

CR 86-163

CERTIFICATE

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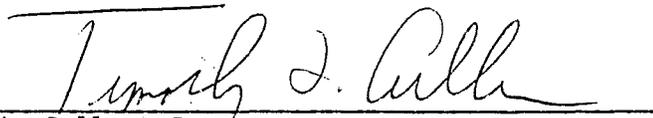
STATE OF WISCONSIN)
) SS
DEPARTMENT OF HEALTH AND SOCIAL SERVICES)

JAN 9 1987
10:35 am
Revisor of Statutes
Bureau

I, Tim Cullen, Secretary of the Department of Health and Social Services and custodian of the official records of the Department, do hereby certify that the annexed rules relating to work and study release for adult correctional inmates were duly approved and adopted by this Department on January 8, 1987.

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 at the State Office Building, 1 W. Wilson Street, in the city of Madison, this 8th day of January, 1987.



SEAL:

Tim Cullen, Secretary
Department of Health and Social Services

3-1-87

ORDER OF THE
DEPARTMENT OF HEALTH AND SOCIAL SERVICES
REPEALING, RENUMBERING, AMENDING, AND CREATING RULES

To repeal HSS 324.07(2) and Note; to renumber HSS 324.07(3) to (6); to renumber and amend HSS 324.07(4) and 324.15; to amend HSS 324.01 (intro.), 324.035(intro.) and (2), 324.05, 324.06(6), (7) and Note (first paragraph), 324.07(1), 324.08, 324.09(4) and Note, 324.10, 324.12(1)(f), (h), (j) and (2)(c), 324.13(2) and (3)(b) and 324.14(1)(a) and Note (first paragraph); and to repeal and recreate HSS 324.03, 324.04 and Note and 324.14(2) and Note; and to create HSS 324.14(3) to (8), relating to work and study release for adult correctional inmates.

Analysis Prepared by the Department of Health and Social Services

This proposed order makes several revisions to Department rules for the administration of work and study release programs, under which inmates of state correctional institutions may be granted the privilege of leaving an institution to work or to attend school.

Mandatory waiting periods for inmates to be eligible for work or study release status are eliminated for inmates in all but three categories (those with a record of escape or attempted escape; those serving life sentences; and those serving sentences following revocation of probation, mandatory release or discretionary parole). The revised rules retain the current requirement that an inmate have a security classification of minimum in order to be eligible for work or study release and create a new provision which permits the institution superintendent to observe an inmate in minimum security for up to 30 days to evaluate the inmate's adjustment to that less-restrictive security level before granting eligibility for work or study release. In the case of inmates removed from a work or study release placement for misconduct, the revisions permit the institution's program review committee (PRC) to impose a waiting period of up to 6 months before granting eligibility. The current waiting periods have often resulted in missed employment and study opportunities and have unnecessarily delayed skills development and the process of reintegration into society. The revision allows the PRC to place without undue delay individuals who can profit from the experience and are not likely to escape or commit unacceptable acts.

The revised rules also eliminate the 12-month limit on the duration of work and study release placements. This limit has unnecessarily disrupted inmates' rehabilitative efforts and employers' workforces. Under the revisions, the length of the placement is determined by the employer's needs and the inmate's performance.

Finally, the revised rules update and clarify current rule language and correct wording errors. Specifically, the revisions delete references to the mutual agreement program (MAP) which no longer exists; make it clear that work and study release placements are privileges; and clarify the differences between eligibility for work or study release program status, approval of that status by a program review committee, and actual placement in work or study release.

The Department's authority to repeal, renumber, amend and create these rules is found in ss. 56.065(2) and 227.11(2), Stats. The rules interpret s. 56.065, Stats.

