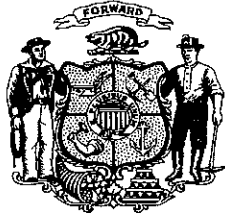


# STATE OF WISCONSIN

SENATE CHAIR  
**Alberta Darling**

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



ASSEMBLY CHAIR  
**John Nygren**

308 East, State Capitol  
P.O. Box 8953  
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: January 8, 2019

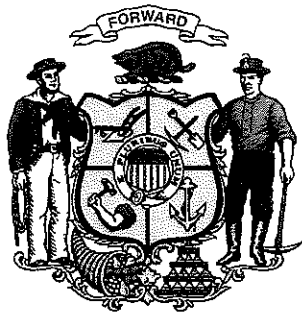
Re: DOC Report to JFC

Attached is a report on the use of overtime in each state adult correctional institution for fiscal year 2018, with the stated reasons for the overtime from the Department of Corrections, pursuant to s. 301.03(6t), Stats.

This report is being provided for your information only. No action by the Committee is required. Please feel free to contact us if you have any questions.

Attachments

AD:JN;jm



# Wisconsin Department of Corrections

Governor Scott Walker | Secretary Cathy A. Jess

RECEIVED  
JAN 08 2019  
BY: *St. Financ*

December 28, 2018

Senator Alberta Darling  
Co-Chair, Joint Committee on Finance  
Room 317 East  
State Capitol  
P.O. Box 7882  
Madison, WI 53707-7882

Representative John Nygren  
Co-Chair, Joint Committee on Finance  
Room 309 East  
State Capitol  
P.O. Box 8953  
Madison, WI 53708

Dear Senator Darling and Representative Nygren:

Attached in compliance with s. 301.03 (6t) is the Department's information on the use of overtime in each state adult correctional institution for fiscal year 2018, with the stated reasons for the overtime. Should you have any questions related to this information please contact Casey Newman at 608-240-5405.

Sincerely,

Cathy A. Jess, Secretary  
Department of Corrections

cc: ✓ Jeffrey Renk, Senate Chief Clerk  
Patrick Hughes Jared Hoy  
James Schwochert Melissa Roberts

Patrick E. Fuller, Assembly Chief Clerk  
Stephanie Hove Karley Downing  
Doug Percy Casey Newman

Attachment

### Division of Adult Institutions Overtime Costs

INSTITUTION	FY18 Total
Columbia Correctional Institution	\$3,636,165
Chippewa Valley Correctional Treatment Facility	\$433,506
Dodge Correctional Institution	\$6,158,187
Fox Lake Correctional Institution	\$2,539,301
Green Bay Correctional Institution	\$3,220,012
Jackson Correctional Institution	\$1,698,802
Kettle Moraine Correctional Institution	\$2,368,803
Milwaukee Secure Detention Facility	\$2,206,053
New Lisbon Correctional Institution	\$1,861,192
Oakhill Correctional Institution	\$1,886,464
Oshkosh Correctional Institution	\$4,209,687
Prairie Du Chien Correctional Institution	\$856,278
Racine Correctional Institution	\$2,494,606
Redgranite Correctional Institution	\$2,561,195
Racine Youthful Offender Correctional Facility	\$1,398,839
Stanley Correctional Institution	\$1,959,386
Taycheedah Correctional Institution	\$2,934,337
Wisconsin Correctional Center System	\$1,715,227
Waupun Correctional Institution	\$4,778,085
Wisconsin Resource Center	\$462,590
Wisconsin Secure Program Facility	\$1,264,070
<b>Summary Correctional Institutions</b>	<b>\$50,642,784</b>

From FY16 to FY18, overtime increased by \$7,466,067 and 246,427 hours. Position vacancies account for the greatest increase in overtime from FY16 to FY18. Vacancies cause current staff to fill designated shifts and results in increased overtime. The Department of Corrections (DOC) is constantly evaluating ways to increase staff retention and reduce overtime costs.

## OVERTIME DEFINITIONS

### A. Correctional Officer and Sergeant Overtime

Selection includes overtime accumulated by Correctional Officers and Sergeants. In cases where overtime is associated with several categories, overtime is accounted for under the first relevant category listed below. Before filling a post which has a vacancy with use of overtime, institutions determine if the post can and/or should be left vacant.

