chief of Staff - DJJ/SMS
General & Operations Managers
25920
10-1021-2   (6811)   **1.0**   (940)

Communications Administrator/ DJJ/SES
Public Relations Managers
80147
11-2031-3   (9490)   **1.0**   (530)

Community Relations Administrator/ SES
Public Relations Managers
17667
11-2031-2   (8715)   **1.0**   (160)

Administrative Assistant III/SES
SEC. EXCEPT LEGAL, MED & EXEC
64769
43-6011-4   (0714)   **1.0**   (421)

Office Automation Analyst
Computer Support Specialists
81854
15-1041-2   (2047)   **1.0**   (022)

PAGE 3B

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - EXECUTIVE DIRECTION AND SUPPORT SERVICES
00015 - CHIEF OF STAFF
00156 - QUALITY ASSURANCE

REVIEWED BY: _____
EFFECTIVE DATE: _____

CHIEF OF STAFF - DJJ/SMS
GENERAL & OPERATIONS MANAGERS
25920
10-1021-2 (6811) **1.O** (940)

CHIEF OF QUALITY ASSURANCE/SES
GENERAL & OPERATIONS MANAGERS
80120
10-1021-3 (9422) **1.0** (530)

SENIOR MANAGEMENT ANALYST I/SES
MANAGEMENT ANALYSTS
81513
13-1111-3 (2224) **1.0** (022)

ADMINISTRATIVE ASSISTANT II/SES
EXEC SEC & ADMIN ASSISTANTS
81456
43-6011-3 (0712) **1.0** (079)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80111
13-1111-4 (2239) **1.0** (424)

OPERATIONS & MANAGEMENT CONSULTANT II - SES
MANAGEMENT ANALYSTS
31398
11-1021-2 (2238) **1.0** (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
63851
TALLAHASSEE OFFICE
11-9151-2 (5916) **1.0** (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80092
JACKSONVILLE OFFICE
11-9151-2 (5916) **1.0** (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80093
TAMPA OFFICE
11-9151-2 (5916) **1.0** (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80094
ORLANDO OFFICE
11-9151-2 (5916) **1.0** (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80103
FT. LAUDERDALE OFFICE
11-9151-2 (5916) **1.0** (425)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80104
13-1111-3 (2224) **2.0** (022)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
20739
43-6011-2 (0108) **1.0** (012)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
29054
43-6011-2 (0108) **1.0** (012)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
37842
43-6011-2 (0108) **1.0** (012)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80116, 80117
13-1111-3 (2224) **2.0** (022)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
24437
43-6011-2 (0108) **1.0** (012)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80097, 80099
13-1111-3 (2224) **2.0** (022)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80105
13-1111-3 (2224) **2.0** (022)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80098, 80107, 80112, 80114
13-1111-3 (2224) **4.0** (022)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80118, 80119
13-1111-4 (2239) **2.0** (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80102
13-1111-4 (2239) **1.0** (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80101
13-1111-4 (2239) **1.0** (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80108, 80110
13-1111-4 (2239) **2.0** (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80096
13-1111-4 (2239) **1.0** (424)

PAGE 3C

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - EXECUTIVE DIRECTION AND SUPPORT SERVICES
00 - OFFICE OF THE SECRETARY
00015 - CHIEF OF STAFF
00105 - PROGRAM ACCOUNTABILITY

REVIEWED BY: _____
EFFECTIVE DATE: _____

Chief of Staff- DJJ/SMS
General & Operations Managers
25920
10-1021-2   (6811)   **1.0**   (940)

Director Of Program Accountability/SMS
Administrative Services Managers
80011
10-3011-1   (6840)   **1.0**   (930)

Chief of Quality Assurance/SES
General & Operations Namagers
80120 ****
10-1021-3   (9422)   **1.0**   (530)
Pg 3D-1

Research & Planning Director/SES
Computer & Info Systems Managers
80049
11-3021-3   (8219)   **1.0**   (530)
Pg 3D-2

Administrative Assistant III/SES
Executive Sec & Admin Assistants
56772
43-6011-4   (0714)   **1.0**   (421)

Government Analyst II
Management Analysts
80100
13-1111-4   2234   **1.0**   (021)

Senior Management Analyst II/SES
Management Analysts
36211
13-1111-4   (2225)   **1.0**   (426)

Senior Clerk
Office Clerks, General
81580
43-9061-2   (0004)   **1.0**   (011)

Senior Safety Specialist/SES
Occupational Health & Safety Specialist
80643
29-9011-3   (8711)   **1.0**   (416)

Senior Management Analyst Supv/SES
Management Analysts
59253
13-1111-4   (2228)   **1.0**   (426)

Senior Management Analyst Supv/SES
Management Analysts
81508
13-1111-4   (2228)   **1.0**   (426)

Oper & Mgmt Consultant Mgr/SES
Management Analysts
81974 **
13-1111-4   (2238)   **1.0**   (425)

Oper & Mgmt Consultant II-SES
Management Analysts
01616 03055** 47243** 57134** 81462** 19434 53213**
13-1111-4   (236)   **7.0**   (423)

Management Review Specialist/SES
Management Analysts
81923,* 80074,*** 02485 ****
13-1111-4   (2239)   **1.0**   (424)

Oper & Mgmt Consultant Mgr/SES
Management Analysts
46204 **
13-1111-4   (2238)   **1.0**   (425)

Government Operations Consultant II
Management Analysts
2132621892***** 81589***** 81659*****
13-1111-4   (2236)   **1.0**   (023)

Oper & Mgmt Consultant I SES
Management Analysts
01261 80991
13-1111-4   (2234)   **2.0**   (421)

Oper & Mgmt Consultant II/SES
Management Analysts
01987**
13-1111-4   (2236)   **1.0**   (423)

Secretary Specialist
Secretaries, Excpt Legal, Medical & Exec
01003 **
43-6014-1   0105   **1.0**   (010)

Oper Review Specialist
Management Analysts
02757
13-1111-4   (2239)   **1.0**   (024)

Government Operations Consultant II
Management Analysts
03648 **
13-1111-4   (2236)   **1.0**   (023)

** Positions funded by Detention
***Positions funded by Residential
****Functionally reporting to Program Accountability
***** Positions funded by Probation

PAGE 3D

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - EXECUTIVE DIRECTION AND SUPPORT SERVICES
00015 - CHIEF OF STAFF
00105 - DIRECTOR OF PROGRAM ACCOUNTABILITY
00156 - QUALITY ASSURANCE (Functional)

REVIEWED BY: _____
EFFECTIVE DATE: _____

CHIEF OF STAFF - DJJ/SMS
GENERAL & OPERATIONS MANAGERS
25920
10-1021-2   (6811)   **1.O**   (940)

DIRECTOR OF PROGRAM ACCOUNTABILITY/SMS
ADMINISTRAITVE SERVICES MANAGERS
80011
10-3011-2   (6840)   **1.0**   (930)

CHIEF OF QUALITY ASSURANCE/SES
GENERAL & OPERATIONS MANAGERS
80120 *
10-1021-3   (9422)   **1.0**   (530)

SENIOR MANAGEMENT ANALYST I/SES
MANAGEMENT ANALYSTS
81513
13-1111-3   (2224)   **1.0**   (022)

ADMINISTRATIVE ASSISTANT II/SES
EXEC SEC & ADMIN ASSISTANTS
81456
43-6011-3   (0712)   **1.0**   (079)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80111
13-1111-4   (2239)   **1.0**   (424)

OPERATIONS & MANAGEMENT CONSULTANT II - SES
MANAGEMENT ANALYSTS
31398
11-1021-2   (2238)   **1.0**   (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
63851
TALLAHASSEE OFFICE
11-9151-2   (5916)   **1.0**   (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80092
JACKSONVILLE OFFICE
11-9151-2   (5916)   **1.0**   (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80093
TAMPA OFFICE
11-9151-2   (5916)   **1.0**   (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80094
ORLANDO OFFICE
11-9151-2   (5916)   **1.0**   (425)

PROGRAM ADMINISTRATOR/SES
COMM & SOCIAL SERVICES MGRS
80103
FT. LAUDERDALE OFFICE
11-9151-2   (5916)   **1.0**   (425)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80104
13-1111-3   (2224)   **2.0**   (022)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
20739
43-6011-2   (0108)   **1.0**   (012)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
29054
43-6011-2   (0108)   **1.0**   (012)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
37842
43-6011-2   (0108)   **1.0**   (012)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80116, 80117
13-1111-3   (2224)   **2.0**   (022)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTANTS
24437
43-6011-2   (0108)   **1.0**   (012)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80097, 80099
13-1111-3   (2224)   **2.0**   (022)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80105
13-1111-3   (2224)   **2.0**   (022)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80098, 80107, 80112, 80114
13-1111-3   (2224)   **4.0**   (022)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80118, 80119
13-1111-4   (2239)   **2.0**   (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80102
13-1111-4   (2239)   **1.0**   (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80101
13-1111-4   (2239)   **1.0**   (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80108, 80110
13-1111-4   (2239)   **2.0**   (424)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
80096
13-1111-4   (2239)   **1.0**   (424)

* Functionally reporting to Director of Program Accountability

PAGE 3D-1

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - EXECUTIVE DIRECTION AND SUPPORT SERVICES
00 - OFFICE OF THE SECRETARY
0015 - CHIEF OF STAFF
00105 - DIRECTOR OF PROGRAM ACCOUNTABILITY
00240- RESEARCH & PLANNING

REVIEWED BY: _____
EFFECTIVE: _____

Chief of Staff - DJJ/SMS
General & Operatons Managers
25920
10-1021-2 (6811) **1.0** (940)

Director of Program Accountability/SMS
Administrative Services Managers
80011
10-9151-01 (6840) **1.0** (940)

Research & Planning Director/SES
Computer & Info Systems Managers
80049
11-3021-3 (8219) **1.0** (530)

Government Oper Consultant III
Management Analysts
61461
13-1111-4 (2238) **1.0** (025)

Senior. Mgmt Analsyt Supervisor/SES
Management Analysts
07276
13-1111-4 (2228) **1.0** (426)

Senior. Mgmt Analyst Supervisor/SES
Management Analysts
59757 *
13-1111-4 (2228) **1.0** (426)

Oper Mgmt Consultant II/SES
Management Analysts
81511
13-1111-4 (2236) **1.0** (423)

Oper. & Mgmt Consultant Mgr/SES
General & Oper Managers
63849
11-1021-2 (2238) **1.0** (425)

Government Analyst I
Management Analysts
59918,* 80157,* 81001,* 81071,* 81348,* 81444,*
81449,* 81477,* 81502,* 82615,* 82616,*
03390, 17495,** 63243,** 81483**
13-1111-3 (2224) **15.0** (022)

Planner II/SES
Management Analysts
56044
13-1111-03 (2315) **1.0** (420)

PAGE 3D-2

*Positions funded by Probation Services
** Position funded by Detention Services

80 - Department of Juvenile Justice
75 - Executive Direction and Support Services
00 - Office of the Secretary
00015 - Chief of Staff
00105 - Program Accountability
00160 - Administrative Reviews

CURRENT

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                        ┌──────────────────────────────────────┐
                        │      Chief of Staff - DJJ/SMS         │
                        │    General & Operations Managers      │
                        │              25920                    │
                        │  10-1021-2      (6811)    1.0   (940) │
                        └──────────────────────────────────────┘
                                        │
                        ┌──────────────────────────────────────┐
                        │  Director Of Program Accountability   │
                        │    Administrative Services Managers   │
                        │              80011                    │
                        │  10-3011-1      (6840)    1.0   (930) │
                        └──────────────────────────────────────┘
                                        │
                        ┌──────────────────────────────────────┐
                        │    Senior Management Analyst Supv.    │
                        │         Management Analysts           │
                        │              59253                    │
                        │  13-1111-4      (2228)    1.0   (426) │
                        └──────────────────────────────────────┘
                                        │
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Oper Mgmt Consultant Manager/SES	Oper & Mgmt Conusltant II-SES
General & Operations Managers	Management Analysts
81974 *	01616** 03055** 47243** 57134** 81462** 19434 53213
11-1021-2 (2238) 1.0 (425)	13-1111-4 (2236) 7.0 (423)

Oper & Mgmt Consultant I SES	Oper Review Spec
Management Analysts	Management Analysts
01261 80991	02757
13-1111-4 (2234) 2.0 (421)	13-1111-4 (2239) 1.0 (024)

Gov. Operations Consultant II
Management Analysts
21326** 21892*** 81589*** 81659***
13-1111-4 (2236) 4.0 (023)

* Position funded by Residential
** Positions funded Detention
*** Positions funded by Probation

3D-3

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - EXECUTIVE DIRECTION AND SUPPORT SERVICES
00 - OFFICE OF THE SECRETARY
00015 - CHIEF OF STAFF
00160 - DIRECTOR OF STAFF DEVELOPMENT & TRAINING

REVIEWED BY: _____
EFFECITVE DATE:_____
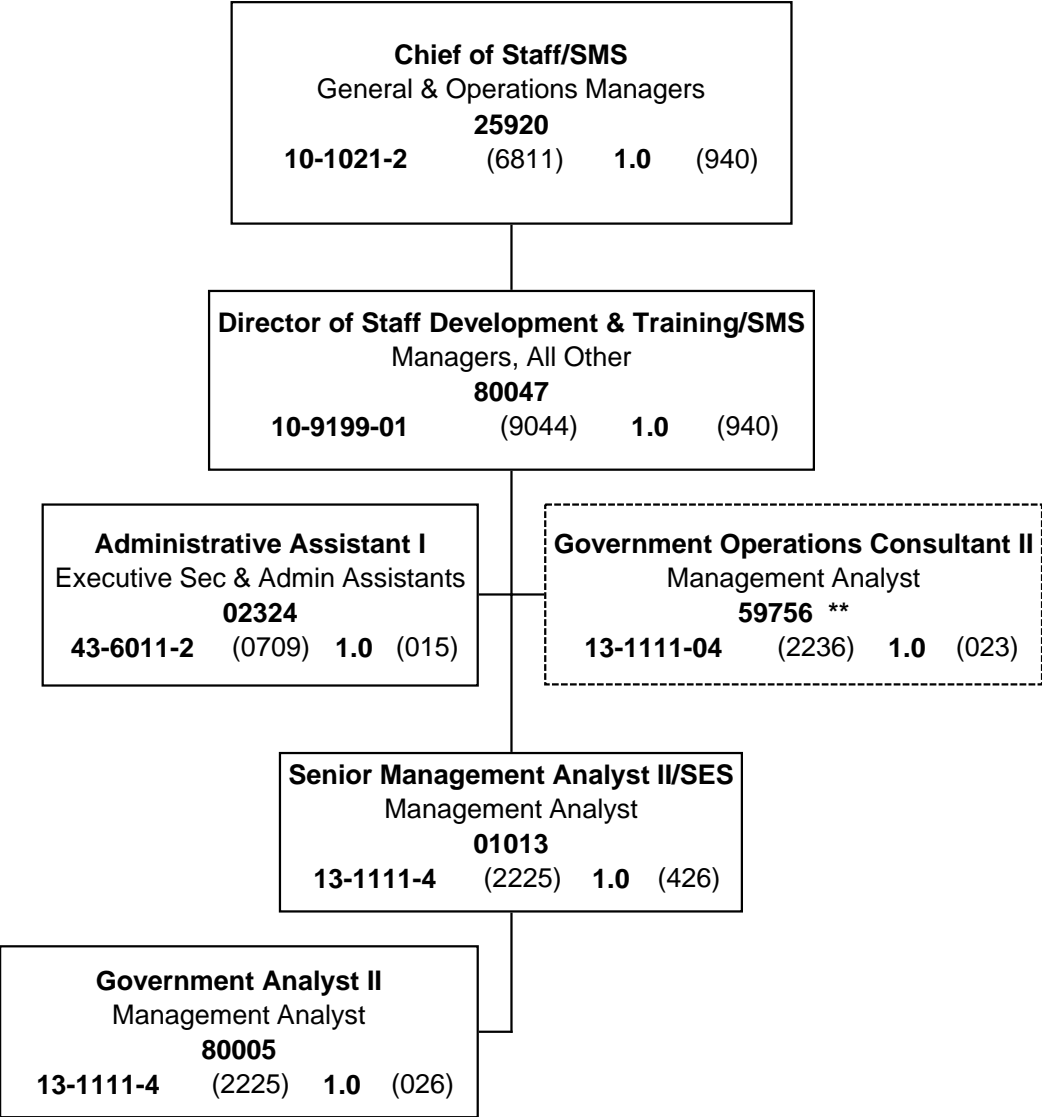
```
                    ┌─────────────────────────────┐
                    │      Chief of Staff/SMS      │
                    │  General & Operations Managers│
                    │            25920             │
                    │  10-1021-2   (6811)  1.0  (940)│
                    └─────────────────────────────┘
                                   │
          ┌──────────────────────────────────────────────┐
          │  Director of Staff Development & Training/SMS │
          │              Managers, All Other             │
          │                    80047                     │
          │       10-9199-01    (9044)   1.0   (940)      │
          └──────────────────────────────────────────────┘
```

Administrative Assistant I	Government Operations Consultant II
Executive Sec & Admin Assistants	Management Analyst
02324	**59756 **
43-6011-2 (0709) 1.0 (015)	13-1111-04 (2236) 1.0 (023)

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          ┌─────────────────────────────────┐
          │  Senior Management Analyst II/SES │
          │         Management Analyst        │
          │               01013               │
          │   13-1111-4   (2225)   1.0   (426) │
          └─────────────────────────────────┘
                          │
          ┌─────────────────────────────────┐
          │        Government Analyst II      │
          │         Management Analyst        │
          │               80005               │
          │  13-1111-4   (2225)   1.0   (026)  │
          └─────────────────────────────────┘
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* * Positions funded by Detention Services

PAGE 3E

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
0015 - CHIEF OF STAFF
0200 - DIRECTOR OF ADMINISTRATION

REVIEWED BY: _____
DATE: _____

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                            ┌─────────────────────────────────┐
                            │        Chief of Staff/SMS       │
                            │   General & Operations Managers  │
                            │              25920               │
                            │  10-1021-2    (6811)   1.0  (940)│
                            └─────────────────────────────────┘
                                            │
                            ┌─────────────────────────────────┐
                            │  Director of Administration/SMS  │
                            │  Administrative Services Managers │
                            │              80008               │
                            │  10-3011-2    (6812)   1.0  (940)│
                            └─────────────────────────────────┘
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Personal Secretary I/SES	Chief of Personnel/SES
Exec. Secretaries & Admin Assist	Human Resources Managers
22189	**80012**
43-6011-02 (9713) **1.0** (110)	11-3040-3 **(9429)** **1.0** (530)
	Pg 3C-1

Chief of Finance & Accounting/SES	Chief of General Services/SES
Financial Managers	Administrative Services Managers
59075	**80013**
11-3031-3 (9768) **1.0** (530)	**11-3011-3** (9430) **1.0** (530)
Pg 3C-2	Pg 3C-3

Chief of Mgmt Information Services/SES	Chief of Budget/SES
Computer & Info Systems Managers	FINANCIAL MANAGERS
01947	**80052**
11-3021-3 (8865) **1.0** (540)	**11-3031-3** (9431) **1.0** (530)
Pg 3C-4	Pg 3C-5

PAGE 3F

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00200 - OFFICE OF ADMINISTRATION
00210 - BUDGET OFFICE

