

WyA03.4/r.991-92/015

# STATE OF WYOMING

# 015

WyDocs  
Budget 1991-1992/015



## 1991 - 1992

## BIENNIUM BUDGET REQUEST



OFFICE OF THE ATTORNEY GENERAL

Agency Name

WYOMING STATE LIBRARY  
DOCUMENTS DIVISION  
CHEYENNE, WYOMING

Submitted by:

Signature

*Joseph B. Meyer*

Name

JOSEPH B. MEYER

Title

ATTORNEY GENERAL

Persons responsible for preparation of this budget:

WILLIAM E. COLARUSSO

Date Submitted JULY 17, 1989

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### OFFICE OF THE ATTORNEY GENERAL

The legal/administrative division is charged with the prosecution and defense of all suits instituted by or against the State; representation of the State in all criminal appeals to the Wyoming Supreme Court; advising all departments, agencies, boards and commissions; providing opinions to authorized persons; representing the State in all habeas corpus and post-conviction hearings; providing representation and counsel to the Governor on all extradition matters, and generally attending to all legal matters of the State. Other specific projects and programs of this office include assistance to prosecutors when requested, assistance to citizens in consumer affairs, and participation in activities of the National Association of Attorneys General and several other national organizations which deal with legal matters of interest to the State.

### DIVISION OF CRIMINAL INVESTIGATION

The Wyoming Division of Criminal Investigation is charged with cooperating to the fullest extent possible with federal, state, and local law enforcement officers with a view toward efficient investigation of criminal activity and swift apprehension of persons suspected of violating the criminal laws of this state. The Division provides assistance upon request to local law enforcement agencies; provides undercover agents to requesting agencies, and performs any other duties as designated by the Attorney General.

The Wyoming State Crime Laboratory was created in 1974 as a part of the Division of Criminal Investigation. The Laboratory is staffed with technical specialists in the areas of firearms identification, forensic serology, trace evidence, and latent fingerprints. The Lab's services are provided at no cost to law enforcement agencies throughout the State. Members of the Laboratory respond to requests for assistance and provide expert advice and crime scene analysis. The staff members act as custodians of evidence, perform technical examinations, issue written reports of their findings and testify in courts as requested.

The Criminal Justice Information System is charged with the establishment and maintenance of complete systems for the identification of criminals which comply with modern and accepted methods in the field of criminal identification. It also establishes uniform procedures and forms for the collection and dissemination of criminal identification data, assists law enforcement agencies in the State with the establishment and implementation of such uniform procedures, and provides to law enforcement agencies and their personnel such training, assistance, and instruction as may be deemed necessary to assure uniformity in the gathering and dissemination of criminal identification data.



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#### WYOMING LAW ENFORCEMENT ACADEMY

W.S. 9-3-1901 et seq., requires Wyoming peace officers to complete a basic course of training prior to permanent appointment. The academy, presently located at Douglas, Wyoming provides the quarters, curriculum, and staff to meet this requirement. The Academy has, since 1985, also been responsible for providing a basic certification course for coroners, pursuant to. W.S. 7-4-103 and 9-1-634.

#### PEACE OFFICERS STANDARDS AND TRAINING COMMISSION

The Peace Officers Standards and Training Commission (POST) has the responsibility of insuring the quality control of the present and future training of all Wyoming State law enforcement officers. The Director of POST has the responsibility to inspect, insure, and evaluate the law enforcement training peace officers receive at the Wyoming Law Enforcement Academy, community colleges, and law enforcement training agencies' inservice training schools. The POST Commission continues a program of upgrading the standards of the Wyoming law enforcement officers. Since 1985, Post has also had the responsibility of establishing basic certification and continuing education requirements for county coroners.

#### CRIME VICTIMS COMPENSATION PROGRAM

The compensation program was created to serve the public by compensating those citizens who suffer personal injury or death resulting from a violent crime. The intent of the program is to assist the innocent victim as quickly as possible, by easing the burden of the financial crisis caused by the crime, and to facilitate the victim's reentry into the normal peace of life.

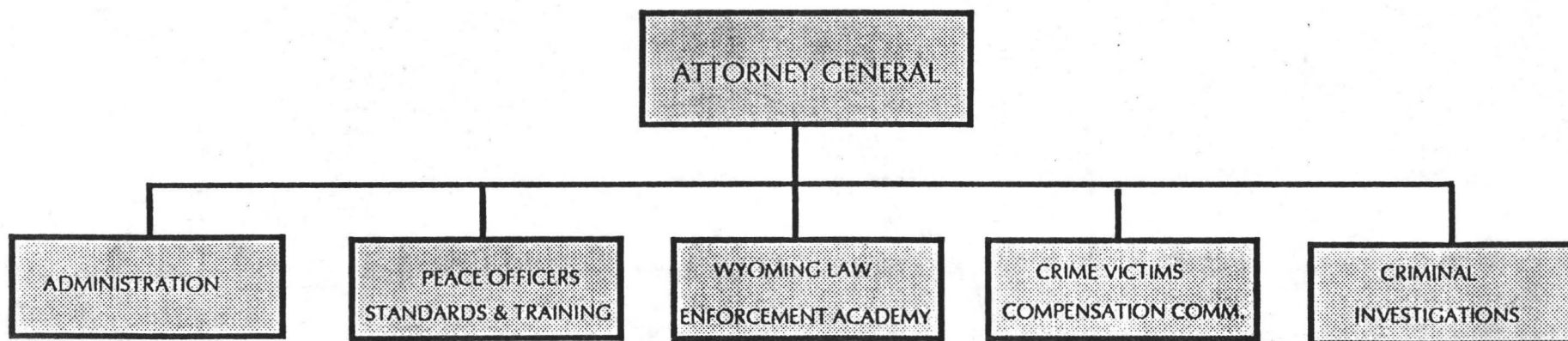
In 1987 significant amendments were made in the legislation including changing the eligibility criteria to allow victims who suffer personal injury as a result of any criminal act to file for compensation, and expanding the categories of offenses upon which the surcharge must be assessed.

Additional amendments were enacted in 1989 to ensure compliance with federal law. The program is headed by a three-member commission, appointed by the Governor. A program director and a half-time secretary constitute the program's entire staff.

#### REVENUE

All revenue generated by this agency is identified at the program level.

## OFFICE OF THE ATTORNEY GENERAL



AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL					
DESCRIPTION	1987-88 BIENNIUM EXPENDITURES	FY 1989 EXPENDITURES	FY 1990 BUDGET	1989 - 90 AUTHORIZATION	TOTAL REQUEST 1991-92	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES
ADMINISTRATION	4,927,983	3,005,063	4,098,690	7,103,753	9,178,989	7,035,588	
GOVERNMENTAL CLAIMS							
INVESTIGATION	5,792,927	4,045,953	4,416,733	8,462,686	9,064,336	7,686,558	
IDENTIFICATION							
LAW ENFORCEMENT ACADE	1,993,038	960,287	933,886	1,894,173	2,363,349	1,985,134	
PEACE OFFICER STDS &	181,444	86,100	85,238	171,338	186,865	178,265	
CRIMINAL ADMINISTRATI							
CRIME VICTIMS' COMP	174,284	194,131	131,089	325,220	376,634	376,634	
TOTAL BY PROGRAM	13,069,676	8,291,534	9,665,636	17,957,170	21,170,173	17,262,179	
PERSONAL SERVICES	7,689,601	4,273,550	4,761,635	9,035,185	9,875,242	9,722,682	
SUPPORTIVE SERVICES	3,022,806	1,574,943	1,911,167	3,486,110	3,846,377	3,174,851	
RESTRICTIVE COST&SVC	560,048	471,995	318,431	790,426	1,246,004	505,296	
GRANTS & AID PAYMENT	378,755	843,078	603,642	1,446,720	286,350	286,350	
NON-OPERATING EXPEND	240,425	96,750	238,609	335,359	436,000	436,000	
CONTRACTUAL SERVICES	1,178,041	1,031,218	1,832,152	2,863,370	5,480,200	3,137,000	
TOTAL BY SERIES	13,069,676	8,291,534	9,665,636	17,957,170	21,170,173	17,262,179	
GENERAL FUND	11,399,827	5,637,771	6,184,870	11,822,641	15,292,767	13,384,773	
EARMARKED	1,172,511	1,659,131	2,496,954	4,156,085	5,376,634	3,376,634	
FEDERAL	497,338	994,632	983,812	1,978,444	500,772	500,772	
TOTAL FUNDING	13,069,676	8,291,534	9,665,636	17,957,170	21,170,173	17,262,179	
1	2	3	4	5	6	7	8

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM NAME: ADMINISTRATION		PROGRAM NUMBER: 01	
DESCRIPTION	1987-88 BIENNIUM EXPENDITURES	FY 1989 EXPENDITURES	FY 1990 BUDGET	1989 - 90 AUTHORIZATION	TOTAL REQUEST 1991-92	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES
PERSONAL SERVICES	3,150,555	1,688,069	1,922,066	3,610,135	3,557,337	3,557,337	
SUPPORTIVE SERVICES	513,531	250,868	300,855	551,723	548,452	457,251	
RESTRICTIVE COST&SV	231,859	97,692	107,999	205,691	10,000	10,000	
CONTRACTUAL SERVICE	1,032,038	968,434	1,767,770	2,736,204	5,063,200	3,011,000	
EXPENDITURE TOTAL	4,927,983	3,005,063	4,098,690	7,103,753	9,178,989	7,035,588	
GENERAL FUND	3,929,899	1,834,382	1,968,341	3,802,723	4,178,989	4,035,588	
EARMARKED	992,614	1,170,067	2,124,963	3,295,030	5,000,000	3,000,000	
FEDERAL	5,470	614	5,386	6,000			
TOTAL FUNDING	4,927,983	3,005,063	4,098,690	7,103,753	9,178,989	7,035,588	
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PROGRAM  
SUB-BUDGET

LEGAL DIVISION

PROGRAM # 01  
SUB-BUDGET # 01.01

Sub-Budget Number : 01.01

Authority: State - W.S. 9-1-601, et seq.

Population Served: State Agencies, Elected Officials, District and County Attorneys, State Citizenry

Number of Clients Served: Numerous

Service Provider: Public and Private (Consumer Affairs)

The Legal/Administrative Division consists of thirty-four attorneys, plus the Attorney General, and is subdivided into three internal divisions each headed by a deputy level attorney. The three divisions are: Criminal, Civil and Natural Resources. In addition, the administrative and fiscal functions are coordinated by an administrative deputy, who also oversees the tort litigation section.

#### CRIMINAL DIVISION

There are presently ten staff attorneys within the Criminal Division, plus the deputy attorney general. The staff increased by the addition of one attorney in the Workers Compensation area. This position was added in the 1988 session of the legislature. In 1988 the Criminal Division was internally reorganized into three sections, the criminal/corrections section, the consumer section and the workers compensation section.

Although the division does engage in criminal work, including appeals to the Wyoming Supreme Court, state and federal habeas corpus actions, special prosecutions and post-conviction proceedings, no Criminal Division attorney devotes all of his time entirely to criminal law. Other agencies represented by Criminal Division attorneys include the Workers' Compensation Division, the Board of Charities and Reform (and all of its institutions and programs), the Insurance Department, the Secretary of State, the Pari-Mutuel Commission, Probation and Parole, various licensing boards (dental examiners, nursing, embalmers), and all other divisions of the Attorney General's office (DCI, Academy, POST). In addition, the Criminal Division handles consumer protection work for the state, and all pardons for the Governor.



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There are also special projects which must be delegated by the Deputy, including requests for formal opinions, drafting and review of legislation, special prosecutions, bills of exception, and civil suits.

Following are brief summaries of several areas of responsibility within the Criminal Division.

#### Workers' Compensation

The Wyoming Attorney General's Office has three attorneys assigned full-time to the Wyoming Workers' Compensation Division. The attorneys are responsible for representing the division in all contested cases before the Office of Administrative Hearings, the district courts and the Wyoming Supreme Court.

In the 1988 session the legislature provided that the salaries and benefits as well as all costs associated with the work and travel of these three attorneys should be budgeted by the Attorney General but reimbursed to the General Fund by the Workers Compensation Trust Fund.

The addition of the third attorney to the Workers Compensation Section of the Criminal Division has yet to show signs of easing either the heavy caseload assigned to each attorney or the extraordinary amount of in-state travel which is required.

#### Division of Criminal Investigation

The attorney for the Division of Criminal Investigation is responsible for civil forfeitures, federal asset sharing, destruction of drugs and paraphernalia, appointments of special assistants to prosecute forfeitures, supervision of all legal aspects of wiretaps, advice to agents during an investigation, interpretation of statutes, and search and seizure questions. The attorney advises the DCI on contractual matters and acts as a source person for law enforcement and prosecutors, giving advice on forfeiture and prosecutorial matters, and serving as a liaison between DCI and these officials. This has been enthusiastically received by prosecutors, who for the most part are located in small towns with limited research facilities. The DCI attorney also represents the Peace Officers Standards and Training Commission, the Board of Coroner Standards and the Law Enforcement Academy in all judicial and administrative matters.

With the expansion of the state's efforts to enforce the controlled substance and forfeiture laws through regional drug task forces, the workload of the one attorney assigned to this area has dramatically increased.

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### Consumer Protection

The Attorney General continues to attempt to actively enforce the consumer protection laws of the state, with negligible resources. The victims of consumer fraud are predominantly the elderly, the poor and the poorly educated. One attorney and one legal secretary handle the hundreds of written and telephone consumer complaints and cases which come into the office annually.

Another Consumer Section attorney works in close association with the United States Attorney for the District of Wyoming and the Wyoming Secretary of State to prosecute securities fraud and other highly sophisticated white collar crimes.

### Prisoner Litigation

Wyoming has not been immune to the national trend of burgeoning litigation by the inmates of state penal institutions. Ninety percent of prisoner litigation is instigated by ten percent of the prison population. In 1982 the Criminal Division responded to 38 such lawsuits. By 1985 this number grew to 88 lawsuits. In 1986 we saw the first decline in the number of prisoner initiated lawsuits. Since that time the number has levelled off at approximately 75 cases per year. In addition, about one quarter of those cases were Civil Rights suits in federal court, which cases are now handled by the newly formed Tort Litigation Section of the Attorney General's office.

### Criminal Appeals

As always, direct appeals to the Wyoming Supreme Court from criminal convictions is a work priority for the Criminal Division. In 1977, there were 30 such appeals. By 1987 this number had climbed to 79. In 1988 the number of Criminal Appeals declined to 66 and this is believed to be an indication of the level of activity in this area for several years to come.

Each appeal requires the preparation of written arguments called briefs. Most cases must then be argued orally in court. Many hours of time are spent in the preparation of each brief and oral argument. The adoption of the expedited docket process by the Wyoming Supreme Court has reduced the number of cases which must be argued orally. Since oral argument is only a small part of the presentation of each case, however, our time spent per case has not been significantly reduced.

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Appeals come into the office at irregular intervals and we must be capable of handling cases as they present themselves to avoid delay in court schedules. It is common for an attorney to have more than one brief to prepare at a time, with court deadlines only days apart. It is also common for attorneys to have two or three cases to argue before the Supreme Court in a three or four day period.

#### Charities & Reform

The Board of Charities and Reform, now with twelve institutions plus collateral programs such as split sentencing and the community corrections system, is represented by the deputy attorney general. These institutions are a constant source of work. National attention has been focused in recent years on the rights of residents of state institutions. Wyoming has not avoided this heightened scrutiny. Federal law continues to impact the day-to-day administration and operation of state institutions with increasing demands for services.

The representation of the BCR is in addition to the administrative responsibilities of the deputy for the other ten attorneys in the Division.

#### Summary

Since the 1988 session of the legislature the Criminal Division replaced two of its ten attorneys and added an eleventh. The Criminal Division now has the highest average level of experience, measured in years of law practice, that it has had in the previous ten years. There continues, however, to be too much turnover in staff. There has been only moderate growth in the size of the Criminal Division staff over the previous ten years. Only by the recruitment and retention of mature, experienced attorneys will the necessity for additional legal staff be kept in check. This Division could easily employ several more attorneys at the present time and it may be time to seriously consider an additional attorney for the mental health area so as to relieve the deputy of a portion of his client responsibilities for the State Hospital and State Training School in order to provide better representation to those important clients.

#### CIVIL DIVISION

There are 13 attorneys in the civil division, one less than last biennium. Each attorney represents at least one major state agency which occupies most of his time. Each is assigned several other agencies which do not require as much time or attention. There is a constant struggle to provide timely, efficient,

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effective and accurate service to the agencies and officers of state government, the county attorneys and legislators. In recent years, an excellent working relationship has developed between the attorney general's office and the Legislative Service Office. This is particularly valuable in the area of bill review, toward the end of legislative sessions, but it pervades all other areas of mutual concern as well.