Pursuant to the authority vested in the Department of Health and Social Services by ss. 56.065(2) and 227.11(2), Stats., the Department hereby repeals, renumbers, renumbers and amends, amends, repeals and recreates, and creates rules interpreting s. 56.065, Stats., as follows:

SECTION 1. HSS 324.01 (intro.) is amended to read:

HSS 324.01 PURPOSE. The purposes of work and study release privileges are:

SECTION 2. HSS 324.03 is repealed and recreated to read:

HSS 324.03 DEFINITIONS. In this chapter: (1) "Alternate housing facility" means a facility other than a state prison that is used for quartering inmates with work or study release privileges. An alternate housing facility may be contracted for under s. 56.065(3), Stats., and may be a county jail or halfway house.

(2) "Classification chief" means the division's chief of classification or designee.

(3) "Division" means the division of corrections, department of health and social services.

(4) "MR" means mandatory release date.

(5) "PRC" means the program review committee, whose primary duties and composition are set forth under s. HSS 302.18.

(6) "Study release" means a work release program authorized under s. 56.065(2), Stats., for educational purposes in a technical, vocational, or trade school, university, a college, a sheltered workshop or a training program designed to improve an inmate's skills and ability.

(7) "Superintendent" means the superintendent of a correctional institution or that person's designee.

(8) "Work or study release status" means a status in which an inmate has been found eligible for work or study release under criteria specified in s. HSS 324.04, has been approved for work or study release by a PRC under s. HSS 324.05, and is available for work or study release placement if a suitable placement is found.

(9) "Work release" means a program authorized under s. 56.065, Stats., that grants to selected inmates the privilege of leaving the confines of state correctional facilities to participate in employment programs. The term "work release" applies only to placements for employment.

(10) "Work release chief" means the division's chief of work release or designee.

(11) "Work release coordinator" or "coordinator" means the person designated at each institution to perform the duties enumerated in this chapter for work release or study release, or that person's designee.

SECTION 3. HSS 324.035 (intro.) and (2) are amended to read:

HSS 324.035 ORGANIZATION OF WORK AND STUDY RELEASE. ~~Placement~~

Participation in work and study release is organized as follows:

(2) The inmate's ~~placement~~ work or study release status shall be approved unanimously under s. HSS 324.05 by the PRC of the ~~institution~~ state correctional facility where the inmate is ~~confined~~ assigned.

SECTION 4. HSS 324.04 and Note are repealed and recreated to read:

HSS 324.04 ELIGIBILITY FOR WORK OR STUDY RELEASE STATUS. To be eligible for work or study release status:

(1) An inmate shall have a security classification of minimum as described in s. HSS 302.12(1)(e). Upon initial assignment of an inmate to a security classification of minimum or upon transfer of an inmate from another state correctional facility, the superintendent of the state correctional facility where the inmate is assigned may observe the inmate in minimum security for 30 days to determine his or her adjustment to minimum security before the inmate becomes eligible for work or study release status. At the end of the 30-day period the superintendent shall inform the PRC of the inmate's adjustment;

(2) An inmate serving a life sentence shall have reached parole eligibility as defined in s. 57.06(1), Stats.;

(3) An inmate with a record of escape or attempted escape shall be subject to the following additional eligibility requirements:

(a) An inmate convicted in court or found guilty under ch. HSS 303 of escape or attempted escape from a state correctional facility is ineligible for one year from the date the judgment is entered or a finding of guilty under ch. HSS 303 is entered; and

(b) An inmate received at a state correctional facility who has a concurrent or consecutive sentence for escape from a county jail is ineligible for one year from the date judgment is entered;

(4) An inmate whose prior work or study release placement has been terminated under s. HSS 324.13 for misconduct other than escape or attempted escape may be required by the PRC to wait up to 6 months from the date of termination before regaining eligibility;

(5) An inmate serving a sentence following revocation of probation, mandatory release or discretionary parole shall be subject to the following additional eligibility requirements:

(a) Except as provided in par. (b), a violator with or without a new sentence shall serve 6 months from the date of return to a state correctional facility before attaining eligibility, regardless of parole board action or credit for time served in a county jail; and

(b) An exception to par. (a) may be recommended by the PRC for inmates who are within 6 months of mandatory release. The final decision as to eligibility shall be made by the classification chief.