1. Medical Vigils – Inmate hospitalization involving an admission to the hospital which caused overtime.
2. Service Overtime - Any Department incurred un-reimbursed overtime hours that are associated with supervision of inmates while providing services to organizations internal or external to the Department (such as services provided through use of work crews).
3. Position Vacancy Assistance – Starting in FY18, Overtime resulting from assisting another institution with position vacancies.
4. Special Posts – Overtime resulting from a post needed which may not be staffed by authorized positions of the institutions due to commitment of those positions to already existing and necessary posts. *Institution must receive written approval from the Administrator's office beforehand.*
5. Sick Leave – An officer or sergeant calls to say they won't be at their scheduled post due to illness.
6. Position Vacancy – Overtime resulting from an employee scheduled to provide coverage which normally would be provided by another authorized position which is vacant.
7. Construction Projects – Construction projects for which overtime hours were accrued. Hours are typically necessary due to the implementation of special security procedures associated with construction crews entering and leaving institutions, or supervision of work sites.
8. Trips– Overtime incurred for any inmate transportation other than travel related to medical vigils.
9. Training – Overtime generated due to employee participation in training activities.
10. Personnel/Employment Relations - Investigations, administrative leave with pay, staff related court hearing/testimony, grievance hearings or suspensions resulting in overtime.
11. Security Emergency – Major incident, lockdown, security fence or gate issues, disturbance and non-routine cell searches.
12. Miscellaneous – All other overtime not covered by the above categories. Examples include military leave, late relief, area search for missing tools, paperwork, cell extraction, as well as other causes.

**B. Other Institutional Coverage** - Straight overtime earned by Supervising Officers, overtime incurred by health care workers, and overtime incurred by non-security personnel such as support staff.

