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Joint Committee on Finance, March 27, 1997

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VII-a. Department of Corrections -- Michael J. Sullivan, Secretary

The department requests the transfer of \$89,000 GPR and 4.0 FTE GPR positions in FY97 from the Committee's appropriation (s. 20.865(4)(a)), which was allocated to the department for a secure work program for inmates under 1995 Wisconsin Act 416, to the department's general program operations appropriation (s. 20.410(1)(a)).

Governor's Recommendation

Approve as requested.

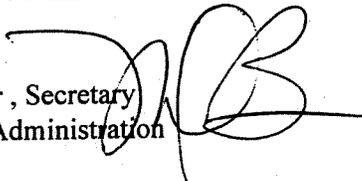
CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: March 27, 1997

To: Members, Joint Committee on Finance

From: Mark D. Bugher, Secretary
Department of Administration



Subject: Section 13.10 Request #2 from the Department of Corrections

Request

The Department of Corrections (DOC) requests the transfer of \$89,000 GPR and 4.0 FTE GPR positions in FY97 from the committee's appropriation (s. 20.865 (4) (a)), which was allocated to DOC for a secure work program for inmates under 1995 Wisconsin Act 416, to the DOC's general program operations appropriation (s. 20.410 (1) (a)).

Background

1995 Wisconsin Act 416 authorized DOC to establish a secure work program for inmates under s. 303.063 of the statutes which allows DOC to assign inmates to work details away from the grounds of an institution while appropriately restrained for security purposes. Before implementing the program, DOC is required to promulgate rules specifying the procedures and regulations relating to the program.

Additionally, under section 9133 (3t) of Act 416, \$183,800 GPR and 4.0 FTE GPR positions are allocated to DOC in the committee's appropriation (s. 20.865 (4) (a)) for FY97 for the performance of duties relating to the secure work program. The funds in s. 20.865 (4) (a) may not be used unless DOC makes a request and a report on their intended use which is approved by the committee. No finding of an emergency is needed to use the funds allocated.

Analysis

The report required by Act 416 on the secure work program has been attached to this request to describe the program and the intended use of the funds.

DOC proposes to implement secure work crew programs at the Racine Correctional Institution and the Fox Lake Correctional Institution. Each work crew will consist of

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up to 12 inmate members and 2 correctional officers. An analysis of the report describes a comprehensive program intended to provide work opportunities for inmates, teach responsibility and productivity in a work setting, provide disciplinary dispositions for violation of administrative rules, provide a service to the community and prepare offenders for return to the community.

Attached is a copy of the proposed rules relating to the program which were prepared by DOC and must be promulgated before the program is implemented.

DOC proposes to use the funds requested as follows:

	FTE	FY97	FY98
Permanent salaries	4.0	\$18,500	\$96,800
Turnover		-100	-1,800
Fringe benefits		7,900	40,300
Internal services		100	1,600
Supplies and services		6,700	8,200
One-time:			
Two 15-passenger vehicles		43,700	
2 Trailers		600	
2 All terrain vehicles		8,000	
Officer's start-up supplies and equip		3,600	
TOTAL	4.0	\$89,000	\$145,100

As shown above the one-time start-up cost of this program is \$55,900 in FY97 and the on-going cost is \$33,100 for officer pre-service training and one month of operation of the secure work crew in FY97. The total annualized cost of this program is \$145,100 which would accommodate up to 24 inmates at a cost per inmate of \$6,045 annually.

As an alternative to new one-time funding for passenger vehicles, trailers and all terrain vehicles, the institutions could utilize existing vehicles available in DOC or lease vehicles using existing funding sources. Under this alternative the funding would be adjusted as follows:

	FTE	FY97	FY98
Permanent salaries	4.0	\$18,500	\$96,800
Turnover		-100	-1,800
Fringe benefits		7,900	40,300
Internal services		100	1,600
Supplies and services		6,700	8,200
Officer's start-up supplies and equip		3,600	
TOTAL	4.0	\$36,700	\$145,100

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Recommendation

Approve the transfer of \$36,700 GPR and 4.0 FTE GPR positions from s. 20.865 (4) (a) to the Department of Correction's general program operations appropriation, (20.410 (1) (a)) in FY97 to implement the secure work program for inmates.

