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(FORM UPDATED: 08/11/2010)

WISCONSIN STATE LEGISLATURE ... PUBLIC HEARING - COMMITTEE RECORDS

2005-06

(session year)

Assembly

(Assembly, Senate or Joint)

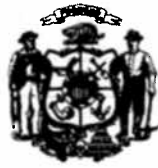
Committee on Corrections and the Courts...

COMMITTEE NOTICES ...

- Committee Reports ... **CR**
- Executive Sessions ... **ES**
- Public Hearings ... **PH**

INFORMATION COLLECTED BY COMMITTEE FOR AND AGAINST PROPOSAL

- Appointments ... **Appt** (w/Record of Comm. Proceedings)
- Clearinghouse Rules ... **CRule** (w/Record of Comm. Proceedings)
- Hearing Records ... bills and resolutions (w/Record of Comm. Proceedings)
(**ab** = Assembly Bill) (**ar** = Assembly Resolution) (**ajr** = Assembly Joint Resolution)
(**sb** = Senate Bill) (**sr** = Senate Resolution) (**sjr** = Senate Joint Resolution)
- Miscellaneous ... **Misc**



Wisconsin Legislature
Assembly

ANNETTE POLLY WILLIAMS
STATE REPRESENTATIVE
10TH ASSEMBLY DISTRICT

June 10, 2005

Representative John Gard
Assembly Speaker
211 West, State Capitol

Dear Speaker Gard,

I am writing to express my appreciation to you for approving my request to allow the Assembly Corrections & the Courts Committee to convene a legislative public hearing in Milwaukee. It is critical that the hearing be held in Milwaukee, to enable a larger cross-section of "constituents" to participate in the important process of law-making.

The meeting will be held on July 11, 2005, at the Milwaukee Public Schools Administration building (Auditorium) at 11:00 a.m. prompt.

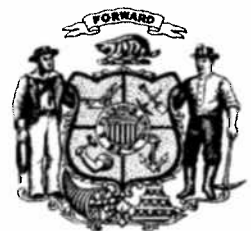
Sincerely,

Annette Williams
Annette Williams
10th Assembly District

cc: Rep. Garey Bies



WISCONSIN STATE LEGISLATURE





Robert McLinn, President
Martin Beil, Executive Director

Wisconsin State Employees Union

Council 24

AFL-CIO

8033 Excelsior Drive, Suite C
Madison, WI 53717
Phone 608/836-0024
Fax 608/836-0222
www.wseu-24.org

Wednesday, November 2, 2005

To: Rep. Garey Bies, Chair
Assembly Corrections and Courts Committee

From: Marty Beil, Executive Director, AFSCME Council 24

Re: Corrections Proposals

Thank you for arranging for the public hearing on issues in the Wisconsin Department of Corrections (DOC).

You had asked us to present some specific proposals that your committee could address to improve the working conditions of DOC employees. The following is a list of proposals that our rank and file members have developed for your consideration:

1. Hiring Standards for Corrections Officers: We ask you to work with our union and the Department of Corrections to raise the hiring standards for corrections officers.

Specifically, we are asking for the DOC to implement:

- a. a minimum of a high school diploma
- b. a minimum of three years of full-time work experience or an honorable discharge from the military;
- c. a requirement that applicants be at least 21 years of age;
- d. a requirement that applicants take the state's civil service exam; and
- e. a more comprehensive exam process for graduates of the DOC Corrections Training Center.

2. Promotional Standards: AFSCME asks the DOC to implement the following promotional standards:

- a. a minimum of three years work experience as a corrections officer, youth counselor or PCT before promotion to sergeant.
- b. a minimum of five years work experience as a corrections officer, youth counselor or PCT to become a lieutenant.

3. DOC Staffing – Collapsing Posts: We ask members of this committee to work with the DOC and AFSCME to maintain adequate staffing of the institutions and to stop the



4. Passing Medication to Inmates: AFSCME supports having existing professional health care staff distribute medication to inmates. Currently, corrections officers pass medication to offenders.

5. Resources for Community Corrections: We would like to work with legislators and the DOC on the growth in community corrections, specifically to address issues such as staffing and housing.

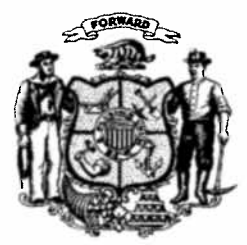
6. Infectious Disease Control: AFSCME supports implementing a rule to grant corrections employees the right to know if an inmate has an infectious or communicable disease to enable workers to take precautions to protect themselves and inmates. We have been working with the DOC on this issue and are pleased to report that much progress has been made to date.

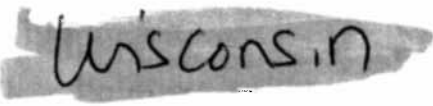
Thank you for your attention to these issues. We look forward to working with you and members of the Assembly Corrections and Courts Committee on these issues.

Cc: Members, Assembly Committee on Corrections and Courts
Assembly Speaker John Gard



WISCONSIN STATE LEGISLATURE





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Feedback



Corrections, Department of

CORRECTIONAL OFFICER

Job Announcement Code(s): 04-66500

County(ies):	*Statewide
Classification Title: / JAC:	CORRECTIONAL OFFICER 04-66500
Job Working Title:	Correctional Officer
Type of Employment:	Full Time (40 hrs/week)
Salary:	Starting pay is \$13.24 per hour. Upon completion of the seven week training program, a six month probationary period is required. Pay Schedule/Range: 05-31
Special Qualifications:	Applicants must possess a valid driver's license upon appointment.
Contact:	Steve O'Neil, Human Resources Specialist, 608-240-5504, steven.oneil@doc.state.wi.us
Bargaining Unit:	Security and Public Safety
Area of Competition:	Open
Deadline to Apply:	Open
Exam Information:	Exam cannot be previewed.

DEPARTMENT OF CORRECTIONS; DIVISION OF ADULT INSTITUTIONS: This register will be used to fill vacancies throughout the state of Wisconsin. Guaranteed placement in the Milwaukee/Racine area is available for those applicants interested. Applicants interested in other areas must be willing to accept any correctional officer vacancy throughout the state, regardless of location. Placement is normally determined during the second or third week of training.