Note: HSS 324.04. HSS 324.04 sets the minimum requirements for eligibility for work and study release. While meeting these requirements does not entitle an inmate to participate in the program, it does entitle an inmate to participate in the PRC approval procedure described in s. HSS 324.05.

Work and study release placements are not available to everyone who wants them, everyone who is eligible, or even everyone the PRC approves. A work or study release program requires the continued cooperation of the employer or the educational authority who provides the placement. Therefore, HSS 324.04 limits eligibility to inmates most likely to be successful.

Subsection (1) requires an inmate to have a minimum security classification as a condition of eligibility. This is true for inmates incarcerated in institutions which have more than one security level such as Taycheedah Correctional Institution as well as inmates housed in institutions with only one security level. Under HSS 302.12, minimum security is the only classification allowing inmates the freedom of movement outside the institution necessary for participation in work or study release. These inmates are considered minimal escape risks and less likely to commit acts adversely affecting their release. For a discussion of security classification criteria, see HSS 302.14 and Note.

Subsection (1) allows a superintendent to observe an inmate for 30 days after that inmate has been placed at a minimum security level or transferred from another state correctional facility to determine his or her adjustment to the increased freedoms before the inmate becomes eligible for work or study release.

Subsection (2) states in rule form the requirements of s. 56.065(1), Stats., namely, that an inmate serving a life sentence must reach his or her parole eligibility date before becoming eligible for work or study release.

Subsection (3) sets time limits on eligibility for inmates with a record of escape or attempted escape. These time limits were adopted so inmates who have escaped or attempted to escape are not placed back in the community too soon. The PRC always considers an inmate's record of escape under the criteria of ch. HSS 302, even when an inmate has reached eligibility under sub. (3). This subsection's requirements are relevant only to application, not to ultimate approval.

Subsection (4) allows the PRC to determine that an inmate removed from a work or study release placement for misconduct should be ineligible for up to six months from date of removal. The ineligibility is not automatic. The PRC should consider the circumstances of individual cases.

Subsection (5) prohibits probation, mandatory release and discretionary parole violators from applying for work or study release for the times prescribed. Eligibility is thus limited because confinement to a correctional facility from the community will require assessment and evaluation of the inmate, orientation, and monitoring of the inmate's adjustment. Also, it is not sound policy to immediately place back in the community a person who has shown an inability to adjust. The fact that jail time is not credited toward eligibility reflects the view that a period of 6 months is necessary to observe the inmate before a work or study release decision can be made. McGinnis v. Royster, 410 U.S. 263 (1973).

SECTION 5. HSS 324.05 is amended to read:

HSS 324.05 PROCEDURE FOR APPLICATION AND APPROVAL. (1) An inmate ~~applies~~ may apply for work ~~and~~ or study release status to the institution social worker or any designated staff member.

(2) The social worker or designated staff member shall ~~investigate~~ review the inmate's ~~eligibility under s. HSS-324.04~~ application and shall report on the inmate's eligibility to the PRC of the state correctional facility where the inmate is assigned.

(3) The inmate ~~must~~ shall be approved for work or study release status by the PRC before any further placement efforts can be undertaken.

(4) The program review procedure shall be that which is set forth under ~~chs. s. HSS 302 302.19 and 324, Wis. Adm. Code~~ this chapter. Any inconsistencies shall be resolved in favor of ~~ch. HSS-324~~ this chapter.

(5) PRC approval for ~~a~~ work release or study release ~~placement~~ status shall be by unanimous vote. If a vote is not unanimous, the case shall be treated in accordance with s. HSS 302.19(7).

