

***RULES CLEARINGHOUSE***

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**CLEARINGHOUSE REPORT TO AGENCY**

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[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

**CLEARINGHOUSE RULE 98-193**

AN ORDER to renumber DOC 349.04 (1); to renumber and amend DOC 349.01, 349.04 (2) and 349.16 (1) (c); and to create DOC 349.01 (2) and (3), 349.03 (1m), (4m) and (10m), 349.16 (1) (c) and 349.21 (title) and (2), relating to holding juveniles in municipal lockup facilities.

Submitted by **DEPARTMENT OF CORRECTIONS**

12-04-98 RECEIVED BY LEGISLATIVE COUNCIL.  
01-07-99 REPORT SENT TO AGENCY.

RS:AS:jal;wu

**LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT**

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]

Comment Attached      YES       NO

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]

Comment Attached      YES       NO

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]

Comment Attached      YES       NO

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS  
[s. 227.15 (2) (e)]

Comment Attached      YES       NO

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]

Comment Attached      YES       NO

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL  
REGULATIONS [s. 227.15 (2) (g)]

Comment Attached      YES       NO

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]

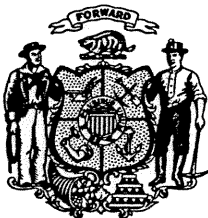
Comment Attached      YES       NO

# WISCONSIN LEGISLATIVE COUNCIL STAFF

## RULES CLEARINGHOUSE

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## CLEARINGHOUSE RULE 98-193

### Comments

**[NOTE: All citations to "Manual" in the comments below are to the Administrative Rules Procedures Manual, prepared by the Revisor of Statutes Bureau and the Legislative Council Staff, dated September 1998.]**

#### 2. Form, Style and Placement in Administrative Code

a. The finding of an emergency should be replaced with an analysis of the permanent rule. Also, a new effective date for the permanent rule should be provided.

b. In s. DOC 349.01 (3), the phrase "These rules are" should be replaced by the phrase "This chapter is."

#### 5. Clarity, Grammar, Punctuation and Use of Plain Language

a. In item 2. of the emergency statement, the phrase "secure custody status" should be enclosed in quotation marks.

b. In s. DOC 349.03 (4m), "delinquent" should be defined as an adjective or "delinquent act" should be defined. "Delinquent" is not used as a noun in the rule.

c. In s. DOC 349.21 (2), the paragraphs do not logically follow the introductory material. It would be clearer to rewrite par. (a) as "Except as provided in this section, the lockup facility meets the provisions of this chapter and has been approved by the department as a suitable place for holding juveniles in custody." Pars. (c) and (e) could become pars. (b) and (c) and be rewritten in the past tense to require the policy and procedures to have been developed before any juvenile is held in a lockup.

Pars. (b) and (d) could be renumbered subs. (3) and (4) because those are conditions that must be met once a juvenile is taken into custody instead of before any juvenile is held in the facility. Finally in the introduction, the phrase "all of" should follow the word "if."

d. In s. DOC 349.21 (2) (d) 2., the sentence should clarify what a juvenile must be at risk of to require observations at 15-minute intervals. Also, the conditions listed following "such as" do not qualify as "at risk." Perhaps a phrase such as "due to a condition" could be inserted before "such as."

e. In s. DOC 349.21 (2), it may be helpful to the reader to include the statutory requirements that a juvenile may only be held in a lockup while he or she is awaiting a custody hearing under s. 938.21 (1) (a), Stats., and that a juvenile may be held for investigative purposes only.

ORDER OF THE  
DEPARTMENT OF CORRECTIONS  
CREATING RULES

FINDING OF EMERGENCY

*The do as analysis*  
②

The Department of Corrections finds that an emergency exists and that rules included in this order are necessary for the immediate preservation of public safety. A statement of the facts constituting the emergency is: A recent session law, 1997 Wis. Act 296, created s. 938.209(2m), Stats., which permits the holding of juveniles in municipal lockup facilities if the facilities meet certain criteria. This act took effect on July 1, 1998. A municipal lockup facility may only hold juveniles who are alleged to have committed a delinquent act if the department of corrections approves the facility for the holding of juveniles. In addition, the lockup facility may only hold the juvenile for no more six hours. Also, there must be sight and sound separation between any juveniles and adults being held in the lockup. Finally, the lockup facility may only hold the juvenile for investigative purposes.

Under current rule a municipal lockup facility may not hold juveniles. The act authorizes the department of corrections to promulgate rules establishing minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility. The permanent rule process has been started. However, the permanent rule process will take approximately nine months to complete. Emergency rules are necessary to establish an approval process and operational standards for the safety of the public and juveniles while permanent rules are being developed.

This order:

1. Adopts the statutory definitions of adult, delinquent, and juvenile.
2. Defines the term "secure custody status."
3. Establishes the authority and purpose of establishing minimum standards for the holding of juveniles in municipal lockup facilities.
4. Prohibits the holding of juveniles in municipal lockup facilities, except if the juvenile is alleged to have committed a delinquent act.
5. Requires that the lockup facility provide juveniles notification of policies and procedures of the facility regarding the holding of juveniles and facility programs, including health screening and care, suicide prevention, control and administration of medications, and communicable disease control.
6. Provides that only juveniles who are alleged to have committed a delinquent act may be held in a municipal lockup facility.
7. Provides that juveniles who are alleged to have committed a delinquent act may be placed in secure custody status for a period of time not to exceed 6 hours.
8. Provides that the lockup administrator shall develop and implement policies and procedure to ensure sight and sound separation between juveniles and adults who are being held in the lockup facility.
9. Provides that lockup facility staff shall physically observe juveniles at least once every 20 minutes at irregular intervals and shall document the

⑤



938.183, Stats., or who has committed a contempt of court, as defined in 785.01(1), Stats., as specified in s. 938.355(6g), Stats.

DOC 349.03(10m) "Juvenile" means a person who is less than 18 years of age, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "juvenile" does not include a person who has attained 17 years of age.

DOC 349.03(14m) "Secure custody status" means the status of a juvenile in a lockup facility, which begins when the juvenile is placed in a cell, holding room, or other locked or secure room within the lockup until the juvenile is released from custody or is removed from the secure portion of a police station.

SECTION 4. DOC 349.04(1) is renumbered to DOC 349.04.

SECTION 5. DOC 349.04(2) is renumbered DOC 349.21(1), and as renumbered is amended to read:

DOC 349.21(1) A lockup may not be used for the secure detention of juveniles ~~as defined under s. DOC 346.03(4)~~, except a lockup may be used to hold juveniles who are alleged to have committed a delinquent act. (2)

SECTION 6. DOC 349.16(1)(c) is renumbered DOC 349.16(1)(d), and as renumbered is amended to read:

DOC 349.16(1)(d) Statement of the procedure for notification of inmates and juveniles of each policy under par. (b) and (c). (2)

SECTION 7. DOC 349.16(1)(c) is created to read:

DOC 349.16(1)(c) Statement of policies and procedures for detention of juveniles who are alleged to have committed a delinquent act, consistent with s. DOC 349.21.

SECTION 8. DOC 349.21(title) and (2) are created to read:

DOC 349.21 Detention of juveniles.

(2) A lockup administrator may authorize the holding of a juvenile who is alleged to have committed a delinquent act only if the following criteria are met:

(a) Except as provided in this section, the provisions of this chapter apply to the detention of juveniles in lockup facilities.

*Subd. 2005*  
*all of*  
*the best practice meets*  
*and has been approved by the*  
*department as a suitable place*  
*for holding juveniles in custody*

*man*  
(b) The lockup administrator may authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for a period of time not to exceed 6 hours.

*develop*  
(c) The lockup administrator shall develop and implement policies and procedures which ensure sight or sound separation between juveniles and adult inmates in all areas of the lockup facility, including entrances, booking, intake, elevators, staircases, cells, holding rooms, and all other areas in which juveniles could have contact with adult inmates.

(d) Lockup facility staff shall physically observe each juvenile and document each observation. The observations shall be in accordance with the following schedule:

1. Every juvenile at least once every 20 minutes at irregular intervals



Tommy G. Thompson  
Governor

Jon E. Litscher  
Secretary



**State of Wisconsin  
Department of Corrections**

Mailing Address

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Fax (608) 267-3661

March 25, 1999

MAR 25 1999

MAR 25 1999

Senator Judy Robson  
Joint Committee for Review of Administrative Rules  
State Capital, Room 15 South  
Madison, Wisconsin 53708

Representative Glenn S. Grothman  
Joint Committee for Review of Administrative Rules  
State Capitol, Room 125 West  
Madison, Wisconsin 53708

Re: Clearinghouse Rule 98-193, relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a delinquent act

Dear Senator Robson and Representative Grothman:

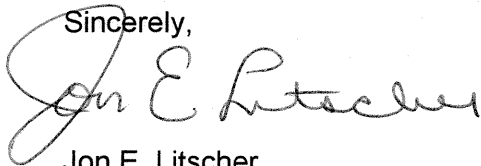
Under s. 227.24 (2), Stats., I ask the Joint Committee to extend by 60 days the above captioned emergency rule which relates to the holding in municipal lockup facilities juveniles who are alleged to have committed a delinquent act. The emergency rule renumbers and amends DOC 349.01, DOC 349.04(1), and DOC 349.16(1)(c), creates DOC 349.01(2) and (3), DOC 349.03(1m), (4m), and (10m), and DOC 349.21. This emergency rule will expire on May 2, 1999, before it can be replaced by a permanent rule.