**DIVISION OF ADULT INSTITUTIONS  
Correctional Institutions Overtime Hours & Costs Fiscal Year 2018**

		Medical Vigils	Service Overtime	Pos. Vac. Assistance	Special Pay	Sick Leave	Vacancy	Position	Construction Projects	Trips	Training	Personnel/ Emp. Rel.	Security Emergency	Miscellaneous	Other Institutional Coverage	Total
Columbia	CCI	2,963	68	160	1,430	17,739	71,385	6,187	1,701	6,187	1,701	708	215	9,911	10,172	134,403
Correctional Institution	CCI	\$ 79,768.82	\$ 1,796.64	\$ 4,208.37	\$ 38,124.53	\$ 475,712.90	\$ 2,064,104.10	\$ 167,073.65	\$ 45,549.39	\$ 156,250.40	\$ 19,141.46	\$ 5,706.01	\$ 267,656.18	\$ 31,172.36	\$ 3,636,164.79	
Chippewa Valley	CVCITF	322	4	1,101	0	8,511	1,967	90	219	258	0	0	0	286	1,859	14,616
Correctional Treatment Facility	CVCITF	\$ 9,279.68	\$ 103.39	\$ 32,500.04	\$ 0.00	\$ 250,915.53	\$ 57,461.26	\$ 2,718.13	\$ 6,442.90	\$ 7,474.78	\$ 7.02	\$ 0.00	\$ 0.00	\$ 8,429.10	\$ 58,124.26	
Dodge	DCI	3,780	0	0	0	22,644	142,876	238	4,999	5,966	0	0	0	11,335	20,895	433,506.07
Correctional Institution	DCI	\$ 109,664.35	\$ 0.00	\$ 0.00	\$ 0.00	\$ 658,340.00	\$ 4,149,439.81	\$ 6,914.10	\$ 145,288.24	\$ 174,289.29	\$ 0.00	\$ 0.00	\$ 0.00	\$ 339,880.69	\$ 583,370.17	
Fox Lake	FLCI	3,059	148	0	0	14,524	43,583	105	3,560	10,579	0	0	0	8,127	6,723	212,734
Correctional Institution	FLCI	\$ 84,769.73	\$ 4,177.57	\$ 0.00	\$ 0.00	\$ 404,761.11	\$ 1,215,728.57	\$ 2,939.91	\$ 99,414.39	\$ 294,818.27	\$ 0.00	\$ 0.00	\$ 0.00	\$ 226,379.35	\$ 339,880.69	
Green Bay	GBCI	4,903	0	0	5,824	25,893	44,847	3,386	1,636	9,404	0	2,408	0	6,723	6,723	158,186.65
Correctional Institution	GBCI	\$ 134,846.54	\$ 0.00	\$ 0.00	\$ 158,800.54	\$ 706,927.23	\$ 1,221,970.47	\$ 90,694.93	\$ 44,560.65	\$ 258,700.78	\$ 0.00	\$ 65,245.21	\$ 0.00	\$ 238,190.44	\$ 300,075.46	
Jackson	JCI	10,415	0	0	0	15,653	26,558	6	1,504	1,059	0	0	0	630	9,877	116,970
Correctional Institution	JCI	\$ 289,207.32	\$ 0.00	\$ 0.00	\$ 0.00	\$ 434,905.77	\$ 738,632.86	\$ 155.49	\$ 41,710.81	\$ 29,334.09	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,750.30	\$ 300,075.46	
Kettle Moraine	KMCI	1,353	0	0	0	20,650	52,430	193	1,070	1,658	0	48	0	83	7,160	60,649
Correctional Institution	KMCI	\$ 37,990.48	\$ 0.00	\$ 0.00	\$ 0.00	\$ 574,195.79	\$ 1,458,736.31	\$ 5,274.14	\$ 79,813.43	\$ 46,303.78	\$ 0.00	\$ 1,359.36	\$ 0.00	\$ 2,202.02	\$ 147,105.26	
Milwaukee Secure	MSDF	20,927	0	2	2,036	28,313	16,070	2,555	2,783	2,919	0	572	2,849	2,849	5,528	84,645
Detention Facility	MSDF	\$ 541,449.35	\$ 0.00	\$ 50.60	\$ 52,252.15	\$ 734,950.88	\$ 417,640.18	\$ 64,665.99	\$ 72,261.38	\$ 75,416.50	\$ 11.23	\$ 14,816.34	\$ 74,112.27	\$ 158,456.57	\$ 2,206,053.44	
New Lisbon	NLCI	9,440	0	0	0	14,443	34,267	840	3,426	840	0	13	786	786	70,011	70,011
Correctional Institution	NLCI	\$ 247,777.73	\$ 0.00	\$ 0.00	\$ 0.00	\$ 371,413.00	\$ 895,896.70	\$ 89,601.88	\$ 22,011.59	\$ 0.00	\$ 0.00	\$ 337.08	\$ 20,697.95	\$ 207,455.82	\$ 1,861,191.75	
Oakhill	OICI	7,192	1,451	0	0	11,998	26,840	1,125	1,125	1,688	195	18	9,374	5,631	65,112	65,112
Correctional Institution	OICI	\$ 209,002.47	\$ 42,158.32	\$ 0.00	\$ 0.00	\$ 336,371.18	\$ 779,129.03	\$ 32,648.45	\$ 49,233.42	\$ 5,631.37	\$ 509.09	\$ 0.00	\$ 271,348.16	\$ 160,432.05	\$ 1,886,463.55	
Oshkosh	OSCI	12,577	0	0	1,062	32,627	62,080	567	11,227	4,274	43	297	9,139	13,497	147,391	147,391
