

AGENDA

Eau Claire County
Committee on Judiciary and Law Enforcement
Thursday, March 3, 2016 at 4:00 p.m.
Courthouse – Room 1273

1. Call Meeting to Order
2. Approve Minutes from February 4, 2016 – Discussion/Action p. 2-3
3. CJCC:
 - Monthly Transition Summary – Discussion/Action p. 4-6
 - Monthly Community Service Stats – Discussion/Action p. 7-9
4. District Attorney's Office:
 - Request for Crisis Response Coordinator/Specialist – Material/Discussion/Action p. 10-19
 - Update on Meth Response Team – Discussion/Action
5. Sheriff's Office:
 - Discuss History of Correctional Officer Protective Status – Discussion/Action
 - Promotions: Introduction/Discussion/Action
Correctional Officer Colleen Kastel to Civilian Jail Sergeant
Cory Schalinske to Field Services Division Lieutenant
6. Other Business
7. Future Agenda Item(s)
8. Next Meeting Date
9. Adjourn

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MINUTES

Eau Claire County
Committee on Judiciary and Law Enforcement
Thursday, February 4, 2016 at 4:00 p.m.
Courthouse – Room 1273

Members Present: Committee Chairman John Manydeeds, Supervisors Sue Miller, Jean Schlieve and Doug Kranig.

Others Present: Tiana Glenna, Sean Callister, Sharon Rasmusson, Chris Kruze, Todd Tollefson, Gary King, Alex Braaten Youth in Governance Member.

Call Meeting to Order:

The meeting was called to order by Committee Chairman John Manydeeds at 4:00 p.m.

Approval of Minutes from December 3, 2015 and January 7, 2016:

Motion by Supervisor Sue Miller for approval on both of them. Motion carried 3-0.

Medical Examiner:

Introduction of Chris Kruze, Interim Eau Claire County Medical Examiner. Discussion
The Medical Examiner contract is for six months with an option to increase it for another six. Chris Kruze provided his background information and is currently the Medical Examiner for Dunn County. Sharon Rasmusson indicated that Chris is working with Matt Rokus from the Police Department and that is Chris's main contact.
(Supervisor Jean Schlieve arrives) Right now Chris Kruze is a temporary employee for Eau Claire County and a permanent employee for Dunn County. It's going to be a separate entity for now.

CJCC:

Presentation by Sean Callister on the new Criminal Justice Dashboard. Discussion
Sean Callister indicated the Justice Reinvestment Initiative (JRI the Grant) allowed them to allocate some of that money to new software, software that would enable them to improve the way they share their data. Sean introduced the dashboard to the Committee and also showed the Committee some trends. All this information is available on the County website and is publicly available. Sean will send his reports to the Committee via the link.

Monthly Transition Summary – Material

Monthly Community Service Stats/Community Service 2015 Surcharge Totals –
Material/Discussion

Jail Population Report Data/2015 Annual Jail Report – Material/Discussion

TRY Mediation: 2015 Fourth Quarter Numbers – Material/Discussion

Todd Tollefson presented the Fourth Quarter Numbers. By contract, Todd is required to report quarterly numbers. Todd Tollefson indicated TRY Mediation lost \$11,000 last year.

Todd Tollefson discussed small claims actions. Todd indicated any contested small claims actions in Eau Claire County gets immediate mediation and they have had real qualified people coming to volunteer and saves the County money.

There was discussion on parenting classes.

Other Business: Correction officers switched from deputies to correction officers. Discussion

The District Attorney's Office is interviewing for a grant position: Violence Against Women Resource Prosecutor. (VAWA Grant) Discussion

Future Agenda Item(s): Review of correction officers switched from deputies to correction officers.

Update on Meth Response Team.

Next Meeting Date: March 3, 2016 at 4:00 p.m.

Adjourn: Meeting adjourned at 4:58 p.m.