Several agencies require constant attention to their legal concerns by one, and in some cases, more than one attorney. These are Revenue and Taxation, the Department of Health and Social Services, Public Lands and, increasingly, the personnel division of DAFC.

Foreclosures of farm loan board loans and efforts to collect delinquent sales taxes continue to require the full time of one attorney and about half time of another. These are matters which were not time consuming during the so-called boom years, but now that state revenues are substantially decreased, a very large effort is being undertaken to see that these taxes and loans are collected. There were, as of June 1, 1989, eighty-six foreclosure actions pending with a total of \$16,032,297 owed to the state. In addition, there were as of the same date, fifty-nine loans which had already been foreclosed and past the redemption period so that these lands have been made available for lease or purchase. The total acreage of these lands amounts to approximately 54,000 acres or over eighty four sections. All but about 11,000 acres of this land has been leased again. Total farm loans outstanding as of late May 1989, amounted to \$240,625,656 of which the balance on delinquent loans was \$45,783,747 or slightly over 19%. This obviously is a sign of the times but it is nonetheless an extremely alarming delinquency rate.

In the first six months of calendar 1989, the office collected approximately \$77,000.00 of delinquent sales and use taxes. As of June 1, 1989, there was a total of \$776,741.54 in sales and use tax delinquencies due from about seventy-eight taxpayers. Because of manpower limitations, the office is unable to pursue these delinquencies in a timely manner which results in many of them becoming uncollectible.

The mortgage foreclosure and tax collection cases are being handled by one attorney with the assistance of one secretary the attorney has trained. Turnover in the secretarial position, occasioned solely by salary considerations, has created additional burdens on the attorney by forcing her to train a new secretary. Turnover among the support staff is frequent and nearly always caused by a person being able to find a better paying job. When an attorney has taken a lot of time to train such a person to do special tasks such as assist with the foreclosure actions or sales tax cases, the loss is especially severe since it requires the attorney to start the training process all over again. This, in turn, leads to a buildup in the backlog of such cases and delays collection of revenues.



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Attorney turnover does not seem to be the problem it has been in the past. The average tenure of attorneys in the division is about five years. This is skewed somewhat, however, by the fact that one has been with the office for thirteen years and three for only one year. Depending on the agency to which an attorney is assigned, it takes approximately one to three years for one to become comfortable and completely competent to represent it. An element of some significance in this respect is developing the ability to discern the difference between a legal problem which is properly brought to this office and an administrative decision which should be made by the agency. Unfortunately, and perhaps unwittingly as well, some administrators call to seek advice from this office on matters which do not involve legal questions. It takes time for an attorney, particularly an inexperienced one, to be able to determine the difference between questions she or he should properly respond to and those which the agency should resolve. This is one of the more important reasons why this office is making every possible effort to encourage attorneys to make their employment here a career instead of a training ground for the private sector. Since 1978, approximately seventy five attorneys have left the attorney general's office. This causes more problems than might at first appear. It requires an inordinate amount of senior staff time to be devoted to reviewing resumes, interviewing applicants and conferring to make selection decisions. It impacts our personnel and fiscal section by virtue of the need to create the necessary personnel, insurance and payroll records. It disrupts our clientele by virtue of their having to acquaint themselves with a new attorney and familiarize him or her with their agency operation, personnel and legal needs and develop confidence in the new attorney's capabilities. Senior staff must spend more time conferring with an inexperienced attorney and reviewing her or his work product, thereby diminishing the time the more experienced lawyer has to devote to his or her own clients.

This problem and its ramifications will probably never be completely resolved. It could be alleviated somewhat, however, if incoming attorneys could be given assurance of periodic and regular salary increases. It is difficult to recruit competent people when it is not possible to assure them that they will ever receive more than their initial salary.

All things considered, the division is operating well. The attorneys work diligently and enjoy doing so. Our clients seem pleased with our representation even though our response time is not always as prompt as we, and they, would like. With the limited number of people we have and the amount of legal work our clients generate, it takes longer than we would prefer to answer all their questions.



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The Natural Resources Division (NRD) represents a large number of state agencies whose impact on Wyoming's environment and economy is significant. The Division has 11 attorneys. This is an increase of 2 staff attorney positions. Both new positions are 100% federally funded. The attorneys occupying these positions deal exclusively with underground storage tank issues.

Department of Environmental Quality. NRD represents the Department of Environmental Quality, which is comprised of several divisions: Air Quality, Land Quality, Water Quality, and Solid Waste. While the NRD has been involved in a great deal of litigation in representing these divisions, the most significant issues faced by the NRD include: State v. Little America Refining Co., et al, (pollution of waters in Brookhurst subdivision); State v. City of Cheyenne (Stage II construction problems); State v. V-1 Oil (underground storage tank pollution); State v. Unlimited Tire Disposal of Wyo. (improper disposal of tires) among others.

The Land Quality Division of DEQ oversees mine permitting for all mining operations within the state. The agency is also responsible for coordinating the state's effort in the reclamation of abandoned mine sites. The attorney for the division is involved in interpretation of State and federal laws and regulations, contract review, rule review and promulgation, and representation of the agency in administrative and judicial hearings. These hearings have involved bond forfeitures, protests to the issuance of mining permits, penalty assessments, and cease and desist orders.

The Air Quality Division representative is involved in enforcement actions for failure to obtain permits and for violation of statutes and regulations. He also advises the Division, assists in the promulgation of rules, and represents the Division in appeals to the Environmental Quality Council and courts.

The Solid Waste Management Division has been actively involved in a variety of suits, including prosecution of persons involved in hazardous waste dumping and creation of unauthorized tire disposal sites. Additional demands will be placed on the Natural Resources Division as a result of increasing activity in the area of hazardous waste enforcement. Recent changes in federal law, and efforts by the State to identify generators of hazardous waste, will require expanded efforts to advise agencies and the Legislature on hazardous waste handling and disposal.

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Water Agencies and the Big Horn Water Adjudication.

The Natural Resources Division represents all of the water agencies in the State: the State Engineer, the Board of Control, the Water Development Commission, and the Water Division of the Economic Development and Stabilization Board. Representation on behalf of the State Engineer includes work on interstate stream matters and representation on interstate stream commission (Upper Colorado River, Yellowstone River and Bear River).

Representation of the Board of Control includes assisting the Board in all contested cases, preparing written decisions and defending the Board's decisions on appeal.

Because of the greatly increased funding of the Water Development Commission activities, the Commission has funded a full-time attorney in the Natural Resources Division. The attorney is responsible for representing the Commission in all undertakings, which will require considerable effort as the Commission advances towards construction of such projects as Deer Creek Reservoir and Sulfur Creek Reservoir and the Nebraska v. Wyoming action in the United States Supreme Court.

The other significant water-related activity of the Natural Resources Division has been its involvement in the Big Horn River general adjudication. Since 1983, the Legislature has appropriated funds to the Attorney General's office to employ an attorney to work on the adjudication. While some aspects of the Big Horn adjudication have been finally settled by the U.S. Supreme Court, there are several issues still under the jurisdiction of the state district court.

Public Service Commission

The telecommunications industry continues to be in a state of significant change requiring new and innovative regulatory approaches. Commission efforts to assert the interests of Wyoming consumers in the face of a pervasive federal presence in the area seems likely to spawn further telecommunications-related litigation. The proposed Kern River Pipeline has occupied a great deal of the time of one PSC attorney.

The Industrial Siting Administration. The Natural Resources Division represents the Industrial Siting Council and the Industrial Siting Administration. During the last two years the Division has been involved in several permit proceedings.

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Economic Development and Stabilization Board. The Division represents the Economic Development and Stabilization Board (EDSB), as it represented the earlier Department of Economic Planning and Development. This representation has been directed toward helping the EDSB organize and answer questions regarding its statutory authority. Representation of the Water Division of the EDSB will continue as the Division becomes involved in actual construction of water development projects.

Investment Fund Committee. The start-up activities of the Investment Fund Committee have required a great deal of assistance from the Division, especially in the area of Clean Coal funding.

Game and Fish Commission. One attorney is primarily assigned to represent the Game & Fish Commission. During the last year, there have been several suits dealing with payment of mediation claims and dealing with access problems at the Bear River reservoir.

Other Agencies. The Natural Resources Division represents a number of other agencies and licensing boards, which include the Board of Examining Engineers, the Board of Accountants, State Mine Inspector, Disaster and Civil Defense, Board of Outfitters and Guides.

#### OFFICE ADMINISTRATION

In addition to the three formal internal divisions, the administrative, fiscal and support functions of the office are handled by the Attorney General, his administrative assistant (a Senior Assistant Attorney General), the fiscal personnel, and the office manager and thirteen secretaries. The administrative assistant, in addition to coordinating office staff and handling all projects assigned by the Attorney General, represents four state agencies, the state and local government self-insurance programs and supervises the newly-formed Tort Litigation Section. This section was authorized by the legislature in 1989 to handle those tort and civil rights cases, arising under the Wyoming Governmental Claims Act, which had been previously assigned to outside counsel retained by the state self-insurance program manager. The section consists of three attorneys and one secretary, and began operating on July 1, 1989.

The two fiscal personnel, a fiscal control officer and a fiscal technician, coordinate all personnel and financial matters for each statutory division of the office. The office manager assigns support staff to each division, coordinates the work flow, manages all support functions for the office, and serves as systems administrator for the office computer system. As the caseload increases for each attorney, there is a corresponding demand on support staff; we have been able to keep pace only by having well-trained,

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professional secretaries, and by ensuring that appropriate technical support is available to process the immense paper burden.

#### Anticipated Revenue:

Court awards and settlements are generally deposited by client agencies.

#### Related Positions

7 Admin: 0001, 0007, 0011, 0013, 0015, 0066, 0112  
15 Criminal: 0003, 0004, 0008, 0016, 0019, 0020, 0027, 0067, 0083, 0091, 0117, 0118, 0138, 0143, 0144  
10 Natural Resources: 0005, 0006, 0010, 0014, 0022, 0024, 0025, 0047, 0090, 0116  
15 Civil: 0002, 0012, 0018, 0021, 0023, 0026, 0065, 0086, 0092, 0096, 0114, 0115, 0119, 0120, 0141

47 Authorized Positions

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		ADMINISTRATION		PROGRAM # SUB-BUDGET #		01 00	
DESCRIPTION		EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES					
SALARIES CLASSIFIED		103	2,547,142	2,886,859	2,886,859						
SALARIES OTHER		104		14,968	14,968						
EMPLOYER PD BENEFITS		105	568,035	655,510	655,510						
PERSONAL SERVICES			3,115,177	3,557,337	3,557,337						
EQUIPMENT REP & MNTC		202	5,500	5,500	5,500						
COMMUNICATION		204	98,600	98,600	98,600						
DUES-LICENSES-REGIST		207	20,013	20,013	20,013						
TRAVEL IN STATE		221	72,000	72,000	72,000						
TRAVEL OUT OF STATE		222	30,000	30,000	30,000						
OFFICE SUPPL-PRINTNG		231	99,200	99,200	99,200						
EDUCA-RECREATNL SUPP		236	47,938	47,938	47,938						
OFFICE EQUIP-FURNISH		241	5,000								
DP,REPRODUCT OTH EQ		242	3,000								
SUPPORTIVE SERVICES			381,251	373,251	373,251						
CENTRAL-SER DATA-SER		310	159,490	10,000	10,000						
RESTRICTIVE COST&SVC			159,490	10,000	10,000						
PROFESSIONAL FEES		901	171,000	171,000	171,000						
CONSULTING SERVICES		902	100,000	100,000	100,000						
1	2	3	4	5	6						



AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		ADMINISTRATION		PROGRAM # SUB-BUDGET #		01 00	
DESCRIPTION		EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION		LEGISLATIVE NOTES				
SPECIAL PROJ & SVCS CONTRACTUAL SERVICES		903	<u>1,200</u> 272,200	<u>271,000</u>	<u>271,000</u>						
EXPENDITURE TOTAL			3,928,118	4,211,588	4,211,588						
GENERAL FUND			3,648,118	3,931,588	3,931,588						
WATER DEVELOPMENT		64029	<u>280,000</u>	<u>280,000</u>	<u>280,000</u>						
EARMARKED			280,000	280,000	280,000						
TOTAL FUNDING			3,928,118	4,211,588	4,211,588						
1		2	3	4	5		6				

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		ADMINISTRATION		PROGRAM # SUB-BUDGET #		01 00
POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY AND BENEFITS FY 91 FY 92		TOTAL BIENNIUM	LEGISLATIVE NOTES	
1		2	3	4	5	6	7	8	9	
ATTORNEY GENERAL		0001	F	A	22	63,147	63,147	126,294		
ADMINISTRATIVE LEGAL SPECIALIST		0002	F	A	19	55,509	55,509	111,018		
ADMINISTRATIVE LEGAL SPECIALIST		0003	F	A	19	47,857	47,857	95,714		
LEGAL COUNSELOR		0004	F	A	13	31,975	31,975	63,950		
ADMINISTRATIVE LEGAL SPECIALIST		0005	F	A	19	44,437	44,437	88,874		
LEGAL COUNSELOR		0006	F	A	13	26,736	26,736	53,472		
MANAGEMENT SERVICES OFFICER		0007	F	A	10	42,311	42,311	84,622		
SECRETARY		0008	F	B	08	14,052	14,052	28,104		
SECRETARY		0010	F	B	08	15,170	15,170	30,340		
ADMINISTRATIVE SECRETARY I		0011	F	B	12	16,944	16,944	33,888		
LEGAL COUNSELOR		0012	F	A	13	31,563	31,563	63,126		
PERSONNEL TECHNICIAN		0013	F	B	08	22,152	22,152	44,304		
LEGAL SPECIALIST COUNSELOR		0014	F	A	16	42,311	42,311	84,622		
ADMINISTRATIVE LEGAL SPECIALIST		0015	F	A	19	43,363	43,363	86,726		
LEGAL SPECIALIST COUNSELOR		0016	F	A	16	34,685	34,685	69,370		
LEGAL COUNSELOR		0018	F	A	13	32,082	32,082	64,164		
LEGAL COUNSELOR		0019	F	A	13	35,522	35,522	71,044		
LEGAL SPECIALIST COUNSELOR		0020	F	A	16	32,880	32,880	65,760		
LEGAL SPECIALIST COUNSELOR		0021	F	A	16	43,363	43,363	86,726		
LEGAL COUNSELOR		0022	F	A	13	29,057	29,057	58,114		
LEGAL SPECIALIST COUNSELOR		0023	F	A	16	37,378	37,378	74,756		

## STANDARD POSITIONS

## SALARIES

FULL TIME PART TIME

FULL TIME PART TIME

TOTAL +

EMPLOYER  
PAID BENEFITS

=

TOTAL PERSONAL  
SERVICES

PERFORMANCE PAY %

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		ADMINISTRATION		PROGRAM # SUB-BUDGET #		01 00
POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY AND BENEFITS FY 91 FY 92		TOTAL BIENNIUM	LEGISLATIVE NOTES	
1		2	3	4	5	6	7	8	9	
LEGAL SPECIALIST COUNSELOR		0024	F	A	16	37,378	37,378	74,756		
LEGAL COUNSELOR		0025	F	A	13	32,994	32,994	65,988		
LEGAL COUNSELOR		0026	F	A	13	35,559	35,559	71,118		
LEGAL SPECIALIST COUNSELOR		0027	F	A	16	39,286	39,286	78,572		
LEGAL COUNSELOR		0047	F	A	13	32,112	32,112	64,224		
LEGAL SPECIALIST COUNSELOR		0065	F	A	16	37,378	37,378	74,756		
MANAGEMENT INFORMATION SYS TECHNICIAN		0066	F	B	10	15,505	15,505	31,010		
ADMINISTRATIVE SECRETARY I		0067	F	B	09	15,303	15,303	30,606		
LEGAL COUNSELOR		0083	F	A	13	35,486	35,486	70,972		
ADMINISTRATIVE SECRETARY I		0086	F	B	09	15,170	15,170	30,340		
SECRETARY		0090	F	B	08	14,601	14,601	29,202		
EXECUTIVE SECRETARY		0091	F	B	09	15,300	15,300	30,600		
LEGAL COUNSELOR		0092	F	A	13	31,633	31,633	63,266		
LEGAL SPECIALIST COUNSELOR		0096	F	A	16	38,321	38,321	76,642		
MANAGEMENT ASSISTANT		0112	F	A	06	22,230	22,230	44,460		
LEGAL COUNSELOR		0114	F	A	13	32,994	32,994	65,988		
LEGAL COUNSELOR		0115	F	A	13	29,319	29,319	58,638		
LEGAL COUNSELOR		0116	F	A	13	32,149	32,149	64,298		
LEGAL COUNSELOR		0117	F	A	13	29,057	29,057	58,114		
LEGAL COUNSELOR		0118	F	A	13	32,981	32,981	65,962		
SECRETARY		0119	F	B	08	18,700	18,700	37,400		

STANDARD POSITIONS		SALARIES				EMPLOYER		TOTAL PERSONAL	
FULL TIME	PART TIME	FULL TIME	PART TIME	TOTAL	+	PAID BENEFITS	=	SERVICES	

PERFORMANCE PAY %



AGENCY  
NUMBER:

015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM  
SUB-BUDGET

LEGAL DIVISION

PROGRAM # 01  
SUB-BUDGET # 01.01202 - Equipment Repair

- |                 |                    |   |
|-----------------|--------------------|---|
| 1. Dictaphones  | \$ 2,300/Year      |   |
| 2. Facsimile    | 450/Year           |   |
| 3. NBI Computer | <u>28,000/Year</u> | *Formerly paid by Data Services under 310.00 category |
|                 | \$30,750 x 2       | = \$ 61,500   |

Increase by \$56,000. This increase will be offset by corresponding decrease in Data Services.

