

### Fiscal Estimate - 2017 Session

Original     
  Updated     
  Corrected     
  Supplemental

<b>LRB Number</b> <b>17-4716/1</b>	<b>Introduction Number</b> <b>AB-0703</b>
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**Description**  
 training for newly hired correctional officers

**Fiscal Effect**

**State:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> No State Fiscal Effect<br><input checked="" type="checkbox"/> Indeterminate<br><input type="checkbox"/> Increase Existing Appropriations<br><input type="checkbox"/> Decrease Existing Appropriations<br><input type="checkbox"/> Create New Appropriations | <input type="checkbox"/> Increase Existing Revenues<br><input type="checkbox"/> Decrease Existing Revenues | <input checked="" type="checkbox"/> Increase Costs - May be possible to absorb within agency's budget<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Decrease Costs |
|--|--|---|

**Local:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> No Local Government Costs<br><input type="checkbox"/> Indeterminate<br>1. <input type="checkbox"/> Increase Costs<br><input type="checkbox"/> Permissive <input type="checkbox"/> Mandatory<br>2. <input type="checkbox"/> Decrease Costs<br><input type="checkbox"/> Permissive <input type="checkbox"/> Mandatory | 3. <input type="checkbox"/> Increase Revenue<br><input type="checkbox"/> Permissive <input type="checkbox"/> Mandatory<br>4. <input type="checkbox"/> Decrease Revenue<br><input type="checkbox"/> Permissive <input type="checkbox"/> Mandatory | 5. Types of Local Government Units Affected<br><input type="checkbox"/> Towns <input type="checkbox"/> Village <input type="checkbox"/> Cities<br><input type="checkbox"/> Counties <input type="checkbox"/> Others <u>0</u><br><input type="checkbox"/> School Districts <input type="checkbox"/> WTCS Districts |
|--|--|---|

<b>Fund Sources Affected</b>	<b>Affected Ch. 20 Appropriations</b>
<input type="checkbox"/> GPR <input type="checkbox"/> FED <input type="checkbox"/> PRO <input type="checkbox"/> PRS <input type="checkbox"/> SEG <input type="checkbox"/> SEGS	

<b>Agency/Prepared By</b>	<b>Authorized Signature</b>	<b>Date</b>
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## Fiscal Estimate Narratives

DOC 12/21/2017

LRB Number	17-4716/1	Introduction Number	AB-0703	Estimate Type	Original
<b>Description</b> training for newly hired correctional officers					

### Assumptions Used in Arriving at Fiscal Estimate

This bill would require that the Department of Corrections (DOC) ensure that each newly hired Correctional Officer receives at least 4 weeks of on-the-job training with an experienced correctional officer. The bill does not define "experienced correctional officer". For this Fiscal Estimate, DOC is assuming that "experienced correctional officer" is meant in the broadest sense, to include Correctional Sergeants.

Under current law, no person may be permanently appointed as a Correctional Officer unless that person has satisfactorily completed a 7 week Pre-Service training program approved by DOC. Currently, DOC's Pre-service training program includes 10 hours of on-the-job training at a correctional facility.

Graduates of the Pre-Service training program are expected to complete a separate On-the-Job Training (OJT) program, which is a structured on-site training program provided to new and transferring Correctional Officers and Sergeants. Current DOC policy (DAI 300.00.77) is that OJT for new uniformed staff shall be a minimum of 160 hours.

OJT is led by a Field Training Officer (FTO). A FTO is a full-time, permanent staff member who has a minimum of two years of experience in DOC (unless that requirement is waived). The FTO is a Correctional Officer or Sergeant who facilitates the transition of new uniformed staff to their employing unit duties, and helps ensure the period of OJT progresses as designed.

While all new Correctional Officers receive OJT, on rare occasion some may not receive a full 160 hours of OJT. This may be due to the new staff member not being available due to illness, or an employee not needing the full 160 hours because of prior experience or showing task proficiency, or some other reason. In cases involving staff's absence, this bill's requirement that there be at least 4 weeks of on-the-job training could lead to increased costs if providing the full 160 hours of OJT would require additional overtime. This could also lead to increased costs due to the new staff member being unavailable to fill a post until the training is completed, requiring filling the post on overtime. Depending on the level of vacant security staff positions and preexisting use of overtime at a correctional facility, any additional need for overtime hours could pose additional costs and operational concerns.

The average hourly wage of Correctional Officer and Sergeants in permanent positions, as of December 9th, 2017, was about \$20.00 per hour. With overtime pay being 1.5 times base pay, and including the 19.75% protective overtime fringe rate, the total estimated overtime salary and fringe cost is about \$35.93 per hour.

DOC anticipates this bill would result in an indeterminate increase in costs. Because DOC is unable to estimate how many new Correctional Officers would not otherwise receive the full 160 hours of OJT, nor whether, and to what extent, additional overtime may be required to make up any missed OJT, DOC is not able to more precisely estimate the state fiscal effect of this bill. DOC anticipates that any increase in costs would be minor, and thus likely able to be absorbed within the agency's budget.

### Long-Range Fiscal Implications