(6) The inmate's physical and emotional condition shall be considered in making the decision. ~~(a)~~ If the inmate needs medication, the PRC shall consult with the health services staff and the clinical services staff before approving work or study release. ~~(b)~~ The health services staff and the clinical services staff shall state whether a work or study release placement is appropriate for the inmate ~~and what monitoring, if any, is necessary given the inmate's medical condition. Such an inmate shall not be placed in a work or study release program unless the necessary monitoring is available at the placement.~~

(7) The criteria set forth under subs. HSS 302.14(1), (2), (4), (5), (7), (9), (11), (12) and (13) and 302.16(1) and (2) shall be considered in making the decision.

~~(7)~~(8) Upon PRC approval, the PRC shall notify the institution state correctional facility's work release coordinator.

SECTION 6. HSS 324.06(6), (7) and Note (first paragraph) are amended to read:

HSS 324.06(6) Before an inmate begins a work or study release placement, the work release coordinator shall give the division's bureau of program ~~resources~~ services and the ~~institution~~ state correctional facility social worker the following information:

- (a) Date placement is to begin;
- (b) Site of placement and alternate housing facility, if any;
- (c) Hours the inmate will be on the placement site;

- (d) Type of work or study program;
- (e) Rate of pay or amount of financial aid; and
- (f) Other information that may be required to prepare for the placement.

(7) The work release chief and the division's bureau of adult institutions shall coordinate transportation arrangements between the ~~institution~~ state correctional facility and the approved alternate housing facility used for the placement. These arrangements are subject to the approval of the classification chief.

Note: HSS 324.06 (first paragraph). HSS 324.06 is the procedure for placing the inmate following PRC approval. Once a suitable placement is found, the coordinator obtains the necessary documentation confirming acceptance by the employer or school authority or alternate housing facility; explains the duties of ~~principals~~ employers and school authorities; explains to the inmate the rules of work release or study release, the financial agreement, and movement restrictions; and forwards required information to the bureau of program ~~resources~~ services and the institution state correctional facility social worker.

SECTION 7. HSS 324.07(1) is amended to read:

HSS 324.07(1) The inmate shall have a confirmed job offer, or the parole agent shall indicate that employment is imminent in cases where ~~a~~ an alternate housing facility is utilized.

SECTION 8. HSS 324.07(2) and Note are repealed.

SECTION 9. HSS 324.07(3) to (6) are renumbered HSS 324.07(2) to (5), and HSS 324.07(3), as renumbered, is amended to read:

HSS 324.07 (3) If the inmate is to be housed in ~~a~~ an alternate housing facility, consent ~~must~~ shall be obtained from the appropriate authority of the facility.

SECTION 10. HSS 324.08 is amended to read:

HSS 324.08 PLACEMENT IN STUDY RELEASE. The following requirements apply to all study release placements:

(1) Before placement, the inmate shall be accepted for enrollment at the school. All financial arrangements shall be agreed upon by the inmate and the institution state correctional facility.

(2) The PRC shall determine the length of time of the placement and may extend that time period. Study release placements shall be for the same length of time as the educational program unless there is good cause for a different length of time.

(3) If the inmate is to be housed in ~~a~~ an alternate housing facility, consent shall be obtained from the appropriate authority of the housing facility ~~shall consent to the placement.~~

(4) ~~Study release placements should normally be for the same length of time as the educational program.~~ The placement is not effective until the first day of scheduled class attendance.