This emergency rule is required to establish minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility. The extension to the emergency rule is necessary in order for local law enforcement to continue temporarily holding juveniles safely and securely in an approved lockup facility while the police investigation is proceeding. The Department of Corrections has proposed a permanent rule to establish these minimum standards. The Department submitted the proposed permanent rule to the Administrative Rules Clearinghouse on December 4, 1998, a copy of which is enclosed. The Department received the report from the Administrative Rules Clearinghouse on January 7, 1999. On February 1, 1999, the Department scheduled this rule for a public hearing which was held on February 15, 1999, a copy of the notice of hearing is enclosed. The open comment period for written comments extended to February 22, 1999. The Department submitted the proposed administrative rule to the legislature on March 25, 1999, a copy of the submittal is enclosed. The Department will not be able to promulgate the permanent rule before the emergency rule expires on May 2, 1999.

Senator Robson  
Representative Grothman  
March 25, 1999  
Page 2

Copies of the order creating the emergency rule and the proposed order creating a permanent rule are enclosed. If you have any questions about our request to extend the effective period of the emergency rule, please contact Kathryn R. Anderson of the Department's Office of Legal Counsel at 266-9281.

Sincerely,

A handwritten signature in cursive script that reads "Jon E. Litscher". The signature is written in dark ink and is positioned above the typed name.

Jon E. Litscher  
Secretary

Enclosures

cc: JCRAR Members



Tommy G. Thompson  
Governor

Michael J. Sullivan  
Secretary

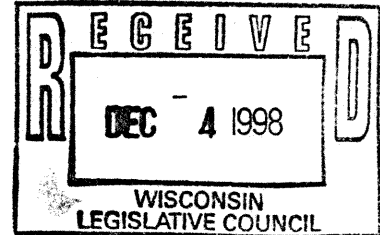


State of Wisconsin  
Department of Corrections

F  
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Telephone (608) 266-2471

December 3, 1998

Ronald Sklansky, Director  
Administrative Rules Clearinghouse  
One East Main Street, suite 401  
Madison, WI 53701-2536

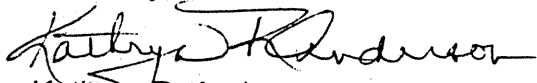


Re: Proposed Amendments to Ch. DOC 349, Wis. Adm. Code, relating to holding juveniles in municipal lockup facilities

Dear Mr. Sklansky:

The Department of Corrections is submitting for review under s. 227.15, Stats., the enclosed proposed rule which amends ch. DOC 349, Wis. Adm. Code, and which relates to holding juveniles in municipal lockup facilities.

Sincerely,

  
Kathryn R. Anderson  
Assistant Legal Council

Enclosure

Cc Michael J. Sullivan, Secretary  
Marty Ordinans

ORDER OF THE  
DEPARTMENT OF CORRECTIONS  
CREATING RULES

FINDING OF EMERGENCY

The Department of Corrections finds that an emergency exists and that rules included in this order are necessary for the immediate preservation of public safety. A statement of the facts constituting the emergency is: A recent session law, 1997 Wis. Act 296, created s. 938.209(2m), Stats., which permits the holding of juveniles in municipal lockup facilities if the facilities meet certain criteria. This act took effect on July 1, 1998. A municipal lockup facility may only hold juveniles who are alleged to have committed a delinquent act if the department of corrections approves the facility for the holding of juveniles. In addition, the lockup facility may only hold the juvenile for no more six hours. Also, there must be sight and sound separation between any juveniles and adults being held in the lockup. Finally, the lockup facility may only hold the juvenile for investigative purposes.

Under current rule a municipal lockup facility may not hold juveniles. The act authorizes the department of corrections to promulgate rules establishing minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility. The permanent rule process has been started. However, the permanent rule process will take approximately nine months to complete. Emergency rules are necessary to establish an approval process and operational standards for the safety of the public and juveniles while permanent rules are being developed.

This order:

1. Adopts the statutory definitions of adult, delinquent, and juvenile.
2. Defines the term secure custody status.
3. Establishes the authority and purpose of establishing minimum standards for the holding of juveniles in municipal lockup facilities.
4. Prohibits the holding of juveniles in municipal lockup facilities, except if the juvenile is alleged to have committed a delinquent act.
5. Requires that the lockup facility provide juveniles notification of policies and procedures of the facility regarding the holding of juveniles and facility programs, including health screening and care, suicide prevention, control and administration of medications, and communicable disease control.
6. Provides that only juveniles who are alleged to have committed a delinquent act may be held in a municipal lockup facility.
7. Provides that juveniles who are alleged to have committed a delinquent act may be placed in secure custody status for a period of time not to exceed 6 hours.
8. Provides that the lockup administrator shall develop and implement policies and procedure to ensure sight and sound separation between juveniles and adults who are being held in the lockup facility.
9. Provides that lockup facility staff shall physically observe juveniles at least once every 20 minutes at irregular intervals and shall document the

observations. If the juvenile is identified by the facility staff as being at risk (for example, suicidal tendency, under the influence of drugs or alcohol, or mental disturbance) the observations shall be at least once every 15 minutes at irregular intervals.

10. Requires that juvenile records be maintained in a confidential manner and kept separate from adult records, in accordance with s. 938.396, Stats.

The order provides for including in chapter DOC 349, Municipal Lockup Facilities, the rules for holding juveniles who are alleged to have committed a delinquent act.

### ORDER

Under the authority vested in the Department of Corrections by s. 938.209(2m)(b), Stats., the Department of Corrections hereby creates rules interpreting s. 938.209(2m), Stats, as follows:

**SECTION 1.** DOC 349.01 is renumbered DOC 349.01(1), and as renumbered is amended to read:

**DOC 349.01 Purpose and authority.** (1) The purpose of this chapter is to establish minimum standards for the design, construction and security of municipal lockup facilities, for maintaining sanitary and safe conditions in lockups and for the development of inmate written program standards for municipal lockup facilities relating to holding inmates and juveniles who are alleged to have committed a delinquent act. ~~The rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.37, and 302.365, Stats.~~

**SECTION 2.** DOC 349.01(2) and (3) are created to read:

DOC 349.01(2) The purpose of this chapter as it applies to juveniles is to protect the health, safety and welfare of juveniles held in municipal lockup facilities, and to ensure compliance with 42 USC 5601 to 5761 and 28 CFR Part 31.

(3) These rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.36, 301.37, 302.365, and 938.209(2m), Stats.

**SECTION 3.** DOC 349.03(1m), (4m) and (10m) are created to read:

**DOC 349.03(1m)** "Adult" means a person who is 18 years of age or older, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "adult" means a person who has attained 17 years of age.

**DOC 349.03(4m)** "Delinquent" means a juvenile who is 10 years of age or older who has violated any state or federal criminal law, except as provided in ss. 938.17, 938.18, and

938.183, Stats., or who has committed a contempt of court, as defined in 785.01(1), Stats., as specified in s. 938.355(6g), Stats.

**DOC 349.03(10m)** "Juvenile" means a person who is less than 18 years of age, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "juvenile" does not include a person who has attained 17 years of age.

**DOC 349.03(14m)** "Secure custody status" means the status of a juvenile in a lockup facility, which begins when the juvenile is placed in a cell, holding room, or other locked or secure room within the lockup until the juvenile is released from custody or is removed from the secure portion of a police station.

**SECTION 4.** DOC 349.04(1) is renumbered to DOC 349.04.

**SECTION 5.** DOC 349.04(2) is renumbered DOC 349.21(1), and as renumbered is amended to read:

**DOC 349.21(1)** A lockup may not be used for the secure detention of juveniles ~~as defined under s. DOC 346.03(4)~~, except a lockup may be used to hold juveniles who are alleged to have committed a delinquent act.

**SECTION 6.** DOC 349.16(1)(c) is renumbered DOC 349.16(1)(d), and as renumbered is amended to read:

**DOC 349.16(1)(d)** Statement of the procedure for notification of inmates and juveniles of each policy under par. (b) and (c).

**SECTION 7.** DOC 349.16(1)(c) is created to read:

**DOC 349.16(1)(c)** Statement of policies and procedures for detention of juveniles who are alleged to have committed a delinquent act, consistent with s. DOC 349.21.

**SECTION 8.** DOC 349.21(title) and (2) are created to read:

**DOC 349.21** Detention of juveniles.

(2) A lockup administrator may authorize the holding of a juvenile who is alleged to have committed a delinquent act only if the following criteria are met:

(a) Except as provided in this section, the provisions of this chapter apply to the detention of juveniles in lockup facilities.

(b) The lockup administrator may authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for a period of time not to exceed 6 hours.

(c) The lockup administrator shall develop and implement policies and procedures which ensure sight or sound separation between juveniles and adult inmates in all areas of the lockup facility, including entrances, booking, intake, elevators, staircases, cells, holding rooms, and all other areas in which juveniles could have contact with adult inmates.