VERIFIED BY: Sara Gamble
EFFECTIVE: 02-02-07

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                              ┌─────────────────────────────────────────┐
                              │  DIRECTOR OF ADMINISTRATION/SMS          │
                              │  ADMINISTRATIVE SERVICES MANAGERS        │
                              │              80008                       │
                              │  10-3011-2      (6812)   1.0   (940)      │
                              └─────────────────────────────────────────┘
```

DIRECTOR OF ADMINISTRATION/SMS
ADMINISTRATIVE SERVICES MANAGERS
80008
10-3011-2   (6812)   **1.0**   (940)

CHIEF OF BUDGET/SMS
FINANCIAL MANAGERS
80052
11-3031-3   (9431)   **1.0**   (530)

ADMINISTRATIVE ASSISTANT II-SES
EXEC SEC & ADMIN ASSISTANTS
60071
43-6011-3   **(0712)**   **1.0**   (418)

SENIOR MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYSTS
63850
13-1111-4   (2225)   **1.0**   (426)

SENIOR MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYSTS
80054
13-1111-4   (2225)   **1.0**   (426)

OPER & MGMT CONSULTANT MGR-SES
GENERAL & OPERATIONS MANAGERS
80055   80058
11-1021-2   (2238)   **2.0**   (425)

OPER & MGMT CONSULTANT MGR-SES
GENERAL & OPERATIONS MANAGERS
02529*
11-1021-2   (2238)   **1.0**   (425)

OPER & MGMT CONSULTANT MGR-SES
GENERAL & OPERATIONS MANAGERS
39256
11-1021-2   (2238)   **1.0**   (425)

OPER & MGMT CONSULTANT MGR-SES
GENERAL & OPERATIONS MANAGERS
80056
11-1021-2   (2238)   **1.0**   (425)

MGMT REVIEW SPECIALIST-SES
MANAGEMENT ANALYSTS
66395
13-1111-4   (2239)   **1.0**   (424)

* Funded by Administration

PAGE 3F-1

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00 - DIRECTOR OF ADMINISTRATION
    FINANCE & ACCOUNTING

VERIFIED BY: Sara Gamble
EFFECTIVE: 9-9-08

DIRECTOR OF ADMINISTRATION
ADMINISTRATIVE SERVICES MANAGER
80008
10-3011-2 (6812) **024** (940)

CHIEF OF FINANCE & ACCOUNTING
FINANCIAL MANAGERS
59075
11-3031-3 (9768) 008 (530)

OPER MGMT CONSULT. II SES
MANAGEMENT ANALYSTS
37115
13-1111-4 (2236) **008** (423)

ADMIN ASSISTANT II-SES
EXECUTIVE SEC & ADMIN ASSISTANTS
55635
43-6011-4 (0712) **008** (421)

PROFESSIONAL ACCOUNTANT SPECIALIST - SES
ACCOUNTANTS AND AUDITORS
64770
13-2011-03 (1469) **008** (424)

ACCOUNTANT IV
ACCOUNTANTS & AUDITORS
80160
13-2011-3 (1437) **001** (020)

ACCOUNTING SERVICES ANALYST - A
ACCOUNTANTS AND AUDITORS
82349
13-2011-03 (1469) **001** (021)

GENERAL ACCOUNTING
SR MANAGEMENT ANALYSTS SUPV SES
MANAGEMENT ANALYSTS
46466
13-1111-04 (2228) **008** (426)

ACCOUNTING RECONCILLIATION AND REPORTING
SR MANAGEMENT ANALYSTS SUPV SES (2228)
MANAGEMENT ANALYSTS
80154
14-1111-04 (2228) **008** (426)

ACCOUNTS PAYABLE
SR MANAGEMENT ANALYSTS SUPV SES (2228)
MANAGEMENT ANALYSTS
80044
13-1111-04 (2228) **008** (426)

GOVERNMENT OPERATIONS CONSULTANT II
MANAGEMENT ANALYSTS
82336
13-1111-04 (2236) **001** (023)

ACCOUNTANT IV
ACCOUNTANTS & AUDITORS
82347
13-2011-3 (1437) **001** (020)

FISCAL ASST II
BOOKKPING, ACCTING & AUDIT CLERKS
04596
43-3031-2 (1418) **001** (012)

GOVERNMENT OPERATIONS CONSULTANT II
GENERAL & OPERATIONS MANAGERS
37797
13-1111-04 (2236) **001** (023)

ACCOUNTANT III
ACCOUNTANTS & AUDITORS
24740 80159 80649
13-2011-2 (1436) **001** (018)

ACCOUNTANT I
ACCOUNTANTS & AUDITORS
36276 80168 80169
13-2011-1 (1427) **001** (014)

ACCOUNTANT IV
ACCOUNTANTS & AUDITORS
46511
13-2011-3 (1437) **001** (020)

SENIOR PROFESSIONAL ACCOUNTANT
ACCOUNTANTS & AUDITORS
80153
13-2011-3 (1468) **008** (022)

ACCOUNTANT I
ACCOUNTANTS & AUDITORS
01948 15339
13-2100-1 (1427) **001** (014)

ACCOUNTANT II
ACCOUNTANTS & AUDITORS
80165, 80166
13-2011-1 (1430) **001** (016)

ACCOUNTANT IV
ACCOUNTANTS & AUDITORS
80151
13-2011-3 (1437) **001** (020)

ACCOUNTING SERVICES SUPV II-SES
ACCOUNTANTS & AUDITORS
80156
13-2011-3 (1445) **008** (422)

ACCOUNTANT III
ACCOUNTANTS & AUDITORS
80162 80628 82614
13-2011-2 (1436) **001** (016)

ACCOUNTING SERVICES SUPV II-SES
ACCOUNTANTS & AUDITORS
80152
13-2011-3 (1445) **008** (422)

ACCOUNTING SERVCIES ADMIN-SES
FINANCIAL MANAGERS
80053
11-3031-2 (1448) **008** (423)

OPER MGMT CONSULT. II SES
MANAGEMENT ANALYSTS
62275
13-1111-4 (2236) **008** (423)

ACCOUNTANT II
ACCOUNTANTS & AUDITORS
23108 80164 80170 80171
13-2011-1 (1430) **001** (016)

ACCOUNTANT III
ACCOUNTANTS & AUDITORS
80161
13-2011-2 (1436) **001** (018)

ACCOUNTANT II
ACCOUNTANTS & AUDITORS
80163
13-2011-1 (1430) **001** (016)

ACCOUNTANT I
ACCOUNTANTS & AUDITORS
08564 80167 80640
13-2011-1 (1427) **001** (014)

FISCAL ASST II
BOOKKPING, ACCTING & AUDIT CLERKS
23056
43-3031-2 (1418) **001** (012)

ACCOUNTANT I
ACCOUNTANTS & AUDITORS
80172
13-2011-1 (1427) **001** (014)

FISCAL ASST II
BOOKKPING, ACCTING & AUDIT CLERKS
17874
43-3031-2 (1418) **001** (012)

SENIOR CLERK
OFFICE CLERKS, GENERAL
80636 80639
43-9061-2 (0004) **001** (011)

PAGE 3F-2

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00 - DIRECTOR OF ADMINISTRATION
22 - PERSONNEL

VERIFIED BY: Sara Gamble
EFFECTIVE Date: 7-24-09

DIRECTOR OF ADMINISTRATION
ADMINISRTATIVE SERVICES MANAGERS
80008
10-3011-2 (6812) **024** (940)

CHIEF OF PERSONNEL
HUMAN RESOURCES MANAGERS
80012
11-3040-3 (9429) **008** (530)

ADMINISTRATIVE ASSISTANT I-SES
EXECUTIVE SEC & ADMIN ASSIST.
00229
43-6011-2 (0709) **008** (415)

MANAGEMENT ANALYSTS I -SES
MANAGEMENT ANALYSTS
01265 *
13-1111-02 (2209) **008** (417)

MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYSTS
80815 *
13-1111-3 (2212) **008** (419)

BENEFITS
OPERATIONS MANAGEMENT CONSULTANT II - SES
MANAGEMENT ANALYSTS
80062 *
13-1111-04 (2236) **008** (423)

EMPLOYEE RELATIONS
SENIOR MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYSTS
67524
13-1111-4 (2225) **008** (426)

SENIOR MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYSTS
80091
13-1111-4 (2225) **008** (426)

OPERATIONS
SENIOR MANAGEMENT SUPERVISOR -SES
MANAGEMENT ANALYSTS
80015
13-1111-4 (2225) **008** (426)

SENIOR CLERK-SES
OFFICE CLERKS, GENERAL
53856 **
43-9061-2 (0004) **008** (411)

CONTRACTOR
DJJ POST TAX BENEFITS COORDINATOR
80700200
80700100

ATTENDANCE & LEAVE
PERSONNEL SERVICES SPECIALIST-SES
HUMAN RESOURCES, TRAIN & LABOR RELATION
80022
13-1079-3 (1015) **008** (421)

PAYROLL
PERSONNEL SERVICES SPECIALIST-SES
HUMAN RESOURCES, TRAIN & LABOR RELATION
80021
13-1079-3 (1015) **008** (421)

CLASSIFICATION
PERSONNEL SERVICES SPECIALIST-SES
HUMAN RESOURCES, TRAIN & LABOR RELATION
80018
13-1079-3 (1015) **008** (421)

PAYROLL
PERSONNEL AIDE
hUMN RESOUR AST/EXCPT PAYROLL/TIMEKEEPING
10557
43-4161-02 (1003) **008** (421)

* Funded by Residential
*** Funded by General Services

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CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00 - DIRECTOR OF ADMINISTRATION
2320 - GENERAL SERVICES

VERIFIED BY: Sara Gamble
EFFECTIVE DATE: 7-24-09

DIRECTOR OF ADMINISTRATION
ADMINISTRATIVE SERVICES MANAGERS
80008
10-3011-1 (6812) **1.0** (940)

CHIEF OF GENERAL SERVICES
ADMINISTRATIVE SERVICES MANAGERS
80013
11-3011-3 (9430) **1.0** (530)

ADMINISTRATIVE ASSISTANT II
EXECUTIVE SEC & ADMIN ASSISTANTS
80656
43-6011-3 (0712) **1.0** (418)

MANAGEMENT REVIEW SPECIALIST/SES
MANAGEMENT ANALYSTS
67015
13-1111-4 (2239) **1.0** (424)

PURCHASING & LEASING
SENIOR MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYST
80134
13-1111-4 (2225) **1.0** (426)

SENIOR MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYST
80133
13-1111-4 (2225) **1.0** (426)

FACILITY SERVICES
ARCHITECT SUPERVISOR-SES
SURVEYORS
02046
17-1022-5 (4521) **1.0** (427)

GENERAL SERVICES SPECIALIST-SES
BUSINESS SPEC, ALL OTHER
80653
13-1199-3 **(0839)** **1.0** (421)

OPERATIONS & MGMT CONSULTANT 1
MANAGEMENT ANALYSTS
34531, 80059
13-1111-3 (2234) **1.0** (421)

ADMINISTRATIVE SECRETARY-SES
EXECUTIVE SEC & ADMIN ASSISTANTS
48871
43-6011-2 (0108) **1.0** (412)

PROPERTY CONSULTANT
PURCHASING AGENTS
80630
13-1023-3 (0945) **1.0** (017)

ADMINISTRATIVE ASSISTANT I-SES
EXE SEC & ADMIN ASSISTANTS
03629
43-6011-2 (0709) **1.0** (415)

PURCHASING SPECIALIST
PURCHASING AGENTS
80041, 80136
13-1023-3 (0818) **2.0** (021)

PURCHASING TECHNICIAN
PURCHASING AGENTS
47725
13-1023-1 (0806) **1.0** (011)

PROPERTY SPECIALIST
LOGISTICIANS
80631
13-1081-1 (0939) **1.0** (014)

GOVERNMENT OPER CONSULTANT II
MANAGEMENT ANALYSTS
80143
13-1111-3 (2236) **1.0** (023)

OPER. & MGMT CONSLT I-SES
MANAGEMENT ANALYSTS
80129
13-1111-3 (2234) **1.0** (421)

PURCHASING AGENT III
PURCHASING AGENTS
80139
13-1023-3 (0815) **1.0** (018)

MANAGEMENT REVEIW SPEC-SES
MANAGEMENT ANALYSTS
80130
13-1111-4 (2239) **1.0** (424)

MANAGEMENT REVEIW SPEC-SES
MANAGEMENT ANALYSTS
32301
13-1111-4 (2239) **1.0** (424)

OFFICE OPER MANAGER II-SES
FIRST-LINE SUPV/MGR OFFICE & ADMIN
80140
43-1011-4 (0165) **1.0** (421)

GOVERNMENT OPERATIONS CONSULTANT I
MANAGEMENT ANALYSTS
80131
13-1111-3 **(2234)** **1.0** (021)

OPERATIONS ANALYST I
MANAGEMENT ANALYSTS
09320
13-1111-2 (2209) **1.0** (017)

RECORDS ANALYST
MANAGEMENT ANALYSTS
07882
13-1111-1 **(2208)** **1.0** (017)

SENIOR CLERK
OFFICE CLERKS, GENERAL
10517 **80641** **80642**
43-9061-2 (0004) **3.0** (011)

CONSTRUCTION PROJECTS CONSULTANT II
CONSTRUCTION MANAGERS
59875 67113 80122 81921
11-9021-2 (4692) **1.0** (024)

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VERIFIED BY: Sara Gamble
EFFECTIVE: 03/07/09

80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00 - DIRECTOR OF ADMINISTRATION
30 - OFFICE OF MANAGEMENT INFORMATION SYSTEMS

DIRECTOR OF ADMINISTRATION
ADMINISTRATIVE SERVICES MANAGERS
80008
10-3011-2   (6812)   **024**   (940)

DISTRICT SUPPORT - DATA ADMINISTRATION - SECURITY
CHIEF OF MANAGEMENT INFO SERVICES
COMP & INFO SYSTEMS MANAGERS
11-3021-3   (8865)   **021**   (540)

SYSTEMS PROGRAMMING ADMIN SES
COMPUTER & INFO SYSTEMS MGRS
80455 80456 80457
11-3021-2   (2117)   **008**   (427)

SYSTEMS PROJECT ANALYSTS
COMPUTER SYSTEMS ANALYST
81779
15-1051-3   (2107)   **024**   (001)

Northeast Region	Central Region	Southeast Region	Northwest Region
DISTRIB COMPUTER SYSTEMS ADMIN-SES	**DISTRIB COMPUTER SYSTEMS ADMIN-SES**	**DISTRIB COMPUTER SYSTEMS ADMIN-SES**	**DISTRIB COMPUTER SYSTEMS ADMIN-SES**
COMPUTER & INFO SYSTEMS MGRS	COMPUTER & INFO SYSTEMS MGRS	COMPUTER & INFO SYSTEMS MGRS	COMPUTER & INFO SYSTEMS MGRS
80488	**80676**	**80677**	**80077**
11-3021-2 (2053) **008** (425)	**11-3021-2** (2053) **008** (425)	**11-3021-2** **(2053)** **008** (425)	**11-3021-2** (2053) **008** (425)

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CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00 - ASST. SECRETARY FOR ADMINISTRATION
30 - OFFICE OF MANAGEMENT INFORMATION SYSTEMS
   DIST. SUPPORT/DATA ADMIN/SECURITY
   NETWORK & COMPUTER SYSTEMS

Director of Administration
Administrative Services Managers
80008
10-3011-02   (6812)   **024**   (940)

Chief of Management Info Services
Comp & Info Systems Managers
01947
11-3021-03   (8865)   **021**   (540)

Distrib Computer Systems Admin - SES (Northeast Region)	**Distrib Computer Systems Admin - SES - Central Region**	**Distrib Computer Systems Admin - SES- Northwest Region**	**Distrib Computer Systems Admin - SES- Southeast Region**
Comp & Info Systems Managers -	Comp & Info Systems Managers	Comp & Info Systems Managers	Comp & Info Systems Managers
80488	**80676**	**80077**	**80677**
11-3021-02 (2053) **020** (425)	**11-3021-02** (2053) **020** (425)	**11-3021-02** (2053) **020** (425)	**11-3021-02** (2053) **020** (425)

System Project Analyst
Comp Systems Analysts
80478 80487 80786 80787
15-1051-03   (2107)   **008**   (024)

System Project Analyst
Comp Systems Analysts
80482 80788 80791 81151
15-1051-03   (2107)   **008**   (024)

Distrib Computer Systems Analyst
Network & Comp System Admin
80088 80454 80629
15-1071-02   (2052)   **006**   (022)

System Project Analyst
Comp Systems Analysts
80479 80480 80481 81461 80484 80670
15-1051-03   (2107)   **008**   (024)

OFFICE AUTOMATION ANALYSTS
COMPUTER SUPPORT SPECIALISTS
80671
15-1041-2   2047   **001**   022

Distrib Computer Systems Analyst
Network & Comp System Admin
80466 80699 80793
15-1071-02   (2052)   **006**   (022)

Distrib Computer Systems Analyst
Network & Comp System Admin
80085 80471 80472 82007
15-1071-02   (2052)   **006**   (022)

System Project Analyst
Comp Systems Analysts
80485 80668 81851
15-1051-03   (2107)   **008**   (024)

Distrib Computer Systems Analyst
Network & Comp System Admin
80671 80790
15-1071-02   (2052)   **006**   (022)

CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00 - ASST. SECRETARY FOR ADMINISTRATION
30 - OFFICE OF MANAGEMENT INFO SYSTEMS
    APPLICATION DEVELOPMENT

VERIFIED BY: SARA GAMBLE
EFFECTIVE: 05/15/09

Director of Administration
Administrative Services Managers
80008
10-3011-02   (6812)   **024**   (940)

Chief of Management Info Services
Comp & Info Systems Managers
01947
11-3021-03   (8865)   **021**   (540)

SYSTEMS PROGRAMMING ADMIN SES
COMPUTER & INFO SYSTEMS MGRS
80456
11-3021-2   (2117)   **008**   (427)

SYSTEMS PROGRAMMING ADMIN SES
COMPUTER & INFO SYSTEMS MGRS
80457
11-3021-2   (2117)   **008**   (427)

SYSTEMS PROGRAMMING ADMIN SES
COMPUTER & INFO SYSTEMS MGRS
80455
11-3021-2   (2117)   **008**   (427)

OPERATIONS & MGMT CONSULTANT II SES
MANAGEMENT ANALYSTS
80474
13-1111-4   (2236)   **008**   (423)

ADMINISTRATIVE ASSISTANT II
EXEC SECRETARIES & ADMIN ASSISTANTS
80476
43-6011-3   (0712)   **001**   (018)

STAFF ASSISTANT
EXEC SECRETARIES & ADMIN ASSISTANTS
53209
43-6011-2   (0120)   **001**   (013)

COMPUTER OPERATOR I
COMPUTER OPERATORS
81460
43-9011-01   (2020)   **001**   (011)

OFFICE AUTOMATION SPECIALIST I
COMPUTER SUPPORT SPECIALIST
80638
(2041)   **001**   (015)

DISTRIB COMPUTER SYSTEMS ADMIN -SES
COMP & INFO SYSTEMS MANAGERS
80483
11-3021-2   (2053)   **020**   (425)

TELECOMMUNICTIONS ADMINISTRATOR SES
COMPUTER & INFO SYSTEMS MANAGERS
80086
11-3021-02   (2039)   **008**   (424)

SYSTEMS PROJECT CONSULTANT
COMPUTER SYSTEMS ANALYSTS
80460   81852
15-1051-4   (2109)   **001**   (025)

SYSTEM PROJECT ANALYST
COMP SYSTEMS ANALYSTS
80081   80463   80781
15-1051-3   (2107)   **008**   (024)

DISTRIBUTED COMPUTER SYSTEMS ANALYSTS
NETWORK & COMP SYSTEMS ADMINISTRATOR
80673
15-1071-2   (2052)   **001**   (022)

TELECOMMUNICATIONS SPECIALIST I
NETWORK & DATA COMMUNICAT ANALYSTS
80469
15-1081-1   (2031)   **001**   (015)

DATA PROCESSING MANAGER SES
COMPUTER & INFO SYSTEMS MGRS
66393
11-3021-2   (2133)   **008**   (426)

OFFICE AUTOMATION ANALYSTS
COMPUTER SUPPORT SPECIALIST
80082
15-1041-2   (2047)   **001**   (022)

SYSTEMS PROJECT CONSULTANT
COMPUTER SYSTEMS ANALYSTS
80780
15-1051-4   (2109)   **001**   (025)

DATA PROCESSING MANAGER SES
COMPUTER & INFO SYSTEMS MGRS
64992
11-3021-2   (2133)   **008**   (426)

SYSTEM PROJECT ANALYST
COMP SYSTEMS ANALYSTS
80644   80655
15-1051-3   (2107)   **008**   (024)

SYSTEMS PROJECT CONSULTANT
COMPUTER SYSTEMS ANALYSTS
80459
15-1051-4   (2109)   **001**   (025)

SYSTEMS PROJECT CONSULTANT
COMPUTER SYSTEMS ANALYSTS
82336   80083   81853   80458   80780
15-1051-4   (2109)   **001**   (025)

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CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00041 - OFFICE OF HEALTH SERVICES

VERIFIED BY: Sara Gamble
EFFECTIVE: 4-1-09

SECRETARY OF JUVENILE JUSTICE
CHIEF EXECUTIVE
80001
10-1011-3   (9491)   **025**   (950)

CHIEF MEDICAL OFFICER
MEDICAL & HEALTH SERVICES MANAGERS
82543
10-9111-1   (6837)   **009**   (940)

REGISTERED NURSING CONSULTANT
REGISTERED NURSES
82611
29-1111-4   (5312)   **001**   (079)

ADMINISTRATIVE ASSISTANT III-SES
EXECUTIVE SEC & ADMIN ASSISTS
82610
43-6011-4   (0714)   **008**   (418)

MENTAL HEALTH & SUBST ABUSE SERV DIR-DJJ
MEDICAL & HEALTH SERVICES MANAGERS
81773
11-9111-3   (7680)   **008**   530

REGISTERED NURSING CONSULTANT
REGISTERED NURSES
81776
29-1111-4   (5312)   **001**   (079)

OPER MGMT CONSULT II
MANAGEMENT ANALYSTS
47052*
13-1111-4   (2236)   **008**   (423)

REGISTERED NURSE CONSULTANT
REGISTERED NURSES
03510*
29-1111-1   (5312)   **001**   079

SENIOR BEHAVIORAL ANALYST
CLINICAL COUNSELOR & SCHOOL PSYCHOLOGIST
00425 21538 81459 82612
19-3031-4   (5237)   **001**   (095)

REGISTERED NURSING CONSULTANT
REGISTERED NURSES
48571 81271 03511
29-1111-4   (5312)   **001**   (079)

* Positions funded by Detention

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CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
00 - OFFICE OF THE INSPECTOR GENERAL
 111 - INVESTIGATIONS
 113 - AUDIT ADMINISTRATION
 0017 - CENTRAL COMMUNICATIONS CENTER

VERIFIED BY: Sara Gamble
EFFECTIVE: 10/1/08

SECRETARY OF JUVENILE JUSTICE
CHIEF EXECUTIVES
80001
10-1011-3 (9491) **025** (950)

INSPECTOR GENERAL
GENERALS & OPERATIONS MANAGERS
80004
10-1021-2 (9415) **009** (940)

ADMINISTRATIVE ASSISTANT III-SES
EXECUTIVE SEC & ADMIN ASSISTANT
42255
43-6011-4 (0714) **008** (421)

SR MANAGMENT ANALYST I - SES
MANAGEMENT ANALYST
32554
13-1111-03 (2224) **008** (422)

INVESTIGATIONS ADMINISTRATOR
MANAGERS, ALL OTHER
17944
11-9199-3 (9434) **008** (530)

AUDIT ADMINISTRATOR
FINANCIAL MANAGERS
16742
11-3031-3 (9433) **008** (530)

SR MGT ANALYST II-SES
MANAGEMENT ANALYSTS
64970
13-1111-4 (2225) **008** (426)

STAFF ASSISTANT-SES
EXECUTIVE SEC & ADMIN ASSISTANT
48574
43-6011-2 (0120) **008** 413

SECRETARY SPECIALIST - SES
SEC, EXECPT LEGAL, MED & EXEC
05268
43-6014-01 (0105) **001** (010)

MGMT REVIEW SPECIALIST-SES
MANAGEMENT ANALYSTS
80491
13-1111-4 **(2239)** **008** 424

OPERATIONS ANALYST II
MANAGEMENT ANALYSTS
81455
13-1111-03 (2212) **008** (019)

SR MGMT ANALYST I - SES
MANAGEMENT ANALYSTS
34561
13-111-3 (2224) **008** 426

INSPECTOR SPECIALIST - SES
COMPLIANCE OFFICERS
01509 25136 32150 37871 47901 49580
80142 80127 80128 80887 80888 82348
13-1041-4 (2240) **008** (424)

GOVERNMENT ANALYST I
MANAGEMENT ANALYSTS
80121
13-1111-3 (2224) **007** (022)

COMPUTER AUDIT ANALYST-SES
COMPUTER SPECIALIST, ALL OTHER
39036
15-1099-3 (2125) **008** 424

GOVERNMENT OPERATIONS CONSULTANT I
MANAGEMENT ANALYST
82613
13-1111-03 (2234) **008** 021

Central Communications Center
Oper Mgmt Consult II SES
Management Analysts
81458*
13-1111-04 (2236) **010** (423)

SENIOR MANAGEMENT ANALYST II - SES
MANAGEMENT ANALYSTS
26490
13-1111-04 (2225) **008** (426)

Oper Mgm Consult II SES
Management Analyst
81515*
13-1111-04 (2236) **010** (423)

Oper Mgmt Consult I SES
Management Analyst
80141, * 81843,* 02263*
13-1111-03 (2234) **007** (421)

*Positions are funded under Residential Services

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CURRENT
80 - DEPARTMENT OF JUVENILE JUSTICE
75 - HEADQUARTERS
00 - OFFICE OF THE SECRETARY
0012 - GENERAL COUNSEL CONTRACTS

VERIFIED BY: Sara Gamble
EFFECTIVE: 4/2/09

SECRETARY OF JUVENILE JUSTICE
CHIEF EXECUTIVES
80001
10-1011-3   (9491)   **025**   (950)

GENERAL COUNSEL
MANAGERS, ALL OTHERS
80006
10-9199-2 (9416) **024** (940)

SENIOR ATTORNEY
LAWYERS
ORLANDO
46196
23-1011-4 (7738) **008** (230)

SR. MANAGEMENT ANALYST II-SES
MANAGEMENT ANALYSTS
66392
13-1111-4   (2225)   **008**   (426)

ATTORNEY
LAWYERS
80779 TALLAHASSEE   03176 ORLANDO
23-1011-3   **(7736)**   **008**   (220)

SENIOR ATTORNEY
LAWYERS
42066 53485 53486 80500
23-1011-4 (7738) **008** (230)

LEGAL ADMINISTRATOR
EXECUTIVE SEC & ADMIN ASSISTANTS
80660
43-6011-2   (9345)   **008**   (110)

TALLAHASSEE
SENIOR ATTORNEY
LAWYERS
62076
23-1011-4 (7738) **008** (230)

Tallahassee
CHIEF OF CONTRACTS
PURCHASING MANAGERS
03015
11-3061-3 (8220) **008** (530)

EXECUTIVE SECRETARY-SES
EXECUTIVE SEC & ADMIN ASSISTANTS
56960
43-6011-2   (0115)   **008**   (415)

ADMIN ASSISTANT II-SES
EXECUTIVE SEC & ADMIN ASSISTANTS
52230
(0712)   **43-6011-3**   **008**   (418)

ADMIN ASSISTANT I-SES
EXECUTIVE SEC & ADMIN ASSISTANTS
80492   ORLANDO 44658 TALLAHASSEE
43-6011-2   (0709)   **008**   (415)

STAFF ASSISTANT-SES
EXECUTIVE SEC & ADMIN ASSIST
80494   *TALLAHASSEE*
80495   *JACKSONVILLE*
80498   *DAVIE*
43-6011-2   (0120)   **008**   *(413)*

ATTORNEY
LAWYERS
80505 TAMPA
23-1011-3 (7736) **008** (220)

SENIOR ATTORNEY
LAWYERS
80663 *FT. LAUDERDALE*
80506 *JACKSONVILLE*
80504   *TAMPA*
80502   *ORLANDO*
80776 *JACKSONVILLE*
80507 *FT. LAUDERDALE*
80662   *ORLANDO*
23-1011-4 (7738) **008** *(230)*

ADMINISTRATIVE ASSISTANT I-SES
EXEC SEC & ADMIN ASSISTS
80175
43-6011-2   (0709)   **008**   **(015)**

SENIOR MANAGEMETN ANALYST II - SES
MANAGEMENT ANALYSTS
00191
13-1111-04   (2225)   **008**   **(426)**

OPERATIONS & MGMT CONSULTANT MGR -SES
GENERAL & OPER MANAGERS
80651
11-1021-2   (2238)   **008**   (425)

OPERATIONS & MGMT CONSULTANT MGR -SES
GENERAL & OPER MANAGERS
09673
11-1021-2   (2238)   **008**   (425)

SR MANAGEMENT ANALYST I-SES
MANAGEMENT ANALYSTS
60701
13-1111-3   (2224))   **008**   (422)

ADMINISTRATIVE ASSISTANT I SES
EXEC SECRETARIES & ADMIN ASSISTANTS
80126
43-6011-02   (0709)   **008**   (415)

GOVERNMENT OPERATIONS CONSULTANT I
MANAGEMENT ANALYSTS
80644
13-1111-3   (2234)   **001**   (021)

SR MANAGEMENT ANALYST I-SES
MANAGEMENT ANALYSTS
50824
13-1111-3   (2224)   **008**   (422)

OPERATIONS & MGMT CONSULTANT II-SES
MANAGEMENT ANALYSTS
50761 80174 80652
13-1111-4   (2236)   **008**   (423)

GOVERNMENT OPERATIONS CONSULTANT II
MANAGEMENT ANALYSTS
03687 80060
13-1111-04   (2236)   **001**   (023)

PAGE   6

80 - DEPARTMENT OF JUVENILE JUSTICE
40 - DETENTION SERVICES
10 - REGION (NORTH)
    ORGANIZATION CHARTS

TABLE OF CONTENTS

VERIFIED BY: Sara Gamble
EFFECTIVE:

CURRENT

DEPUTY SECRETARY DJJ
GENERAL, AND OPERATIONS MANAGERS
65162
10-1021-2   (9847)   **1.0**   (950)

ASSIST SEC FOR DETENTION SERVICES
COMM & SOC SERVICE MANAGERS
80007
10-9151-2   (6814)   **1.0**   (940)

PERSONAL SECRETARY I - SES
EXEC SECRETARIES & ADMIN ASSISTANTS
60245
43-6011-2   (9713)   **1.0**   (110)

DIRECTORY OF POLICY & DEVELOPMENT
GENERAL OPERATIONS MANAGER
81839
11-3011-3   (6826)   **1.0**   (530)

DIRECTOR OF DETENTION-DJJ
COMM & SOC SERVICES MANAGERS
81802
10-9151-1   (6817)   **1.0**   (930)

DIRECTOR OF DETENTION-DJJ
COMM & SOC SERVICES MANAGERS
23074
10-9151-1   (6817)   **1.0**   (930)

DIRECTOR OF DETENTION-DJJ
COMM & SOC SERVICES MANAGERS
81801
10-9151-1   (6817)   **1.0**   (930)

PAGE 80-40

80 - DEPARTMENT OF JUVENILE JUSTICE
40 - ASST. SECRETARY FOR DETENTION SERVICES
28 - STATEWIDE OFFENDER TRANSPORTATION PROGRAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 9-8-08

CURRENT

DEPUTY SECRETARY DJJ
GENERAL, AND OPERATIONS MANAGERS
65162
10-1021-2 (9847) **1.0** (950)

ASSIST SEC FOR DETENTION SERVICES
COMM & SOC SERVICE MANAGERS
80007
10-9151-2 (6814) **1.0** (940)

DIRECTOR OF POLICY DEV.& PLANNING - DJJ
GENERAL OPERATIONS MANAGER
81839
11-3011-3 (6826) **1.0** (530)

ADMINISTRATIVE ASSSISTANT I - SES
EXEC SECRETARY & ADMIN ASSSISTANTS
81846
43-6011-2 (0709) **1.0** (415)

STAFF ASSSISTANT -SES
EXECUTIVE SECRETARIES & ADMIN ASST
02346
43-6011-2 (0120) **1.0** (413)

OPERATIONS & MGMT CONSULTANT II - SES
MANAGEMENTS ANALYST
31278 31362 46890 66828 81340
13-1111-4 (2236) **1.0** (423)

