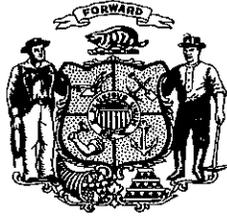


# State of Wisconsin

SENATE CHAIR  
**Alberta Darling**

317 East, State Capitol  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: (608) 266-5830



ASSEMBLY CHAIR  
**John Nygren**

309 East, State Capitol  
P.O. Box 8593  
Madison, WI 53708-8953  
Phone: (608) 266-2343

## Joint Committee on Finance

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Alberta Darling  
Representative John Nygren

Date: December 27, 2017

Re: s. 16.515/16.505(2), Stats. Request

Attached is a copy of a request from the Department of Administration, received December 27, 2017, pursuant to s. 16.515/16.505(2), Stats., on behalf of the Sauk County District Attorney's office.

Please review the material and notify **Senator Darling** or **Representative Nygren** no later than **Tuesday, January 16, 2018**, if you have any concerns about the request or if you would like the Committee to meet formally to consider it.

Also, please contact us if you need further information.

Attachments

AD:JN:jm



STATE OF WISCONSIN  
DEPARTMENT OF ADMINISTRATION

Scott Walker, Governor  
Scott A. Neitzel, Secretary

**Date:** December 22, 2017

**To:** The Honorable Alberta Darling, Co-Chair  
Joint Committee on Finance

DEC 27 2017  
St. Finance

The Honorable John Nygren, Co-Chair  
Joint Committee on Finance

**From:** Scott A. Neitzel, Secretary  
Department of Administration

SA

**Subject:** s. 16.515/16.505(2). Request(s)

Enclosed are request(s) that have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

AGENCY	DESCRIPTION	2017-18		2018-19	
		AMOUNT	FTE	AMOUNT	FTE
DA 20.475(1)(h)	Gifts and grants		1.0*		

\* Project position ending 6/30/2018.

As provided in s. 16.515, the request(s) will be approved on January 17, 2018, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

Please contact Kirsten Grinde at 266-1353, or the analyst who reviewed the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments

**Date:** December 15, 2017  
**To:** Waylon R. Hurlburt  
**From:** Ryan Hutter  
**Subject:** Section 16.505(2) Request

Attached is a s. 16.505(2) request analysis for your approval and processing. Listed below is a summary of each item:

**DOA RECOMMENDATION:**

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2017-18</u>		<u>2018-19</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DAs 20.475(1)(h)	Gifts and grants		1.0*		

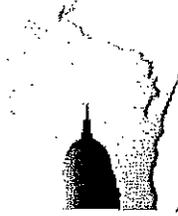
\* Project position ending 6/30/2018.

**AGENCY REQUEST:**

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>2017-18</u>		<u>2018-19</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DAs 20.475(1)(h)	Gifts and grants		1.0*		

\* Project position ending 6/30/2018.

WRH APPROVAL WRH (FORWARD TO GAIL TAPPEN)



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER  
GOVERNOR**

**SCOTT A. NEITZEL  
SECRETARY**

Division of Executive Budget and Finance  
Post Office Box 7864  
Madison, WI 53707-7864  
Voice (608) 266-1736  
Fax (608) 267-0372  
TTY (608) 267-9629

**Date:** December 15, 2017

**To:** Scott A. Neitzel, Secretary  
Department of Administration

**From:** Ryan Hutter  
Executive Policy and Budget Analyst

**Subject:** Request under s. 16.505 from the Sauk County District Attorney to Create a 1.0 FTE Program Revenue Assistant District Attorney Project Position.

**Request**

The Department of Administration, on behalf of the Sauk County District Attorney's Office, requests the creation of a 1.0 FTE program revenue assistant district attorney project position for a term extending from the time of approval through June 30, 2018.

**Revenue Sources for Appropriation(s)**

The revenue source for the position in the gifts and grants appropriation under s. 20.475(1)(h) is half from a grant from the U.S. Department of Justice, Office on Violence Against Women, to the Sauk County District Attorney's Office and half from county funding approved through a resolution passed by the Sauk County Board. As the grant is funded from a program revenue continuing, all moneys received appropriation, there is no accompanying request for an increase in expenditure authority. The Sauk County District Attorney's Office will reimburse the salary and fringe benefit costs for the assistant district attorney prosecutor position from the grant award.

**Background**

In 2015, the Sauk County District Attorney's Office was awarded \$392,257 for the program, of which \$176,371 was used to support the salary and fringe benefits for a 0.8 FTE position. The original position is set to expire February 28, 2018. Under the program, the assistant district attorney participated in programs to strengthen the county's sexual assault policies, protocols and accountability measures, particularly in the reporting of cases from law enforcement to the District Attorney's Office.

In August 2017, the Sauk County District Attorney's Office requested a six-month, no-cost extension, of this position, as a 0.5 FTE assistant district attorney, to continue the work within the scope approved by the grant. The new position would continue to

Scott A. Neitzel, Secretary  
Page 2  
December 15, 2017

be funded with the amounts approved under the original award. The objectives of the extension are:

- Train prosecutors, detectives, law enforcement and advocates on best practices;
- Improve timeliness and effectiveness of the process from reporting to prosecution; and
- Evaluate and strengthen the county's existing policies and protocols and build stronger connections with underserved populations in Sauk County.