(d) Lockup facility staff shall physically observe each juvenile and document each observation. The observations shall be in accordance with the following schedule:

1. Every juvenile at least once every 20 minutes at irregular intervals.
2. Every juvenile identified by lockup facility staff as being at risk, such as mental disturbance, suicidal tendency, or under the influence of alcohol or drugs, at least once every 15 minutes at irregular intervals.

(e) The lockup administrator shall establish and implement policies and procedure to ensure that juvenile records are maintained in a confidential manner and kept separate from adult inmate records in accordance with s. 938.396, Stats.

The rules contained in this order shall take effect as emergency rules upon publication in the official state newspaper, as provided in s. 227.24 (1) (c), Stats.

Wisconsin Department of Corrections

Dated: 12/3/98

By: Michael J. Sullivan

MICHAEL J. SULLIVAN  
Secretary

SEAL:



Tommy G. Thompson  
Governor

Michael J. Sullivan  
Secretary

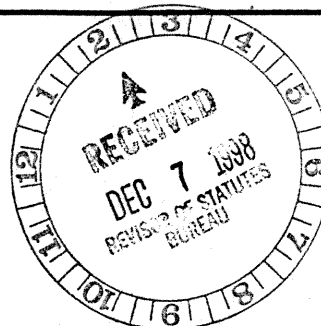


State of Wisconsin  
Department of Corrections

F  
Mailing Address  
149 East Wilson Street  
Post Office Box 7925  
Madison, WI 53707-7925  
Telephone (608) 266-2471

December 3, 1998

Bruce E. Munson  
Revisor of Statutes  
131 West Wilson Street, Room 800  
Madison, WI 53703-3233



Re: Emergency Rule relating to holding juveniles in municipal lockup facilities

Dear Mr. Munson:

As provided in s. 227.24(3), Stats., enclosed for filing is a certified copy of the emergency rule relating to holding juveniles in municipal lockup facilities. Also, enclosed is a copy of the fiscal estimate for the emergency rule.

This rule is also being filed with the Secretary of State as provided in s. 227.24(3), Stats.

Sincerely,

Michael J. Sullivan  
Secretary

Enclosures

Cc Marty Ordinans  
Robert Margolies



CERTIFICATE

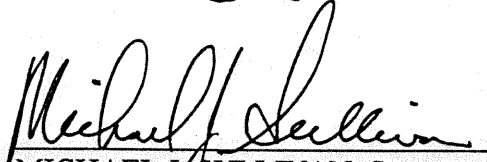
STATE OF WISCONSIN )  
 ) ss  
DEPARTMENT OF CORRECTIONS )

I, Michael J. Sullivan, Secretary of the Department of Corrections and custodian of the official records of the Department, do hereby certify that the annexed emergency rule relating to holding juveniles in municipal lockup facilities was duly approved and adopted by the Department on December 3, 1998.

I further certify that this copy has been compared by me with the original on file in the Department and that this copy is a true copy of the original, and of the whole of the original.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the official seal of the Department of Corrections at the State Office Building, 149 East Wilson Street, in the city of Madison, this 3rd day of December, 1998.

SEAL:

  
\_\_\_\_\_  
MICHAEL J. SULLIVAN, Secretary  
Department of Corrections

ORDER OF THE  
DEPARTMENT OF CORRECTIONS  
CREATING RULES

FINDING OF EMERGENCY

The Department of Corrections finds that an emergency exists and that rules included in this order are necessary for the immediate preservation of public safety. A statement of the facts constituting the emergency is: A recent session law, 1997 Wis. Act 296, created s. 938.209(2m), Stats., which permits the holding of juveniles in municipal lockup facilities if the facilities meet certain criteria. This act took effect on July 1, 1998. A municipal lockup facility may only hold juveniles who are alleged to have committed a delinquent act if the department of corrections approves the facility for the holding of juveniles. In addition, the lockup facility may only hold the juvenile for no more six hours. Also, there must be sight and sound separation between any juveniles and adults being held in the lockup. Finally, the lockup facility may only hold the juvenile for investigative purposes.

Under current rule a municipal lockup facility may not hold juveniles. The act authorizes the department of corrections to promulgate rules establishing minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility. The permanent rule process has been started. However, the permanent rule process will take approximately nine months to complete. Emergency rules are necessary to establish an approval process and operational standards for the safety of the public and juveniles while permanent rules are being developed.

This order:

1. Adopts the statutory definitions of adult, delinquent, and juvenile.
2. Defines the term secure custody status.
3. Establishes the authority and purpose of establishing minimum standards for the holding of juveniles in municipal lockup facilities.
4. Prohibits the holding of juveniles in municipal lockup facilities, except if the juvenile is alleged to have committed a delinquent act.
5. Requires that the lockup facility provide juveniles notification of policies and procedures of the facility regarding the holding of juveniles and facility programs, including health screening and care, suicide prevention, control and administration of medications, and communicable disease control.
6. Provides that only juveniles who are alleged to have committed a delinquent act may be held in a municipal lockup facility.
7. Provides that juveniles who are alleged to have committed a delinquent act may be placed in secure custody status for a period of time not to exceed 6 hours.
8. Provides that the lockup administrator shall develop and implement policies and procedure to ensure sight and sound separation between juveniles and adults who are being held in the lockup facility.
9. Provides that lockup facility staff shall physically observe juveniles at least once every 20 minutes at irregular intervals and shall document the

observations. If the juvenile is identified by the facility staff as being at risk (for example, suicidal tendency, under the influence of drugs or alcohol, or mental disturbance) the observations shall be at least once every 15 minutes at irregular intervals.

10. Requires that juvenile records be maintained in a confidential manner and kept separate from adult records, in accordance with s. 938.396, Stats.

The order provides for including in chapter DOC 349, Municipal Lockup Facilities, the rules for holding juveniles who are alleged to have committed a delinquent act.

### ORDER

Under the authority vested in the Department of Corrections by s. 938.209(2m)(b), Stats., the Department of Corrections hereby creates rules interpreting s. 938.209(2m), Stats, as follows:

**SECTION 1.** DOC 349.01 is renumbered DOC 349.01(1), and as renumbered is amended to read:

**DOC 349.01 Purpose and authority.** (1) The purpose of this chapter is to establish minimum standards for the design, construction and security of municipal lockup facilities, for maintaining sanitary and safe conditions in lockups and for the development of inmate written program standards for municipal lockup facilities relating to holding inmates and juveniles who are alleged to have committed a delinquent act. ~~The rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.37, and 302.365, Stats.~~

**SECTION 2.** DOC 349.01(2) and (3) are created to read:

DOC 349.01(2) The purpose of this chapter as it applies to juveniles is to protect the health, safety and welfare of juveniles held in municipal lockup facilities, and to ensure compliance with 42 USC 5601 to 5761 and 28 CFR Part 31.

(3) These rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.36, 301.37, 302.365, and 938.209(2m), Stats.

**SECTION 3.** DOC 349.03(1m), (4m) and (10m) are created to read:

**DOC 349.03(1m)** "Adult" means a person who is 18 years of age or older, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "adult" means a person who has attained 17 years of age.

**DOC 349.03(4m)** "Delinquent" means a juvenile who is 10 years of age or older who has violated any state or federal criminal law, except as provided in ss. 938.17, 938.18, and

938.183, Stats., or who has committed a contempt of court, as defined in 785.01(1), Stats., as specified in s. 938.355(6g), Stats.

DOC 349.03(10m) "Juvenile" means a person who is less than 18 years of age, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "juvenile" does not include a person who has attained 17 years of age.

DOC 349.03(14m) "Secure custody status" means the status of a juvenile in a lockup facility, which begins when the juvenile is placed in a cell, holding room, or other locked or secure room within the lockup until the juvenile is released from custody or is removed from the secure portion of a police station.

SECTION 4. DOC 349.04(1) is renumbered to DOC 349.04.

SECTION 5. DOC 349.04(2) is renumbered DOC 349.21(1), and as renumbered is amended to read:

DOC 349.21(1) A lockup may not be used for the secure detention of juveniles ~~as defined under s. DOC 346.03(4)~~, except a lockup may be used to hold juveniles who are alleged to have committed a delinquent act.

SECTION 6. DOC 349.16(1)(c) is renumbered DOC 349.16(1)(d), and as renumbered is amended to read:

DOC 349.16(1)(d) Statement of the procedure for notification of inmates and juveniles of each policy under par. (b) and (c).

SECTION 7. DOC 349.16(1)(c) is created to read:

DOC 349.16(1)(c) Statement of policies and procedures for detention of juveniles who are alleged to have committed a delinquent act, consistent with s. DOC 349.21.

SECTION 8. DOC 349.21(title) and (2) are created to read:

DOC 349.21 Detention of juveniles.

(2) A lockup administrator may authorize the holding of a juvenile who is alleged to have committed a delinquent act only if the following criteria are met:

(a) Except as provided in this section, the provisions of this chapter apply to the detention of juveniles in lockup facilities.

(b) The lockup administrator may authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for a period of time not to exceed 6 hours.