Correctional Institution	OSCI	\$ 355,350.61	\$ 0.00	\$ 0.00	\$ 30,035.62	\$ 922,334.41	\$ 1,749,766.77	\$ 15,967.12	\$ 314,820.86	\$ 121,005.70	\$ 1,230.94	\$ 8,559.66	\$ 238,185.25	\$ 432,630.54	\$ 4,209,687.47	
Prairie Du Chien	PDCI	974	0	0	0	18,287	2,209	102	917	847	0	36	2,235	4,359	29,966	29,966
Correctional Institution	PDCI	\$ 27,487.94	\$ 0.00	\$ 0.00	\$ 0.00	\$ 322,487.16	\$ 62,768.13	\$ 2,924.78	\$ 26,219.69	\$ 24,275.54	\$ 0.00	\$ 1,044.95	\$ 64,029.72	\$ 125,039.60	\$ 856,278.12	
Racine	RCI	16,111	0	0	0	36,066	20,857	287	2,785	2,785	0	0	2,134	8,648	86,889	86,889
Correctional Institution	RCI	\$ 464,300.72	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,029,183.86	\$ 594,328.81	\$ 0.00	\$ 7,999.98	\$ 77,920.78	\$ 0.00	\$ 0.00	\$ 61,272.65	\$ 259,598.98	\$ 2,494,605.77	
Redgranite	RGCI	2,246	0	0	0	18,826	47,986	4,820	6,165	6,165	0	0	2,576	6,743	89,361	89,361
Correctional Institution	RGCI	\$ 64,361.56	\$ 0.00	\$ 0.00	\$ 0.00	\$ 535,488.35	\$ 1,366,742.05	\$ 0.00	\$ 137,209.91	\$ 175,847.72	\$ 0.00	\$ 0.00	\$ 73,584.99	\$ 207,959.98	\$ 2,561,194.55	
Racine Youthful Offender	RYOCF	890	0	400	0	17,378	10,791	521	131	521	0	103	17,140	5,802	53,156	53,156
Correctional Facility	RYOCF	\$ 23,279.91	\$ 0.00	\$ 10,397.53	\$ 0.00	\$ 450,870.07	\$ 280,447.20	\$ 0.00	\$ 3,443.52	\$ 13,571.68	\$ 0.00	\$ 2,670.20	\$ 444,286.15	\$ 169,873.08	\$ 1,398,839.35	
Staley	SCI	9,687	0	494	67	21,133	15,998	11	7,223	3,492	2	2	2,492	6,076	72,605	72,605
Correctional Institution	SCI	\$ 257,702.67	\$ 0.00	\$ 13,089.44	\$ 1,760.76	\$ 721,535.07	\$ 425,856.04	\$ 275.21	\$ 191,920.79	\$ 92,992.71	\$ 54.32	\$ 53.40	\$ 64,412.78	\$ 189,730.92	\$ 1,959,386.12	
Tycheedah	TICI	10,052	60	304	17,896	21,926	34,724	239	1,326	3,052	260	332	4,052	10,081	104,303	104,303
Correctional Institution	TICI	\$ 281,725.77	\$ 1,663.57	\$ 8,606.60	\$ 500,821.24	\$ 613,341.59	\$ 972,959.05	\$ 6,674.54	\$ 37,091.54	\$ 85,865.18	\$ 7,305.27	\$ 9,438.60	\$ 112,682.89	\$ 296,161.44	\$ 2,934,337.27	
Wisconsin Correctional	WCCS	611	189	1,865	0	10,663	21,428	0	2,309	2,680	286	16	7,714	5,966	53,727	53,727
Center System	WCCS	\$ 19,864.51	\$ 6,009.76	\$ 60,602.21	\$ 0.00	\$ 345,653.17	\$ 695,275.58	\$ 0.00	\$ 74,936.09	\$ 87,247.64	\$ 9,059.05	\$ 525.43	\$ 249,910.86	\$ 166,172.93	\$ 1,715,227.23	
Waupun	WCI	1,997	0	0	0	7,645	13,216	598	1,832	5,675	0	8	5,354	15,605	171,929	171,929
Correctional Institution	WCI	\$ 50,606.55	\$ 0.00	\$ 0.00	\$ 0.00	\$ 208,818.39	\$ 3,646,120.31	\$ 16,759.25	\$ 50,064.57	\$ 154,204.22	\$ 0.00	\$ 214.96	\$ 146,027.78	\$ 505,268.94	\$ 4,778,084.86	
Wisconsin	WRC	852	0	0	0	5,399	6,435	488	762	762	0	0	280	1,587	15,801	15,801
Resource Center	WRC	\$ 24,935.02	\$ 0.00	\$ 0.00	\$ 0.00	\$ 158,007.67	\$ 187,480.79	\$ 0.00	\$ 14,280.50	\$ 22,377.03	\$ 0.00	\$ 0.00	\$ 8,257.75	\$ 47,251.37	\$ 462,590.12	
Wisconsin Secure	WSPF	1,012	0	0	376	12,553	21,648	12	1,155	2,160	0	547	808	5,603	45,874	45,874
Program Facility	WSPF	\$ 27,985.79	\$ 0.00	\$ 0.00	\$ 10,062.12	\$ 536,459.36	\$ 580,953.17	\$ 310.40	\$ 31,025.27	\$ 58,302.01	\$ 0.00	\$ 14,416.15	\$ 21,445.99	\$ 183,870.75	\$ 1,264,069.61	
Summary	Hours	121,361	1,920	4,326	28,691	388,471	844,195	14,289	53,738	72,248	1,494	4,614	106,026	163,433	1,805,106	1,805,106
Correctional Institutions	Cost	\$ 3,340,867.52	\$ 55,909.25	\$ 129,504.79	\$ 791,856.97	\$ 10,798,643.69	\$ 23,561,079.16	\$ 383,347.63	\$ 1,496,304.23	\$ 2,027,443.11	\$ 42,400.65	\$ 124,696.44	\$ 2,961,741.29	\$ 4,928,949.54	\$ 50,642,784.35	