204 - Communication

- |            |                       |             |
|------------|-----------------------|-------------|
| 1. Phones  | \$ 40,000/Year        |             |
| 2. Postage | <u>\$ 10,000/Year</u> |             |
|            | \$ 50,000/Year x 2    | = \$100,000 |

Increase by \$1,400. Offset rise in postal charges due to \$0.03 federal increase.

207 - Dues & Registrations

- |                  |                    |             |
|------------------|--------------------|-------------|
| 1. Dues          |                    |             |
| NAAG             | \$ 12,000/Year     |             |
| CWAG             | 1,100/Year         |             |
| Extradition      | 100/Year           |             |
| Prosecutor       | 25/Year            |             |
| 2. Registrations | 3,000/Year         |             |
| 3. Filing Fees   | <u>2,500/Year</u>  |             |
|                  | \$ 18,735/Year x 2 | = \$ 37,470 |

Increase by \$17,457. Majority of increase due to \$6,000/Yr rise in dues for NAAG and CWAG. Filing fees have risen due to major emphasis on sales tax collections.

209 - Data Processing



AGENCY  
NUMBER:

015

**AGENCY**

OFFICE OF THE ATTORNEY GENERAL

PROGRAM  
SUB-BUDGET

LEGAL DIVISION

PROGRAM # 01  
SUB-BUDGET # 01.01

1. WESTLAW                \$ 24,000/Year x 2     =     \$ 48,000 \* Formerly paid by Data Services  
under 310.00 category

## 221 - Travel in State

Additional funding for Big Horn Adjudication is not needed at this time, therefore, the \$20,000 of earmarked revenue can be deleted from this line item.

222 - Travel out of State

$$\text{\$20,000/Year} \times 2 = \text{\$ 40,000}$$

Increase by \$10,000. Trips to Washington, D.C. for the PSC (approx one per month) necessitate this request.

231 - Office Supplies / \$49,600/Year budget

1. Warehouse	\$ 9,000/Year	
2. Central Printing	2,500/Year	
3. Copy Charges	30,000/Year	
4. Data Processing	3,500/Year	
5. Commercial	<u>2,500/Year</u>	
	\$47,500 x 2	= \$ 95,000

Decrease by \$4,200.

901 - Professional Fees

Additional funding for Big Horn Adjudication is not needed at this time, therefore, the \$160,000 of earmarked revenue can be deleted from this line item. However, the \$11,000 allocated for litigation expenses is not sufficient to support the litigation activities of a law office the size of the Attorney General. Budget constraints have forced State agencies to cut their budgets; this means most will cut money

AGENCY  
NUMBER:

015

AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM  
SUB-BUDGET

LEGAL DIVISION

PROGRAM # 01  
SUB-BUDGET # 01.01

for depositions, expert witness, and related litigation expenses. These agencies in turn expect the Attorney General to pick up the tab for agency litigation. At the present level of funding, attorneys are precluded from taking depositions, retaining expert witnesses, and engaging in necessary litigation-related activities. Request that this line item be increased by \$49,000. While the total amount needed for litigation will vary each year, depending on caseload, we will stipulate that this fund will be used for litigation costs only and will not be transferred to any other line item to support other expenditures.

902 - Consulting Services

Additional funding for Big Horn Adjudication is not needed at this time, therefore, the \$100,000 of earmarked revenue can be deleted from this line item.

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-PROGRAM		PROGRAM SUB-PROGRAM # 01 00	
DESCRIPTION	EXP DIST CODE	EXCEPTION BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES			
EQUIPMENT REP & MNTC	202	56,000	56,000				
COMMUNICATION	204	1,400					
DUES-LICENSES-REGIST	207	17,470					
DATA PROCESSING	209	48,000	48,000				
TRAVEL IN STATE	221	20,000-	20,000-				
TRAVEL OUT OF STATE	222	10,000					
OFFICE SUPPL-PRINTNG	231	4,200-					
SUPPORTIVE SERVICES		108,670	84,000				
PROFESSIONAL FEES	901	111,000-	160,000-				
CONSULTING SERVICES	902	100,000-	100,000-				
CONTRACTUAL SERVICES		211,000-	260,000-				
EXPENDITURE TOTAL		102,330-	176,000-				
GENERAL FUND		177,670	104,000				
WATER DEVELOPMENT	64029	280,000-	280,000-				
EARMARKED		280,000-	280,000-				
1	2	3	4	5			

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-PROGRAM		ADMINISTRATION		PROGRAM SUB-PROGRAM #		01 00
DESCRIPTION		EXP DIST CODE	EXCEPTION BUDGET	GOVERNOR'S RECOMMENDATION		LEGISLATIVE NOTES				
TOTAL FUNDING			102,330-	176,000-						
1		2	3	4		5				

AGENCY  
NUMBER:

015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM LEGAL DIVISION  
SUB-BUDGETPROGRAM # 01  
SUB-BUDGET # 01.01241 - Office Equipment

We purchased six portable dictating units two years ago. These portables are used continuously when attorneys are on the road or must tape meetings and conferences. Life expectancy on these units is 2-4 years. Therefore, we would like to purchase four additional units to allow more attorneys to use them and as replacements when the present ones cease to function.

1. Lanier portable dictating units  
4 x \$300

\$ 1,200.00

242 - Data Processing Equipment

We are requesting the following upgrades to the computer system in an attempt to maximize both attorney and support staff time. Throughout the past several years the Legislature has required this office to manage new programs and perform various administrative functions for state government but additional positions have not been allocated. Automation of functions and computer-based filed management had enabled us to stretch our personnel resources to cover these additional functions. In addition, it is also imperative that attorneys be able to do legal research in the most efficient manner possible, since many attorneys represent major state agencies with heavy workloads, as well as many smaller boards and commissions. It is estimated we have some 6,000 open files, for which a majority of the data is stored on the computer system. Without an up-to-date computer system, this office would cease to function at its current level.

We request the following computer upgrades:

1. Purchase one additional daisy-wheel printer with sheet feeder and sound hood for the Natural Resources Division to accommodate the increasing number of PC users and the resulting demands on printers.

Printer with sheetfeeder, installation  
and maintenance agreement

\$ 5,550

2. Asynchronous Communications Software to allow PC users in the west end of the Capitol Building to access WESTLAW computerized database.



AGENCY NUMBER: 015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM LEGAL DIVISION  
SUB-BUDGET

PROGRAM # 01  
SUB-BUDGET # 01.01

Communications software

\$ 2,500.00

3. Purchase of six additional PC's for attorney use. The present attorney/secretary ratio is 4 to 1. In order to alleviate some of the overload on support staff, attorneys are encouraged to utilize PC's, and this purchase would allow six additional attorneys computer access privileges.

\$3,150.00 x 6

\$18,900.00

4. In July, 1989, we lost two hard drives due to a power problem, one on the working CPU storage, one for our archive back-up unit. Investigation by Buildings and Grounds people, including voltage checks, indicated that a power switch located on the first floor of the Capitol Building was inadvertently flipped. Although the replacement hard drives were covered under the maintenance agreements, a considerable amount of data was lost, including databases which must now be reprogrammed. The auxilliary power system would allow us a margin of time in which to adequately back up information in case of a temporary power outage.

Auxilliary power supply

\$ 3,000.00 approx.

Tape Back-up System for two ICU's

\$10,076.00

5. OfficeWorks Information Management Software

Information management is difficult enough when a single individual is responsible for a project. The complexity of the task increases dramatically when multiple members of a group, or people in different groups, are involved. They may be using different and incompatible systems or software and may be required to develop final documents through the merging of separate work products. An example of this situation, is the North Platte lawsuit wherein we are utilizing outside counsel. Documents are created by law firm located in Colorado which must be sent to this office for retyping and filing because of the incompatible systems. This represents a considerable amount of time spent, both in this office and with outside counsel keyboarding identical documents. OfficeWorks software would allow us to put these work products together easily in spite of different applications packages being utilized, data being stored in different locations, or through the use of incompatible systems. We can enhance our retrieval of data through the software's retrieval system, decreasing the amount of time support staff are now required to spend locating data and transferring it into the proper format.

AGENCY  
NUMBER:

015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM LEGAL DIVISION  
SUB-BUDGETPROGRAM # 01  
SUB-BUDGET # 01.01

OfficeWorks, Content Retrieval,  
Revisable Document Interchange,  
Revision Management Services, PC support

\$25,305.00

903 - Special Projects

Summons \$600/Yr x 2  
Kelly Services \$1000/Yr x 2

\$ 1,200.00

2,000.00

\$ 3,200.00

North Platte River Litigation

The Attorney General requests the appropriation of five million dollars (\$5,000,000.00) from the Water Development account funded pursuant to W.S. 39-6-305(k)(v), or so much thereof as may be necessary to represent, protect and maintain the rights of the State of Wyoming and its citizens to develop, control and use the waters of the North Platte River. The appropriation is needed to continue defense against Nebraska's claims in the water appropriation suit filed by Nebraska. It is also necessary to fund Wyoming's participation in several other pending lawsuits involving Wyoming's right to develop and use the waters of the North Platte River, as well as any other similar suits that may be filed in the future. The request is for funds to supplement the three million dollars (\$3,000,000.00) already appropriated for this purpose by the Wyoming legislature. 1987 Wyo. Sess. Laws Ch. 110.

The appropriation will be expended to retain qualified practicing attorneys, to employ additional staff in the Attorney General's Office and to obtain technical services necessary to prepare and litigate issues involving development, control and use of the waters of the North Platte River. Funds appropriated for this purpose will not lapse at the end of any fiscal period, but would carry over until expended or reverted by the legislature to the Water Development account. An annual report summarizing the progress of litigation and expenditures of this appropriation will be prepared and delivered to the Governor and the legislature.

\*Note: See attachment for further details.

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-PROGRAM		ADMINISTRATION		PROGRAM SUB-PROGRAM #		01 00	
DESCRIPTION		EXP DIST CODE	EXPANDED BUDGET	GOVERNOR'S RECOMMENDATION		LEGISLATIVE NOTES					
OFFICE EQUIP-FURNISH		241	1,200								
DP,REPRODUCT OTH EQ		242	65,331								
SUPPORTIVE SERVICES			66,531								
SPECIAL PROJ & SVCS		903	5,003,200	3,000,000							
CONTRACTUAL SERVICES			5,003,200	3,000,000							
EXPENDITURE TOTAL			5,069,731	3,000,000							
GENERAL FUND			69,731								
WATER DEVELOPMENT											
64029											
EARMARKED			5,000,000	3,000,000							
			5,000,000	3,000,000							
TOTAL FUNDING			5,069,731	3,000,000							
1		2	3	4		5					

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM NAME: INVESTIGATION		PROGRAM NUMBER: 03	
DESCRIPTION	1987-88 BIENNIUM EXPENDITURES	FY 1989 EXPENDITURES	FY 1990 BUDGET	1989 - 90 AUTHORIZATION	TOTAL REQUEST 1991-92	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES
PERSONAL SERVICES	3,112,661	1,861,882	2,114,265	3,976,147	4,748,816	4,664,816	
SUPPORTIVE SERVICES	1,874,137	1,014,218	1,339,599	2,353,817	2,607,916	2,070,846	
RESTRICTIVE COST&SV	297,133	373,536	205,582	579,118	1,230,604	489,896	
GRANTS & AID PAYMEN	248,552	690,947	505,702	1,196,649			
NON-OPERATING EXPEN	240,425	95,000	238,609	333,609	436,000	436,000	
CONTRACTUAL SERVICE	20,019	10,370	12,976	23,346	41,000	25,000	
EXPENDITURE TOTAL	5,792,927	4,045,953	4,416,733	8,462,686	9,064,336	7,686,558	
GENERAL FUND	5,206,488	2,774,494	3,200,195	5,974,689	8,563,564	7,185,786	
EARMARKED	113,401	309,827	240,902	550,729			
FEDERAL	473,038	961,632	975,636	1,937,268	500,772	500,772	
1	2	3	4	5	6	7	8

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM NAME: INVESTIGATION		PROGRAM NUMBER: 03	
DESCRIPTION	1987-88 BIENNIUM EXPENDITURES	FY 1989 EXPENDITURES	FY 1990 BUDGET	1989 - 90 AUTHORIZATION	TOTAL REQUEST 1991-92	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES
TOTAL FUNDING	5,792,927	4,045,953	4,416,733	8,462,686	9,064,336	7,686,558	
1	2	3	4	5	6	7	8



AGENCY  
NUMBER:

015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM DIVISION OF CRIMINAL INVESTIGATION  
SUB-BUDGETPROGRAM # 03  
SUB-BUDGET # 03.01

AUTHORITY: Wyoming Statutes, Sections 9-1-611 through 9-1-627.

POPULATION SERVED: Federal, state and local law enforcement agencies; other governmental agencies; public.

NUMBER OF CLIENTS SERVED: Numerous, varies.

The Division of Criminal Investigation (DCI) consists of six operational sections, each with separate and distinct programs and responsibilities:

1. General Investigations Section:

This section consists of a working supervisor and five Special Agent investigators. This section generally conducts reactive investigations in response to a report of a discovered crime. Generally this section conducts investigations at the request of a local law enforcement agency, local prosecutor, or at the direction of the Attorney General and Governor when a State agency or state interest is involved. During the biennium ending June 30, 1989, the section investigated 167 cases. Those cases were in the following categories:

Homicide	7%
Crimes against Persons	18%
Crimes against Property	5%
Fraud	16%
Larceny	18%
Official Misconduct	11%
Pari-Mutuel	5%
Background Investigations	14%
Other	11%

During this biennium, the section has assumed major responsibility for investigations concerning pari-mutuel racing, conducting background investigations of applicants and criminal investigations concerning racing and betting. One Agent is assigned full-time to this responsibility, with salary and expenses reimbursed by pari-mutuel fees. There has also been an increase in investigations concerning environmental matters (toxic waste disposal, etc.) and some increase in official misconduct investigations. The section

AGENCY  
NUMBER:

015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM  
SUB-BUDGET

DIVISION OF CRIMINAL INVESTIGATION

PROGRAM #  
SUB-BUDGET #

03

03.01

has also become increasingly involved in investigations concerning the fraudulent obtaining of Wyoming drivers' licenses and automobile titles for a variety of criminal or illicit purposes. Due to the lack of a centralized system for automobile titling and a relatively unsophisticated procedure, Wyoming has apparently become a favored state for persons seeking to "launder" titles. This not only costs investigative time, but possibly is depriving the state of sales tax revenue to which it would otherwise be entitled.

## 2. Special Investigations Section

This section utilizes "special" or proactive investigative techniques such as undercover work and electronic surveillance to conduct its investigations. Almost all of its cases involved enforcement of the state and federal Controlled Substances Acts. The section consists of a supervisor, ten Special Agents assigned, two each, to five regional field offices throughout the state, and three Agents in a major case unit located in division headquarters in Cheyenne. With a complex mix of federal grant monies, state and local general fund appropriations, and forfeited drug money, the five regional offices coordinate regional drug enforcement teams consisting of the two DCI Agents and 4-6 local officers in each.

