



State of Maine Board of Corrections

State House Station #111
Augusta, ME 04333-0111



MEMBERS:

Mark Westrum*
Douglas Beaulieu
David Bowles
Anne Head
Richard Hanley
Randall Liberty
Joseph Ponte
Stuart Smith
Vinton Cassidy
* Chair of the Board

EXECUTIVE DIRECTOR:

Michael Tausek

EXECUTIVE ASSOCIATES:

Kelene Barrows
April Fortier

CORRECTIONS WORKING GROUP:

Commissioner Joseph Ponte*
Sheriff Glenn Ross*
Cynthia Brann
David Allen
Scott Ferguson
Amy Fowler
Ralph Nichols
John O'Connell
*Co-Chairs

FOCUS GROUPS:

Budget
Education
Inventory of Needs
Information Technology
Medical/ Pharmacy
Mental Health/Substance Abuse
Pretrial/Diversion/Reentry
Transportation
Victim Services

Date: March 20, 2012

To: County Commissioners, Sheriffs, County Clerks and Jail Administrators

From: Michael Tausek, Executive Director

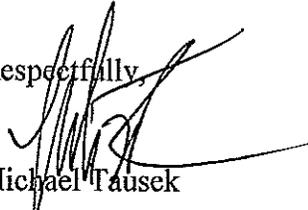
Subject: Fiscal Year 2013 Budget Time Line

Dear Members:

I have put together a time line to better assist in preparing your Fiscal Year 2013 budgets. As you will see below, the goal is to have all submitted budgets approved no later than June 19, 2012. This document should be read in conjunction with the Budget Instruction Memorandum. I hope the information detailed below is helpful.

- March 20, 2012 – BOC shall discuss and approve Budget Instruction Memorandum and Budget Time Line.
- April 17, 2012 – BOC to be briefed on budget process.
- May 1, 2012 – Each county will submit a finalized budget by 4:00 p.m.
- May 22-23, 2012 - Budget review will take place in the BOC Conference Room, 3rd Floor of the Marquardt Building, 32 Blossom Lane, Augusta.
- June 19, 2012 - Board members shall meet to conduct final reviews and report on approved budgets.

Respectfully,


Michael Tausek