On November 14, 2017, the Sauk County Board passed a resolution approving \$20,000 in funding for a 0.5 FTE assistant district attorney position to work as a general assignment prosecutor from January 1, 2018, through June 30, 2018. The position would have responsibilities that include the following:

- Reviewing referrals from law enforcement agencies to determine whether to decline or issue charges based on those referrals;
- Issuing charges consistent with ethical and legal standards;
- Attending to the requirements of Chapter 950 and other relevant provisions of the Wisconsin Statutes that relate to notification and treatment of victims of crime; and
- Handling in a professional and ethical manner the prosecution of cases that merit prosecution, which includes the duties as a minister of justice to zealously pursue the truth in court and present facts with candor to courts and juries.

Sauk County anticipates that the general assignment will allow the assistant district attorney to gain experience in cases common to Sauk County and that the individual appointed to this project position will be appointed into an existing 1.0 FTE GPR permanent position when the current incumbent retires in mid-2018. According to the January through June 2017 Grant Progress Report, the statutory purposes areas of the grant are as follows:

- Centralize and coordinate police enforcement, prosecution or judicial responsibility for domestic violence, dating violence, sexual assault and stalking cases in team or units of police officers, prosecutors, parole and probation officers, or judges;
- Strengthen legal advocacy service programs for victims of domestic violence, dating violence, sexual assault and stalking including strengthening assistance to such victims in immigration matters; and

- Develop and implement policies and training for police, prosecutors, probation and parole officers, and the judiciary in recognizing, investigating and prosecuting instances of sexual assault, with an emphasis on recognizing the threat to the community for repeat crime perpetration by such individuals.

### **Analysis**

Sauk County is one of only seven counties nationwide that received the grant under the Sexual Assault Justice Initiative. In its grant application, the Sauk County District Attorney's Office included written letters of support for the grant from partner agencies and local law enforcement offices which have previously worked with the county on related initiatives. A portion of the grant will be awarded from Sauk County to the partner organizations, and the partner organizations will also provide matching resources, such as office space, training, dedicated staff and certain travel reimbursements.

Sauk County is a unique area in that it is a significant tourist destination, resulting in great seasonal fluctuations in the county population. The transient nature of the population, and its proximity to interstates and U.S. highways serving large population centers, also make it a target destination for sex trafficking. As a result, many victims of sexual assault in the county are residents of other geographic areas. The transient population and limited county resources cause gaps in reporting and investigation of sexual assault cases in the area. Due to this issue, one of the goals of the grant was to achieve a 100 percent referral rate from law enforcement to the Sauk County District Attorney's Office for all reported incidents of sexual assault within the county. Beginning in March 2016, the Sauk County District Attorney's Office, along with Hope House of South Central Wisconsin, the Lake Delton Police Department and the other Sauk County law enforcement agencies began to implement this policy. As a result, referrals to the Sauk County District Attorney's Office increased from 10 in the first six months of 2016, to 20 in the final six months.

In its grant application, the county indicated it would comply with the objectives of the grant by developing best practices, improving the timeliness and effectiveness of reporting and prosecution of sexual assault crimes, building relationships with underserved communities, achieving victim advocacy in each case, conducting case review in at least 25 percent of all sexual assault cases and creating a specialized sexual assault review team, consisting of prosecutors, law enforcement and victim advocacy members.

The assistant district attorney position furthers the State's policy to reduce sexual assault cases by developing and strengthening effective responses to violence against women and building relationships with collaborative partners in the criminal justice system and the advocacy groups that serve victims in Sauk County. This grant offers the opportunity for the county to expand its resources and strengthen the services available to victims of sexual assault.

Scott A. Neitzel, Secretary  
Page 4  
December 15, 2017

This new 1.0 FTE PR project position would replace the 0.8 FTE PR project position which is set to expire February 28, 2018. Funding half of this position with the Sexual Assault Justice Initiative Grant and half with funds from Sauk County would allow this assistant district attorney to continue work required under the requirements in the no-cost extension, while also learning new general assignment duties. Once the current incumbent of the permanent position retires in mid-2018, this individual would move into a full-time general assignment assistant district attorney position and this project position would be vacated.

**Recommendation**

Approve the request.



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER  
GOVERNOR**

**SCOTT NEITZEL  
SECRETARY**

Division of Enterprise Operations State  
Prosecutors Office  
Post Office Box 7869  
Madison, WI 53707-7869  
Voice (608) 267-2700  
Fax (608) 264-9500

---

**DATE:** November 15, 2017

**TO:** Waylon Hurlburt, Administrator  
Division of Executive Budget and Finance

**FROM:** Amanda Mott, Director  
State Prosecutors Office

**SUBJECT:** ***REQUEST UNDER S. 16.505 FOR DEPARTMENT 475: SAUK COUNTY  
DISTRICT ATTORNEY'S OFFICE***

On behalf of the Sauk County District Attorney's Office, I am submitting the attached request for authorization to create a new 1.0 FTE program revenue project position in Department 475, District Attorneys.

Thank you for your attention to this matter.

Attachment

**WISCONSIN IS OPEN FOR  
BUSINESS  
*Wisconsin.gov***

**S.16.505 Request for the Sauk County District Attorney's Office  
1.0 FTE ADA - .5 FTE VAWA Sexual Assault Justice Initiative/.5 FTE County  
November 10, 2017**

**DEPARTMENT OF ADMINISTRATION REQUEST UNDER S.16.505 FOR  
POSITION AUTHORIZATION**

**I. REQUEST**

The Department of Administration (DOA) requests, under s.16.505, the creation of a 1.0 FTE program revenue (PR) assistant district attorney (ADA) project position from January 1, 2018 through June 30, 2018. The position will be in the Sauk County District Attorney's (DA's) Office and will be funded via appropriation s. 20.475(1)(h), Wis. Stats. The Sexual Assault Justice Initiative Grant will fund 0.5 FTE and Sauk County will fund 0.5 FTE.