OPERATIONS & MGMT CONSULTANT MGR - SES
GENERAL & OPERATIONS MANAGERS
59802 80803
11-1021-2 (2238) **1.0** (425)

OPERATIONS & MGMT CONSULTANT I - SES
MANAGEMENT ANALYSTS
81844
13-1111-3 (2234) **1.0** (421)

GOVERNMENT ANALYST II
MANAGEMENT ANALYSTS
46469
13-1111-4 (2224) **1.0** (026)

MANAGEMENT REVIEW SPECIALIST - SES
MANAGEMENT ANALYSTS
37793
13-1111-4 (2239) **1.0** (424)

SENIOR MANAGEMENT ANALYSTS II - SES
MANAGEMENT ANALYSTS
53215
13-1111-4 (2225) **1.0** (426)

SENIOR MANAGEMENT ANALYSTS II - SES
MANAGEMENT ANALYSTS
81841
13-1111-4 (2225) **1.0** (426)

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
0021 - EAST
0022 - WEST

VERIFIED BY: Sara Gamble
EFFECTIVE: 7/24/07

ASSIST SEC FOR DETENTION SERVICES (6814)
COMM & SOC SERVICE MANAGERS 10-9151-2
80007

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
North Region
23074

ADMINISTRAITVE ASSISTANT/SES (0712)
EXEC SEC & ADMIN ASSISTANTS 43-6011-3
60595

SENIOR MANAGEMENT ANALYST II/SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
03057   59898

OPERATIONS & PROGRAM MANAGER/SES (6882)
GENERAL & OPERS. MANAGERS
81803 59246

Duval Detention Center	Okaloosa Detention Center	Marion Detention Center	Volusia Detention Center
DETENTION SUPERINTENDENT (9085)	**DETENTION SUPERINTENDENT (9085)**	**DETENTION SUPERINTENDENT (9085)**	**DETENTION SUPERINTENDENT (9085)**
MANAGERS, ALL OTHER 11-9199-2	MANAGERS, ALL OTHER 11-9199-2	MANAGERS, ALL OTHER 11-9199-2	MANAGERS, ALL OTHER 11-9199-2
03783	**80997**	**03850**	**03866**

Bay Detention Center	Escambia Detention Center	Leon Detention Center	Alachua Detention Center
DETENTION SUPERINTENDENT (9085)	**DETENTION SUPERINTENDENT (9085)**	**DETENTION SUPERINTENDENT (9085)**	**DETENTION SUPERINTENDENT (9085)**
MANAGERS, ALL OTHER 11-9199-2	MANAGERS, ALL OTHER 11-9199-2	MANAGERS, ALL OTHER 11-9199-2	MANAGERS, ALL OTHER 11-9199-2
03555	**03532**	**03765**	**03747**

80-40-2

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
01 - CIRCUIT
2500 -OKALOOSA REGIONAL DETENTION CTR.
    00 - ADMIN. SHIFT - 7AM - 3PM
    01 - EVENING SHIFT - 3PM - 11PM
    02 - NIGHT SHIFT - 11PM - 7AM
    03 - ROTATING   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 9/10/09

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
23074
10-9151-1   (6817)

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DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
80997
11-9199-2   (9085)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MANAGERS
81004
11-9151-2 **(5715)** **008** (421)

STAFF ASSISTANT-SES
EXEC SEC & ADMIN ASSISTANTS
80961
43-6011-2 (0120) 001 (013)

JUVENILE JUSTICE DETENTION OFF II
PROB. OFFICER & CORR TREATMENT SPEC
80557   80981
21-1092-2   (5712) **001** (016)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
80996
49-9042-2   (6466) **001** (014)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MANAGERS
80990
11-9151-2   (5715) **008** (421)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB. OFFICER & CORR TREATMENT SPEC
80987
21-1092-3   (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB. OFFICER & CORR TREATMENT SPEC
80546
21-1092-3   (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB. OFFICER & CORR TREATMENT SPEC
80558
21-1092-3   (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB. OFFICER & CORR TREATMENT SPEC
80995
21-1092-3   (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB. OFFICER & CORR TREATMENT SPEC
80962
21-1092-3   (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB. OFFICER & CORR TREATMENT SPEC
80988
21-1092-3   (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II
PROB. OFFICER & CORR TREATMENT SPEC
80554
21-1092-2   (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF II
PROB. OFFICER & CORR TREATMENT SPEC
80549 80979 80986
21-1092-2   (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF II
PROB. OFFICER & CORR TREATMENT SPEC
52362 55487 80552 80977 64260 80984 80985
21-1092-2   (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF II
PROB. OFFICER & CORR TREATMENT SPEC
80551 80975 80980
21-1092-2   (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF II
PROB. OFFICER & CORR TREATMENT SPEC
80553 80556 80976 80983
21-1092-2   (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF II
PROB. OFFICER & CORR TREATMENT SPEC
80550 80555 80983
21-1092-2   (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROB. OFFICER & CORR TREATMENT SPEC
80542 80969 80972
21-1092-1   (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF I
PROB. OFFICER & CORR TREATMENT SPEC
80540 80965 80973
21-1092-1   (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF I
PROB. OFFICER & CORR TREATMENT SPEC
55487
21-1092-1   I (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF I
PROB. OFFICER & CORR TREATMENT SPEC
80541 80544 80547 80966
21-1092-1   (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF I
PROB. OFFICER & CORR TREATMENT SPEC
80542 80547 80964
21-1092-1   (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF I
PROB. OFFICER & CORR TREATMENT SPEC
80548 80963 80964 80968
21-1092-1   (5711) **001** (015)

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION CENTERS
10 - REGION (NORTH)
01 - CIRCUIT
2500 - ESCAMBIA REGIONAL DETENTION CTR.
    00 - ADMIN. SHIFT - 7AM - 3PM
    01 - NIGHT SHIFT- 3PM - 11PM
    02 - EVENING SHIFT - 11PM - 7AM
    03 - ROTATING   01 -TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 03/4/09

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MGRS 10-9151-1
23074

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DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03532

STAFF ASSISTANT-SES (0120)
EXEC SEC & ADMIN ASSISTS 43-6011-2
48291

Support
ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MGRS 11-9151-2
03539

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROB OFFICER & CORR TREATMENT SPEC
80690

MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKERS, GEN 49-9042-2
39223

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MGRS 11-9151-2
SECURE
03519

6:30AM TO 2:30 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROB OFFICER & CORR TREATMENT SPEC
59673

2:45 PM TO 10:45 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROB OFFICER & CORR TREATMENT SPEC
39219

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROB OFFICER & CORR TREATMENT SPEC
03535 59669 59670 56973

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREATMENT SPEC
03545

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREATMENT SPEC
03548 03550 37035

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROB OFFICER & CORR TREATMENT SPEC
80693 80695 59672

(RELIEF SUPERVISOR)
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROB OFFICER & CORR TREATMENT SPEC
03536

10:45 PM TO 6:45 AM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROB OFFICER & CORR TREATMENT SPEC
03534

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROB OFFICER & CORR TREATMENT SPEC
80688 80689

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREATMENT SPEC
03544 03546 37036 42951

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREATMENT SPEC
03542 03543 03547 03549 03551 42950

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROB OFFICER & CORR TREATMENT SPEC
03517 39220 39221 59671 80691 80696

6:45 AM TO 2:45 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROB OFFICER & CORR TREATMENT SPEC
80697

7:30 AM TO 4:30 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROB OFFICER & CORR TREATMENT SPEC
03537

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROB OFFICER & CORR TREATMENT SPEC
03524 56971 80692

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREATMENT SPEC
03459

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROB OFFICER & CORR TREATMENT SPEC
39222 56974 80694 80978 81251 81252

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREATMENT SPEC
80971

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - RIGION (NORTH)
02 - CIRCUIT
2500 - LEON REGIONAL DETENTION CENTER

VERIFIED BY; Sara Gamble
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DIRECTOR OF DETENTION (6817)
COMMUNITY & SOCIAL SERVICE MANAGERS 10-9151-1
23074

FROM PAGE 80-40-2
DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03765

ADMINISTRATIVE SECRETARY-SES (0108)
EXEC SEC & ADMIN ASSISTANTS 43-6011-2
80891

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COMMUNITY & SOCIAL SERVICE MANAGERS 11-9151-2
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ASSIST DETENTION CNTR SUPT II-SES (5715)
COMMUNITY & SOCIAL SERVICE MANAGERS 11-9151-2
03766

PAGE N2

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
02 - CIRCUIT
2500 - LEON REGIONAL DETENTION CENTER
00 - ADMIN. SHIFT
01 - SHIFT - I
02 - SHIFT - II
03 - ROTATING SHIFT

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MGRS 10-9151-1
23074

DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03765

ADMINISTRATIVE SECRETARY (0108)
EXEC. SECRETARIES & ADMIN ASSISTANTS 43-6011-02
80891

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ASSIST DETENTION CNTR SUPT II-SES (5715)
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03766

FROM PAGE N2-1
ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MGRS 11-9151-2
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JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
40047

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39224

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
81254

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03769 64250 64258 64259

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
80700

MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKER, GEN 49-9042-2
64243

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03771 56092

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
81011 81012

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
81263

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03775

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
81013

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
64242

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
59798 64249 80699 81256

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03767 64255 64257 80698

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
39228 39229 81248

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
64253

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
55489

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03777 81849

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03773   03774   55486 81097

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03776 37038 81007 81010

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39225

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
40046

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03769 64252 64254 64256

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
64251   64261

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
53529 55488

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
02259 37039 81085

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
04 - CIRCUIT
2500 - DUVAL REGIONAL DETENTION CTR.
    00 - ADMIN. SHIFT - 7AM - 3PM
    01 - EVENING SHIFT - 3PM - 11PM
    02 - NIGHT SHIFT - 11PM - 7AM
    03 - ROTATING   01 - TRUST FUND

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CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
23074

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DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03783

MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKERS, GEN 49-9042-2
03839   03837

STAFF ASSISTANT-SES (0120)
EXEC SEC & ADMIN ASSISTS 43-6011-2
03846

SENIOR CLERK (OOO4) 43-9061-02
OFFICE CLERKS, GENERAL
66829

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
42349

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
03784

7 AM TO 3 AM SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03800

3 PM TO 11 PM SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03788

3 PM TO 11 PM SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03811

7 AM TO 3 PM SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
37050

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
39249 80757 80759   80768   80773

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03799 03802 80763

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
39251 80761 80764 80770

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03797 39257 80756

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03804 03818 03829 03833 37049 57153 57156 57157 57158 57162

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03806 03089 37046 37048 57152 81155

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03462 03807 03827 47051

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03812 03825 03832 03968 57153 57159

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
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64247

7 AM TO 3 PM SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
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03791

3 PM TO 11 PM SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
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03821

11 PM TO 7 AM SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03813

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
81255 80758 80765

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03780 39244 39252 47015

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03760 03801 39250 80766

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
39248 40108 80769 80771 80772

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03810 03824 03834 37047 57151 87163

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
37053 04289 56285 56298 58675

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03808 03816 03819 57154 57155

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03815 03817 04015 37044 56290 56293 81174 81175

TRANSPORTATION
JUVENILE JUSTICE DETENTION OFF II (5712)29-1092-2
PROBATION OFFICER & CORR
39248

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 29-1092-3
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7 AM TO 3 PM SHIFT
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82561

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
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03798 60058 80762 80767

JUVENILE JUSTICE DETENTION OFF II (5712) 29-1092-2
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47034

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
37045 37052 56288 81164

JUVENILE JUSTICE DETENTION OFF I (5711) 29-1092-1
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66443 81161 81172

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
05 - CIRCUIT
2500 - MARION REGIONAL DET. CENTER

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-1-08

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
23074

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03850

ADMIN SECRETARY-SES (0108)
EXEC SEC & ADMIN ASST. 43-6011-2
50929

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
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ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
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MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKERS, GEN 49-9042-2
03796

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03851

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
81764

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03855 20271 46001 80267 80270

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
40704 43115 80283 81754 81759

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03852

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39234

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80288

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
81742

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
43116 59925 81756

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03853 40703 43113 59926 80282 81760

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
46002 80266 80268 80271

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
42972 80272 81744 81745 81749 81751

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80277

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39237

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03854 59924 80286 81757 81763

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
43114 43117 80273 81761

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03860 39241 80269 81743 81748

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03861 81752

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39233

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
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JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
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80274 81755 81758 81762

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03858 04290 53289 80265 81747

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03856 03857 03859 46000 46004 46005 81753

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80 - DEPARTMENT OF JUVENILE JUSTICE
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10 - REGION (NORTH)
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2500 - VOLUSIA CO REGION DETENTION CTR

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CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
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DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
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FISCAL ASSISTANT II-SES (1418)
BOOKKEEPING, ACCTING & AUDIT CLERKS 43-3031-2
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ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
03870

MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKERS, GEN 49-9042-2
03885

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
81110

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39242

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03867 03967 04008 40513 80728 80734 81102

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03822

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
81090

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
60080 81103 81107

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
03426

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03878

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03879

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39243

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39247

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03803 39246 80733 81105 81109

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
39245 47027 80731 81108

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03826 66440 80732 80732 80736 80737

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03814 6007980727 80730

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
42359 56094 81089 81091 81094 81096 81100

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03828 03830 03874 03876 81080 81083

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
56093 81086 81087 81093 81095 81099

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03495 37043 53504 81081 81082 81088

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80738

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80739

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
81111

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
39253 39255 80284 80735

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
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JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
39254 81106

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03868 03875 03877 03881

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03823 03872 53505 81092

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03873 52093 81084 81098 81171

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
08 - CIRCUIT
2500 - ALACHUA REGIONAL DETENTION CTR.

SUBMITTED:
VERIFIED BY: Sara Gamble
EFFECTIVE: 3-18-09

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
23074

DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03747

ADMIN SECRETARY-SES (0108)
EXEC SEC & ADMIN ASSISTS 43-6011-2
32598

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
40706

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
39236

MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKERS, GEN 49-9042-2
80388   47391

JUVENILE JUSTICE DETENTION SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03748

JUVENILE JUSTICE DETENTION SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80402

JUVENILE JUSTICE DETENTION SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80403

JUVENILE JUSTICE DETENTION SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39240

JUVENILE JUSTICE DETENTION SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
47372

JUVENILE JUSTICE DETENTION II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
47363 80399 59989

JUVENILE JUSTICE DETENTION II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03750 47361 47362 47366 47365

JUVENILE JUSTICE DETENTION II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03762

JUVENILE JUSTICE DETENTION II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
47364 47367 80381 80395 80398

JUVENILE JUSTICE DETENTION II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03761

JUVENILE JUSTICE DETENTION I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
20183 03759

JUVENILE JUSTICE DETENTION I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03753 03758 47371 47375 80387 80391

JUVENILE JUSTICE DETENTION I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03752 47381 47382 56583

JUVENILE JUSTICE DETENTION I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03754 03755 47373 47385 80386

JUVENILE JUSTICE DETENTION I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03422   47378 47386 80389 80392

JUVENILE JUSTICE DETENTION SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39239

JUVENILE JUSTICE DETENTION SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39235

JUVENILE JUSTICE DETENTION II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
47368 47369

JUVENILE JUSTICE DETENTION II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03751 80397 80400 80401

JUVENILE JUSTICE DETENTION I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03756 47370 47377 47381 80394 80396

JUVENILE JUSTICE DETENTION I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
40705 47379 47383 47384   80390 80393

BOLD - SES

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
14 - CIRCUIT
2500 - BAY REGIONAL DETENTION CENTER

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
23074

DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03555