Respectfully submitted,

Sandy Thon – Committee Clerk

Transition- Eau Claire Monthly Summary

January 2016

Activities	Month								
	DOC			Non-DOC			All Clients		
	Clients	Sessions	Hours	Clients	Sessions	Hours	Clients	Sessions	Hours
Assessment	7	8	8.00	6	6	8.00	13	14	16.00
Case Management	12	32	32.50	21	31	29.50	33	63	62.00
Intake or Goal Planning	16	24	24.00	31	33	32.75	47	57	56.75
Monthly Self Pay Testing	0	0	0.00	2	2	0.17	2	2	0.17
Total	22	64	64.50	51	72	70.42	73	136	134.92

Activities	YTD								
	DOC			Non-DOC			All Clients		
	Clients	Sessions	Hours	Clients	Sessions	Hours	Clients	Sessions	Hours
Assessment	7	8	8.00	6	6	8.00	13	14	16.00
Case Management	12	32	32.50	21	31	29.50	33	63	62.00
Intake or Goal Planning	16	24	24.00	31	33	32.75	47	57	56.75
Monthly Self Pay Testing	0	0	0.00	2	2	0.17	2	2	0.17
Total	22	64	64.50	51	72	70.42	73	136	134.92

Group Enrollments	Month					
	DOC		Non-DOC		All Clients	
	Enrollments	Completed	Enrollments	Completed	Enrollments	Completed
Transition - Change Readiness	2	2	0	0	2	2
Transition - Community Resource*	1	0	2	0	3	0
Transition - Healthy Relationships*	6	0	4	0	10	0
Transition - Living in Balance*	7	5	13	4	20	9
Total	16	7	19	4	35	11

* - Group is still in progress.

Group Enrollments	YTD					
	DOC		Non-DOC		All Clients	
	Enrollments	Completed	Enrollments	Completed	Enrollments	Completed
Transition - Change Readiness	2	2	0	0	2	2
Transition - Community Resource*	1	0	2	0	3	0
Transition - Healthy Relationships*	6	0	4	0	10	0
Transition - Living in Balance*	7	5	13	4	20	9
Total	16	7	19	4	35	11

* - Group is still in progress.

Jail Groups

Transition- Eau Claire Monthly Summary
January 2016

Group Activities	Month		YTD	
	Sessions	Hours	Sessions	Hours
Transition - Change Readiness	1	2.00	1	2.00
Transition - Healthy Relationships	2	3.00	2	3.00
Transition - Living in Balance	8	16.00	8	16.00
Total	11	21.00	11	21.00

Lab Tests

Referral Sources	Month	YTD
County - Bonds	66	66
County - DAGP	6	6
County - DOC	47	47
County - Electronic Monitoring	8	8
County - Huber	4	4
County - JOC	2	2
County - OWI	32	32
Total	163	163

Gender	Month	YTD
Female	42	42
Male	121	121
Total	163	163

Level of Supervision	Month	YTD
Transition - Full Case Management	32	35
Transition - Groups Only	25	26
Transition - Testing and Group	33	34
Transition - Testing Only	73	78
Total	163	163

Discharges	Month	YTD
1088 - 02, Completed Service, Good	18	18
1088 - 06, Behavioral Termination	22	22
1088 - 10, Positive UA/BA or other indications	1	1
1088 - 18, Other	2	2
Total	43	43

Transition- Eau Claire Monthly Summary
January 2016

Program Components

Average Length of Stay

104 Month

104 YTD

Jail Days Saved

1,552 Month

1,553 YTD

EAU CLAIRE COUNTY COMMUNITY SERVICE

Program Inception - April 1, 1998

December 2015

Total Completions YTD **280**

Total Completions Since Inception **6,104**

Hours Completed YTD **25,005**

Hours Completed Since Inception **536,189**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Defendants Referred	48	42	45	47	27	37	38	30	38	52	46	40	490
Defendants Denied	9	10	15	6	5	8	6	11	4	16	7	6	103
Hours Ordered	4701	3676	3251	4186	3279	3413	3485	2584	3485	5034	4446	3436	44976

Active Participants
Open Referrals

Active Participants	296	303	295	303	293	302	292	279	254	261	270	261	
Open Referrals	150	152	152	146	146	134	104	90	117	110	114	126	
* NEW FIELD -In Jail or on Hold							30	28	32	35	33	35	

Hours Completed
Total Completions
DAGP/IDIP Completions
of Jail Days Diverted
(not incl. IDIP, JRI & DAGP)

Hours Completed	1742	2332	2414	2401	2215	2127	1998	2044	2056	1918	1818	1940	25005
Total Completions	17	21	40	20	22	22	24	26	23	22	17	26	280
DAGP/IDIP Completions	9	9	20	14	13	7	16	15	15	11	2	12	143
# of Jail Days Diverted	63	112	186	70	59	149	78	125	121	110	250	222	1545

Total Terminations
DAGP/JRI/IDIP Terminations
of Jail Days Served
(not incl. IDIP, JRI & DAGP)

