



OKLAHOMA
Pardon and
Parole Board

Pardon and Parole Board

FY 2026 Budget Hearing Presentation

Submitted by: Tom Bates, Executive Director

Tom Bates

Executive Director



The **Pardon and Parole Board** serves the citizens of Oklahoma by making careful and informed decisions, focusing on public safety, offender accountability and re-entry, and victim rights

Founded in **1944** this agency, now encompasses the following divisions:
administrative and field.

Agency Vision, Mission and Core Values

Vision: The Oklahoma Pardon and Parole Board envisions a parole and pardon system that promotes and utilizes fair and equitable decision-making, reduces risk to public, includes victim concerns, and encourages successful inmate re-entry.

Mission: The Pardon and Parole Board serves citizens of Oklahoma by making careful and informed decisions, focusing on public safety, offender accountability and re-entry, and victim rights.

Core Values: The Pardon and Parole Board is committed to conducting a thorough review of all cases and to consider all parties in our decision-making.



Accomplishments

Top accomplishments for FY 2024 – FY 2025

- 1) Reviewed and Revised our Administrative Rules and policies and procedures.
- 2) Continue to refine and share our pardon and commutation SharePoint process with key stakeholders, ensuring its effectiveness.
- 3) Went live in new offender management system ICON.



Analysis of Agency Challenges

	Challenge	Current Actions (Briefly describe how the agency is currently addressing the challenge.)	Planned Actions (Briefly describe how the agency plans to address the challenge going forward.)
1	Ongoing challenges of attracting and retaining adequate employees in a competitive job market.	We have rearranged duties and staff roles to accommodate more efficient workloads. By analyzing current tasks and responsibilities, we have identified opportunities for redistribution, ensuring that team members are focused on their strengths and that essential functions are adequately covered.	We plan to increase our reliance on automated services. By integrating technology into our operations, we can streamline repetitive tasks, reduce manual workloads, and free up staff to focus on higher-value activities.
2			
3			
4			
5			



Savings & Efficiencies (Current or Planned)

Savings or Efficiency Name	Brief description of how savings were achieved	Savings in Unit of Measurement*	FY 2024 (Actual \$ Savings)	FY 2025 (Projected \$ Savings)	FY 2026 (Projected \$ Savings)
Automation	<i>Increased automation processes.</i>	Currently, every inmate that successfully reintegrates into the community saves Oklahoma \$66.99 per day. By reducing the release preparation time from the current 14-30 days to just 5 days, we can enhance this savings potential.			
Digitization	Leveraging technology to reduce paper use and storage space requirements.	No longer print, copy, or distribute applications via-mail.	\$1,200		
Legal Services	Revocation hearings were brought back in house.	\$35.650.92	\$35,650.92		



Agency Goals and Key Performance Metrics

Goal		Metric	FY 24 Target	FY 24 Actuals	FY 25 Target	FY 29 Target
1	Increased Automation Processes	The new offender management system will allow for several of our manual processes to be automated.				
2	Increase efficiency in processing all applications and dockets.	<p>The Board docketed and considered 5,874 cases through December 2024</p> <p>Additional work completed by agency staff during 2024 included:</p> <ul style="list-style-type: none"> • 3,604 reports prepared by investigators • 4,689 new DOC arrivals docketed for parole eligibility • 152 revocations, 41 hearings (through 10/18/24) • 1,088 waivers • Certificates Prepared: 922 board paroles; 203 Governor paroles; 29 commutations; 182 pardons (through November) 		<p>Stage I Commutations: 426</p> <p>Stage II Commutations: 34</p> <p>SIR: 955</p> <p>Paroles: 3,570</p> <p>Administrative Paroles: 621</p> <p>Medical Paroles: 2</p> <p>Pardons: 268</p>		
3						
4						



Projects for FY 2025

- 1) We have successfully gone live with the new ICON system, which marks a major milestone in our digital transformation. The project is now in the post-launch phase, where we are conducting thorough audits to ensure that all data has been accurately transferred and integrated into the new system. This includes verifying data integrity, addressing any discrepancies, and ensuring the system functions as expected across all departments. The team is focused on fine-tuning the system to ensure a seamless transition and full operational efficiency moving forward.