Applications are accepted on a continuous basis. However, to be considered for the January 9, 2006 hire date, your application materials must be received by 4:30 p.m. on October 18, 2005. Application materials received after October 18, 2005 will be considered for the March 6, 2006, hire date.

Job Duties:

Upon appointment, candidates must complete a seven-week preservice training program, including two weeks on-the-job training at an institution. During the training period candidates receive instruction on report writing, human/public relations, administrative rules, standards of conduct, weapons familiarization, supervision of inmates, communication skills, and crowd control techniques. Upon completion of the training program, correctional officers will perform security related tasks, direct and monitor inmate behavior, counsel inmates, maintain records, conduct personal searches, provide transportation, and physically control inmates when necessary.

Special Notes:

Applicants must be 18 years of age or older and have a valid drivers license upon appointment. A criminal background check will be conducted during the initial stages of the hiring process. Applicants with felony convictions or misdemeanor domestic violence convictions will not be considered unless they have received a pardon. Selected candidates will be required to complete a pre-employment medical examination and physical fitness test (push-ups, sit-ups, 1 ½ mile timed run).

Job Knowledge, Skills and Abilities:

Observation and memory skills; language usage, spelling and grammar; reading comprehension; decision making skills; and interpersonal behavior skills.

How To Apply:

There is no civil service examination for this position. To request special application materials, call the DOC toll free request line at (877) 234-0086 or (608) 240-3799 (voice) and follow the instructions provided. Individuals using a Telecommunications Device for the Deaf (TDD) should call (608) 240-3760. If using the request line or TDD, please have the complete job title and job announcement code available when you call. Application materials are also available at most job service centers and at any correctional facility throughout the state of Wisconsin. You may also visit the Department of Corrections web site for application materials and further information on the selection process.

Last Modified: Monday, April 11, 2005 3:10:28 PM

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WISCONSIN STATE LEGISLATURE



Correctional Officer Education And Training

from a Corrections Compendium
peer review Journal of the

American
Correctional
Association

May/June 2005

This survey included the question, "Since the incidence of 9/11, have you made any changes or additions to your training/education requirements?" Seventeen U.S. systems and one in Canada responded in the affirmative. The responses represent but 38 percent of the responders to this survey — 44 in the United States and four in Canada. Although it may be thought that the aftermath of Sept. 11, 2001, would have generated a much larger impact of change within correctional settings, apparently this was not the case.

Specifically, the changes indicated in their training components included: Colorado added training in mail handling, threat-level color codes and crisis negotiation; Florida holds classes on weapons of mass destruction, vehicle searches and crisis negotiation; Indiana put in place special workshops on workplace violence; Iowa revamped its courses to include incident command systems; Kentucky has constantly revised and updated its curriculum; Louisiana has been hosting satellite conferencing on weapons of mass destruction and first-response training; New Jersey added classes on introduction to terrorism, weapons of mass destruction and incident command systems; Pennsylvania now has a class titled "Terrorism Within Corrections"; Rhode Island conducts evacuation training with regard to hazardous materials; Utah conducts task analyses annually to determine changes to its curriculum; and Virginia has included security threat group training and has increased its mental health training components from four to 24 hours.

Massachusetts, Montana, New Hampshire, New York and Wyoming acknowledged the inclusion of emergency preparedness training in their coursework. The only decrease in the type of specific programming following Sept. 11 was reported by South Carolina where class hours for correctional officer training have been decreased from 40 to 20 hours due to budget cuts. And the Canadian province of Ontario has been developing methods to share information regarding security threat groups (including gangs) with Canadian/American criminal justice partners.

Correctional officer training, therefore, has changed little from the results printed in the February 2003 issue of *Corrections Compendium*, except for the added courses noted above.

Educational Requirements

A high school diploma or a GED is required in 40 reporting U.S. systems. A minimum age of applicants is 20 in New Hampshire and 21 in Pennsylvania. South Dakota follows the standards set forth by its state's Bureau of Personnel, and Washington also requires one year of experience for entry-level correctional officers. The requirements are not waived for years of experience in all but six U.S. reporting systems or in any of the reporting Canadian systems. Hawaii does

not require a high school diploma but does require one year of work experience and the ability to read, comprehend and apply written directions or have a high degree of verbal skills; Missouri adds a year of work experience for each educational year missed; and North Dakota waives the requirements if an applicant has two years of work experience. Waivers do not exist in the Canadian reporting systems.

Applicant Evaluation and Testing

Indiana, Iowa, Kentucky, North Carolina, South Dakota and Virginia do not report having specific testing mechanisms in place to evaluate their correctional officer candidates. Other systems identified numerous testing methods: physical agility, oral interviews, personality tests, background checks, medical and psychological exams, drug screening, basic written test (reading, writing and math), civil service exam, a review by a hiring board in Maine, a security exam in Michigan, report writing skills, a prepared correctional officer video test, work-style behavior survey in Oregon and candidates in Utah must pass the National Police Officer Selection test.

Class Hours and Costs

Class hours and on-the-job training requirements vary from none in California and North Carolina, to 560 hours in New Jersey and 640 hours in Michigan. An average per-student cost cannot be determined from the survey since 13 of the reporting U.S. systems could not provide the information. Candidates in training in the Canadian reporting systems are not paid a salary. Among the reporting U.S. systems, 21 pay their correctional officers based on an average annual salary of \$24,178. Ten systems provide figures on a monthly basis and that average is \$2,038. The monthly salary stated by Mississippi begins after two months of employment. Indiana bases its salary on a semimonthly amount of \$934, while three systems pay a weekly salary of \$486 on average. For the nine systems that pay a salary on an hourly basis, the average pay is \$12.42 per hour.

Program Components

The systems were asked to indicate their course classes from 36 specific topics and add to the list any other components they include in their curriculum. The following table shows the percentages of those program components being used within the reporting U.S. systems.