**II. BACKGROUND**

In December 2015, the U.S. Department of Justice (DOJ) Office on Violence Against Women awarded \$176,371 for a 0.8 FTE ADA position in the Sauk County District Attorney's Office for two years. In August 2017, the Sauk County DA's office requested a six-month extension, from January 1, 2018 through June 30, 2018, of this position, at a 0.5 FTE ADA, to continue and complete the ADA's work on sexual assault cases and law enforcement education duties within the scope of work approved by the grant. Specifically, the Sauk County DA's office has utilized and wants to continue utilizing the Sexual Assault Justice Initiative (SAJI) funds to: train prosecutors, detectives, law enforcement and advocates on best practices; improve timeliness and effectiveness of the process from reporting to prosecution; evaluate and strengthen the county's existing policies and protocols and build stronger connections with underserved populations in Sauk County. The U.S. DOJ approved the extension request.

On November 14, 2017, the Sauk County Board passed a resolution approving funding for a 0.5 FTE ADA from January 1, 2018 through June 30, 2018, in the amount of \$20,000. The ADA employed in this position will work as a general assignment prosecutor. This general assignment will allow the ADA to gain experience in other types of cases common for Sauk County and to cover the anticipated vacation/sabbatical absence of another prosecutor who will be retiring mid-2018. This preparation will allow the ADA to seamlessly transition into a 1.0 FTE state-funded position when that person retires. Consistent with Chapter 978 and other relevant provisions of the Wisconsin Statutes, this position would have responsibilities that include the following: reviewing referrals from law enforcement agencies to determine whether to decline or issue charges based on those referrals; issuing charges consistent with ethical and legal standards; attending to the requirements of Chapter 950 and other relevant provisions of the Wisconsin Statutes that relate to notification and treatment of victims of crime; handling in a professional and ethical manner the prosecution of cases that merit prosecution, which includes the duties as a minister of justice to zealously pursue the truth in court and present facts with candor to courts and juries.

**S.16.505 Request for the Sauk County District Attorney's Office  
1.0 FTE ADA - .5 FTE VAWA Sexual Assault Justice Initiative/.5 FTE County  
November 10, 2017**

**III. ANALYSIS**

This position is in furtherance of the State's policy to prevent crime and ameliorate the impact of crime upon the populace. This position is also in furtherance of the State's policy to fight domestic violence by developing and strengthening effective responses to violence against women by encouraging collaboration between the primary players in the criminal justice system (victim/witness counselors, prosecutors and law enforcement) and advocacy groups serving Sauk County.

**IV. FISCAL ANALYSIS**

Approximately \$40,000 will be required to fund a 1.0 FTE position for six months. Enough funds remain in the SAJI grant to fund a 0.5 FTE position at \$20,000 for six months. Sauk County will provide the remaining \$20,000 to fund the other 0.5 FTE to make a 1.0 FTE ADA position. The program revenue appropriation, s. 20.475(1)(h), Wis. Stats., is continuing and will be re-estimated based on actual experience.

**V. REVENUE SOURCE FOR APPROPRIATION**

The Sauk County Board authorized \$20,000 in its 2018 budget to fund the salary and fringe of a 0.5 FTE general assignment ADA. The U.S. DOJ approved a six-month extension to utilize remaining SAJI grant funds in the amount of \$20,000 to fund the salary and fringe of a 0.5 FTE ADA to continue and complete work on sexual assault cases and law enforcement education duties within the approved grant scope of work.

**VI. SPECIAL INFORMATION**

The co-chairs of the Joint Committee on Finance, in a letter to the DOA Secretary dated June 12, 1996, set forth four additional items of information that should be included in a s.16.505 request for additional positions in the District Attorney program.

- 1) *An explanation of the effect of the positions on weighted caseload for the requesting counties (the LAB methodology is suggested).*

Table 1 indicates the results of the LAB methodology using the modifications recommended by the Wisconsin District Attorneys Association and highlights the impact of the continuing position requested on the DA's Office. The table uses the most current court data available (2012-2014) and the positions authorized as of July 20, 2016. It is important to note that the position need shown in the LAB methodology is a general need corresponding to all duties of a DA Office, and is not specific to a particular type of activity or caseload such as that covered by this grant.

- 2) *An assessment of similar caseload problems in counties not addressed by the request.*

Data with which to make this assessment are not available.

**S.16.505 Request for the Sauk County District Attorney's Office  
1.0 FTE ADA - .5 FTE VAWA Sexual Assault Justice Initiative/.5 FTE County  
November 10, 2017**

- 3) *An explanation of why the request has greater priority than similar needs existing in other counties.*

The Sauk County Board and U.S. DOJ awarded these grant funds to the Sauk County DA's Office.

- 4) *If the request is intended to address a specific type of caseload, an explanation of why this type of caseload has a greater priority than other types.*

This grant funding 0.5 FTE ADA and awarded by the U.S. DOJ Office on Violence Against Women to the Sauk County DA's Office is intended to assist that office develop and strengthen effective responses to violence against women in Sauk County. The grand funding 0.5 FTE ADA and awarded by the Sauk County Board to the Sauk County DA's Office has no restrictions as to the type of caseload the prosecutor can carry.