(c) The lockup administrator shall develop and implement policies and procedures which ensure sight or sound separation between juveniles and adult inmates in all areas of the lockup facility, including entrances, booking, intake, elevators, staircases, cells, holding rooms, and all other areas in which juveniles could have contact with adult inmates.

(d) Lockup facility staff shall physically observe each juvenile and document each observation. The observations shall be in accordance with the following schedule:

1. Every juvenile at least once every 20 minutes at irregular intervals.
2. Every juvenile identified by lockup facility staff as being at risk, such as mental disturbance, suicidal tendency, or under the influence of alcohol or drugs, at least once every 15 minutes at irregular intervals.

(e) The lockup administrator shall establish and implement policies and procedure to ensure that juvenile records are maintained in a confidential manner and kept separate from adult inmate records in accordance with s. 938.396, Stats.

The rules contained in this order shall take effect as emergency rules upon publication in the official state newspaper, as provided in s. 227.24 (1) (c), Stats.

Wisconsin Department of Corrections

Dated:

12/3/98

By:

Michael J. Sullivan  
MICHAEL J. SULLIVAN  
Secretary

SEAL:

FISCAL ESTIMATE  
DOA-2048 N(R10/94)

- ORIGINAL       UPDATED  
 CORRECTED       SUPPLEMENTAL

Subject

Holding Juveniles in Municipal Lockup Facilities

Fiscal Effect

State:  No State Fiscal Effect

Check columns below only if bill makes a direct appropriation or affects a sum sufficient appropriation.

Increase Costs - May be possible to Absorb Within Agency's Budget.  Yes  No

- Increase Existing Appropriation       Increase Existing Revenues  
 Decrease Existing Appropriation       Decrease Existing Revenues  
 Create New Appropriation

Decrease Costs

Local:  No local government costs

1.  Increase Costs  
     Permissive       Mandatory  
2.  Decrease Costs  
     Permissive       Mandatory

3.  Increase Revenues  
     Permissive       Mandatory  
4.  Decrease Revenues  
     Permissive       Mandatory

5. Types of Local Governmental Units Affected:  
 Towns       Villages       Cities  
 Counties       Others \_\_\_\_\_  
 School Districts       WTCS Districts

Fund Sources Affected

- GPR    FED    PRO    PRS    SEG    SEG-S

Affected Ch. 20 Appropriations

Assumptions Used in Arriving at Fiscal Estimate

Under 1997 Wisconsin Act 296 juveniles may be held, under certain circumstances, up to 6 hours in municipal lockup facilities for investigative purposes. The act also authorizes the Department of Corrections to promulgate rules establishing minimum requirements for the approval of the lockup facility as suitable to hold juveniles.

State Costs

The Department anticipates an increase in workload associated with the review of municipal lockup units but is able to absorb the workload without additional resources.

Local Costs

This administrative rule will not increase municipal governments' costs and may, in fact, reduce costs. The rule requires lockup facility staff to physically observe the juvenile at least every 20 minutes while in a lockup. Until the administrative rule is in place, municipalities must continue to operate as before, with an officer or jailer required to physically observe the juvenile 100% of the time the juvenile is on site. This often results in the arresting officer being pulled from patrol to supervise the juvenile. Allowing municipalities the leeway to assign a single staff person to observe a group of juveniles in lockup status and to free up officers to continue patrol assignments may reduce officer overtime costs.

Long-Range Fiscal Implications

Agency/Prepared by: (Name & Phone No.)  
Department of Corrections  
C. Halpin 267-0934

Authorized Signature/Telephone No.  
*Robert Margolies*  
Robert Margolies 266-2931

Date  
December 2, 1998

WISCONSIN LEGISLATIVE COUNCIL STAFF



**RULES CLEARINGHOUSE**

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**CLEARINGHOUSE REPORT TO AGENCY**

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[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

**CLEARINGHOUSE RULE 98-193**

AN ORDER to renumber DOC 349.04 (1); to renumber and amend DOC 349.01, 349.04 (2) and 349.16 (1) (c); and to create DOC 349.01 (2) and (3), 349.03 (1m), (4m) and (10m), 349.16 (1) (c) and 349.21 (title) and (2), relating to holding juveniles in municipal lockup facilities.

Submitted by **DEPARTMENT OF CORRECTIONS**

12-04-98      RECEIVED BY LEGISLATIVE COUNCIL.  
01-07-99      REPORT SENT TO AGENCY.

RS:AS;jal;wu

**LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT**

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]

Comment Attached YES  NO

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]

Comment Attached YES  NO

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]

Comment Attached YES  NO

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS [s. 227.15 (2) (e)]

Comment Attached YES  NO

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]

Comment Attached YES  NO

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL REGULATIONS [s. 227.15 (2) (g)]

Comment Attached YES  NO

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]

Comment Attached YES  NO



# WISCONSIN LEGISLATIVE COUNCIL STAFF

## RULES CLEARINGHOUSE

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Madison, WI 53701-2536  
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## CLEARINGHOUSE RULE 98-193

### Comments

**[NOTE:** All citations to "Manual" in the comments below are to the Administrative Rules Procedures Manual, prepared by the Revisor of Statutes Bureau and the Legislative Council Staff, dated September 1998.]

#### 2. Form, Style and Placement in Administrative Code

a. The finding of an emergency should be replaced with an analysis of the permanent rule. Also, a new effective date for the permanent rule should be provided.

b. In s. DOC 349.01 (3), the phrase "These rules are" should be replaced by the phrase "This chapter is."

#### 5. Clarity, Grammar, Punctuation and Use of Plain Language

a. In item 2. of the emergency statement, the phrase "secure custody status" should be enclosed in quotation marks.

b. In s. DOC 349.03 (4m), "delinquent" should be defined as an adjective or "delinquent act" should be defined. "Delinquent" is not used as a noun in the rule.

c. In s. DOC 349.21 (2), the paragraphs do not logically follow the introductory material. It would be clearer to rewrite par. (a) as "Except as provided in this section, the lockup facility meets the provisions of this chapter and has been approved by the department as a suitable place for holding juveniles in custody." Pars. (c) and (e) could become pars. (b) and (c) and be rewritten in the past tense to require the policy and procedures to have been developed before any juvenile is held in a lockup.

Pars. (b) and (d) could be renumbered subs. (3) and (4) because those are conditions that must be met once a juvenile is taken into custody instead of before any juvenile is held in the facility. Finally in the introduction, the phrase "all of" should follow the word "if."

d. In s. DOC 349.21 (2) (d) 2., the sentence should clarify what a juvenile must be at risk of to require observations at 15-minute intervals. Also, the conditions listed following "such as" do not qualify as "at risk." Perhaps a phrase such as "due to a condition" could be inserted before "such as."

e. In s. DOC 349.21 (2), it may be helpful to the reader to include the statutory requirements that a juvenile may only be held in a lockup while he or she is awaiting a custody hearing under s. 938.21 (1) (a), Stats., and that a juvenile may be held for investigative purposes only.



Tommy G. Thompson  
Governor

Michael J. Sullivan  
Secretary



State of Wisconsin  
Department of Corrections

Mailing Address  
149 East Wilson Street  
Post Office Box 7925  
Madison, WI 53707-7925  
Telephone (608) 266-2471

January 15, 1999

Bruce Munson  
Revisor of Statutes  
Suite 800  
131 West Wilson Street  
Madison, Wisconsin 53703-3233

Re: Clearinghouse Rule 98-193, relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a delinquent act

Dear Mr. Munson:

Enclosed for filing and publication in the Wisconsin Administrative Register is the Notice of Public Hearing in the emergency rule and the proposed permanent rule relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a delinquent act. In addition, enclosed is a computer disk that contains the Notice.

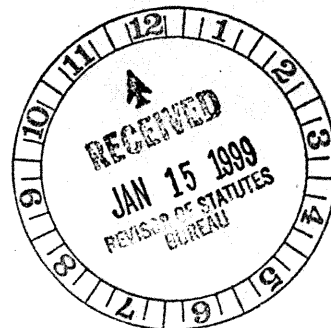
If you have any questions, please call me at 266-9281.

Sincerely,

Kathryn R. Anderson  
Assistant Legal Counsel

Enclosure

Cc Marty Ordinans



NOTICE OF HEARING

DEPARTMENT OF CORRECTIONS

(Emergency rule and proposed permanent rule relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a delinquent act.)

NOTICE IS HEREBY GIVEN That pursuant to ss. 227.11 (2) (a), 227.24 (4), and 938.209 (2m) (b), Stats., the department of corrections will hold a public hearing on the emergency rule and proposed permanent rule relating to holding in municipal lockup facilities juveniles who are alleged to have committed a delinquent act.

Hearing Information

<u>Date &amp; Time</u>	<u>Location</u>
February 15, 1999 Monday 10:00 A.M.	State Office Building 141 N.W. Barstow Street, Room 120 Waukesha, Wisconsin 53188

The public hearing site is accessible to people with disabilities.

Analysis Prepared by the Department of Corrections

**EMERGENCY RULE**

The following is the emergency rule adopted by the Department of Corrections, effective December 12, 1998.