Among other specific course components mentioned were: legal issues, chemicals, asbestos awareness, community corrections, departmental overview, sexual harassment, anti-discrimination, policy review, data practices, cognitive restructuring, safe prison programs.

Table 1. Training Program Component Percentages of the Reporting U.S. and Canadian Systems

Administrative	66%	Inmate Manipulation	98%
Chemical Agents	89%	Inmate Mental Health	86%
Communicable Diseases	95%	Inmate Programs	86%
Communications	98%	Race Relations	33%
Conflict Resolution	82%	Report Writing	98%
CPR	98%	Security Devices	95%
Crisis Management	77%	Self-Defense	95%
Cultural Assessment	68%	Sexual Misconduct: Inmate	75%
Diversity Training	93%	Sexual Misconduct: Staff	95%
Ethics	95%	Spanish	11%
Firearms	89%	Special Inmate Populations	70%
Fire Safety	93%	Stress Reduction	70%
First Aid	98%	Substance Abuse Awareness	80%
Hostages	91%	Suicide Awareness	98%
Inmate Classification	91%	Transportation	89%
Inmate Gangs	95%	Use of Force	98%
Inmate Health Care	80%	Working With Female Offenders	86%
Inmate Management	93%	Workplace Violence	64%

employee benefits, riot squads, baton training, military drill and all those categories listed as footnotes in Table 2 — Part Two.

Issues Subsequent to Pre-Hire

Seventeen reporting U.S. systems offer monetary incentives to enlist correctional officer candidates, primarily related to college degrees earned, or paying tuition costs for additional education. Canada does not offer such incentives according to responses from its reporting systems. Other forms of recognition were indicated by several systems as being featured in the institution and central office newsletters, possible promotions, award programs and certificates of completion and commendations for best practices. Eleven reporting U.S. systems do require additional schooling/degrees for promotion to certain positions and 24 of the systems use distance-learning mechanisms such as video conferencing or Web-based training.

Formalized partnerships are in place in 28 of the reporting U.S. systems, mainly with area universities or community colleges. Ties between the facilities and private businesses were reported by Hawaii. Formal reimbursement for education is offered in 29 of the reporting U.S. systems; but as with monetary incentives, the amounts vary from paying for one course per semester to 50 percent for part-time attendance and 100 percent for full-time attendance at all state colleges in Massachusetts or 80 percent for 12 credit hours per fiscal year in Nebraska. Florida provides reimbursement from its state's trust fund for certified advanced training or instructor courses.

It takes time, commitment, education and skills to become a correctional officer in these times. The average in-service training hours in the first year alone are 82.6 in the reporting U.S. systems, plus 1,760 hours required in Pennsylvania and an additional full year of on-the-job training in Washington. And following the first year, the average number of annual hours of required training is 39.4. Not factored into that average is Louisiana, which assigns a variety of hours to its programs, and the addition of firearm range training in Virginia.

For information on monthly surveys featured in this or past issues of Corrections Compendium, contact Cece Hill, CEGA Services Inc., P.O. Box 81826, Lincoln, NE 68501; (402) 420-0602.



Plan to Attend...

The National Association of Drug Court Professionals'

11th Annual Drug Court Training Conference

June 9-12, 2005 ♦ Orlando, Florida

For information, call 703-575-9522 or view our website at www.nadcp.org.

CORRECTIONAL OFFICER EDUCATION AND TRAINING

TABLE 1 — PRE-HIRE REQUIREMENTS

SYSTEM	EDUCATIONAL REQUIREMENTS		WAIVED FOR YEARS OF EXPERIENCE		EVALUATION TESTING	OJT/ CLASS HOURS REQUIRED	COSTS	
	High School Diploma or GED	Other	Yes	No			Average Per student	Candidate Salary
ALABAMA	Yes			X	Candidates must pass a physical agility test and a basic knowledge test	480	\$20,000, approx.	\$23,221 to \$23,391
ALASKA	No response					360	\$10,800	\$24,954
ARIZONA	Yes			X	Entrance exam, oral interview, Wonderlic Personality Test, background check, medical/physical exam, psychological exam and drug screening	240	\$4,000, approx.	\$22,134 to \$27,481
ARKANSAS	Yes			X	Physical assessment	None	Unknown	\$14 per hour
CALIFORNIA	Yes			X	Basic written exam that includes reading, writing and math	120	Unknown	\$2,274 per month
COLORADO	Yes			X	Background check, integrity interview, physical agility test and training academy	210	Unknown	\$26,274
CONNECTICUT	Yes			X	Civil service exam			
DELAWARE	No response							
DISTRICT OF COLUMBIA	No response							
FLORIDA	Yes			X	Florida Basic Abilities Test that includes math, English, grammar and other general education topics	572	\$1,500	\$26,920
GEORGIA	Yes			X	Correctional officer test	40	Unknown	\$23,614
HAWAII	Yes		X		Civil service exam, Reid psychological test and a physical agility test	320	Unknown	\$2,693 per month
IDAHO	No response							
ILLINOIS	No response							
INDIANA	Yes			X	None	230	\$5,266	\$934, semi-monthly
IOWA	Yes			X	None	166	Unknown	\$31,678
KANSAS	Yes			X	Written test and a drug screening	200	Unknown	\$23,629
KENTUCKY	Yes			X	None	200	Unknown	\$20,249
LOUISIANA	Yes	None required		N/A	Written exam that includes multiple-choice questions on problem situations, English usage and reading comprehension	80	\$1,256	\$18,366
MAINE	Yes			X	Review by a hiring board	280	\$5,000	\$24,211

¹ HAWAII: One year of work experience requiring the ability to read, comprehend, apply written directions or a high degree of verbal skill may be substituted for lack of a high school education.