Total Terminations	10	12	8	10	8	13	17	11	9	12	5	11	126
DAGP/JRI/IDIP Terminations	1	4	1	6	0	4	3	2	0	1	3	3	28
# of Jail Days Served	92	75	78	28	101	46	125	75	134	128	34	111	1027

Reinstatements

Reinstatements	1	5	2	1	0	2	0	2	0	1	0	1	15
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Risk Level - Proxy Tool

Low	13-27%	18-43%	15-33%	18-38%	10-37%	13-35%	7-18%	6-20%	10-26%	15-29%	11-24%	11-28%	147
Medium	29-60%	19-45%	24-55%	22-47%	10-37%	16-43%	22-58%	14-45%	20-53%	30-58%	26-57%	18-45%	250
High	6-12%	5-12%	6-14%	7-15%	7-26%	8-22%	9-24%	10-33%	8-21%	7-13%	9-20%	11-28%	93

Probation Referrals
DAGP Referrals
JRI/IDIP Referrals
In Lieu of Fees/Fines
Regular Court Intake

Probation Referrals	11	10	19	11	9	11	6	10	10	15	15	16	143
DAGP Referrals	5	8	9	13	3	7	7	7	10	13	12	7	101
JRI/IDIP Referrals	15/1	5/0	8/0	7/0	4/0	7/0	6/0	3/0	7/0	8/0	5/0	5/0	80/1
In Lieu of Fees/Fines	0	0	1	0	0	0	1	0	0	0	0	0	2
Regular Court Intake	16	19	7	16	11	12	19	10	11	16	14	12	163

Number of Active Agencies

Number of Active Agencies	71	77	76	76	77	79	80	83	79	73	75	72	
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Monthly Surcharge
Collected

Monthly Surcharge Collected	\$1,765	\$1,501	\$3,158	\$1,926	\$1,532	\$2,237	\$2,540	\$1,481	\$1,990	\$2,805	\$2,300	\$1,577	\$24,812.00
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YEARLY REPORT

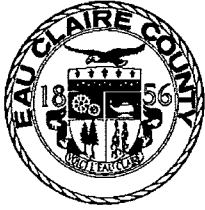
YEAR - 2016

MONTH	Refun Amt	Monthly Total
January		\$ 3,156.00
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
TOTAL	\$ -	\$ 3,156.00

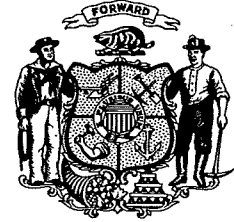
	2014	2015
	\$ 1,859.00	\$ 1,765.00
	\$ 1,910.00	\$ 1,501.00
	\$ 2,061.00	\$ 3,158.00
	\$ 2,096.00	\$ 1,926.00
	\$ 1,716.00	\$ 1,532.00
	\$ 1,382.00	\$ 2,237.00
	\$ 1,706.00	\$ 2,540.00
	\$ 2,538.00	\$ 1,481.00
	\$ 1,707.00	\$ 1,990.00
	\$ 1,655.00	\$ 2,805.00
	\$ 2,140.00	\$ 2,300.00
	\$ 1,152.00	\$ 1,577.00
	\$ 21,922.00	\$ 24,812.00

Acct. Number:
100-05-46147-000-000

2003 to Present	
YEAR	YEAR TOTAL
2003	34,040.37
2004	22,086.44
2005	27,997.65
2006	37,254.23
2007	42,318.51
2008	43,117.50
2009	34,812.00
2010	36,120.00
2011	31,762.00
2012	28,531.00
2013	28,964.00
2014	21,922.00
2015	24,812.00
	376,483.47



OFFICE OF DISTRICT ATTORNEY
EAU CLAIRE COUNTY COURTHOUSE
721 Oxford Avenue Eau Claire, WI 54703
(715) 839-4828 (715) 831-5818 Fax



GARY KING
DISTRICT ATTORNEY

PETER RINDAL
DEPUTY DISTRICT ATTORNEY

ASSISTANT DISTRICT ATTORNEYS
Meri Larson Benjamin Webster
Loralee Clark Ellen Anderson
Kelly Mandelstein Derek Dominguez

MEMO

TO: Judiciary & Law Enforcement Committee

FROM: Jessica Bryan, Victim Witness Coordinator

DATE: February 17, 2016

RE: Additional Staff per VOCA Grant Funding

On January 26, 2016, the WI Department of Justice supplied Eau Claire County District Attorney's office with supplemental grant funds to allow the hiring of an additional Crisis Response Coordinator/Specialist for 29 hours per week. This additional grant funding has been secured to go along with our current VOCA grant that we have received since March of 1998. These grant funds will cover all expenses related to this additional position. The District Attorney's office will provide an in-kind match by providing office space. If these grant funds do not continue at any time in the future we will not come back to the county requesting funds to cover this position. The VOCA grant before these supplemental funds provided us with \$50,366.00 for operation per year, the additional funds will increase that to \$84,952.00 per year.