ORDER OF THE  
DEPARTMENT OF CORRECTIONS  
CREATING RULES

**FINDING OF EMERGENCY**

The Department of Corrections finds that an emergency exists and that rules included in this order are necessary for the immediate preservation of public safety. A statement of the facts constituting the emergency is: A recent session law, 1997 Wis. Act 296, created s. 938.209(2m), Stats., which permits the holding of juveniles in municipal lockup facilities if the facilities meet certain criteria. This act took effect on July 1, 1998. A municipal lockup facility may only hold juveniles who are alleged to have committed a delinquent act if the department of corrections approves the facility for the holding of juveniles. In addition, the lockup facility may only hold the juvenile for no more six hours. Also, there must be sight and sound separation between any juveniles and adults being held in the lockup. Finally, the lockup facility may only hold the juvenile for investigative purposes.

Under current rule a municipal lockup facility may not hold juveniles. The act authorizes the department of corrections to promulgate rules establishing minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility. The permanent rule process has been started. However, the permanent rule process will take approximately nine

months to complete. Emergency rules are necessary to establish an approval process and operational standards for the safety of the public and juveniles while permanent rules are being developed.

This order:

1. Adopts the statutory definitions of adult, delinquent, and juvenile.
2. Defines the term secure custody status.
3. Establishes the authority and purpose of establishing minimum standards for the holding of juveniles in municipal lockup facilities.
4. Prohibits the holding of juveniles in municipal lockup facilities, except if the juvenile is alleged to have committed a delinquent act.
5. Requires that the lockup facility provide juveniles notification of policies and procedures of the facility regarding the holding of juveniles and facility programs, including health screening and care, suicide prevention, control and administration of medications, and communicable disease control.
6. Provides that only juveniles who are alleged to have committed a delinquent act may be held in a municipal lockup facility.
7. Provides that juveniles who are alleged to have committed a delinquent act may be placed in secure custody status for a period of time not to exceed 6 hours.
8. Provides that the lockup administrator shall develop and implement policies and procedure to ensure sight and sound separation between juveniles and adults who are being held in the lockup facility.
9. Provides that lockup facility staff shall physically observe juveniles at least once every 20 minutes at irregular intervals and shall document the observations. If the juvenile is identified by the facility staff as being at risk (for example, suicidal tendency, under the influence of drugs or alcohol, or mental disturbance) the observations shall be at least once every 15 minutes at irregular intervals.
10. Requires that juvenile records be maintained in a confidential manner and kept separate from adult records, in accordance with s. 938.396, Stats.

The order provides for including in chapter DOC 349, Municipal Lockup Facilities, the rules for holding juveniles who are alleged to have committed a delinquent act.

#### ORDER

Under the authority vested in the Department of Corrections by s. 938.209(2m)(b), Stats., the Department of Corrections hereby creates rules interpreting s. 938.209(2m), Stats, as follows:

**SECTION 1.** DOC 349.01 is renumbered DOC 349.01(1), and as renumbered is amended to read:

**DOC 349.01 Purpose and authority.** (1) The purpose of this chapter is to establish minimum standards for the design, construction and security of municipal lockup facilities, for maintaining sanitary and safe conditions in lockups and for the development of inmate written program standards for municipal lockup facilities relating to holding inmates and juveniles who are alleged to have committed a delinquent act. ~~The rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.37, and 302.365, Stats.~~

**SECTION 2.** DOC 349.01(2) and (3) are created to read:

DOC 349.01(2) The purpose of this chapter as it applies to juveniles is to protect the health, safety and welfare of juveniles held in municipal lockup facilities, and to ensure compliance with 42 USC 5601 to 5761 and 28 CFR Part 31.

(3) These rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.36, 301.37, 302.365, and 938.209(2m), Stats.

**SECTION 3.** DOC 349.03(1m), (4m) and (10m) are created to read:

**DOC 349.03(1m)** "Adult" means a person who is 18 years of age or older, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "adult" means a person who has attained 17 years of age.

**DOC 349.03(4m)** "Delinquent" means a juvenile who is 10 years of age or older who has violated any state or federal criminal law, except as provided in ss. 938.17, 938.18, and 938.183, Stats..

SECTION 8. DOC 349.21(title) and (2) are created to read:

**DOC 349.21 Detention of juveniles.**

**DOC 349.21(2)** A lockup administrator may authorize the holding of a juvenile who is alleged to have committed a delinquent act only if the following criteria are met:

(a) Except as provided in this section, the provisions of this chapter apply to the detention of juveniles in lockup facilities.

(b) The lockup administrator may authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for a period of time not to exceed 6 hours.

(c) The lockup administrator shall develop and implement policies and procedures which ensure sight or sound separation between juveniles and adult inmates in all areas of the lockup facility, including entrances, booking, intake, elevators, staircases, cells, holding rooms, and all other areas in which juveniles could have contact with adult inmates.

(d) Lockup facility staff shall physically observe each juvenile and document each observation. The observations shall be in accordance with the following schedule:

1. Every juvenile at least once every 20 minutes at irregular intervals.

2. Every juvenile identified by lockup facility staff as being at risk, such as mental disturbance, suicidal tendency, or under the influence of alcohol or drugs, at least once every 15 minutes at irregular intervals.

(e) The lockup administrator shall establish and implement policies and procedure to ensure that juvenile records are maintained in a confidential manner and kept separate from adult inmate records in accordance with s. 938.396, Stats.

The rules contained in this order shall take effect as emergency rules upon publication in the official state newspaper, as provided in s. 227.24 (1) (c), Stats.

Wisconsin Department of Corrections

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
MICHAEL J. SULLIVAN  
Secretary

SEAL:

**PROPOSED PERMANENT RULE**

In response to Legislative Council Clearinghouse Report, the department made several changes to clarify the meaning of the proposed rule, specifically, the department made changes to ss. DOC 349.01(3), DOC 349.03(4m), and DOC 349.21(2). The department also modified the

analysis to reflect the Clearinghouse Report comments.

The above changes are reflected in the following proposed rule:

1997 Wis. Act 296, created s. 938.209(2m), Stats., which permits the holding of juveniles in municipal lockup facilities if the facilities meet certain criteria. This act took effect on July 1, 1998. A municipal lockup facility may only hold juveniles who are alleged to have committed a delinquent act if the department of corrections approves the facility for the holding of juveniles. In addition, the lockup facility may only hold the juvenile for no more six hours. Also, there must be sight and sound separation between any juveniles and adults being held in the lockup. Finally, the lockup facility may only hold the juvenile for investigative purposes.

Under current rule a municipal lockup facility may not hold juveniles. The act authorizes the department of corrections to promulgate rules establishing minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility.

This order:

1. Adopts the statutory definitions of adult and juvenile.
2. Defines the terms "delinquent act" and "secure custody status".
3. Establishes the authority and purpose of establishing minimum standards for the holding of juveniles in municipal lockup facilities.
4. Prohibits the holding of juveniles in municipal lockup facilities, except if the juvenile is alleged to have committed a delinquent act.
5. Requires that the lockup facility provide juveniles notification of policies and procedures of the facility regarding the holding of juveniles and facility programs, including health screening and care, suicide prevention, control and administration of medications, and communicable disease control.
6. Provides that only juveniles who are alleged to have committed a delinquent act may be held in a municipal lockup facility.
7. Provides that juveniles who are alleged to have committed a delinquent act may be placed in secure custody status for a period of time not to exceed 6 hours.
8. Provides that the lockup facility administrator may authorize the holding of juveniles only if the department has approved the facility to hold juveniles.
9. Provides that the lockup administrator may authorize the holding of juveniles only if the administrator has developed and implemented policies and procedures to ensure sight and sound separation between juveniles and adults who are being held in the lockup facility.
10. Requires that the lockup administrator may authorize the holding of juveniles only if the administrator has developed and implemented policies and procedures to maintain juvenile records in a confidential manner and to keep juvenile records separate from adult records, in accordance with s. 938.396, Stats.
11. Provides that the lockup administrator may authorize the holding of juveniles who are alleged to have committed a delinquent act for investigative purposes.
12. Provides that lockup facility staff shall physically observe juveniles at least once every 20 minutes at irregular intervals and shall document the observations. If the juvenile is exhibiting behavioral or mental problems, such as mental disturbance, suicidal tendency, or being under the influence of drugs or alcohol), the observations shall be at least once every 15 minutes at irregular intervals.



The proposed rule provides for including in chapter DOC 349, Municipal Lockup Facilities, the rules for holding juveniles who are alleged to have committed a delinquent act.

**SECTION 1.** DOC 349.01 is renumbered DOC 349.01(1), and as renumbered is amended to read:

**DOC 349.01 Purpose and authority.** (1) The purpose of this chapter is to establish minimum standards for the design, construction and security of municipal lockup facilities, for maintaining sanitary and safe conditions in lockups and for the development of ~~inmate~~ written program standards for municipal lockup facilities relating to holding inmates and juveniles who are alleged to have committed a delinquent act. ~~The rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.37, and 302.365, Stats.~~

**SECTION 2.** DOC 349.01(2) and (3) are created to read:

DOC 349.01(2) The purpose of this chapter as it applies to juveniles is to protect the health, safety and welfare of juveniles held in municipal lockup facilities, and to ensure compliance with 42 USC 5601 to 5761 and 28 CFR Part 31.