CORRECTIONAL OFFICER EDUCATION AND TRAINING

TABLE 1 — PRE-HIRE REQUIREMENTS

SYSTEM	EDUCATIONAL REQUIREMENTS		WAIVED FOR YEARS OF EXPERIENCE		EVALUATION TESTING	OJT/ CLASS HOURS REQUIRED	COSTS	
	High School Diploma or GED	Other	Yes	No			Average Per student	Candidate Salary
MARYLAND	No response							
MASSACHUSETTS	Yes			X	Civil service exam, physical aptitude, psychological test and a drug screen	320	\$960 per week	\$758 per week
MICHIGAN	Yes	Some college	X ²		Security exam produced by Ergo Metrics and administered by Civil Services staff	640	Unknown	\$14.20 per hour
MINNESOTA	Yes			X	General interview process	104	\$2,080	\$12.25 per hour
MISSISSIPPI	Yes			X	Math and report-writing test, physical agility test and a drug screen	160	\$1,473 per month	\$1,635.26 after two months
MISSOURI	Yes		X ³		Physical agility test, video exam, formal interview and written exercises	236	\$1,000	\$1,960 per month
MONTANA	Yes			X	Physical fitness	280	\$600	\$21,877
NEBRASKA	Yes			X	General reading, writing and math test, background/reference check, a drug screen and physical exam	160	\$2,800	\$25,076, effective July 1
NEVADA	No response							
NEW HAMPSHIRE	Yes	Minimum age of 20		X	Reid psychological test, physical fitness test and criminal background check	320	\$5,400	\$23,421
NEW JERSEY	Yes			X	Law enforcement exam, medical exam, psychological exam, video test	560	\$12,912, approx.	\$300 per week
NEW MEXICO	Yes			X	Basic language test, psychological test, drug screen, physical agility, medical physical and a polygraph test	320	\$12,601	\$8.76 per hour
NEW YORK	Yes			X	Civil service exam, academic modules, first aid and CPR, weapons qualification and a comprehensive exam	320	\$7,216, approx.	\$28,444
NORTH CAROLINA	Yes			X	None	None	N/A	\$23,894
NORTH DAKOTA	Yes	Some college	X ⁴		General aptitude test	160	\$4,600	\$1,750 per month
OHIO	Yes			X	Physical agility test, math and reading assessment, video test, background check and a drug screen	160	\$8,821	\$14.26 per hour
OKLAHOMA	Yes			X	A merit test	240	\$1,898	\$1,722.68 per month

² MICHIGAN: Education and experience is reviewed on a case-by-case basis.
³ MISSOURI: An additional year of work experience is required for each educational year missed.
⁴ NORTH DAKOTA: Two years of college or two years of work experience.

CORRECTIONAL OFFICER EDUCATION AND TRAINING

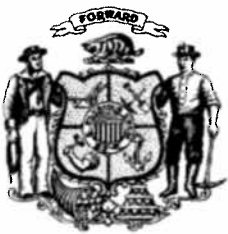
TABLE 1 — PRE-HIRE REQUIREMENTS

SYSTEM	EDUCATIONAL REQUIREMENTS		WAIVED FOR YEARS OF EXPERIENCE		EVALUATION TESTING	OJT/ CLASS HOURS REQUIRED	COSTS	
	High School Diploma or GED	Other	Yes	No			Average Per student	Candidate Salary
OREGON	Yes			X	Work-style behavior survey and a correctional officer test	240	Unknown	\$2,549 per month
PENNSYLVANIA	No	Must be age 21		X	Video test, observation, ability to follow oral instructions, understand rules and regulations, follow written instructions and a check on clarity of expression	320	Unknown	\$27,010 to \$28,417 ⁵
RHODE ISLAND	Yes			X	Cognitive-situational judgment, background check, formal interview and a drug screen after conditional offer to hire	360	\$6,500	\$400 per week
SOUTH CAROLINA	Yes			X	Background check and drug screen	160	\$5,500	\$20,645
SOUTH DAKOTA	No	State Bureau of Personnel standards		X	None	200	Unknown	\$11.50 per hour
TENNESSEE	Yes			X	Civil service exam	240	\$2,500 approx.	\$1,777 per month
TEXAS	Yes			X	Written test	200	\$83.03	\$1,716 per month
UTAH	Yes			X	Written exam, National Police Officer Selection test and a physical agility test	534	\$2,500	\$11.41 per hour
VERMONT	Yes			X	Basic skills test	280	\$6,000	\$12.59 per hour
VIRGINIA	Yes			X	None	80	\$8,827	\$23,550
WASHINGTON	Yes	One year of experience		X	Education and training exam, physical ability test and psychological test	240	\$5,198	\$2,303 per month
WEST VIRGINIA	Yes			X	Video test and Ergo Metric tests on incident observation and report writing	165	\$6,700	\$20,124
WISCONSIN		None required		N/A	Civil service test	280	\$10,000	\$12.81 per hour
WYOMING	Yes		X		Reading and writing ability, physical ability test, psychological test and a drug screen	Minimum of 280 effective July 1	\$300	\$25,000
CANADIAN SYSTEMS								
MANITOBA		None required		X	Correctional officer test, video test, intelligent quotient inventory	337	Unknown	None
NEWFOUNDLAND	Yes	Some college		X	Competency test	416	\$4,000	None
NOVA SCOTIA	Yes	University or special corrections programs are an asset		X	Two-day first aid training and must have a valid driver's license	None	None	None
ONTARIO	Yes			X	Canadian Achievement tests, correctional officer judgment tests and personality tests	180	\$1,500	None

⁵ PENNSYLVANIA: Level of salary depends on geographic location.



WISCONSIN STATE LEGISLATURE





Wisconsin State Employees Union

Council 24

AFL-CIO

8033 Excelsior Drive, Suite C
Madison, WI 53717
Phone 608/836-0024
Fax 608/836-0222
www.wseu-24.org

Robert McLinn, President
Martin Beil, Executive Director

SAME LETTER TO ALL MEMBERS OF:
Assembly Committee on Corrections & the Courts
Senate Committee on Judiciary, Corrections & Privacy

November 23, 2005

Rep. Garey Bies, Chair
Assembly Committee on Corrections & Courts
PO Box 8952
Madison, WI 53708

Dear Rep. Bies:

During the course of the 2005-2007 budget deliberations, our Union worked with the Joint Finance Committee to adopt an amendment to the Department of Corrections budget eliminating the Unit Manager positions. That amendment was adopted and the budget moved to the Governor, eliminating both the positions and funding for Unit Managers. The Governor vetoed the elimination of the positions, but could not restore the funding. Corrections chose to keep all the positions and just recently chose to fund them by eliminating 36 Correctional Officer positions and 9 support positions (Teaching Assistant/Recreation Leader/Client Service Assistant, etc.).