**FINAL 2012-2014 DISTRICT ATTORNEY OFFICE WORKLOAD ANALYSIS**

DA Office	7/20/16 GPR- Funded FTE Positions*	7/20/16 Program Revenue- Funded FTE Positions*	7/20/16 Total FTE Positions*	Additional FTE Needed	Estimated Total FTE Needed	Additional FTE Needed as a % of 7/20/16 GPR- Funded FTE	Additional FTE Needed as a % of 7/20/16 Total FTE	GPR-Funded FTE as a % of Estimated Total FTE Needed	Total FTE as a % of Estimated Total FTE Needed
Adams	1.20		1.20	1.36	2.36	133.33%	113.33%	46.88%	46.88%
Ashland	2.00		2.00	0.87	2.87	43.50%	43.50%	69.69%	69.69%
Barron	3.00		3.00	3.22	6.22	107.33%	107.33%	48.23%	48.23%
Bayfield	1.00		1.00	0.90	1.90	90.00%	90.00%	52.63%	52.63%
Brown	12.00	1.00	13.00	11.46	24.46	95.50%	88.15%	49.06%	53.15%
Buffalo	1.00		1.00	0.61	1.61	61.00%	61.00%	62.11%	62.11%
Burnett	1.25		1.25	1.95	3.20	156.00%	156.00%	39.06%	39.06%
Calumet	2.00		2.00	1.01	3.01	50.50%	50.50%	66.45%	66.45%
Chippewa	5.00		5.00	1.49	6.49	29.80%	29.80%	77.04%	77.04%
Clark	2.00		2.00	0.56	2.56	28.00%	28.00%	78.13%	78.13%
Columbia	4.75		4.75	3.32	8.07	69.89%	69.89%	58.86%	58.86%
Crawford	1.00		1.00	-0.25	0.75	-25.00%	-25.00%	133.33%	133.33%
Dane	26.85	3.00	29.85	3.21	33.06	11.96%	10.75%	81.22%	90.29%
Dodge	4.00		4.00	2.12	6.12	53.00%	53.00%	65.36%	65.36%
Door	2.00		2.00	0.71	2.71	35.50%	35.50%	73.80%	73.80%
Douglas	3.50		3.50	3.07	6.57	87.71%	87.71%	53.27%	53.27%
Dunn	3.00		3.00	2.93	5.93	97.67%	97.67%	50.59%	50.59%
Eau Claire	8.00	1.00	9.00	4.46	13.46	55.75%	49.56%	59.44%	66.86%
Florence	0.50		0.50	0.39	0.89	78.00%	78.00%	56.18%	56.18%
Fond du Lac	5.00	2.00	7.00	5.44	12.44	108.80%	77.71%	40.19%	56.27%
Forest	1.00		1.00	1.91	2.91	191.00%	191.00%	34.36%	34.36%
Grant	2.00		2.00	2.09	4.09	104.50%	104.50%	48.90%	48.90%
Green	2.00		2.00	0.99	2.99	49.50%	49.50%	66.89%	66.89%
Green Lake	1.50		1.50	0.67	2.17	44.67%	44.67%	69.12%	69.12%
Iowa	1.75		1.75	0.98	2.73	56.00%	56.00%	64.10%	64.10%
Iron	1.00		1.00	-0.27	0.73	-27.00%	-27.00%	136.99%	136.99%
Jackson	2.00		2.00	1.62	3.62	81.00%	81.00%	55.25%	55.25%

**S.16.505 Request for the Sauk County District Attorney's Office  
1.0 FTE ADA - .5 FTE VAWA Sexual Assault Justice Initiative/.5 FTE County  
November 10, 2017**