ADMIN SECRETARY (0108)
EXECUTIVE SEC & ADMIN ASSISTANTS 43-6011-2
19876

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
80377

MAINTENANCE MECHANIC   (6466)
MAINTENANCE & REPAIR WORKERS, GENERAL 49-9042-02
03731

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ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
03520

BOLD - SES

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
10 - REGION (NORTH)
14 - CIRCUIT
2500 - BAY REGION DETENTION CENTER

CURRENT

DIRECTOR OF DETENTION (6817)10-9151-1
COMMUNITY & SOCIAL SERVICE MANAGERS
23074

DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03555

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ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
03520

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80384

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
81261

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
52361

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
52365 80380 80382

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
03562 52374 80974

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
52376 80367 81237

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03565

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
03566

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
39231

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
80383

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & CORR TREAT SPECIALIST
81262

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
52357 80385 81259

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03559 39232 52353 52359

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03556 03557 81258

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
03560 52358 52363 5237580379

JUVENILE JUSTICE DETENTION OFF II (5712) 21-1092-2
PROBATION OFFICER & CORR TREAT SPECIALIST
52360 52366 80375 80376

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
47374

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
80371 81235

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
52370 80373 81238

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
52368

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROBATION OFFICER & CORR TREAT SPECIALIST
80369

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80 - DEPARTMENT OF JUVENILE JUSTICE
40 - DETENTION SERVICES
20 - REGION (CENTRAL)
    ORGANIZATION CHARTS

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VERIFIED BY: Sara Gamble
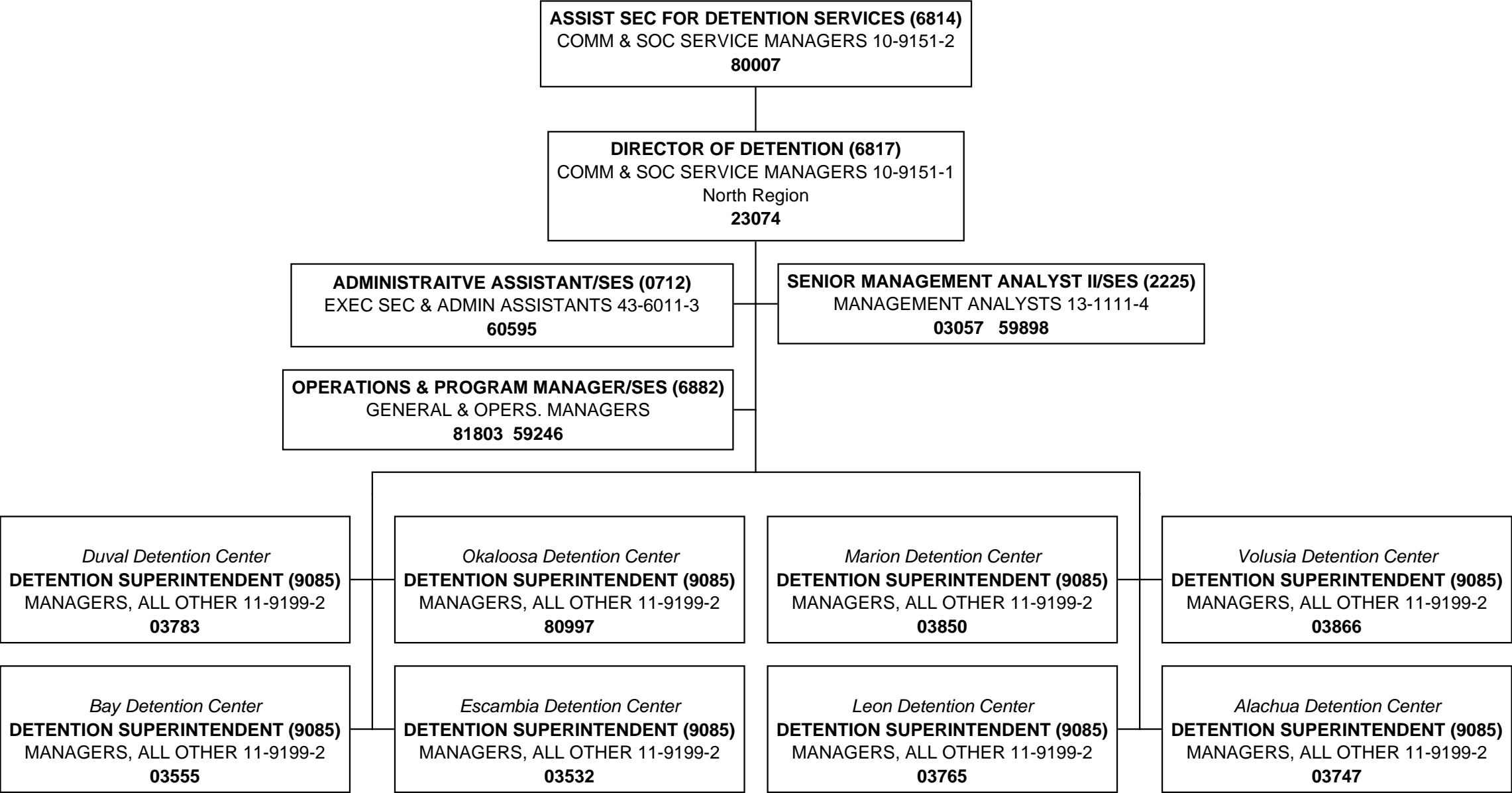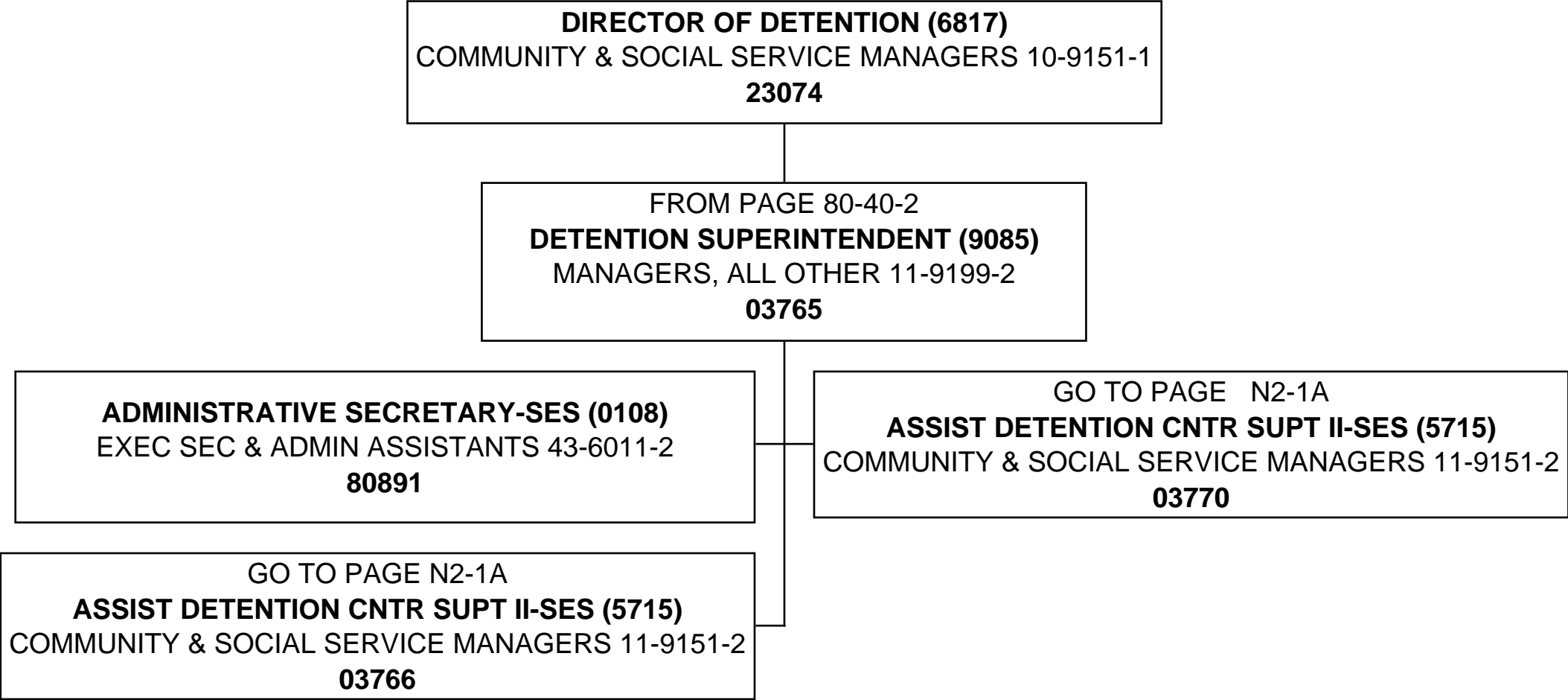EFFECTIVE:

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DIRECTOR OF DETENTION SERVICES (CENTRAL)
0021- REGION (EAST CENTRAL)
0022- REGION (WEST CENTRAL)

VERIFIED BY: Sara Gamble
EFFECTIVE: 8-7-08

CURRENT

ASSIST SECRETARY FOR DETENTION SERVICES
COMM & SOC SERVICE MANAGERS
80007
10-9151-2   (6814)   **009**   (940)

Central Region
DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

ADMIN ASSISTANT II-SES
EXEC SEC & ADMIN ASSISTS
02683
43-6011-3   (0712)   **001**   (018)

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Hillsborough West Det. Ctr.	*Manatee Detention Center*	*Pinellas Detention Center*	*Pasco Detention Center*
DETENTION SUPERINTENDENT	**DETENTION SUPERINTENDENT**	**DETENTION SUPERINTENDENT**	**DETENTION SUPERINTENDENT**
MANAGERS, ALL OTHERS	MANAGERS, ALL OTHERS	MANAGERS, ALL OTHERS	MANAGERS, ALL OTHERS
03897	**04083**	**03969**	**52089**
11-9199-2 (9085) **008** (520)	**11-9199-2** (9085) **008** (520)	**11-9199-2** (9085) **008** (520)	**11-9199-2** (9085) **008** (520)

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Orange Detention Center	*Osceola Detention Center*	*Seminole Detention Center*	*Brevard Detention Center*
DETENTION SUPERINTENDENT	**DETENTION SUPERINTENDENT**	**DETENTION SUPERINTENDENT**	**DETENTION SUPERINTENDENT**
MANAGERS, ALL OTHERS	MANAGERS, ALL OTHERS	MANAGERS, ALL OTHERS	MANAGERS, ALL OTHERS
80179	**80957**	**04159**	**04199**
11-9199-2 (9085) **008** (520)	**11-9199-2** **(9085)** **008** (520)	**11-9199-2** (9085) **008** (520)	**11-9199-2** (9085) **008** (520)

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Polk Detention Center	*Hillsborough East Det. Ctr.*	**OPERATIONS & PROGRAM MANAGER**	**OPERATIONS & PROGRAM MANAGER**
DETENTION SUPERINTENDENT	**DETENTION SUPERINTENDENT**	GENERAL & OPERATIONS MANAGERS	GENERAL & OPERATIONS MANAGERS
MANAGERS, ALL OTHERS	MANAGERS, ALL OTHERS	**39506**	**59284**
04029	**80352**		
11-9199-2 (9085) **008** (520)	**11-9199-2** (9085) **008** (520)	**11-1021-3** (6882) **008** (530)	**11-1021-3** (6882) **008** (530)

80-40-5

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

OPERATIONS & PROGRAM MANAGER
GENERAL & OPERATIONS MANAGERS
39506
11-1021-3   (6882)   **008**   (530)

ADMINISTRATIVE ASSISTANT I-SES
EXECUTIVE SEC & ADMIN ASSISTANTS
42030
43-6011-2   (0709)   **008**   (415)

STAFF ASSISTANT-SES
EXECUTIVE SEC & ADMIN ASSISTANTS
25002
43-6011-2   (0120)   **008**   (413)

OPERATIONS & MGMT CONSULT II-SES
MANAGEMENT ANALYSTS
03956 59756
(13-1111-4)   (2236)   **008**   (423)

SENIOR MGMT ANALYST II-SES
MANAGEMENT ANALYSTS
66058, 80176
(13-1111-4)   (2225)   **008**   (426)

80-40-8

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

OPERATIONS & PROGRAM MANAGER
GENERAL & OPERATIONS MANAGERS
59284
11-1021-3   (6882)   **008**   (530)

ADMINISTRATIVE ASSISTANT I-SES
EXEC SEC & ADMIN ASSISTANTS
44273
43-6011-2   (0709)   **008**   (415)

OPERATIONS & MGMT CONSULTANT II-SES
MANAGEMENT ANALYSTS
42063,   80066
13-1111-4   (2236)   **008**   (423)

OPERATIONS & MGMT CONSULTANT MANAGER-SES
GENERAL & OPERATIONS MANAGERS
80366
11-1021-2   (2238)   **008**   (425)

OPERATIONS & MGMT CONSULTANT MANAGER-SES
GENERAL & OPERATIONS MANAGERS
55798
11-1021-2   (2238)   **008**   (425)

PURCHASING AGENT II
PURCHASING AGENTS
02756   64434
13-1023-1 (0812) **001** (015)

OPERATIONS & MGMT CONSULTANT II-SES
MANAGEMENT ANALYSTS
61115   61359
13-1111-4   (2236)   **008**   (423)

STAFF ASSISTANT-SES
EXEC SEC & ADMIN ASSISTANTS
80624
43-6011-2   (0120)   **008**   (413)

OPERATIONS & MGMT CONSULTANT II-SES
MANAGEMENT ANALYSTS
02761, 61114, 81351
13-1111-4   (2236)   **008**   (423)

80-40- 8A

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTIONS SERVICES
20 - REGION (CENTRAL)
06 - CIRCUIT
2500 - PASCO REGIONAL DETENTION CENTER
    00 - ADMIN. SHIFT
    01 - EVENING SHIFT
    02 - NIGHT SHIFT
    03 - ROTATING SHIFT   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 2-10-09

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHERS
52089
11-9199-2   (9085)   **008**   (520)

STAFF ASSISTANT
EXEC SEC & ADMIN ASSISTS
52064
43-6011-2   (0120)   **001**   (013)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
81029
49-9042-2   (6466)   **001**   (014)

FISCAL ASSISTANT I
BOOKKEEPING, ACCTING & AUDIT CLERKS
81043
43-3031-2   (1415)   **001**   (012)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
81041
11-9151-2   (5715)   **008**   (421)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
81038
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
52101
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
52103
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
52077 52080 59968 80708 81030
21-1092-2   **(5712)**   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
80706 81033
21-1092-2   (5712)   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
52083 81036
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03996 03997 81015 81023
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
52068 81017 81019 81026
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03984 81028
21-1092-1   (5711)   **001**   (015)

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80 - DEPARTMENT OF JUVENILE JUSTICE
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    01 - EVENING SHIFT
    02 - NIGHT SHIFT
    03 - ROTATING SHIFT   01 - TRUST FUND

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHERS
52089
11-9199-2   (9085)   **008**   (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
81037
11-9151-2   (5715)   **008**   (421)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
81039
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
52102
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
52085
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
52075 52079
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
52074 52076 52081 80707 81034
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
52078 52082 52084 81031 81032 81035
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
52071 81016 81021 81022 81027
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03984 52065 52066 81020 81024
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF 1
PROBATION OFFICER & CORR TREAT SPECIALIST
52065 52069 81025
21-1092-1   (5711)   **001**   (015)

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80 - DEPARTMENT OF JUVENILE JUSTICE
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06 - CIRCUIT
2510 - PINELLAS REGIONAL DETENTION CTR.
00 - ADMIN SHIFT
01 - SHIFT I
02 - SHIFT II
03 - ROTATING SHIFT

VERIFIED BY: Sara Gamble
EFFECTIVE: 7/1/08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
03969
11-9199-2   (9085)   **008**   (520)

ADMINISTRATIVE SECRETARY
EXEC SEC & ADMIN ASSISTS
04016
43-6011-2   (0108)   **001**   (012)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
03972
11-9151-2   (5715)   **008**   (421)

ADMIN ASSISTANT I-SES
EXEC SEC & ADMIN ASSISTS
64432
43-6011-2   (0709)   **008**   (415)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
04098 64430
49-9042-2   (6466)   **001**   (014)

JUVENILE JUSTICE DETENTIO OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
39258
21-1092-3   (5713)   **008**   (417)

FISCAL ASSISTANT I
BOOKKEEPING, ACCTING & AUDIT CLERKS
64431
43-3031-2   (1415)   **001**   (012)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03982 04006 64399 64405 64412 64413 64423 80703
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
04001 04038
21-1092-1   (5711)   **001**   (015)

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
06 - CIRCUIT
2510 - PINELLAS REGIONAL DETENTION CTR.
00 - ADMIN SHIFT
01 - SHIFT I
02 - SHIFT II
03 - ROTATING SHIFT

VERIFIED BY: Sara Gamble
EFFECTIVE: 7/1/08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1 (6817) **009** (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
03969
11-9199-2 (9085) **008** (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
37054
11-9151-2 (5715) **008** (421)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03973
21-1092-3 (5713) **008** (017)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80705
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03981 03999 59969 59971 64411
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03980 37061 59972 64420
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03915 03924 03926 37057 39288
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03986 04007 37067 42874 43146
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03976
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
64414 64419 64422 64426 64427
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03987 03992 03994 37055
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03975
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03998 64402 64407 80701
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
37059 37066 37088 04004
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03995
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
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21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
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21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
64396
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
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21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
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21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03974
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
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21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03473 03993 37056 37062
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
64397
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
04037 64406 64421 80704
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03932 0393903990 04005 42873 042964
21-1092-1 (5711) **001** (015)

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
09 - CIRCUIT
2510 - OSCEOLA REGIONAL DETENTION CTR.
00 - ADMIN. SHIFT
01 - SHIFT I
02 - SHIFT II
03 - ROTATING SHIFT

CURRENT

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                    DIRECTOR OF DETENTION
                 COMM & SOC SERVICE MANAGERS
                            81801
              10-9151-1    (6817)   009   (930)


                    DETENTION SUPERINTENDENT
                      MANAGERS, ALL OTHER
                            80957
              11-9199-2    (9085)   008   (520)


           SECRETARY SPECIALIST
         SEC, EXCEPT LEGAL, MED & EXEC
                   80894
          43-6014-1    (0105)   001   (010)


              ASSIST DETENTION CNTR SUPT II-SES  (5715)
                 COMM & SOC SERVICE MGRS  11-9151-2
                            80959
              11-9151-2    (5715)   008   (421)
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      SECRETARY SPECIALIST (0105)                JUVENILE JUSTICE DETENTION OFF II  (5712)
  SEC, EXCEPT LEGAL, MED & EXEC 43-6014-1    PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
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  43-6014-1    (0105)   001   (010)            21-1092-2      (5712)     001   (016)
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PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1   MAINT & REPAIR WORKERS, GEN  49-9042-2
              80911  80914                                      80956
  21-1092-1      (5711)   001   (015)            49-9042-2      (6466)   001   (014)
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PAGE C9

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
09 - CIRCUIT
2510 - OSCEOLA REGIONAL DETENTION CTR.
00 - ADMIN. SHIFT
01 - SHIFT I
02 - SHIFT II
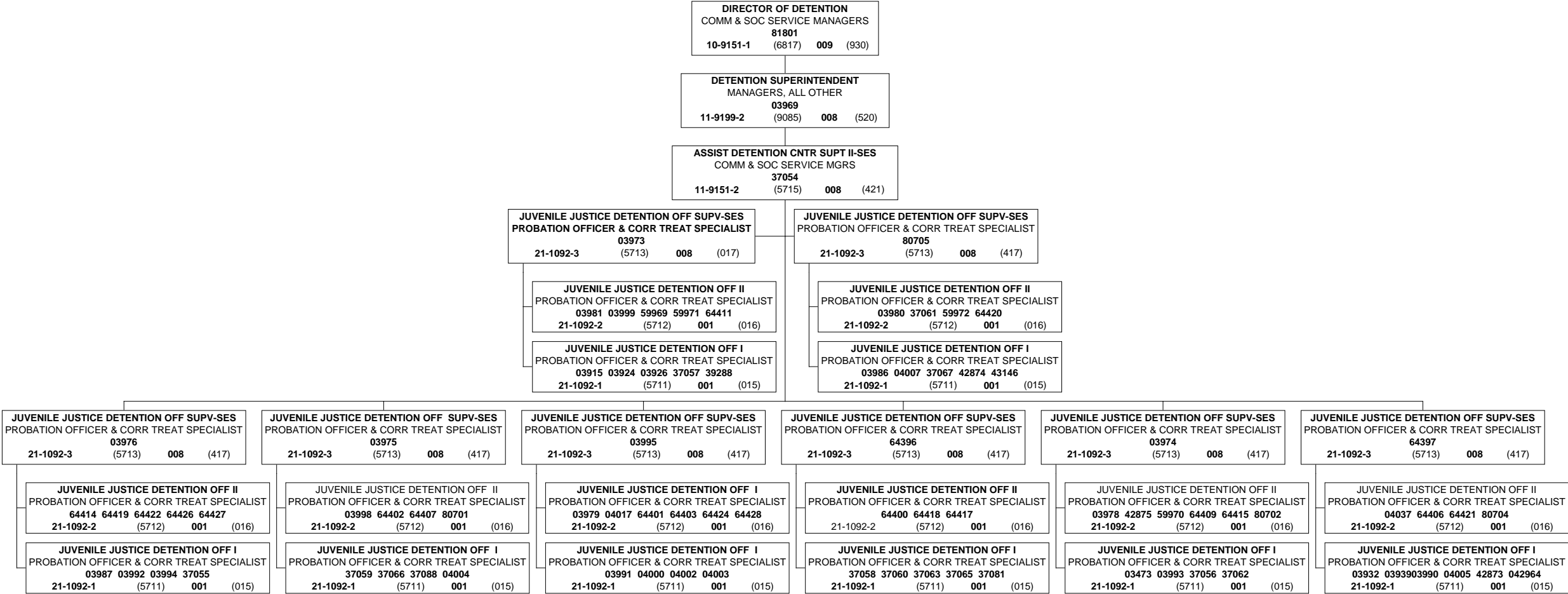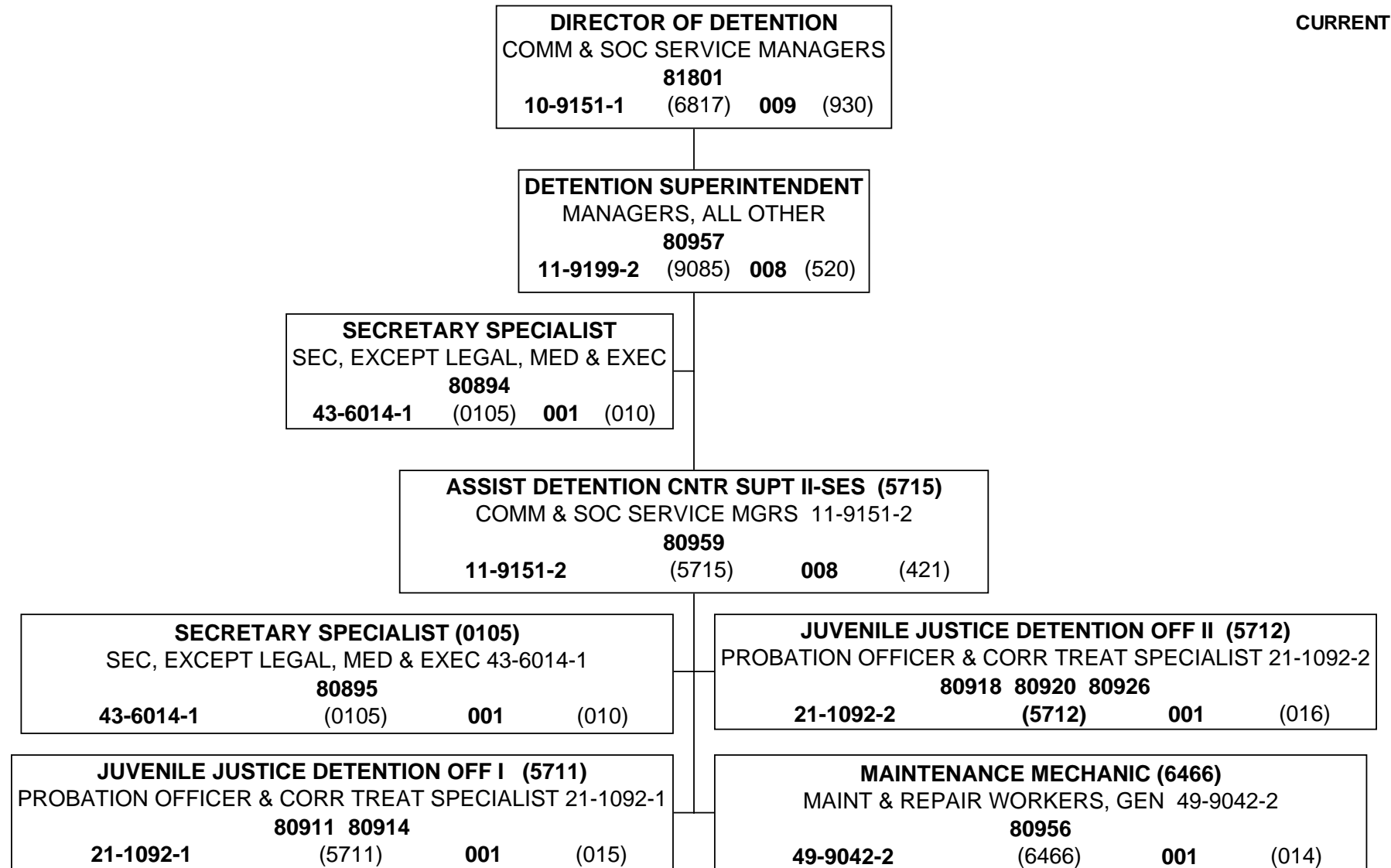03 - ROTATING SHIFT
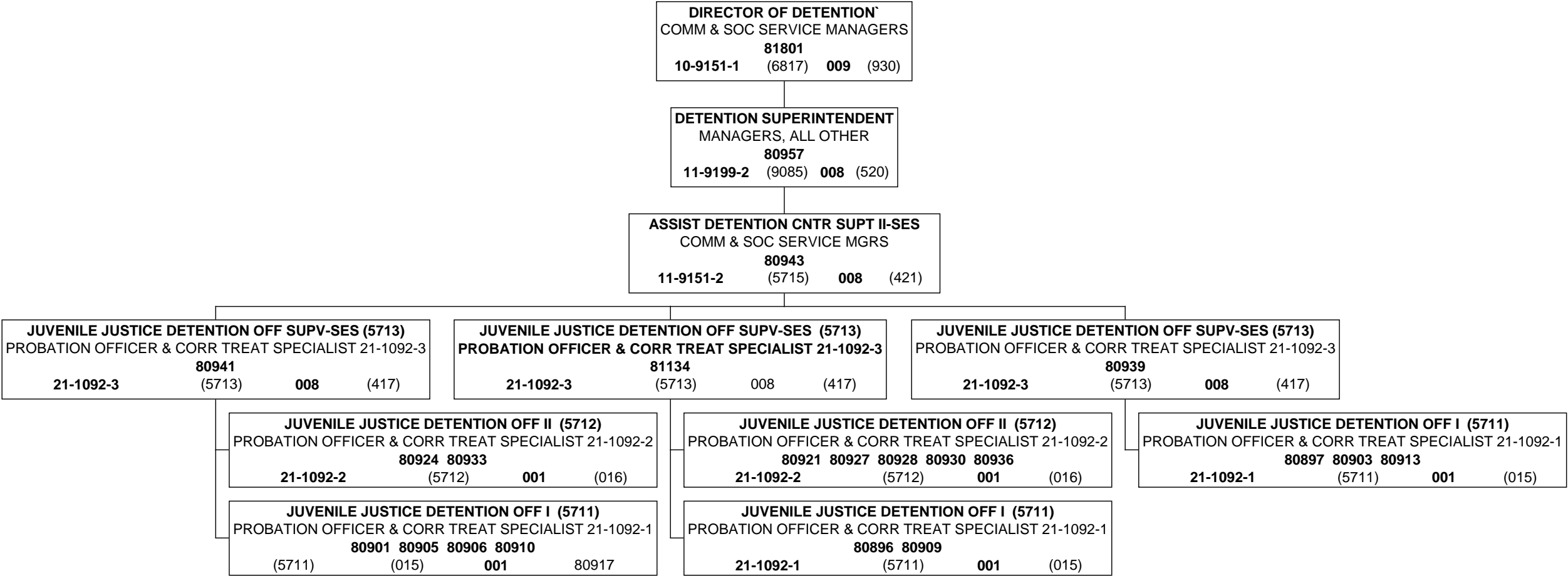
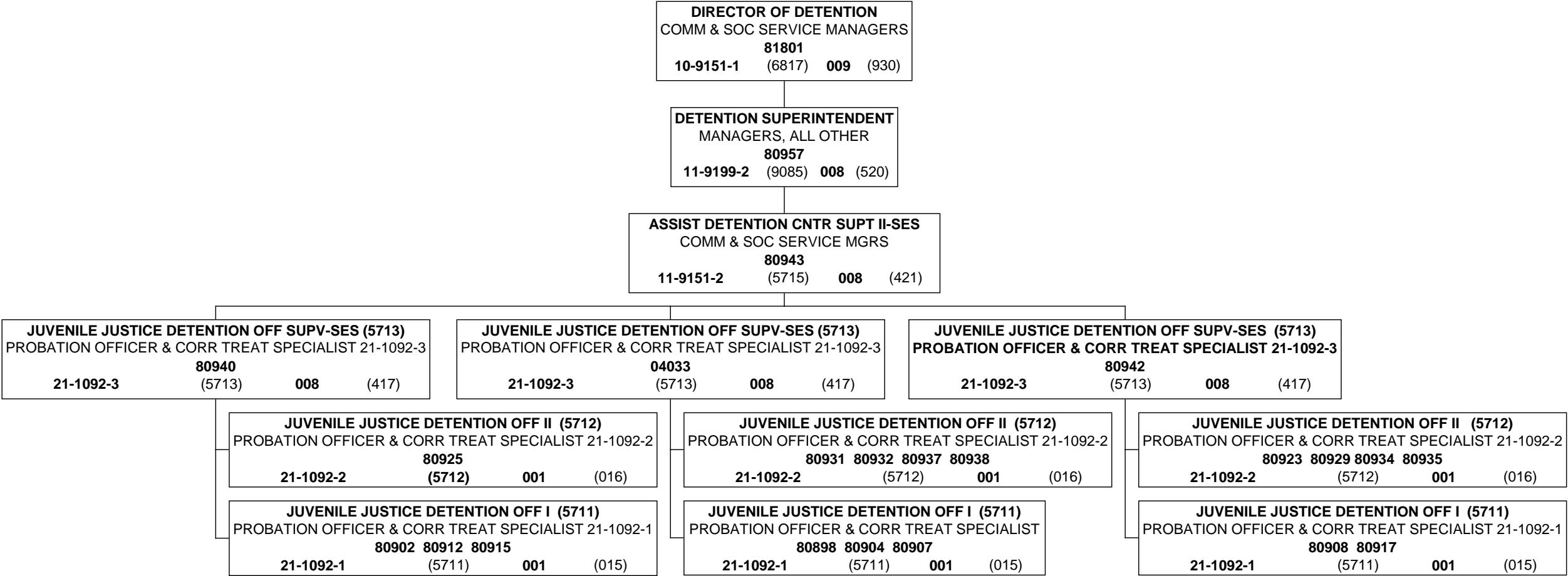VERIFIED BY: Sara Gamble
EFFECTIVE: 8-7-08

CURRENT

DIRECTOR OF DETENTION`
COMM & SOC SERVICE MANAGERS
81801
10-9151-1 (6817) **009** (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
80957
11-9199-2 (9085) **008** (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
80943
11-9151-2 (5715) **008** (421)

| **JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
80941
21-1092-3 (5713) **008** (417) | **JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
81134
21-1092-3 (5713) 008 (417) | **JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
80939
21-1092-3 (5713) **008** (417) |

| **JUVENILE JUSTICE DETENTION OFF II (5712)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
80924 80933
21-1092-2 (5712) **001** (016) | **JUVENILE JUSTICE DETENTION OFF II (5712)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
80921 80927 80928 80930 80936
21-1092-2 (5712) **001** (016) | **JUVENILE JUSTICE DETENTION OFF I (5711)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
80897 80903 80913
21-1092-1 (5711) **001** (015) |

| **JUVENILE JUSTICE DETENTION OFF I (5711)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
80901 80905 80906 80910
(5711) (015) **001** 80917 | **JUVENILE JUSTICE DETENTION OFF I (5711)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
80896 80909
21-1092-1 (5711) **001** (015) |

PAGE C9-1

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
09 - CIRCUIT
2510 - OSCEOLA REGIONAL DETENTION CTR.
00 - ADMIN. SHIFT
01 - SHIFT I
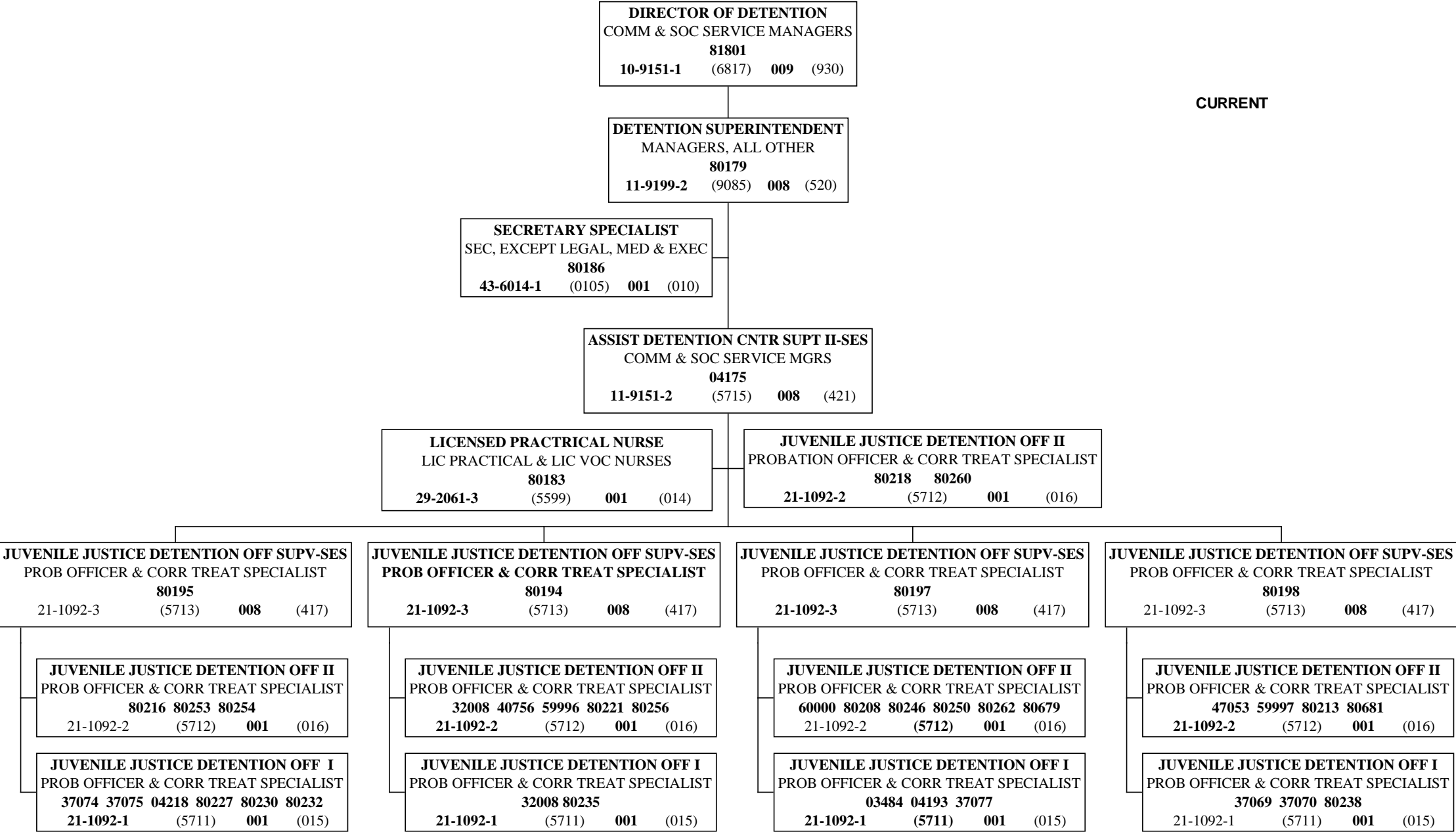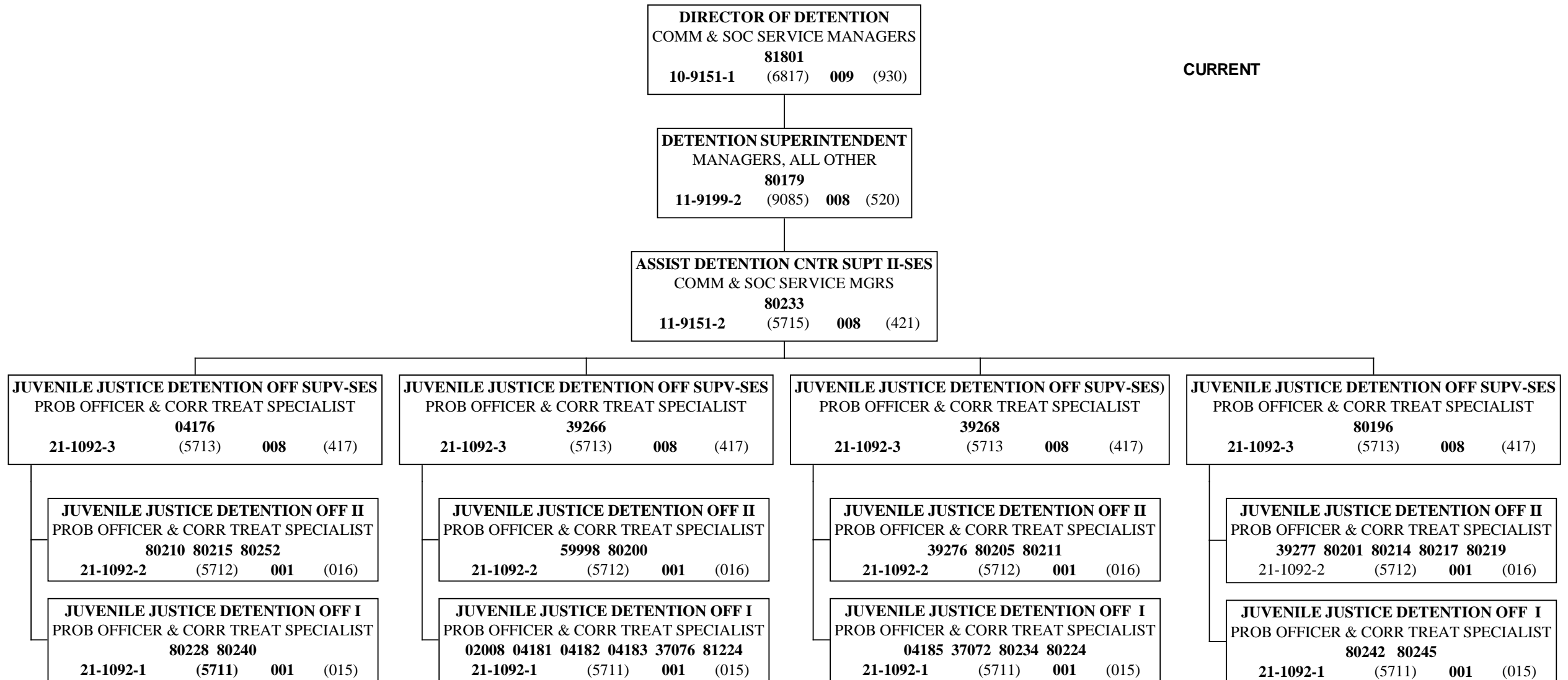02 - SHIFT II
03 - ROTATING SHIFT

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
80957
11-9199-2   (9085)   **008**   (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
80943
11-9151-2   (5715)   **008**   (421)

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)	**JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)**	**JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3	PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3	**PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3**
80940	**04033**	**80942**
21-1092-3 (5713) **008** (417)	**21-1092-3** (5713) **008** (417)	**21-1092-3** (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFF II (5712)	**JUVENILE JUSTICE DETENTION OFF II (5712)**	**JUVENILE JUSTICE DETENTION OFF II (5712)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2	PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2	PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
80925	**80931 80932 80937 80938**	**80923 80929 80934 80935**
21-1092-2 **(5712)** **001** (016)	**21-1092-2** (5712) **001** (016)	**21-1092-2** (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFF I (5711)	**JUVENILE JUSTICE DETENTION OFF I (5711)**	**JUVENILE JUSTICE DETENTION OFF I (5711)**
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1	PROBATION OFFICER & CORR TREAT SPECIALIST	PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
80902 80912 80915	**80898 80904 80907**	**80908 80917**
21-1092-1 (5711) **001** (015)	**21-1092-1** (5711) **001** (015)	**21-1092-1** (5711) **001** (015)

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
09 - CIRCUIT
2500 - ORANGE REGIONAL DETENTION CTR.
804120002800 - TRANSPORTATION HUB

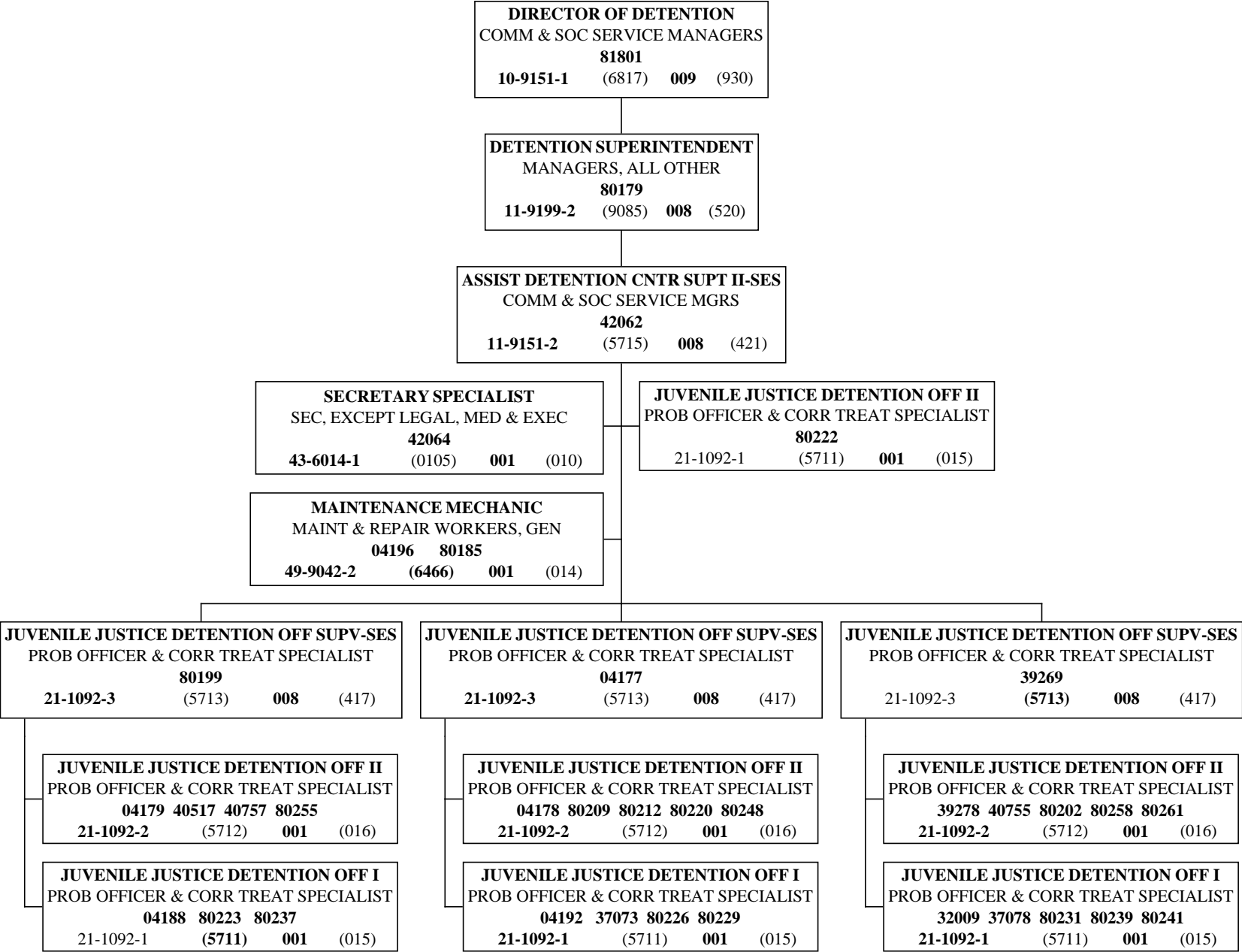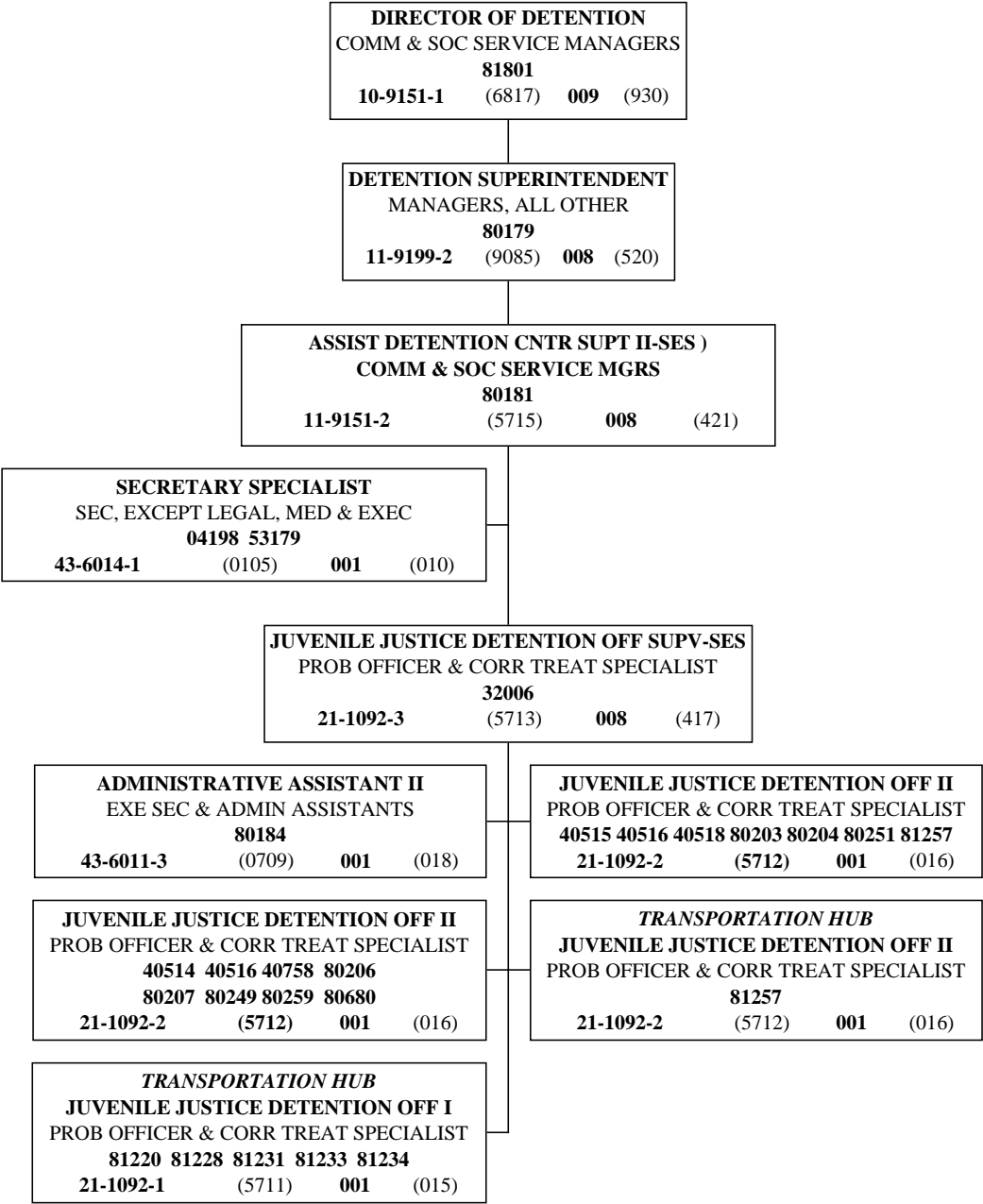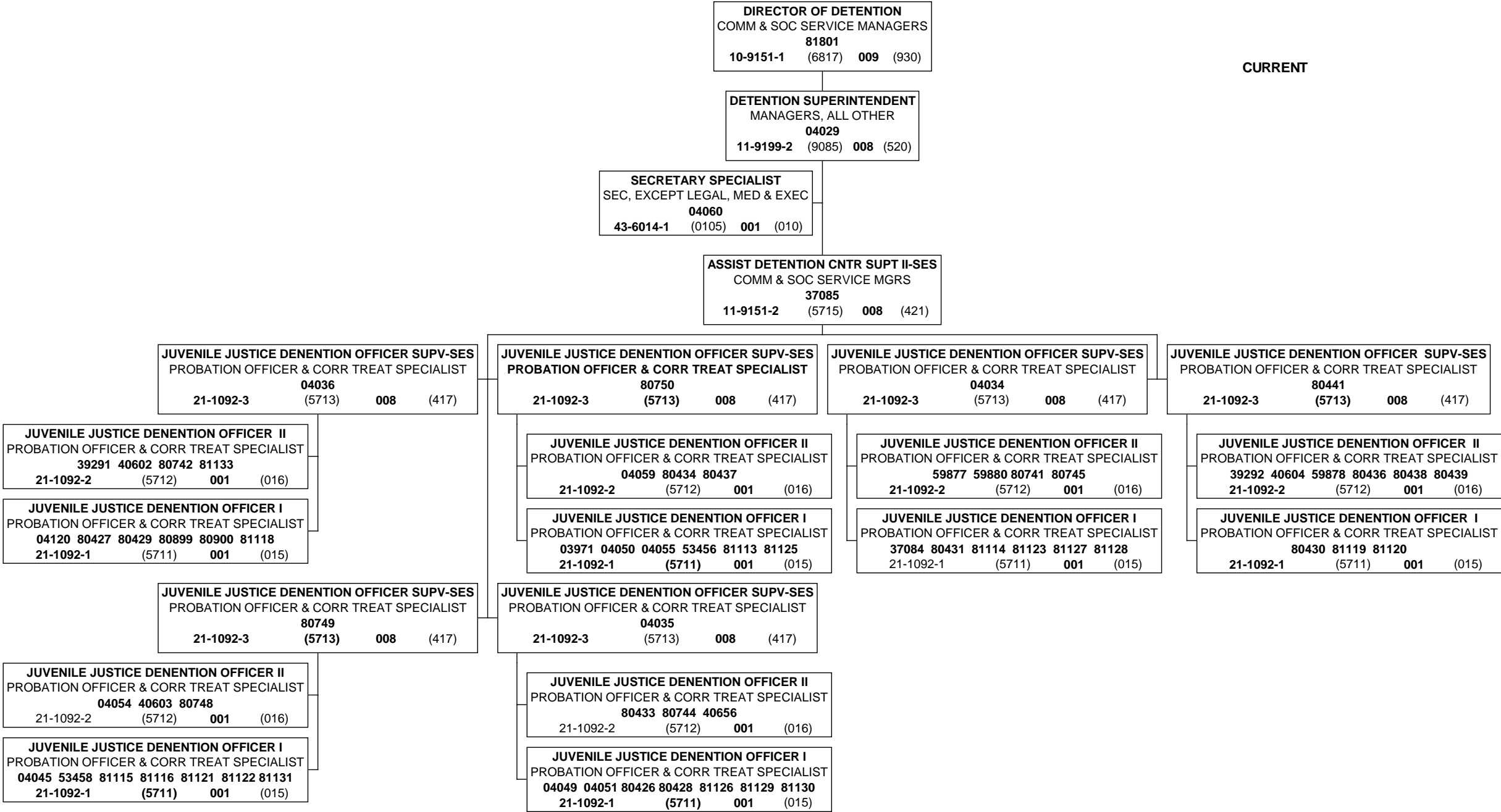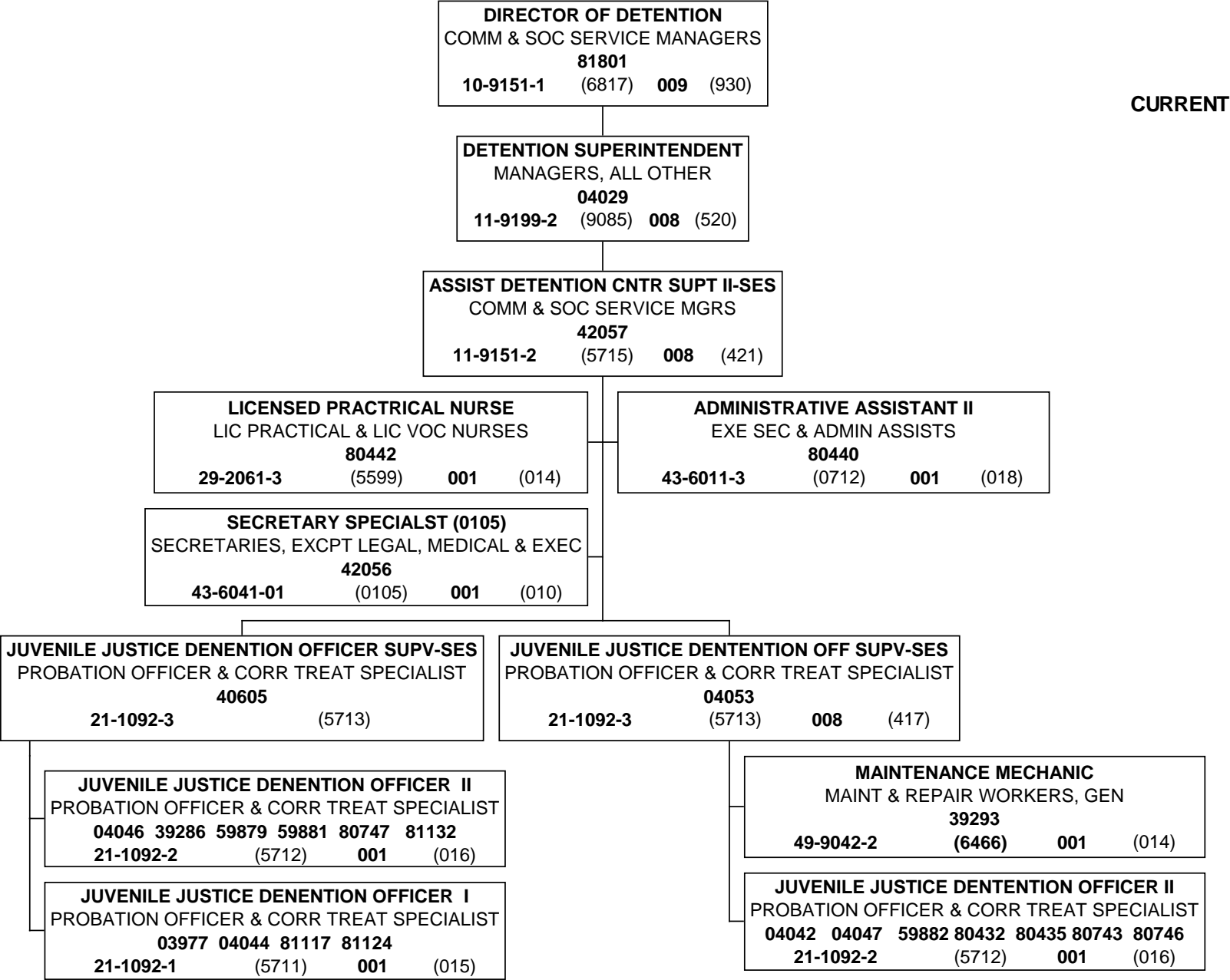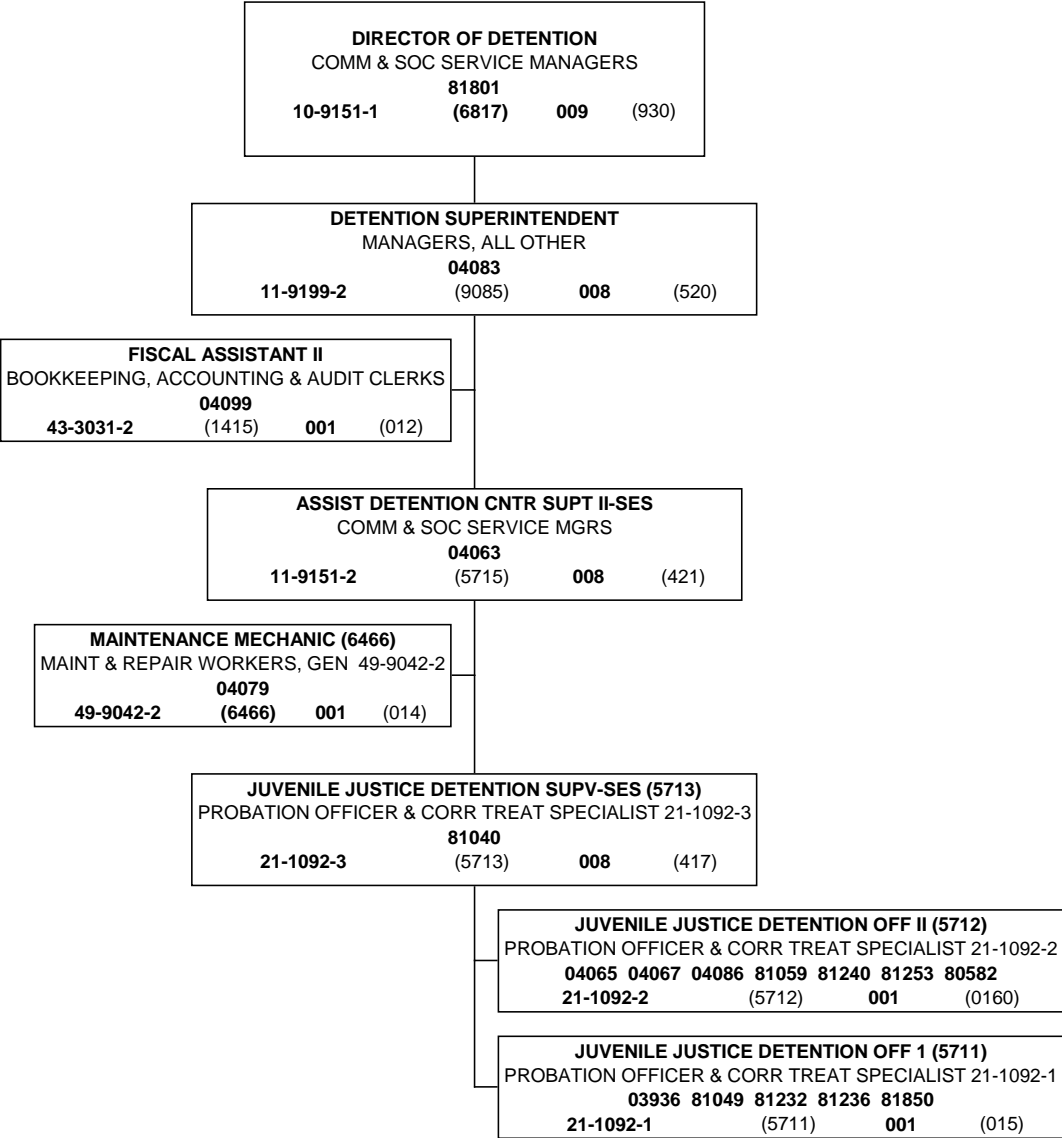VERIFIED BY: Sara Gamble
EFFECTIVE: 8-7-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
80179
11-9199-2   (9085)   **008**   (520)

SECRETARY SPECIALIST
SEC, EXCEPT LEGAL, MED & EXEC
80186
43-6014-1   (0105)   **001**   (010)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
04175
11-9151-2   (5715)   **008**   (421)

LICENSED PRACTRICAL NURSE
LIC PRACTICAL & LIC VOC NURSES
80183
29-2061-3   (5599)   **001**   (014)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
80218   80260
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
80195
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
80194
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
80197
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
80198
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
80216 80253 80254
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
32008 40756 59996 80221 80256
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
60000 80208 80246 80250 80262 80679
21-1092-2   **(5712)**   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
47053 59997 80213 80681
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
37074 37075 04218 80227 80230 80232
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
32008 80235
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
03484 04193 37077
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
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PAGE   C9-2
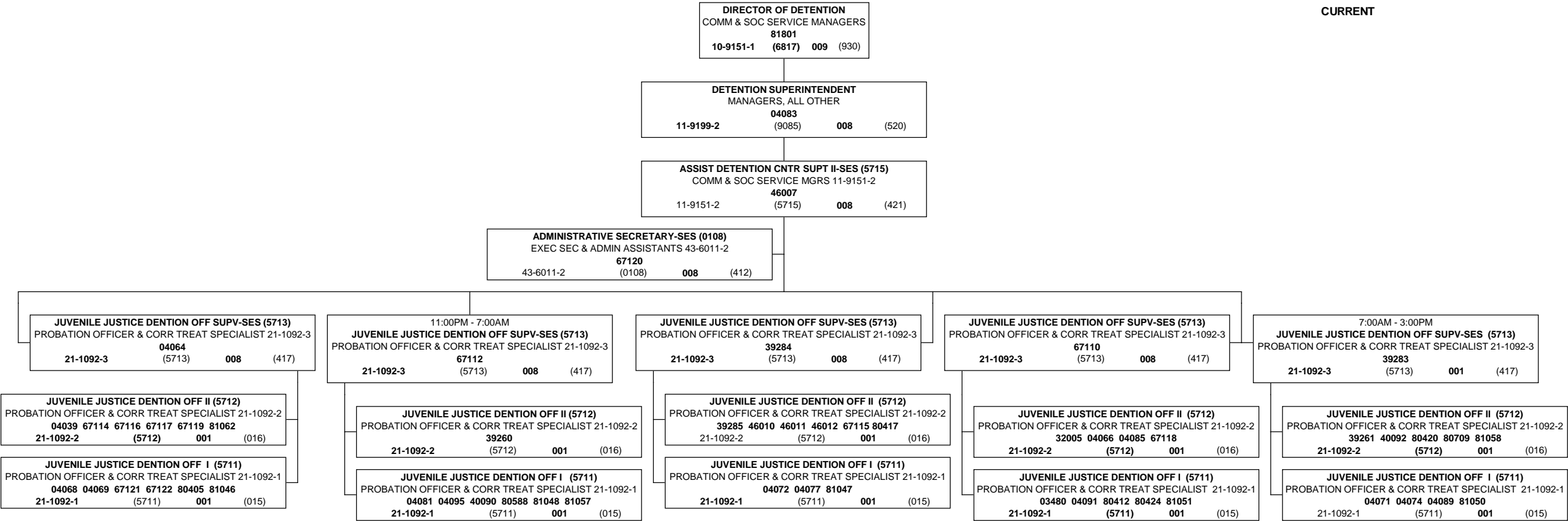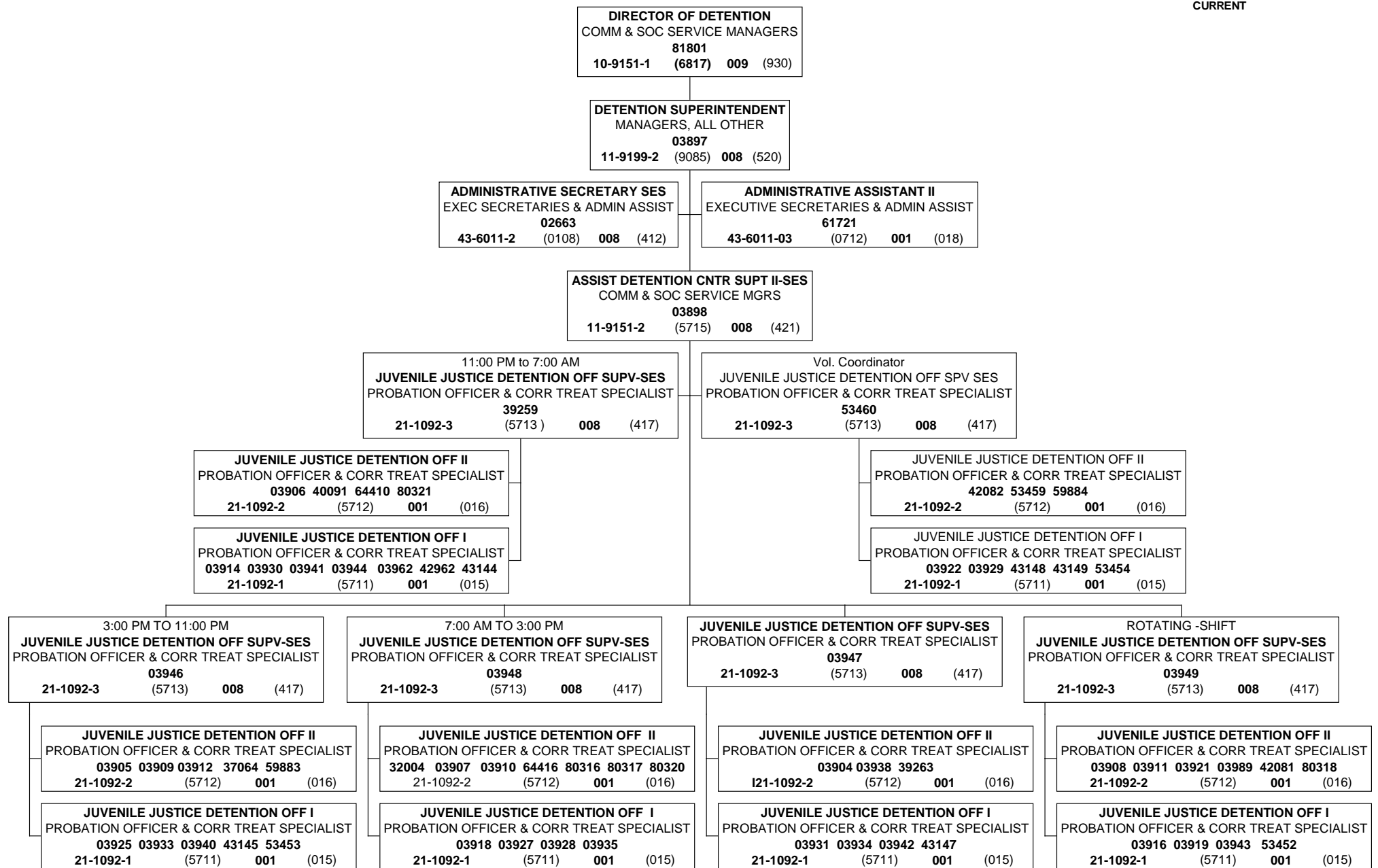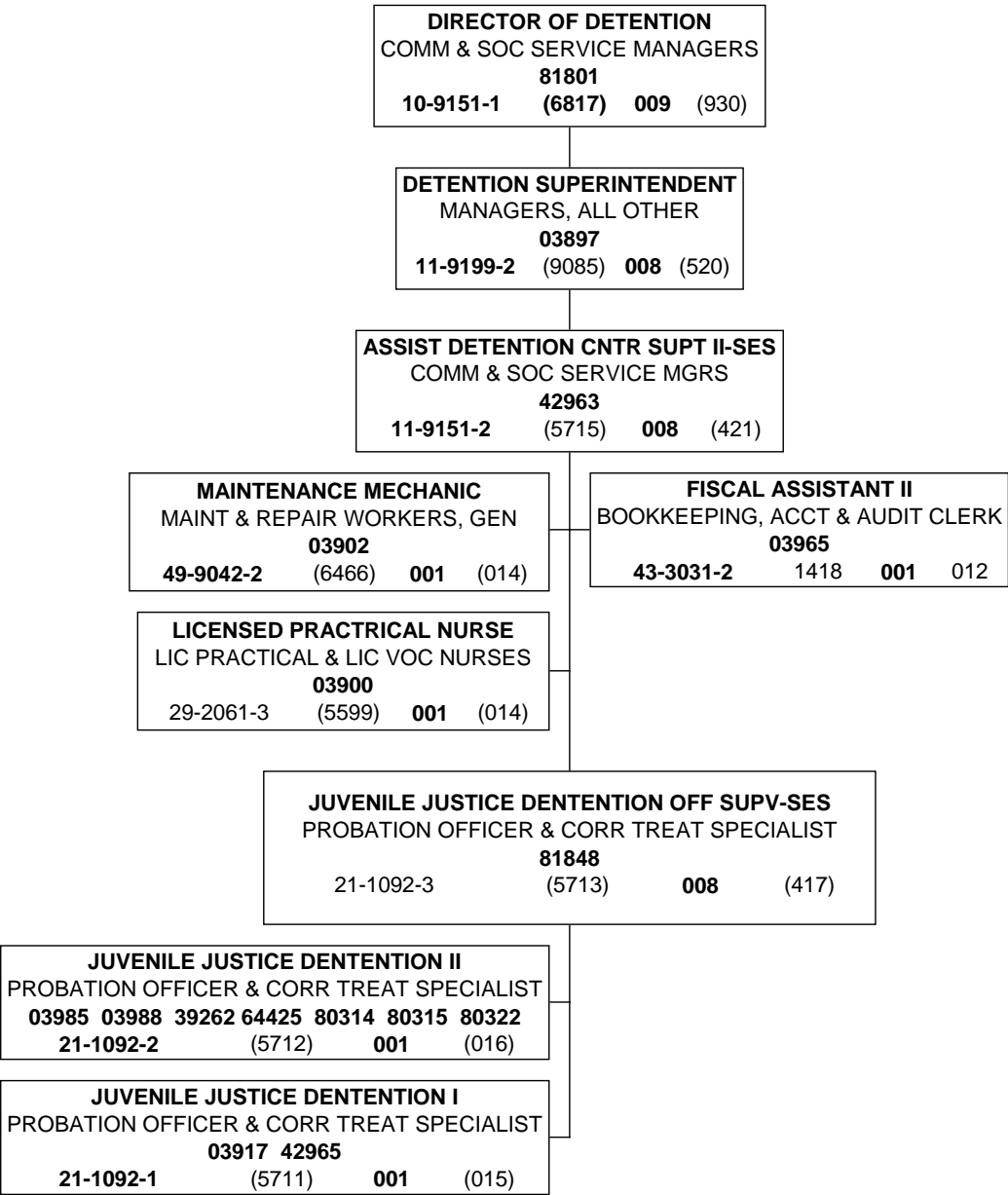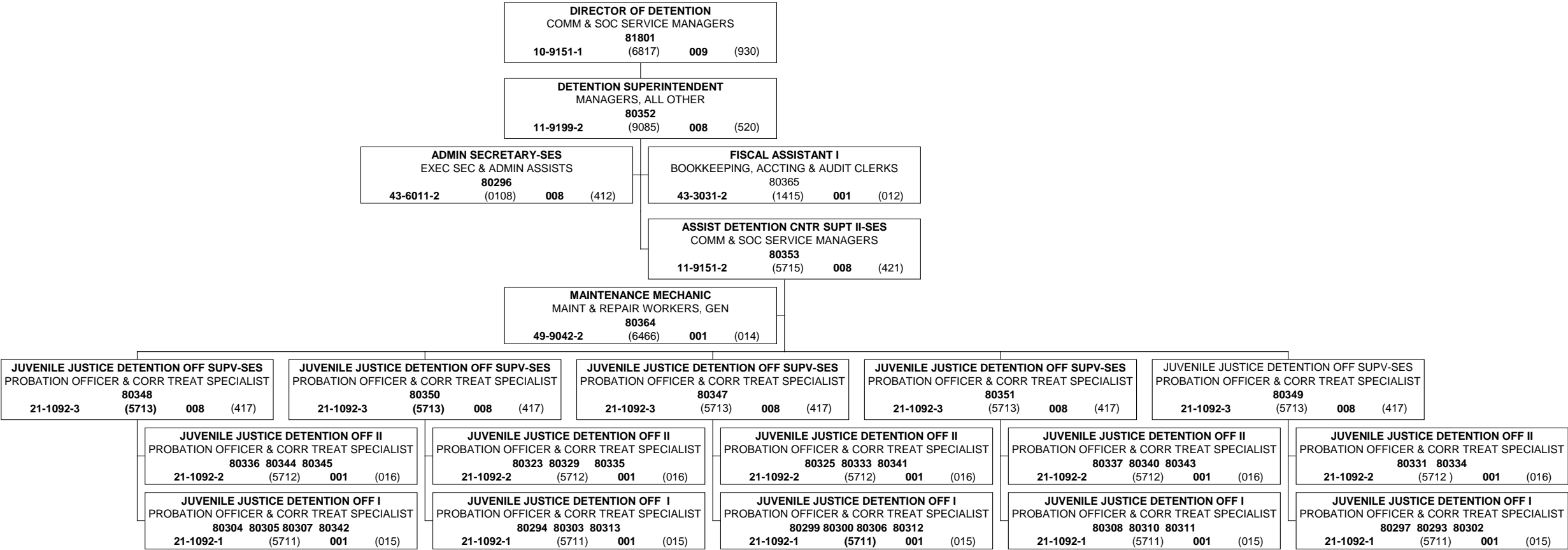
80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
09 - CIRCUIT
2500 - ORANGE REGIONAL DETENTION CTR.
804120002800 - TRANSPORTATION HUB

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
80179
11-9199-2   (9085)   **008**   (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
80233
11-9151-2   (5715)   **008**   (421)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
04176
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
39266
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JUVENILE JUSTICE DETENTION OFF SUPV-SES)
PROB OFFICER & CORR TREAT SPECIALIST
39268
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
80196
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
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21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
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21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
39276 80205 80211
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
39277 80201 80214 80217 80219
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
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21-1092-1   (5711)   **001**   (015)

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PROB OFFICER & CORR TREAT SPECIALIST
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21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
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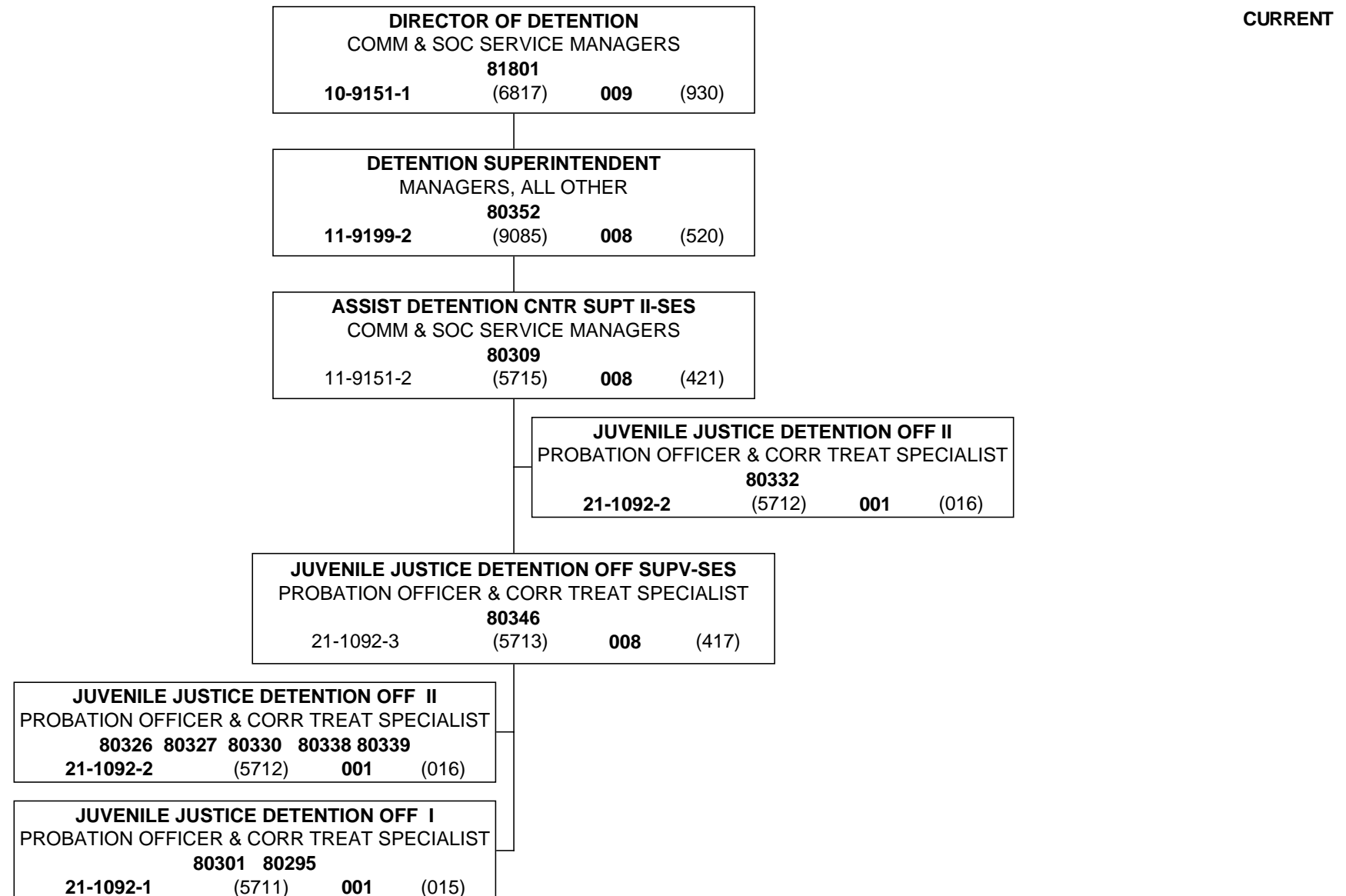**80242 80245**
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PAGE   C9-3

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
09 - CIRCUIT
2500 - ORANGE REGIONAL DETENTION CTR.
804120002800 - TRANSPORTATION HUB

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
80179
11-9199-2   (9085)   **008**   (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
42062
11-9151-2   (5715)   **008**   (421)

SECRETARY SPECIALIST
SEC, EXCEPT LEGAL, MED & EXEC
42064
43-6014-1   (0105)   **001**   (010)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
80222
21-1092-1   (5711)   **001**   (015)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
04196   80185
49-9042-2   (6466)   **001**   (014)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
80199
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
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21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROB OFFICER & CORR TREAT SPECIALIST
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21-1092-3   (**5713**)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
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21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
04178 80209 80212 80220 80248
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROB OFFICER & CORR TREAT SPECIALIST
39278 40755 80202 80258 80261
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
04188 80223 80237
21-1092-1   (**5711**)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
04192 37073 80226 80229
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
32009 37078 80231 80239 80241
21-1092-1   (5711)   **001**   (015)

PAGE   C9-4

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
09 - CIRCUIT
2500 - ORANGE REGIONAL DETENTION CTR.
804120002800 - TRANSPORTATION HUB

VERIFIED BY: Sara Gamble
EFFECTIVE: 8-7-08

CURRENT