We as a Union find this decision and action absolutely outrageous. It is retaliatory in that only our Union's members' positions are eliminated while they are filling administrative and managerial vacancies, including Unit managers. It is a threat to the security of each facility in that these security positions are carefully calculated and deployed. There are not 36 Correctional Officer vacancies, unless the Department has chosen to cut corners on security and safety in the worksite. Lastly, this decision adds to an already burgeoning overtime budget for each institution. Can you imagine working at New Lisbon Correctional facility with 17 correctional officers short!!!

We know that when we go to work in our correctional facilities, that it is a dangerous job, but the employer has a responsibility to make sure we go home at night. Cutting all these security positions flies in the face of that responsibility and places us in jeopardy.

Attached to this letter is a printout of the cuts in the Adult Institutions throughout the state. We are now putting our lives and our families' welfare into your hands. We ask that you take whatever action necessary to restore these and future line staff cuts. Someone needs to provide sanity and responsibility to this explosive situation.

Sincerely,

Martin Beil
Executive Director

Enclosures



Judiciary, Corrections and Privacy, Committee on

Senator Zien, *chairperson*

Senators Roessler, Grothman, Taylor, and Risser

Corrections and the Courts, Committee on

Representatives Bies, *chairperson*, Gundrum, *vice chairperson*

Representatives Underheim, Owens, Suder, LeMahieu, Pope-Roberts, Wasserman, Seidel and Parisi

Key

CCI	Columbia Correctional Inst.
DCI	Dodge Correctional Inst.
GBCI	Green Bay Correctional Inst.
JCI	Jackson Correctional Inst.
KMCI	Kettle Moraine Correctional Inst.
MSDF	Milwaukee Secure Detention Facility
NLCI	New Lisbon Correctional Inst.
OCI	Oakhill Correctional Inst.
OSCI	Oshkosh Correctional Inst.
RCI	Racine Correctional Inst.
RGCI	Red Granite Correctional Inst.
RYOCF	Racine Youthful Offender Correctional Facility
SCI	Stanley Correctional Inst.
WCCS	Wisconsin Center System
WCI	Waupun Correctional Inst.
WSPF	Supermax – Boscobel

Changed in accordance with pay period 17

312137	VACANT	CORRECTIONAL OFFICER	30-Apr-05	\$13.24	1	101	CCI	GPR	31	25	1 \$	27,543
308761	VACANT	CORRECTIONAL OFFICER	23-Jul-05	\$13.24	1	101	DCI	GPR	31	28	1 \$	27,543
323371	VACANT	PROGRAM ASSISTANT 2	29-Nov-04	\$11.56	0.5	101	DCI	GPR	31	28	0.5 \$	12,021 \$ 38,565
327061	VACANT	TEACHER ASSISTANT	29-Oct-04	\$10.52	1	101	GBCI	GPR	31	22	1 \$	22,082
323168	VACANT	CORRECTIONAL SERGEANT	11-Dec-04	\$13.89	1	101	JCI	GPR	31	33	1 \$	28,889
323881	VACANT	TEACHER ASSISTANT	05-Mar-05	\$10.62	1	101	JCI	GPR	31	33	1 \$	22,082 \$ 50,981
320909	VACANT	CORRECTIONAL SERGEANT	20-Mar-05	\$13.89	1	101	KMCI	GPR	31	28	1 \$	28,889
328858	VACANT	CORRECTIONAL OFFICER	23-Jul-05	\$13.24	1	101	MSDF	GPR	31	43	1 \$	82,630
330005	VACANT	CORRECTIONAL OFFICER	18-Sep-04	\$13.24	1	101	MSDF	GPR	31	43	1 \$	82,630
301151	VACANT	CORRECTIONAL OFFICER	14-Sep-04	\$13.24	1	101	MSDF	GPR	31	43	1 \$	82,630
332786	VACANT	CORRECTIONAL OFFICER	12-Sep-03	\$13.24	1	101	NLCI	GPR	31	37	1 \$	28,889
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332805	VACANT	CORRECTIONAL OFFICER	12-Sep-03	\$13.24	1	101	NLCI	GPR	31	37	1 \$	28,889
332806	VACANT	CORRECTIONAL OFFICER	12-Sep-03	\$13.24	1	101	NLCI	GPR	31	37	1 \$	28,889
301107	VACANT	CORRECTIONAL SERGEANT	29-Mar-04	\$13.89	1	101	OCI	GPR	31	27	1 \$	440,684
302126	VACANT	CORRECTIONAL SERGEANT	29-May-04	\$13.89	1	101	OCI	GPR	31	27	1 \$	28,889
308580	VACANT	RECREATION LEADER-OBJ	23-Feb-05	\$14.05	0.5	101	OCI	GPR	31	27	0.5 \$	44,958 \$ 72,436
319628	VACANT	CORRECTIONAL OFFICER	17-Jul-05	\$13.24	1	101	OSCI	GPR	31	32	1 \$	27,543
312303	VACANT	CORRECTIONAL SERGEANT	23-Jul-05	\$13.89	1	101	OSCI	GPR	31	32	1 \$	28,889
321127	VACANT	CORRECTIONAL SERGEANT	30-Apr-05	\$13.89	1	101	OSCI	GPR	31	32	1 \$	28,889
321163	VACANT	CORRECTIONAL SERGEANT	25-Jun-05	\$13.89	1	101	OSCI	GPR	31	32	1 \$	28,889
312358	VACANT	DOCUMENT PRODUCTION ASST	21-Aug-04	\$10.66	0.5	101	OSCI	GPR	31	32	0.5 \$	11,122
323428	VACANT	FINANCIAL SPECIALIST 1	22-Jun-05	\$11.56	0.5	101	OSCI	GPR	31	32	0.5 \$	12,021 \$ 137,354
332392	VACANT	CLIENT SERVICES ASST-ENTRY	15-Sep-03	\$9.57	1	101	RCI	GPR	31	28	1 \$	77,680
316730	VACANT	CORRECTIONAL SERGEANT	08-Jan-05	\$13.89	1	101	RCI	GPR	31	28	1 \$	77,680
325246	VACANT	CORRECTIONAL SERGEANT	12-Apr-05	\$13.89	1	101	RCI	GPR	31	29	1 \$	77,680
328360	VACANT	CORRECTIONAL OFFICER	23-Jul-05	\$13.24	1	101	RCCI	GPR	31	38	1 \$	82,630
328454	VACANT	CORRECTIONAL OFFICER	15-May-05	\$13.24	1	101	RCCI	GPR	31	38	1 \$	82,630
332255	VACANT	CORRECTIONAL OFFICER	23-Jul-05	\$13.24	1	101	RCCI	GPR	31	36	1 \$	82,630