Attachments:

DOC Secure Work Program Report to the Joint Committee on Finance
Proposed Administrative Rules for the Secure Work Program

Prepared by: Roger Fetterly 266-2213

SECURE WORK PROGRAM

The Legislature created 303.063 of the Wisconsin Statutes; the "Secure Work Program." The Statute states that "The department may establish a secure work program for inmates in which the inmates are assigned to work away from the grounds of the institution while appropriately restrained for security purposes."

The department proposes to implement secure work crews at two of its medium security facilities; Racine and Fox Lake Correctional Institutions.

The purposes of the Secure Work Program is to:

- 1) Provide work opportunities for inmates;
- 2) To provide inmates opportunities to assume responsibility in work settings to prepare them for a productive return to the working world upon release to the community;
- 3) To fulfill the correctional goals of public protection and reintegration of the inmate back into the community;
- 4) To provide service to the community; and
- 5) To serve as a disciplinary disposition for violation of Administrative Rules.

The program will target repeat offenders and rules violators who do not get the message. This will include inmates in the Intensive Sanctions Program being sanctioned back to prison and probationers or parolees as an alternative to revocation as well as inmates who violate Administrative Rules. The Secure Work Program will help these inmates take responsibility for their actions and will require them to perform productive community service, thereby giving back to their fellow citizens.

Inmates placed on secure work crews will be medium security offenders. They will be screened and selected for this assignment by the institution Program Review Committees subject to the final review and approval of the institution Warden.

Each secure work crew will be supervised by two Correctional Officer 3's. One of the two Correctional Officers will be armed with a Remington Model 870 shotgun. Work Crew Officers will be issued chemical agents at the discretion of the Warden. The Officers will also be equipped with radio communication devices and appropriate transport vehicles.

Each secure work crew will normally work a four day week, ten hour day during daylight hours. Work performed will vary and will include such activities as roadside maintenance, landscaping, weed control, gardening and assistance with civic/non-profit or state agency work projects.

Assignment to a secure work crew will be from 30 to 60 days in duration. Assignment will not be voluntary and participation for those inmates selected will be mandatory. Inmates refusing to work will be required to travel to the work site and will remain in view of the rest of the work crew until he agrees to participate.

Inmates on the work crews will normally be fed their noon meal consisting of a bag lunch on the work site. Other meals will be taken at the institution.

Secure Work Program

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Inmates on the work crews will be clothed appropriate for weather conditions and the work to be performed. They will wear distinctively colored outerwear which will bear the wording "Wisconsin DOC."

Administrative Rules and Security Internal Management Procedures have been drafted to implement the Secure Work Program. It is the department's intent to establish the program at two of our institutions and after some experience, we will evaluate security procedures and work crew expectations to determine the need for changes and future applications.

DRAFT

CHAPTER DOC 3 _____
Secure Work Program

DOC 3 __.01 Purpose - The purposes of a Secure Work Program are:

- (1) To provide inmates work opportunities while appropriately restrained for security purposes.
- (2) To provide inmates opportunities to assume responsibility in work settings to prepare them for a productive return to the working world upon release to the community.
- (3) To fulfill the correctional goals of public protection and reintegration of the inmate back into the community.
- (4) To provide service to the community.

DOC 3 __.02 Applicability - This chapter applies to the Wisconsin Department of Corrections and adult inmates in its' custody. It interprets S 303.063, Stats. This chapter is adopted pursuant to the authority of S 303.063(2), Stats.

DOC 3 __.03 Definitions - In this chapter:

- (1) PRC means the Program Review Committee whose primary duties and composition are set forth in S. DOC 302.18.

