

## Chapter SPD 1

## CERTIFICATION

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**SPD 1.01 Annual review.** (1) Each December the state public defender shall contact every active member of the state bar of Wisconsin and inform each attorney of the procedure for applying for certification under the provisions of s. 977.08, Stats. Such attorneys may be required to respond within 30 days. Publication of a notice in a publication of the state bar of Wisconsin may constitute such notice.

(2) Each December the state public defender shall contact every attorney certified under s. 977.08, and ascertain which attorneys have died, left the state, no longer engage in active practice, or no longer desire to remain on the certified lists. Such attorneys shall be removed from the certified lists.

(3) Each December every attorney certified under s. 977.08 shall submit to the state public defender the hours of approved continuing legal education completed and the titles of all such programs as required by SPD 1.04(4) of these rules.

**History:** Cr. Register, August, 1978, No. 272, eff. 9-1-78.

**SPD 1.02 Certification of newly admitted attorneys.** The state public defender shall provide the Wisconsin supreme court and the state bar of Wisconsin with materials to insure that every person admitted to the state bar after January 1, 1978, is provided with information for applying for certification under s. 977.08. Every person admitted to the state bar of Wisconsin may submit such certification application within 30 days of admission to the bar.

**History:** Cr. Register, August, 1978, No. 272, eff. 9-1-78.

**SPD 1.03 Certification application.** The state public defender shall prepare an application to be completed by attorneys seeking certification as provided in s. 977.08(3).

**History:** Cr. Register, August, 1978, No. 272, eff. 9-1-78.

**SPD 1.04 Certification criteria.** (1) An attorney shall be certified for misdemeanor, chs. 48, 51, and 55, Stats. representation, conditions of confinement, and probation and parole revocation cases if:

- (a) The attorney has requested certification;
- (b) The attorney is admitted to the state bar of Wisconsin; and
- (c) The attorney has completed the continuing legal education requirements as provided in sub. (7).

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(2) An attorney shall be certified for felony cases involving a felony offense bearing a maximum penalty of less than 20 years imprisonment if:

- (a) The attorney has requested certification;
- (b) The attorney is admitted to the state bar of Wisconsin;
- (c) The attorney has completed the continuing legal education requirements as provided in sub. (7); and
- (d) Either:
  - 1. Has served one year as a prosecutor;
  - 2. Has served one year as a public defender;
  - 3. Has been trial counsel alone of record in 5 misdemeanor cases brought to final resolution;
  - 4. Has been trial counsel alone of record in 2 felony cases brought to final resolution; or
  - 5. Has been trial counsel alone or with other trial counsel and handled a significant portion of the trial in 2 cases, civil or criminal, that have been tried to a jury to final resolution.

(3) An attorney shall be certified for felony cases involving a felony offense bearing a maximum penalty of 20 or more years imprisonment if:

- (a) The attorney has requested certification;
- (b) The attorney is admitted to the state bar of Wisconsin;
- (c) The attorney has completed the continuing legal education requirements as provided in sub. (7); and
- (d) Either:
  - 1. Has served 2 years as a prosecutor;
  - 2. Has served 2 years as a public defender; or
  - 3. Has been trial counsel alone or with other trial counsel and handled a significant portion of the trial in 5 cases, civil or criminal, that has been tried to a jury to final resolution.

(4) An attorney shall be certified for appellate cases if:

(a) The attorney has filed a brief in the Wisconsin supreme court or Wisconsin court of appeals in no less than one felony case or 2 misdemeanor cases since July 1, 1978, and has completed the continuing legal education required by these rules; or

(b) The attorney has attended in person or by video tape, a presentation which covers in detail the Wisconsin Rules of Appellate Procedure which has been approved in advance by the chief of the appellate unit of the state public defender's office, and has also completed the continuing legal education required by these rules; or

(c) The attorney has any other equivalent appellate experience deemed satisfactory to the chief of the appellate division, including appellate briefs submitted in other jurisdictions, detailed trial level brief-

ing, or other approved work, and has completed the continuing legal education required by these rules.

(5) Attorneys employed by the state public defender shall meet the same criteria as certified private attorneys.

(6) **EXCLUSIONS.** (a) No attorney may be excluded from certification based upon the comments of the district attorney, judge, or county bar president; however, an attorney may be excluded by the state public defender on the following grounds:

1. The attorney is disbarred, suspended, or has surrendered his license to practice law in this state;

2. The attorney fails to meet the continuing legal education requirements set forth in sub. (4); or

3. The attorney fails to meet the experience criteria set forth herein.

(b) The state public defender may exclude from a certified list any attorney barred by statute from engaging in criminal representation.