Jefferson	5.30		5.30	1.83	7.13	34.53%	34.53%	74.33%	74.33%
Juneau	2.50		2.50	0.67	3.17	26.80%	26.80%	78.86%	78.86%
Kenosha	15.00	1.00	16.00	7.16	23.16	47.73%	44.75%	64.77%	69.08%
Kewaunee	1.50		1.50	0.14	1.36	-9.33%	-9.33%	110.29%	110.29%
La Crosse	8.00		8.00	4.95	12.95	61.88%	61.88%	61.78%	61.78%
Lafayette	1.00		1.00	0.26	1.26	26.00%	26.00%	79.37%	79.37%
Langlade	1.50		1.50	1.99	3.49	132.67%	132.67%	42.98%	42.98%
Lincoln	2.00		2.00	1.44	3.44	72.00%	72.00%	58.14%	58.14%
Manitowoc	5.00		5.00	2.73	7.73	54.60%	54.60%	64.68%	64.68%
Marathon	8.50	2.50	11.00	3.60	14.60	42.35%	32.73%	58.22%	75.34%
Marinette	2.50	0.10	2.60	0.49	3.09	19.60%	18.85%	80.91%	84.14%
Marquette	1.00		1.00	0.49	1.49	49.00%	49.00%	67.11%	67.11%
Milwaukee	87.00	33.50	120.50	-21.80	98.70	-25.06%	-18.09%	88.15%	122.09%
Monroe	3.00		3.00	3.15	6.15	105.00%	105.00%	48.78%	48.78%
Oconto	2.00		2.00	0.94	2.94	47.00%	47.00%	68.03%	68.03%
Oneida	2.50		2.50	1.55	4.05	62.00%	62.00%	61.73%	61.73%
Outagamie	9.00		9.00	8.83	17.83	98.11%	98.11%	50.48%	50.48%
Ozaukee	3.00		3.00	1.66	4.66	55.33%	55.33%	64.38%	64.38%
Pepin	0.80		0.80	-0.18	0.62	-22.50%	-22.50%	129.03%	129.03%
Pierce	2.50		2.50	0.67	3.17	26.80%	26.80%	78.86%	78.86%
Polk	3.00		3.00	2.84	5.84	94.67%	94.67%	51.37%	51.37%
Portage	4.00		4.00	3.93	7.93	98.25%	98.25%	50.44%	50.44%
Price	1.00		1.00	0.09	1.09	9.00%	9.00%	91.74%	91.74%
Racine	18.00		18.00	11.23	29.23	62.39%	62.39%	61.58%	61.58%
Richland	1.80		1.80	-0.10	1.70	-5.56%	-5.56%	105.88%	105.88%
Rock	14.00		14.00	2.57	16.57	18.36%	18.36%	84.49%	84.49%
Rusk	1.50		1.50	0.52	2.02	34.67%	34.67%	74.26%	74.26%
Saint Croix	6.00		6.00	1.05	7.05	17.50%	17.50%	85.11%	85.11%
Sauk	5.00	0.80	5.80	1.36	7.16	27.20%	23.45%	69.83%	81.01%
Sawyer	2.00		2.00	1.10	3.10	55.00%	55.00%	64.52%	64.52%
Shaw/Men	3.00		3.00	2.19	5.19	73.00%	73.00%	57.80%	57.80%
Shoebogyan	7.50		7.50	4.08	11.58	54.40%	54.40%	64.77%	64.77%
Taylor	1.00		1.00	0.41	1.41	41.00%	41.00%	70.92%	70.92%
Trempealeau	2.00		2.00	1.13	3.13	56.50%	56.50%	63.90%	63.90%
Vernon	2.00		2.00	-0.09	1.91	-4.50%	-4.50%	104.71%	104.71%
Vilas	2.00		2.00	1.17	3.17	58.50%	58.50%	63.09%	63.09%
Walworth	5.00		5.00	2.46	7.46	49.20%	49.20%	67.02%	67.02%
Washburn	1.25		1.25	0.96	2.21	76.80%	76.80%	56.56%	56.56%
Washington	5.00		5.00	4.08	9.08	81.60%	81.60%	55.07%	55.07%
Waukesha	14.50	2.00	16.50	7.68	24.18	52.97%	46.55%	59.97%	68.24%
Waupaca	3.50		3.50	1.36	4.86	38.86%	38.86%	72.02%	72.02%
Waushara	2.00		2.00	1.16	3.16	58.00%	58.00%	63.29%	63.29%
Winnebago	10.00		10.00	5.97	15.97	59.70%	59.70%	62.62%	62.62%
Wood	4.00		4.00	5.40	9.40	135.00%	135.00%	42.55%	42.55%
<b>TOTALS</b>	<b>382.95</b>	<b>46.90</b>	<b>429.85</b>	<b>139.66</b>	<b>569.51</b>				

\*Modifications:

- 1) The 0.5 GPR FTE in Washburn (0.25 FTE) that also serves Burnett (0.25 FTE) is divided by the FTE shown in parentheses.
- 2) In Milwaukee, the total FTE used is 120.50 rather than 121.50 due to the following factor:
  - a) the 1.0 FTE DNA position serves the entire state; so, showing it as a Milwaukee position distorts the data.
- 3) In Brown the total FTE used is 13.00 rather than 14.00 due to the following factor:
  - a) the 1.0 ADA FTE sex predator position in Brown is excluded because it also serves approximately 20 other DA offices.
- 4) In Fond du Lac the total FTE used is 7.00 rather than 8.00 because the Title IV-E CHIPS/TPR position has no funding.
- 5) In Outagamie the total FTE used is 9.00 rather than 10.00 because the VAWA position has no funding.

**S.16.505 Request for the Sauk County District Attorney's Office  
1.0 FTE ADA - .5 FTE VAWA Sexual Assault Justice Initiative/.5 FTE County  
November 10, 2017**

6) The weighted time estimate for CHIPS cases was changed from 2.61 hours to 6.0 hours effective in the 2004-06 study, based on a 7/04 WDAA Executive Board recommendation.

7) CHIPS extensions include permanency plan review petitions filed under s. 48.365 beginning with data for 2006.

8) Immunization cases filed by DA Offices under s. 48.13(13) are included with CHIPS cases beginning with data for 2006.

9) WDAA Executive Board authorized the following changes to the weighted time estimates beginning with the 2007-09 caseload study:

- a) Increase the "reviewing case referrals that are not prosecuted" from 35 to 100 hours per year, thereby reducing hours available per prosecutor to handle individual cases to 1162 per year.
- b) Weighted time estimate for Class A and First Degree Reckless homicides changed from 100 hours each to 160 hours each.
- c) Weighted time estimate for "All other Homicides" changed from 50 to 80 hours each.
- d) The weighted time estimate for misdemeanors changed from 2.17 hours each to 2.91 hours each.
- e) The weighted time estimate for criminal traffic changed from 1.68 hours each to 2.91 hours each.
- f) Weighted time estimate for juvenile delinquency changed from 3.32 hours each to 3.44 hours each

# SAUK COUNTY DISTRICT ATTORNEY'S OFFICE

515 Oak Street Baraboo Wisconsin 53913  
Phone 608-355-3280 FAX 608-355-3282  
Victim Witness unit 608-355-3281

*District Attorney*  
Kevin R. Calkins

*Office Manager*  
Yvonne R. Neumann

*Assistant District Attorneys*  
Linda A. Hoffman  
Sue M. Mueller  
Michael X. Albrecht  
Dennis J. Ryan  
Rick C. Spoentgen

*Administrative Assistants*  
Jamie L. Catterson  
Patricia A. Church  
Shari L. Meyer  
Wendy S. Kroening

*Victim Witness Unit*  
Laura Moffit  
Linda M. Grieshaber

November 15, 2017

Ms. Amanda Mott  
Interim Director, State Prosecutors Office  
Wisconsin Department of Administration  
101 East Wilson Street, 9<sup>th</sup> Floor  
Madison WI 53707-7857

Dear Director Mott,

Please be advised that the Sauk County Board has passed the 2018 Sauk County Budget which approves the funding of contracted services for a full-time prosecutor in the Sauk County District Attorney's office from January 1, 2018 through June 30, 2018.