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Handwritten notes:
 Report on overtime exp. Broke down by facility. I.M.T. billing is being done for ...

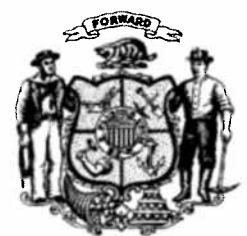
Handwritten notes:
 65 papers
 28 correctional officers

Handwritten signature:
 M. J. ...

326380	VACANT	CORRECTIONAL OFFICER	19-Mar-05	\$13.24	1	101	RYOCF	GPR	31	35	1	
326706	VACANT	TEACHER	27-Nov-04	\$17.10	1	101	RYOCF	GPR	31	39	1	\$ 63,113
331108	VACANT	TEACHER ASSISTANT	02-Apr-05	\$10.82	1	101	SCI	GPR	31	42	1	\$ 22,082
017464	VACANT	CORRECTIONAL SERGEANT	23-Jul-05	\$13.88	1	101	WCOS	GPR	31	38	1	\$ 28,889
005777	VACANT	CORRECTIONAL SERGEANT	18-Sep-04	\$13.89	1	101	WCI	GPR	31	21	1	\$ 28,889
327606	VACANT	CORRECTIONAL OFFICER	14-May-05	\$13.24	1	101	WSPF	GPR	31	34	1	\$ 27,543
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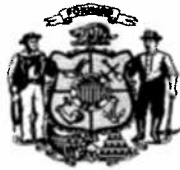


WISCONSIN STATE LEGISLATURE



Jim Doyle
Governor

Matthew J. Frank
Secretary



State of Wisconsin
Department of Corrections

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October 14, 2005

Senator Dave Zien, Chairperson
Senate Committee on Judiciary, Corrections, and Privacy
15 South
State Capitol
Madison, WI 53707

Dear Senator Zien,

During the October 5, 2005, hearing of the Senate Committee on Judiciary, Corrections and Privacy, a number of issues were raised by correctional officers and a probation and parole agent representing AFSCME Council 24. A similar presentation was previously made to the Assembly Committee on Corrections and the Assembly Committee on Criminal Justice and the Courts. I would like to take this opportunity to provide the Department's perspective on these issues.

Institution Safety

A number of the issues raised related in some way to the safety and security of our prisons. Wisconsin's prison system is safe and secure. I would not trade Wisconsin's prison system for any other system in the country. Running safe prisons is a challenging task, but we do it well in Wisconsin. The cornerstone of our system is the quality of our workforce- our correctional officers and other prison staff are second to none. They have tough and challenging jobs. I am proud of the work they do, 24 hours a day, 7 days a week, 365 days a year, keeping our prisons safe and secure. We are also fortunate to have an effective management team made up of highly qualified corrections professionals who provide strong leadership throughout the system.

Prisons by their nature are potentially dangerous. The Department's number one priority is the safety and security of staff, inmates and visitors. Safety and security in a prison are affected by many factors. Staffing levels are important, but other factors are equally important, including the quality of the staff, the strength of the management team, the design and layout of the physical plant, and the effective use of technology. Safe prisons require proactive management of all the problems that are inherent in dealing with a prison population- holding inmates accountable, preventing gang and other predatory behavior, dealing effectively with inmate physical and mental health issues, minimizing inmate idleness, effectively using incentives as well as disincentives that effect inmate behavior, and many other factors.

Prison Population

For the first time in nearly twenty years, after many years of rapid growth, Wisconsin's prison population has stabilized, and has recently begun to decline. In 2000, Wisconsin had over 5,000 inmates in private contract facilities and led the nation in the use of out-of-state private prison beds. In the 1990s, it was not unusual to see a 15% increase in Wisconsin's prison population in a given year. When I became Secretary of the Department in January 2003, Wisconsin was housing about 3,400 inmates out of state, and the total DOC adult inmate population was 21,602. In 2003 and 2004, the prison population grew by just 1.67%, and, during 2005, the prison population has actually been decreasing. By May 5, 2005, all inmates were returned to Wisconsin from contract facilities out of state. Over the past several years we have added nearly 3200 beds in state. Today, the DOC adult inmate population is 21,638, approximately the same as it was in January 2003. Overall institution crowding is much lower now than it has been during the past decade.

We have been able to achieve these goals through a combination of opening several new facilities and work houses, expanding county jail contracts for bed space, and implementing new population management initiatives. As we have worked to return inmates from out-of-state contract facilities, open new facilities, and slow the growth in our prison population, we have kept foremost the safety of our staff, inmates, and the general public. DOC staff were essential to this effort, were involved in each step of the process, and did a tremendous job. It is a credit to our hard working, dedicated Department staff that we have been able to achieve these goals in a relatively short period of time. While a number of factors that affect the size of our prison population are beyond the Department's control, our goal is to make further progress in lowering prison population levels as the overall inmate population continues to fall.