(3) This chapter is promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.36, 301.37, 302.365, and 938.209(2m), Stats.

**SECTION 3.** DOC 349.03(1m), (4m), and (10m) are created to read:

**DOC 349.03(1m)** "Adult" means a person who is 18 years of age or older, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "adult" means a person who has attained 17 years of age.

**DOC 349.03(4m)** "Delinquent act" means an act committed by a juvenile, which is a violation of any state or federal criminal law, except as provided in ss. 938.17, 938.18, and 938.183, Stats., or which constitutes a contempt of court, as defined in 785.01(1), Stats., as specified in s. 938.355(6g), Stats.

**DOC 349.03(10m)** "Juvenile" means a person who is less than 18 years of age, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "juvenile" does not include a person who has attained 17 years of age.

**DOC 349.03(14m)** "Secure custody status" means the status of a juvenile in a lockup facility, which begins when the juvenile is placed in a cell, holding room, or other locked or secure room within the lockup until the juvenile is released from custody or is removed from the secure portion of a police station.

**SECTION 4.** DOC 349.04(1) is renumbered to DOC 349.04.

**SECTION 5.** DOC 349.04(2) is renumbered DOC 349.21(1), and as renumbered is amended to read:

**DOC 349.21(1)** A lockup may not be used for the secure detention of juveniles ~~as defined under s. DOC 346.03(4)~~, except a lockup may be used to hold juveniles who are alleged to have committed a delinquent act.

**SECTION 6.** DOC 349.16(1)(c) is renumbered DOC 349.16(1)(d), and as renumbered is amended to read:

**DOC 349.16(1)(d)** Statement of the procedure for notification of inmates and juveniles of each policy under par. (b) and (c).

**SECTION 7.** DOC 349.16(1)(c) is created to read:

**DOC 349.16(1)(c)** Statement of policies and procedures for detention of juveniles who are alleged to have committed a delinquent act, consistent with s. DOC 349.21.

**SECTION 8.** DOC 349.21(title) and (2) are created to read:

**DOC 349.21** Detention of juveniles.

(2) A lockup administrator may authorize the holding of a juvenile who is alleged to have committed a delinquent act only if all of the following criteria are met:

(a) Except as provided in this section, the lockup facility meets the provisions of this chapter and has been approved by the department as a suitable place for holding juveniles in custody.

(b) The lockup administrator shall have developed and implemented policies and procedures which ensure sight and sound separation between juveniles and adult inmates in all areas of the lockup facility, including entrances, booking, intake, elevators, staircases, cells, holding rooms, and all other areas in which juveniles could have contact with adult inmates.

(c) The lockup administrator shall have established and implemented policies and procedure to ensure that juvenile records are maintained in a confidential manner and kept separate from adult inmate records in accordance with s. 938.396, Stats.

(3) The lockup administrator may authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for a period of time not to exceed 6 hours.

(4) The lockup administrator may authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for investigative purposes.

(5) Lockup facility staff shall physically observe each juvenile and document each observation. The observations shall be in accordance with the following schedule:

(a) Every juvenile at least once every 20 minutes at irregular intervals.

(b) Every juvenile exhibiting behavioral or mental problems, such as mental disturbance, suicidal tendency, or being under the influence of alcohol or drugs, at least once every 15 minutes at irregular intervals.

### Effective Date

The permanent rule shall take effect on the first day of the month following publication in the Wisconsin administrative register as provided in s. 227.22(2)(intro.), Stats.

### Fiscal Estimate

The department anticipates an increase in workload associated with the review of municipal lockup facilities but is able to absorb the workload without additional resources.

This rule will not increase municipal governments' costs and may, in fact, reduce costs. The rule requires lockup facility staff to physically observe the juvenile at least every 20 minutes while in a lockup. Until the rule is in place, municipalities must continue to operate as before, with facility staff required to physically observe the juvenile 100% of the time the juvenile is on site. This often results in the arresting officer being pulled from patrol to supervise the juvenile. Allowing municipalities the leeway to assign a single staff person to observe a group of juveniles in lockup status and to free up officers to continue patrol assignments may reduce officer overtime costs.

### Contact Person

Marty Ordinans  
Office of Detention Facilities  
819 North 6<sup>th</sup> Street, Room 510  
Milwaukee, Wisconsin 53203-1675  
(414)227-5199

If you are hearing or visually impaired, do not speak English, or have circumstances which might make communication at the hearing difficult and if you, therefore, require an interpreter or a non-English, large print or taped version of the hearing document, contact the person at the address or telephone number above. A person requesting a non-English or sign language interpreter should make that request at least 10 days before the hearing. With less than 10 days notice, an interpreter may not be available.

### Written Comments

Written comments on the proposed rule received at the above address no later than February 22, 1999, will be given the same consideration as testimony presented at the hearing.

Tommy G. Thompson  
Governor

Jon E. Litscher  
Secretary



State of Wisconsin  
Department of Corrections

Mailing Address

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March 25, 1999

Scott Jensen, Speaker  
Wisconsin State Assembly  
211 West, State Capitol  
Madison, Wisconsin 53702

Fred Risser, President  
Wisconsin State Senate  
119 Martin Luther King Blvd., Room 102  
Madison, Wisconsin 53702

Re: Clearinghouse Rule 98-193, relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a delinquent act

Gentlemen:

As provided in s. 227.19 (2), Stats., notice is given that the above-mentioned rule is in final draft form. This notice and the report required under s. 227.19 (2) and (3), Stats., are submitted in triplicate.

The rule was submitted to the Legislative Council for review under s. 227.15, Stats. A copy of the Council's report is also enclosed.

If you have any questions about the rule, please contact Kathryn R. Anderson at (608) 266-9281.

Sincerely,

A handwritten signature in cursive script that reads "Jon E. Litscher".

Jon E. Litscher  
Secretary

Enclosures

cc: Gary Poulson, Deputy Revisor of Statutes  
Senator Judy Robson, JCRAR  
Representative Glenn S. Grothman, JCRAR

Tommy G. Thompson  
Governor

Jon E. Litscher  
Secretary



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March 25, 1999

**CLEARINGHOUSE RULE 98-193**

An Order to renumber and amend DOC 349.01, to create DOC 349.01(2) and (3) and DOC 349.03(1m), (4m), (10m), and (14m), to renumber DOC 349.04(1), to number and amend DOC 349.04(2) and DOC 349.16(1)(c), to create DOC 349.16(1)(c) and DOC 349.21 (title) and (2), relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a juvenile act.

**FINAL DRAFT FORM**

1997 Wis. Act 296, created s. 938.209(2m), Stats., which permits the holding of juveniles in municipal lockup facilities if the facilities meet certain criteria. This act took effect on July 1, 1998. A municipal lockup facility may be used to hold juveniles if the juveniles are alleged to have committed a delinquent act and if the department of corrections approves the facility for the holding of juveniles. In addition, the lockup facility may only hold the juvenile for a period not to exceed six hours. Also, there must be sight and sound separation between any juveniles and adults being held in the lockup. Finally, the lockup facility may only hold the juvenile for investigative purposes.

Under current rule a municipal lockup facility may not hold juveniles. The act authorizes the department of corrections to promulgate rules establishing minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility.

The proposed rule provides for including in chapter DOC 349, Municipal Lockup Facilities, the rules for holding in lockup facilities juveniles who are alleged to have committed a delinquent act. Specifically, the proposed rule:

1. Adopts the statutory definitions of adult and juvenile.
2. Defines the terms "delinquent act" and "secure custody status".
3. Establishes the purpose and authority of establishing minimum standards for the holding of juveniles in municipal lockup facilities.
4. Prohibits the holding of juveniles in municipal lockup facilities, except if the juvenile is alleged to have committed a delinquent act.
5. Requires that the lockup facility provide juveniles notification of policies and procedures of the facility regarding the holding of juveniles and facility programs, including health screening and care, suicide prevention, control and administration of medications, and communicable disease control.

6. Provides that juveniles who are alleged to have committed a delinquent act may be placed in secure custody status for a period of time not to exceed 6 hours.
7. Provides that the lockup facility administrator may authorize the holding of juveniles only if the department has approved the facility to hold juveniles.
8. Provides that the lockup administrator may authorize the holding of juveniles only if the administrator has developed and implemented policies and procedures to ensure sight and sound separation between juveniles and adults who are being held in the lockup facility.
9. Requires that the lockup administrator may authorize the holding of juveniles only if the administrator has developed and implemented policies and procedures to maintain juvenile records in a confidential manner and to keep juvenile records separate from adult records, in accordance with s. 938.396, Stats.
10. Provides that the lockup administrator may authorize the holding of juveniles who are alleged to have committed a delinquent act for investigative purposes.
11. Provides that lockup facility staff shall physically observe juveniles at least once every 20 minutes at irregular intervals. If the juvenile is exhibiting behavioral or mental problems, such as mental disturbance, suicidal tendency, or being under the influence of drugs or alcohol, the observations shall be at least once every 15 minutes at irregular intervals. The rule also requires the facility to document the observations.