The position currently held by ADA Rick Spoentgen (until December 31, 2017), is a .8 SAJI grant funded position. From January 1, 2018 through June 30, 2018, Rick would be employed on a full time basis, as follows: He would be employed as a half-time SAJI grant prosecutor to continue and complete his case work and law enforcement education duties within the scope of work approved by the grant (Sexual Assault cases). The SAJI grant has approved a no cost extension until June 30, 2018, to fund Rick's position for that half-time. Rick would also be employed as a half-time general assignment prosecutor, paid for by Sauk County tax levy. This general assignment will allow him to gain experience in other areas of our caseload and to cover the anticipated vacation/sabbatical absence of another prosecutor who will be retiring mid-2018. Rick will then, seamlessly, transition into that person's full-time, State position. It is understood that this position is not a County paid employee.

Please consider this letter notice of availability of the funding of contracted services to allow ADA Rick Spoentgen to serve as a full-time prosecutor in the Sauk County DA's Office from January 1, 2018 through June 30, 2018.

Sincerely,



Kevin R Calkins  
District Attorney  
Sauk County



Martin F. Krueger  
County Board Chair  
Sauk County

RESOLUTION NO. 114 - 2017

**DIRECTING COUNTY BOARD CHAIR TO CONFIRM APPROVAL OF COUNTY FUNDING FOR A PORTION OF CONTRACTED SERVICES WITH THE STATE OF WISCONSIN PROSECUTOR'S OFFICE FOR ONE (1) FULL TIME PROSECUTOR FROM JANUARY 1, 2018 THROUGH JUNE 30, 2018**

**Background:** The position currently held by ADA Rick Spoentgen (until December 31, 2017) is a .8 SAJI grant funded position. From January 1, 2018 through June 30, 2018, Rick would be employed as a contracted position on a full time basis, as follows: He would be employed as a half-time SAJI grant prosecutor to continue and complete his case work and law enforcement education duties within the scope of work approved by the grant (Sexual Assault cases). The SAJI grant has approved a no cost extension until June 30, 2018, to fund Rick's position for that half-time. Rick would also be employed as a half-time general assignment prosecutor, paid for by Sauk County tax levy. This general assignment will allow him to gain experience in other areas of our caseload and to cover the anticipated vacation/sabbatical absence of another prosecutor who will be retiring mid-2018. Rick will then, seamlessly, transition into that person's full-time, State position. The total dollars needed to fund this position will be \$40,000. The SAJI grant has agreed to fund \$20,000 and the County has approved the use of \$20,000 from general fund dollars to cover the extension.

Fiscal Impact: [ ] None [X] Budgeted Expenditure [ ] Not Budgeted

WHEREAS, the position is currently held by an Assistant District Attorney as part of the US Department of Justice (DOJ) -- Office on Violence Against Women (OVW) Sexual Assault Justice Initiative (SAJI) grant; and,

WHEREAS, the continuation of that position as a half-time grant prosecutor and a half-time general assignment prosecutor will allow for the completion of the grant work as well as the transition of the prosecutor into a full-time State paid position; and,

WHEREAS, the SAJI grant has agreed to fund the extension with \$20,000 and it is anticipated that the County will approve the use of \$20,000 from general fund in the 2018 Budget for the Sauk County District Attorney Office; and,

WHEREAS, the State Prosecutor's Office requires confirmation by funding and a letter confirming such funding is attached,

NOW, THEREFORE, BE IT RESOLVED, upon the approval of the funding of this contracted position in the 2018 Sauk County District Attorney Budget, the County Board Chair is directed to sign the confirmation of funding letter to the State Prosecutor's Office.



STATE OF WISCONSIN )  
COUNTY OF SAUK ) S.S.  
I hereby certify that this resolution/ordinance is a true & correct copy as passed by the Sauk County Board of Supervisors.  
*Rebecca C. Evert*  
(Seal) Rebecca C. Evert, Sauk County Clerk

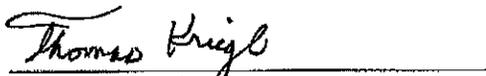
For consideration by the Sauk County Board of Supervisors on November 14, 2017.