The accomplishments of these teams have been significant. During calendar year 1988, the first year of operation, during which not all of the teams were operational since they were phased in gradually and during the first six months of FY89, the following was accomplished by the section:

Investigations initiated	322
Investigations completed	120
Arrests made	651
Weapons seized during arrest	36
Pounds of cocaine seized	130
Pounds of marijuana seized	792
Other hallucinogens seized (ounces)	70
Pounds of Methamphetamine seized	6
Dose units LSD seized	2240
Asset seizures - cash	\$536,062

AGENCY NUMBER: 015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM SUB-BUDGET DIVISION OF CRIMINAL INVESTIGATION

PROGRAM # 03  
SUB-BUDGET # 03.01

### 3. Crime Laboratory Section

This section consists of a supervisor, ten forensic evidence analysts/technicians, one evidence custodian and one secretary. The Crime Lab is the only full-service forensic lab in the state and virtually all physical evidence involved in suspected crimes is submitted to the lab. In addition to serving law enforcement agencies and prosecutors, the lab is also charged by statute with serving the State Public Defender. It also occasionally does work for other public agencies, such as analysis of unidentified substances which are feared to be toxic, when time permits and when it has a particular or unique capability to do so. The major accomplishment of the Crime Lab has been to maintain a high level of professional service in the face of ever-increasing demands coupled with fixed resources, with aging instrumentation, with a compensation system which makes it difficult to attract and keep staff, and with ever-increasing demands to keep up with modern techniques and technology. During the current biennium, the Lab has done preliminary serological screening prerequisite to DNA analysis, and has facilitated the accomplishment of DNA testing in several criminal cases, while making preparatory plans to attempt to develop this capability with the Lab. The Lab has also been involved in new technology allowing the analysis of hair to provide a history of drug usage. The Lab is also facilitating the coordination of law enforcement agencies in the region concerning unsolved homicide cases, and is the point of contact in the state for Wyoming's participation in the FBI's Violent Criminal Apprehension Program (VICAP).

### 4. Criminal Intelligence Section:

This section consists of a supervisor, two Special Agents, and three secretaries. The section performs three functions:

a. Tactical Intelligence - collects information from a variety of sources on specific possible criminal activity; analyzes and evaluates this information, disseminates it to other DCI operational sections and/or local law enforcement agencies having jurisdiction of or an official interest in the information, and stores the information for limited periods of time depending upon the nature, source, reliability and expected use of the information.

b. Strategic Intelligence - collects information from a variety of sources on general crime problems, trends, patterns, etc., in order to assist the Division in planning its capabilities, goals and tactics for the future. Due to lack of resources, this role has received relatively low priority.

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c. Information Management - this is a new responsibility assigned to the section during the biennium. With the increasing activity of the division, particularly in the drug enforcement area, records and reports were becoming increasingly difficult to manage, particularly in an agency where circumstances and funding have dictated that operational responsibilities have far outstripped support and clerical capabilities. Through the installation of a computerized Local Area Network (LAN) and other planning and modernization techniques, the section has been able to (barely) keep up with the tremendous amounts of information being generated and received by the division. Other major accomplishments of the section during the biennium include:

- Became the Wyoming INTERPOL liaison for Wyoming, facilitating assistance to local law enforcement by INTERPOL.
- Facilitated and coordinated increased usage of the Federal El Paso Intelligence Center (EPIC), for better information about international drug smuggling as it affected the Wyoming Highway Patrol and other law enforcement agencies, primarily but not exclusively along Interstate 80.
- Organized and presented numerous training sessions on criminal intelligence functions to local law enforcement agencies to improve the quantity and quality of sharing and cooperation amongst Wyoming agencies in criminal intelligence information.
- Implemented a monthly Operations Summary for all investigative and intelligence activities as an information and management tool.
- Generally and drastically improved the overall efficiency and effectiveness of information management and processing within the division, tying all filed offices into the LAN in order to facilitate the rapid preparation and dissemination to prosecutors and others of reports of investigations.
- Obtained or presented various computer training courses to approximately 90 DCI staff and officers assigned to regional drug enforcement teams.

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#### 5. Capitol Police Section:

This is the newest section of DCI, having become a part of DCI on July 1, 1989, pursuant to legislation by the 50th Wyoming Legislature. It consists of a supervisor (Chief) and twelve officers. The section provides a variety of security services for State property and personnel. As this is written, the division, in cooperation with the Office of the Governor and the United States Secret Service, is conducting a detailed analysis of the mission and capabilities of the section and it is expected that this study may result in some gradual changing of the role and responsibilities of the section in the future.

#### 6. Criminal Justice Information Section (CJIS):

This section consists of a supervisor, a secretary who also serves as administrative secretary to the Director and Deputy Director of the division, and two work units which perform rather distinct, but related, functions:

a. Communications Unit - This unit consists of a supervisor and five communications technicians. They operate a full-time (nights, days, weekends and holidays) communications center at division headquarters, which has several functions. It is the hub of the Wyoming Criminal Justice Information Network (WCJIN) which links, through a statewide telecommunications system, all local law enforcement agencies, plus federal agencies and other state law enforcement agencies with each other and with a variety of criminal justice information databases. Among these are the National Law Enforcement Telecommunications System (NLETS), which allows interstate telecommunications, the National Crime Information Center (NCIC), and numerous state systems such as drivers' license files, automobile license files, and the DCI state warrants file. There are 49 terminal agencies, serving numerous criminal justice users in Wyoming. Due to the sensitive nature of criminal justice information, and the need to have it as accurate and current as possible, since persons may be arrested as a result of an NCIC "hit," this unit is required to spend much time in training, certifying and licensing criminal justice agency users of the system throughout Wyoming. Due to the highly automated nature of these systems, technology and procedures are changing constantly, it is extremely difficult to perform this function and to maintain full-time coverage of the Communications Center, while allowing for normal vacations, sick leave, etc. with the small staff in the unit. Their major accomplishment has been in doing as well as they have done, and in achieving an enviable record of accuracy in nationwide audits done by the FBI. They also serve as the full-time communications center for the division, handling radio, telephone and pager calls during off-duty hours. During the biennium, the unit trained 204 dispatchers, tested and licensed 248 dispatchers, and conducted 47 terminal audits. They also



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completed programming for the Wyoming Warrants Systems, and created a computerized program for managing training, licensing and audit requirements.

b. Identification Unit - This unit consists of a supervisor and six identification specialists/technicians. The unit performs three distinct but related functions, all related to the division's statutory mission to "establish and maintain complete systems for the identification of criminals which comply with modern and accepted methods in the field of criminal identification." When a person is arrested for a serious crime (felony or high misdemeanor) in Wyoming, the arresting agency, during the booking process, obtains a set of inked impressions of the person's fingerprints, which are mailed to DCI. The ID unit classifies and files these prints and opens a computerized criminal history file. It then establishes a continuing process to try to keep that CCH file as accurate and up-to-date as possible as the criminal case moves through the judicial and correctional system. In addition to this individualized record, the unit gathers, processes and distributes a variety of statistical data about crime in Wyoming, including quarterly Uniform Crime Reports (UCR), a national program conducted in cooperation with the FBI.

Accomplishments of the unit during the biennium, which also point out a developing problem, include:

- Processed 28,000 fingerprint cards submitted by arresting agencies.
- Completed six quarterly and two annual UCR reports.
- Developed a plan in conjunction with the FBI, and obtained a non-matching funds federal grant to begin developing a new incident-based UCR report to come into compliance with new federal procedures.
- Designed and implemented a new case management tracking system with audit provisions, to try to improve the accuracy of CCH records; processed 14,000 case disposition reports, brought all 23 counties into the case management system.
- Began Wyoming's implementation of the new Western Identification Network (WIN) automated fingerprint identification system (AFIS) by entering 55,000 fingerprint cards into the WIN system.



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- Developed, published and distributed rules to implement Wyoming's Criminal History Act; this act provides that certain employers and licensing agencies may check the criminal history of applicants. This process has had a major impact on the unit, which will be reflected in the expanded budget request. During FY89, the unit processed 806 applicant fingerprint cards and took in \$12,595 in general fund revenues for this service. During the first month of FY90, the unit processed 840 cards and took in \$12,600. This is having a major impact on the unit, and considerable overtime has been incurred in trying to keep up with this new program while keeping all other systems up to date.

## Anticipated Revenue:

FY91

FY92

31001 Forfeitures

Unknown

Unknown

52104 Crim. Hist. Records

30,000

30,000

## Related Positions:

Investigation Section

- 3 Administration Function: 0028, 0032, 0085  
 22 Agents: 0017, 0029, 0030, 0031, 0035, 0036, 0037, 0038, 0039, 0048, 0050, 0051, 0054, 0056,  
 0061, 0099, 0113, 0124, 0128, 0129, 0130, 0137  
 13 Security: 0151, 0152, 0153, 0154, 0155, 0156, 0157, 0158, 0159, 0160, 0161, 0162, 0163  
 3 Secretarial Function: 0033, 0042, 0097

Crime Lab Section

- 1 Administration/Supervisor: 0062  
 10 Analysts: 0040, 0043, 0049, 0052, 0063, 0082, 0094, 0098, 0126, 0127  
 1 Secretarial Function: 0053  
 1 Evidence Control Function: 0034

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1 Administration/Supervisor: 0057  
6 Communications Function: 0044, 0045, 0055, 0058, 0059, 0089  
6 Fingerprint/ID Function: 0041, 0046, 0064, 0084 0088, 0095  
1 Statistics Function: 0068  
1 Secretarial Function: 0060

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69 Authorized Positions

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM INVESTIGATION SUB-BUDGET		PROGRAM # 03 SUB-BUDGET # 00	
DESCRIPTION	EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES		
SALARIES CLASSIFIED	103	2,865,734	3,719,632	3,719,632			
EMPLOYER PD BENEFITS	105	766,872	945,184	945,184			
PERSONAL SERVICES		3,632,606	4,664,816	4,664,816			
EQUIPMENT REP & MNTC	202	96,851	96,851	96,851			
COMMUNICATION	204	717,303	717,303	717,303			
DUES-LICENSES-REGIST	207	15,610	15,610	15,610			
MISCELLANEOUS	210	6,530	6,530	6,530			
TRAVEL IN STATE	221	259,434	259,434	259,434			
TRAVEL OUT OF STATE	222	32,000	32,000	32,000			
OFFICE SUPPL-PRINTNG	231	75,240	75,240	75,240			
MTR VEH&AIRPLANE SUP	233	95,968	95,968	95,968			
MEDICAL-LAB SUPPLIES	235	40,000	40,000	40,000			
EDUCA-RECREATNL SUPP	236	10,016	10,016	10,016			
SOFT GOODS&HOUSEKPNG	237	29,074	29,074	29,074			
OTH REPAIR-MAINT SUP	239	10,220	10,220	10,220			
OFFICE EQUIP-FURNISH	241	20,000					
TRANSPORTATION EQUIP	243	175,000					
EDUCATION-RECRE-TECH	246	84,000					
REAL PROPERTY RENTAL	251	35,000	35,000	35,000			
EQUIPMENT RENTAL	252	395,600	395,600	395,600			
1	2	3	4	5	6		

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DESCRIPTION		EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES					
SUPPORTIVE SERVICES			2,097,846	1,818,846	1,818,846						
CENTRAL-SER DATA-SER RESTRICTIVE COST&SVC		310	405,800 405,800	489,896 489,896	489,896 489,896						
SPECIAL INVESTIGATIN NON-OPERATING EXPEND		872	436,000 436,000	436,000 436,000	436,000 436,000						
PROFESSIONAL FEES CONTRACTUAL SERVICES		901	25,000 25,000	25,000 25,000	25,000 25,000						
EXPENDITURE TOTAL			6,597,252	7,434,558	7,434,558						
GENERAL FUND			5,652,873	6,933,786	6,933,786						
16.603 CORRECTNS -TA FEDERAL		77505	690,663 690,663	500,772 500,772	500,772 500,772						
D.A.F.C.		64006	175,000								
1	2	3	4	5	6						

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DESCRIPTION	EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES		
TRUST & AGENCY FUND		175,000					
TOTAL FUNDING		6,518,536	7,434,558	7,434,558			
1	2	3	4	5	6		

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POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY AND BENEFITS FY 91 FY 92		TOTAL BIENNIUM	LEGISLATIVE NOTES	
1		2	3	4	5	6	7	8	9	
CRIMINAL INVESTIGATOR		0017	F	A	10	26,417	26,417	52,834		
CRIMINAL INVESTIGATION ADMINISTRATOR		0028	F	A	19	52,716	52,716	105,432		
CRIMINAL INVESTIGATOR		0029	F	A	10	25,713	25,713	51,426		
CRIMINAL INTELLIGENCE ANALYST		0030	F	A	09	37,273	37,273	74,546		
CRIMINAL INVESTIGATOR		0031	F	A	10	25,064	25,064	50,128		
CRIMINAL INVESTIGATION MANAGER		0032	F	A	16	41,964	41,964	83,928		
SECRETARY		0033	F	B	08	17,363	17,363	34,726		
FORENSIC EVIDENCE TECHNICIAN		0034	F	B	12	17,987	17,987	35,974		
CRIMINAL INVESTIGATOR		0035	F	A	10	28,939	28,939	57,878		
CRIMINAL INVESTIGATOR		0036	F	A	10	35,463	35,463	70,926		
CRIMINAL INVESTIGATOR		0037	F	A	10	26,247	26,247	52,494		
CRIMINAL INVESTIGATION SUPERVISOR II		0038	F	A	14	34,682	34,682	69,364		
CRIMINAL INVESTIGATION SUPERVISOR I		0039	F	A	12	32,183	32,183	64,366		
FORENSIC ANALYST		0040	F	A	11	32,183	32,183	64,366		
FINGERPRINT IDENTIFICATION SPECIALIST		0041	F	B	11	22,024	22,024	44,048		
SECRETARY		0042	F	B	08	14,052	14,052	28,104		
FORENSIC ANALYST		0043	F	A	11	25,374	25,374	50,748		
LAW ENFORCEMENT INFORMATION SPECIALIST		0044	F	B	11	18,240	18,240	36,480		
LAW ENFORCEMENT INFORMATION SPECIALIST		0045	F	B	11	23,348	23,348	46,696		
LAW ENFORCEMENT INFORMATION SUPERVISOR		0046	F	B	15	23,348	23,348	46,696		
CRIMINAL INVESTIGATOR		0048	F	A	10	29,157	29,157	58,314		

STANDARD POSITIONS		SALARIES							
FULL TIME	PART TIME	FULL TIME	PART TIME	TOTAL	+	EMPLOYER PAID BENEFITS	=	TOTAL PERSONAL SERVICES	

PERFORMANCE PAY %



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POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY FY 91	AND BENEFITS FY 92	TOTAL BIENNIUM	LEGISLATIVE NOTES	
1		2	3	4	5	6	7	8	9	
FORENSIC ANALYST		0049	F	A	11	25,996	25,996	51,992		
CRIMINAL INVESTIGATOR		0050	F	A	10	25,064	25,064	50,128		
CRIMINAL INVESTIGATOR		0051	F	A	10	31,393	31,393	62,786		
FORENSIC ANALYST		0052	F	A	11	24,475	24,475	48,950		
SECRETARY		0053	F	B	08	14,973	14,973	29,946		
CRIMINAL INVESTIGATION SUPERVISOR I		0054	F	A	12	37,378	37,378	74,756		
LAW ENFORCEMENT INFORMATION SPECIALIST		0055	F	B	11	22,230	22,230	44,460		
CRIMINAL INVESTIGATOR		0056	F	A	10	25,064	25,064	50,128		
LAW ENFORCEMENT INFORMATION MANAGER		0057	F	A	12	36,458	36,458	72,916		
LAW ENFORCEMENT INFORMATION SPECIALIST		0058	F	B	11	24,460	24,460	48,920		
LAW ENFORCEMENT INFORMATION SPECIALIST		0059	F	B	11	25,688	25,688	51,376		
SECRETARY		0060	F	B	08	18,240	18,240	36,480		
CRIMINAL INVESTIGATION SUPERVISOR I		0061	F	A	12	30,626	30,626	61,252		
FORENSIC LABORATORY SUPERVISOR		0062	F	A	14	39,286	39,286	78,572		
FORENSIC ANALYST, SENIOR		0063	F	A	12	32,994	32,994	65,988		
FINGERPRINT IDENTIFICATION SPECIALIST		0064	F	B	11	22,778	22,778	45,556		
STATISTICIAN		0068	F	A	06	18,060	18,060	36,120		
FORENSIC ANALYST		0082	F	A	11	23,760	23,760	47,520		
TECHNICAL RECORDS SPECIALIST		0084	F	B	08	15,741	15,741	31,482		
LEGAL SPECIALIST COUNSELOR		0085	F	A	16	37,378	37,378	74,756		
FINGERPRINT IDENTIFICATION SPECIALIST		0088	F	B	11	16,116	16,116	32,232		