**Proposed Rule:**

**SECTION 1.** DOC 349.01 is renumbered DOC 349.01(1), and as renumbered is amended to read:

**DOC 349.01 Purpose and authority.** (1) The purpose of this chapter is to establish minimum standards for the design, construction and security of municipal lockup facilities, for maintaining sanitary and safe conditions in lockups and for the development of inmate written program standards for municipal lockup facilities relating to holding inmates and juveniles who are alleged to have committed a delinquent act. ~~The rules are promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.37, and 302.365, Stats.~~

**SECTION 2.** DOC 349.01(2) and (3) are created to read:

DOC 349.01(2) The purpose of this chapter as it applies to juveniles is to protect the health, safety and welfare of juveniles held in municipal lockup facilities, and to ensure compliance with 42 USC 5601 to 5761 and 28 CFR Part 31.

(3) This chapter is promulgated under the authority of ss. 227.11(2)(a), 301.03(5), 301.36, 301.37, 302.365, and 938.209(2m), Stats.

**SECTION 3.** DOC 349.03(1m), (4m), and (10m) are created to read:

**DOC 349.03(1m)** "Adult" means a person who is 18 years of age or older, except that for purposes of investigating or prosecuting a person who is alleged to have violated any

state or federal criminal law or any civil law or municipal ordinance, "adult" means a person who has attained 17 years of age.

DOC 349.03(4m) "Delinquent act" means an act which is committed by a juvenile who is 10 years of age or older and which is a violation of any state or federal criminal law, except as provided in ss. 938.17, 938.18, and 938.183, Stats., or which constitutes a contempt of court, as defined in 785.01(1), Stats., as specified in s. 938.355(6g), Stats.

DOC 349.03(10m) "Juvenile" means a person who is less than 18 years of age, except that for purposes of investigating or prosecuting a person who is alleged to have violated any state or federal criminal law or any civil law or municipal ordinance, "juvenile" does not include a person who has attained 17 years of age.

DOC 349.03(14m) "Secure custody status" means the status of a juvenile in a lockup facility, which begins when the juvenile is placed in a cell, holding room, or other locked or secure room within the lockup and which ends when the juvenile is released from custody or is removed from the secure portion of a police station.

SECTION 4. DOC 349.04(1) is renumbered to DOC 349.04.

SECTION 5. DOC 349.04(2) is renumbered DOC 349.21(1), and as renumbered is amended to read:

DOC 349.21(1) A lockup may not be used for the secure detention of juveniles ~~as defined under s. DOC 346.03(4)~~, except a lockup may be used to hold juveniles who are alleged to have committed a delinquent act.

SECTION 6. DOC 349.16(1)(c) is renumbered DOC 349.16(1)(d), and as renumbered is amended to read:

DOC 349.16(1)(d) Statement of the procedure for notification of inmates and juveniles of each policy under par. (b) and (c).

SECTION 7. DOC 349.16(1)(c) is created to read:

DOC 349.16(1)(c) Statement of policies and procedures for detention of juveniles who are alleged to have committed a delinquent act, consistent with s. DOC 349.21.

SECTION 8. DOC 349.21(title) and (2) are created to read:

DOC 349.21 Detention of juveniles.

(2) A lockup administrator may authorize the holding of a juvenile who is alleged to have committed a delinquent act only if all of the following criteria are met:

(a) Except as provided in this section, the lockup facility meets the provisions of this chapter and has been approved by the department as a suitable place for holding juveniles in custody.

(b) The lockup administrator shall have developed and implemented policies and procedures which ensure sight and sound separation between juveniles and adult inmates in all areas of the lockup facility, including entrances, booking, intake, elevators, staircases, cells, holding rooms, and all other areas in which juveniles could have contact with adult inmates.

(c) The lockup administrator shall have established and implemented policies and procedures to ensure that juvenile records are maintained in a confidential manner and kept separate from adult inmate records in accordance with s. 938.396, Stats.

(3) The lockup administrator may only authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for a period of time not to exceed 6 hours.

(4) The lockup administrator may only authorize that a juvenile who is alleged to have committed a delinquent act be placed in secure custody status for investigative purposes.

(5) Lockup facility staff shall physically observe each juvenile and document each observation. The observations shall be at irregular intervals in accordance with the following schedule:

(a) Every juvenile at least once every 20 minutes.

(b) Every juvenile exhibiting behavioral or mental problems, such as mental disturbance, suicidal tendency, or being under the influence of alcohol or drugs, at least once every 15 minutes.

#### Effective Date

This rule shall take effect on the first day of the month following publication in the Wisconsin administrative register as provided in s. 227.22(2)(intro.), Stats.

#### Fiscal Estimate

The department anticipates an increase in workload associated with the review of municipal lockup facilities but is able to absorb the workload without additional resources.

This rule will not increase municipal governments' costs and may, in fact, reduce costs. The rule requires lockup facility staff to physically observe the juvenile at least every 20 minutes while in a lockup. Until the rule is in place, municipalities must continue to operate as before, with facility staff required to physically observe the juvenile 100% of the time the juvenile is on site. This often results in the arresting officer being pulled from patrol to supervise the juvenile. Allowing municipalities the leeway to assign a single staff person to observe a group of juveniles in lockup status and to free up officers to continue patrol assignments may reduce officer overtime costs.



Tommy G. Thompson  
Governor

Jon E. Litscher  
Secretary



## State of Wisconsin Department of Corrections

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March 25, 1999

### CLEARINGHOUSE RULE 98-193

An Order to renumber and amend DOC 349.01, to create DOC 349.01(2) and (3) and DOC 349.03(1m), (4m), (10m), and (14m), to renumber DOC 349.04(1), to number and amend DOC 349.04(2) and DOC 349.16(1)(c), to create DOC 349.16(1)(c) and DOC 349.21 (title) and (2), relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a juvenile act.

### ANALYSIS FOR LEGISLATIVE STANDING COMMITTEES UNDER SECTION 227.19(3), STATS.

#### Need for Rule

1997 Wis. Act 296, created s. 938.209(2m), Stats., which permits the holding of juveniles in municipal lockup facilities if the facilities meet certain criteria. This act took effect on July 1, 1998. A municipal lockup facility may only hold juveniles who are alleged to have committed a delinquent act if the department of corrections approves the facility for the holding of juveniles. In addition, the lockup facility may only hold the juvenile for no more six hours. Also, there must be sight and sound separation between any juveniles and adults being held in the lockup. Finally, the lockup facility may only hold the juvenile for investigative purposes.

Under current rule a municipal lockup facility may not hold juveniles. The act authorizes the department of corrections to promulgate rules establishing minimum requirements for the approval of a municipal lockup facility as a suitable place for holding juveniles who are alleged to have committed a delinquent act and for the operation of the facility.

This rule:

1. Adopts the statutory definitions of adult and juvenile.
2. Defines the terms "delinquent act" and "secure custody status".
3. Establishes the purpose and authority of establishing minimum standards for the holding of juveniles in municipal lockup facilities.
4. Prohibits the holding of juveniles in municipal lockup facilities, except if the juvenile is alleged to have committed a delinquent act.
5. Requires that the lockup facility provide juveniles notification of policies and procedures of the facility regarding the holding of juveniles and facility programs, including health screening and care, suicide prevention, control and administration of medications, and communicable disease control.
6. Provides that juveniles who are alleged to have committed a delinquent act may be placed in secure custody status for a period of time not to exceed 6 hours.

7. Provides that the lockup facility administrator may authorize the holding of juveniles only if the department has approved the facility to hold juveniles.
8. Provides that the lockup administrator may authorize the holding of juveniles only if the administrator has developed and implemented policies and procedures to ensure sight and sound separation between juveniles and adults who are being held in the lockup facility.
9. Requires that the lockup administrator may authorize the holding of juveniles only if the administrator has developed and implemented policies and procedures to maintain juvenile records in a confidential manner and to keep juvenile records separate from adult records, in accordance with s. 938.396, Stats.
10. Provides that the lockup administrator may authorize the holding of juveniles who are alleged to have committed a delinquent act for investigative purposes.
11. Provides that lockup facility staff shall physically observe juveniles at least once every 20 minutes at irregular intervals. If the juvenile is exhibiting behavioral or mental problems, such as mental disturbance, suicidal tendency, or being under the influence of drugs or alcohol), the observations shall be at least once every 15 minutes at irregular intervals. The rule also requires the facility to document the observations.

#### Response to Clearinghouse Report Recommendations

The Department of Corrections accepted all of the Recommendations contained in the Clearinghouse Report except Recommendation 5e which the Department accepts in part and rejects in part.

Clearinghouse Report Recommendation 5.e. In s. DOC 349.21(2), it may be helpful to the reader to include the statutory requirements that a juvenile may only be held in a lockup while he or she is awaiting a custody hearing under s. 938.21(1)(a), Stats., and that a juvenile may be held for investigative purposes only.