While we have been working to reduce the overall prison population and level of inmate crowding in our institutions, DOC has been and continues to safely house all inmates. Generally, inmates are housed two to a cell. Yet, for many of our prisons, particularly our older facilities, the "operating capacity" of the institution is defined based on an assumption of single bunking. "Operating capacity" is defined as the original design capacity of the institution, based on industry standards, plus modifications and expansions. Years ago, it was much more common to design a prison with an assumption that each inmate would be housed alone in a cell. As the state's prison population more than tripled during the 1990s, DOC and other Departments of Corrections around the country greatly expanded the use of double bunking for inmates, and it has become standard correctional practice. In accordance with this currently accepted correctional practice, we do not believe that inmates are entitled to be housed one to a cell when they are sentenced to the custody of the Department of Corrections, as the "operating capacity" would suggest. Our employees have successfully managed institutions where double bunking is prevalent.

We closely monitor our prison population and will continue to do so. For the Committee's reference and information, I have attached the letter I sent this past May to the Joint Committee on Finance which explains more fully the trends in our prison population.

Inmate Health and Staff Safety

It is common for inmates sentenced to prison to have poor health, with a higher incidence of chronic illness, mental illness and other public health problems than the general population. In addition, with longer sentences being served, the number of geriatric and elderly prisoners has been

increasing. The 2005-2007 biennial budget act requires the Department to report back to the Joint Committee on Finance in January 2006 with a plan for the Department's delivery of inmate health care that addresses both quality and cost efficiencies.

One of the issues discussed at the hearing was correctional officers distributing medication to inmates. Due to the Department's health care staffing levels, correctional officers are currently required to distribute medications to inmates. We agree that this responsibility should not fall on correctional officers. We are currently reviewing this practice and are updating our estimates of the costs involved to change it, and will include our findings in the January 2006 report.

Inmate mental health is another area that presents not only a significant challenge for our health care staff, but for our correctional officer staff, as well. The criminal justice system sentences individuals with mental illnesses to the Department, many of whom have had no mental health services prior to conviction. Nationally and in Wisconsin, prisons were not designed to treat mental illness as a health care facility for the mentally ill would treat them. As a result, clinical staffing levels in the Department do not reflect the level of services that would be provided at state mental health treatment facilities, such as the Wisconsin Resource Center or the Mendota Mental Health Institute, for example.

According to the Department's Mental Health Director, approximately 8% of our state's prison population have serious mental illnesses, including schizophrenia, bipolar disorder (manic depression), and severe depression. In addition, as much as 25% of the adult prison population may be on clinical monitoring at any given time. Inmates who are mentally ill are more difficult to manage in a prison setting. They have a higher incidence of assaultive and non-compliant behavior that is dangerous to staff and other inmates, as well as self-harm behavior that is dangerous to the inmate. Mentally ill inmates are much more likely to end up in segregation separated from the general prison population. We are committed to working with all our staff, including our correctional officer staff, to address this problem.

While there is more work to be done, we have taken a number of important steps to improve inmate mental health and reduce risk to our staff. Over the past several years, these improvements have included: hiring a Mental Health Director; improving the coordination of mental health services with prison security; establishing a multidisciplinary Segregation Workgroup that has developed a roadmap to pro-actively address mental health issues in inmate behavior; adopting a new suicide prevention policy and offering more staff training in the area of mental illness; instituting for the first time a mental health classification system to allow better tracking of inmates with mental illness; and through cooperation with the Department of Health and Family Services, expanding the number of beds available at the Wisconsin Resource Center for inmates with serious mental health problems requiring intensive mental health services. The Department continues to make progress on this issue, including partnerships with the mental health advocacy community, and will continue to implement improvements and develop new initiatives to address the issue. By improving the functioning of inmates while they are in our custody and control, we also hope to improve community safety when these inmates are released back to the community after they have finished their prison sentence.

Another area mentioned at the hearing was the Department's transition toward smoke-free facilities by September 2006. This effort will improve the health of inmates and reduce health risks to staff by eliminating the use of tobacco in our prisons. It will also lower costs to the taxpayer by reducing the Department's expenditures for expensive health care for inmates caused by lung, heart

and other diseases caused by smoking. Smoke-free policies are already in place for inmates or youth offenders in 21 of the agency's 39 correctional institutions, centers, juvenile facilities and the Sturtevant transitional facility, as well as for employees in 13 of the 39 locations. All 71 county jails in Wisconsin are smoke-free, and inmates who are sent from jails to DOC facilities have already adapted to not smoking prior to their entry to prison. We are confident that we can manage this transition successfully without raising tensions in our prisons. A key part of that will be offering effective smoking cessation programs and other assistance to both inmates and staff who smoke.

Another issue raised at the hearing was the danger posed to our correctional officers by inmates that have serious contagious diseases. The Department has protocols and procedures in place to protect all of our staff, including our correctional officer staff. As with any agency or employer, including county jail staff, DOC staff members are trained to utilize appropriate precautions when dealing with offenders. This is emphasized in annual update training on blood borne pathogens. DOC is also in compliance with OSHA standards in dealing with significant exposures to bodily fluids or other hazardous substances. We work closely with the Department of Health and Family Services as well as public health agencies to address health risks presented by our inmate population.

We want to do everything we can to work with our staff to protect their health. To that end, we are committed to providing as much information as we can to minimize health risks associated with exposure to a contagious disease. State and federal HIPPA laws limit the Department in our ability to release confidential medical information about inmates in our custody to staff. However, I have asked the Department's Office of Legal Counsel to review this issue to determine if there are additional ways under current law that we may be able to legally disclose additional information about inmates to our staff in the interest of our staff health.

Correctional Officer Recruitment and Training

DOC takes pride in hiring quality correctional officers who must undergo the application, examination, and interview process, a seven-week intensive pre-service training, and a six month probationary employment period. In 2004, we received over 5,000 applications for Correctional Officer positions, 515 (10%) of which graduated to become correctional officers. Of the new officers hired, nearly 20% were military veterans.

Although a high school diploma has never been a prerequisite for becoming a correctional officer, it is unusual for a correctional officer not to have one. The large pool of applicants does allow for the Department to be selective in our hires. Of the 515 CO's hired in 2004, only about 2% did not have a high school diploma. 54% of our new hires had some college credits, and a few even had graduate degrees. However, we strongly support strengthening correctional officer hiring standards even further, and are working with the Office of State Employment Relations (OSER) to explore a high school graduation requirement.