## STANDARD POSITIONS

## SALARIES

FULL TIME PART TIME

FULL TIME PART TIME

TOTAL +

EMPLOYER  
PAID BENEFITS

=

TOTAL PERSONAL  
SERVICES

PERFORMANCE PAY %

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POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY AND BENEFITS FY 91 FY 92		TOTAL BIENNIUM	LEGISLATIVE NOTES		
1		2	3	4	5	6 7		8	9		
LAW ENFORCEMENT INFORMATION SUPERVISOR		0089	F	B	15	26,417 26,417		52,834			
FORENSIC ANALYST		0094	F	A	11	26,417 26,417		52,834			
TECHNICAL RECORDS SPECIALIST		0095	F	B	08	15,741 15,741		31,482			
SECRETARY		0097	F	B	08	14,250 14,250		28,500			
FORENSIC ANALYST		0098	F	A	11	26,417 26,417		52,834			
CRIMINAL INVESTIGATION SPECIALIST		0099	F	A	09	22,778 22,778		45,556			
CRIMINAL INVESTIGATION SUPERVISOR I		0113	F	A	12	29,157 29,157		58,314			
CRIMINAL INVESTIGATION SUPERVISOR I		0124	F	A	12	27,307 27,307		54,614			
FORENSIC ANALYST, SENIOR		0126	F	A	12	25,515 25,515		51,030			
FORENSIC ANALYST		0127	F	A	11	25,374 25,374		50,748			
CRIMINAL INVESTIGATOR		0128	F	A	10	25,402 25,402		50,804			
CRIMINAL INVESTIGATION SUPERVISOR I		0129	F	A	12	28,969 28,969		57,938			
CRIMINAL INVESTIGATION SUPERVISOR I		0130	F	A	12	27,094 27,094		54,188			
CRIMINAL INVESTIGATION SUPERVISOR I		0137	F	A	12	28,504 28,504		57,008			
SECURITY MANAGER		0151	F	B	17	26,417 26,417		52,834			
SECURITY OFFICER, SENIOR		0152	F	B	11	23,857 23,857		47,714			
SECURITY OFFICER		0153	F	B	09	17,363 17,363		34,726			
SECURITY OFFICER		0154	F	B	09	20,125 20,125		40,250			
SECURITY OFFICER		0155	F	B	09	17,363 17,363		34,726			
SECURITY OFFICER		0156	F	B	09	18,240 18,240		36,480			
SECURITY OFFICER		0157	F	B	09	16,135 16,135		32,270			

STANDARD POSITIONS		SALARIES		TOTAL	+	EMPLOYER PAID BENEFITS	=	TOTAL PERSONAL SERVICES
FULL TIME	PART TIME	FULL TIME	PART TIME					
PERFORMANCE PAY	%							

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POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY FY 91	AND BENEFITS FY 92	TOTAL BIENNIUM	LEGISLATIVE NOTES	
1		2	3	4	5	6	7	8	9	
SECURITY OFFICER		0158	F	B	09	15,034	15,034	30,068		
SECURITY OFFICER		0159	F	B	09	15,254	15,254	30,508		
SECURITY OFFICER		0160	F	B	09	15,505	15,505	31,010		
SECURITY OFFICER		0161	F	B	09	20,125	20,125	40,250		
SECURITY OFFICER		0162	F	B	09	16,135	16,135	32,270		
SECURITY OFFICER		0163	F	B	09	15,170	15,170	30,340		
OVERTIME		9910	F			127,425	127,425	254,850		
SHIFT DIFFERENTIAL		9920	F			8,431	8,431	16,862		
TOTAL SALARIES						1,859,816	1,859,816	3,719,632		
LONGEVITY		LONG				29,850	34,530	64,380		
BASE FOR BENEFITS						1,889,666	1,894,346	3,784,012		
SOCIAL SECURITY 7.65%		FICA				144,559	144,917	289,476		
GR INSURANCE (110/MO X # EMP)		GHLB				91,080	91,080	182,160		
RETIREMENT		RETB				185,367	185,961	371,328		
UNEMPLOYMENT 1%		UNEM				18,897	18,943	37,840		
TOTAL BENEFITS						469,753	475,431	945,184		
TOTAL 100.00 SERIES						2,329,569	2,335,247	4,664,816		

STANDARD POSITIONS  
-----  
FULL TIME PART TIME  
69

SALARIES  
-----  
FULL TIME PART TIME  
\$3,719,632

TOTAL +  
\$3,719,632

EMPLOYER  
PAID BENEFITS  
\$945,184

= TOTAL PERSONAL  
SERVICES  
\$4,664,816

PERFORMANCE PAY %

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### 202 - Equipment Repair

Due to the fact that many lab instruments are becoming quite old, and based on increasing numbers of breakdowns during the current biennium, we estimate at least one service call in each of the lab's six major instrument systems during the next biennium, with each call averaging \$2000.

Service Calls	\$12,000
Parts	<u>10,000</u>
Total	\$22,000

### 221 - Travel In State

Until this Biennium, DCI owned its own automobiles. During the current biennium these were transferred to MVMS for management, and DCI pays the normal per mile fee for use of the MVMS cars. During this current biennium this fee has been paid by a credit account created by the transfer of ownership of the cars based on their value at the time of transfer. That credit account will be exhausted at the end of the current biennium, and DCI will be required to pay the fee to MVMS during the next biennium. Based on the eighteen-month period ending 6/30/89, our monthly cost has averaged \$7226, which multiplied by 24 months gives the requested increase of 173,424. This increase will be offset by concomitant reductions in line items 233 and 243.

### 233 - Motor Vehicle Supplies

Since DCI no longer owns its vehicles, their supply and maintenance has become the responsibility of MVMS. However, it is desirable to maintain a small contingency fund in this line item for emergency repairs when MVMS facilities are not available or when the maintenance responsibility for vehicles seized in drug cases remains with us through the forfeiture process.

Request this line item be decreased by \$84,968.

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SUB-BUDGET #235 - Lab Supplies

As lab activity and responsibility continues to increase, particularly in the drug testing area, we are using more supplies, and the prices are tending to increase, too. The current expenditure level is at least \$24,000/year, and this is while we try to hold costs to an absolute minimum due to current budget limitations, causing us to hold spare stocks to a dangerous minimum which could cause us difficulties in reaction to some large cases without delay.

Request a \$10,000 increase in this line item.

239 - Police Supplies

Current expenditures in this area for DCI and Capitol Police indicate we need at least \$8000/year. This is a high-liability item in some areas (e.g., ammunition for firearms training, replacement of other safety equipment such as flashlights, body armor, etc.).

Request an increase of \$5,780 in this line item.

251 - Property Rental

At current rates, the annual rental for the four DCI regional drug enforcement team offices will be \$32,709/year. Bob Novotny recommends that we program at least a 10% increase for the next biennium which gives a figure of \$35,979/year, multiplied by two equals \$71,958.00 for the biennium.

Request that this line item be increased by \$37,000.

252 - Equipment Lease

The Automated Fingerprint Identification System (AFIS), through the Western Identification Network (WIN) will be fully operational during the next biennium, and we will be obligated to pay the full monthly membership (lease/purchase) fee of approximately \$23,000 during the entire biennium. Only \$300,000 is allowed in the Standard Budget, thus an increase of \$252,000 is requested.

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901 - Professional Fees

We currently administer periodic medical exams to our Special Agents to evaluate their suitability for hazardous and stressful employment, and prior to their participation in physical training and evaluation programs, self defense training, etc. To avoid injury and liability, disability claims, etc., it is desirable to administer pre-employment physical exams to persons prior to hiring in peace officer positions. These two factors will add an estimated eighteen medical exams, at \$500 each, during the biennium. In addition, new POST rules require the administration of a psychological evaluation prior to hiring peace officers, and it is anticipated we may need to administer six of these during the biennium at \$300 each.

Request this line item be increased by \$11,000.



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DESCRIPTION	EXP DIST CODE	EXCEPTION BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES			
EQUIPMENT REP & MNTC	202	22,000					
TRAVEL IN STATE	221	173,424	84,968				
MTR VEH&AIRPLANE SUP	233	84,968-	84,968-				
MEDICAL-LAB SUPPLIES	235	10,000					
OTH REPAIR-MAINT SUP	239	5,780					
REAL PROPERTY RENTAL	251	37,000					
EQUIPMENT RENTAL	252	252,000	252,000				
SUPPORTIVE SERVICES		415,236	252,000				
PROFESSIONAL FEES	901	11,000					
CONTRACTUAL SERVICES		11,000					
EXPENDITURE TOTAL		426,236	252,000				
GENERAL FUND		426,236	252,000				
TOTAL FUNDING		426,236	252,000				
1	2	3	4	5			

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PROGRAM SUB-BUDGET DIVISION OF CRIMINAL INVESTIGATION

PROGRAM # 03  
SUB-BUDGET # 03.01

### 103- Personnel

The supervisor of CJIS has requested the addition of two personnel to his section. As we have previously explained in the general narrative, the Communications Section simply does not have adequate numbers of people to man a full-time communications center with any allowance for annual or sick leave. We believe the actual number is less than any other law enforcement agency which staffs a communications center full-time. When added to that burden, the responsibility for training and testing and auditing of local agencies, it is extremely hard to find anyone who can leave town to do those other functions. The procedures and technology in this area are constantly changing, and because of the extreme sensitivity of the information, it is absolutely essential that we be on top of things. The supervisor of the unit often has to work a shift for other employees who are sick or on vacation. This does not leave him time for what should be his duty of planning and implementing new procedures. Vacations must be cancelled, and work schedules adjusted at the last minute, which is bad for morale.

We have also previously explained the drastically increasing demands which are being placed upon the Identification Unit for criminal history checks. All indications are that this will be a continually increasing demand, as other groups, such as educators have already asked the Legislature to authorize their use of the system to determine whether prospective school employees have criminal records. There is almost certain to be some kind of increase in gambling, a highly regulated industry which will require background checks as part of any licensing system.

The supervisor has requested one new position in each of the two units. We recommend that we add one new position for the section, and can cross-train the individual so that he/she can help in both areas. This will create some difficulty and confusion, particularly since Personnel treats them as two separate job categories, with different compensation ranges, but we don't see any other way to compromise in this area.

We therefore request the the authorization for one additional law enforcement information specialist, System B, Grade 11.

The supervisor, Criminal Intelligence and Information Management Section, has requested the addition of two Records and Communications Assistants. The overall general increase in investigative activity in recent years, particularly in the drug and gambling enforcement areas, has drastically increased the clerical workload of the three investigative sections, not only in management of case reports, but the various fiscal

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and administrative documents such as travel vouchers. In 1983, the ratio of clerical to investigative personnel was 1 to 5. It is now 1 to 14. We believe this ratio of support to operational personnel is way out of line in comparison with most government agencies and businesses, especially in an agency so tied to paper reports of everything it does. We would like to ask for both of the clerical positions, but will again compromise and hope we can make do with one, at System B, Grade 8.

204 - Communication

DCI has access to two mountaintop repeater locations in the Thermopolis and Gillette areas, for use for radio and pager communications in those areas for regional drug team usage. These sites have no existing telephone lines for pager use, and commercial pagers are used in those areas. Commercial pagers, at current rates, will cost about \$7,200 for five years. For a one-time installation of our own phone link, at \$2,835.60 per site, we can avoid that monthly expenditure.

Amount Requested

\$ 5,671.00

242 - Data Processing Equipment

Computer Equipment Purchases - To replace old equipment, to better tie together all offices and sections of the Division, to equip the Division to interface with federal and regional data systems, and with local law enforcement agencies, the Division needs the computer hardware and software items listed below:

Replacement AT&T Computers	5 @ \$2,600	\$13,000
Replacement Printers	2 @ 3,000	6,000
New computers:		
CJIS Supervisor		3,700
Communications Section		4,200
Lab Tech		3,750
New Secretary (includes printer)		6,375
Capitol Security		3,750
Desk Top Publishing		8,000
Upgrade Existing Computers		
Network Boards	7 @ 1,285	8,995
Screens	7 @ 428	2,996

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## Software

File Server - 1	9,000
Novell Upgrade	4,000
DOS Upgrade - 2.5	3,000
Installation	3,500

Amount Requested

\$83,625.00

245 - Replacement Lab Equipment

Argon Ion Laser Tube - This is used by the fingerprint, trace evidence, serology and questioned documents sections in the Lab. The estimated life expectancy of the tube is 700-1200 hours and we currently have 1300 on ours. It is now operational only at a reduced power level, which decreases its sensitivity and utility.

Replacement Cost

\$ 11,000.00

Fourier Transform-Infrared Spectrometer (FTIR) - This is the primary instrument used in the identification of controlled substances, as well as such areas as fibers, paint traces, and arson accelerants. Since it is used by almost all analysts in the lab, it is running almost constantly and we are experiencing increasing maintenance costs and down time. Additionally, the company which built this model no longer supplies replacement parts and they can only be scavenged from other older models when they can be found.

Replacement Cost

\$ 77,000.00

Gas Chromatograph-Mass Spectrometer - Used for definitive identification of substances, including drugs, where the organic compounds are inseparable or are in trace quantities. These exams cannot be performed on any other instrument in the Lab. This instrument is seven years old and is worn out and obsolete. It has been out of operation for as much as two months at a time during the current biennium while repair parts are sought. Even when it is operational, case work is held up while examiners wait for others to get caught up.

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Replacement Cost

\$ 67,000.00

246 - Technical Equipment

Camera Kits - for use by General Investigation Section at crime scenes.

Two kits @ \$1,000

\$ 2,000.00

Pagers - With increasing numbers of cases, and increasing numbers at night and on weekends, it becomes increasingly important to be able to reach our people. We request five additional pagers, three for the major case unit, one for the Intelligence Unit on-call agent, and one pager to be used by whomever has a case developing, or expects to be called, and as a spare for general breakdowns.

Five @ \$500

\$ 2,500.00

Interconnects - These would be utilized to tie DCI repeaters, computers, and special operation circuits into the Highway Department microwave system, to avoid purchase of additional duplicate dedicated lines.

\$ 9,451.00

Transmitters - These are body or hidden application transmitters, to provide back-up to those already in the field, and to enable a larger variety of applications. Due to increased drug investigative activity, we have insufficient numbers of these units for statewide coverage.

Four @ \$1225

\$ 4,900.00

Repeaters - With the five regional drug teams, DCI is operating continuously in all areas of the State and has incomplete radio coverage in many areas with only five radio repeaters currently in use. For operation efficiency and safety, we need at least ten more. We are requesting five from General Fund appropriation, and are attempting to get another five from a federal discretionary grant.

Five @ \$8,620

\$ 43,100.00

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Handheld radios - We request two handheld radios for each of the five regional drug enforcement teams to facilitate safe communication during investigations when the agent is away from his car radio, and for loan to local officers assisting in a specific case, so they can communicate directly with the team.

Ten radios @ \$900

\$ 9,000.00

Mobile Radios - Mobile radios used by DCI were purchased in the early years of this decade. We are experiencing increasing maintenance problems. Nine factory modifications to the units since their purchase have affected reliability and maintenance adversely. In addition, the frequency band is insufficient to adequately cover all regional drug enforcement teams and, with the frequent mobility of fast-developing drug cases, it is essential that all team members be able to communicate with each other statewide. Also, the limited frequency range precludes direct monitoring of body transmitters by all surveillance units during a drug transaction, which creates safety problems. We also are experiencing increasing problems with suspects monitoring our radio traffic on scanners, and our existing radio system is technically incapable of utilizing encryption devices.

Twenty-six units \$1,716.00

\$ 44,616.00

251 - Property Rental

Tower rent - to rent space from the Highway Department for placement of the repeaters.

Ten sites @ \$57 = \$570/Mo x 24 =

\$ 13,680.00

Microwave rent - rent microwave from the Highway Department to connect the repeaters to the DCI radio system.