DOC 3 __.035 Organization of the Secure Work Program -

- (1) Inmates shall be eligible under DOC 3 __.04.
- (2) The inmate's participation in the Secure Work Program shall be approved by the PRC of the correctional facility where the inmate is assigned.
- (3) A secure work crew will be made up of up to 12 inmates.

- (4) Assignment to the Secure Work Program will be from 30 to 60 work days.
- (5) Inmate work crew members shall be restrained by individual chain leg restraints and may be required to wear electronic stun belts or utilize other security technology.
- (6) Each work crew will be supervised by 2 Correctional Officers with a minimum of 1 of 2 Correctional Officers being armed.

DOC 3__04 Eligibility for Secure Work Program assignment -

- (1) An inmate shall have a security classification of medium, minimum, or minimum CRC as described in S. DOC 302.12.
- (2) Inmates assigned to the Secure Work Program will include intensive sanctions inmates being sanctioned back to prison and probationers and parolees being held in custody as an alternative to revocation (ATR).
- (3) Inmates meeting the requirements of DOC 3__04 may be assigned to the Secure Work Program as a disciplinary disposition under DOC 303.

DOC 3__05 Secure Work Program Operation -

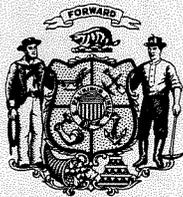
- (1) Inmates will be assigned to work outside the secure perimeter of the correctional institution to which the inmate is assigned.
- (2) Work assignments will include but not be limited to activities such as roadside cleaning, snow removal, construction projects and specific community service projects.
- (3) Inmate crew members will be required to wear distinctively colored outerwear.

DOC 3_.06 Inmate Secure Work Crew Pay - Inmates not in disciplinary status assigned to secure work crews and who perform adequately will be paid at the rate of \$.17 per hour for hours worked.

DOC 3_.07 Review of Work Program Assignment - Any assignment of an inmate to the Secure Work Program will be reviewed and approved by the Warden or his/her designee.

Tommy G. Thompson
Governor

Michael J. Sullivan
Secretary



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State of Wisconsin Department of Corrections

February 25, 1997

To: The Honorable Brian Burke, Co-Chair
Joint Committee on Finance

The Honorable Scott Jensen, Co-Chair
Joint Committee on Finance

From: Michael J. Sullivan, Secretary
Department of Corrections

A handwritten signature in cursive script, appearing to read 'M. J. Sullivan', written over the typed name of the sender.

Subject: S. 13.10 Request

The Department of Corrections requests that \$ 89,000 and 4.0 GPR FTE appropriated in 1995 Wisconsin Act 416 be transferred from s. 20.865 (4)(a) to s. 20.410 (1)(a) to implement the secure work program authorized in 1995 Wisconsin Act 416 . These costs include salary, fringe, and supplies and services for one month for the 4.0 FTE. The purchase of two 15 passenger vans and communication equipment is also included.

Continuing costs for this program are \$145,100 annually.

Background

1995 WI Act 416 authorized the establishment of a secure work program in which inmates are assigned to work away from the grounds of the institution while appropriately restrained for security purposes. Under section s. 20.865(4)(a), \$183,800 and 4.00 FTE were authorized for the 1996-97 fiscal year.

The department was directed to submit a report on the intended use of the funds for approval by the Joint Committee on Finance, and to promulgate rules specifying the procedures and requirements relating to the program. It was specified that that no finding of an emergency is required for the Joint Committee on Finance to use the moneys allocated.

The report, draft Administrative Rules, and draft Security Internal Management Procedures are attached to this request.

Senator Brian Burke
Representative Scott Jensen
February 25, 1997
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Summary

The Department of Corrections requests approval of its report on the secure work program, and transfer of \$89,000 and 4.0 GPR FTE from s. 20.865(4)(a) to s. 20.410(1)(a) in order to implement the program which was approved in Wisconsin Act 416.

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