```
                    ┌──────────────────────────────────┐
                    │      DIRECTOR OF DETENTION        │
                    │  COMM & SOC SERVICE MANAGERS      │
                    │             81801                 │
                    │  10-9151-1   (6817)  009  (930)   │
                    └──────────────────────────────────┘

                    ┌──────────────────────────────────┐
                    │    DETENTION SUPERINTENDENT       │
                    │      MANAGERS, ALL OTHER          │
                    │             80179                 │
                    │  11-9199-2   (9085)  008  (520)   │
                    └──────────────────────────────────┘

                 ┌─────────────────────────────────────────┐
                 │   ASSIST DETENTION CNTR SUPT II-SES )     │
                 │      COMM & SOC SERVICE MGRS              │
                 │             80181                         │
                 │  11-9151-2    (5715)    008    (421)      │
                 └─────────────────────────────────────────┘

          ┌──────────────────────────────────┐
          │       SECRETARY SPECIALIST        │
          │  SEC, EXCEPT LEGAL, MED & EXEC    │
          │          04198  53179             │
          │  43-6014-1   (0105)   001  (010)  │
          └──────────────────────────────────┘

            ┌────────────────────────────────────────────┐
            │  JUVENILE JUSTICE DETENTION OFF SUPV-SES    │
            │   PROB OFFICER & CORR TREAT SPECIALIST      │
            │               32006                         │
            │   21-1092-3   (5713)   008   (417)          │
            └────────────────────────────────────────────┘
```

ADMINISTRATIVE ASSISTANT II	JUVENILE JUSTICE DETENTION OFF II
EXE SEC & ADMIN ASSISTANTS	PROB OFFICER & CORR TREAT SPECIALIST
80184	40515 40516 40518 80203 80204 80251 81257
43-6011-3 (0709) 001 (018)	21-1092-2 (5712) 001 (016)

JUVENILE JUSTICE DETENTION OFF II	*TRANSPORTATION HUB*
PROB OFFICER & CORR TREAT SPECIALIST	**JUVENILE JUSTICE DETENTION OFF II**
40514 40516 40758 80206	PROB OFFICER & CORR TREAT SPECIALIST
80207 80249 80259 80680	81257
21-1092-2 (5712) 001 (016)	21-1092-2 (5712) 001 (016)

TRANSPORTATION HUB
JUVENILE JUSTICE DETENTION OFF I
PROB OFFICER & CORR TREAT SPECIALIST
81220 81228 81231 81233 81234
21-1092-1   (5711)   001   (015)

PAGE   C9-5
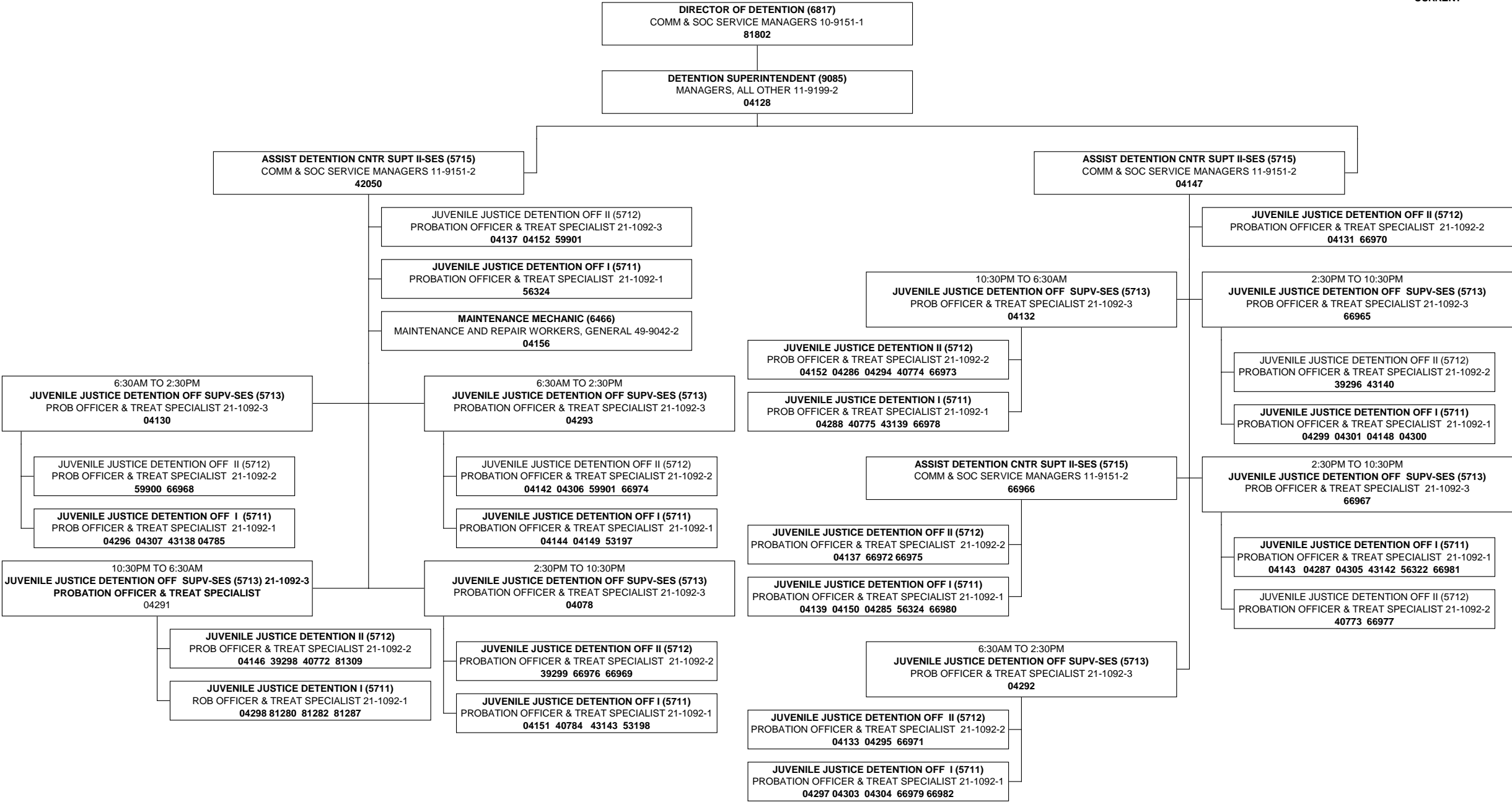
80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
10 - CIRCUIT
2500 - POLK REGIONAL DETENTION CENTER

VERIFIED BY: Sara Gamble
EFFECTIVE: 8-7-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
04029
11-9199-2   (9085)   **008**   (520)

SECRETARY SPECIALIST
SEC, EXCEPT LEGAL, MED & EXEC
04060
43-6014-1   (0105)   **001**   (010)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
37085
11-9151-2   (5715)   **008**   (421)

JUVENILE JUSTICE DENENTION OFFICER SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
04036
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DENENTION OFFICER SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80750
21-1092-3   **(5713)**   **008**   (417)

JUVENILE JUSTICE DENENTION OFFICER SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
04034
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DENENTION OFFICER SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80441
21-1092-3   **(5713)**   **008**   (417)

JUVENILE JUSTICE DENENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
39291 40602 80742 81133
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
04059 80434 80437
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
59877 59880 80741 80745
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
39292 40604 59878 80436 80438 80439
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENENTION OFFICER I
PROBATION OFFICER & CORR TREAT SPECIALIST
04120 80427 80429 80899 80900 81118
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DENENTION OFFICER I
PROBATION OFFICER & CORR TREAT SPECIALIST
03971 04050 04055 53456 81113 81125
21-1092-1   **(5711)**   **001**   (015)

JUVENILE JUSTICE DENENTION OFFICER I
PROBATION OFFICER & CORR TREAT SPECIALIST
37084 80431 81114 81123 81127 81128
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DENENTION OFFICER I
PROBATION OFFICER & CORR TREAT SPECIALIST
80430 81119 81120
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DENENTION OFFICER SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80749
21-1092-3   **008**   (417)

JUVENILE JUSTICE DENENTION OFFICER SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
04035
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DENENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
04054 40603 80748
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
80433 80744 40656
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENENTION OFFICER I
PROBATION OFFICER & CORR TREAT SPECIALIST
04045 53458 81115 81116 81121 81122 81131
21-1092-1   **(5711)**   **001**   (015)

JUVENILE JUSTICE DENENTION OFFICER I
PROBATION OFFICER & CORR TREAT SPECIALIST
04049 04051 80426 80428 81126 81129 81130
21-1092-1   (5711)   **001**   (015)

Page C10
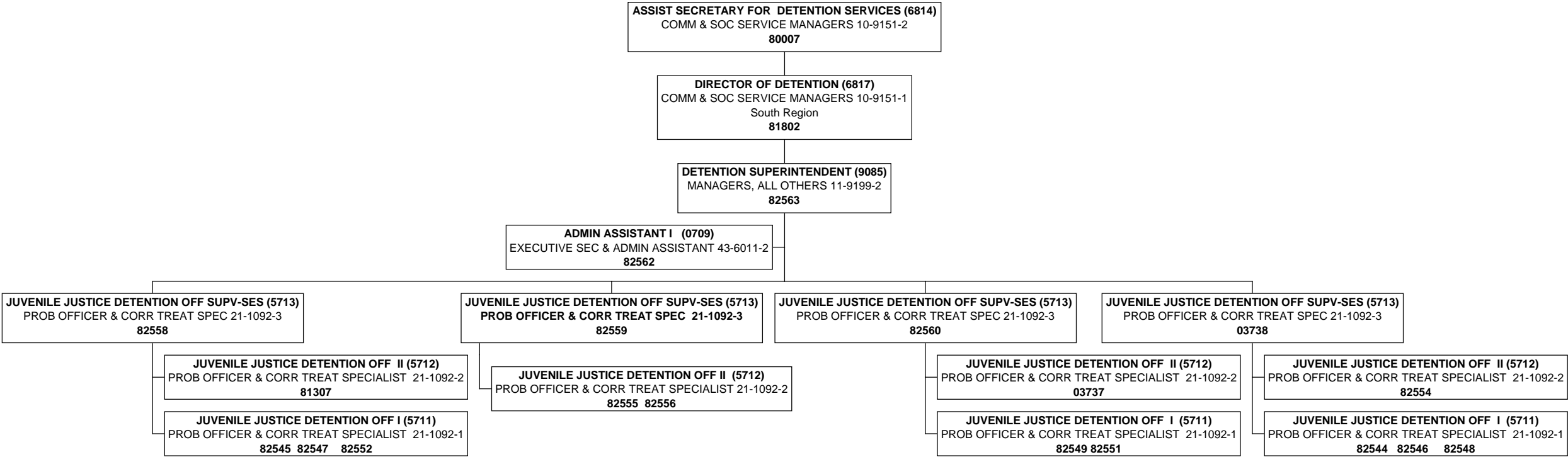
80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
10 - CIRCUIT
2500 - POLK REGIONAL DETENTION CENTER

CURRENT
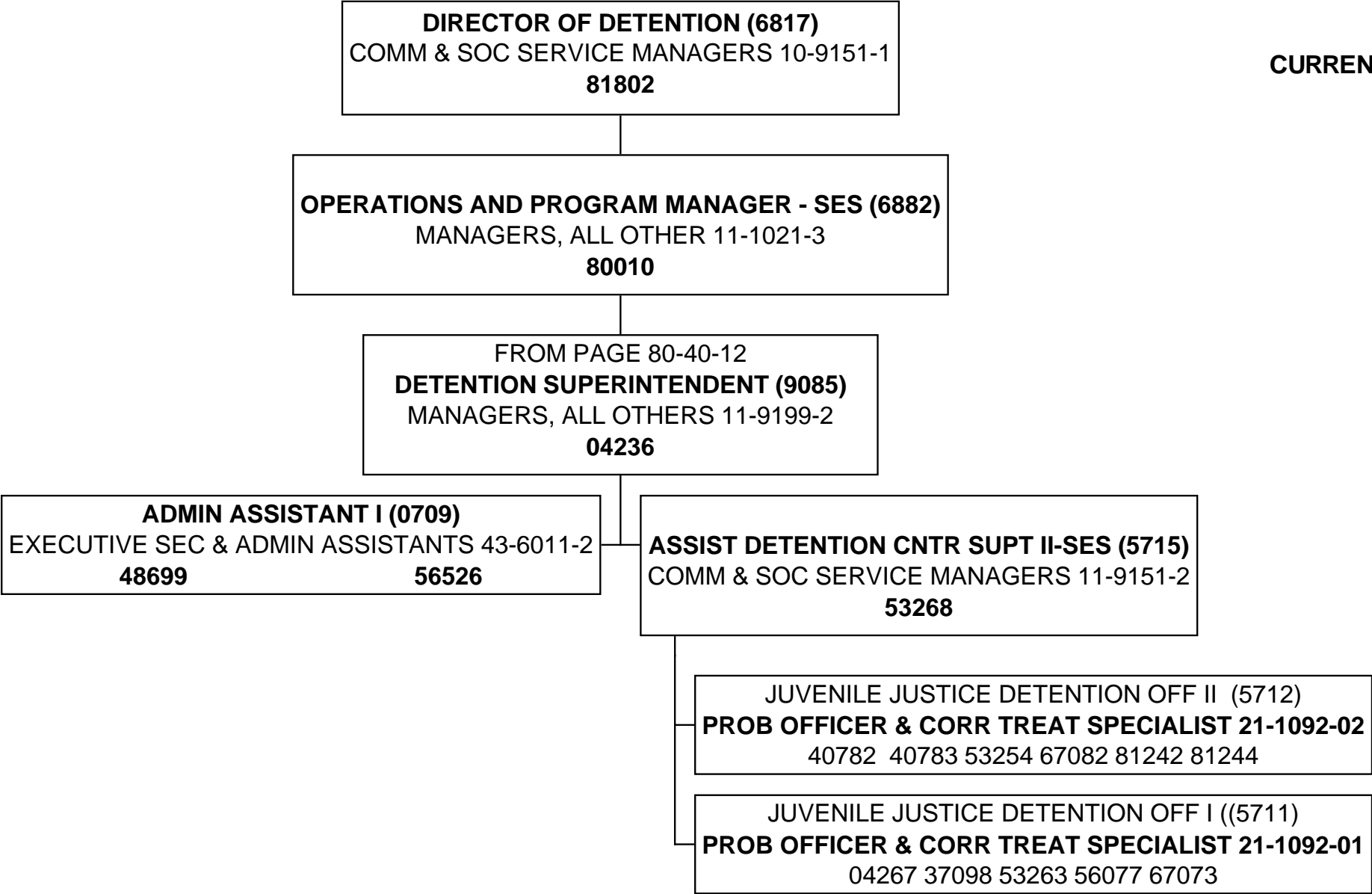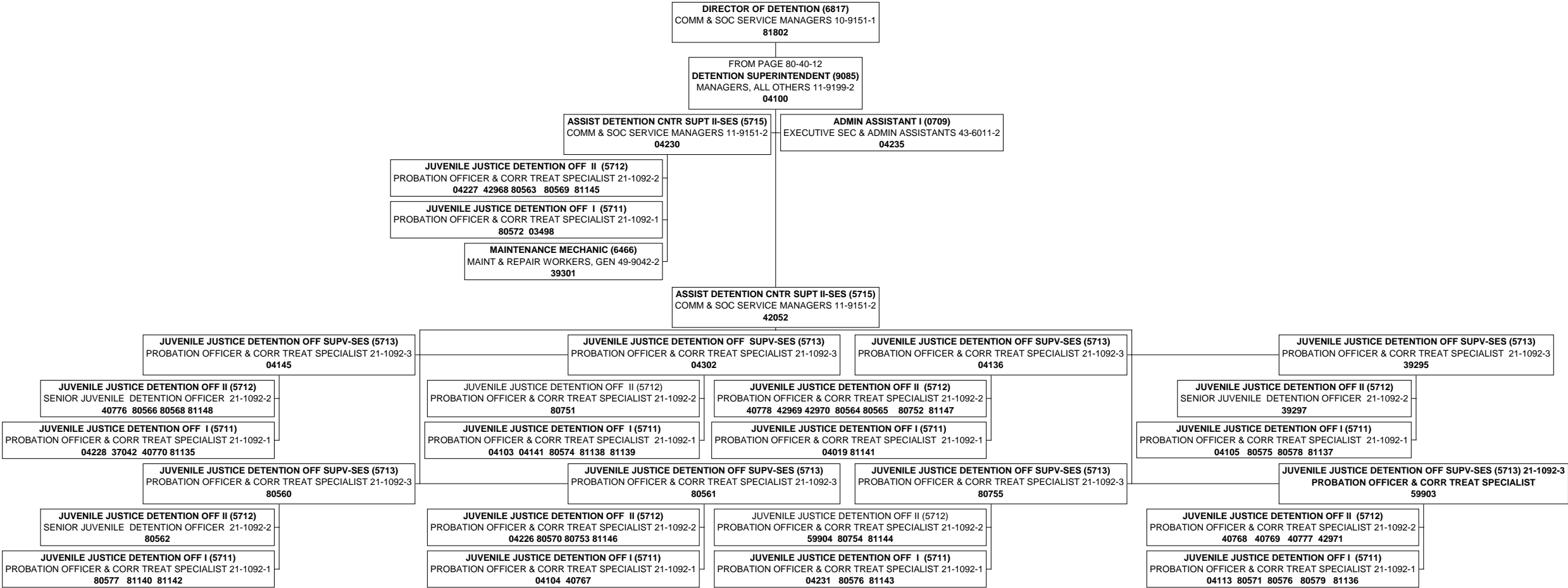
DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
04029
11-9199-2   (9085)   **008**   (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
42057
11-9151-2   (5715)   **008**   (421)

LICENSED PRACTRICAL NURSE
LIC PRACTICAL & LIC VOC NURSES
80442
29-2061-3   (5599)   **001**   (014)

ADMINISTRATIVE ASSISTANT II
EXE SEC & ADMIN ASSISTS
80440
43-6011-3   (0712)   **001**   (018)

SECRETARY SPECIALST (0105)
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
42056
43-6041-01   (0105)   **001**   (010)

JUVENILE JUSTICE DENENTION OFFICER SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
40605
21-1092-3   (5713)

JUVENILE JUSTICE DENTENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
04053
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DENENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
04046 39286 59879 59881 80747 81132
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENENTION OFFICER I
PROBATION OFFICER & CORR TREAT SPECIALIST
03977 04044 81117 81124
21-1092-1   (5711)   **001**   (015)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
39293
49-9042-2   (6466)   **001**   (014)

JUVENILE JUSTICE DENTENTION OFFICER II
PROBATION OFFICER & CORR TREAT SPECIALIST
04042   04047   59882 80432 80435 80743 80746
21-1092-2   (5712)   **001**   (016)

Page C10-1

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DIVISION OF DETENTION SERVICES
20 - REGION (CENTRAL)
12 - CIRCUIT
2500 - MANATEE REGIONAL DETENTION
CTR
00 - ADMIN SHIFT
01 - EVENING SHIFT
02 - NIGHT SHIFT
03 - ROTATING   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 8-7-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   **(6817)**   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
04083
11-9199-2   (9085)   **008**   (520)

FISCAL ASSISTANT II
BOOKKEEPING, ACCOUNTING & AUDIT CLERKS
04099
43-3031-2   (1415)   **001**   (012)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
04063
11-9151-2   (5715)   **008**   (421)

MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKERS, GEN 49-9042-2
04079
49-9042-2   **(6466)**   **001**   (014)

JUVENILE JUSTICE DETENTION SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
81040
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
04065 04067 04086 81059 81240 81253 80582
21-1092-2   (5712)   **001**   (0160)

JUVENILE JUSTICE DETENTION OFF 1 (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
03936 81049 81232 81236 81850
21-1092-1   (5711)   **001**   (015)

PAGE C 12

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DIVISION OF DETENTION SERVICES
20 - REGION (CENTRAL)
12 - CIRCUIT
2500 - MANATEE REGIONAL DETENTION
CTR
00 - ADMIN SHIFT
01 - EVENING SHIFT
02 - NIGHT SHIFT
03 - ROTATING   01 - TRUST FUND

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   **(6817)**   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
04083
11-9199-2   (9085)   **008**   (520)

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MGRS 11-9151-2
46007
11-9151-2   (5715)   **008**   (421)

ADMINISTRATIVE SECRETARY-SES (0108)
EXEC SEC & ADMIN ASSISTANTS 43-6011-2
67120
43-6011-2   (0108)   **008**   (412)

JUVENILE JUSTICE DENTION OFF SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
04064
21-1092-3   (5713)   **008**   (417)

11:00PM - 7:00AM
JUVENILE JUSTICE DENTION OFF SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
67112
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DENTION OFF SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
39284
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DENTION OFF SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
67110
21-1092-3   (5713)   **008**   (417)

7:00AM - 3:00PM
JUVENILE JUSTICE DENTION OFF SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
39283
21-1092-3   (5713)   **001**   (417)

JUVENILE JUSTICE DENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
04039 67114 67116 67117 67119 81062
21-1092-2   **(5712)**   **001**   (016)

JUVENILE JUSTICE DENTION OFF I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
04068 04069 67121 67122 80405 81046
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
39260
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENTION OFF I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
04081 04095 40090 80588 81048 81057
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
39285 46010 46011 46012 67115 80417
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENTION OFF I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
04072 04077 81047
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
32005 04066 04085 67118
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENTION OFF I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
03480 04091 80412 80424 81051
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
39261 40092 80420 80709 81058
21-1092-2   **(5712)**   **001**   (016)

JUVENILE JUSTICE DENTION OFF I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
04071 04074 04089 81050
21-1092-1   (5711)   **001**   (015)

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
13 - CIRCUIT
2500 - WEST HILLSBOROUGH REGIONAL DETENTION CTR.
00 - ADMIN SHIFT
01 - EVENING SHIFT
02 - NIGHT SHIFT
03 - ROTATING   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-1-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   **(6817)**   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
03897
11-9199-2   (9085)   **008**   (520)

ADMINISTRATIVE SECRETARY SES
EXEC SECRETARIES & ADMIN ASSIST
02663
43-6011-2   (0108)   **008**   (412)

ADMINISTRATIVE ASSISTANT II
EXECUTIVE SECRETARIES & ADMIN ASSIST
61721
43-6011-03   (0712)   **001**   (018)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
03898
11-9151-2   (5715)   **008**   (421)

11:00 PM to 7:00 AM
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
39259
21-1092-3   (5713)   **008**   (417)

Vol. Coordinator
JUVENILE JUSTICE DETENTION OFF SPV SES
PROBATION OFFICER & CORR TREAT SPECIALIST
53460
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03906 40091 64410 80321
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
42082 53459 59884
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03914 03930 03941 03944 03962 42962 43144
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03922 03929 43148 43149 53454
21-1092-1   (5711)   **001**   (015)

3:00 PM TO 11:00 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03946
21-1092-3   (5713)   **008**   (417)

7:00 AM TO 3:00 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03948
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03947
21-1092-3   (5713)   **008**   (417)

ROTATING -SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
03949
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03905 03909 03912 37064 59883
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
32004 03907 03910 64416 80316 80317 80320
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03904 03938 39263
I21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
03908 03911 03921 03989 42081 80318
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03925 03933 03940 43145 53453
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03918 03927 03928 03935
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03931 03934 03942 43147
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
03916 03919 03943 53452
21-1092-1   (5711)   **001**   (015)

PAGE C13

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
13 - CIRCUIT
2500 - WEST HILLSBOROUGH REGIONAL DETENTION CTR.
00 - ADMIN SHIFT
01 - EVENING SHIFT
02 - NIGHT SHIFT
03 - ROTATING   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-1-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   **(6817)**   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
03897
11-9199-2   (9085)   **008**   (520)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MGRS
42963
11-9151-2   (5715)   **008**   (421)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
03902
49-9042-2   (6466)   **001**   (014)

FISCAL ASSISTANT II
BOOKKEEPING, ACCT & AUDIT CLERK
03965
43-3031-2   1418   **001**   012

LICENSED PRACTRICAL NURSE
LIC PRACTICAL & LIC VOC NURSES
03900
29-2061-3   (5599)   **001**   (014)

JUVENILE JUSTICE DENTENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
81848
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DENTENTION II
PROBATION OFFICER & CORR TREAT SPECIALIST
03985 03988 39262 64425 80314 80315 80322
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DENTENTION I
PROBATION OFFICER & CORR TREAT SPECIALIST
03917 42965
21-1092-1   (5711)   **001**   (015)

PAGE C13-1

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
13 - CIRCUIT
2510 EAST HILLSBOROUGH REGIONAL DETENTION CTR.
00 - ADMIN SHIFT
01 - EVENING SHIFT
02 - NIGHT SHIFT
03 - ROTATING   01- TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 10-8-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
80352
11-9199-2   (9085)   **008**   (520)

ADMIN SECRETARY-SES
EXEC SEC & ADMIN ASSISTS
80296
43-6011-2   (0108)   **008**   (412)

FISCAL ASSISTANT I
BOOKKEEPING, ACCTING & AUDIT CLERKS
80365
43-3031-2   (1415)   **001**   (012)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MANAGERS
80353
11-9151-2   (5715)   **008**   (421)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
80364
49-9042-2   (6466)   **001**   (014)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80348
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80350
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80347
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80351
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80349
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
80336 80344 80345
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
80323 80329   80335
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
80325 80333 80341
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
80337 80340 80343
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
80331 80334
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
80304 80305 80307 80342
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
80294 80303 80313
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
80299 80300 80306 80312
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
80308 80310 80311
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
80297 80293 80302
21-1092-1   (5711)   **001**   (015)

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
13 - CIRCUIT
2510 EAST HILLSBOROUGH REGIONAL DETENTION CTR.
00 - ADMIN SHIFT
01 - EVENING SHIFT
02 - NIGHT SHIFT
03 - ROTATING   01- TRUST FUND

CURRENT

DIRECTOR OF DETENTION			
COMM & SOC SERVICE MANAGERS			
81801			
10-9151-1	(6817)	**009**	(930)

DETENTION SUPERINTENDENT			
MANAGERS, ALL OTHER			
80352			
11-9199-2	(9085)	**008**	(520)

ASSIST DETENTION CNTR SUPT II-SES			
COMM & SOC SERVICE MANAGERS			
80309			
11-9151-2	(5715)	**008**	(421)

JUVENILE JUSTICE DETENTION OFF II			
PROBATION OFFICER & CORR TREAT SPECIALIST			
80332			
21-1092-2	(5712)	**001**	(016)

JUVENILE JUSTICE DETENTION OFF SUPV-SES			
PROBATION OFFICER & CORR TREAT SPECIALIST			
80346			
21-1092-3	(5713)	**008**	(417)

JUVENILE JUSTICE DETENTION OFF II			
PROBATION OFFICER & CORR TREAT SPECIALIST			
80326 80327 80330 80338 80339			
21-1092-2	(5712)	**001**	(016)

JUVENILE JUSTICE DETENTION OFF I			
PROBATION OFFICER & CORR TREAT SPECIALIST			
80301 80295			
21-1092-1	(5711)	**001**	(015)

PAGE C13-2A

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
18 - CIRCUIT
2510 - SEMINOLE REGIONAL DETENTION CTR.

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-1-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1   (6817)   **009**   (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
04159
11-9199-2   (9085)   **008**   (520)

SECRETARY SPECIALIST
SEC, EXCEPT LEGAL, MED & EXEC
04173
43-6014-1   (0105)   **001**   (010)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MANAGERS
04163
11-9151-2   (5715)   **008**   (421)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
39280
49-9042-2   (6466)   **001**   (014)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MANAGERS
42059
11-9151-2   (5715)   **008**   (421)

SECRETARY SPECIALIST
SEC, EXCEPT LEGAL, MED & EXEC
42072
43-6014-1   (0105)   **001**   (010)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
04158
21-1092-3   (5713)   **008**   (417)

11-7 SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
04180
21-1092-3   (5713)   **008**   (417)

JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
39264
21-1092-3   (5713)   **008**   (417)

3-11 SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
39265
21-1092-3   (5713)   **008**   (417)

11-7 SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
39267
21-1092-3   (5713)   **008**   **(417)**

3-11 SHIFT
JUVENILE JUSTICE DETENTION OFF SUPV-SES
PROBATION OFFICER & CORR TREAT SPECIALIST
80247
21-1092-3   (5713)   **008**   **(417)**

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
04161 59991 59994
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
59992 80683
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
04186 40519 80684
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
04165 04166 04167 04187
21-1092-2   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
04162 37068 39275 80682
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF II
PROBATION OFFICER & CORR TREAT SPECIALIST
59993
21-1092-2   (5712)   **001**   (016)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
04205 55797
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
04168
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
04040 04134 55796
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
04212
21-1092-1   (5711)   **001**   (015)

JUVENILE JUSTICE DETENTION OFF I
PROBATION OFFICER & CORR TREAT SPECIALIST
04169 04206
21-1092-1   (5711)   **001**   (015)

PAGE C18-1

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
20 - REGION (CENTRAL)
18 - CIRCUIT
2510 - BREVARD REGIONAL DETENTION CTR.
804120002800 - TRANSPORTATION HUB

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-1-08

CURRENT

DIRECTOR OF DETENTION
COMM & SOC SERVICE MANAGERS
81801
10-9151-1 (6817) **009** (930)

DETENTION SUPERINTENDENT
MANAGERS, ALL OTHER
04199
11-9199-2 (9085) **008** (520)

SECRETARY SPECIALIST
SEC, EXCEPT LEGAL, MED & EXEC
04223
43-6014-1 **(0105)** **001** (010)

ASSIST DETENTION CNTR SUPT II-SES)
COMM & SOC SERVICE MANAGERS
53383
11-9151-2 (5715 **008** (421)

ADMINISTRATIVE ASSISTANT I
EXEC SEC & ADMIN ASSISTANTS
04217
43-6011-2 (0709) **001** (015)

JUVENILE JUSTICE DETENTION OFFICER II
PROB OFFICER & CORR TREAT SPECIALIST
53373 80685 81246 81247
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFFICER I
PROB OFFICER & CORR TREAT SPECIALIST
04213 81227 81229
21-1092-1 (5711) **001** (015)

COMMUNITY HEALTH NURSE
REGISTERED NURSES
53394
29-1111-1 (5324) **001** (072)

MAINTENANCE MECHANIC
MAINT & REPAIR WORKERS, GEN
53392
49-9042-2 (6466) **001** (014)

ASSIST DETENTION CNTR SUPT II-SES
COMM & SOC SERVICE MANAGERS
04200
11-9151-2 (5715) **001** (421)

SECRETARY SPECIALIST
SEC, EXCEPT LEGAL, MED & EXEC
42068
43-6014-1 (0105) **001** (010)

JUVENILE JUSTICE DETENTION OFFICER SUPV
PROB OFFICER & CORR TREAT SPECIALIST
04201
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFFICER II
PROB OFFICER & CORR TREAT SPECIALIST
39272 53379 53381
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFFICER I
PROB OFFICER & CORR TREAT SPECIALIST
53390
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFFICER SUPV
PROB OFFICER & CORR TREAT SPECIALIST
04204
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFFICER II
PROB OFFICER & CORR TREAT SPECIALIST
39273 53367 53375
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFFICER I
PROB OFFICER & CORR TREAT SPECIALIST
04032 53386 53387
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFFICER SUPV
PROB OFFICER & CORR TREAT SPECIALIST
39270
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFFICER II
PROB OFFICER & CORR TREAT SPECIALIST
39271 53371 53380 59995
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFFICER I
PROB OFFICER & CORR TREAT SPECIALIST
04207 04216
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFFICER SUPV
PROB OFFICER & CORR TREAT SPECIALIST
04215
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFFICER II
PROB OFFICER & CORR TREAT SPECIALIST
53370 53374
53376 53378 80687
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFFICER I
PROB OFFICER & CORR TREAT SPECIALIST
04208 04214
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFFICER SUPV
PROB OFFICER & CORR TREAT SPECIALIST
53366
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFFICER II
PROB OFFICER & CORR TREAT SPECIALIST
39274 53369 53377 80686
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFFICER I
PROB OFFICER & CORR TREAT SPECIALIST
04211 53382 53388 53391
21-1092-1 (5711) **001** (015)

JUVENILE JUSTICE DETENTION OFFICER SUPV
PROB OFFICER & CORR TREAT SPECIALIST
04203
21-1092-3 (5713) **008** (417)

JUVENILE JUSTICE DETENTION OFFICER II
PROB OFFICER & CORR TREAT SPECIALIST
04202 04219 53372
21-1092-2 (5712) **001** (016)

JUVENILE JUSTICE DETENTION OFFICER I
PROB OFFICER & CORR TREAT SPECIALIST
04224
21-1092-1 (5711) **001** (015)

PAGE C18-2

VERIFIED BY: Sara Gamble

EFFECTIVE : 11-14-07

CURRENT

ASSIST SECRETARY FOR DETENTION SERVICES (6814)

COMM & SOC SERVICE MANAGERS 10-9151-2

80007

DIRECTOR OF DETENTION (6817)

COMM & SOC SERVICE MANAGERS 10-9151-1

South Region

81802

ADMIN ASSISTANT II-SES (0712)

EXEC SEC & ADMIN ASSISTS 43-6011-3

03054

GOVERNNMENT OPERATIONS CONSULTANT II (2236)

MANAGEMENT ANALYSTS 13-1111-4

61288

SENIOR PSYCHOLOGIST

CLINICAL COUNSELOR & SCHOOL PSYCHOLOGIST

21538 21538

REGISTERED NURSING CONSULTANT (5312)

REGISTERED NURSES 29-1111-4

03511

SENIOR MANAGEMENT ANALYST II SES (2225)

MANAGEMENT ANALYSTS 13-1111-4

81330 56593

Go To Page 80-40-10

OPERATIONS & PROGRAM MANAGER (6882)

GENERAL & OPERATIONS MANAGER 11-1021-3

80010

Go To Page 80-40-12

TO SEE

DETENTION

CENTERS

SUPERINTENDENT'S

Go To Page 80-40-11

OPERATIONS & PROGRAM MANAGER (6882)

GENERAL & OPERATIONS MANAGER 11-1021-3

41873

80-40-9

CURRENT

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┌─────────────────────────────────────────────┐
│         DIRECTOR OF DETENTION (6817)          │
│   COMM & SOC SERVICE MANAGERS 10-9151-1       │
│                   81802                       │
└─────────────────────────────────────────────┘
                      │
┌─────────────────────────────────────────────┐
│     OPERATIONS & PROGRAM MANAGER (6882)       │
│   GENERAL & OPERATIONS MANAGER 11-1021-3      │
│                   80010                       │
└─────────────────────────────────────────────┘
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GOVERNMENT OPERATIONSCONSULT II (2236) MANAGEMENT ANALYSTS 13-1111-4 **61288**	OPERATIONS & MGMT CONSULTANT II-SES (2236) MANAGEMENT ANALYSTS 13-1111-4 **43269**
GOVERNMENT ANALYST II (2225) MANAGEMENT ANALYSTS 13-1111-4 **56593**	SR. MGMT ANALYSTS II SES (2225) MANAGEMENT ANALYSTS 13-1111-4 **81330**

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┌─────────────────────────────────────────────┐
│         ADMINISTRATIVE ASSIST  I (0709)       │
│   EXECUTIVE SECRETARIES & ADMIN ASSIST        │
│                   02009                       │
└─────────────────────────────────────────────┘
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80-40-10

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
81802

SENIOR MANAGEMENT ANALYST II SES (2225)
MANAGEMENT ANALYST 13-1111-4
56593

STAFF ASSISTANT SES (0120)
EXEC. SECRETARIES & ADMIN ASSIT. 43-6011-2
03530

OPERATIONS & PROGRAM MANAGER (6882)
GENERAL & OPERATIONS MANAGER 11-1021-3
41873

MAINTENANCE SUPERINTENDENT II SES (6382)
CONSTRUCTION MANAGERS 11-9021-02
04283

SECRETARY SPECIALIST (0105)
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC 43-6014-01
46562

OPERATIONS & MGMT CONSULTANT MGR-SES (2238)
GENERAL & OPERATIONS MANAGER 11-1021-2
59258

OPERATIONS & MGMT CONSULTANT MGR-SES (2238)
GENERAL & OPERATIONS MANAGER 11-1021-2
80068

OPERATIONS & MGMT CONSULTANT MGR-SES (2238)
GENERAL & OPERATIONS MANAGER
24614

GOVERNMENT OPERATIONS CONSULTANT II (2225)
MANAGEMENT ANALYSTS 13-1111-4
80076

OPER & MGMT CONSULTANT II-SES (2236)
MANAGEMENT ANALYSTS 13-1111-4
60846

OPER & MGMT CONSULTANT II-SES (2236)
MANAGEMENT ANALYSTS 13-1111-4
04043

PURCHASING AGENT I-SES (0809)
PURCHASING AGENTS 13-1023-1
46363

PROPERTY SPECIALIST (0939)
LOGISTICIANS 13-1081-1
59600

MANAGEMENT ANALYST I-SES (2209)
MANAGEMENT ANALYSTS 13-1111-2
46997

PLANNING & BGT SPECIALIST-SES (1679)
BUDGET ANALYSTS 13-2031-2
46993

OPER & MGMT CONSULTANT I-SES (2234)
MANAGEMENT ANALYSTS 13-1111-3
43277

FISCAL ASSISTANT II (1415)
BOOKKEEPING, ACCT & AUDIT CLKS 43-3031-2
81044

80-40-11

80 - DEPARTMENT OF JUVENILE JUSTICE
40 - DETENTION SERVICES
30 - REGION (SOUTH)
0021 - EAST
0022 - WEST

CURRENT

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┌─────────────────────────────────────────────┐
│  ASSIST SECRETARY FOR DETENTION SERVICES (6814) │
│      COMM & SOC SERVICE MANAGERS 10-9151-2     │
│                    80007                       │
└─────────────────────────────────────────────┘
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┌─────────────────────────────────────────────┐
│          DIRECTOR OF DETENTION (6817)          │
│      COMM & SOC SERVICE MANAGERS 10-9151-1     │
│                    81802                       │
└─────────────────────────────────────────────┘
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Go To Page S20-1 Southwest Detention Center **DETENTION SUPERINTENDENT (9085)** MANAGERS, ALL OTHER 11-9199-2 **82609**	Go To Page S19-1 St. Lucie Detention Center **DETENTION SUPERINTENDENT (9085)** MANAGERS, ALL OTHER 11-9199-2 **04100**
Go To Page S17-1 Broward Detention Center **DETENTION SUPERINTENDENT (9085)** MANAGERS, ALL OTHER 11-9199-2 **04236**	Go To Page S20-2 Collier Detention Center **DETENTION SUPERINTENDENT (9085)** MANAGERS, ALL OTHER 11-9199-2 **81072**
Go To Page S11-1 Dade Detention Center **DETENTION SUPERINTENDENT (9085)** MANAGERS, ALL OTHER 11-9199-2 **03408**	Go To Page S15-1 Palm Beach Det. Center **DETENTION SUPERINTENDENT (9085)** MANAGERS, ALL OTHER 11-9199-2 **04128**

80-40-12

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
11 - CIRCUIT
25 - DADE REGIONAL DETENTION CENTER
30 - FAC., REPAIR & MAINTENANCE

VERIFIED BY: Sara Gamble
EFFECTIVE: 2-27-07

CURRENT

DIRECTOR OF DETENTION (6817)
COMMUNITY & SOCIAL SERVICE MANAGERS 10-9151-1
81802

OPERATIONS AND PROGRAM MANAGER - SES (6882)
MANAGERS, ALL OTHER 11-1021-3
80010

DETENTION SUPERINTENDENT SES (9085)
MANAGERS, ALL OTHER 11-9199-2
03408

ADMINISTRATIVE SECRETARY (0108)
EXECUTIVE SEC & ADMIN ASSISTANTS 43-6011-2
03410

ASSISTANT DETENTION CENTER SUPT II SES   (5715)
COMMUNITY & SOCIAL SERVICE MANAGERS 11-9151-2
03409   03429 47070 66451

MAINTENANCE SUPERINTENDENT I SES (6381)
CONSTRUCTION MANAGERS 11-9021-1
27784

STAFF ASSISTANT (0120)
EXEC SECRETARIES & ADMIN ASSISTANTS 43-6011-2
57133

PAGE S-11-1

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
11 - CIRCUIT
2500 - DADE REGIONAL DETENTION CTR
      00 - ADMIN SHIFT - 7:00 AM - 3:00 PM
      01 - EVENING SHIFT - 3:00 PM - 11:00 PM
      02 - NIGHT SHIFT - 11:00 PM - 7:00 AM
      03 - ROTATING   01 - TRUST FUND

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
81802

FROM PAGE S11-1
DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03408

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
66451

JUVENILE JUSTICE DETENTION OFFSUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
47009

3:00 PM TO 11:00 PM
JJDO SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
47004

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
40104 47019 47021 47022 47037 80714 80716

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03481 47064 47065

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
03446 47011 47014 47016 47017 47018 66441 80724

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03486 03489 03508 47079 47080

JUVENILE JUSTICE DETENTION OFFSUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
03469

3:00 PM TO 11:00 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
47007

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
03437 03444 39305 40611 47026 47041 66442 80717

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03496 47072 66437

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
39309 39312 47023 47049 80721 80722 80723

JUVENILE JUSTICE DETENTION OFF I (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03463 03467 03474 47059 47067 47081

3:00 PM TO 11:00 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
03432

3:00 PM TO 11:00 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
80725

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
03456 03465 03490 40749 66435

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
47020 47025 47038 47040 80718

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
39311 47031 47033 80719 80720

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03449 03452 03477 03491 47069 81332

PAGE - S11-1A

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
11 - CIRCUIT
2500 - DADE REGIONAL DETENTION CTR
00 - ADMIN SHIFT - 7:00 AM - 3:00 PM
01 - EVENING SHIFT - 3:00 PM - 11:00 PM
02 - NIGHT SHIFT - 11:00 PM - 7:00 AM
03 - ROTATING   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 8-26-09

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
81802

DETENTION SUPERINTENDENT (03408)
MANAGERS, ALL OTHERS 11-9199-2
03408

FROM PAGE S11-1
DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
03408

ADMINISTRATIVE SECRETARY (0108)
EXECUTIVE SEC & ADMIN ASSISTANTS 43-6011-2
03410

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
03429

STAFF ASSISTANT (0120)
EXECUTIVE SECRETARIES & ADMIN ASSISTANTS (43-6011-02)
57133

SECRETARY SPECIALIST (0105)
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC 43-6014-01
81279

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
47070

7:00 AM TO 3:00 PM
JUVENILE JUSTICE DETENTION OFFSUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
47006

3:00 PM TO 11:00 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
03433

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
03442 03448 39308 40103 40106 47013
47024 47028 47032 47056 81304 81321

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
47084 81280

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
03439 47012 47042 47043 47044 81303

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03460 39306 40780 47058 66434 81282

7:00 AM TO 3:00 PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
66450

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
03430

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
03440 03441 03443 47030 47050 80715 81284 81308

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03479 03483 40747 42945 47089 81291

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPEC 21-1092-2
03411 40107 40610 47036 66448

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPEC 21-1092-1
03457 03495 03505 40748 40751
47061 47071 57151 66433 66436 81174 81281

MAINTENANCE SUPERINTENDENT I -SES (6381)
FIRST-LINE SUPV/MGR. OF MECHAN/INSTAL/REPAIR 11-9021-01
27784

JUVENILE JUSTICE DETENTION OFFICER SUPV-SES (5713)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-3
81326

MAINTENANCE MECHANIC (6466)
MAINTENANCE & REPAIRS WORKERS GENERAL 49-9042-2
17012 03589 35527 81339

CUSTODIAL WORKER (6526)
JANITOR/CLEANER, EXCEPT MAID/HOUSEKEEPER 37-2011-1
39302

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-2
47045 81306 81311 81317 81319 81320 81322

JUVENILE JUSTICE DETENTION OFFICER II (5711
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-1
81286 81287 81297 81299 81300 81301 81305

PLUMBER (6441)
PIPELAYERS 47-2151-2
17015

PAGE - S11-1B

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
11 - CIRCUIT
2510 - DADE WEST REGIONAL DETENTION CTR

VERIFIED BY: Sara S. Gamble
EFFECTIVE: 07/1/08

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
81802

DETENTION SUPERINTENDENTS SES (9085)
MANAGERS, ALL OTHER 11-9199-2
03408

FROM PAGE S11-1A
ASSIST DETENTION CNTR SUPT II SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151 -02
03409

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
81305

JUVENILE JUSTICE DETENTION OFFICER SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
81323

JUVENILE JUSTICE DETENTION OFFICER SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
81325

JUVENILE JUSTICE DETENTION OFFICER SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
66449

JUVENILE JUSTICE DETENTION OFFICER SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
03504

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
39310   47046 47055

JUVENILE JUSTICE DETENTION OFFICER I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
03458   03475   03488 47075

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
40105

JUVENILE JUSTICE DETENTION OFFICER I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
47085 81288 81290 81292 81294 81295 81296

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
39303 39313 47029 47087 66445

JUVENILE JUSTICE DETENTION OFFICER I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
03506 47076 47088 56321

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
03434 03436 47035 66440 66444

JUVENILE JUSTICE DETENTION OFFICER I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
03485 40781 47074 47077 47078

JUVENILE JUSTICE DETENTION OFFICER SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
80726

JUVENILE JUSTICE DETENTION OFFICER SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-3
47005

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
03435 03447 40109 66439 66446

JUVENILE JUSTICE DETENTION OFFICER I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
03451 03466 03487 47092 81329

JUVENILE JUSTICE DETENTION OFFICER II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
03445 39304 40101 40102 47034 47039   47048 47057 66447 81328

VERIFIED BY: Sara Gamble
EFFECTIVE: 3/1/07

CURRENT

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                        ┌─────────────────────────────────────┐
                        │     DIRECTOR OF DETENTION (6817)     │
                        │  COMM & SOC SERVICE MANAGERS 10-9151-1│
                        │               81802                  │
                        └─────────────────────────────────────┘
                                        │
                        ┌─────────────────────────────────────┐
                        │         FROM PAGE 80-40-12           │
                        │   DETENTION SUPERINTENDENT (9085)    │
                        │   MANAGERS, ALL OTHER 11-9199-2      │
                        │               04128                  │
                        └─────────────────────────────────────┘
                                        │
         ┌──────────────────────────────┴──────────────────────────────┐
┌──────────────────────────────────┐      ┌──────────────────────────────────┐
│     ADMIN ASSISTANT I (0709)      │      │      FISCAL ASSISTANT I (1415)     │
│ EXECUTIVE SEC & ADMIN ASSISTANTS  │      │ BOOKKPING, ACCTING & AUDIT CLERKS  │
│            43-6011-2              │      │            43-3031-1               │
│              04157                │      │              42051                 │
└──────────────────────────────────┘      └──────────────────────────────────┘
                                        │
                        ┌─────────────────────────────────────┐
                        │  ASSIST DETENTION CNTR SUPT II-SES   │
                        │               (5715)                 │
                        │ COMM & SOC SERVICE MANAGERS 11-9151-2│
                        │               42050                  │
                        └─────────────────────────────────────┘
                                        │
                        ┌─────────────────────────────────────┐
                        │           TRANSPORTATION             │
                        │ JUVENILE JUSTICE DETENTION OFF       │
                        │           SUPV-SES (5713)            │
                        │ PROB OFFICER & CORR TREAT SPECIALIST │
                        │             21-1092-3                │
                        │               66966                  │
                        └─────────────────────────────────────┘
                                        │
                         ┌──────────────┤
          ┌──────────────────────────────────────────┐
          │   JUVENILE JUSTICE DETENTION OFF II (5712) │
          │ PROB OFFICER & CORR TREAT SPECIALIST       │
          │             21-1092-2                      │
          │               04295                        │
          └──────────────────────────────────────────┘
                         │
          ┌──────────────────────────────────────────┐
          │   JUVENILE JUSTICE DETENTION OFF I (5711)  │
          │ PROB OFFICER & CORR TREAT SPECIALIST       │
          │             21-1092-1                      │
          │               04297                        │
          └──────────────────────────────────────────┘
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PAGE S-15-1

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
15 - CIRCUIT
250 - PALM BEACH REGIONAL DETENTION CTR.
  00 - ADMIN SHIFT - 6:30AM - 2:30PM
  01 - EVENING SHIFT - 2:30PM - 10:30PM
  02 - NIGHT SHIFT - 10:30PM TO 6:30 AM
  03 - ROTATING   01- TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-1-08

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
81802

DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
04128

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
42050

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
04147

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-3
04137 04152 59901

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-1
56324

MAINTENANCE MECHANIC (6466)
MAINTENANCE AND REPAIR WORKERS, GENERAL 49-9042-2
04156

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-2
04131 66970

10:30PM TO 6:30AM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & TREAT SPECIALIST 21-1092-3
04132

2:30PM TO 10:30PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & TREAT SPECIALIST 21-1092-3
66965

JUVENILE JUSTICE DETENTION II (5712)
PROB OFFICER & TREAT SPECIALIST 21-1092-2
04152 04286 04294 40774 66973

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-2
39296 43140

JUVENILE JUSTICE DETENTION I (5711)
PROB OFFICER & TREAT SPECIALIST 21-1092-1
04288 40775 43139 66978

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-1
04299 04301 04148 04300

6:30AM TO 2:30PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & TREAT SPECIALIST 21-1092-3
04130

6:30AM TO 2:30PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-3
04293

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
66966

2:30PM TO 10:30PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & TREAT SPECIALIST 21-1092-3
66967

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & TREAT SPECIALIST 21-1092-2
59900 66968

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-2
04142 04306 59901 66974

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-2
04137 66972 66975

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-1
04143 04287 04305 43142 56322 66981

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & TREAT SPECIALIST 21-1092-1
04296 04307 43138 04785

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-1
04144 04149 53197

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-1
04139 04150 04285 56324 66980

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-2
40773 66977

10:30PM TO 6:30AM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROBATION OFFICER & TREAT SPECIALIST
04291

2:30PM TO 10:30PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-3
04078

6:30AM TO 2:30PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & TREAT SPECIALIST 21-1092-3
04292

JUVENILE JUSTICE DETENTION II (5712)
PROB OFFICER & TREAT SPECIALIST 21-1092-2
04146 39298 40772 81309

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-2
39299 66976 66969

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-2
04133 04295 66971

JUVENILE JUSTICE DETENTION I (5711)
ROB OFFICER & TREAT SPECIALIST 21-1092-1
04298 81280 81282 81287

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-1
04151 40784 43143 53198

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & TREAT SPECIALIST 21-1092-1
04297 04303 04304 66979 66982

PAGE S-15-1A

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
16 - CIRCUIT
2500 - MONROE REGIONAL DETENTION CENTER

VERIFIED BY: Sara Gamble
EFFECTIVE: 6-22-09

CURRENT

ASSIST SECRETARY FOR DETENTION SERVICES (6814)
COMM & SOC SERVICE MANAGERS 10-9151-2
80007

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
South Region
81802

DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHERS 11-9199-2
82563

ADMIN ASSISTANT I (0709)
EXECUTIVE SEC & ADMIN ASSISTANT 43-6011-2
82562

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
82558

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
82559

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
82560

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPEC 21-1092-3
03738

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
81307

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
82555 82556

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
03737

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
82554

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
82545 82547 82552

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
82549 82551

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
82544 82546 82548

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80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
17 - CIRCUIT
2500 - BROWARD REGIONAL DETENTION CTR.

VERIFIED BY: Sara Gamble
EFFECTIVE: 1-20-09

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
81802

CURRENT

OPERATIONS AND PROGRAM MANAGER - SES (6882)
MANAGERS, ALL OTHER 11-1021-3
80010

FROM PAGE 80-40-12
DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHERS 11-9199-2
04236

ADMIN ASSISTANT I (0709)
EXECUTIVE SEC & ADMIN ASSISTANTS 43-6011-2
48699   **56526**

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
53268

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-02
40782 40783 53254 67082 81242 81244

JUVENILE JUSTICE DETENTION OFF I ((5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-01
04267 37098 53263 56077 67073

PAGE S17-1

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
17 - CIRCUIT
2500 - BROWARD REGIONAL DETENTION CENTER
    00 - ADMIN SHIFT - 7AM - 3PM
    01 - EVENING SHIFT - 3PM - 11PM
    02 - NIGHT SHIFT - 11PM - 7AM
    03 - ROTATING   01- TRUST FUND

:
VEFIFIED BY: Sara Gamble
EFFECTIVE: 11-03-08

CURRENT

DIRECTOR OF DETENTION (6817)
MANAGERS, ALL OTHERS 10-9151-2
81802

DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHER 11-9199-2
04236

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
04238

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
67086

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04249 04255 04271 37097

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
04260 04274 37095 43154 53255 56079 67068 67071

7AM-3PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
04243

11PM-7AM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
04247

7AM-3PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
04251

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROBATION OFFICER & CORR TREAT SPECIALIST
67084

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04240 53261 67082 81241

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04269

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04273

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
04248 04254 04257 43157 81239

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
04253 42955 43155 53260 53262 56076 56077

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREAT SPECIALIST
04258 04263 37093 43152

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
03787 37092

JUVENILE JUSTICE DETENTION OFF I (5711)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-1
04261 04264 43156 81225

3PM-11PM
JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713) 21-1092-3
PROB OFFICER & CORR TREAT SPECIALIST
37096

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
04252

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
04251

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
04242

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04261 37100 56078 81226

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04273 04873 67082 67074 67074 67080 80713

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04281 37094 42956 53259

JUVENILE JUSTICE DETENTION OFF I (5711) 21-1092-1
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
67074 67081 67083 81290 81308

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
03787 04276 37092 43156 56079 67073 81289

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
42954 43150 53255 53258 81283 81284 81297

JUVENILE JUSTICE DETENTION OFF SUPV-SES (5713)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-3
67085

JUVENILE JUSTICE DETENTION OFF II (5712)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-2
04062 04246 04281 67075 67080 80713 81239

JUVENILE JUSTICE DETENTION OFF I (5711)
PROB OFFICER & CORR TREAT SPECIALIST 21-1092-1
04261 37089 37092 43154 53260 67072

80 - DEPARTMENT OF JUVENILE JUSTICE
41 - DETENTION SERVICES
30 - REGION (SOUTH)
19 - CIRCUIT
2500 - ST. LUCIE REGIONAL DETENTION CTR.

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-1-08

CURRENT

DIRECTOR OF DETENTION (6817)
COMM & SOC SERVICE MANAGERS 10-9151-1
81802

FROM PAGE 80-40-12
DETENTION SUPERINTENDENT (9085)
MANAGERS, ALL OTHERS 11-9199-2
04100

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MANAGERS 11-9151-2
04230

ADMIN ASSISTANT I (0709)
EXECUTIVE SEC & ADMIN ASSISTANTS 43-6011-2
04235

JUVENILE JUSTICE DETENTION OFF II (5712)
PROBATION OFFICER & CORR TREAT SPECIALIST 21-1092-2
04227 42968 80563 80569 81145

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JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81587

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00967   02164 02421 39157 51684 63157 82468

PAGE 1-2B

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
01 - CIRCUIT
   CASE MANAGEMENT UNITS
   1040 - OKALOOSA/FT WALTON
   1050 - OKALOOSA/CRESTVIEW
   1060 - SANTA ROSA/MILTON
       00 - ADMIN. SHIFT   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 7/24/09

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
02139

FROM PAGE 1-1B CASE MGMT. SANTA ROSA/MILTON **JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)** PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4 **02079**	FROM PAGE 1-1B CASE MGMT. OKALOOSA/CRESTVIEW **JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)** PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4 **56297**	FROM PAGE 1-1B CASE MGMT. OKALOOSA/FT. WALTON **JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)** PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4 **81492**

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02157   **02866**

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
04367   **61697**   **51683**
56298   **59619**   **04600**   **82471**

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
52000

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
39156

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02084   **59977**

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02153

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
04368   **82465**

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
00968   **02160**

Intensive Supervision
JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81592

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02085 02089 02091 02092 82470 82476

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
25522

PAGE 1-3B

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
02 - CIRCUIT
1010 - LEON CASE MANAGEMENT INTAKE
5010 - INTENSIVE SUPERVISION
    00 - ADMIN SHIFT   01 -TRUST FUND

CURRENT

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                         ┌─────────────────────────────────────────────┐
                         │  DIRECTOR OF PROB & COMMUNITY CORR (6818)    │
                         │  COMMUNITY & SOC. SERV. MANAGERS 10-9151-1   │
                         │                  39768                       │
                         └─────────────────────────────────────────────┘
                         ┌─────────────────────────────────────────────┐
                         │            FROM PAGE 80-70-1                 │
                         │  CHIEF PROBATION OFFICER/MANAGER (6836)      │
                         │    MANAGERS, ALL OTHER  11-9199-3            │
                         │                  60755                       │
                         └─────────────────────────────────────────────┘
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ADMINISTRATIVE ASSISTANT II (0712)	SENIOR MANAGEMENT ANALYST II-SES (2225)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3	MANAGEMENT ANALYSTS 13-1111-4
26620	**02401**

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
60789

LEON COUNTY	LEON COUNTY	GADSDEN COUNTY
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)	**JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)**	**JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)**
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
10759	**59794**	**62034**

SENIOR JUVENILE PROBATION OFFICER (5966)	**SENIOR JUVENILE PROBATION OFFICER (5966)**	**SENIOR JUVENILE PROBATION OFFICER (5966)**
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
23066 **46576**	**80591**	**02272**

Intensive Supervision	JUVENILE PROBATION OFFICER (5965)	Intensive Supervision
JUVENILE PROBATION OFFICER (5965)	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2	**JUVENILE PROBATION OFFICER (5965)**
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2	**02235 02244 02269 50879 59791**	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81712		**81582** **82473**

JUVENILE PROBATION OFFICER (5965)		**JUVENILE PROBATION OFFICER (5965)**
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2		PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02243 53618 59792 60792		**02273 23062 61106**

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
19949

PAGE 2-1B

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
03 - CIRCUIT
    CASE MANAGEMENT
    3010 - SUWANNEE/COLUMBIA/HAMIILTON UNIT
    3020 - TAYLOR COMBINED UNIT
    5010 - INTENSIVE SUPERVISION
          00 - ADMIN SHIFT   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 7/24/09

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

FROM PAGE 80-70-1
CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
39771

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS   13-1111-4
82540

ADMINISTRATIVE ASSISTANT II-SES (0712)
EXEC SEC & ADMIN ASSISTANTS
02317

SUW/COL/HAMILTON - UNIT 301
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
23127

TAYLOR COUNTY - UNIT 302
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
00945

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
04400

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
50881

Intensive Supervision
JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81595

Intensive Supervision
JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81698

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02632 04399 39780   63826 80592

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02525   39159   82474

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02221

SECRETARY SPECIALIST (0105)
SEC EXCEPT LEGAL, MED & EXEC 43-6014-1
19877

PAGE 3-1B

VERIFIED BY: Sara Gamble
EFFECTIVE: 2/22/08

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

FROM PAGE 80-70-1
CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
02412

ADMINISTRATIVE ASSISTANT II-SES (0712)
EXEC. SEC. & ADMINS. ASSTS. 43-6011-3
03831

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
20336

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
19427

STAFF ASSISTANT-SES (0120)
EXEC SEC & ADMINS. ASSTS. 43-6011-2
61714

GO TO PAGE 4-3A
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
00974

GO TO PAGE 4-3A
DUVAL DETENTION SCREENING
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
24065

GO TO PAGE 4-1A
DUVAL CASE MGMT. INTAKE UNIT 101
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
04366

GO TO PAGE 4-1A
DUVAL CASE MGMT. INTAKE UNIT 102
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02342

GO TO PAGE 4-3A
304 - CLAY
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
24182

GO TO PAGE 4-3A
DETENTION SCREENING JACKSONVILLE
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
81491

GO TO PAGE 4-2A
DUVAL CASE MGMT. COMM. CONTROL UNIT 202
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
61709

GO TO PAGE 4-2A
DUVAL CASE MGMT. UNIT 204
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02344

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DUVAL CASE MGMT. COMM. CONTROL UNIT 203
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
59980

GO TO PAGE 4-2A
DUVAL CASE MGMT. UNIT 104
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
61708

PAGE 4-1

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
04 - CIRCUIT
    DUVAL CASE MANAGEMENT
    1010, 1020 & 1030 INTAKE
        00 - AMIN. SHIFT   01- TRUST FUND

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
02412

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
20336

STAFF ASSISTANT-SES (0120)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-2
61714

FROM PAGE 4-1
CASE MGMT. INTAKE 102
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02342

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02353 48139

Intensive Supervision
JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
61698 81599 81600

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02379 53634 53637 53638 60850 61698 81600

SECRETARY SPECIALIST (0105)
SECRETARIES, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02345

PAGE 4-1A

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
04 - CIRCUIT
    1030 - DUVAL CASE MGMT. INTAKE
    1040 - DUVAL CASE MGMT. INTAKE
    2020 - DUVAL CASE MGMT. COMM. CONTROL
    2030 - DUVAL CASE MGMT. COMM. CONTROL
    2040 - DUVAL CASE MANAGEMENT
      00 - AMIN. SHIFT   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
02412

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
20336

FROM PAGE 4-1
DUVAL CASE MGMT. COMM. CONTROL 202
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
61709

FROM PAGE 4-1
DUVAL CASE MGMT. COMM. CONTROL 203
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
59980

FROM PAGE 4-1
DUVAL CASE MGMT. INTAKE 104
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
61708

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02268

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02352 23186 61704 63829

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00935 04406 04422 39161 53636 61696 61704

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02384 56292 261706

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02267 02391 02392 04417 59976 64588

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02409

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02721 59982 61705

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81601

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00999 02386 02832 53635 82480

PAGE 4-2A

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
04 - CIRCUIT
    CASE MANAGEMENT UNITS
    3010 - NASSAU
    3030 & 3040 - CLAY
    2600 - DUVAL DETENTION SCREENING
    2610 - DET. SCREENING - JACKSONVILLE
    5010 - INTENSIVE SUPERVISION