\$1800/Yr

\$ 3,600.00

310 - Data Processing

DCI maintains, in its Communications Center, a computer whose main purpose is switching all messages coming in through the telecommunications system, whether from local agencies in Wyoming, or from outside Wyoming, into the proper database, then routing the proper replay back. This includes NCIC, NLETS, Wyoming Warrants, CCH, drivers' license and auto registrations files, etc. Years ago, due primarily to security and



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privacy concerns, a computer with software was purchased for this purpose. That system is becoming obsolete. It is not compatible either with programmed changes in the federal systems, nor with local agencies who have more progressive systems. The Wyoming Highway Patrol, for example, wanted to install a computer-aided dispatch (CAD) system, and could not do so because our system would not support it. It has also proved expensive and unsatisfactory to depend on a private company in California to do maintenance and upgrading on a system which is not part of the DAFC data processing system. We have decided it is clear that we need to integrate this system with the DAFC data processing system and work through the state mainframe system for long-range economics and efficiency. Accordingly, we requested that DAFC do a study and cost estimate of this project, a copy of which is attached.

Initial cost (software, programming)	\$ 351,500.00
Monthly cost (\$16,217) x 24	389,208.00
Total biennium request	\$ 740,708.00

### 903 - Special Projects

Prosecutors' School - Considerable training has occurred in recent years among law enforcement personnel in the State concerning the professional investigation of drug crimes. Much of this training has been provided by, or arranged by, DCI and it can honestly be said that the level of professionalism in Wyoming law enforcement has greatly increased in Wyoming. Although there are some excellent prosecutors in Wyoming, their system generally does not encourage a high level of professionalism. Turnover is fairly high, and experience level low in some jurisdictions, particularly in rural areas where criminal cases are infrequent. Numbers of courses in law school curricula which are devoted to criminal prosecution are low or non-existent. Wyoming has a nationally known trial advocacy school, but it seems oriented heavily toward criminal defense and personal injury litigation (that is where the instructors come from - it seldom, if ever, includes a prosecutor).

This situation creates a gap in the criminal justice system in Wyoming which needs to be rectified. We requests funds to arrange, in cooperation with the Attorney General's Office, a seminar, once per biennium, for Wyoming prosecutors, with well-known, experienced prosecutors from within and outside Wyoming, to put on a high-quality school which will attract at least one attorney from each of the 23 prosecutors' offices.

Amount requested	\$ 5,000.00
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AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM INVESTIGATION SUB-PROGRAM		PROGRAM 03 SUB-PROGRAM # 00	
DESCRIPTION		EXP DIST CODE	EXPANDED BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES		
SALARIES CLASSIFIED		103	67,752				
EMPLOYER PD BENEFITS		105	16,248				
PERSONAL SERVICES			84,000				
COMMUNICATION		204	5,671				
DP,REPRODUCT OTH EQ		242	80,316				
MEDICAL-LAB EQUIPMNT		245	155,000				
EDUCATION-RECRE-TECH		246	115,567				
REAL PROPERTY RENTAL		251	17,280				
SUPPORTIVE SERVICES			373,834				
CENTRAL-SER DATA-SER		310	740,708				
RESTRICTIVE COST&SVC			740,708				
SPECIAL PROJ & SVCS		903	5,000				
CONTRACTUAL SERVICES			5,000				
EXPENDITURE TOTAL			1,203,542				
GENERAL FUND			1,203,542				
1	2	3	4	5			

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DESCRIPTION	EXP DIST CODE	EXPANDED BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES			
TOTAL FUNDING		1,203,542					
1	2	3	4	5			

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DIVISION OF CRIMINAL INVESTIGATION

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03

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POSITION TITLE	P R I O R I T Y	POSITION NUMBER	FT OR PT	SYS	GRADE	EXPANDED SALARIES		TOTAL SALARIES	GOVERNOR'S RECOMMENDATION	LEGIS- LATIVE NOTES
						FY 91	FY 92			
1	2	3	4	5	6	7	8	9	10	11
Secretary	1	L1	FT	B	08	14,052	14,052	28,104		
Enforcement Information Specialist	2	L2	FT	B	11	19,824	19,824	39,648		
FICA							2,592	2,592		
GHLB							2,640	2,640		
RETB							2,554	2,554		
UNEM							338	338		
					TOTALS		42,000	42,000		

## SUMMARY:

EXPANDED POSITIONS	
FULL TIME	PART TIME
2	0

SALARIES	
FULL TIME	PART TIME
67,752	0

TOTAL

+

EMPLOYER  
PAID BENEFITS

=

TOTAL PERSONAL  
SERVICES

67,752

16,248

84,000

PERFORMANCE PAY

0 0

0

0

0

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM NAME: LAW ENFORCEMENT ACADEMY		PROGRAM NUMBER: 05	
DESCRIPTION	1987-88 BIENNIUM EXPENDITURES	FY 1989 EXPENDITURES	FY 1990 BUDGET	1989 - 90 AUTHORIZATION	TOTAL REQUEST 1991-92	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES
PERSONAL SERVICES	1,254,504	620,496	627,026	1,247,522	1,357,677	1,289,117	
SUPPORTIVE SERVICES	594,750	284,988	250,604	535,592	624,272	589,617	
RESTRICTIVE COST&SV	17,800	639	4,850	5,489	5,400	5,400	
NON-OPERATING EXPEN		1,750		1,750			
CONTRACTUAL SERVICE	125,984	52,414	51,406	103,820	376,000	101,000	
EXPENDITURE TOTAL	1,993,038	960,287	933,886	1,894,173	2,363,349	1,985,134	
GENERAL FUND	1,924,638	938,801	931,096	1,869,897	2,363,349	1,985,134	
earmarked	51,856	18,100		18,100			
FEDERAL	16,544	3,386	2,790	6,176			
TOTAL FUNDING	1,993,038	960,287	933,886	1,894,173	2,363,349	1,985,134	
1	2	3	4	5	6	7	8

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PROGRAM  
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LAW ENFORCEMENT ACADEMY

PROGRAM #  
SUB-BUDGET #

05

05.01

Sub-Budget Number: 05.01

Authority: W.S. 9-1-623, 9-1-634, 7-20-105

Population Served: State and local law enforcement officers, detention officers, coroners, deputy coroners.

Number of clients served: Approximately 1,600 law enforcement officers, 200 detention officers, and 100 coroners and deputy coroners.

Program Description

The Wyoming Law Enforcement Academy is the only training center available for the peace officers, detention officers, and coroners in the State of Wyoming. Its primary function is to provide sufficient training for the law enforcement agencies throughout the State which come under the provisions of the Peace Officer Standards and Training Act (W.S. 9-3-1901 through 1907).

This legislative act affects approximately 1,600 law enforcement and 200 detention personnel of the county sheriffs' offices, municipal police departments, State Highway Patrol, state investigative division, college or campus police, State Game & Fish Wardens, and Capitol Security (now known as Capitol Police). This act requires that all peace officers in the State receive a minimum number of hours of certified training within a specified period of time. It also establishes a continuing education clause which requires each officer to receive additional training every two years thereafter. In addition to the basic courses specifically designed for peace officers and detention officers, the Academy offers a wide variety of specialized training courses dealing with all facets relative to law enforcement.

The Academy also has been assigned the responsibility to provide basic training to all coroners and deputy coroners in the State of Wyoming. Recently enacted legislation mandated that all coroners in the State receive this training and that the Academy shall provide the training.

The Academy was created to assist the various law enforcement agencies throughout the State in complying with the training requirements prescribed by State law.



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PROGRAM SUB-BUDGET LAW ENFORCEMENT ACADEMY

05  
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### Program Goals and Objectives

The overall goal of the Wyoming Law Enforcement Academy is to provide sufficient basic and specialized training to enable all state and local law enforcement agencies and coroners' offices to meet the mandates of the Peace Officer Standards and Training Act and the coroners' training requirements. Specifically, this translates into the following objectives:

- 1). To offer a sufficient number of peace officer and detention officer basic courses to greatly reduce or nearly eliminate the backlog of officers waiting to receive this training. Based on recent demonstrated needs, this requires the Academy to conduct three peace officer basic courses and two detention officer basic courses per year.
- 2). To offer sufficient advanced or specialized training to enable the state and local law enforcement officers to meet the advanced training requirements necessary to maintain their certification. Based on existing service population, this requires the Academy to conduct 35-40 specialized courses per year (depending on subject matter and length of school).
- 3). The recently enacted legislation requiring that all coroners and deputy coroners in the State be trained and certified. requires the Academy to conduct a coroners basic course each year.

### Consequences of Inadequate Funding

At the present time, there is no other agency or entity providing basic training for peace officers, detention officers, or coroners in the State of Wyoming.

Although there are law enforcement agencies that, by necessity, provide some of their own in-service training, and even though a portion of the continuing education is being provided by a few of the community colleges, the advanced training services provided by the Academy are designed to supplement, not duplicate, what already is being offered or is available.

Currently, the Academy is being funded at a level that barely allows the delivery of training services at the minimum level required. Any further reduction in funding will result in a below minimum level of training services available to those agencies that are mandated by law to fill specifically prescribed minimum training requirements. This comes at a time when these same agencies are also experiencing

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05.01

budgetary problems and are having to rely more heavily on the training provided by the Academy. As a result, the Academy has recently experienced an increased demand for training services. A demand that, unfortunately, we find ourselves unable to fulfill with our current level of service.

#### Potential Cost Savings to the State

The Wyoming Law Enforcement Academy is a training facility located in Douglas. This facility has five classrooms, physical education opportunities, and cafeteria and housing services for 116 students. In the past, we have offered and encouraged other state agencies (not necessarily affiliated with law enforcement) to utilize our facilities as a method to save their agencies money. For those agencies that have staff personnel stationed throughout the state and find it necessary to periodically meet or train, our facility offers tremendous cost savings.

Under normal circumstances, these employees would be required to stay and eat in motels and restaurants at a per diem cost to the State of \$50 per day. The Academy provides these services at a cost of \$20 per day - a resultant 60% savings in per diem costs.

Although this option may not be appropriate for all State agencies, and even though the Academy does not offer all the amenities provided by the various motels and restaurants, there are a number of agencies that could benefit.

#### Anticipated Revenue:

FY 91

FY 92

52075 - Criminal Justice  
Training Fees

80,000

80,000

49004 - Use of Facility

50,000

50,000

AGENCY NUMBER: 015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM SUB-BUDGET LAW ENFORCEMENT ACADEMY

PROGRAM # 05  
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Related Positions:

2 Administration: 0069, 0076  
6 Training Function: 0078, 0079, 0100, 0101, 0102, 0103  
1 Fiscal: 0070  
4 Secretarial Function: 0075, 0077, 0111, 0122  
4 Food Service: 0071, 0072, 0073, 0093  
4 Custodial Service: 0074, 0109 0110, 0121  
4 Maintenance Function: 0104, 0105, 0107, 0108

25 Authorized Positions

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DESCRIPTION		EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION		LEGISLATIVE NOTES				
SALARIES CLASSIFIED		103	979,194	1,019,146	1,019,146						
SALARIES OTHER		104	19,312	18,812	18,812						
EMPLOYER PD BENEFITS		105	242,840	251,159	251,159						
PERSONAL SERVICES			1,241,346	1,289,117	1,289,117						
REAL PROPTY REP & MT		201	8,000	8,000	8,000						
EQUIPMENT REP & MNTC		202	17,250	17,250	17,250						
UTILITIES		203	180,120	180,120	180,120						
COMMUNICATION		204	24,600	24,600	24,600						
DUES-LICENSES-REGIST		207	2,040	2,040	2,040						
MISCELLANEOUS		210	7,200	7,200	7,200						
TRAVEL IN STATE		221	14,000	14,000	14,000						
TRAVEL OUT OF STATE		222	5,312	5,312	5,312						
OFFICE SUPPL-PRINTNG		231	35,700	35,700	35,700						
MTR VEH&AIRPLANE SUP		233	8,240	8,240	8,240						
FOOD,FOOD SVC SUPPL		234	105,000	105,000	105,000						
EDUCA-RECREATNL SUPP		236	44,000	44,000	44,000						
SOFT GOODS&HOUSEKPNG		237	15,720	15,720	15,720						
OTH REPAIR-MAINT SUP		239	13,450	13,450	13,450						
EQUIPMENT RENTAL		252	1,485	1,485	1,485						
SUPPORTIVE SERVICES			482,117	482,117	482,117						
1	2	3	4	5	6						

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		LAW ENFORCEMENT ACADEMY		PROGRAM # SUB-BUDGET #		05 00	
DESCRIPTION		EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION		LEGISLATIVE NOTES				
CENTRAL-SER DATA-SER RESTRICTIVE COST&SVC		310	5,400 5,400	5,400 5,400	5,400 5,400						
CONSULTING SERVICES CONTRACTUAL SERVICES		902	94,000 94,000	94,000 94,000	94,000 94,000						
EXPENDITURE TOTAL			1,822,863	1,870,634	1,870,634						
GENERAL FUND			1,822,863	1,870,634	1,870,634						
TOTAL FUNDING			1,822,863	1,870,634	1,870,634						
1	2	3	4	5	6						

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		LAW ENFORCEMENT ACADEMY		PROGRAM # SUB-BUDGET #		05 00
POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY FY 91	AND BENEFITS FY 92	TOTAL BIENNIUM	LEGISLATIVE NOTES	
1		2	3	4	5	6	7	8	9	
LAW ENFORCEMENT ACADEMY ADMINISTRATOR		0069	F	A	17	44,437	44,437	88,874		
MANAGEMENT ASSISTANT		0070	F	A	06	21,682	21,682	43,364		
FOOD SERVICE SUPERVISOR		0071	F	B	10	16,205	16,205	32,410		
COOK		0072	F	B	06	12,924	12,924	25,848		
FOOD SERVICE WORKER		0073	F	B	02	11,520	11,520	23,040		
JANITOR		0074	F	B	02	11,207	11,207	22,414		
LIBRARY TECHNICIAN		0075	F	B	03	12,388	12,388	24,776		
BUSINESS MANAGER		0076	F	A	13	40,908	40,908	81,816		
ADMINISTRATIVE CLERICAL SPECIALIST		0077	F	B	09	14,676	14,676	29,352		
PUBLIC SAFETY TRAINING OFFICER, LEAD		0078	F	A	12	29,881	29,881	59,762		
PUBLIC SAFETY TRAINING OFFICER, LEAD		0079	F	A	12	34,682	34,682	69,364		
FOOD SERVICE WORKER		0093	F	B	02	11,253	11,253	22,506		
PUBLIC SAFETY TRAINING OFFICER		0100	F	A	10	27,754	27,754	55,508		
PUBLIC SAFETY TRAINING OFFICER		0101	F	A	10	26,296	26,296	52,592		
PUBLIC SAFETY TRAINING OFFICER		0102	F	A	10	29,952	29,952	59,904		
PUBLIC SAFETY TRAINING OFFICER		0103	F	A	10	34,104	34,104	68,208		
FACILITY MAINTENANCE SUPERVISOR I		0104	F	B	15	24,532	24,532	49,064		
FACILITY MAINTENANCE SPECIALIST		0105	F	B	09	20,125	20,125	40,250		
GROUNDS WORKER		0107	F	B	05	14,601	14,601	29,202		
SECURITY WORKER		0108	P	B	03	9,406	9,406	18,812		
JANITOR, LEAD		0109	F	B	06	13,748	13,748	27,496		

STANDARD POSITIONS		SALARIES				EMPLOYER		TOTAL PERSONAL	
FULL TIME	PART TIME	FULL TIME	PART TIME	TOTAL	+	PAID BENEFITS	=	SERVICES	

PERFORMANCE PAY %





AGENCY 015 AGENCY OFFICE OF THE ATTORNEY GENERAL  
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PROGRAM LAW ENFORCEMENT ACADEMY  
SUB-BUDGET

05  
PROGRAM # 05.01  
SUB-BUDGET #

The Wyoming Law Enforcement Academy is requesting an "up-front" appropriation of \$114,500 for the upcoming biennium in order to continue allowing usage of our facility by agencies other than law enforcement and to continue providing legislatively-mandated basic training programs for coroners and deputy coroners without a drain on the Academy's operational budget.

This appropriation request is described as "up-front" or "front end" because the funds will be recovered entirely by the assessing of user fees and the depositing of all generated revenue into the general fund account.

This appropriation would be placed in a separate sub-budget account and withdrawal of funds would be conditional upon equal funds being generated.

The authorization of these funds will complete the administrative "house cleaning" efforts initiated by the Academy and through the enactment of W.S. 9-1-633 by the 1989 Legislature. Subsection (f) of this statute states, "The Director shall charge and collect a fee of at least three hundred dollars (\$300.00) per student attending the coroner basic courses, which shall be credited to the General Fund." Subsection (g) goes on to say, "The Director may allow the use of Academy facilities by governmental agencies other than law enforcement and shall charge a fee based on actual costs for that use. Fees collected under this subsection shall be credited to the General Fund."