The Department of Corrections accepts the recommendation to insert the requirement that a juvenile may be held only for investigative purposes. (See proposed rule Section 8, s. DOC 349.21(4).) However, the Department of Corrections rejects the recommendation to insert the requirement that a juvenile may only be held in a lockup facility while he or she is awaiting a custody hearing under s. 938.21(1)(a), Stats. The language cannot be read alone and inserting it as suggested would take it out of context and impose a requirement which was not intended. The phrase "while he or she is awaiting a custody hearing" was intended to identify a time period which begins when a juvenile is arrested or taken into physical custody by the police and ends no later than the custody hearing. It is not limited to the time after the juvenile is into physical custody under the authorization of an intake worker under s. 938.205(1), Stats. Inserting the language into the rule would imply that the juvenile is in fact awaiting a custody hearing, that is, an intake worker has already approved the custody under s. 938.205(1). This step is not required and would thwart the very purpose of the new statutory language. In fact, there is no requirement that an intake worker be contacted in the situation of detaining a juvenile under this provision. (See s. 938.205(1), Stats., which does not include s. 938.209(2m), Stats., in the enumeration of when an intake worker must be involved.)

## Response to Public Hearings

The Department held one public hearing on the Emergency rule and proposed rule. The public hearing was held on February 15, 1999, in Waukesha, Wisconsin. One person appeared to testify in favor of the rule at the public hearing, three people registered in favor of the rule. No one submitted written comments during the open comment period.

No modifications were made to the proposed rules in response to comments received during the public review of this rule.

## Additional Modifications Made By Department of Corrections

The Department of Corrections made several minor changes to the proposed rule before submitting the rule in Final Draft Form. Those changes are:

1. DOC 349.03(4m) "Delinquent act" (definition). The definition was modified to include the phrase "who is 10 years of age or older" after the word "juvenile." This modification makes the definition consistent with the definition of "juvenile" found in the statutes. (Section 938.02(10m) limits the term "juvenile" to persons who are over 10 years of age.) The definition was also clarified by inserting the words "which is" after the word "act."
2. DOC 349.03(14m) "Secure custody status" (definition). The definition was modified by substituting the phrase "which ends when" for the word "until."
3. DOC 349.21(2)(b) The word "and" was substituted for the word "or" between the words "sight" and "sound." This modification makes the rule language consistent with the language in the federal Juvenile Justice and Delinquency Prevention Act. This error was brought to the Department's attention by law enforcement outside of the Public Hearing period.
4. DOC 349.21(3) and (4). The word "only" was inserted after the word "may" to assure that the authorization was limited to the situations described.
5. DOC 349.21(5) intro. The phrase "at irregular intervals" was inserted in the second sentence after the word "be." The same phrase was deleted from subsections (a) and (b). The Department made this modification to clarify that observations are to be made at irregular intervals within the specified time period.

## Final Regulatory Flexibility Analysis

This proposed rule is not expected to impact on small businesses as defined in s. 227.114(1), Stats.

Tommy G. Thompson  
Governor

Jon E. Litscher  
Secretary



## State of Wisconsin Department of Corrections

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March 25, 1999

### CLEARINGHOUSE RULE 98-193

An Order to renumber and amend DOC 349.01, to create DOC 349.01(2) and (3) and DOC 349.03(1m), (4m), (10m), and (14m), to renumber DOC 349.04(1), to number and amend DOC 349.04(2) and DOC 349.16(1)(c), to create DOC 349.16(1)(c) and DOC 349.21 (title) and (2), relating to the holding in municipal lockup facilities juveniles who are alleged to have committed a juvenile act.

### PUBLIC HEARING REPORT:

A public hearing was held in Waukesha, Wisconsin on February 15, 1999.

Kathryn R. Anderson, Office of Legal Counsel, and Marty Ordinans, Director of Office of Detention Facilities, were present and conducted the public hearing.

The hearing record was left open until February 22, 1999, for receipt of written comments.

Registered	4
Testified	1
Written Comments	0
Support the Rule	4
Opposed the Rule	0

The list of persons who appeared or registered for or against the proposed rule at the public hearing is as follows:

Registered and Testified in favor of the proposed rule:

Gary J. Mikulec, Police Chief, Whitefish Bay, 5300 N. Marlborough Dr., Whitefish Bay, WI 53217

Registered in favor of the proposed rule:

Gary Large, Lieutenant, 224 E. Jefferson St., Burlington, WI 53105  
Michael Madsen, Sergeant, 224 E. Jefferson St., Burlington, WI 53105  
Dave Banaszynski, Sergeant, 3936 N. Murray Ave., Shorewood, WI 53211

The Department of Corrections did not make any modifications to the proposed rule as a result of the testimony received at the Public Hearing.

***RULES CLEARINGHOUSE***

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(608) 266-1946

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(608) 266-2982



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**CLEARINGHOUSE REPORT TO AGENCY**

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[THIS REPORT HAS BEEN PREPARED PURSUANT TO S. 227.15, STATS. THIS IS A REPORT ON A RULE AS ORIGINALLY PROPOSED BY THE AGENCY; THE REPORT MAY NOT REFLECT THE FINAL CONTENT OF THE RULE IN FINAL DRAFT FORM AS IT WILL BE SUBMITTED TO THE LEGISLATURE. THIS REPORT CONSTITUTES A REVIEW OF, BUT NOT APPROVAL OR DISAPPROVAL OF, THE SUBSTANTIVE CONTENT AND TECHNICAL ACCURACY OF THE RULE.]

**CLEARINGHOUSE RULE 98-193**

AN ORDER to renumber DOC 349.04 (1); to renumber and amend DOC 349.01, 349.04 (2) and 349.16 (1) (c); and to create DOC 349.01 (2) and (3), 349.03 (1m), (4m) and (10m), 349.16 (1) (c) and 349.21 (title) and (2), relating to holding juveniles in municipal lockup facilities.

Submitted by **DEPARTMENT OF CORRECTIONS**

12-04-98 RECEIVED BY LEGISLATIVE COUNCIL.

01-07-99 REPORT SENT TO AGENCY.

RS:AS:jal;wu

**LEGISLATIVE COUNCIL RULES CLEARINGHOUSE REPORT**

This rule has been reviewed by the Rules Clearinghouse. Based on that review, comments are reported as noted below:

1. STATUTORY AUTHORITY [s. 227.15 (2) (a)]

Comment Attached      YES       NO

2. FORM, STYLE AND PLACEMENT IN ADMINISTRATIVE CODE [s. 227.15 (2) (c)]

Comment Attached      YES       NO

3. CONFLICT WITH OR DUPLICATION OF EXISTING RULES [s. 227.15 (2) (d)]

Comment Attached      YES       NO

4. ADEQUACY OF REFERENCES TO RELATED STATUTES, RULES AND FORMS  
[s. 227.15 (2) (e)]

Comment Attached      YES       NO

5. CLARITY, GRAMMAR, PUNCTUATION AND USE OF PLAIN LANGUAGE [s. 227.15 (2) (f)]

Comment Attached      YES       NO

6. POTENTIAL CONFLICTS WITH, AND COMPARABILITY TO, RELATED FEDERAL  
REGULATIONS [s. 227.15 (2) (g)]

Comment Attached      YES       NO

7. COMPLIANCE WITH PERMIT ACTION DEADLINE REQUIREMENTS [s. 227.15 (2) (h)]

Comment Attached      YES       NO

# WISCONSIN LEGISLATIVE COUNCIL STAFF

## RULES CLEARINGHOUSE

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## CLEARINGHOUSE RULE 98-193

### Comments

**[NOTE: All citations to "Manual" in the comments below are to the Administrative Rules Procedures Manual, prepared by the Revisor of Statutes Bureau and the Legislative Council Staff, dated September 1998.]**

#### 2. Form, Style and Placement in Administrative Code

a. The finding of an emergency should be replaced with an analysis of the permanent rule. Also, a new effective date for the permanent rule should be provided.

b. In s. DOC 349.01 (3), the phrase "These rules are" should be replaced by the phrase "This chapter is."

#### 5. Clarity, Grammar, Punctuation and Use of Plain Language

a. In item 2. of the emergency statement, the phrase "secure custody status" should be enclosed in quotation marks.

b. In s. DOC 349.03 (4m), "delinquent" should be defined as an adjective or "delinquent act" should be defined. "Delinquent" is not used as a noun in the rule.

c. In s. DOC 349.21 (2), the paragraphs do not logically follow the introductory material. It would be clearer to rewrite par. (a) as "Except as provided in this section, the lockup facility meets the provisions of this chapter and has been approved by the department as a suitable place for holding juveniles in custody." Pars. (c) and (e) could become pars. (b) and (c) and be rewritten in the past tense to require the policy and procedures to have been developed before any juvenile is held in a lockup.

Pars. (b) and (d) could be renumbered subs. (3) and (4) because those are conditions that must be met once a juvenile is taken into custody instead of before any juvenile is held in the facility. Finally in the introduction, the phrase "all of" should follow the word "if."

d. In s. DOC 349.21 (2) (d) 2., the sentence should clarify what a juvenile must be at risk of to require observations at 15-minute intervals. Also, the conditions listed following "such as" do not qualify as "at risk." Perhaps a phrase such as "due to a condition" could be inserted before "such as."

e. In s. DOC 349.21 (2), it may be helpful to the reader to include the statutory requirements that a juvenile may only be held in a lockup while he or she is awaiting a custody hearing under s. 938.21 (1) (a), Stats., and that a juvenile may be held for investigative purposes only.