        00 - ADMIN. SHIFT 01 - TRUST FUND

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
02412

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
20336

301 - NASSAU
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
00974

304 - CLAY
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
24182

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02408

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
80594

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00946 02354 61695   63824 81481 81602 82477

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03186

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02250

Intensive Supervision
JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81593 81606

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02362 46551 60057 61694 82478   82479

PAGE 4-2B

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
04 - CIRCUIT
   CASE MANAGEMENT UNITS
   3010 - NASSAU
   3030 & 3040 - CLAY
   2600 - DUVAL DETENTION SCREENING
   2610 - DET. SCREENING - JACKSONVILLE
   5010 - INTENSIVE SUPERVISION
      00 - ADMIN. SHIFT 01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 2-24-09

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
02412

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
19427

DUVAL DETENTION SCREENING
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
24065

DETENTION SCREENING JACKSONVILLE
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
81491

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02327

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
60864

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
59983

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
04413

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02387 02368 02744 20415   59978

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02356 63825 80593 82475 82481

PAGE 4-3A

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
10 - REGION (NORTH)
05 - CIRCUIT
    CASE MANAGEMENT UNITS
    1020 - LAKE CO. WEST
    1030 - INTAKE MARION CO.
    2020 - LAKE CO. EAST
    2030 - MARION CO.
    3010 - HERNANDO CO.
    3020 - SUMTER/CITRUS CO.
        00 - ADMIN. SHIFT   01 - TRUST

VERIFIED BY: Sara Gamble
EFFECTIVE: 6-17-09

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
39768

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
80287

ADMINISTRATIVE ASSISTANT II-SES (0712)
EXEC. SEC & ADMIN. ASSTS. 43-6011-3
02961

CASE MGMT. - LAKE CO. EAST
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
80281

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03862

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
47241

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
46740 80623 81490 81705 82484

CASE MGMT. - HERNANDO CO.
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
58309

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02534

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02528

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81605   81709

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02473   56291

CASE MGMT. - SUMTER/CITRUS CO
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
58308

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
58325

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03863 (.5 FTE)   82464 (.5 FTE)
(half-time)

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02543

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02999   56919 63242 81476

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
61654

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81707   81708

CASE MGMT. - MARION UNIT 203
JUVENILE PROBATION OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
81469

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
63244

JUVENILE PROBATION OFFICER   (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02291 36315 39781 59749 82482

Intensive Supervision
JUVENILE PROBATION OFFICER   (5965)
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SECRETARY SPECIALIST (0105)
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SECRETARY SPECIALIST (0105)
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COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
80298

CHIEF PROB OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
60073

FROM PAGE 6-1A
SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
04010

CASE MGMT. - NEW PORT RICHEY UNIT 112
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02103

CASE MGMT. - DADE CITY UNIT 113
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
61575

PINELLAS COUNTY DET. SCREENING
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
60586

CASE MGMT. - ST. PETE UNIT 108
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02300

SR. JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR.TREATMENT SPEC. 21-1092-3
02526

Intensive Supervision
JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
82490

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02546 46619 60608 60609 61570 62078

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02600

Intensive Supervision
JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
61567, 82505

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02540 02586 61562 61564

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
37787 39549

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00931 02573 04353 59572 81618

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02608

SR. JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC 21-1092--3
02200 59629 61571

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC 21-1092-2
02198 04597 37789 39535 62080

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
09 - CIRCUIT

CURRENT

DIR OF PROB & COMMUNITY CORR (6818)
COMM & SOC. SERV. MANAGERS 10-9151-1
80298

CHIEF PROB OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
40100

ADMIN ASSISTANT II-SES (0712)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3
02404

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC 43-6014-1
59537   39517

SR. MANAGEMENT ANALYSTS II - SES (2225)
MANAGEMENT ANALYST 13-1111-3
23253   04899

SR. JUVENILE PROB OFF SUPERVISOR -SES (5967)
PROB. OFFICER & CORR. TREATEMENT SPEC 21-1092-3
61666   02471

JUVENILE PROB OFF SUPERVISOR -SES (5967)
PROB. OFFICER & CORR. TREATEMENT SPEC 21-1092-4
02493 02668 47674 59534 60805

JUVENILE PROB OFF SUPERVISOR -SES (5967)
PROB. OFFICER & CORR. TREATEMENT SPEC 21-1092-4
02453 61659 80607

PAGE 9-1

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
09 - CIRCUIT
   OSCEOLA. UNITS
   1020 - CASE MGMT. IMPACT UNIT
   1030, 1060, 1070, 1080, 1090, CASE MGMT. UNITS
   1100 & 1110
   501 - INTENSIVE SUPERVISION
   00 - ADMIN. SHIFT   01 - TRUST FUND
80712009101 - AFTERCARE SUPERVISION

CURRENT

DIR OF PROB & COMM CORR (6818)
COMM & SOC. SERV. MGRS 10-9151-1
80298

CHIEF PROBATION OFFICER MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
40100

SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
23253

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02472

UNIT 109
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
60805

UNIT 110
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02493

UNIT 107
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC . 21-1092-4
80607

UNIT 111
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02453

UNIT 103
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
47674

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
24060

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02983   61660

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02480

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC 21-1092-3
60804

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02471 60803

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
39827 47660 80606 82507 81447 81641

Intensive Supervision
JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81637

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
**02378 39711 39827 47149
61663 61664 82509**

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
**02478 02512 02575 39166
55792 59521 81617 82508**

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
01998 39515 40067 61662 80604 81448 81641

JUVENILE PROB OFFICR (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
**04450 39165 59525
39826 02475 81448 82492**

PAGE 9-1A

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROB. & COMM. CORR.
20 - REGION (CENTRAL)
09 - CIRCUIT
   CASE MANAGEMENT UNITS
   1040 - OCEOLA UNIT
   1120 - OCEOLA UNIT
   00 - ADMIN. SHIFT   01 - TRUST FUND
    260- ORANGE C. DET. SCREENING

CURRENT

DIR OF PROB & COMM CORR (6818)
COMM & SOC. SERV. MGRS 10-9151-1
80298

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHERS 11-9199-3
40100

SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
04899

| UNIT 260/213 **JPO SUPERVISOR-SES (5967) 21-1092-4** PROB. OFFICER & CORR. TREATMENT SPEC. **02668** | OCEOLA UNIT104 & 112 **JPO SUPERVISOR-SES (5967) 21-1092-4** **PROB. OFFICER & CORR. TREATMENT SPEC.** **59534** | DETENTION SCREENING/UNIT 106 **JPO SUPERVISOR-SES (5967) 21-1092-4** PROB. OFFICER & CORR. TREATMENT SPEC. **48927** | DETENTION SCREENING/UNIT 106 **JPO SUPERVISOR-SES (5967) 21-1092-4** PROB. OFFICER & CORR. TREATMENT SPEC. **61659** |

SECRETARY SPECIALIST (0105) 43-6014-1
SEC.EXCEPT LEGAL, MED. & EXEC
61671

SR. JPO (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
02429 04432

JPO (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
00948 02460 02572 02937
61561 62081 60806

SR JPO (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
81453

JPO (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
00961 00986 53644 59526 62046
81446 81644 82491

SECRETARY SPECIALIST (0105) 43-6014-1
SEC.EXCEPT LEGAL, MED. & EXEC
42911

SR JPO (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
02435   81454

JPO (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02545 02862 04441 47662 56520 (.5 FTE),
53643 59524 59527 60807 60808 80605

SECRETARY SPECIALIST (0105) 43-6014-1
SEC.EXCEPT LEGAL, MED. & EXEC
59538

SR JPO (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
59531   61661

JPO (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
00988 02086 02452 02890 53645 59523
61665 61667 61668 62047

PAGE 9-1B

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
10 - CIRCUIT
    CASE MANAGMENT UNIT
      1010 & 1020 POLK CO. - INTAKE UNITS
      3010, 3020, 3030, & 3040 -POLK CO. COMBINED UNITS
      3060 -   SEBRING CO. COMBINED UNIT
        00 - ADMIN. - SHIFT   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 2-9-09

CURRENT

DIR OF PROB & COMM CORR (6818)
COMM & SOC. SERV. MGRS 10-9151-1
80298

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
64966

ADMIN ASSISTANT I-SES (0709)
EXECUTIVE SEC & ADM ASSIST 43-6011-2
02655

FROM PAGE 10-1
SR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
80173

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02251

CASE MGMT. COMBINED UNIT 301
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
61724

SR. JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02629 02645 59810

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00996 02624 03126 59854 63478 61637 61642

CASE MGMT. INTAKE UNIT 102
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
59870

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02717 61622 80625

Intensive Supervision
JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
82493 82494   82496

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
47192 59853 59860

CASE MGMT. COMBINED UNIT 101
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPE.C 21-1092-4
04480

SR. JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
59809   63248 63484

JUVENILE PROB OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02863 59852 59861 61635

CASE MGMT. COMBINED UNIT 304
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
59869

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02635   02893

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02634 59847 61639 61640 63475 63477

CASE MGMT. COMBINED UNIT 306
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & TREATMENT SPEC. 21-1092-4
61723

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
61718

SR. JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
61623 61624

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02628   02861   03091
63476   59639   81719

CASE MGMT. COMBINED UNIT 302
JUVENILE PROB OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02618

SR JUVENILE PROBATION OFFICER (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
02641 63483

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02638 02646 21602 39170 59813
61636 61638 63479 63480 63481

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
12 - CIRCUIT
   CASE MANAGEMENT UNITS
   3040 - SARASOTA UNIT
   3050 - VENICE
   3070 - ARCADIA UNIT
   5010 - INTENSIVE SUPERVISION
      00 - ADMIN. SHIFT   01 - TRUST FUND

CURRENT

DIR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-01
80298

CHIEF PROB OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
19671

SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
39279

FROM PAGE 12
CASE MGMT. UNITS

CASE MGMT. SARASOTA	CASE MGMT. SARASOTA	CASE MGMT. VENICE
JUVENILE PROB OFF SUPERVISOR-SES (5967)	**JUVENILE PROB OFF SUPERVISOR-SES (5967)**	**JUVENILE PROB OFF SUPERVISOR-SES (5967)**
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02878	**59786**	**81443**

SECRETARY SPECIALIST (0105)	SECRETARY SPECIALIST (0105)	SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1	SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1	SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02137 42868	**02882**	**02881**

SR JUVENILE PROB OFFICER (5966)	SR JUVENILE PROB OFFICER (5966)	SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3	PROB. OFFICER & CORR. TREATMENT SPEC.21-1092-3
00952	**61596**	**47248**

JUVENILE PROB OFFICER (5965)	Intensive Supervision	Intensive Supervision
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2	**JUVENILE PROB OFFICER (5965)**	**JUVENILE PROB OFFICER (5965)**
02901 02930 59780 59782 81435 81436	PROB. OFFICER & CORR.TREATMENT SPEC. 21-1092-2	PROB. OFFICER & CORR.TREATMENT SPEC. 21-1092-2
	82498	**81624**

JUVENILE PROB OFFICER (5965)	JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00994 39169 39728 81434	**02928 02987 56418 61586**

PAGE 12-1

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
12 - CIRCUIT
   MANATEE CO. CASE MANAGMENT UNITS
   3010, 3020 & 3030
   5010 - INTENSIVE SUPERVISION
   00 - ADMIN SHIFT   01 - TRUST FUND

CURRENT

DIR OF PROB & COMMUNITY CORR (6818)
COMM & SOC. SERV. MANAGERS 10-9151-1
80298

CHIEF PROB OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
19671

SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
39279

FROM PAGE 12
CASE MGMT UNITS

CASE MGMT. MANATEE
JUVENILE PROB OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
02880

CASE MGMT. MANATEE
JUVENILE PROB OFFICER SUPERVISOR-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
44270

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02883

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
39704

SR JUVENILE PROB OFF (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
00971   61621

SR JUVENILE PROB OFFICER (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
01995   02899

Intensive Supervision
JUVENILE PROB OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
82497

JUVENILE PROB OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02708 02892 47202 56436 63482 81495 02644

JUVENILE PROB OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02889 02894 61632 61634 61633 81440

PAGE 12-2

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
13 - CIRCUIT
   HILLSBOROUGH CASE MANAGEMENT UNITS
     1010, 1050 & 1060 - CASE MGMT.
     1030 - CASE MGMT. INTAKE UNIT
     5010 - INTENSIVE SUPERVISION
     301, 3050 - CASE MGMT. COMBINED UNIT
       00 - ADMIN. SHIFT   01 - TRUST FUND
807120131010 - AFTERCARE SUPERVISION

CURRENT

DIR OF PROB & COMMUNITY CORR (6818)
COMM & SOC. SERV. MGRS 10-9151-1
80298

CHIEF PROB OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
39723

FROM PAGE 13-1
SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
12672

SECRETARY SPECIALIST-SES (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02769

AFTERCARE SUPERVISION
JUVENILE PROB OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
53652

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02770

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
53653 81500

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
53654 53655 53656 56433

CASE MGMT. INTAKE - UNIT 103
JUVENILE PROB OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
39729

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC 21-1092-3
02719 59817

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02706 02735 04348 61631 82511 81498

CASE MGMT. - UNIT 105
JUVENILE PROB OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02671

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
59889

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02705 23384

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
00970 02707 02714 02716 81717 81689

CASE MGMT. - UNIT 106
JUVENILE PROB OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02670

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02678

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02725 04484

Intensive Supervision
JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81632

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC 21-1092-2
02631 02718 02739 59823 59833 61629

CASE MGMT. - UNIT 101
JUVENILE PROB OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
59863

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03966

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
39709   59820

Intensive Supervision
JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02964 82499

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
59827 59831 59832 59834

CASE MGMT. - UNIT 301
JUVENILE PROB OFFICER SUPERVISOR-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02734

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
00987

SR JUVENILE PROB OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
03096 81496

Intensive Supervision
JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
81716

JUVENILE PROB OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02710 02713 22171 46704 59824 59828

PAGE 13-2

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
13 - CIRCUIT
    HILLSBOROUGH CASE MANAGEMENT
    1080 & 1090
    3020, 3030 & 3060 COMBINED UNITS
    5010 - INTENSIVE SUPERVISION
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04432 02429

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02460 02572 02937 60806 61561 62081

80 - DEPARTMENF OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
20 - REGION (CENTRAL)
18 - CIRCUIT

VERIFIED BY: Sara Gamble
EFFECTIVE: 2-10-09

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VERIFIED BY: Sara Gamble
EFFECTIVE: 7/24/09

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VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

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DIRECTOR OF PROB & COMMUNITY CORR (6818)
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JUVENILE PROBATION OFFICER SUPV-SES (5967)
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VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

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DIRECTOR OF PROB & COMMUNITY CORR (6818)
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SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03157

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03162

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
61469

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
04364

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB OFFICER & CORR TRTMT SPEC 21-1092-3
03060

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB OFFICER & CORR TRTMT SPEC 21-1092-3
03090 02672

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB OFFICER & CORR TRTMT SPEC 21-1092-3
61491 61496

SENIOR JUVENILE PROBATION OFFICER (5966)
PROB OFFICER & CORR TRTMT SPEC 21-1092-3
03137 56070

JUVENILE PROBATION OFFICER (5965)
PROB OFFICER & CORR TRTMT SPEC 21-1092-2
02199 02867 03073 03074 63253 82516

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICE & CORR. TREATMENT SPEC 21-1092-2
02667 03087 03088 04347 59573 81646

JUVENILE PROBATION OFFICER (5965)
PROB OFFICER & CORR TRTMT SPEC 21-1092-2
361486 61487 61489 80616 81733

JUVENILE PROBATION OFFICER (5965)
PROB OFFICER & CORR TRTMT SPEC 21-1092-2
81583 81662 81661 81669

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80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROB. & COMM. CORRECTIONS
30 - REGION (SOUTH)
15 - CIRCUIT
  PALM BEACH UNITS
  1010 - CASE MGMT. INTAKE
  CASE MGMT. COMBINED UNITS
  3010, 3020, 3030, 3040, 3050, 306 & 3080 - UNITS
  301, 302, 303, 304, 305, 306 & 308
  2600 - PALM BEACH CO. DETENTION SCREENING
  5010 - INTENSIVE SUPERVISION
    00 - ADMIN. SHIFT   01 - TRUST FUND

CURRENT

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                    DIRECTOR OF PROB & COMMUNITY CORR (6818)
                    COMM & SOC. SERV. MANAGERS10-9151-1
                                  03428

                    CHIEF PROBATION OFFICER/MANAGER (6836)
                    MANAGERS, ALL OTHER 11-9199-3
                                  56616
                              FROM PAGE 80-70
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ADMIN ASSISTANT II-SES (0172)	SR JUVENILE PROB OFFICER (5966)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3	PROB OFF & CORR TRTMT SPEC 21-1092-3
80892	**80610**

JUVENILE PROBATION OFFICER (5965)
PROB OFF & CORR TRTMT SPEC 21-1092-2
02786, 39503, 61997

SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
02801

CASE MGMT. - COMBINED UNIT 101 & 305	PALM BEACH CO. DETENTION SCREENING
JUVENILE PROB OFFICER SUPV-SES (5967)	**JUVENILE PROB OFFICER SUPV-SES (5967)**
PROB OFF & CORR TRTMT SPEC 21-1092-4	PROB OFF & CORR TRTMT SPEC 21-1092-4
03128	**24033**

SR JUVENILE PROB OFFICER (5966)	JUVENILE PROBATION OFFICER (5965)	SR JUVENILE PROB OFFICER (5966)	JUVENILE PROBATION OFFICER (5965)
PROB OFF & CORR TRTMT SPEC 21-1092-3	PROB OFF & CORR TRTMT SPEC 21-1092-2	PROB OFF & CORR TRTMT SPEC 21-1092-3	PROB OFF & CORR TRTMT SPEC 21-1092-2
02788 46649 59908	**00976 00991 02827 59931 61607 81681**	**02828 52244**	**02833 04354 04501 23465 37731 46571**

SENIOR CLERK (0004)
OFFICE CLERKS, GENERAL 43-9061-2
02811

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROB. & COMM. CORRECTIONS
30 - REGION (SOUTH)
15 - CIRCUIT
  PALM BEACH UNITS
  1010 - CASE MGMT. INTAKE
  CASE MGMT. COMBINED UNITS
  3010, 3020, 3030, 3040, 3050, 306 & 3080 - UNITS
  301, 302, 303, 304, 305, 306 & 308
  2600 - PALM BEACH CO. DETENTION SCREENING
  5010 - INTENSIVE SUPERVISION
    00 - ADMIN. SHIFT 01 - TRUST FUND

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMM & SOC. SERV. MANAGERS10-9151-1
03428

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
56616
PAGE 80-70

JUV. ASSES. CENTER
SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYST 13-1111-4
02963

CASE MGMT. - COMBINED UNIT 308	CASE MGMT. - COMBINED UNIT 306	CASE MGMT. - COMBINED UNIT 304	CASE MGMT. - COMBINED UNIT 303	CASE MGMT. - COMBINED UNIT 302
JUVENILE PROB OFFICER SUPV-SES (5967) PROB OFF & CORR TRTMT SPEC 21-1092-4 **59905**	**JUVENILE PROB OFFICER SUPV-SES (5967)** PROB OFF & CORR TRTMT SPEC 21-1092-4 **59906**	**JUVENILE PROB OFFICER SUPV-SES (5967)** PROB OFF & CORR TRTMT SPEC 21-1092-4 **02807**	**JUVENILE PROB OFFICER SUPV-SES (5967)** PROB OFF & CORR TRTMT SPEC 21-1092-4 **02808**	**JUVENILE PROB OFFICER SUPV-SES (5967)** PROB OFF & CORR TRTMT SPEC 21-1092-4 **52242**
SR JUVENILE PROB OFFICER (5966) PROB OFF & CORR TRTMT SPEC 21-1092-3 **61606 62000**	**SECRETARY SPECIALIST (0105)** SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC43-6014-1 **81471**	**SENIOR CLERK (0004)** OFFICE CLERKS, GENERAL 43-9061-2 **02814**	**SECRETARY SPECIALIST (0105)** SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1 **02854**	**SENIOR CLERK (0004)** OFFICE CLERKS, GENERAL 43-9061-2 **52240**
JUVENILE PROBATION OFFICER (5965) PROB OFF & CORR TRTMT SPEC21-1092-2 **52245 59932 61603 81472 81679 81738 82527**	**SR JUVENILE PROB OFFICER (5966)** PROB OFF & CORR TRTMT SPEC 21-1092-3 **80611**	**SR JUVENILE PROB OFFICER (5966)** PROB OFF & CORR TRTMT SPEC 21-1092-3 **02837 61608**	**SR JUVENILE PROB OFFICER (5966)** PROB OFF & CORR TRTMT SPEC 21-2092-3 **02840 03124 81677**	**SR JUVENILE PROB OFFICER (5966)** PROB OFF & CORR TRTMT SPEC 21-1092-3 **39174 61600 81672**
	JUVENILE PROBATION OFFICER (5965) PROB OFF & CORR TRTMT SPEC 21-1092-2 **02787, 23464 59930, 81474 81673, 81678**	**JUVENILE PROBATION OFFICER (5965)** PROB OFF & CORR TRTMT SPEC 21-1092-2 **02838 59910 59911 61593 61998 81680**	**JUVENILE PROBATION OFFICER (5965)** PROB OFF & CORR TRTMT SPEC 21-1092-2 **02784 39172 39173 81674 81675**	**JUVENILE PROBATION OFFICER (5965)** PROB OFF & CORR TRTMT SPEC 21-1092-2 **23457 02829 48190 61601 61602 81670 82518 82525**

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80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
30 - REGION (SOUTH)
16 - CIRCUIT
   3010 - CASE MANAGEMENT
   3020 - CASE MANAGEMENT
   5010 - INTENSIVE SUPERVISION
       00 - ADMIN. SHIFT   01 - TRUST FUND
80413011250 - DADE DETENTION CENTER

VERIFIED BY: Sara Gamble
EFFECTIVE::   02-09-09

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
03428

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
07396

ADMIN ASSISTANT II-SES (0172)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3
03736

CASE MGMT. - UNIT 301
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROBATION OFFICER & CORR TREAT SPEC 21-1092-4
03734

CASE MGMT. - UNIT 302
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROBATION OFFICER & CORR TREAT SPEC 21-1092-4
59550

SR JUVENILE PROBATION OFFICER (5966)
PROBATION OFFICER & CORR TREAT SPEC 21-1092-3
02119

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREAT SPEC 21-1092-2
03085   04553   59568   59916

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREAT SPEC 21-1092-2
59567   82529

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03185

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80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
30 - REGION (SOUTH)
17 - CIRCUIT

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
03428

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
48690

ADMIN ASSISTANT II-SES (0172)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3
61546

SECREATARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC 43-6014-01
22202

POMPANO BEACH
SR JUVENILE PROBATION OFFICER (5966)
PROB OFF & CORR TRTMT SPEC 21-1092-3
59643

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
03240

DATA ENTRY SUPERVISOR I/SES
FIRST LINE SUPV/MGR OF OFF/ADMIN SUP WKR 43-1011-2
42877

SECRETARY SPECIALIST (0105)
SECRETARIES, EXCEPT LEGAL, MED. & EXEC 43-6014-01
59651

JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROB OFF & CORR TRTMT SPEC 21-1092-4
81667

POMPANO BEACH
SECRETARY SPECIALIST (0105)
SECRETARIES EXCPT, LEGAL, MEDICAL & EXEC 43-6014-1
23599

POMPANO BEACH
SR JUVENILE PROBATION OFFICER (5966)
PROB OFF & CORR TRTMT SPEC 21-1092-3
00954

POMPANO BEACH
JUVENILE PROBATION OFFICE (5965)
PROB OFF & CORR TRTMT SPEC 21-2092-2
02998 81693 82522 59579 59929 61473

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80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR .
30 - REGION (SOUTH)
17 - CIRCUIT
   1010 - BROWARD COUNTY CASE MANAGEMENT
  3090 - CASE MGMT COMINED COURT UNIT
  CASE MGMT. COMBINED 3210 - UNIT 10-2-100
                    3230 -   UNIT 10-2-175
                    3240 -   UNIT 10-2-200
                    3310 -   UNIT 10-3-100
                    3320 -   UNIT 10-3-253
                    3330 -   UNIT 10-3-254
  2600 - BROWARD CO. DETENTION SCREENING
  5010 - INTENSIVE SUPERVISION

VERIFIED BY: Sara Gamble
EFFECTIVE: 2-9-09

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
03428

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
48690

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
03240

CASE MGMT. - COMBINED UNIT 10-2-100
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-4
23579

CASE MGMT COMBINED UNIT 10-3-254
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-4
59646

CASE MGMT. - COMBINED UNIT 10-3-100
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-4
02953

CASE MGMT. - COMBINED UNIT 10-3-253
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-4
04344

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
23585

SENIOR JUVENILE PROBATION OFFICER (5966)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-3
61534

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02962

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
59650

SENIOR JUVENILE PROBATION OFFICER (5966)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-3
02981

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-2
03086 04533, 39193 50945 60796, 63305 81694 82534

SENIOR JUVENILE PROBATION OFFICER (5966)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-3
47142

SENIOR JUVENILE PROBATION OFFICER (5966)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-3
39175

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-2
02248 02249 02726 02997 04528 56528 80620

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-2
04527 04534 61540 61541

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-2
02992 02998 21156 37721 509461 59641 81695 82533

BROWARD CO. CASE MGMT./DETENTION SCREENING
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-4
80615

CASE MGMT. - COMBINED COURT UNIT
SENIOR JUVENILE PROBATION OFFICER (5966)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-3
80614

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-2
02190 04526 36155 39691 47140 48676 59638   81690

JUVENILE PROBATION OFFICER (5965)
PROBATION OFFICER & CORR TREATMENT SPEC 21-1092-2
02143 02969 48673

80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROB. & COMM. CORR.
30 - REGION (SOUTH)
17 - CIRCUIT - CASE MGMT. COMBINED UNITS
    3110 - UNIT 10-1-200
    3120 - UNIT 10-1-212
    3130 - UNIT 10-1-222
    3220 - UNIT 10-2-150
    3250 - UNIT 10-2-250
    3260 - UNIT 10-2-300
    3270 - UNIT 10-2-350
    5010 - INTENSIVE SUPERVISION

CURRENT

DIRECTOR OF PROB & COMMUNITY CORR (6818)
COMM SOC. SERV. MANGERS 10-9151-1
03428

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
48690

SENIOR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
07290

JUVENILE JUSTICE COUNSELOR (5716)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
43258

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
23599

CASE MGMT. - COMBINED UNIT 10-1-200
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02957

CASE MGMT. - COMBINED UNIT 10-1-212
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
00963

CASE MGMT. - COMBINED UNIT 10-1-222
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
39693

CASE MGMT. - COMBINED UNIT 10-2-250
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
63311

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
04346

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
03022

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
04551

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
48017

SR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
02278 63309

SR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
04535 04537

SR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
23591 37719

SR JUVENILE PROBATION OFFICER (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
03003 04536

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
39177 56527 61484 61543 81685 81686 82519

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02991 02989 03117 47146 80612 81684

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
39683 81683 80613 82530

JUVENILE PROBATION OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02966 59637 81691 82531

CASE MGMT. - COMBINED UNIT 10-2-350
JUVENILE PROBATION OFFICER SUPV-SES (5967)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-4
02955

CASE MGMT. - COMBINED UNIT 10-2-350
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
59645

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
48693

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
50942

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
59640 61539 63307 81687 82532

SR JUVENILE PROBATION OFFICER (5966)
PROB. OFFICER & CORR. TREATMENT SPEC.   21-1092-3
59642 61535

JUVENILE PROBATION OFFICER (5965)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-2
02723 04356 59636 60797 61537 61542 81688 81692

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80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORR.
30 - REGION (SOUTH)
19 - CIRCUIT
    CASE MGMT COMBINED UNITS
    3010 - ST. LUCIE
    3020 - ST. LUCIE
    3030 - MARTIN
    3040 - INDIAN RIVER
    3050 - OKEECHOBEE
    5010 - INTENSIVE SUPERVISION
        00 - ADMIN. SHIFT   01 TRUST FUND

CURRENT

DIR OF PROB & COMM CORR (6818)
COMM & SOC. SERV. MGRS 10-9151-1
03428

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
81800
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ADMIN ASSISTANT I (0709) 43-6011-2
EXEC. SEC. & ADMIN. ASSTS.
03019

SR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
46023

CASE MGMT. COMBINED - ST. LUCIE UNIT 301
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
61611

SR JUVENILE PROBATION OFFICER (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
59907 80626

JUVENILE PROBATION OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02816 52250 52247 59913 59914 59933 81739 82517

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
04427

CASE MGMT.COMBINED - MARTIN UNIT 303
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
44398

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
02796 59921

SR JUVENILE PROBATION OFFICER (5966) 21-1092-3
PROB. OFFICER & CORR.TREATMENT SPEC.
02891 59909 59940

JUVENILE PROBATION OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02558 04500 59915 59917 81735 81736 82535

CASE MGMT. COMBINED - OKEECHOBEE UNIT 305
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
48309

SR JUVENILE PROBATION OFFICER (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
59939 61609

JUVENILE PROBATION OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
03082 03140 52248 56417 81732 81741

JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
56072

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
61613

SR JUVENILE PROBATION OFFICER (5966) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
02792 23470

JUVENILE PROBATION OFFICER (5965) 21-1092-2
PROB. OFFICER & CORR. TREATMENT SPEC.
02782 02790 47225 61999 81730 81735

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80 - DEPARTMENT OF JUVENILE JUSTICE
72 - PROBATION & COMM. CORRECTIONS
30 - REGION (SOUTH)
20 - CIRCUIT
    CASE MANAGEMENT UNITS
    1010 - FT. MYERS   1020 - NAPLES
    1040 - CASE MGMT. INTAKE LEE CO. JAC UNIT
    2010 - E. FT. MYERS   2020 - S. FT. MYERS
    2030 - CAPE CORAL   2040 - IMMOKALEE
    2050 - CASE MGMT. COMMUNITY CONTROL -
UNIT 2009
    2610 - COLLIER DETENTION SCREENING
    3010 - HENDRY CO.
    5010 - INTENSIVE SUPERVISION
       01 - ADMIN. SHIFT   01 - TRUST FUND

CURRENT

DIR OF PROB & COMM CORR (6818)
COMM & SOC. SERV. MANAGERS10-9151-1
03428

CHIEF PROBATION OFFICER/MANAGER (6836)
MANAGERS, ALL OTHER 11-9199-3
60731

ADMIN ASSIST II-SES (0712)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3
48182

ADMIN SECRETARY (0108)
EXEC. SEC. & ADMINS. ASSTS. 43-6011-2
59788

SR MGMT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
37089

CASE MGMT. - NAPLES
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
61597

CASE MGMT. - FT. MYERS/CAPE CORAL
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
PROB. OFFICER & CORR. TREATMENT SPEC.
02919

CASE MGMT COMMUNITY CONTROL - UNIT 2009
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
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02918

LEE COUNTY
JUVENILE PROBATION OFFICER SUPV-SES (5967) 21-1092-4
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04555

COLLIER DETENTION SCREENING
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39168 66302

COLLIER DETENTION SCREENING
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01999 02727 02785 02927 04514 63301 81437 82537

SENIOR CLERK (0004)
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59784

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02154 02929 39171 46650 59781 60546 61490

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61595 81441

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02905 04511 61481 81660

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02931

SECRETARY SPECIALIST (0105)
SEC. EXCEPT LEGAL, MED. & EXEC. 43-6014-1
63303

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23543 81442

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59582 61588 81648 81660

SECRETARY SPECIALIST (0105) 43-6014-1
SEC. EXCEPT LEGAL, MED. & EXEC
02914

SENIOR JUVENILE PROB OFF (5966) 21-1092-3
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59785

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59778 63300 80618 81658 81665

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59783 61587

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80 - ASSISTANT SECRETARY FOR RESIDENTIAL
      AND CORRECTIONAL FACILITIES
      HEADQUARTERS and NORTH REGION

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

SECRETARY OF JUVENILE JUSTICE
CHIEF EXECUTIVES
80001
10-1011-3   (9491)   **009**   (950)

DEPUTY SECRETARY
GENERAL & OPERS. MANAGERS
65162
10-1021-2   (9487)   **009**   (950)

ASST SEC FOR RESIDENTIAL & CORR FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
81808
10-9151-2   (6815)   **009**   (940)

SENIOR MANAGEMENT ANALYST SUPV
MANAGEMENT ANALYSTS
59253
13-1111-04   (2228)   **008**   (426)

PERSONAL SECRETARY I
EXECUTIVE SEC. & ADMIN. ASSTS.
38706
43-6011-2   **(9713)**   **008**   (110)

PROGRAMS & POLICY COORDINATOR
GENERAL & OPERATIONS MANAGERS
80178
11-1021-03   (8221)   **008**   (530)

SENIOR MANAGEMENT ANALYST SUPV
MANAGEMENT ANALYSTS
25269
13-1111-04   (2228)   **008**   (426)

SR. MANAGEMENT ANALYST II SES
MANAGEMENT ANALYSTS
60569
13-1111-04   (2225)   **010**   (026)

SR. MANAGEMENT ANALYST II SES
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56921   82541
13-1111-04   (2225)   **010**   (026)

OPERATIONS & MGMT CONSULTANT II/SES
MANAGEMENT ANALYSTS
67013
13-1111-04   (2236)   **008**   (423)

CHIEF OF CONTRACT DEV. & PLANNING
PURCHASING MANAGERS
00884
11-3061-3   (6824)   **008**   (530)

NORTH REGION
DIR. OF RESIDENTIAL & CORR. FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
02437
10-9151-1   (6819)   **009**   (930)

CENTRAL REGION
DIR. OF RESIDENTIAL & CORR. FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
03385
10-9151-1   (6819)   **009**   (930)

SOUTH REGION
DIR. OF RESIDENTIAL & CORR. FACILITIES
COMMUNITY & SOC. SERV. MANAGERS
02799
10-9151-1   (6819)   **009**   (930)

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VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

CURRENT

Deputy Secretary-DJJ
General and Oper Managers
65162
10-9151-01   (6817)   **009**   (950)

Asst. Secretary for Residential & Corr. Facilities
COMMUNITY & SOC SERV. MANAGERS
81808
10-9151-02   (6815)   **024**   (940)

Sr. Management Analyst II SES
MANAGEMENT ANALYSTS
64246
13-1111-04   (2225)   **010**   (026)

Administrative Assistant II - SES
EXECUTIVE SECRETARIES & ADMIN ASSIST
81915*
43-6011-3   (0712)   **008**   (418)

Sr. Management Analyst II SES
MANAGEMENT ANALYSTS
80178
13-1111-04   (2225)   **010**   (026)

Operations Management Consultant II SES
MANAGEMENT ANALYSTS
26495 81514 81524
13-1111-4   (2236)   **010**   (423)

*Funded by Secretary's Office

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80 - RESIDENTIAL AND CORRECTIONAL FACILITIES
00 - HEADQUARTERS
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81808
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NORTH REGION
DIRECTOR OF RESIDENTIAL & CORR. FACILITIES
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02437
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46093
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02406
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46467
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80075
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HALFWAY FACILITY SUPERINTENDENT - SES
MANAGERS, ALL OTHER
03274   03645
11-9151-1   (5724)   **008**   (421)

SENIOR MANAGEMENT ANALYSTS II - SES
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16852 59317
13-1111-4   (2225)   **008**   (426)

SUPERINTENDENT
MANAGERS, ALL OTHER
01001
11-9199-02   (9821)   **008**   (530)

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VERIFIED BY: Sara Gamble
EFFECTIVE: 7-29-09

CURRENT

NORTH REGION
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VERIFIED BY: Sara Gamble
EFFECTIVE: 6/16/08

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JUVENILE JUSTICE COUNSELORS (5716)
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VERIFIED BY: Sara Gamble
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SOCIAL SERVICES COUNSELOR (5953)
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VERIFIED BY: Sara Gamble
EFFECTIVE: 01/7/09

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DIRECTOR OF RESIDENTIAL AND CORR FAC.
COMMUNITY & SOCIAL SERV MANAGERS
02437
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SUPERINTENDENT DJJ
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01001
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ADMINISTRATIVE ASSISTANT II
EXEC. SEC. & ADMIN. ASSTS.
01002
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STAFF ASSISTANT
EXEC. SEC. & ADMIN. ASSTS
01020
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TRAINING MANAGER SES
TRAINING AND DEVELOPMENT MANAGERS
43021
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SENIOR PHYSICIAN
FAMILY AND GENERAL PRACTITIONERS
01004
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TRAINING SPECIALIST II
TRAINING AND DEVELOPMENT SPECIALIST
01161
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SENIOR REGISTERED NURSE SUPV
REGISTERED NURSES
01274
29-1111-03   (5308)   **077**

SENIOR DENTIST
DENTIST, GENERAL
01276
29-1021-06   (5273)   **025**

TRAINING SPECIALIST I
TRAINING AND DEVELOPMENT SPECIALIST
44035
13-1073-01   (1322)   **(012)**

SECRETARY SPECIALIST
SECRETARIES, EXCPT LEGAL, MEDICAL & EXC
44034
43-6014-01   (0105)   **010**

SENIOR REGISTERED NURSE
REGISTERED NURSES
01272 44037 44038 44039 80813 80819
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DENTAL ASSISTANT
DENTAL ASSISTANTS
01277
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REGISTERED NURSE
REGISTERED NURSES
01271
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LICENSED PRACTICAL NURSE
IICENSED PRACTICLA & LICENSED VOC NURSES
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DIRECTOR OF RESIDENTIAL AND CORR FAC
COMMUNITY & SOCIAL SERV MANAGERS
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CURRENT

SUPERINTENDENT - DJJ
MANAGERS, ALL OTHER
01001
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ASSISTANT SUPERINTENDENT - SES
MANAGER, ALL OTHER
01099
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ADMINISTRATIVE SECRETARY
EXECUTIVE SECRETARIES & ADMIN ASSISTANTS
01259
43-6011-02   (0108)   **001**   (012)

GOVERNMENT OPERATIONS CONSULTANT I
MANAGEMENT ANALYSTS
01263
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BUSINESS MANAGER III - SES
ADMINISTRATIVE SERVICES MANAGERS
01007
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OPERATIONS & MANAGEMENT CONSULTANT I SES
MANAGEMENT ANALYSTS
01046
13-1111-03   (2234)   **008**   (421)

STORES SUPERVISOR SES
FIRST-LINE SUPV/MGR OF OFF/ADMIN SUP WKR
01016
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SECRETARY SPECIALIST
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
44036
43-6014-01   (0105)   **001**   (010)

SECRETARY SPECIALIST
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
01245
43-6014-01   (0105)   **001**   (010)

STOREKEEPER I
OFFICE & ADMIN SUPPORT WORKER, ALL OTHER
47567   **80817**
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80 - DEPARTMENT OF JUVENILE JUSTICE
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VERIFIED BY Sara Gamble
EFFECTIVE: 1/7/09

CURRENT

DIRECTOR OF RESIDENTIAL AND CORR FAC.
COMMUNITY & SOCIAL SERV MANAGERS
02437
10-9151-01   (6819)   **009**   (540)

SUPERINTENDENT - DJJ
MANAGERS, ALL OTHER
01001
10-9199-02   (9821)   **008**   (530)

Assistant Superintendent - SES
Managers, All Others
01099
11-9199-02   (5925)   **020**   (424)

BUSINESS MANAGER III - SES
ADMINISTRATIVE SERVICES MANAGERS
01007
11-3011-2   (0742)   **008**   (422)

OPERATIONS & MGMT CONSULTANT I/SES
MANAGEMET ANALYSTS
01046
13-1111-03   (2234)   **008**   (421)

STORES SUPERVISOR/SES
FIRST/LINE SUPV/MGR OF OFF/ADMIN SUP WKR
01016
43-1011-02   (0927)   **008**   (413)

SECRETARY SPECIALIST
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
44036
43-6014-01   (0105)   **001**   (010)

SECRETARY SPECIALIST
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
01245
43-6014-01   (0105)   **001**   (010)

STOREKEEPER I
OFFICE & ADMIN SUPPORT WORKER, ALL OTHERS
47567 80817
43-9199-01   (0918)   **001**   (008)

MAINTENANCE SUPERINTENDENT I SES
MAINTENANCE AND REPAIR WORKERS, GENERAL
01084
11-9021-02   (6381)   **008**   (418)

SECRETARY SPECIALIST
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
01267
43-6014-01   (0105)   **001**   (010)

MAINTENANCE SUPERVISOR I SES
FIRST-LIN SUPV.MGR OF MECHAN/INSTAL/REPR
01088
49-1011-03   (6375)   **008**   (415)

MAINTENANCE SUPERVISOR I SES
FIRST-LIN SUPV.MGR OF MECHAN/INSTAL/REPR
01077
49-1011-03   (6375)   **008**   (415)

ELECTRICIAN
ELECTRIC/ELECTRON REPR/COMR INDUST EQUIP
01063
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MAINTENANCE MECHANIC
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01056 01067 01093
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MAINTENANCE SUPPORT TECHNICIAN
MAINTENANCE AND REPAIR WORKERS, GENERAL
01090 03316
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MAINTENANCE MECHANIC
MAINTENANCE AND REPAIR WORKERS, GENERAL
01070 01074
49-9042-02   (6466)   **001**   (014)

MAINTENANCE SUPPORT TECHNICIAN
MAINTENANCE AND REPAIR WORKERS, GENERAL
01083
49-9042-01   (6374)   **001**   (008)

PLUMBER
PIPELAYERS
01072
47-2151-02   (6441)   **001**   (014)

CARPENTER
CARPENTERS
01075
47-2031   (6432)   **001**   (013)

PAINTER
COAT/PAINT/SPRAY MACH SETTER/OPR/TENDER
01092
51-9121-01   (6882)   **001**   (013)

CARPENTER
CARPENTERS
01068
47-2031   (6432)   **001**   (013)

REFRIGERATION MECHANIC
HEATING/AIR COND/REFRIG MECHANC/INSTALER
01069
49-9021-02   (6451)   **001**   (014)

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VERIFIED BY: Sare Gamble
EFFECTIVE: 5/21/09

CURRENT

DIRECTOR OF RESIDENTIAL AND CORR FAC
COMMUNITY & SOCIAL SERV MANAGERS
02437
10-9151-01   (6819)   **009**   (540)

SUPERINTENDENT SES
MANAGERS, ALL OTHER
01001
11-9199-02   (9821)   **008**   (413)

PROGRAM ADMINISTRATOR/DOZIER
COMM.& SOC. SERV. MGRS
01100
11-9151-02   (5927)   **008**   (422)

ADMINISTRATIVE SECRETARY
EXECUTIVE SECRETARIES & ADMIN ASSISTANTS
53212
43-6011-02   (0108)   **001**   (012)

CHAPLAIN
CLERGY
01270
21-201-02   (5820)   **005**   (017)

BEHAVIROL SPECIALIST
CLINICAL COUNSELOR & SCHOOL PSYCHOLOGIST
01062
19-3031-03   (5230)   **001**   (089)

VOCATIONAL INSTRUCTOR III
VOCAGIONAL EDUCAT TEACHER, POSTSECONDARY
53210
25-1194-02   (1312)   **001**   (0150

SENIOR HUMAN SERVICE COUNSELOR ADMIN. SES
COMMUNITY AND SOCIAL SERVICE MANAGER
01269
11-9151-02   (5951)   **008**   (420)

RECREATION THERAPY MANAGER - SES
MEDICAL AND HEALTH SERVICES MANAGERS
01208
11-9111-01   (5566)   **008**   (418)

CLERK TYPIST SPECIALIST
WORD PROCESSORS AND TYPISTS
01064
43-9022-01   (0078)   **001**   **(008)**

THERAPY AIDE II
HEALTH CARE SUPP WKRS, ALL OTHER
01204   **01209**
31-9099-01   **(5557)**   **001**   (009)

SECRETARY SPECIALIST
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
53214
436014-01   (0105)   **001**   (010)

THERAPY AIDE I
HEALTH CARE SUPP WKRS, ALL OTHER
01207
31-9099-01   (5556)   **001**   (007)

HUMAN SERVICES COUNSELOR ADMIN - SES
COUNSELORS, ALL OTHER
80820
21-1019-03   (5950)   **(008**   (419)

HUMAN SERVICES COUNSELOR ADMIN - SES
COUNSELORS, ALL OTHER
53211
21-1019-03   (5950)   **(008**   (419)

SOCIAL SERVICES COUNSELOR
COUNSELORS, ALL OTHER
53220 80821 80822 80823 80824 80849
21-1019-03   (5953)   **001**   (013)

SOCIAL SERVICES COUNSELOR
COUNSELORS, ALL OTHER
01262 01264 01266 01268 44031 53216 53217 53218 53219
21-1019-03   (5953)   **001**   (013)

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DIRECTOR OF RESIDENTIAL CORR FAC.
COMMUNITY & SOCIAL SERV MANAGERS
02437
10-9151-01   (6819)   **009**   (540)

SUPERINTENDENT SES
MANAGERS, ALL OTHER
01001
11-9199-02   (9821)   **008**   (413)

SUPERINTENDENT-DJJ-SES
COMMUNITY & SOCIAL SERVICE MANAGERS
80801
11-9199-01   (9821)   **008**   (419)

JUVENILE PROBATION OFFICER SUPV II SES
PROB OFFICER & CORR TREATMENT SPEC
01114
21-1092-04   (5967)   **008**   (420)

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Prob Officer & Corr Treatment Spec
01184
21-1092-03   (5727)   **008**   (416)

INSTITUTIONAL SECURITY OFFICERS
SECURITY GUARDS
01094 01044 37026 43025
33-9032-01   (8227)   008   **(424)**

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV SES
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01111
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JUVENILE JUSTICE RESIDENTAL OFFICER SPV 1 - SES
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01180
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01130
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JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01123 01151 01166 03313 36172 44017 44030
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01038 01112 01113 01119 01135 43014 43015
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01120 01143 01165 01174 01191 44013 44018
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV II SES
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01141
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JUVENILE JUSTICE RESIDENTIAL OFFICER SPV II SES
Prob Officer & Corr Treatment Spec
01101
21-1092-03   (5727)   **008**   (416)

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV II SES
Prob Officer & Corr Treatment Spec
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01202
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INSTITUTIONAL SECURITY OFFICERS
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01096 43026

JUVENILE JUSTICE RESIDENTAL OFFICER SPV - SES
Prob Officer & Corr Treatment Spec
01122
21-1092-03   (5726)   **008**   (414)

INSTITUTIONAL SECURITY OFFICERS
SECURITY GUARDS
01260 43023 43027 43029
33-9032-01   (8227)   008   **(424)**

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV I SES
Prob Officer & Corr Treatment Spec
43017
21-1092-02   (5726)   **008**   414

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV I SES
Prob Officer & Corr Treatment Spec
01152
21-1092-02   (5726)   **008**   414

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01097 01121 01153 01189 01170 01203 37027 43020 44016
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV I SES
Prob Officer & Corr Treatment Spec
01124
21-1092-02   (5726)   **008**   (414)

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01109 01134 01136 01201 43022 44020
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01146 01147 01258 03314 43013 44015 44028
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTAL OFFICER SPV - SES
Prob Officer & Corr Treatment Spec
01155
21-1092-03   (5726)   **008**   (414)

JUVENILE JUSTICE RESIDENTAL OFFICER SPV1 - SES
Prob Officer & Corr Treatment Spec
01131
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Prob Officer & Corr Treatment Spec
01138 01176 01181 01425 03315 43009 44024
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV I SES
Prob Officer & Corr Treatment Spec
1073
21-1092-02   (5726)   **008**   414

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01118
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JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01082 01117 01144 01158 01194 43012 44012 44019 44026
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JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01128 01129 01140 01150 01186 01196 44011 44021 44029
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER SPV I SES
Prob Officer & Corr Treatment Spec
01098
21-1092-02   (5726)   **008**   (414)

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01005 01127 01139 01178 01198 01275
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01105 01137 01159 01162 01419 44023 44025
21-1092-01   (5717)   **001**   (013)

JUVENILE JUSTICE RESIDENTIAL OFFICER
Prob Officer & Corr Treatment Spec
01103 01104 01108 01116 01126 01190
21-1092-01   (5717)   **001**   (013)

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VERIFIED: Sara Gamble
EFFECTIVE: 9-15-08

CURRENT

OPERATIONAL SUPPORT ADMINISTRATOR (7348)
MANAGERS, ALL OTHER 11-9199-03
81467

SUPERINTENDENT DJJ (9821)
MANAGERS, ALL OTHER 11-9199-2
01001

SUPERINTENDENT (9821)
MANAGERS, ALL OTHER 11-9199-2
80797

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80799

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80843

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80818

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80800

SECRETARY SPECIALIST   (0105)
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80802

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80865 80872 80873   80881

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80853

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80825

JUVENILE JUSTICE RESIDENTIAL OFFICER (5717) 21-1092-1
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80829 80838 80840 80855
80857 80861 80874 80878

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63082 80822 80836 80841 80844 80845
80850 80870 80879 80880 80866

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PROB. OFFICER & CORR. TREATMENT SPEC.
80798   80837   80854 80859 80883

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80835   80842   80856
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80847

JUVENILE JUSTICE COUNSELORS (5716) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
46848 80826 80828

JUVENILE JUSTICE COUNSELORS (5716) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
46848

JUVENILE JUSTICE COUNSELOR (5716) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
80827   80833

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VERIFIED BY: Sara Gamble
EFFECTIVE: 3-25-09

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81808

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05952 11230 39700 46287 59680 59896
60072 60240 61320 80182 81922

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02622 04599 24648

STAFF ASSISTANT - SES (01`20)
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MGMT REVIEW SPECIALIST - SES (2239)
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VERIFIED BY: Sara Gamble
EFFECTIVE: 4-7-09

CURRENT

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VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

CURRENT

DIRECTOR OF RESIDENTIAL & CORR FACILITIES (6819)
COMM & SOC. SER MANAGERS
03385

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REG NURSE SPECIALIST (5294)
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PROGRAM
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HEALTH
        PROGRAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 9-15-08

CURRENT

DIR OF RESIDENTIAL & CORR FACILITIES (6819)
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SUPERINTENDENT (9821)
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81985

Intensive Mental Health Program
ADMIN SECRETARY (0108)
EXEC. SEC. & ADMINS. ASSTS. 43-6011-2
SECURE
81913

Dual Diagnosis Program
STOREKEEPER II (0921)
OFFICE & ADMIN SUPPORT, ALL OTHER 11-1021-2
SECURE
82290

Dual Diagnosis Program
OPERATIONS & MGMT CONSULTANT II-SES (2236)
MANAGEMENT ANALYSTS 13-1111-4
SECURE
81988

Dual Diagnosis Program
DIETITIAN (5203)
DIETICIANS & NUTRITIONISTS 29-1031-1
SECURE
82261

Intensive Mental Health Program
ADMIN SECRETARY-SES (0108)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-2
SECURE
81914

Dual Diagnosis Program
ADMIN ASSISTANT I (0709)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-2
SECURE
81919

OPERATIONS & MGMT CONSULTANT II-SES (2236)
MANAGEMENT ANALYSTS 13-1111-4
81925

CUSTODIAL WORKER (6526)
JANITOR/CLEANER, EXCPT MAID/HOUSEKPER 37-2011-1
SECURE
82331 82332 82333 82334

Dual Diagnosis Program
FOOD PROD & SVS SUPV-SES (6215)
FOOD SERVICE MANAGERS 11-9051-1
SECURE
82287

FOOD PROD & SVS SUPV-SES (6215)
FIRST LINE SUPV./MGR. OF FOOD PREP. & SERV 35-1012-1
NONSECURE
82284

FOOD PROD & SVS SUPV-SES (6215)
FIRST LINE SUPV./MGR. OF FOOD PREP. & SERV. 35-1012-1
NONSECURE
82286