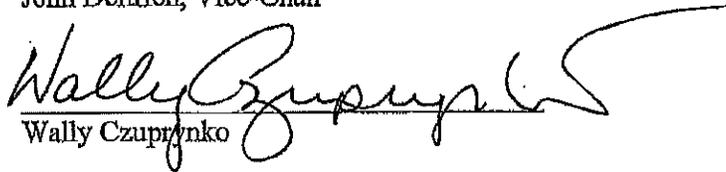
Respectfully submitted,

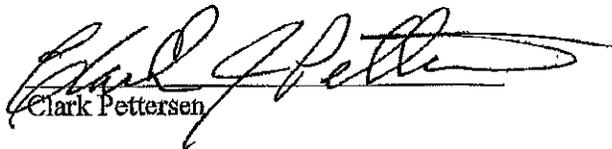
**LAW ENFORCEMENT AND JUDICIARY COMMITTEE**

  
\_\_\_\_\_  
William F. Wenzel, Chair

  
\_\_\_\_\_  
John Deitrich, Vice-Chair

  
\_\_\_\_\_  
Thomas Kriegl - Secretary

  
\_\_\_\_\_  
Wally Czuprynski

  
\_\_\_\_\_  
Clark Petterson

**Fiscal Note:** The 2018 proposed budget includes \$40,000 for this contracted position, funded by a SAIJ grant of \$20,000 and use of general fund balance of \$20,000.  
**MIS Note:** No information systems impact. *KPB*



passed

VOTE: 114-2017  
DATE: 2017/11/14  
TIME: 21:15:04

MOTION: Directing County Board Chair To Confirm Approval Of County Funding For A Portion Of Contracted Services With The State Of Wisconsin Prosecutor's Office For One (1) Full Time Prosecutor From Jan. 1, 2018 through June 30, 2018.

PROPOSED: Wenzel  
SECONDED: Deitrich

VOTE TOTALS:

*Vacant - 1*  
YES : 29  
ABSENT : *1, Absent, Excused*  
NO : *20*  
TOTAL : *29 31*

THE INDIVIDUAL RESULTS WERE AS FOLLOWS  
MIC CARD DELEGATE INFORMATION VOTE

MIC	CARD	DELEGATE INFORMATION	VOTE
1	1	Mr Wally Czuprynko	YES
2	2	Mr Thomas Kriegl	YES
3	3	Mr Tim Meister	YES
4	4	Mr Nathan Johnson	YES
5	5	Mr Clark J. Pettersen	YES
6	6	Mr John Dietz	YES
7	7	Mr Craig Braunschweig	YES
8	8	Mr John M. Deitrich	YES
9	9	Mr Tommy Lee Bychinski	YES
11	11	Mr Richard M. Flint	YES
12	12	Mr David J. Moore	YES
13	13	Ms Kristin K. White Eagle	YES
14	14	Ms Rebecca Hovde	YES
15	15	Mr Peter J. Vedro	YES
16	16	Mr John Miller	YES
18	18	Mr Scott Von Asten	YES
19	19	Ms Andrea Lombard	YES
20	20	Ms Judy Ashford	YES
21	21	Mr Chuck Spencer	YES
22	22	Ms Jean E. Berlin	YES
23	23	Mr Dennis Polivka	YES
24	24	Mr David A. Riek	YES
25	25	Mr Brian L. Peper	<i>Absent, Excused</i>
26	26	VACANT	
27	27	Mr Andy Andrews	YES
28	28	Mr William Hambrecht	YES
29	29	Mr William F. Wenzel	YES
30	30	Ms Donna Stehling	YES
31	31	Mr Henry Netzinger	YES
32	17	Ms Joan Fordham	YES
CHO	10	Mr Marty Krueger	YES

# SAUK COUNTY DISTRICT ATTORNEY'S OFFICE

515 Oak Street Baraboo Wisconsin 53913  
Phone 608-355-3280 FAX 608-355-3282  
Victim Witness unit 608-355-3281

District Attorney  
Kevin R. Calkins

Office Manager  
Yvonne R. Neumann

Assistant District Attorneys  
Linda A. Hoffman  
Sue M. Mueller  
Michael X. Albrecht  
Dennis J. Ryan  
Rick C. Spoentgen

Administrative Assistants  
Jamie L. Catterson  
Patricia A. Church  
Shari L. Meyer  
Wendy S. Kroening

Victim Witness Unit  
Laura Moffit  
Linda M. Grieshaber

August 8, 2017

Re: SAJI Grant Extension 2016-XI-AX-K004

Dear Ms. Baran,

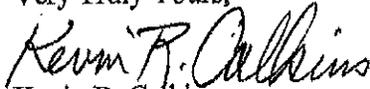
The purpose of this correspondence is to request a 6 month no-cost extension of the above-referenced grant.

We are asking for this extension in order to complete prosecution work after the project's slow start partially due to OVW's startup delays and partially due to the State's delay in approving the position for this office. We estimate that the project will have a remaining budget balance of \$56,405 as of 12/31/17. The cost to employ Rick for 6 months, at his current .8 position, will be approximately \$35,000.

We are currently in the County budget planning process. Our intention is to promote the SAJI grant position prosecutor (Rick Spoentgen) to full time as of 1/1/18. If approved by the County and State, we would employ him as a .5 position under the SAJI Grant to continue and complete his case work and law enforcement education duties within the scope of work approved by the grant (Sexual Assault cases). We would also employ him as a .5 position general assignment prosecutor paid for by Sauk County. This will allow him to gain experience in other areas of our caseload and to cover the anticipated vacation/sabbatical absence of another prosecutor who will be retiring in mid-2018. Rick will then, seamlessly, transition into that person's full time, State position.

If that plan is approved in the Sauk County budget, Sauk County would pay approximately \$20,000 for the .5 general assignment position, and we will ask for only \$20,000 for the .5 Sexual Assault grant position, not \$35,000, from SAJI funds.