SECTION 11. HSS 324.09(4) and Note are amended to read:

(4) The ~~institution~~ state correctional facility business manager shall disburse money received as wages or educational benefits in the following order:

(a) ~~The~~ For board including food; and clothing for the inmate plus, if the inmate is on study release, tuition, books, fees, tools, and other supplies; or, if the inmate is on work release, work related expenses;

(b) Necessary travel expense to and from the placement and other incidental expenses of the inmate;

(c) Payment of the crime victim and witness assistance surcharge under s. 973.045(4), Stats.;

~~(c)~~ (d) Support of the inmate's dependents, if any;

~~(d)~~ (e) A reasonable room charge as determined by the department;

~~(e)~~ (f) After investigation under sub. (2), payment, either in full or proportionately, of the inmate's obligations that were acknowledged by ~~him~~ the inmate in writing or that have been reduced to judgment;

~~(f)~~ (g) Wages to the inmates on work or study release until the current canteen limit under s. HSS 309.52(1)(b) is reached. Unspent money ~~is to~~ shall be accumulated deposited in an the inmate's general account and the balance is to be paid to the inmate upon discharge. Before releasing an inmate to field supervision, the releasing institution shall inform the parole agent of the balances in the inmate's general account under s. HSS 309.55, release account

under s. HSS 309.466 and segregated account under s. HSS 309.50. The agent shall instruct the institution business manager as to where these balances shall be transferred and as to disbursement of work or study release funds from general and segregated accounts. Following release, the former inmate may use funds formerly held in general, release and segregated accounts with the approval of the agent. When the client is discharged from field supervision, any remaining funds from these accounts shall be paid to the client. Only inmates who are on work or study release may receive wages from the segregated account under s. HSS 309.50; Wis. Adm. Code.

Note: HSS 324.09. ~~HSS 324.09 requires the inmate and the division to compile the financial information necessary for compliance with s. 56.065, Stats.~~

~~Subsection (2) requires the division to investigate inmate obligations so disbursement of wages from work release or benefits from study release can be made in accordance with sub. (4).~~

Subsection (4) ~~(f)~~(g) provides that the inmate be paid only the current set canteen limit out of work release wages or study release funds. This gives the inmate the same spending rights as other inmates. Unspent funds up to the limit can be saved for expensive purchases. The disbursement priority is set by s. 56.065(5), Stats., and wages and any leftover balance are paid only when the obligations in sub. (4)(a) through ~~(e)~~(g) have been satisfied. The requirement that the inmate be paid the maximum allowed for canteen ~~until discharged~~ was adopted so inmates have funds to use for their personal needs while in ~~an institution or a state correctional facility or alternate housing facility~~. Since they are not receiving institutional pay, this is desirable. Any amount above that is to be kept segregated ~~and given to the inmate upon release~~. Upon release, the inmate's parole agent is required to supervise the disbursement of funds from all institution accounts including release, general and segregated accounts.

SECTION 12. HSS 324.10 is amended to read:

HSS 324.10 TRANSPORTATION. (1) ~~(a)~~ All transportation arrangements between ~~a housing facility and a work or study placement and between an institution~~ a state correctional facility and a work or study placement require approval by the superintendent of the ~~institution~~ state correctional facility to which the inmate is assigned. All vehicles transporting inmates ~~must~~ shall be insured.

~~(b)~~ (2) If the inmate is to be housed in ~~an~~ an alternate housing facility:

~~Transportation~~ (a) Initial transfer transportation between that alternate housing facility and the ~~institution~~ state correctional facility shall be coordinated by the work release chief and the alternate housing facility, subject to approval by the chief of classification.

~~(b)~~ (b) The manner of transportation between the alternate housing facility and the work release placement shall be agreed upon by the parole agent and the sheriff or director of the halfway house.

~~(2)~~ (3) The following means of transportation may be used:

- (a) Institution vehicles;
- (b) Public carriers;
- (c) Approved vehicles driven by members of the public; or
- (d) Inmate's personal car.

~~(3)~~ (4) Inmates on work release shall pay the cost of transportation to and from the work site as provided under s. 56.065(5), Stats. If the division provides transportation, it may assess a reasonable charge.

SECTION 13. HSS 324.12(1)(f), (h), (j) and (2)(c) are amended to read:

HSS 324.12(1)(f) The inmate ~~shall~~ may not remove any tools, equipment, or shop-built items from the institution state correctional facility or bring any such item into the institution state correctional facility without the superintendent's prior approval.