(c) Any attorney who is excluded from the certification list by virtue of the exclusions set forth herein above shall be placed on the appropriate certification list within 30 days after a submission of a written notification to the state public defender that the attorney is no longer excluded, provided further that such attorney had previously submitted a timely and properly prepared certification application.

(7) **CONTINUING LEGAL EDUCATION.** Any attorney certified under these rules shall complete seven hours of continuing legal education each calendar year in courses approved by the executive board of the criminal law section of the statebar of Wisconsin.

**History:** Cr. Register, May, 1978, No. 269, eff. 6-1-78; am. Register, August, 1978, No. 272, eff. 9-1-78; r. and recr. (1), renum. (2) to (4) to be (5) to (7) and am. (7), cr. (2) to (4), Register, August, 1981, No. 308, eff. 9-1-81.

**SPD 1.05 Appeal of certification decisions.** (1) The state public defender shall send each attorney who has submitted a certification application the final certified list for each county in which the attorney has applied. Upon request by that attorney, the state public defender shall inform the attorney excluded from a participating list of the reasons for the exclusion from a particular list and the manner by which he may appeal the decision or reapply for recertification.

(2) Any attorney may appeal the state public defender's certification decision by mailing a letter of appeal to the state public defender within 30 days of the notice of exclusion. The aggrieved attorney shall state in such letter the certification from which he or she has been excluded. Such letter may also state the reasons the attorney believes such exclusion was improper.

(3) Upon receipt of such appeal letter, the state public defender shall place the matter on the agenda of the next state public defender board meeting unless such meeting is less than 10 days from the receipt of the appeal letter, in which case the matter may be scheduled for the following meeting. The state public defender shall, at least 10 days prior to hearing, inform the aggrieved attorney of the time and place of the board meeting at which the appeal will be considered.

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(4) The state public defender shall transmit to the board and the aggrieved attorney all material relied upon in reaching the certification decision, including the certification application and all written comments received under s. 977.08(3).

(5) The aggrieved attorney may request that the state public defender reproduce and submit to the board such reasonable material as the attorney deems relevant to the appeal. The hearing before the board shall be considered a "class 3" proceeding and is governed by ss. 227.07 to 227.09.

(6) The state public defender board may deliberate the matter in executive session pursuant to the provisions of s. 19.85(1)(a). The board shall issue a written decision either affirming, reversing, or in some way modifying the certification decision of the state public defender. Such written decision shall be mailed to the aggrieved attorney within 5 days of the board meeting and shall be signed by an officer of the board.

(7) The board's written decision shall constitute findings of fact and conclusions of law within the meaning of s. 227.10.

*History:* Cr. Register, August, 1978, No. 272, eff. 9-1-78.

**SPD 1.06 Removal from certification lists for cause.** (1) Any interested party may request, in writing, that an attorney, previously certified to accept cases from the state public defender, be removed for cause. Upon receipt of such request, the state public defender shall conduct an investigation thereof. Upon a finding of cause, the state public defender may suspend the attorney from certification or may refer the attorney to the state public defender board with a recommendation for removal.

(2) Upon a recommendation for removal, or following the suspension of such attorney and the state public defender's recommendation for removal, the board shall review such investigation and recommendation. Upon request of such attorney prior to its review of the state public defender's investigation and recommendation, the board shall conduct a hearing at which time the attorney in question may be heard and produce evidence in defense thereof. Upon a finding of cause, the board may remove such attorney. The board shall render a decision within sixty days of the hearing.

(3) Any attorney removed for cause may petition a circuit court for review of the decisions of the state public defender board pursuant to the provisions of ch. 227, Stats.

(4) The state public defender board may send a copy of its findings and order to the state bar of Wisconsin or to the district attorney of the county where the action arose for any further action or investigation as may be appropriate.

(5) The board may, in its discretion, appoint any number of its members to conduct the hearing and to report its findings and recommendations to the entire board for its decision.

*History:* Cr. Register, August, 1981, No. 308, eff. 9-1-81.

**SPD 1.07 Voluntary removal.** Any attorney may request to be removed from any certified list for a specified period of time, and the state Register, August, 1981, No. 308

public defender shall remove such attorney for the period specified and shall then return the attorney to the list without further application.

**History:** Cr. Register, August, 1978, No. 272, eff. 9-1-78.

**SPD 1.08 Access to files.** (1) The state public defender shall not disclose to any person except the subject, any comments made by any judge, district attorney, or county bar president in accordance with s. 977.08(3), unless ordered to do so by the public defender board or a court.

(2) Only certified lists, board proceedings and decisions under these rules shall be considered public documents and open to public inspection.

**History:** Cr. Register, August, 1978, No. 272, eff. 9-1-78.