20.28.128 COMPLETING SCHEDULE B PART I-PERSONNEL SALARIES

(1) Regular and overtime salaries of personnel by position that work at the regional correctional facility on a full-time and part-time basis are allowable as direct operation costs. A list of these employees including name, title, and salary must be submitted to support Schedule B.

(2) The facility may list on Schedule B, Part I all personnel that work at or support the state portion of the facility, as long as the personnel's services in some way accrues to the benefit of state inmates and are listed on the staffing pattern attached to the contract. The facility shall use a bed ratio for shared direct personnel costs.

(3) Full-time and part-time salaries for the following personnel are usually allowable:

(a) regional correctional facility management officials;

(b) administrative support personnel;

(c) detention officers and other uniformed personnel assigned to the state portion of the regional correctional facility;

(d) maintenance personnel;

(e) cooks and aides;

(f) training officers;

(g) on-site medical personnel; and

(h) treatment counselors.

(4) Salaries of personnel who perform services that do not benefit state prisoners are not allowable. Examples are as follows:

(a) appointed and elected officials; e.g., the mayor, county attorney, county commissioners, state district court judges, justices of the peace, and city court judges;

(b) public defenders, probation and parole officers, other inmate attorneys, and other local court personnel; and

(c) law enforcement personnel assigned to nondetention functions; e.g., patrol officers, detectives, and investigators. (History: 53-30-507, MCA; IMP , 53-30-507, MCA; NEW , 2007 MAR p. 36, Eff. 1/12/07.)

(1) Generally, all related paid personnel benefit costs are allowable in the same ratio as the allocation in Part I.

(2) The following are types of personnel benefits that are allowable:

(a) retirement plan costs;

(b) FICA payroll taxes;

(c) life, health, and dental insurance plans;

(d) workers' compensation insurance; and

(e) employee uniforms, including shoes, if not claimed as a direct operating cost under Schedule D.

Authorizing statute(s): 53-30-507, MCA

Implementing statute(s): 53-30-507, MCA

History: NEW, 2007 MAR p. 36, Eff. 1/12/07.