(h) Inmates shall use only the transportation authorized ~~by the institution~~ under s. HSS 324.10.

(j) Failure to report or return to an assigned alternate housing facility, or leaving the confines of ~~such~~ the alternate housing facility without permission, may be referred for prosecution as an escape under s. 946.42(3), Stats.

(2)(c) Unless approved in advance by the superintendent of the ~~institution~~ state correctional facility, inmates ~~shall~~ may not enroll in or attend evening courses, courses requiring attendance at events away from the placement site, theater activities, field trips, athletic functions, or social events. The superintendent may require staff escort.

SECTION 14. HSS 324.13(2) and (3)(b) are amended to read:

HSS 324.13(2) Withdrawal of consent to the placement by a person outside of the division of ~~corrections~~ whose consent is a prerequisite of the placement. This person may be a county sheriff, the director of a halfway house or other alternate housing facility, an employer, or the appropriate authority in an educational program.

(3)(b) Violation of the rules of the placement site or alternate housing facility:

SECTION 15. HSS 324.14(1)(a) and Note (first paragraph) are amended to read:

HSS 324.14(1)(a) The division shall transport the inmate to the ~~institution~~ state correctional facility to which the inmate is assigned as soon as possible if the inmate requests termination or upon oral or written notification by an appropriate authority that the authority no longer consents to the placement.

Note: HSS 324.14 (first paragraph). HSS 324.14 is the procedure by which work and study release can be terminated for the reasons listed in HSS 324.13. If the inmate requests the termination, or if a person at the placement whose consent is necessary for the placement makes the request, the inmate will be transported to the institution state correctional facility to which the inmate is assigned. This should be done as soon as possible to prevent an escape or some other conduct which could result in a more serious conduct charge or violation of the law.

SECTION 16. HSS 324.14(2) and Note are repealed and recreated to read:

HSS 324.14(2) If the placement is terminated under s. HSS 324.13(3), the inmate shall be afforded a due process fact-finding hearing under sub. (5) for the purpose of determining whether the alleged violation occurred and a PRC review under sub. (6) at which it may be decided to terminate the work or study release status if the inmate is found guilty of the alleged violation at the hearing.

SECTION 17. HSS 324.14(3) to (8) are created to read:

HSS 324.14(3) Pending the outcome of the hearing or the PRC review, the division may take any action with reference to the inmate that it considers necessary for protection of the public consistent with administrative rules. Temporary removal or suspension from the placement pending the hearing shall be permitted only if a division staff member makes a written finding that, if an inmate were to remain on work or study release, one or more of the following would exist:

(a) The inmate would seek to intimidate a witness in a pending investigation or disciplinary action;

(b) The inmate would encourage others by example, expressly, or by his or her presence, to defy authority and thereby erode staff's ability to control a particular situation;

(c) There would be a substantial danger to the physical safety of the inmate or another;

(d) There would be a substantial danger that the inmate would try to escape from the custody of the state correctional facility;

(e) A disciplinary investigation would thereby be inhibited; or

(f) A medical or psychological problem of the inmate would go untreated.

(4) When an inmate's work or study release privileges have been suspended under sub. (3) pending a hearing, the hearing shall be held not more than 14 days after the suspension. The period may be lengthened or shortened if the security director approves and the inmate agrees.

(5) The due process fact-finding hearing shall be conducted in accordance

with the procedures under ss. HSS 303.76 to 303.82, modified as follows:

(a) The inmate shall receive the notices under s. HSS 303.76 (1) at least 72 hours in advance of any hearing;

(b) The hearing shall be held not less than 72 hours and not more than 14 days after service of notice;

(c) In accordance with HSS 303.81, with the permission of the hearing officer, the work release coordinator shall interview employers or school officials who have relevant evidence and report to the adjustment committee.