Projects for FY 2026

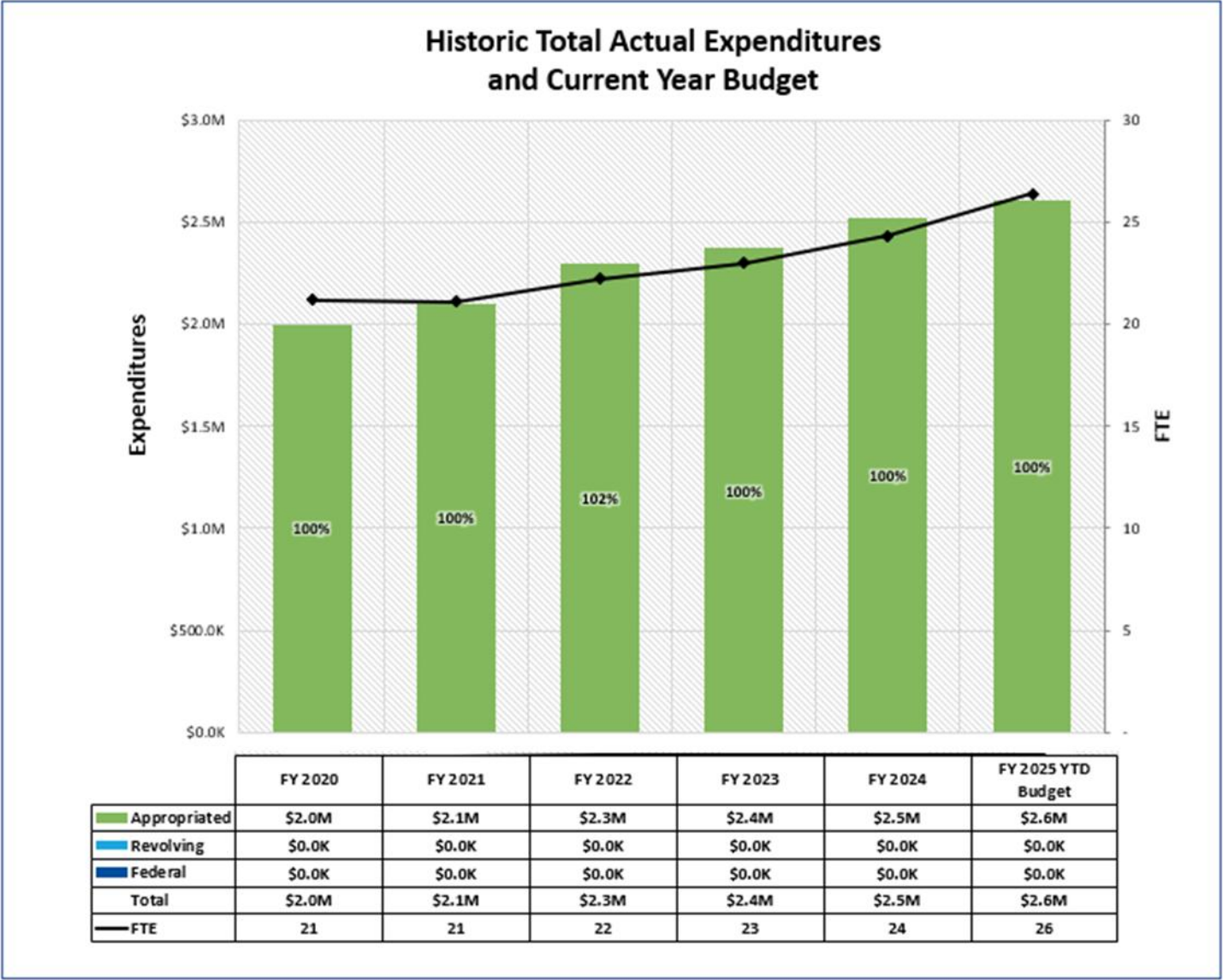
- 1) With the successful launch of ICON and Looking ahead, we are committed to exploring and implementing automation opportunities across all relevant processes. As we continue to stabilize the system, we will actively identify areas where automation can enhance efficiency, reduce manual errors, and streamline workflows. This includes automating routine tasks, integrating systems for real-time data updates, and leveraging analytics for decision-making. Our goal is to build a fully optimized and automated environment that not only supports day-to-day operations but also drives long-term strategic goals, improving overall productivity and service delivery.
- 2) Through careful planning and continuous improvement, we aim to ensure that ICON becomes a robust platform capable of evolving with our needs and maximizing the benefits of automation throughout the organization.



Total Historic Actual Expenditures (FY 2020-24) and Current Year Budget (FY 2025)

Explanation of Changes and Trends

PPB has had no significant changes or trends in the expenditure or budget data.