Investing in our workforce is an integral component to developing a professional staff. We believe strongly in training for all DOC employees, and especially for our front-line staff. Training is one of our top priorities for institutional safety, and we will continue to invest in this area. We welcome any additional resources from the Legislature to invest further in training.

Over the past several years, the Department has operated under some of the leanest budgets it has had in a decade. Yet, we maintained our commitment to staff training. In 2004, we provided

145,320 hours of training for newly-hired correctional officers. These officers undergo an intense seven-week pre-service training program. Many topics are covered during this training, including blood borne pathogens, CPR/AED, medical issues, suicide prevention/mental health issues, fraternization policies and sexual misconduct, to name a few. In addition, correctional officers received another 40,424 hours of ongoing training in FY 2004. Now that the 2005-2007 state budget has passed, I have asked my staff to review how we can expand training opportunities further.

Staff Discipline

During the recent hearing, AFSCME presented a letter previously sent to me in 2004 regarding their concerns about employee discipline-related issues in the Division of Community Corrections. My response of October 12, 2004, was not provided to the Committee. A copy of that response is attached. As indicated in the response, the facts do not support the allegation that minority agents are targeted for investigation in the Division of Community Corrections.

The vast majority of the Department's probation and parole agents do an excellent job serving the public. However, as a state agency ultimately accountable to the public for how we perform, we have standards that must be met and an expectation that agents will live up to those standards. These standards are important as they serve to protect the public as well as staff safety. If information comes to light that indicates a violation of our standards, we have a process set up to investigate and make fair and balanced decisions about the outcome that respects the rights of the employee involved.

The testimony submitted to you at the hearing also claimed that the "rate of discipline is accelerating to a new high. On average, there are about six new investigations a week." This is inaccurate. So far this year, we have opened 74 investigations, which averages just under 2 per week. We have over 1200 probation and parole agents in the Division of Community Corrections. 74 investigations represents approximately 6% of the total agent workforce. The number of investigations this year is within the range of the number of investigations opened in prior years: 2001- 51; 2002-112; 2003- 75; 2004- 90. Our goal is certainly to have fewer investigations- not by lowering our standards, but by working with individual staff to raise their work to acceptable standards. We remain willing to work with the union to address these issues.

Diversity

The Department is committed to maintaining and expanding the diversity of its workforce at all levels. I have been proud to appoint many highly qualified women and minorities to senior management positions in the Department over the past two and one-half years, from the Secretary's office to our institutions and field offices across the state. Half of the Regional Chiefs in the Division of Community Corrections (4 of 8) and half of the Wardens in the Division of Adult Institutions (9 of 18) are women. I have appointed the first two African-American women wardens, and the first Hispanic warden, in state history. Nearly half of the unit managers in our state prisons are women. Our Oshkosh and Racine Pre-Service Correctional Officer Training Academies have been successful in increasing the number of minority correctional officers hired and retained by the Department. Over the past five years, we have been able to increase the number of minority probation and parole agents working in the Milwaukee region. While there is more work to be done, we have made real progress.

Thank you for the opportunity to provide further information to you on these issues. Let me emphasize again that we are very fortunate to have a great staff at the Department of Corrections who do a tremendous job doing very difficult and challenging work. We look forward to continuing our work with our unions, employees, and the Legislature, as we make progress on these issues and accomplish the Department's mission as a public safety agency.

Sincerely,

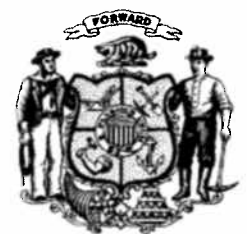
Matthew J. Frank
Secretary

Enclosures

cc: Members, Senate Committee on Judiciary, Corrections, and Privacy
Members, Assembly Committee on Corrections and the Courts
Members, Assembly Committee on Criminal Justice and Homeland Security
Marty Beil, Executive Direction, WSEU



WISCONSIN STATE LEGISLATURE





Memorandum

To: Members, Assembly Corrections and the Courts Committee

From: Rep. Garey Bies, Chair

Date: October 31, 2005

Re: November 2, Executive Session

Attached please find copies of amendments to Assembly Bills 280 and 616, which are scheduled for Executive Action on Wednesday, November 2. Both of these amendments were introduced by the authors of the two proposals.

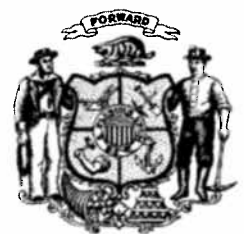
First for Wisconsin!

Capitol: P.O. 8952, Madison, WI 53708-8952 • (608) 268-5350 • Fax: (608) 282-3601
Toll-Free: (888) 482-0001 • Rep.Bies@legis.state.wi.us

Home: 2590 Settlement Road, Sister Bay, WI 54234 • (920) 854-2811



WISCONSIN STATE LEGISLATURE





Memorandum

To: Members, Assembly Corrections and the Courts Committee

From: Rep. Garey Bies, Chair

Date: November 1, 2005

Re: November 2, Executive Session

Attached please find a copy of an amendment to Assembly Bill 616, which is scheduled for Executive Action on Wednesday, November 2. This amendment is being offered by Rep. Joe Parisi.

First for Wisconsin!



DONNA SEIDEL
STATE REPRESENTATIVE
85TH ASSEMBLY DISTRICT

December 13, 2005

Representative Garey Bies, Chair
Assembly Committee on Corrections and the Courts
State Capitol, 125 West
HAND DELIVERED

Dear Chairman Bies,

I am writing to inform you that due to a family funeral in Chicago, I will be unable to attend tomorrow's Executive Session for the Committee on Corrections and the Courts.

I ask that my absence be recorded as excused. If possible, I would like to voice how I would have voted on the following legislation to my colleagues on the Corrections and the Courts Committee prior to any executive action.

AB 705: No

Thank you for your consideration. If you have any further questions or concerns, please contact my office.

Sincerely,

DONNA SEIDEL
State Representative
85th District

DS/nmv