FOOD PROD & SVS SUPV-SES (6215)
FIRST LINE SUPV./MGR. OF FOOD PREP. & SERV 35-1012-1
SECURE
82283

FOOD PROD & SVS SUPV-SES (6215)
FIRST LINE SUPV./MGR. OF FOOD PREP. & SERV 35-1012-1
SECURE
82285

FOOD SUPPORT WORKER (6213)
FOOD PREP. WORKERS 35-2021-1
NONSECURE
82265 82267 82269 82279 82284

FOOD SUPPORT WORKER (6213)
FOOD PREP. WORKERS 35-2021-1
NONSECURE
82263 82264 82270 82281

FOOD SUPPORT WORKER (6213)
FOOD PREP. WORKERS 35-2021-1
SECURE
82262 82271 82276 82277 82282 82773

FOOD SUPPORT WORKER (6213)
FOOD PREP. WORKERS 35-2021-1
SECURE
82268 82272 82274 82275 82278 82280

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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - **SECURE** - RESIDENTIAL COMMITMENT PROGRAM
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8100 - DESOTO JUVENILE CORRECTIONAL FACILITIES
    DUAL DIAGNOSIS PROGRAM

CURRENT

DIRECTOR OF RESIDENTIAL & CORR FAC (6815)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
SECURE
03385

SUPERINTENDENT DJJ (9821)
MANAGERS, ALL OTHERS
82259
SECURE

SUPERINTENDENT DJJ(9821)
MANAGERS, ALL OTHER 11-9199-2
SECURE
82260

STAFF ASSISTANT SES (0120)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-2
SECURE
81911

RECREATION THERAPY ANALYST (5566)
REHABILITATION COUNSELORS
81989   82041   82043

REGISTERED NURSE SUPERVISOR (5306)
REGISTERED NURSES 29-1111-1
SECURE
81990

SENIOR BEHAVIORAL ANALYST (5237)
CLINICAL COUNSELOR & SCHOOL PSYCH. 19-3031-4
SECURE
81959

REGISTERED NURSE SPECIALIST (5294)
REGISTERED NURSES
81961 81962 81965 81968 81969 81980

REHABILITATION THERAPIST (5562)
REHABILITATION COUNSELORS 21-1015-2
SECURE
82003 82006 82009 82025

LICENSED PRACTICAL NURSE (5599)
LICENSED PRACTICAL & LICENSED VOC NURSES
81960 81966 81967 81970

BEHAVIORAL SPECIALIST (5230)
CLINICAL COUNSELOR & SCHOOL PSYCH. 19-3031-3
SECURE
81940 81947 81948 81955

JUVENILE JUSTICE COUNSELORS
PROB. OFFICER & CORR TREATMENT SPEC 21-1092-3
43275   63274

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80 - DEPARTMENT OF JUVENILE JUSTICE
81 - NONSECURE - RESIDENTIAL
COMMITMENT PROGRAM
21 - REGION (CENTRAL)
12 - CIRCUIT
6010 - DESOTO JUV CORR FACILITIES
MENTAL HEALTH PROGRAM

CURRENT

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                    SUPERINTENDENT (9821)
                    MANAGERS, ALL OTHER 11-9199-2
                    82259

                    SUPERINTENDENT (9821)
                    MANAGERS, ALL OTHER 11-9199-2
                    82260

                    ASSIST DETENTION CENTER SUPT II-SES (5715)
                    COMMUNITY & SOC. SERV. MANAGERS 11-9151-2
                    NONSECURE
                    82258
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Mental Health Program	
SOCIAL SERVICES COUNSELOR (5953)	JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
COUNSELORS, ALL OTHERS 21-1019-3	PROBATION OFFICER & CORR TREATMENT SPEC
82019 82021	82209

Mental Health Program	Mental Health Program	Mental Health Program	Mental Health Program
JUVENILE JUSTICE COUNSELOR SUPV. SES (5722)	JUVENILE JUSTICE COUNSELOR SUPV. SES (5722)	JUVENILE JUSTICE COUNSELOR SUPV. SES (5722)	JUVENILE JUSTICE COUNSELOR SUPV. SES (5722)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3	PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
NONSECURE	NONSECURE	NONSECURE	NONSECURE
82238	82240	82245	81950

Mental Health Program
JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-1
NONSECURE
82097 82145 82146 82147 82148 82157
82171 82179 82181 82203 82212

Mental Health Program
JUVENILE JUSTICE COUNSLEORS (5716)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
NONSECURE
82241 82252

Mental Health Program
JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-1
NONSECURE
82139 82142 82161 82170 82177 82182 82183
82184 82190 82197 82202 82204 82230 82253

Mental Health Program
JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-1
NONSECURE
82168 82173 82187
82110 82201 82099

Mental Health Program
JUVENILE JUSTICE COUNSLEORS (5716)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
NONSECURE
82246 82254

Mental Health Program
JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-1
NONSECURE
82143 82152 82153 82159 82164 82169
82176 82188 82189 82191 82206 82217

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80 - DEPARTMENT OF JUVENILE JUSTICE
81 - **NONSECURE** - RESIDENTIAL COMMITMENT PROGRAM
21 - REGION (CENTRAL)
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6010 DESOTO JUV CORR FAC. MENTAL HEALTH PROGRAM
808221128100 - **SECURE** - DESOTO JUV CORR FAC. DUAL DIAGNOSIS
PROGRAM
808221128200 - **SECURE** - DESOTO JUV CORR FAC. INTENSIVE
MENTAL HEALTH PROGAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 5-18-09

CURRENT

SUPERINTENDENT (9821)
MANAGERS, ALL OTHER 10-9199-2
SECURE
82259

Mental Health Program
SUPERINTENDENT (9821)
MANAGERS, ALL OTHER 11-9199-2
NONSECURE
82260

Mental Health Program
STAFF ASSISTANT-SES (0120)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-2
NONSECURE
81911

REGISTERED NURSE (5290)
REGISTERED NURSES 29-1111-1
81990

REGISTERED NURSE SPECIALIST (5294)
REGISTERED NURSES 29-1111-2
81961 81962 81965 81968 81969 81980

LICENSED PRACTICAL NURSE (5599)
LICENSED PRACTICAL &LICENSED VOC NURSES 29-2061-03
81960 81966 81967 81970

RECREATION THERAP ANALYST (5566)
REHABILITATION COUNSELOR 21-1015-2
81989 82041 82043

JUVENILE JUSTICE COUNSELORS
PROB OFFICER & CORR TREATMENT SPEC 21-1092-3
43275 63274

Mental Health Program
SENIOR BEHAVIORAL ANALYST (5237)
CLINICAL COUNSELOR & SCHOOL PSYCH. 19-3031-4
NONSECURE
81958

Mental Health Program
ASSIST DETENTION CENTER SUPT II-SES (5715)
COMMUNITY & SOCIAL SERV. MGR 11-9151-2
NONSECURE
82257

REHABILITATION THERAPIST (5562)
REHABILITATION COUNSELORS 21-1015-2
81992 82008 82010

SOCIAL SERVICES COUNSELOR (5953)
COUNSELORS, ALL OTHER
82018 82020 82025

ADMINISTRATIVE SECRETARY (0108)
EXECUTIVE SECRETARIES & ADMIN ASSISTANTS 43-6011-2
81909 81917

BEHAVIORAL SPECIALIST (5230)
CLINICAL COUNSELOR & SCHOOL PSYCH. 19-3031-3
SECURE
81926 81936 81942 81944 81945 81946 81951 81955

JUVENILE JUSTICE COUNSELORS SUPV SES (5722)
PROB OFFICER & CORR. TREATMENT SPEC 21-1092-3
82249

JUVENILE JUSTICE COUNSELORS
PROB OFFICER & CORR TREATMENT SPEC 21-1092-3
82243 82244 82250

JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
PROB OFFICER & CORR TREATMENT SPEC 21-1092-1
82137 82144 82155 82165 82174
82195 82207 82208 82213 82302

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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - **SECURE -** RESIDENTIAL COMMITMENT
PROGRAM
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8200 - DESOTO JUV CORR FAC. INTENSIVE MENTAL
HEALTH PROGRAM
8100 - DESTOT JUV CORR FAC. DUAL DIAGNOSIS
PROGRAM
808121126010 - **NONSECURE -** DESOTO JUV CORR
FAC. MENTAL HEALTH PROGRAM

CURRENT

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│     SUPERINTENDENT (9821)        │
│  MANAGERS, ALL OTHER 10-9199-2   │
│            82259                 │
└─────────────────────────────────┘

┌─────────────────────────────────┐
│      Mental Health Program       │
│     SUPERINTENDENT (9821)        │
│  MANAGERS, ALL OTHER 11-9199-2   │
│            NONSECURE             │
│            82260                 │
└─────────────────────────────────┘

┌──────────────────────────────────────────────┐
│              From Page 12-4                    │
│      Intensive Mental Health Program           │
│  ASSIST DETENTION CENTER SUPT II-SES (5715)    │
│  COMMUNITY & SOC. SERV. MANAGERS 11-9151-2     │
│                  81954                         │
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┌──────────────────────────────────────────┐
│      Intensive Mental Health Program       │
│   SOCIAL SERVICES COUNSELOR (5953)         │
│    COUNSELORS, ALL OTHERS 21-1019-3        │
│                SECURE                      │
│             55789  82024                   │
└──────────────────────────────────────────┘
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Mental Health Program JUVENILE COUNSELOR SUPV. SES (5722) PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3 **82162**	Mental Health Program JUVENILE COUNSELOR SUPV. SES (5722) PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3 **82004**

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┌────────────────────────────────────────────┐
│        Mental Health Program                 │
│   JUVENILE JUSTICE COUNSELORS (5716)         │
│ PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3 │
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┌────────────────────────────────────────────┐
│        Mental Health Program                 │
│   JUVENILE JUSTICE COUNSELORS  (5716)        │
│ PROB. OFFICER & CORR. TREATMENT SPEC.  21-1092-3 │
│         82234  82239  82248                  │
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┌──────────────────────────────────────────────────────┐
│           Intensive Mental Health Program              │
│   JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)          │
│ PROB. OFFICER & CORR. TREATMENT SPEC.  21-1092-1       │
│          82149  82163  82192                           │
│ 82193  82199  82210  82211  82214  82215  82216  82196 │
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┌────────────────────────────────────────────────────┐
│           Mental Health Program                      │
│   JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)        │
│ PROB. OFFICER & CORR. TREATMENT SPEC.  21-1092-1     │
│      82069 82118 82140 82150 82154                   │
│   82158  82167  82178 82186 82198  82200             │
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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - SECURE - RESIDENTIAL COMMITMENT PROGRAM
21 - REGION (CENTRAL)
8100 - DESOTO JUVENILE
      CORRECTIONAL FACILITIES
      DUAL DIAGNOSIS PROGRAM

SUBMITTED:
VERIFIED BY: Sara Gamble
EFFECTIVE: 4-7-09

CURRENT

SUPERINTENDENT DJJ
MANAGERS, ALL OTHER 11-9199-2
82259

SUPERINTENDENT DJJ(9821)
MANAGERS, ALL OTHER 11-9199-2
SECURE
82035

STAFF ASSISTANT SES (0120)
EXEC. SEC. & ADMIN. ASSTS 43-6011-2
81910

SENIOR BEHAVIORAL ANALYST (5237)
CLINICAL COUNSELOR & SCHOOL PSYCH 19-3031-4
81957

DATA ENTRY OPERATOR (2001)
DATA ENTRY KEYERS
81920

REHABILITATION THERAPIST (5562)
REHABILITATION COUNSELORS 21-1015-2
81993 81994 81995 81998 82005

BEHAVIORAL SPECIALIST (5230)
CLINICAL COUNSELOR & SCOOL SERVICE MANAGERS
81924 81927 81928 81930 81931 81937 81943 81952 81953

REGISTERED NURSE SUPV (5306)
REGISTERED NURSES 29-1111-1
81991

SENIOR BEHAVIORAL ANALYST (5237)
CLINICAL COUNSELOR & SCHOOL PSYCH. 19-3031-4
SECURE
81956

REGISTERED NURSE SPECIALIST (5294)
REGISTERED NURSES 29-1111-02
81972 81976 81977 81978 81981 81982 81984

LICENSED PRACTICAL NURSE (5599)
LICENSED PRATICAL & LICENSE VOC NURSES
04330 81971 81975 81979 82036 82292

ADMINISTRATIVE SECRETARY SES (0108)
EXEC SECRETARIES & ADMIN ASSISTANTS 43-6011-02
81916

BEHAVIORAL SPECIALIST (5230)
CLINICAL COUNSELOR & SCHOOL PSYCH. 19-3031-3
SECURE
02054 81933 81934 81938 81949

HEALTH INFORMATION SPECIALIST (5666)
FILE CLERKS 43-4071-03
SECURE
82033

REHABILITATION THERAPIST (5562)
REHABILITATION COUNSELORS 21-1015-2
81996 81997 81999 82001 82002

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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - SECURE - RESIDENTIAL COMMITMENT PROGRAM
21 - REGION (CENTRAL)
8100 - DESOTO JUVENILE
         CORRECTIONAL FACILITIES
         DUAL DIAGNOSIS PROGRAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 4-7-09

CURRENT

SUPERINTENDENT DJJ (9821)
MANAGERS, ALL OTHER 11-9199-2
82259

SUPERINTENDENT DJJ (9821)
MANAGERS, ALL OTHER 11-9199-2
SECURE
82035

ASSISTANT DETENTION CENTER SUPT II SES (5715)
COMMUNITY & SOC. SERV. MANAGERS 11-9151-2
SECURE
82256

SOCIAL SERVICES COUNSELOR (5953)
COUNSELORS, ALL OTHER 21-1019-03
55788 82012 82013 82014 82016

ADMINISTRATIVE SECRETARY (0712)
EXECUTIVE SECRETARIES & ADMIN ASSISTANTS 43-6011-02
81916

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
82236

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
46841

JUVENILE JUSTICE RESIDENT OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
56002 62448 63269 63377 82048 82054 82055
82078 82091 82095 82109 82117 82130 82132

JUVENILE JUSTICE RESIDENT OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
63270 63271 82051 82075 82076 82084 82086
82096 82101 82119 82131 82135 82228 82321

JUVENILE JUSTICE COUNSELOR (5716)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
43101   43276 82221 82234

RECREATION THERAPY ANALYST (5566)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
82042

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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - SECURE - RESIDENTIAL COMMITMENT PROGRAM
21 - REGION (CENTRAL)
8100 - DESOTO JUVENILE
       CORRECTIONAL FACILITIES
       DUAL DIAGNOSIS PROGRAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 4-7-09

CURRENT

SUPERINTENDENT DJJ (9821)
MANAGERS, ALL OTHER 11-9199-2
SECURE
82035

ASSISTANT HALFWAY FACILITY SUPT SES (5723)
COMMUNITY & SOC. SERV. MANAGERS 11-9151-01
55801

ADMINISTRATIVE SECRETARY (0108)
EXECUTIVE SECRETARIES & ADMI ASSISTANTS 43-6011-02
81906

SOCIAL SERVICES COUNSELOR (5953)
COUNSELORS, ALL OTHER
82012 82014 82022 82013

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
82219

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
82247

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
82237

JUVENILE JUSTICE RESIDENT OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
63375 82050 82052 82061 82064 82085
82087 82100 82107 82115 82128 82205

RECREATION THERAPY ANALYST (5566)
REHABILITATION COUNSELORS 21-1015-02
82000

JUVENILE JUSTICE RESIDENT OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
62450 82044 82057 82062 82063 82067
82068 82071 82077 82081 82108 82112

JUVENILE JUSTICE RESIDENT OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
82088 82098 82103 82106 82111 82218 82222 82226

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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - SECURE - RESIDENTIAL COMMITMENT PROGRAM
21 - REGION (CENTRAL)
8100 - DESOTO JUVENILE
         CORRECTIONAL FACILITIES
         DUAL DIAGNOSIS PROGRAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 7-24-09

CURRENT

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┌─────────────────────────────────────┐
│      SUPERINTENDENT  DJJ (9821)      │
│   MANAGERS, ALL OTHER 11-9199-2      │
│              82259                   │
└─────────────────────────────────────┘
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┌─────────────────────────────────────┐
│      SUPERINTENDENT  DJJ (9821)      │
│   MANAGERS, ALL OTHER 11-9199-2      │
│              SECURE                  │
│              82035                   │
└─────────────────────────────────────┘
                  │
┌─────────────────────────────────────┐
│  ASSISTANT DETENTION SUPT II SES (5715) │
│ COMMUNITY & SOC. SERV. MANAGERS  11-9151-02 │
│              82255                   │
└─────────────────────────────────────┘
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SOCIAL SERVICES COUNSELOR (5953)	JUVENILE JUSTICE COUNSELOR (5716)
COUNSELORS, ALL OTHER 21-1019-03	PROB OFFICER & CORR TREAT SPEC 21-1092-03
82015 82023	82074 82224

RECREATION THERAPY ANALYST (5566)
REHABILITATION COUNSELORS 21-1015-02
56003

JUVENILE JUSTICE COUNSELOR SUPV (5722)	JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03	PROB OFFICER & CORR TREAT SPEC 21-1092-03
82235	82231

JUVENILE JUSTICE COUNSELOR (5716)	JUVENILE JUSTICE COUNSELOR (5716)
PROB OFFICER & CORR TREAT SPEC 21-1092-03	PROB OFFICER & CORR TREAT SPEC 21-1092-03
02056 43003 82233	43004 46845 82232

JUVENILE JUSTICE RESIDENT OFF (5717)	JUVENILE JUSTICE RESIDENTIAL OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01	PROB OFFICER & CORR TREAT SPEC 21-1092-01
63376 82046 82053 82060 82066	82072 82082 82083 82089 82094
82047 82120 82124 82136 82301	82113 82123 82125 82133

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80 - DEPARTMENT OF JUVENILE   JUSTICE
82 - SECURE - RESIDENTIAL COMMITMENT PROGRAM
21 -   REGION (CENTRAL)
8100 - DESOTO JUVENILE
          CORRECTIONAL FACILITIES
          DUAL DIAGNOSIS PROGRAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 4-7-09

CURRENT

SUPERINTENDENT DJJ (9821)
MANAGERS, ALL OTHER 11-9199-2
SECURE
82035

ASSISTANT DETENTION SUPT II SES (5715)
COMMUNITY & SOC. SERV. MANAGERS 11-9151-02
81941

SECRETARY SPECIALIST (0105)
SECRETARIES, EXCPT LEGAL, MEDICAL & EXEC
02059

JUVENILE JUSTICE RESIDENTIAL OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
82070 82079 82114 82217

SOCIAL SERVICES COUNSELOR (5953)6366)
COUNSELORS, ALL OTHER 21-1019-03
82011 82017

VOCATIONAL INSTRUCTOR II (1311)
VOCATIONAL EDUCAT TEACHER, POSTSECONDARY 25-1194-01
82037

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
02057

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
82223

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
63382

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
82227

JUVENILE JUSTICE COUNSELOR SUPV (5722)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
43099

JUVENILE JUSTICE COUNSELOR (5716)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
02058 82229

JUVENILE JUSTICE COUNSELOR (5716)
PROB OFFICER & CORR TREAT SPEC 21-1092-03
55799 82220 82225

JUVENILE JUSTICE RESIDENT OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
**82045 82049 82092 82093
82102 82105 82121 82126**

JUVENILE JUSTICE RESIDENTIAL OFF (5717)
PROB OFFICER & CORR TREAT SPEC 21-1092-01
82073 82116 82122 82127 82129 82134

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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - **SECURE -** RESIDENTIAL COMMITMENT
PROGRAM
21 - REGION (CENTRAL)
12 - CIRCUIT
8100 - DESOTO JUV CORR FAC. DUAL
DIAGNOSIS PROGRAM

VERIFIED BY: Sara Gamble
EFFECTIVE: 4-5-07

CURRENT

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                    │   SUPERINTENDENT (9821)          │
                    │ MANAGERS, ALL OTHER 11-9199-2    │
                    │            SECURE                │
                    │            82259                 │
                    └─────────────────────────────────┘
                                    │
                    ┌─────────────────────────────────┐
                    │   SENIOR PHYSICIAN (5281)        │
                    │ FAMILY & GENERAL PRACTITIONERS   │
                    │          29-1062-6               │
                    │            82028                 │
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| SECURE
SENIOR PHYSICIAN (5281)
FAMILY & GEN PRACTITIONERS 29-1062-6
82027   **82104** | SECURE
SENIOR DENTIST (5269)
DENTISTS, GENERAL 29-1021-6
82032 | SECURE
SENIOR PHARMACIST (5248)
PHARMACISTS 29-1051-5
82030 |

SECURE
DENTAL ASSISTANT (5632)
DENTAL ASSISTANTS 31-9091-2
82034

SECRETARY SPECIALIST (0105)
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6000 - LESLIE PETERS HALFWAY HOUSE
    00 - SHIFT   01 - TRUST FUND

VERIFIED BY: Sara Gamble
EFFECTIVE: 4-14-09

CURRENT

DIRECTOR OF RESIDENTIAL & CORR FACILITIES (6819)
COMM & SOC. SERV. MANAGERS 10-9151-1
03385

HALFWAY FACILITY SUPT-SES (5724)
COMM & SOC SERV MANAGERS 11-9151-1
01968

SOCIAL SERVICES COUNSELOR (5953)
COUNSELORS, ALL OTHER 21-1019-3
56393   **56394**

SECRETARY SPECIALIST (0105)
SEC, EXCEPT LEGAL, MED. & EXEC 43-6014-1
01970

MAINTENANCE MECHANIC (6466)
MAINT & REPAIR WORKERS, GEN 49-9042-2
43783

ASSIST HALFWAY FACILITY SUPT-SES (5723)
COMM & SOC SERV MANAGERS 11-9151-1
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JUVENILE JUSTICE COUNSELOR SUPV-SES (5722) 21-1092-3
PROB. OFFICER & CORR. TREATMENT SPEC.
01972

JUVENILE JUSTICE COUNSELOR SUPV-SES (5722)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-3
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JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-1
82137

JUVENILE JUSTICE COUNSELORS (5716)
PROB. OFFICER & CORR. TREATMENT SPEC 21-1092-3
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FOOD SUPPORT WORKER (6213)
FOOD PREP. WORKERS 35-2021-1
01974 31670 56385

JUVENILE JUSTICE RESIDENTIAL OFFICER (5717)
PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-1
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JUVENILE JUSTICE COUNSELORS (5716)
PROB. OFFICER & CORR. TREATMENT SPEC 21-1092-3
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JUVENILE JUSTICE COUNSELOR SUPV-SES (5722)
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63358 63359

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VERIFIED BY: Sara Gamble
EFFECTIVE: 8-18-09

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COMM & SOC SERV. MANAGERS (10-9151-1
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SUPERINTENDENT (9821)
MANAGERS, ALL OTHER 11-9199-2
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FAULKENBERG ACADEMY

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EXEC. SEC. & ADMIN. ASSISTS. 436011-2
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FISCAL ASSISTANT II (1418)
BOOKkPING, ACCTING & AUDIT CLERKS 43-3031-2
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SOCIAL SERVICES COUNSELOR (5953)
COUNSELORS, ALL OTHER 21-1019-3
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ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MGRS 11-9151-2
81356

ASSIST DETENTION CNTR SUPT II-SES (5715)
COMM & SOC SERVICE MGRS 11-9151-2
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COUNSELORS, ALL OTHER 21-1019-3
81416   81417   81418

SECRETARY SPECIALIST (0105)
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BEHAVIROL SPECIALIST (5230)
CLIN COUNSELOR & SCHL PSYCH. 19-3031-3
81352

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REGISTERED NURSE (5290)
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PROB. OFFICER & CORR. TREATMENT SPEC. 21-1092-1
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   ORGANIZATION CHARTS

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82 - DIRECTOR OF RESIDENTIAL & CORR. FACILITIES
30 - REGION (SOUTH)

SUBMITTED:
VERIFIED BY: Sara Gamble
EFFECTIVE: 4/18/08

CURRENT

ASSIST SEC FOR RESIDENTIAL & CORR FACILITIES (6815)
COMM & SOC SERV MANAGERS 10-9151-2
81808

**RESIDENTIAL
SOUTH REGION
DIR. OF RESIDENTIAL& CORR. FACILITIES (6819)**
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
02799

ADMIN ASSISTANT II - SES (0712)
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24395

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61097

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80 - DEPARTMENT OF JUVENILE JUSTICE
82 - DIRECTOR OF RESIDENTIAL & CORR.
FACILITIES
30 - REGION (SOUTH)

SUBMITTED:
VERIFIED BY: Sara Gamble
EFFECTIVE: 5/15/09

CURRENT

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COMM & SOC SERV MANAGERS 10-9151-2
81808

DIR. OF RESIDENTIAL& CORR. FACILITIES (6819)
COMMUNITY & SOC. SERV. MANAGERS 10-9151-1
02799

ADMIN ASSISTANT II - SES (0712)
EXEC. SEC. & ADMIN. ASSISTS. 43-6011-3
24395

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SR MGMT ANALYST II-SES (2225)
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OPER MGMT CONSULTANT MANAGER-SES (2238)
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61097

SR MANAGEMENT ANALYST II-SES (2225)
MANAGEMENT ANALYSTS 13-1111-4
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ADMIN ASSISTANT II-SES (0712)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3
59922

ADMIN ASSISTANT II (0712)
EXEC. SEC. & ADMIN. ASSTS. 43-6011-3
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GOV OPER CONSULTANT II   (2236)
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OPER MGMT CONSULTANT II (2236)
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GOVERNMENT OPER CONSULTANT I (2234)
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80951

ADMINISTRATIVE SECRETARY   (0108)
EXEC SECRET & ADMIN ASSIST43-6011-02
39560

MGMT REVIEW SPECIALIST SES (2239)
MANAGEMENT ANALYSTS 13-1111-4
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OPER MGMT CONSULT I-SES (2234)
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80-80-7A

CURRENT

SECRETARY OF JUVENILE JUSTICE
CHIEF OF EXECUTIVES
80001
10-1011-03   (9491)   **025**   (950)

DEPUTY SECRETARY - DJJ
GENERAL & OPERATIONS MANAGERS
65162
10-1021-02   (9487)   **024**   (950)

ASSIST SECRETARY FOR PREVENTION & VICTIM SERVICES-DJJ
COMMUNITY & SOCIAL SERVICE MANAGERS
36215
10-9151-02   (6816)   **024**   (940)

PERSONAL SECRETARY I-SES
EXEC SEC & ADMIN ASSISTANTS
80144
43-60112   (9713)   **001**   110

SENIOR MANAGEMENT ANALYST SUPV
MANAGMENT ANALYSTS
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GENERAL & OPERATIONS MANAGERS
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OPERATIONS & MGMT CONSULTANT MANAGER SES
GENERAL & OPERATIONS MANAGERS
25280
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80-90 HQ

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90 - OFFICE OF PREVENTION AND VICTIM SERVICES
15 - PREVENTION & DIVERSION SERVICES
25 - PARTNERSHIP & VOLUNTEER SERVICES
40 - JJDP

CURRENT

DEPUTY SECRETARY
GENERAL & OPERATIONS MANAGERS
65162
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ASSIST SEC OF PREVENTION & VICTIM SERV
COMMUNITY & SOCIAL SERVICES MANAGERS
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PERSONAL SECRETARY
EXECUTIVE SEC & ADMIN ASSISTANTS
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OPER & MGMT CONSULTANT II-SES
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OPER & MGMT CONSULTANT II-SES
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13-1111-4   (2236)   **008**   (423)

GOVERNMENT OPERATIONS CONSULT II
MANAGEMENT ANALYSTS
53754
13-1111-4   (2236)   **001**   (023)

80-90-1

JUVENILE JUSTICE, DEPARTMENT OF		FISCAL YEAR 2008-09		
SECTION I: BUDGET		**OPERATING**		**FIXED CAPITAL OUTLAY**
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT			640,784,398	2,056,244
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)			-14,385,908	0
FINAL BUDGET FOR AGENCY			626,398,490	2,056,244

SECTION II: ACTIVITIES * MEASURES	Number of Units	(1) Unit Cost	(2) Expenditures (Allocated)	(3) FCO
Executive Direction, Administrative Support and Information Technology (2)				2,029,656
Secure Supervision * Number of cases served.	47,614	2,440.68	116,210,392	
Health Services * Number of cases served	57,970	149.30	8,654,798	
Mental Health Services * Number of cases served	47,614	58.49	2,784,740	
Food Services * Number of resident days food services are provided	522,345	16.98	8,871,507	
Transportation * Number of Miles Youths Transported	557,105	3.14	1,747,514	
Facilities, Repair Maintenance * Square feet maintained	1,019,953	3.05	3,114,275	
Counseling And Supervision - Contracted * Number of youths served	9,842	5,535.49	54,480,283	
Counseling And Supervision - State Provided * Number of youths served	39,806	1,413.31	56,258,097	
Apprehension * Number of youths served	1,645	503.60	828,428	
Juvenile Assessment Center Administration * Number of youths served	78,908	51.35	4,051,733	
Intake And Screening * Number of cases served	137,717	245.75	33,843,678	
Diversion * Number of youths served	33,943	161.07	5,467,272	
Sex Offender Treatment * Number of youths served	616	19,588.18	12,066,319	
Independent Living * Number of youths served	155	2,822.34	437,462	
Mental Health Treatment * Number of youths served	1,924	1,973.47	3,796,949	
Substance Abuse Treatment * Number of youths served	4,370	1,109.39	4,848,049	
Care And Custody * Number of youths served	10,356	18,087.44	187,313,577	
Behavioral Training And Life Skills * Number of youth served	10,356	2,056.92	21,301,420	
Vocational Training * Number of youths served	9,881	488.38	4,825,678	
Secure Mental Health Treatment Facility * Number of youth served	755	29,301.89	22,122,928	
Secure Children-in-need-of-services /Families-in-need-of-services * Number of youths served	11	3,181.82	35,000	
Non-secure Children-in-need-of-services / Families-in-need-of-services * Number of youths served	13,703	2,522.86	34,570,721	
Female Diversion Programs * Number of youths served	1,770	6,167.14	10,915,831	
School Attendance * Number of youths served	3,752	490.55	1,840,549	
Employment Services * Number of youth served	250	707.40	176,851	
Violence Reduction * Number of youth served	8,749	187.93	1,644,232	
Afterschool Programming * Number of youths served	1,548	1,145.58	1,773,365	
Central Communications Center * Number of incidents reported	2,329	175.46	408,646	
TOTAL			604,390,294	2,029,656

SECTION III: RECONCILIATION TO BUDGET				
PASS THROUGHS				
TRANSFER - STATE AGENCIES				
AID TO LOCAL GOVERNMENTS				
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS				
OTHER				
REVERSIONS			22,008,196	26,588
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)			626,398,490	2,056,244

SCHEDULE XI/EXHIBIT VI: AGENCY-LEVEL UNIT COST SUMMARY

(1) Some activity unit costs may be overstated due to the allocation of double budgeted items.

(2) Expenditures associated with Executive Direction, Administrative Support and Information Technology have been allocated based on FTE. Other allocation methodologies could result in significantly different unit costs per activity.

(3) Information for FCO depicts amounts for current year appropriations only. Additional information and systems are needed to develop meaningful FCO unit costs.

(4) Final Budget for Agency and Total Budget for Agency may not equal due to rounding.

Schedule XIV
Variance from Long Range Financial Outlook

Agency: Department of Juvenile Justice   **Contact: Vickie J. Harris**

Article III, Section 19(a)3, Florida Constitution, requires each agency Legislative Budget Request to be based upon and reflect the long range financial outlook adopted by the Joint Legislative Budget Commission or to explain any variance from the outlook.

1) Does the long range financial outlook adopted by the Joint Legislative Budget Commission in September 2009 contain revenue or expenditure estimates related to your agency?

   Yes **X**   No

2) If yes, please list the estimates for revenues and budget drivers that reflect an estimate for your agency for Fiscal Year 2010-2011 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2010-2011 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	Shared Detention Cost - Fiscally Constrained Counties	B	5.8 M	5,581,322
b	Department of Juvenile Justice - Prevention & Intervention Programs	B	6.3 M	2,142,069
c				
d				
e				
f				

3) If your agency's Legislative Budget Request does not conform to the long range financial outlook with respect to the revenue estimates (from your Schedule I) or budget drivers, please explain the variance(s) below.

Item a - The department's issue reflects the estimated FY 2009-10 Fiscally Constrained Counties' share of predispositional detention costs. The department's estimate is based on the FY 2009-10 appropriations in the Shared County/State Juvenile Detention Trust Fund and the actual utilization data for FY 2007-08. The Long Range Financial Outlook's estimate for this budget driver is based on the average appropriations over the past five years. Item b - The department's issue is an annualization issue that resulted from a fund shift for FY 2009-10. This fund shift resulted in the need to produce additional revenues to support the budget. SB1778 increased the license tax surcharge from $.42 to $1 effective September 1, 2009. The Long Range Financial Outlook's estimate for this budget driver is based on the average increase in appropriations over the past five years.

* R/B = Revenue or Budget Driver

Office of Policy and Budget - July 2009

DEPARTMENT OF JUVENILE JUSTICE

JUVENILE DETENTION PROGRAM
DETENTION CENTERS

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Detention Centers   **Phone Number:** (850) 921-5698

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
A-09-0809-013	2008-2009	Audit of Detention Security Supervision	**Finding 1**: Security Controls in Detention Centers Need Improvement. **Recommendations:** We recommend the Department: • provide affected detention centers with upgraded fencing and gates to transport sallyports; • ensure youth are provided with better orientation and the grievance process is posted in living areas; • ensure volunteers and interns are trained as required.	Detention will upgrade sallyport fencing and gates as funding becomes available. All detention centers have documented a renewed focus on conducting thorough orientations, with orientation brochures distributed during the admission process. The grievance process is now posted in all living areas in each detention center. The revised Detention Rule will re-address the training of volunteers and interns.	
			Finding 2: Promotion of youth health, wellbeing, and youth family ties need to be improved. **Recommendations:** We recommend Detention Services: • have water available continually in the mods for youth to wash their hands and flush toilets and provide working sinks in each mod room; • seek additional funding to provide basic dental care for cavities and other non-emergency dental problems to all youth in a timely manner; • ensure pest control providers maintain a pest free facility; • seek additional funding from the Legislature for a staff member to be responsible for coordinating outdoor recreation activities at each detention center as required by F.A.C. 63G-2.006(4)(a). Also, consider seeking additional staff resources to ensure daily outdoor activities are provided according to Detention's standards;	Detention will continue to seek the funding for the installation of sinks in those rooms where there are no sinks. As funding is available, Detention will seek to expand the extent of dental care that youth receive while detained. All detention centers have Direct Orders in place for routine monthly pest control. Shift reports and logbooks will be routinely monitored by regional management to ensure outdoor recreational activities occur. All centers will have a brochure/handout for parents/guardians in place by July 1, 2010. Telephone and mail processes will be emphasized as part of the orientation process .	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2010 - 2011

Department: Juvenile Justice

Chief Internal Auditor: Michael Yu, CIA

Budget Entity: Detention Centers

Phone Number: (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): **Department of Juvenile Justice/Detention Centers**
Agency Budget Officer/OPB Analyst Name: **Vickie J. Harris / Theda Roberts**

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80400100	**Department**			
1. GENERAL					
1.1 Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	Y				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				
TIP Generally look for and be able to fully explain significant differences between A02 and A03.					

	Action	Program or Service (Budget Entity Codes)				
		80400100	Department			
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					

4. EXHIBIT D (EADR, EXD)

	Action	80400100	Department			
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					

5. EXHIBIT D-1 (ED1R, EXD1)

	Action	80400100	Department			
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					

6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)

	Action	80400100	Department			
6.1	Are issues appropriately aligned with appropriation categories?	N/A				

	Program or Service (Budget Entity Codes)				
Action	**80400100**	**Department**			

TIP	Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.					

7. EXHIBIT D-3A (EADR, ED3A)

7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	N/A				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. **(PLRR, PLMO)**	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14	Do the amounts reflect appropriate FSI assignments?	Y				
7.15	Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				

	Program or Service (Budget Entity Codes)				
Action	**80400100**	**Department**			
7.16 Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A				
7.17 Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:					
7.18 Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
7.19 Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	Y				
7.20 Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21 Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	N/A				
7.22 Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)					
8.1 Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2 Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			

	Action	Program or Service (Budget Entity Codes)				
		80400100	Department			
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			
8.20	Are appropriate service charge nonoperating amounts included in Section II?		Y			
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y			

	Action	Program or Service (Budget Entity Codes)				
		80400100	**Department**			
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer Form for each affected trust fund.		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y			
8.24	Are prior year September operating reversions appropriately shown in column A01?		Y			
8.25	Are current year September operating reversions appropriately shown in column A02?		Y			
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y			
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y			
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y			
AUDITS:						
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y			
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**		Y			
8.31	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y			
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)		N/A			
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)		N/A			

	Action	Program or Service (Budget Entity Codes)				
		80400100	**Department**			
10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.	N/A				
11. SCHEDULE IV (EADR, SC4)						
11.1	Are the correct Information Technology (IT) issue codes used?	N/A				
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					
12. SCHEDULE VIIIA (EADR, SC8A)						
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?		Y			
13. SCHEDULE VIIIB-1						
13.1	This schedule is not required in the October 15, 2009 LBR submittal.					
14. SCHEDULE VIIIB-2 (EADR, S8B2)						
14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)						
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4)(b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1**)		Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (**Audit #1 should print "No Activities Found"**)		Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (**Audit #2 should print "No Operating Categories Found"**)		Y			
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which should appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y			
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (**Audit #4 should print "No Discrepancies Found"**)		Y			
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
16. MANUALLY PREPARED EXHIBITS & SCHEDULES						

	Action	Program or Service (Budget Entity Codes)				
		80400100	Department			
16.1	Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y				
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y				
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y			
AUDITS - GENERAL INFORMATION						
TIP	Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.					
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A				
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A				
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A				
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A				
17.5	Are the appropriate counties identified in the narrative?	N/A				
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
18. FLORIDA FISCAL PORTAL						
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y				

DEPARTMENT OF JUVENILE JUSTICE

PROBATION AND COMMUNITY CORRECTIONS PROGRAM
AFTERCARE SERVICES/CONDITIONAL RELEASE

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Aftercare Services/Conditional Release   **Phone Number:** (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
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Budget Period: 2010 - 2011

Department: Juvenile Justice

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Budget Entity: Aftercare Services/Conditional Release

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Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Department of Juvenile Justice/Aftercare Services / Conditional Release
Agency Budget Officer/OPB Analyst Name: Abram Dale

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80700100	Dept			
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1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				
TIP Generally look for and be able to fully explain significant differences between A02 and A03.					

TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.						
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.						

4. EXHIBIT D (EADR, EXD)

4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y					
4.2	Is the program component code and title used correct?	Y					
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.						

5. EXHIBIT D-1 (ED1R, EXD1)

5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y					
AUDITS:							
5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y					
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y					
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y					
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.						
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.						
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.						
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.						

6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)

6.1	Are issues appropriately aligned with appropriation categories?	N/A					

7. EXHIBIT D-3A (EADR, ED3A)

7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	N/A				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	N/A				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. **(PLRR, PLMO)**	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14	Do the amounts reflect appropriate FSI assignments?	Y				
7.15	Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				
7.16	Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A				

7.17	Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A					

AUDIT:							
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y					
7.19	Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	N/A					
7.20	Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A					
7.21	Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	N/A					
7.22	Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A					
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.						
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.						
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.						
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).						
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.						

8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)

8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y				
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y				
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y				
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A				

8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			
8.20	Are appropriate service charge nonoperating amounts included in Section II?		Y			
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y			
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y			
8.24	Are prior year September operating reversions appropriately shown in column A01?		Y			
8.25	Are current year September operating reversions appropriately shown in column A02?		Y			

8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y			
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y			
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y			
AUDITS:						
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y			
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**		Y			
8.31	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y			
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)		N/A			
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)		N/A			
10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.		N/A			
11. SCHEDULE IV (EADR, SC4)						
11.1	Are the correct Information Technology (IT) issue codes used?	N/A				
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					
12. SCHEDULE VIIIA (EADR, SC8A)						
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?		Y			
13. SCHEDULE VIIIB-1						
13.1	This schedule is not required in the October 15, 2009 LBR submittal.					
14. SCHEDULE VIIIB-2 (EADR, S8B2)						

14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			

15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)

15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4) (b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			

AUDITS INCLUDED IN THE SCHEDULE XI REPORT:

15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1**)		Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (**Audit #1 should print "No Activities Found"**)		Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (**Audit #2 should print "No Operating Categories Found"**)		Y			
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y			
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (**Audit #4 should print "No Discrepancies Found"**)		Y			
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

16. MANUALLY PREPARED EXHIBITS & SCHEDULES

16.1	Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y				
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y				
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y			

AUDITS - GENERAL INFORMATION

TIP	Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.					
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)

17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A				
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A				
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A				

17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A					
17.5	Are the appropriate counties identified in the narrative?	N/A					
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.						
18. FLORIDA FISCAL PORTAL							
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y				

DEPARTMENT OF JUVENILE JUSTICE

PROBATION AND COMMUNITY CORRECTIONS PROGRAM
JUVENILE PROBATION

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Juvenile Probation   **Phone Number:** (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
A-09-0809-013	2008-2009	Audit of Detention Security Supervision	**Finding 1**: Security Controls in Detention Centers Need Improvement. **Recommendations:** We recommend the Department: • provide affected detention centers with upgraded fencing and gates to transport sallyports; • ensure youth are provided with better orientation and the grievance process is posted in living areas; • ensure volunteers and interns are trained as required.	Detention will upgrade sallyport fencing and gates as funding becomes available. All detention centers have documented a renewed focus on conducting thorough orientations, with orientation brochures distributed during the admission process. The grievance process is now posted in all living areas in each detention center. The revised Detention Rule will re-address the training of volunteers and interns.	
			Finding 2: Promotion of youth health, wellbeing, and youth family ties need to be improved. **Recommendations:** We recommend Detention Services: • have water available continually in the mods for youth to wash their hands and flush toilets and provide working sinks in each mod room; • seek additional funding to provide basic dental care for cavities and other non-emergency dental problems to all youth in a timely manner; • ensure pest control providers maintain a pest free facility; • seek additional funding from the Legislature for a staff member to be responsible for coordinating outdoor recreation activities at each detention center as required by F.A.C. 63G-2.006(4)(a). Also, consider seeking additional staff resources to ensure daily outdoor activities are provided according to Detention's standards;	Detention will continue to seek the funding for the installation of sinks in those rooms where there are no sinks. As funding is available, Detention will seek to expand the extent of dental care that youth receive while detained. All detention centers have Direct Orders in place for routine monthly pest control. Shift reports and logbooks will be routinely monitored by regional management to ensure outdoor recreational activities occur. All centers will have a brochure/handout for parents/guardians in place by July 1, 2010. Telephone and mail processes will be emphasized as part of the orientation process .	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Juvenile Probation   **Phone Number:** (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Department of Juvenile Justice/Juvenile Probation

Agency Budget Officer/OPB Analyst Name: Abram Dale

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80700200	Dept			
1. GENERAL					
1.1 Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				
TIP Generally look for and be able to fully explain significant differences between A02 and A03.					

Action	Program or Service (Budget Entity Codes)				
	80700200	Dept			

TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.						
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.						

4. EXHIBIT D (EADR, EXD)

4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					

5. EXHIBIT D-1 (ED1R, EXD1)

5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
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TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					

6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)

6.1	Are issues appropriately aligned with appropriation categories?	N/A				

Action	Program or Service (Budget Entity Codes)				
	80700200	Dept			

<table>
<tr><td colspan="2">TIP   Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.</td><td></td><td></td><td></td><td></td></tr>
</table>

7. EXHIBIT D-3A (EADR, ED3A)

		80700200	Dept			
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	Y				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. **(PLRR, PLMO)**	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14	Do the amounts reflect appropriate FSI assignments?	Y				
7.15	Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				

	Action	Program or Service (Budget Entity Codes)				
		80700200	Dept			
7.16	Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	NA				
7.17	Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
7.19	Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	Y				
7.20	Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21	Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	N/A				
7.22	Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			

Action		Program or Service (Budget Entity Codes)				
		80700200	Dept			
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			
8.20	Are appropriate service charge nonoperating amounts included in Section II?		Y			
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y			
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer Form		

Action	Program or Service (Budget Entity Codes)				
	80700200	Dept			
8.23 Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y			
8.24 Are prior year September operating reversions appropriately shown in column A01?		Y			
8.25 Are current year September operating reversions appropriately shown in column A02?		Y			
8.26 Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y			
8.27 Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y			
8.28 Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y			
AUDITS:					
8.29 Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y			
8.30 Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**		Y			
8.31 Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y			
TIP The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)					
TIP Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)					
AUDIT:					
9.1 Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)	N/A				
10. SCHEDULE III (PSCR, SC3)					
10.1 Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)	N/A				
10.2 Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.	N/A				
11. SCHEDULE IV (EADR, SC4)					
11.1 Are the correct Information Technology (IT) issue codes used?	N/A				

Action	Program or Service (Budget Entity Codes) 80700200	Dept			
12. SCHEDULE VIIIA (EADR, SC8A)					
12.1 Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?		Y			
13. SCHEDULE VIIIB-1					
13.1 This schedule is not required in the October 15, 2009 LBR submittal.					
14. SCHEDULE VIIIB-2 (EADR, S8B2)					
14.1 Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)					
15.1 Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4)(b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:					
15.3 Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1**)		Y			
15.4 None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (**Audit #1 should print "No Activities Found"**)		Y			
15.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (**Audit #2 should print "No Operating Categories Found"**)		Y			
15.6 Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y			
15.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (**Audit #4 should print "No Discrepancies Found"**)		Y			
16. MANUALLY PREPARED EXHIBITS & SCHEDULES					
16.1 Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y				
16.2 Are appropriation category totals comparable to Exhibit B, where applicable?	Y				
16.3 Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y			

Action	Program or Service (Budget Entity Codes)				
	80700200	Dept			

AUDITS - GENERAL INFORMATION						
TIP	Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.					
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A				
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A				
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A				
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A				
17.5	Are the appropriate counties identified in the narrative?	N/A				
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
18. FLORIDA FISCAL PORTAL						
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y			

DEPARTMENT OF JUVENILE JUSTICE

PROBATION AND COMMUNITY CORRECTIONS PROGRAM
NON-RESIDENTIAL DELINQUENCY REHABILITATION

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2010 - 2011

Department: Juvenile Justice

Chief Internal Auditor: Michael Yu, CIA

Budget Entity: Non-Residential Delinquency Rehabilitation

Phone Number: (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	IS C
A-09-0809-013	2008-2009	Audit of Detention Security Supervision	**Finding 1**: Security Controls in Detention Centers Need Improvement. **Recommendations:** We recommend the Department: • provide affected detention centers with upgraded fencing and gates to transport sallyports; • ensure youth are provided with better orientation and the grievance process is posted in living areas; • ensure volunteers and interns are trained as required.	Detention will upgrade sallyport fencing and gates as funding becomes available. All detention centers have documented a renewed focus on conducting thorough orientations, with orientation brochures distributed during the admission process. The grievance process is now posted in all living areas in each detention center. The revised Detention Rule will re-address the training of volunteers and interns.	
			Finding 2: Promotion of youth health, wellbeing, and youth family ties need to be improved. **Recommendations:** We recommend Detention Services: • have water available continually in the mods for youth to wash their hands and flush toilets and provide working sinks in each mod room; • seek additional funding to provide basic dental care for cavities and other non-emergency dental problems to all youth in a timely manner; • ensure pest control providers maintain a pest free facility; • seek additional funding from the Legislature for a staff member to be responsible for coordinating outdoor recreation activities at each detention center as required by F.A.C. 63G-2.006(4)(a). Also, consider seeking additional staff resources to ensure daily outdoor activities are provided according to Detention's standards;	Detention will continue to seek the funding for the installation of sinks in those rooms where there are no sinks. As funding is available, Detention will seek to expand the extent of dental care that youth receive while detained. All detention centers have Direct Orders in place for routine monthly pest control. Shift reports and logbooks will be routinely monitored by regional management to ensure outdoor recreational activities occur. All centers will have a brochure/handout for parents/guardians in place by July 1, 2010. Telephone and mail processes will be emphasized as part of the orientation process .	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2010 - 2011

Department: Juvenile Justice

Chief Internal Auditor: Michael Yu, CIA

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Phone Number: (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CO
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Department of Juvenile Justice/Non-Residential Delinquency Rehabilitation