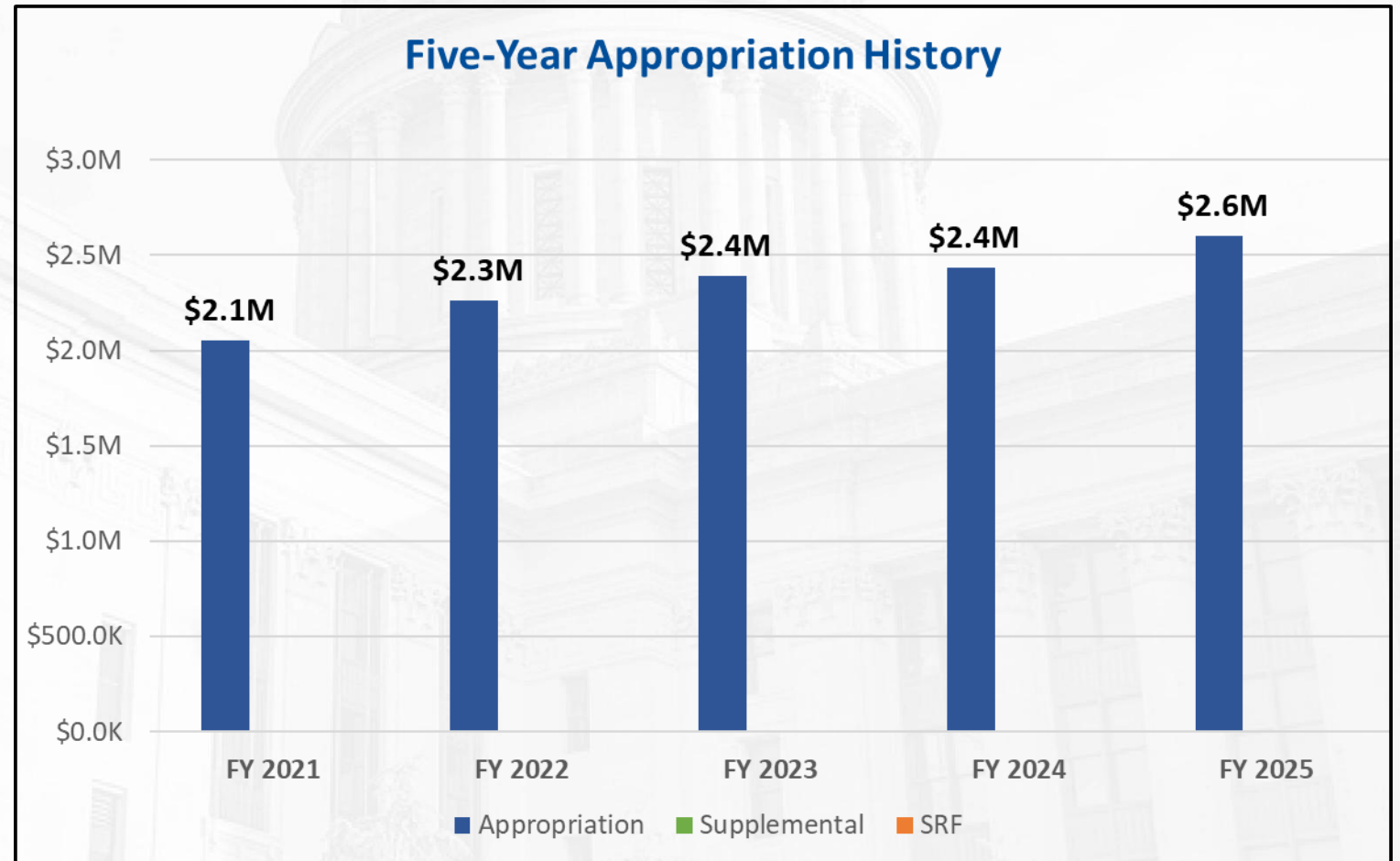
FY 2025 Budgeted Full Time Equivalents (FTE)



	FY 2025 Budgeted FTE
Total FTE	24.5
Supervisor FTE	7
Supervisors to Total FTE Ratio (%)	28.57%
Current Budgeted but Unfilled FTE	2

Appropriation History

Fiscal Year	Legislated Appropriation (\$) <i>(Includes supplementals and SRF/ARPA.)</i>
FY 2021	\$2,273,400
FY 2022	\$2,273,400
FY 2023	\$2,433,400
FY 2024	\$2,433,400
FY 2025	\$2,604,446



**Includes Supplemental and Statewide Recovery Fund (ARPA) appropriations.*



Financial Resource Analysis

Carryover	FY 2021	FY 2022	FY 2023	FY 2024
Total appropriated carryover amount expended (\$)	\$1,571,153	\$1,793,319	\$1,757,463	\$1,842,686

Historical Cash Balances	FY 2021	FY 2022	FY 2023	FY 2024
Year End Revolving Fund Cash Balances <i>(All Revolving Funds)</i>	N/A	N/A	N/A	N/A

Revolving Class Fund # <i>(Unrestricted only)</i>	Revolving Class Fund Name <i>(Unrestricted only)</i>	Current cash balance (\$)	Projected FY 2025 year-end cash balance (\$)
#		\$	\$
#		\$	\$
#		\$	\$
#		\$	\$
#		\$	\$
#		\$	\$
	Total Unrestricted Revolving Fund Cash balance:	\$	\$



Unrestricted funds are those that are not limited by state or federal law, rule, regulation, other legally binding method, or donor restriction.

FY 2023 – 2024 Appropriation Change Review

<i>Purpose of appropriation increase or decrease</i>	<i>Amount FY 2023</i>	<i>Amount FY 2024</i>	<i>Total amount received FY 2023 - 24</i>	<i>Total amount expended by 11/1/2024</i>	<i>Included in FY 2025 approp? (Yes/No)</i>	<i>If not expended fully, please explain.</i>
N/A	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
	\$	\$	\$	\$		
Totals	\$	\$	\$	\$		



**Do not include SRF / ARPA appropriation increases.*



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Appendix