

- ▶ Inmate Transportation
- ▶ Inmate Boarding Costs
- ▶ Fee's Associated to Delivery to D.O.C.
- ▶ Sentenced Inmate Daily Costs to State

Inmate Transports

- ▶ Verify that the person in custody is still wanted by the courts
- ▶ Decide if this is a trip for an officer or for a transport company
- ▶ Considerations to be made for any medical or mental health needs during transport
- ▶ Understand the reimbursement process if done by officer vs transport company

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[illegible]

Inmate George A. Washington is in custody in Broadwater County Montana. He is ready for pickup on your local charges only. Waiver of Extradition was signed March 31, 2023. He will be returned to 100 N. Main Freedom, MO 65555. (One way mileage is 745 miles). Case # 22JO-CR000123 for Burglary 1st Degree Bond of \$25,000 cash only. The trip required 2 Officers, Jim Smith and Bill Thompson, they left on April 1st and Returned April 3rd. Inmate was picked up on April 2nd, 2023. Meal expense on April 1st was \$5 for the 2 officers, April 2nd was \$40 for Officers and \$10 for inmate. April 3rd was \$40 for officers and \$5 for inmate. Their gas receipts were \$220 and hotel receipt was \$140.

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Practical Application

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Extradition company was used to pick up the inmate and it cost \$2500.

- Recouping will require an adequate records system.
- Attention to detail in booking
- Follow Through From Staff
- Patience... Blood From a Turnip

- ▶ You will need completed Sentencing Paperwork.
- ▶ Listing out of each officer involved.
- ▶ Starting point of transport for mileage calculation
- ▶ Don't leave without your paperwork
- ▶ Don't lose and turn in to appropriate person
- ▶ Very, sign and send back for reimbursement

Sentenced Inmate Days

- ▶ You will need the sentencing paperwork from the judge.
- ▶ You will need to check all booking records for the case(s) sentenced on to get correct number of days.
- ▶ You will need the date of sentencing to put the right number of days in the correct area pre-sentence vs post sentence.
- ▶ Verify, Sign and Pack with Inmate for Delivery
- ▶ Good Idea to keep a running list of what's paid and what's outstanding.

Grant Funding

- ▶ May be fully funded but with a time frame
- ▶ One time possibly with 50% match by county
- ▶ T's crossed and I's dotted to apply
- ▶ Have to search for them






What is recoupment?

- ▶ To get an equivalent for (losses)
- ▶ make up for.
- ▶ reimburse, compensate.
- ▶ recoup a person for losses.
- ▶ regain. an attempt to recoup

Processes of Recoupment

- ▶ Inmate Extradition Form
- ▶ Inmate Costs of Boarding Deducted/Assessed
- ▶ Certificate of Delivery for mileage and officer/guard
- ▶ Time Sentencing Paperwork (allocation of days)

Approach to consider for Recoupment

-  Identify What Costs Your Agency Wants to Try and Recoup
-  Are We Doing These Things Now?
-  Forms and Checklists to Document Systems Involved?
-  Identify Who is Going to Take Care of The Recoupment Process.
-  Who all is involved in the chain? Who is ultimately doing the quality assurance

Identify the options:

- ▶ How are these services tracked now?
- ▶ Will there be any new systems or processes needed to track and keep track of recouping?
- ▶ Do we know how much we have in it? What is "fair" price
- ▶ Is trying to recoup for said services legally acceptable? To what fund will the monies go into. Gotta keep the Auditors at bay.
- ▶ Your policies should plainly define.

Are We Providing Said Services Currently

- ▶ Don't create new work just to recoupe
- ▶ Weigh the costs of recouping vs employ workload, it may not be an even wash
- ▶ Don't pass up Easy Returned Money
- ▶ Can we buy cheaper, dispense better, and recoupe smarter
- ▶ If recouping show it at the blue-collar level somehow

Press Hard 3 Copies... Document

- ▶ How we submit for reimbursement
- ▶ How much "people" time is invested? Does it pay for the labor time?
- ▶ Can we create a system, workflow that reduces labor hours.
- ▶ What are the legal provisions for the collection of costs?
- ▶ Are these costs made known either on kiosks and/or inmate handbook?
- ▶ Have someone in charge of this process, have an accountability person do the audits. Verify, Verify, Verify.

Who is the Gatekeeper

Identify that person who will be the one to be the Point of Contact regarding reimbursements. They need the knowledge and the WHY of the agency importance to their role in this.

Routine audits should be performed, at random times, to hold verify and report up any discrepancies. Also, train up someone so that there is a fallback person if needed to step in.

The Buck Stops Here

The division/department head should be heavily involved in any process regarding finances.

When dealing with reimbursements, especially if coming from the State these should be monitored and triple checked by a few different eyes in the agency.

Specific Problems

- ▶ Evidence Introducing New Medications
- ▶ Evidenced-based medicine does not support being on the "cutting edge" or practicing in experimental territory
- ▶ Introducing new medication may open the door to abuse

How Do You Develop a Proactive Recoupment Process

- ▶ You will need to have key stakeholders in place first and also that they are versed and trained up.
- ▶ Utilize automation and systems to cut down on repetitive data entry points. This is labor intensive and also creates more points of error (human error)
- ▶ Assess and Look at the work as you go. We are humans and we like to see our hard work paying off.
- ▶ Reward and Praise those that are putting in the effort. Proactive Recoupment involves every team member doing their part.

Educate Staff

- ▶ Line Level Buy In
- ▶ What's the WHY
- ▶ Show the fruits of there hard work

Other Areas of Recoupment or Reimbursement

- ▶ Medical Supplies
- ▶ Discount from wholesaler
- ▶ Any other ideas

Conclusion

- ▶ Law Enforcement is a Business
- ▶ Budgets are real things
- ▶ Cost Savings Opportunities are needed
- ▶ Recoup, and get Reimbursed when can