(d) A penalty listed in s. HSS 303.84 need not be imposed as a result of a finding of guilt;

(e) If an inmate who is found guilty at the hearing appeals the decision or punishment to the superintendent, the superintendent shall review all records and forms pertaining to the appeal within 2 working days following the request; and

(e) The hearing shall be conducted by staff of the state correctional facility to which the inmate was assigned at the time of the alleged violation.

(6) If the inmate is found to have committed the violation alleged, the case shall be referred to the PRC of the state correctional facility to which the inmate is assigned. The PRC may terminate the inmate's work and study release status or take any other action considered appropriate. PRC review of the inmate's work or study release status shall be conducted in accordance with ss. HSS 302.15 to 302.19.

(7) An inmate whose work or study release placement has been suspended pending a hearing and who is found not guilty of the alleged violation shall be returned to the placement as soon as practicable following the finding.

(8) If an inmate is unable to attend work or school due to a pending hearing or PRC review, the appropriate school official or employer shall be notified by the state correctional facility to which the inmate is assigned.

Note: HSS 324.14(2). If the placement is terminated for one of the reasons listed in s. HSS 324.13(3), the inmate has the right to a due process fact-finding hearing unless he or she waives that right. The procedure is essentially identical to the major hearing process under the discipline rule, ch. HSS 303, except as noted in sub. (5). This procedure is in accord with Perrote v. Percy 465 F. Supp. 112 (W.D. Wis. 1979) and the amended judgment of May 13, 1980, number 78-C-27W.

Pending the hearing or PRC review, the inmate removed from placement can be confined for one of the reasons listed in sub. (3), but the reason must be written. Because a placement may be lost if the inmate is not available for an extended period, it is important that the decision to terminate the placement or return the inmate to the placement be made in a timely fashion. The rule requires a hearing within 14 days unless the inmate and the security director agree to a greater or lesser period of time.

SECTION 18. HSS 324.15 is renumbered HSS 324.06(8) and HSS 324.06(8) as renumbered is amended to read:

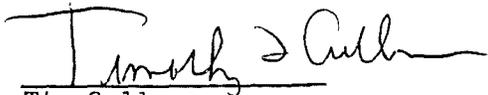
HSS 324.06(8) ~~Housing facilities.~~ All proposals for alternate housing facility placements ~~in county jails, halfway houses, and other community agencies~~ shall be approved by the division of ~~corrections~~.

9-26-25/1h491

The repeals and rules contained in this order shall take effect on the first day of the month following their publication in the Wisconsin Administrative Register, as provided in s.227.22(2), Stats.

Department of Health and
Social Services

Dated: January 8, 1987

By: 
Tim Cullen
Secretary

SEAL:



State of Wisconsin \ DEPARTMENT OF HEALTH AND SOCIAL SERVICES

1 West Wilson Street, Madison, Wisconsin 53702

Tommy Thompson
Governor

Tim Cullen
Secretary

January 8, 1987

Mailing Address:
Post Office Box 7850
Madison, WI 53707

Mr. Orlan Prestegard
Revisor of Statutes
9th Floor - 30 on the Square
Madison, Wisconsin 53702

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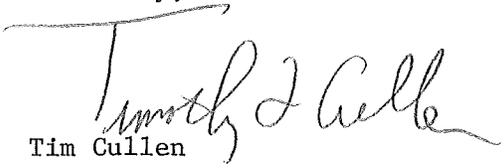
Dear Mr. Prestegard:

As provided in s. 227.20, Stats., there is hereby submitted a certified copy of HSS 324, administrative rules relating to work and study release for adult correctional inmates.

These rules are also being submitted to the Secretary of State as required by s. 227.20, Stats.

These rules apply to inmates of adult correctional institutions and to adult correctional institutions. The rules do not affect small businesses as defined in s. 227.114(1)(a), Stats.

Sincerely,


Tim Cullen
SECRETARY

Enclosure