Very Truly Yours,

  
Kevin R. Calkins  
District Attorney  
Sauk County

  
Martin F. Krueger  
County Board Chair  
Sauk County



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**GRANT ADJUSTMENT NOTICE**

Grantee Information			
<b>Grantee Name:</b>	Sauk, County of	<b>Project Period:</b>	01/01/2016 - 06/30/2018
<b>Grantee Address:</b>		<b>Program Office:</b>	OVW
<b>Grantee DUNS Number:</b>	07-616-5513	<b>Grant Manager:</b>	Virginia Baran
<b>Grantee EIN:</b>	39-6005740	<b>Application Number(s):</b>	2016-X0023-WI-SI
<b>Vendor #:</b>	396005750	<b>Award Number:</b>	2016-SI-AX-K004
<b>Project Title:</b>	Sauk County Sexual Assault Justice Initiative	<b>Award Amount:</b>	\$392,257.00
<b>GAN Number:</b>		<b>Date:</b>	08/23/2017

**Change Project Scope**

\*Scope Change Types

<input type="checkbox"/> Altering programmatic activities	<input type="checkbox"/> Altering the purpose of the project
<input type="checkbox"/> Changing the project site	<input type="checkbox"/> Change in organization with primary responsibility for implementation of grant
<input type="checkbox"/> Contracting out, sub-granting or otherwise obtaining the services of a third party to perform activities that are central to the purpose of the award	<input checked="" type="checkbox"/> Other (Please enter type of scope change below) Support of Prosecutor S

**\*Required Justification for Change Project Scope:**

Support of prosecutor salary only at .5 time

**Attachments:**

Filename:	User:	Timestamp:
RE Sexual Assault Justice Initiative Next steps.msg	VIRGINIA.BARAN@USDOJ.GOV	08/23/2017 11:44 AM
Grant Extension Letter.pdf	SaukDA	08/09/2017 10:49 AM

[Print](#)

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	Neelam.J.Patel@usdoj.gov	08/23/2017 6:45 PM
Approved-GM	PO - GAN 1st Line Supervisor	VIRGINIA.BARAN@USDOJ.GOV	08/23/2017 11:45 AM

My email response to the grantee, attached to this GAN, includes my instructions for requesting this change. I am approving the reduced FTE level for the prosecutor.

Submitted	PO - Grant Manager	SaukDA	08/09/2017 10:49 AM
Draft	EXTERNAL - External User	SaukDA	08/09/2017 10:49 AM

**Neumann, Yvonne**

---

**From:** Calkins, Kevin  
**Sent:** Thursday, August 24, 2017 8:29 AM  
**To:** Neumann, Yvonne; Spoentgen, Rick  
**Subject:** FW: Change Project Scope GAN has been Approved

-----Original Message-----

**From:** [do-not-reply@ojp.usdoj.gov](mailto:do-not-reply@ojp.usdoj.gov) [<mailto:do-not-reply@ojp.usdoj.gov>]  
**Sent:** Wednesday, August 23, 2017 5:46 PM  
**To:** Calkins, Kevin  
**Subject:** Change Project Scope GAN has been Approved

The request for Change Project Scope GAN for 2016-SI-AX-K004 has been approved. Please access GMS for more information regarding GAN Number 006.



US DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

**GRANT ADJUSTMENT NOTICE**

**Grantee Information**

<b>Grantee Name:</b>	Sauk, County of	<b>Project Period:</b>	01/01/2016 - 06/30/2018	<b>GAN Number:</b>	007
<b>Grantee Address:</b>		<b>Program Office:</b>	OVW	<b>Date:</b>	08/25/2017
<b>Grantee DUNS Number:</b>	07-616-5513	<b>Grant Manager:</b>	Virginia Baran		
<b>Grantee EIN:</b>	39-6005740	<b>Application Number (s):</b>	2016-X0023-WI-SI		
<b>Vendor #:</b>	396005750	<b>Award Number:</b>	2016-SI-AX-K004		
<b>Project Title:</b>	Sauk County Sexual Assault Justice Initiative	<b>Award Amount:</b>	\$392,257.00		

**Change Project Period**

<b>Current Grant Period:</b>	Month: 23 Day: 30	<b>New Grant Period:</b>	Month: 29 Day: 29
<b>Project Start Date:</b>	01/01/2016	<b>*New Project Start Date:</b>	01/01/2016
<b>Project End Date:</b>	12/31/2017	<b>*New Project End Date:</b>	06/30/2018

**\*Required Justification for Change Project Period:**

No Cost Extension

**Attachments:**

Filename:	User:	Timestamp:
Sexual Assault Justice Initiative Next steps.msg	VIRGINIA.BARAN@USDOJ.GOV	08/23/2017 11:36 AM
Grant Extension Letter.pdf	SaukDA	08/09/2017 10:46 AM

[Print](#)

**Audit Trail:**

Description:	Role:	User:	Timestamp:
Approved-Final	OCFMD - Financial Analyst	SYSTEM_USER	08/25/2017 12:01 PM
Submitted	PO - Grant Manager	SaukDA	08/09/2017 10:47 AM
Draft	EXTERNAL - External User	SaukDA	08/09/2017 10:46 AM

**Neumann, Yvonne**

---

**From:** Calkins, Kevin  
**Sent:** Friday, August 25, 2017 11:26 AM  
**To:** Neumann, Yvonne; Spoentgen, Rick  
**Subject:** FW: Change Project Period GAN has been Approved

-----Original Message-----

**From:** [do-not-reply@ojp.usdoj.gov](mailto:do-not-reply@ojp.usdoj.gov) [<mailto:do-not-reply@ojp.usdoj.gov>]  
**Sent:** Friday, August 25, 2017 11:01 AM  
**To:** Calkins, Kevin  
**Subject:** Change Project Period GAN has been Approved

The request for Change Project Period GAN for 2016-SI-AX-K004 has been approved. Please access GMS for more information regarding GAN Number 007.