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NUMBER:

015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM LAW ENFORCEMENT ACADEMY  
SUB-BUDGETPROGRAM # 05  
SUB-BUDGET # 05.01103 - Personnel

When the Academy facility was being constructed in 1982, staffing levels were determined by utilizing a needs assessment study conducted by the National Association of State Directors of Law Enforcement Training, (NASDLET) as well as a comparison with the established staffing level at Nebraska's state academy. (Wyoming's new facility is patterned after Nebraska's and both had similar service population numbers.)

In 1985, when the new facility became operational, we were staffed at a level below Nebraska's and what the NASDLET study recommended - specifically, 2 LESS INSTRUCTOR POSITIONS.

Since that time (in 1987), the Academy lost one of its instructor positions as a result of Governor Sullivan's directive to all agencies to attempt to reduce their staffing levels by 5%.

During the same time our instructional staff was reduced, the Academy experienced a considerable increase in demand for services from the state and local law enforcement agencies, as well as additional training responsibilities added to it by the Legislature and the P.O.S.T. Commission.

1. Legislatively mandated Family Violence training for all basic and in-service peace officers.
2. Legislatively mandated coroners basic training for coroners and deputy coroners.
3. Lengthening of the peace officer basic course from 8 weeks to 10 weeks.
4. Legislatively mandated training (basic and advanced) for detention officers.
5. Legislatively reduced grace period for basic training for peace officers and detention officers from 2 years to 1 year.
6. With the downturn of the economy and the reduced operational budgets for cities and counties, the Academy has essentially become "the only game in town" for them (or at least the only one they can afford). The demand for our services by local departments is beyond our present ability to provide.

The recent thawing of "frozen" officer positions by various agencies, coupled with the reduced grace period, has created a backlog of officers requiring basic training. We have been forced to increase the student enrollment in the basic course from 24 to 36 students. Unfortunately, we do not have sufficient instructional staff to adequately provide training for these increased numbers in the proficiency skill areas - driving, custody control, CPR, First Aid, and firearms. This type of hands-on training necessitates a lower and controlled student/staff ratio.

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The development and delivery of legislatively mandated basic training programs for peace officers, detention officers and coroners is, and will remain, the Academy's #1 priority. Whatever time or resources are available afterwards are then dedicated towards the delivery of specialized training or for providing technical assistance. We are requesting the one instructor position that we lost in 1987 so we can accomplish the effective delivery of legislatively mandated basic training programs.

#### 242 - Data Processing Equipment

The Academy is requesting funds to purchase computer hardware and software which will alleviate an existing problem and address future concerns relative to records and systems management at the Academy.

Due to the unique mission of the Wyoming Law Enforcement Academy in providing training for all of the State's law enforcement officers, there is an inherent and legal requirement to maintain detailed documentation of all training for protection from liability. Since the Fall of 1984, when the Academy was moved from shared quarters on the State Fairgrounds to its permanent facility, the volume of records has dramatically increased as the Academy has progressively serviced more people.

The amount of paperwork generated to support the work of and within the Academy is rapidly becoming unmanageable utilizing our current manual system. Our operation naturally requires the duplication and handling of the same paperwork or information by several staff members (i.e., a change in even one officer attending a course requires changes within the records division, billing, housekeeping, food service, and training services). Additionally, the storage space available for hard-copy records is fast running out. We are currently microfilming dormant records through State Archives, but this is not a viable solution for handling our current working files.

Initially, the Academy decided to seek one additional clerical position. However, on further examination, we determined that that option would be a long-term expense to the State with short term results, since it is conceivable that the work load could easily outgrow that additional slot and storage of records would continue to be a problem.

The Academy requested and received a computerization needs-analysis from Data Services and several consultants from the private sector. Specifically, we wanted to:

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1. Determine whether computerization is really needed or practical for the Academy's operation.
2. Identify specific functions and areas within the operation which would lend to computerization and which would increase efficiency and cost effectiveness.
3. Identify hardware and programs to handle those functions.

All the consultants involved agreed that the Academy needs to computerize its information handling and records' systems in order to manage the volume of records in a cost effective manner and to solve the current and future problems of records storage.

Additionally, all agreed on the software that would be appropriate for our operation; however, they differed on their recommendation for hardware. Data Services only uses and supports personal computer networks. All of the consultants from the private sector recommended a centralized system.

After conducting considerable additional research in regards to the two proposed systems, the Academy is recommending that the Legislature fund the centralized system for the following reasons:

1. Concern regarding the reliability of Data Services' recommendation.

The assigned person from Data Services performed the entire analysis and formulated the recommendation for the hardware and software after a 4 hour on-site visit. In comparison, the needs analysis and evaluation of the two systems' feasibility for Academy purposes was conducted by an independent computer expert with no ties to any computer vendor or to state government. The identification of appropriate hardware and software in response to specified need was accomplished by two separate vendors. This bifurcated analysis process took approximately one month and considerable effort by a number of people to complete.

2. Lower Purchase Prices of Hardware

The centralized system will require an appropriation request of \$23,911 as compared to \$31,782 for the PC Network.

3. Lower costs required for necessary software



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The centralized system will require an appropriation request of \$2,518 as compared to \$5,463 for the PC Network.

4. No additional costs for training

The PC Network would provide training at a cost of \$294.00, while there would be no charge for the centralized system.

5. The uncertainty of availability and cost associated with maintenance of the PC Network system.

We have received a bid quote of \$4,326 per year for the centralized system. The maintenance contract cost was not quoted or addressed for the PC Network.

6. Larger number of work stations provided

The recommended centralized system provides 5 more work stations than the PC Network for approximately \$7,000 less initial cost.

7. Lower costs for future expansion

Future expansion of the centralized system can be accomplished for approximately 24% less per station than the PC Network.

Overview comparison of the Major Elements of the Two Proposals

	<u>Centralized System</u>	<u>PC Network</u>
Software	\$ 2,518	\$ 5,463
Hardware	23,911	31,782
Training/Counseling	-0-	294
Maintenance	\$ 4,326/yr	<u>Not quoted</u>
	\$ 30,755	\$ 37,539 - without maintenance contract

The academy is requesting sufficient funding to implement the centralized system.

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PROGRAM LAW ENFORCEMENT ACADEMY  
SUB-BUDGETPROGRAM # 05  
SUB-BUDGET # 05.01247 - Institutional Equipment

This request is for the purchase of equipment to correct current hazardous waste materials handling problems and fire code violations of the indoor firearms range.

The Academy is presently in violation of OSHA Health and Safety codes during routine cleaning assignments of the indoor firearms range.

Two types of contaminants are common in the byproduct of spent ammunition.

1. Powder waste that is burned and unburned. This contaminant is a fire hazard as well as a flash or explosion hazard. All electrical equipment (vacuums, air compressors) utilized to clean the range must be certified as non-sparking.
2. The lead fired from the weapons is a byproduct that is an identified health hazard to custodians through ingestion and air contamination during the removal of these materials.

This particular problem can be managed by purchasing certified equipment in the form of a specially filtered OSHA approved non-sparking vacuum.

1. Nilfisk Model GS-83 Dust Collector	\$2,600.00
2. Accessories for Nilfisk Dust Collector	<u>1,300.00</u>
Total	\$3,900.00

903 - Special Projects

Law enforcement officers routinely face the possibility of being held civilly liable for their actions or the actions of their subordinates in duty-related driving activities. Officers are frequently judged on the concepts of "negligence and willful misconduct" in establishing responsibility for injuries sustained by third parties that arise from law enforcement driving operations. These judgments are common to the three types of law enforcement styles of driving responses (non-emergency, emergency, and pursuit).

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Whether the injury arises from a deficiency during non-emergency activity, such as an officer's negligent placement of the vehicle during an assistance call; an emergency response, such as failure to activate warning devices when responding to a life-threatening situation; or during the course of pursuit which creates excessive danger to the public, injured parties frequently assert that the offending officer's conduct was unreasonable under the circumstances or that it constituted an intentional disregard of the victim's life or safety.

Officers are legally obligated to conduct their driving activities in non-emergency, emergency, and pursuit modes so as to minimize pecuniary damage to themselves and their agencies. The State of Wyoming has a heavy financial stake in ensuring that adequate driver training is provided to Wyoming's peace officers, as it underwrites the insurance commonly attacked in these cases.

#### Overview and History of Existing Conditions

In 1982, the Wyoming Law Enforcement Academy construction project included a five-acre paved Emergency Vehicle Operators course.

A brief review of the history surrounding this course's construction and its problematic deterioration may explain why the Academy has been forced to request funding assistance.

<u>Jul 1983</u>	Date when course was to have been completed and available for use.
<u>Jan 1985</u>	First time course was used (used <u>prior</u> to completion due to inordinate delays in construction completion).
<u>Feb 1985</u>	The entire construction project was abandoned by the general contractor prior to completion.
<u>May 1985</u>	Discovered numerous "soft spots" rutting, and rapid deterioration of asphalt surface.
<u>Aug 1985</u>	"Islands" paved in attempt to solve deterioration problems.
<u>Aug 1985</u>	Additional damage caused by repairs, sub-surface water problems continued, and discovered gravel base and mix inadequacies.

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<u>Sep 1985</u>	Comprehensive testing performed by soils analyst and engineers.
<u>Oct 1985</u>	Installation of "French Drain" system (proposed solution to the sub-surface water problems).
<u>Jan 1986</u>	Negotiations completed with bonding company to "settle up and walk away". (Withheld \$20,000 earmarked for coating seal for skid pan.)
<u>Jun 1986</u>	Deteriorated surface "patched" (was bid and accepted Nov. 1985).
<u>Jul 1986</u>	Additional problems encountered with "patch job". Letter expressing concern and request sent to DAFC Construction.
<u>Jul 1986</u>	Surface was sealed with oil and promise made that "full overlay" would take place in Spring of 1987. (Remaining contingency funds were to be used.)
<u>Feb 1987</u>	<u>Legislature takes away remaining contingency funds.</u>
<u>Sep 1987</u>	Capitol Building Commission made aware of the scope and history of existing conditions. Capitol Building Commission voted to request funding for repairs.
<u>Sep 1987</u>	Wyoming Highway Department engineers begin analysis and investigation.
<u>Oct 1987</u>	Wyoming Highway Department provides preliminary report and findings.
<u>Jan 1988</u>	Wyoming Highway Department delivers final report and recommendations. The full study is available upon request, but is not included.
<u>Feb 1989</u>	Wyoming Legislature made aware of the scope and history of existing conditions but took no action on appropriation repair request.
<u>Present</u>	The potential for having a vehicle rollover and students injured while conducting training on the existing asphalt surface is very real. The numerous "patches" and multiple levels and unevenness of the asphalt surface essentially render the course unusable for effective driver training purposes.

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The 1988 final report by the Wyoming Highway Department suggests the present course is repairable. The recommendation is accompanied by a plan to increase the length of the French Drain system. The recommended solution for the abundantly patched asphalt course is an asphalt overlay that will "bridge" the entire course.

The capitol outlay requested for this proposal is \$175,000. The Wyoming Highway Department has agreed to be reimbursed (included in the request) to oversee the professional site management and construction management.

#### Repair of Main Facility

In late 1988, major structural damage occurred to the north walls of the gymnasium, swimming pool, and north exit/entrance vestibule of the Academy.

TWO MAIN THEORIES EXIST AS TO WHAT CAUSED THE INITIAL FOUNDATIONS SHIFT AND RESULTANT STRUCTURAL DAMAGE. Either water got into the soil, expanded and created foundation movement, or settlement occurred caused by too much weight added to the foundation. The facility's architectural firm, Kemper and Associates (Cheyenne) and their structural firm, Volk and Harrison (Casper) are conducting a voluntary investigation of the foundation problems. Several experts have advised us not to attempt repairs of the damage until this voluntary inspection is complete. The State of Wyoming construction analysts ran enough tests and concluded that the problem is settlement. The Wyoming Attorney General's Office is involved and armed with the supporting facts and documentation.

Should the structural engineers' investigation admit design errors, we anticipate their insurance company will perfect the necessary repairs at no additional cost to the State. In this scenario, appropriations requested and granted would not be spent. The appropriation would be returned to the general fund.

A strong probability exists that the structural engineers' voluntary investigation will come back with an opinion absolving them of error. In this particular case, because the budget has to be requested 2 years in advance, an appropriation would provide our agency with the ability to repair the damage. Continued neglect of these necessary repairs will only result in costly and needless additional damage to the facility. In this scenario, the Attorney General may elect to file suit and hold the architect and/or the structural engineer to the terms of their contract.

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PROGRAM LAW ENFORCEMENT ACADEMY  
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This agency is requesting appropriation of funds for the following specific purposes:

- 1 Contract a forensic structural engineer. The purpose would be to determine the cause of the foundation movement. His testimony would be required for any future court case the State considers in the recovery of funds. Upon learning the factual cause of the damage, the structural engineer would design the appropriate repair methodology. The contract for this engineer should also specifically hold the engineer to their design obligation in case of further problems.

Anticipated cost: \$16,000.00

- 2 Contractor fees for materials and permanent repairs of foundation and all areas currently damaged from the movement.

Total estimated construction cost \$80,000.00

Total requested appropriation \$96,000.00

Top Seal-coating driveway and parking area

This proposal addresses a \$4,000 request to repair and seal minor driveway and parking lot deterioration.

Asphalt contractors have advised a necessary preventive maintenance program which includes seal coating every 5 years or more often where the asphalt is heavily travelled.

A top seal is needed to curtail deterioration of asphalt surfaces which, if left unattended, will ultimately require replacement at a much greater cost.

General Fund: \$4,000.00





AGENCY NUMBER: 015		AGENCY OFFICE OF THE ATTORNEY GENERAL		PROGRAM SUB-BUDGET		LAW ENFORCEMENT ACADEMY		PROGRAM # 05		SUB-BUDGET # 05.01	
POSITION TITLE	P R I O R I T Y	POSITION NUMBER	FT OR PT	SYS	GRADE	EXPANDED SALARIES		TOTAL SALARIES	GOVERNOR'S RECOMMENDATION	LEGIS- LATIVE NOTES	
						FY 91	FY 92				
1	2	3	4	5	6	7	8	9	10	11	
Public Safety Training Officer	3	L3	FT	A	10	28,368	28,368	56,736			
FICA						2,170	2,170	4,340			
GHLB						1,320	1,320	2,640			
RETB						2,139	2,139	4,278			
UNEM						283	283	566			
					TOTALS	34,280	34,280	68,560			

## SUMMARY:

EXPANDED POSITIONS		SALARIES		TOTAL	+	EMPLOYER PAID BENEFITS	=	TOTAL PERSONAL SERVICES
FULL TIME	PART TIME	FULL TIME	PART TIME					
1	0	56,736	0	56,736		11,824		68,560
		0	0	0		0		0

PERFORMANCE PAY

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM NAME: PEACE OFFICER STDS & TRNG COMM		PROGRAM NUMBER: 06	
DESCRIPTION	1987-88 BIENNIUM EXPENDITURES	FY 1989 EXPENDITURES	FY 1990 BUDGET	1989 - 90 AUTHORIZATION	TOTAL REQUEST 1991-92	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES
PERSONAL SERVICES	141,626	74,934	73,658	148,592	155,405	155,405	
SUPPORTIVE SERVICES	26,562	11,038	11,580	22,618	31,460	22,860	
RESTRICTIVE COST&SV	13,256	128		128			
EXPENDITURE TOTAL	181,444	86,100	85,238	171,338	186,865	178,265	
GENERAL FUND	179,158	86,100	85,238	171,338	186,865	178,265	
FEDERAL	2,286						
TOTAL FUNDING	181,444	86,100	85,238	171,338	186,865	178,265	
1	2	3	4	5	6	7	8

AGENCY 015 AGENCY OFFICE OF THE ATTORNEY GENERAL  
NUMBER:

PROGRAM PEACE OFFICERS STAND. & TRAIN. COM. PROGRAM # 06  
SUB-BUDGET SUB-BUDGET # 06.01

Sub-Budget Number: 06.01

Authority: State - W.S. 9-1-701 (Peace Officers)  
State - W.S. 7-4-105 (Coroners Board)  
State - W.S. 9-1-701 (Detention Officers)

Population Served: State/County/Municipal law enforcement, County Coroners/Deputy Coroners, Students in Criminal Justice Programs at community colleges in Wyoming and at the University of Wyoming

Peace Officers	1410
Detention Officers	90
Coroners	90
Students	100
Instructors	475

Number of Clients Served: 2165 per year

Program Description and Objectives: The Peace Officers Standards and Training Commission was created and its duties defined by W.S. 9-1-701 and W.S. 7-4-105. The Peace Officers Standards and Training Commission (POST) has the responsibility of ensuring the quality control of the present and future training of all Wyoming state law enforcement officers. The Director of POST has the responsibility to inspect, ensure, and evaluate the law enforcement training which peace officers receive at the Wyoming Law Enforcement Academy, community colleges, and law enforcement training agencies' in-service training schools. The POST Commission shall also ensure hiring standards for law enforcement agencies. The POST Commission continues a program of upgrading the standards of the Wyoming law enforcement officers.