Class Title: **Crisis Response Coordinator**
 Class Code: 171546
 Creator: MANGUS, JILL

* Required

Desired Start Date: 04/01/16
 * Requisition #: 16-00016
 Working Title: Crisis Response Coordinator/Specialist
 Vacancies: 1
 * Department: District Attorney
 Division:
 * Hiring Managers: King, Gary
 MANGUS, JILL
 Job Term: Part-Time
 List Type: Regular
 Position Type: New Position

Position Control:	Position #	First Name	Last Name	Vacancy Date
	171546	new position	n/a	01/01/2016

Skills:

Comments: This is a new position request which requires governing committee recommendation, COHR recommendation, Finance/Budget recommendation as well as final approval by the County Board.

Reason for vacancy or new position: This position will be a grant funded position for 29 hours that will mimic the exact job duties of our current Crisis Response Coordinator/Specialist. We were given the opportunity for increased grant funds so we decided to write for another part-time position since the grant funding can't support a full time position with benefits. This position will increase staff for the Crisis Response Program that fully relies on volunteers except for the position that we currently have and the one that we are currently requesting for.

How does this position fit into the organizational structure of the department? : This position will be placed at the same level that the current Crisis Response Coordinator/Specialist is. They are housed in Victim Witness and are supervised by the Victim Witness Coordinator who reports to the Office Manager who then reports to the District Attorney.

FLSA Status: Non-Exempt

Is the position mandated? : No

If yes, provide statute, regulation, etc. :

Position Justification Description (Why is the position needed?): We currently had this position as a full-time position but with grant cuts and full-time benefits we had to reduce the hours for the current position. VOCA now came to us saying they received more money for the next 3 years for programs to add staff. We decided to add another part-time position rather than request for full-time positions and then possibly have to reduce the hours in these position. We feel having two paid staff will benefit this program tremendously. The current staff person will now have another paid staff person to help provide back-up on crisis calls.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.): This position would coordinator a full-time/24 hours/7 days a week crisis response program that is currently being ran by one part-time person with volunteers doing the majority of the work. Crisis calls come in at all hours of the day, any day of the week. This is going to let this program offer higher quality of services with additional back-up for the current staff member. The clients that this program serves is any victim or witness of a crime. Many times when this program gets called out there are numerous victims and witnesses from one crime. By having another staff person this will help provide more services to victims and witnesses of crimes.

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? : No

Please explain: We currently are consolidating as much of the work as we can with one paid staff person and volunteers, but the services that we are offering could be stronger with more staff.

Are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other County depts., use of overtime, eliminating unnecessary work)? : No

Please explain: No there will not be alternative services that this position could do, due to it being grant funded and this position being limited to providing direct client services of victims/witnesses due to the VOCA grant funding. This grant position is very strict as to job duties that can be done by this position.

In the first 12 months from the start date, do you intend to work this position 600 or more hours? (Note: if the answer is yes, the position immediately qualifies for Wisconsin Retirement) : Yes

What is the impact of not filling the position? : We have grant funds to use that could have started by January 1, 2016 so by not filling this position as soon as we can we are technically losing grant dollars. Loss of higher quality services to victims and witnesses of crime.

Has this position been reviewed to determine if it can be combined with or covered by : Yes

another existing position whether inter- or intra-departmental? :

Provide alternative solutions for service delivery should the position remain unfilled : This is a grant funded position that is allowing us to add staff. If this position is not filled we will lose the grant money provided to us and we would just continue to operate at the level we are rather than have the opportunity to add staff for higher quality services.

Can the position costs be offset by eliminating or reducing a lower priority function? : No

Please explain: We currently already reduced our current staff from full-time to part-time.

How does this position fit into the long-range and strategic plans of the Department and/or the County? : This position would support the department and would be a key support position for the performance of this program in working with members of the Eau Claire Community.