Agency Budget Officer/OPB Analyst Name: Abram Dale

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80700300	Dept			
1. GENERAL					
1.1 Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				
TIP Generally look for and be able to fully explain significant differences between A02 and A03.					

Action	Program or Service (Budget Entity Codes)				
	80700300	Dept			

<table>
<tr><td>TIP</td><td colspan="2">Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.</td></tr>
<tr><td>TIP</td><td colspan="2">Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.</td></tr>
</table>

4. EXHIBIT D (EADR, EXD)

4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					

5. EXHIBIT D-1 (ED1R, EXD1)

5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					

6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)

6.1	Are issues appropriately aligned with appropriation categories?	N/A				

Action	Program or Service (Budget Entity Codes)				
	80700300	Dept			

7. EXHIBIT D-3A (EADR, ED3A)

		80700300	Dept			
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	N/A				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	N/A				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. **(PLRR, PLMO)**	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14	Do the amounts reflect appropriate FSI assignments?	Y				
7.15	Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				

	Action	Program or Service (Budget Entity Codes)				
		80700300	Dept			
7.16	Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A				
7.17	Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
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7.20	Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21	Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	N/A				
7.22	Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			

Action	Program or Service (Budget Entity Codes)				
	80700300	Dept			
8.3 Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4 Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5 Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6 Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7 If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8 If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9 Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10 Are the statutory authority references correct?		Y			
8.11 Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12 Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13 If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14 Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15 Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16 Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17 If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18 Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			
8.19 Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			
8.20 Are appropriate service charge nonoperating amounts included in Section II?		Y			
8.21 Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y			
8.22 Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer Form		

	Action	Program or Service (Budget Entity Codes)				
		80700300	Dept			
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y			
8.24	Are prior year September operating reversions appropriately shown in column A01?		Y			
8.25	Are current year September operating reversions appropriately shown in column A02?		Y			
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y			
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y			
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y			
AUDITS:						
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y			
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**		Y			
8.31	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y			
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)	N/A				
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)	N/A				
10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.	N/A				
11. SCHEDULE IV (EADR, SC4)						
11.1	Are the correct Information Technology (IT) issue codes used?	N/A				

	Program or Service (Budget Entity Codes)				
Action	80700300	Dept			

	TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					

12. SCHEDULE VIIIA (EADR, SC8A)

12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?		Y			

13. SCHEDULE VIIIB-1

13.1	This schedule is not required in the October 15, 2009 LBR submittal.					

14. SCHEDULE VIIIB-2 (EADR, S8B2)

14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			

15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)

15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4)(b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			

AUDITS INCLUDED IN THE SCHEDULE XI REPORT:

15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1**)		Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (**Audit #1 should print "No Activities Found"**)		Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (**Audit #2 should print "No Operating Categories Found"**)		Y			
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which should appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y			
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (**Audit #4 should print "No Discrepancies Found"**)		Y			
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

16. MANUALLY PREPARED EXHIBITS & SCHEDULES

16.1	Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y				
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y				
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y			

Action	Program or Service (Budget Entity Codes)				
	80700300	Dept			

AUDITS - GENERAL INFORMATION						
TIP	Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.					
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					

17. CAPITAL IMPROVEMENTS PROGRAM (CIP)

17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A				
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A				
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A				
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A				
17.5	Are the appropriate counties identified in the narrative?	N/A				
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					

18. FLORIDA FISCAL PORTAL

18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y			

DEPARTMENT OF JUVENILE JUSTICE

OFFICE OF THE SECRETARY/
ASSISTANT SECRETARY FOR ADMINISTRATIVE SERVICES
EXECUTIVE DIRECTION/SUPPORT SERVICES

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Executive Direction/Support Services   **Phone Number:** (850) 921-5698

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
A-09-0809-013	2008-2009	Audit of Detention Security Supervision	**Finding 1**: Security Controls in Detention Centers Need Improvement. **Recommendations:** We recommend the Department: • provide affected detention centers with upgraded fencing and gates to transport sallyports; • ensure youth are provided with better orientation and the grievance process is posted in living areas; • ensure volunteers and interns are trained as required.	Detention will upgrade sallyport fencing and gates as funding becomes available. All detention centers have documented a renewed focus on conducting thorough orientations, with orientation brochures distributed during the admission process. The grievance process is now posted in all living areas in each detention center. The revised Detention Rule will re-address the training of volunteers and interns.	
			Finding 2: Promotion of youth health, wellbeing, and youth family ties need to be improved. **Recommendations:** We recommend Detention Services: • have water available continually in the mods for youth to wash their hands and flush toilets and provide working sinks in each mod room; • seek additional funding to provide basic dental care for cavities and other non-emergency dental problems to all youth in a timely manner; • ensure pest control providers maintain a pest free facility; • seek additional funding from the Legislature for a staff member to be responsible for coordinating outdoor recreation activities at each detention center as required by F.A.C. 63G-2.006(4)(a). Also, consider seeking additional staff resources to ensure daily outdoor activities are provided according to Detention's standards;	Detention will continue to seek the funding for the installation of sinks in those rooms where there are no sinks. As funding is available, Detention will seek to expand the extent of dental care that youth receive while detained. All detention centers have Direct Orders in place for routine monthly pest control. Shift reports and logbooks will be routinely monitored by regional management to ensure outdoor recreational activities occur. All centers will have a brochure/handout for parents/guardians in place by July 1, 2010. Telephone and mail processes will be emphasized as part of the orientation process .	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

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(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Juvenile Justice/Executive Direction/Support Services

Agency Budget Officer/OPB Analyst Name: Vickie J. Harris / Theda Roberts

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80750100	Dept.			
1. GENERAL					
1.1 Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				

	Action	80750100	Dept.			
		Program or Service (Budget Entity Codes)				
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					

4. EXHIBIT D (EADR, EXD)

	Action	80750100	Dept.			
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					

5. EXHIBIT D-1 (ED1R, EXD1)

	Action	80750100	Dept.			
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? (**ED1R, XD1A - Report should print "No Differences Found For This Report"**)	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (**EXBR, EXBB - Negative differences need to be corrected in Column A01.**) *Please note that the LBR Instructions reference the wrong B column.*	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (**EXBR, EXBD - Differences need to be corrected in Column A01.**) *Please note that the LBR Instructions reference the wrong B column.*	Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.					

		Program or Service (Budget Entity Codes)				
	Action	80750100	Dept.			
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					

6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)

		80750100	Dept.			
6.1	Are issues appropriately aligned with appropriation categories?	N/A				
TIP	Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.					

7. EXHIBIT D-3A (EADR, ED3A)

		80750100	Dept.			
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	Y				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. (PLRR, PLMO)	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				

Action	Program or Service (Budget Entity Codes)				
	80750100	Dept.			
7.13 Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14 Do the amounts reflect appropriate FSI assignments?	Y				
7.15 Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				
7.16 Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A				
7.17 Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:					
7.18 Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
7.19 Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	Y				
7.20 Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21 Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	N/A				
7.22 Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					

	Action	Program or Service (Budget Entity Codes)				
		80750100	Dept.			
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					

8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)

	Action					
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			

	Action	Program or Service (Budget Entity Codes)					
		80750100	Dept.				
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y				
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y				
8.20	Are appropriate service charge nonoperating amounts included in Section II?		Y				
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y				
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer Form for each affected trust fund.			
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y				
8.24	Are prior year September operating reversions appropriately shown in column A01?		Y				
8.25	Are current year September operating reversions appropriately shown in column A02?		Y				
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y				
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y				
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y				
AUDITS:							
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y				
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This**		Y				
8.31	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y				
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!						
TIP	Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)						
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.						
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.						
9. SCHEDULE II (PSCR, SC2)							
AUDIT:							

	Action	80750100	Dept.			
		Program or Service (Budget Entity Codes)				

	Action	80750100	Dept.			
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)	N/A				
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)	N/A				
10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.	N/A				
11. SCHEDULE IV (EADR, SC4)						
11.1	Are the correct Information Technology (IT) issue codes used?	N/A				
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					
12. SCHEDULE VIIIA (EADR, SC8A)						
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?		Y			
13. SCHEDULE VIIIB-1						
13.1	This schedule is not required in the October 15, 2009 LBR submittal.					
14. SCHEDULE VIIIB-2 (EADR, S8B2)						
14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)						
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4)(b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? **(GENR, ACT1)**		Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? **(Audit #1 should print "No Activities Found")**		Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? **(Audit #2 should print "No Operating Categories Found")**		Y			

		80750100	Dept.				
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which should appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y				
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? **(Audit #4 should print "No Discrepancies Found")**		Y				
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.						
16.	**MANUALLY PREPARED EXHIBITS & SCHEDULES**						
16.1	Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y					
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y					
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y				
AUDITS - GENERAL INFORMATION							
TIP	Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.						
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.						
17.	**CAPITAL IMPROVEMENTS PROGRAM (CIP)**						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A					
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A					
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A					
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A					
17.5	Are the appropriate counties identified in the narrative?	N/A					
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.						
18.	**FLORIDA FISCAL PORTAL**						
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y				

DEPARTMENT OF JUVENILE JUSTICE

OFFICE OF THE SECRETARY/
ASSISTANT SECRETARY FOR ADMINISTRATIVE SERVICES
INFORMATION TECHNOLOGY

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Information Technology   **Phone Number:** (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
A-09-0809-013	2008-2009	Audit of Detention Security Supervision	**Finding 1**: Security Controls in Detention Centers Need Improvement. **Recommendations:** We recommend the Department: • provide affected detention centers with upgraded fencing and gates to transport sallyports; • ensure youth are provided with better orientation and the grievance process is posted in living areas; • ensure volunteers and interns are trained as required.	Detention will upgrade sallyport fencing and gates as funding becomes available. All detention centers have documented a renewed focus on conducting thorough orientations, with orientation brochures distributed during the admission process. The grievance process is now posted in all living areas in each detention center. The revised Detention Rule will re-address the training of volunteers and interns.	
			Finding 2: Promotion of youth health, wellbeing, and youth family ties need to be improved. **Recommendations:** We recommend Detention Services: • have water available continually in the mods for youth to wash their hands and flush toilets and provide working sinks in each mod room; • seek additional funding to provide basic dental care for cavities and other non-emergency dental problems to all youth in a timely manner; • ensure pest control providers maintain a pest free facility; • seek additional funding from the Legislature for a staff member to be responsible for coordinating outdoor recreation activities at each detention center as required by F.A.C. 63G-2.006(4)(a). Also, consider seeking additional staff resources to ensure daily outdoor activities are provided according to Detention's standards;	Detention will continue to seek the funding for the installation of sinks in those rooms where there are no sinks. As funding is available, Detention will seek to expand the extent of dental care that youth receive while detained. All detention centers have Direct Orders in place for routine monthly pest control. Shift reports and logbooks will be routinely monitored by regional management to ensure outdoor recreational activities occur. All centers will have a brochure/handout for parents/guardians in place by July 1, 2010. Telephone and mail processes will be emphasized as part of the orientation process .	

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(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Juvenile Justice/Information Technology	
Agency Budget Officer/OPB Analyst Name: Vickie J. Harris / Theda Roberts	

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80750200	Dept.			

1. GENERAL

1.1	Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2	Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				

AUDITS:

1.3	Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4	Has security been set correctly? **(CSDR, CSA)**	Y				
TIP	The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					

2. EXHIBIT A (EADR, EXA)

2.1	Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2	Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3	Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4	Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				

3. EXHIBIT B (EXBR, EXB)

3.1	Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				

AUDITS:

3.2	Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3	Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				
TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					

		Program or Service (Budget Entity Codes)				
Action		80750200	Dept.			

TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.						
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.						

4. EXHIBIT D (EADR, EXD)

4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?		Y				
4.2	Is the program component code and title used correct?		Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.						

5. EXHIBIT D-1 (ED1R, EXD1)

5.1	Are all object of expenditures positive amounts? (This is a manual check.)		Y				

AUDITS:

5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**		Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*		Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*		Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.						
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.						
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.						

	Action	Program or Service (Budget Entity Codes)				
		80750200	Dept.			
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)						
6.1	Are issues appropriately aligned with appropriation categories?	N/A				
TIP	Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.					
7. EXHIBIT D-3A (EADR, ED3A)						
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	Y				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	Y				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	N/A				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	Y				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. (PLRR, PLMO)	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				

Action	Program or Service (Budget Entity Codes)				
	80750200	Dept.			
7.13 Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14 Do the amounts reflect appropriate FSI assignments?	Y				
7.15 Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				
7.16 Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	Y				
7.17 Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:					
7.18 Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
7.19 Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	Y				
7.20 Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21 Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	N/A				
7.22 Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					

	Action	Program or Service (Budget Entity Codes)				
		80750200	Dept.			
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					

8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)

8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			

	Action	Program or Service (Budget Entity Codes)				
		80750200	Dept.			
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			
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AUDIT:						

Action	80750200	Dept.			
		Program or Service (Budget Entity Codes)			

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10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.	N/A				
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14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			
15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)						
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4) (b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:						
15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? **(GENR, ACT1)**		Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? **(Audit #1 should print "No Activities Found")**		Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? **(Audit #2 should print "No Operating Categories Found")**		Y			

	Action	Program or Service (Budget Entity Codes)					
		80750200	Dept.				
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which should appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y				
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? **(Audit #4 should print "No Discrepancies Found")**		Y				
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.						
16. MANUALLY PREPARED EXHIBITS & SCHEDULES							
16.1	Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y					
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y					
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y				
AUDITS - GENERAL INFORMATION							
TIP	Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.						
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.						
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)							
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A					
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A					
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A					
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A					
17.5	Are the appropriate counties identified in the narrative?	N/A					
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.						
18. FLORIDA FISCAL PORTAL							
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y				

DEPARTMENT OF JUVENILE JUSTICE

RESIDENTIAL CORRECTIONS PROGRAM
NON-SECURE RESIDENTIAL COMMITMENT

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Non-Secure Residential Commitment   **Phone Number:** (850) 921-5698

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
A-09-0809-013	2008-2009	Audit of Detention Security Supervision	**Finding 1**: Security Controls in Detention Centers Need Improvement. **Recommendations:** We recommend the Department: • provide affected detention centers with upgraded fencing and gates to transport sallyports; • ensure youth are provided with better orientation and the grievance process is posted in living areas; • ensure volunteers and interns are trained as required.	Detention will upgrade sallyport fencing and gates as funding becomes available. All detention centers have documented a renewed focus on conducting thorough orientations, with orientation brochures distributed during the admission process. The grievance process is now posted in all living areas in each detention center. The revised Detention Rule will re-address the training of volunteers and interns.	
			Finding 2: Promotion of youth health, wellbeing, and youth family ties need to be improved. **Recommendations:** We recommend Detention Services: • have water available continually in the mods for youth to wash their hands and flush toilets and provide working sinks in each mod room; • seek additional funding to provide basic dental care for cavities and other non-emergency dental problems to all youth in a timely manner; • ensure pest control providers maintain a pest free facility; • seek additional funding from the Legislature for a staff member to be responsible for coordinating outdoor recreation activities at each detention center as required by F.A.C. 63G-2.006(4)(a). Also, consider seeking additional staff resources to ensure daily outdoor activities are provided according to Detention's standards;	Detention will continue to seek the funding for the installation of sinks in those rooms where there are no sinks. As funding is available, Detention will seek to expand the extent of dental care that youth receive while detained. All detention centers have Direct Orders in place for routine monthly pest control. Shift reports and logbooks will be routinely monitored by regional management to ensure outdoor recreational activities occur. All centers will have a brochure/handout for parents/guardians in place by July 1, 2010. Telephone and mail processes will be emphasized as part of the orientation process .	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Non-Secure Residential Commitment   **Phone Number:** (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Department of Juvenile Justice / Non-Secure Residential Commitment

Agency Budget Officer/OPB Analyst Name: Michael Block

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80800100	DEPT			
1. GENERAL					
1.1 Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				
TIP Generally look for and be able to fully explain significant differences between A02 and A03.					

Action	Program or Service (Budget Entity Codes)				
	80800100	DEPT			

		80800100	DEPT			
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					
4. EXHIBIT D (EADR, EXD)						
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					
5. EXHIBIT D-1 (ED1R, EXD1)						
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)						
6.1	Are issues appropriately aligned with appropriation categories?	N/A				

Action	Program or Service (Budget Entity Codes)				
	80800100	DEPT			
TIP Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.					
7. EXHIBIT D-3A (EADR, ED3A)					
7.1 Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2 Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3 Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4 Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5 Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6 Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7 Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y				
7.8 Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9 Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10 Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	N/A				
7.11 When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. **(PLRR, PLMO)**	N/A				
7.12 Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				
7.13 Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14 Do the amounts reflect appropriate FSI assignments?	Y				
7.15 Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				

		Program or Service (Budget Entity Codes)				
	Action	80800100	DEPT			
7.16	Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A				
7.17	Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
7.19	Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	Y				
7.20	Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21	Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	Y				
7.22	Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			

		Program or Service (Budget Entity Codes)				
	Action	80800100	DEPT			
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			
8.20	Are appropriate service charge nonoperating amounts included in Section II?		Y			
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y			

Action	Program or Service (Budget Entity Codes)				
	80800100	DEPT			
8.22 Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer Form for each affected trust fund		
8.23 Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y			
8.24 Are prior year September operating reversions appropriately shown in column A01?		Y			
8.25 Are current year September operating reversions appropriately shown in column A02?		Y			
8.26 Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y			
8.27 Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y			
8.28 Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y			
AUDITS:					
8.29 Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y			
8.30 Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**		Y			
8.31 Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y			
TIP The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)					
TIP Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)					
AUDIT:					
9.1 Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)		N/A			
10. SCHEDULE III (PSCR, SC3)					
10.1 Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)		N/A			
10.2 Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.		N/A			

Action	Program or Service (Budget Entity Codes)				
	80800100	DEPT			

11. SCHEDULE IV (EADR, SC4)

		80800100	DEPT			
11.1	Are the correct Information Technology (IT) issue codes used?	N/A				
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					

12. SCHEDULE VIIIA (EADR, SC8A)

		80800100	DEPT			
12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?		Y			

13. SCHEDULE VIIIB-1

		80800100	DEPT			
13.1	This schedule is not required in the October 15, 2009 LBR submittal.					

14. SCHEDULE VIIIB-2 (EADR, S8B2)

		80800100	DEPT			
14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			

15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)

		80800100	DEPT			
15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4)(b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			

AUDITS INCLUDED IN THE SCHEDULE XI REPORT:

		80800100	DEPT			
15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1**)		Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (**Audit #1 should print "No Activities Found"**)		Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (**Audit #2 should print "No Operating Categories Found"**)		Y			
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which should appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y			
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (**Audit #4 should print "No Discrepancies Found"**)		Y			
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

16. MANUALLY PREPARED EXHIBITS & SCHEDULES

		80800100	DEPT			
16.1	Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y				
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?		Y			

	Action	Program or Service (Budget Entity Codes)				
		80800100	DEPT			
16.3	Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y			
AUDITS - GENERAL INFORMATION						
TIP	Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.					
TIP	Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)						
17.1	Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?		Y			
17.2	Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?		Y			
17.3	Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?		Y			
17.4	Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?		Y			
17.5	Are the appropriate counties identified in the narrative?		Y			
TIP	Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
18. FLORIDA FISCAL PORTAL						
18.1	Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y			

DEPARTMENT OF JUVENILE JUSTICE

RESIDENTIAL CORRECTIONS PROGRAM
SECURE RESIDENTIAL COMMITMENT

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

SCHEDULE VI: DETAIL OF DEBT SERVICE

Department: 80 Juvenile Justice   **Budget Period 2010-11**

Budget Entity: 80800200 Secure Residential Commitment

(1) SECTION I		(2) ACTUAL FY 2008 - 09	(3) ESTIMATED FY 2009 - 10	(4) REQUEST FY 2010 - 11
Interest on Debt	(A)	755,898	701,823	644,898
Principal	(B)	1,023,772	1,080,650	1,137,575
Repayment of Loans	(C)			
Fiscal Agent or Other Fees	(D)			
Other Debt Service	(E)			
Total Debt Service	**(F)**	**1,779,671**	**1,782,473**	**1,782,473**

Explanation: The Department of Juvenile Justice is contractually obligated to pay lease payments for
Hastings Youth Academy (184 Bed Juvenile Residential Treatment Facility)
located in St. Johns County which is operated by G4S Youth Services, LLC.

SECTION II
ISSUE:

(1) INTEREST RATE	(2) MATURITY DATE	(3) ISSUE AMOUNT	(4) JUNE 30, 2010	(5) JUNE 30, 20011

(6)		(7) ACTUAL FY 2008 - 09	(8) ESTIMATED FY 2009 - 10	(9) REQUEST FY 2010 - 11
Interest on Debt	(G)			
Principal	(H)			
Fiscal Agent or Other Fees	(I)			
Other	(J)			
Total Debt Service	**(K)**			

ISSUE:

INTEREST RATE	MATURITY DATE	ISSUE AMOUNT	JUNE 30, 2010	JUNE 30, 20011

		ACTUAL FY 2008 - 09	ESTIMATED FY 2009 - 10	REQUEST FY 2010 - 11
Interest on Debt	(G)			
Principal	(H)			
Fiscal Agent or Other Fees	(I)			
Other	(J)			
Total Debt Service	**(K)**			

Office of Policy and Budget - July 2009

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2010 - 2011

Department: Juvenile Justice

Chief Internal Auditor: Michael Yu, CIA

Budget Entity: Secure Residential Commitment

Phone Number: (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
A-09-0809-013	2008-2009	Audit of Detention Security Supervision	**Finding 1**: Security Controls in Detention Centers Need Improvement. **Recommendations:** We recommend the Department: • provide affected detention centers with upgraded fencing and gates to transport sallyports; • ensure youth are provided with better orientation and the grievance process is posted in living areas; • ensure volunteers and interns are trained as required.	Detention will upgrade sallyport fencing and gates as funding becomes available. All detention centers have documented a renewed focus on conducting thorough orientations, with orientation brochures distributed during the admission process. The grievance process is now posted in all living areas in each detention center. The revised Detention Rule will re-address the training of volunteers and interns.	
			Finding 2: Promotion of youth health, wellbeing, and youth family ties need to be improved. **Recommendations:** We recommend Detention Services: • have water available continually in the mods for youth to wash their hands and flush toilets and provide working sinks in each mod room; • seek additional funding to provide basic dental care for cavities and other non-emergency dental problems to all youth in a timely manner; • ensure pest control providers maintain a pest free facility; • seek additional funding from the Legislature for a staff member to be responsible for coordinating outdoor recreation activities at each detention center as required by F.A.C. 63G-2.006(4)(a). Also, consider seeking additional staff resources to ensure daily outdoor activities are provided according to Detention's standards;	Detention will continue to seek the funding for the installation of sinks in those rooms where there are no sinks. As funding is available, Detention will seek to expand the extent of dental care that youth receive while detained. All detention centers have Direct Orders in place for routine monthly pest control. Shift reports and logbooks will be routinely monitored by regional management to ensure outdoor recreational activities occur. All centers will have a brochure/handout for parents/guardians in place by July 1, 2010. Telephone and mail processes will be emphasized as part of the orientation process .	

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS   **Budget Period: 2010 - 2011**

Department: Juvenile Justice   **Chief Internal Auditor:** Michael Yu, CIA

Budget Entity: Secure Residential Commitment   **Phone Number:** (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Department of Juvenile Justice / Secure Residential Commitment
Agency Budget Officer/OPB Analyst Name: Michael Block

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80800200	DEPT			
1. GENERAL					
1.1 Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				
TIP Generally look for and be able to fully explain significant differences between A02 and A03.					

		80800200	DEPT			
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					

4. EXHIBIT D (EADR, EXD)

		80800200	DEPT			
4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					

5. EXHIBIT D-1 (ED1R, EXD1)

		80800200	DEPT			
5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				
AUDITS:						
5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					

6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)

		80800200	DEPT			
6.1	Are issues appropriately aligned with appropriation categories?	N/A				

	Action	Program or Service (Budget Entity Codes)				
		80800200	DEPT			
TIP	Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.					

7. EXHIBIT D-3A (EADR, ED3A)

	Action	80800200	DEPT			
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	N/A				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. **(PLRR, PLMO)**	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14	Do the amounts reflect appropriate FSI assignments?	Y				
7.15	Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				

	Action	Program or Service (Budget Entity Codes)				
		80800200	DEPT			
7.16	Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A				
7.17	Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
7.19	Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	Y				
7.20	Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21	Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	Y				
7.22	Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					
8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)						
8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			

		Program or Service (Budget Entity Codes)				
	Action	80800200	DEPT			
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			
8.20	Are appropriate service charge nonoperating amounts included in Section II?		Y			
8.21	Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y			

	Action	Program or Service (Budget Entity Codes)				
		80800200	DEPT			
8.22	Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer Form for each affected trust fund		
8.23	Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y			
8.24	Are prior year September operating reversions appropriately shown in column A01?		Y			
8.25	Are current year September operating reversions appropriately shown in column A02?		Y			
8.26	Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y			
8.27	Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y			
8.28	Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y			
AUDITS:						
8.29	Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y			
8.30	Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**		Y			
8.31	Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y			
TIP	The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP	Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)					
TIP	Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP	Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)						
AUDIT:						
9.1	Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)		N/A			
10. SCHEDULE III (PSCR, SC3)						
10.1	Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)		N/A			
10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.		N/A			

Action	Program or Service (Budget Entity Codes)				
	80800200	DEPT			

11. SCHEDULE IV (EADR, SC4)

11.1	Are the correct Information Technology (IT) issue codes used?	N/A				
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.					

12. SCHEDULE VIIIA (EADR, SC8A)

12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?		Y			

13. SCHEDULE VIIIB-1

13.1	This schedule is not required in the October 15, 2009 LBR submittal.					

14. SCHEDULE VIIIB-2 (EADR, S8B2)

14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?		Y			

15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)

15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4) (b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)		Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?		Y			

AUDITS INCLUDED IN THE SCHEDULE XI REPORT:

15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1**)		Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (**Audit #1 should print "No Activities Found"**)		Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (**Audit #2 should print "No Operating Categories Found"**)		Y			
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)		Y			
15.7	Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (**Audit #4 should print "No Discrepancies Found"**)		Y			
TIP	If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					

16. MANUALLY PREPARED EXHIBITS & SCHEDULES

16.1	Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y				
16.2	Are appropriation category totals comparable to Exhibit B, where applicable?	Y				

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Action	Program or Service (Budget Entity Codes)				
	80800200	DEPT			
16.3 Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y			
AUDITS - GENERAL INFORMATION					
TIP Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.					
TIP Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)					
17.1 Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?		Y			
17.2 Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?		Y			
17.3 Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?		Y			
17.4 Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?		Y			
17.5 Are the appropriate counties identified in the narrative?		Y			
TIP Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
18. FLORIDA FISCAL PORTAL					
18.1 Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y			

DEPARTMENT OF JUVENILE JUSTICE

PREVENTION AND VICTIM SERVICES PROGRAM
DELINQUENCY PREVENTION AND DIVERSION

Exhibits or Schedules

Frank Peterman, Jr., SECRETARY

Department: Juvenile Justice

Chief Internal Auditor: Michael Yu, CIA

Budget Entity: Delinquency Prevention and Diversion

Phone Number: (850) 921-5698

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SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2010 - 2011

Department: Juvenile Justice

Chief Internal Auditor: Michael Yu, CIA

Budget Entity: Delinquency Prevention and Diversion

Phone Number: (850) 921-5698

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			Finding 3: Detention Centers need to provide program staff professionalism training. **Recommendations**: We recommend Detention Services: • improve professionalism training to all direct care staff; • require all regional juvenile detention centers to develop a process to improve detention officers' professionalism.	All staff will complete the CORE course "Promoting Professional and Appropriate Staff Conduct" annually. Staff professionalism will be emphasized as part of daily shift briefings.	
			Finding 4: Food service needs to be improved. **Recommendation:** At the end of this audit, we were made aware that the Department would begin in-sourcing food services on January 1, 2010. We recommend the Department immediately evaluate the food service provided by the contractor for better quality and taste of food between now and January 1, 2010.	The quality and taste of food will continue to be monitored daily by facility management.	

Fiscal Year 2010-11 LBR Technical Review Checklist

Department/Budget Entity (Service): Department of Juvenile Justice/Delinquency Prevention & Diversion

Agency Budget Officer/OPB Analyst Name: Vickie J. Harris/Theda Roberts

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)				
	80900100	Department			
1. GENERAL					
1.1 Are Columns A01, A02, A04, A05, A10, A11, A36, IA1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? **(CSDI)**	Y				
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? **(CSDI)**	Y				
AUDITS:					
1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. **(EXBR, EXBA)**	Y				
1.4 Has security been set correctly? **(CSDR, CSA)**	Y				
TIP The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.					
2. EXHIBIT A (EADR, EXA)					
2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 56 of the LBR Instructions?	Y				
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y				
2.3 Are the issue codes and titles consistent with *Section 3* of the LBR Instructions (pages 15 through 27)? Do they clearly describe the issue?	Y				
2.4 Have the coding guidelines in *Section 3* of the LBR Instructions (pages 15 through 27) been followed?	Y				
3. EXHIBIT B (EXBR, EXB)					
3.1 Is it apparent that there is a fund shift and were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	N/A				
AUDITS:					
3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? **(NACR, NAC - Report should print "No Negative Appropriation Categories Found")**	Y				
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? **(EXBR, EXBC - Report should print "Records Selected Net To Zero")**	Y				

TIP	Generally look for and be able to fully explain significant differences between A02 and A03.					
TIP	Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.					
TIP	Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.					

4. EXHIBIT D (EADR, EXD)

4.1	Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 59 of the LBR Instructions?	Y				
4.2	Is the program component code and title used correct?	Y				
TIP	Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.					

5. EXHIBIT D-1 (ED1R, EXD1)

5.1	Are all object of expenditures positive amounts? (This is a manual check.)	Y				

AUDITS:

5.2	Do the fund totals agree with the object category totals within each appropriation category? **(ED1R, XD1A - Report should print "No Differences Found For This Report")**	Y				
5.3	FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? **(EXBR, EXBB - Negative differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
5.4	A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? **(EXBR, EXBD - Differences need to be corrected in Column A01.)** *Please note that the LBR Instructions reference the wrong B column.*	Y				
TIP	If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.					
TIP	If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.					
TIP	Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2008-09 approved budget. Amounts should be positive.					
TIP	If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.					

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6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)

6.1	Are issues appropriately aligned with appropriation categories?	N/A				
TIP	Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.					

7. EXHIBIT D-3A (EADR, ED3A)

7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 31 of the LBR Instructions.)	Y				
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 65 of the LBR Instructions.)	Y				
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 66 through 70 of the LBR Instructions?	N/A				
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?	N/A				
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 and E-5 of the LBR Instructions.)	N/A				
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.	N/A				
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADA/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.	Y				
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	Y				
7.9	Does the issue narrative reference the specific county(ies) where applicable?	Y				
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #10-002?	Y				
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should not be deleted. (PLRR, PLMO)	N/A				
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A				
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A				
7.14	Do the amounts reflect appropriate FSI assignments?	Y				

7.15	Do the issues relating to *salary and benefits* have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 26 and 86 of the LBR Instructions.)	N/A				
7.16	Do the issues relating to *Information Technology (IT)* have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0 or 55C01C0)?	N/A				
7.17	Are the issues relating to *major audit findings and recommendations* properly coded (4A0XXX0, 4B0XXX0)?	N/A				
AUDIT:						
7.18	Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. **(EADR, FSIA - Report should print "No Records Selected For Reporting")**	Y				
7.19	Does the General Revenue for 160XXXX issues net to zero? **(GENR, LBR1)**	Y				
7.20	Does the General Revenue for 180XXXX issues net to zero? **(GENR, LBR2)**	N/A				
7.21	Does the General Revenue for 200XXXX issues net to zero? **(GENR, LBR3)**	N/A				
7.22	Have FCO appropriations been entered into the nonrecurring column A04? **(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L))**	N/A				
TIP	Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run **OADA/OADR** from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.					
TIP	The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 64 through 70 of the LBR Instructions.					
TIP	Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.					
TIP	If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).					
TIP	If an appropriation made in the FY 2009-10 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.					

	Program or Service (Budget Entity Codes)				
Action	80900100	Department			

8. SCHEDULE I & RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level *or* SC1R, SC1D - Department Level)

8.1	Has a separate department level Schedule I and supporting documents package been submitted by the agency?		Y			
8.2	Has a Schedule I been completed in LAS/PBS for each operating trust fund?		Y			
8.3	Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IB, Schedule IC, and Reconciliation to Trial Balance)?		Y			
8.4	Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?		N/A			
8.5	Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative)?		Y			
8.6	Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling $100,000 or more for the fiscal year?		Y			
8.7	If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?		N/A			
8.8	If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to *section 215.32(2)(b), Florida Statutes* - including the Schedule ID and applicable legislation?		N/A			
8.9	Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)?		Y			
8.10	Are the statutory authority references correct?		Y			
8.11	Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)		Y			
8.12	Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?		Y			
8.13	If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?		Y			
8.14	Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?		Y			
8.15	Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?		Y			
8.16	Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?		Y			
8.17	If applicable, are nonrecurring revenues entered into Column A04?		N/A			
8.18	Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available?		Y			
8.19	Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?		Y			

	Program or Service (Budget Entity Codes)				
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8.20 Are appropriate service charge nonoperating amounts included in Section II?		Y			
8.21 Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?		Y			
8.22 Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling $100,000 or more.)		N/J	Explanation is provided on the Inter-Agency Transfer Form for each		
8.23 Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?		Y			
8.24 Are prior year September operating reversions appropriately shown in column A01?		Y			
8.25 Are current year September operating reversions appropriately shown in column A02?		Y			
8.26 Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?		Y			
8.27 Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?		Y			
8.28 Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?		Y			
AUDITS:					
8.29 Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).		Y			
8.30 Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? **(SC1R, SC1A - Report should print "No Discrepancies Exist For This Report")**		Y			
8.31 Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. **(SC1R, DEPT)**		Y			
TIP The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!					
TIP Determine if the agency is scheduled for trust fund review. (See page 124 of the LBR Instructions.)					
TIP Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.					
TIP Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.					
9. SCHEDULE II (PSCR, SC2)					
AUDIT:					
9.1 Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? **(BRAR, BRAA - Report should print "No Records Selected For This Request")** Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See *Base Rate Audit* on page 156 of the LBR Instructions.)		N/A			

		Program or Service (Budget Entity Codes)				
Action		80900100	Department			

10. SCHEDULE III (PSCR, SC3)

10.1	Is the appropriate lapse amount applied in Segment 3? (See page 88 of the LBR Instructions.)		N/A				
10.2	Are amounts in *Other Salary Amount* appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use **OADI** or **OADR** to identify agency other salary amounts requested.		N/A				

11. SCHEDULE IV (EADR, SC4)

11.1	Are the correct Information Technology (IT) issue codes used?		N/A				
TIP	If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.						

12. SCHEDULE VIIIA (EADR, SC8A)

12.1	Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate?			Y			

13. SCHEDULE VIIIB-1

13.1	This schedule is not required in the October 15, 2009 LBR submittal.						

14. SCHEDULE VIIIB-2 (EADR, S8B2)

14.1	Do the reductions comply with the instructions provided on pages 101 and 102 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds?			Y			

15. SCHEDULE XI (LAS/PBS Web - see page 108 of the LBR Instructions for detailed instructions)

15.1	Has the Schedule XI one page summary Excel file been e-mailed to OPB at OPB.UnitCostSummary@laspbs.state.fl.us? Agencies are required to generate this spreadsheet via the LAS/PBS Web. (Note: Pursuant to *section 216.023(4)(b), Florida Statutes,* the Legislature can reduce the funding level for any agency that does not provide this information.)			Y			
15.2	Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match the Excel file e-mailed to OPB?			Y			

AUDITS INCLUDED IN THE SCHEDULE XI REPORT:

15.3	Does the FY 2008-09 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (**GENR, ACT1**)			Y			
15.4	None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (**Audit #1 should print "No Activities Found"**)			Y			
15.5	Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (**Audit #2 should print "No Operating Categories Found"**)			Y			
15.6	Has the agency provided the necessary demand (Record Type 5) for all activities which should appear in Section II? (Note: Audit #3 will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)			Y			

Action	Program or Service (Budget Entity Codes)				
	80900100	Department			
15.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? **(Audit #4 should print "No Discrepancies Found")**		Y			
TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.					
16. MANUALLY PREPARED EXHIBITS & SCHEDULES					
16.1 Do exhibits and schedules comply with LBR Instructions (pages 109 through 153 of the LBR Instructions), and are they accurate and complete?	Y				
16.2 Are appropriation category totals comparable to Exhibit B, where applicable?	Y				
16.3 Are agency organization charts (Schedule X) provided and at the appropriate level of detail?		Y			
AUDITS - GENERAL INFORMATION					
TIP Review *Section 6: Audits* of the LBR Instructions for a list of audits and their descriptions.					
TIP Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.					
17. CAPITAL IMPROVEMENTS PROGRAM (CIP)					
17.1 Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A				
17.2 Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A				
17.3 Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A				
17.4 Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A				
17.5 Are the appropriate counties identified in the narrative?	N/A				
TIP Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.					
18. FLORIDA FISCAL PORTAL					
18.1 Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y			