POST represents the State of Wyoming at various law enforcement meetings on a national basis, as well as representing the State at all law enforcement functions involving local and cities entities.

POST is involved in the research, planning, and development of curricula for training mandated by the POST Commission. POST is establishing and maintaining a comprehensive reference library in the field of law

AGENCY 015 AGENCY OFFICE OF THE ATTORNEY GENERAL  
NUMBER:

PROGRAM PEACE OFFICERS STAND. & TRAIN. COM. PROGRAM # 06  
SUB-BUDGET SUB-BUDGET # 06.01

enforcement and upon request will provide technical assistance in the field of law enforcement for local departments.

The Director of POST is also required to instruct on law enforcement subjects at the various enforcement in-service schools, as well lecture at the Wyoming Law Enforcement academy.

POST keeps the training records for the county sheriffs' offices, municipal police departments, State Highway Patrol, State Game & Fish wardens, State Fire Marshall's office, college and university campus police, the Division of Criminal Investigation, livestock investigators, Hot Springs State Park, Capitol Security, and the county coroners.

Besides maintaining the training records for the Wyoming Peace Officers and County Coroners, POST also compiles the records of all the instructors who instruct Wyoming Peace Officers, Detention Officers and County Coroners in related seminars and schools.

POST is a member of the National Association of State Directors of Law Enforcement Training, which conducts research, development, and planning of new methods of training and education for law enforcement offices.

Consequences of Inadequate Funding: Without funding, records for coroners, deputy coroners, detention officers, instructors and peace officers could not be adequately maintained and kept current. Current and accurate records are necessary to rebut allegations - often raised in civil lawsuits - of inadequate training. Failure to maintain adequate records could increase litigation costs, since the State defends all actions filed against peace officers. POST would not be able to carry out the duties as mandated by State Statute, thereby resulting in decreased professionalism in law enforcement.

Anticipated Revenue: None

Related Positions:

- 1 Administration/Program Representative: 0123
- 2 Secretarial Function: 0105, 0125
- 3 Authorized Positions

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		PEACE OFFICER STDS & TRNG COMM		PROGRAM # SUB-BUDGET #		06 00	
DESCRIPTION		EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES					
SALARIES CLASSIFIED		103	118,642	124,114	124,114						
EMPLOYER PD BENEFITS		105	28,674	31,291	31,291						
PERSONAL SERVICES			147,316	155,405	155,405						
EQUIPMENT REP & MNTC		202	1,000	1,000	1,000						
COMMUNICATION		204	6,720	6,720	6,720						
DUES-LICENSES-REGIST		207	500	500	500						
TRAVEL IN STATE		221	10,000	10,000	10,000						
TRAVEL OUT OF STATE		222	800	800	800						
OFFICE SUPPL-PRINTNG		231	3,840	3,840	3,840						
SUPPORTIVE SERVICES			22,860	22,860	22,860						
EXPENDITURE TOTAL			170,176	178,265	178,265						
GENERAL FUND			170,176	178,265	178,265						
TOTAL FUNDING			170,176	178,265	178,265						
1	2	3	4	5	6						





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PROGRAM  
SUB-BUDGET

PEACE OFFICERS STAND. &amp; TRAIN. COM

PROGRAM # 06  
SUB-BUDGET # 06.01207 - Dues and Registrations

- |                                   |           |
|-----------------------------------|-----------|
| 1. Dues - IACP                    | \$ 100/Yr |
| IADLEST                           | 300/Yr    |
| 2. Registrations - above meetings | \$ 150/Yr |

$$\$ 550/\text{Yr} \times 2 = \$1,100$$

Increase by \$600. Membership to these two organizations and attendance at the annual meeting is critical to the Director in order to stay abreast of new developments in the field.

221 - Travel in State

Due to POST selling its vehicle to MVMS and receiving a \$5,000 credit, the Director has been able to travel the state inspecting training without incurring any mileage costs. This luxury will end shortly and the travel budget will be \$3,000/Yr short.

Increase by \$6,000.

222 - Travel Out-of-State

To attend both annual meetings will require \$1,400/Yr or \$700 per trip as a conservative estimate. These meetings will provide valuable information to the Director. The past budgets which have been approved for the Peace Officers Standards and Training Commission have never been sufficient for funding projects such as job task analysis, validating and selection of training programs, and selecting standards for law enforcement personnel. These types of projects normally require expertise not available in our state and the cost of hiring consultants to provide these programs to the commission would indeed be expensive. Because funding has not been available, the Commission has had to rely on research conducted and paid for by other state P.O.S.T. commissions. The purpose of attending the two annual training and information sessions sponsored by the International Association of Directors of Law Enforcement Standards and Training is to provide our state with programs and projects which have been implemented in other states that have sufficient funding to do the research and development. This is a cost effective way of providing information and programs to the State of Wyoming which we otherwise could not afford.

Increase by \$2,000.



AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM NAME: CRIME VICTIMS' COMP		PROGRAM NUMBER: 09	
DESCRIPTION	1987-88 BIENNIUM EXPENDITURES	FY 1989 EXPENDITURES	FY 1990 BUDGET	1989 - 90 AUTHORIZATION	TOTAL REQUEST 1991-92	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES
PERSONAL SERVICES	30,255	28,169	24,620	52,789	56,007	56,007	
SUPPORTIVE SERVICES	13,826	13,831	8,529	22,360	34,277	34,277	
GRANTS & AID PAYMEN	130,203	152,131	97,940	250,071	286,350	286,350	
EXPENDITURE TOTAL	174,284	194,131	131,089	325,220	376,634	376,634	
GENERAL FUND	159,644	3,994		3,994			
EARMARKED	14,640	161,137	131,089	292,226	376,634	376,634	
FEDERAL		29,000		29,000			
TOTAL FUNDING	174,284	194,131	131,089	325,220	376,634	376,634	
1	2	3	4	5	6	7	8

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PROGRAM  
SUB-BUDGET

CRIME VICTIMS COMPENSATION

09  
PROGRAM # 09.01  
SUB-BUDGET #

AUTHORITY: W.S. 1-40-101 through 1-40-119

Population Served: Victims of crime who suffer personal injury or are killed

Number of Clients Served: 100 per year (will Increase)

Service Provider: Private and public; commission then reimburses

Program Description and Objectives: The Crime Victims Compensation Program was created in 1985. Its purpose is to compensate citizens who suffer personal injury or who are killed as a result of a crime. The intent of the program is to assist the innocent victim as quickly as possible by easing the burden of the financial crisis caused by the crime.

Three commissioners, appointed by the Governor, oversee the program. Although the enabling legislation did not provide any staff support for the program, Governor Herschler approved one full-time position in 1986, which was filled on July 1 of that year.

The Commissioners oversee an application and hearing process through which eligible victims of crime receive compensation for allowable expenses resulting from their victimization. State law sets forth the criteria of eligibility and compensable expenses. The program is one of last resort; every other avenue of relief must be explored to assist the victim with his compensable expenses. The Commission reviews information supplied by the victim, law enforcement, and medical service providers, in awarding compensation. Every effort is made to seek restitution from the offender.

The law requires the Commission to inform the public about the compensation program. Brochures and posters have provided the public with necessary information about victim eligibility and the application/hearing process. Law enforcement, human service and medical care providers, victim advocates and criminal justice professionals throughout the state have continued to support the program and have assumed a great deal of responsibility for informing victims of crime about the program.

A top priority for the Commission is adequate funding. The 1985 Legislature appropriated \$75,000 "seed money" to implement the program, but the surcharge provision created by Section 1-40-119 was intended to eventually provide sufficient revenues to make the program self-sufficient. The original law provided for a surcharge of \$25 on convicted felons, and \$15 on those convicted of high misdemeanors. Given the small

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CRIME VICTIMS COMPENSATION

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number of convictions in Wyoming courts for high misdemeanors, and the indigency of most convicted felons, these surcharges were insufficient to support the program. From the program's inception on May 23, 1985, through June of 1986, only \$8,541.50 was collected. Collections for FY86 totalled \$29,627.21. The 1986 Legislature approved a \$152,270 budget for the biennium, but reiterated the mandate that the program become self-sufficient.

In 1987, the Commission sought certain changes in its enabling legislation to achieve the legislative mandate of self-sufficiency. Section 1-40-119 was amended, increasing both the amount of the surcharge and expanding the crimes upon which it could be imposed. Since the effective date of the amendments, collections from surcharges increased to a level which enabled the program to become self-sufficient as of July 1, 1988. The increased revenue was directed into victim aid and enabled the Commission to consider more claims. For the first time since the program's inception, the Commission held four hearings and did not have to make victims either wait until the next fiscal year to receive compensation or pro-rate compensation based on available funds. During FY89 the Commission paid out \$161,137.88 on victim aid, compared to \$54,130.50 in 1986, \$68,959.95 in 1987, and \$69,287.11 in 1988.

Again in 1988 the Commission sought changes in its enabling legislation to achieve compliance with federal amendments to the Victims of Crime Act (VOCA). The successful amendments assure that Wyoming will continue to be eligible for federal requirements that states cannot exclude drunk driving or domestic violence victims from coverage, must compensate federal victims of crime occurring within the boundaries of the state, and citizens victimized in states without compensation programs must have access to compensation in Wyoming. An amendment requested by the commission eliminated the \$100 deductible eligibility requirement which discriminated against the indigent, elderly and handicapped.

Accomplishments of the program include: (1) seeking legislative changes to ensure a funding base for the program; (2) engaging in a statewide educational program with law enforcement, prosecutors, and courts to ensure surcharge imposition and collection; (3) increasing by fifty percent annually the number of applications considered by the Commission, (4) streamlining the application process; (From 32 in 1986 to 96 in 1988); (5) updating public awareness information and expanding outreach programs.

Goals include: (1) increased public awareness of the program and education regarding victims of crime (to be accomplished through updated information materials, expanded outreach programs, conferences, and public service announcements); (2) continued cooperation with judiciary, law enforcement and prosecutors to maintain/improve program's responsiveness to needs of the criminal justice system; (3) upgraded record-



AGENCY  
NUMBER:

015 AGENCY OFFICE OF THE ATTORNEY GENERAL

PROGRAM  
SUB-BUDGET

CRIME VICTIMS COMPENSATION

PROGRAM # 09  
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keeping system (computerize hearing statistics, develop program to monitor cases, defendant restitution, surcharge collection); and (4) improved services to victims (promote local/state networks to share information, work with legislature to develop a victims' rights bill).

The number of victims eligible for assistance under this program will continue to expand as knowledge of the program becomes more widespread. To date, assistance to victims has been limited by available funding; in its first three years of operation the Commission was not able to hold the required four quarterly hearings on claims because surcharge funds for victim aid were exhausted midway through the fiscal year. In FY88 the Commission held only two hearings due to payment backlog. Based on program histories from victim compensation programs in other states, it is clear that the increased caseload will continue to absorb the increases in surcharges. The program has only "scratched the surface" of potential claims that could be filed. Each year the number of claims has doubled, and this trend is expected to continue. Once established, the compensation programs nationwide serve an expanding clientele base.

#### Consequences of Inadequate Funding:

Since no general fund appropriation is being requested, the consequences will flow from fluctuating and inadequate surcharge imposition/collection; inadequate revenues from this source will require either curtailing victim compensation or, as has occurred in other states, shutting down the program until sufficient revenues can be generated.

#### Anticipated Revenue:

FY91

FY92

56301 Crime Victim Surcharge

\$200,000

\$200,000

#### Related Positions:

1 Program Representative: 0136

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		CRIME VICTIMS' COMP		PROGRAM # SUB-BUDGET #		09 00	
DESCRIPTION		EXP DIST CODE	1989-90 BIENNIUM APPROPRIATION	1991-92 BIENNIUM STANDARD BUDGET	GOVERNOR'S RECOMMENDATION	LEGISLATIVE NOTES					
SALARIES CLASSIFIED		103	40,144	45,240	45,240						
EMPLOYER PD BENEFITS		105	9,096	10,767	10,767						
PERSONAL SERVICES			49,240	56,007	56,007						
COMMUNICATION		204	5,040	5,040	5,040						
TRAVEL IN STATE		221	8,777	8,777	8,777						
OFFICE SUPPL-PRINTNG		231	3,240	3,240	3,240						
SUPPORTIVE SERVICES			17,057	17,057	17,057						
AIDS (TO/BEHALF OF)		608	136,350	136,350	136,350						
GRANTS & AID PAYMENT			136,350	136,350	136,350						
EXPENDITURE TOTAL			202,647	209,414	209,414						
CRIME VICTIM SURCHGE											
56301			202,647	209,414	209,414						
EARMARKED			202,647	209,414	209,414						
TOTAL FUNDING			202,647	209,414	209,414						
1		2	3	4	5	6					

AGENCY NUMBER: 015		AGENCY TITLE: ATTORNEY GENERAL		PROGRAM SUB-BUDGET		CRIME VICTIMS' COMP		PROGRAM # SUB-BUDGET #		09 00
POSITION/BENEFIT		POSITION NUMBER	FT OR PT	SYSTEM	GRADE	SALARY AND BENEFITS FY 91 FY 92		TOTAL BIENNIUM	LEGISLATIVE NOTES	
1		2	3	4	5	6 7		8	9	
ECONOMIC ASSISTANCE PRG REPRESENTATIVE		0136	F	A	10	22,620 22,620		45,240		
TOTAL SALARIES LONGEVITY		LONG				22,620 22,620 330 360		45,240 690		
BASE FOR BENEFITS						22,950 22,980		45,930		
SOCIAL SECURITY 7.65%		FICA				1,756 1,758		3,514		
GR INSURANCE (110/MO X # EMP)		GHLB				1,320 1,320		2,640		
RETIREMENT (BASE-ERET)*07.54%		RETB				1,730 1,733		3,463		
UNEMPLOYMENT 1%		UNEM				230 230		460		
TOTAL BENEFITS						5,366 5,401		10,767		
TOTAL 100.00 SERIES						27,986 28,021		56,007		

STANDARD POSITIONS  
-----  
FULL TIME    PART TIME  
1

SALARIES  
-----  
FULL TIME    PART TIME  
\$45,240

TOTAL    +  
\$45,240

EMPLOYER  
PAID BENEFITS  
\$10,767

=

TOTAL PERSONAL  
SERVICES  
\$56,007

PERFORMANCE PAY    %

AGENCY 015 AGENCY OFFICE OF THE ATTORNEY GENERAL  
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#### 202 - Equipment Repair

A maintenance contract for PC equipment will be approximately \$1000/Yr, or a \$2,000 increase for the biennium. This was previously paid through DAFC.

#### 204 - Communication

Phone	\$225/mo x 12	=	\$2,700 x 2	=	\$ 5,400
Postage	\$150/mo x 12	=	\$1,800 x 2	=	3,600
					<u>\$ 9,000</u>

Increase by \$3,960. Year by year, more individuals become aware of the program therefore phone & postage charges have increased.

#### 207 - Dues & Registrations

1). Dues:

- a. National Association of Crime Victims Compensation Board  
\$100/yr x 2 = \$ 200
- b. National Organization of Victims Assistance  
\$150/yr x 2 = \$ 300

2). Registrations - attendance at the two annual meetings of the organizations above will approximate \$75 each or \$150 per year for the director. Usually one or more of the board members will attend one of these meetings for an additional \$150 per year. Request that this line item be increased by \$1,100.

#### 222 - Travel Out of State

The cost to attend the above meetings will approximate \$750 per meeting or \$1,500 per year for the director. Usually one or more of the board members will attend one of these meetings for an additional \$1,500 per year. Request that this line item be increased by \$6,000.

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231 - Office Supplies

1). Printing	1,500/yr x 2	=	\$ 3,000
2). Xerox	1,700/yr x 2	=	3,400
3). Supplies	500/yr x 2	=	<u>1,000</u>
TOTAL		=	\$ 7,400

Increase by \$4,160. A concerted information campaign to reach the Wyoming public has increased printing and photocopying costs.

608 - Aid

With the increases in surcharges, the funds available for victims has increased by \$75,000 per year or \$150,000 for the biennium.