If seasonal status, duration of employment :

Is this request budgeted? : No

Are funds available to cover this request : Yes

If yes, list funding sources : Grant Funding

Total Position Cost (Include wages, benefits, etc.) : 32,351

Are you noticing this position internally first? : I would like to advertise internally and to the public at the same time

If you are choosing to advertise this position to the public right away, please explain why this position cannot be filled internally. If you are choosing to notice this position internally (only) at this time, please type 'N/A' in the space provided. : n/a

Job Description Review : I contacted the HR Analyst regarding updates to the job description for this position.

Important Note: When using the "save only" option while completing the form, you must have at least one letter or number in any field that is marked as required. If you do this and then click on save only you can return at a later time and complete the information in the fields before releasing. :

- Approval 1: Human Resources Director - MURRAY, HEATHER Must approve before next approval
- Approval 2: Finance Director - RASMUSSEN, RONALD Must approve before next approval
- Approval 3: County Administrator - SCHAUF, KATHRYN Must approve before next approval
- Approval 4: Job Description Approval - MANGUS, JILL Final approval

Attachments: [Add New](#)

Attachment Title	Date Uploaded	File Name	Action
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Grant Adjustment Notice (GAN)

January 22, 2016

WI Department of Justice

17 W. Main Street
Madison WI 53707-7857

Project Director: Jessica R Bryan		Subgrant #: 2015/2014-VO-01-11268	Amendment Number: 1
Applicant Agency: Eau Claire County District Attorney's Office 721 Oxford Avenue Eau Claire, WI 54703		Applicant Agency Envelope/Label Address: 721 OXFORD AVE EAU CLAIRE, WI 54703	
Signatory: Eau Claire County		Modification Submit Date: 01/01/2016	
Project Title: Eau Claire County Crisis Response Program		Program Manager: Amanda L Powers	
Approved Project Period:	From: 10/01/2015	To: 09/30/2016	Modified Project Period: From: 10/01/2015 To: 09/30/2016

Total Approved Budget by Source	Current Subgrant Budget	Net Change	New Budget
Federal	\$50,366.00	\$34,586.00	\$84,952.00
Local Match	\$12,592.00	\$10,252.00	\$22,844.00
Total	\$62,958.00	\$44,838.00	\$107,796.00

Total Approved Budget by Category	Current Subgrant Budget	Net Change	New Budget
Personnel	\$43,099.00	\$28,260.00	\$71,359.00
Employee Benefits	\$5,718.00	\$4,091.00	\$9,809.00
Staff Development	\$3,326.00	\$1,120.00	\$4,446.00
Travel (Including Training)	\$1,224.00	\$306.00	\$1,530.00
Supplies & Operating Expenses	\$8,695.00	\$10,661.00	\$19,356.00
Other	\$896.00	\$400.00	\$1,296.00
Total	\$62,958.00	\$44,838.00	\$107,796.00

Explanation or Justification of Requested Modification:

VOCA Supplemental Application of \$34,586; Total award is now \$84,952.

Approved By:

Signature:

Cindy Gray

Date

THIS ADJUSTMENT IS NOT APPROVED UNTIL YOU RECEIVE A SIGNED COPY IN THE MAIL

8. SubGrant Budget

Sources

Categories	Federal	Cash Match (New Approp.)	In-Kind Match	Category Total
Personnel	64,919.00	0.00	6,440.00	71,359.00
Employee Benefits	9,809.00	0.00	0.00	9,809.00
Staff Development	4,446.00	0.00	0.00	4,446.00
Travel (Including Training)	1,530.00	0.00	0.00	1,530.00
Equipment	0.00	0.00	0.00	0.00
Supplies & Operating Expenses	2,952.00	0.00	16,404.00	19,356.00
Consultants/Contractual	0.00	0.00	0.00	0.00
Other	1,296.00	0.00	0.00	1,296.00
Source Total	84,952.00	0.00	22,844.00	107,796.00

9. Project Start Date: 10/1/2015

Project End Date: 9/30/2016

10. BUDGET DETAILS:

A. MASTER BUDGETS:

BY RECIPIENT AGENCY	YEAR 1	Total
Eau Claire County District Attorney's Office	107,796.00	107,796.00
Total:	107,796.00	107,796.00

Allocation/Recipient Agency: Eau Claire County District Attorney's Office

Category:	YEAR 1	Total	
Personnel	71,359.00	71,359.00	✓
Employee Benefits	9,809.00	9,809.00	✓
Staff Development	4,446.00	4,446.00	✓
Travel (Including Training)	1,530.00	1,530.00	✓
Supplies & Operating Expenses	19,356.00	19,356.00	✓
Other	1,296.00	1,296.00	✓
Total	107,796.00	107,796.00	

GRANTEE NAME:		GRANT ID:		
Eau Claire County District Attorney's Office		11268		
SUPPLIES & OPERATING EXPENSES (List & New Description of Computation):		Current	(+/-)	New
New Hire-Long Distance	Federal:	\$61.00	\$61.00	\$122.00
Long distance phone services \$5.10 X 12 months = \$61.20	Match:			\$0.00
Copier & Postage-(No change)	Federal:	\$324.00		\$324.00
	Match:			\$0.00
New Hire - Office Phone and Cell Phone	Federal:	\$612.00	\$262.00	\$874.00
Office desk phone \$20.00 X 12 months =\$240.00 + Cell Phone back-u	Match:			\$0.00
Office Supplies (No change)	Federal:	\$500.00		\$500.00
	Match:			\$0.00
Page Call System	Federal:	\$842.00	\$36.00	\$878.00
Add a line for pages \$3.00 per month X 12 months =	Match:			\$0.00
New Hire- Business Cards	Federal:	\$204.00	\$50.00	\$254.00
Business cards for the year \$50.00	Match:			\$0.00
Office Space Match (Include new calculations)	Federal:			\$0.00
Office space in DA's office 80sq. feet X \$10.68 X 12 months =\$10,252	Match:	\$6,152.00	\$10,252.00	\$16,404.00
	Total Federal:	\$2,543.00	\$409.00	\$2,952.00
	Total Match:	\$6,152.00	\$10,252.00	\$16,404.00

CONSULTANTS/CONTRACTUAL (Agency & New Description of Computation):		Current	(+/-)	New
	Federal:	\$0.00		\$0.00
	Match:			\$0.00
	Federal:			\$0.00
	Match:			\$0.00
	Federal:			\$0.00
	Match:			\$0.00
	Federal:			\$0.00
	Match:			\$0.00
	Total Federal:	\$0.00	\$0.00	\$0.00
	Total Match:	\$0.00	\$0.00	\$0.00

OTHER (Description & New Description of Computation):		Current	(+/-)	New
Volunteer Polo Shirts (No change)	Federal:	\$396.00		\$396.00
	Match:			\$0.00
Volunteer Recognition (No change)	Federal:	\$500.00		\$500.00
	Match:			\$0.00
Crisis Response Volunteers Crisis Bags	Federal:		\$400.00	\$400.00
Materials to fill crisis response bags with water, snacks, clothes etc.	Match:			\$0.00
	Federal:			\$0.00
	Match:			\$0.00
	Total Federal:	\$896.00	\$400.00	\$1,296.00
	Total Match:	\$0.00	\$0.00	\$0.00

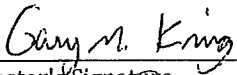
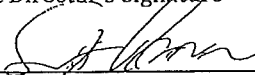
GRANTEE NAME: Eau Claire District Attorney's Office	GRANT ID: 11268
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TOTAL BUDGET BY SOURCE

TOTALS	Current	(+/-)	New
Federal	\$50,366.00	\$34,586.00	\$84,952.00
Match	\$12,592.00	\$10,252.00	\$22,844.00
Total:	\$62,958.00	\$44,838.00	\$107,796.00

TOTAL BUDGET BY CATEGORY

BUDGET CATEGORY	Current	(+/-)	New
Personnel	\$43,099.00	\$28,260.00	\$71,359.00
Employee Benefits	\$5,718.00	\$4,091.00	\$9,809.00
Staff Development	\$3,326.00	\$1,120.00	\$4,446.00
Travel	\$1,224.00	\$306.00	\$1,530.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies & Operating Expenses	\$8,695.00	\$10,661.00	\$19,356.00
Consultants/Contractual	\$0.00	\$0.00	\$0.00
Other	\$896.00	\$400.00	\$1,296.00
Total:	\$62,958.00	\$44,838.00	\$107,796.00

I certify the information in this report is complete and accurate and is contained in the permanent records of the agency.	
	11-20-15
Project Director's Signature	Date
	11/23/15
Fiscal Officer's Signature	Date
<i>NOTE: The Project Director and the Fiscal Officer shall not be the same person.</i>	

Please submit the VOCA Budget Modification Request form as an Excel attachment by email. In addition, the last page needs to be printed, signed, and sent by mail.