

Kenosha County Administrative Proposal Form

1. Proposal Overview

Division: Law Enforcement Department: SHERIFF

Proposal Summary (attach explanation and required documents):

RESOLUTION: 2019 WI DOJ National Criminal History Improvement Program Grant

The State of WI Department of Justice has awarded the Sheriff's Department \$19,200 to cover the cost of an interface between the Sheriff's Department's records management system and the District Attorney's PROTECT system which will electronically send criminal complaint data from the Sheriff's records management system to the DA's PROTECT system. Our current process of providing this information to the DA's office has been in paper format. This interface will improve efficiencies in document handling of cases, distribution of documents to the Courts and defense counsel and reduce data entry errors.

Dept./Division Head Signature: _____



Date: 2-21-19

2. Department Head Review

Comments:

Recommendation: Approval Non-Approval

Department Head Signature: _____



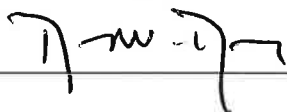
Date: 2-25-19

3. Finance Division Review

Comments:

Recommendation: Approval Non-Approval

Finance Signature: _____



Date: 2/26/19

4. County Executive Review

Comments:

Action: Approval Non-Approval


Executive Signature: _____



Date: 2/26/19

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. _____

Subject: WI DOJ National Criminal History Improvement Program Grant			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: March 19, 2019		Date Resubmitted	
Submitted By: Judiciary & Law Committee Finance/Administration Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Robert E. Hallisy, Captain of Operations		Signature: 	

WHEREAS, the Kenosha County Sheriff's Department has partnered with Kenosha Joint Services, the Kenosha Police Department and the District Attorney's (DA) office to participate in a grant program offered through the WI Department of Justice (DOJ) to improve the sharing of arrest/complaint data between the agencies, and

WHEREAS, the grant is offered to prepare, build, test and implement an interface between the law enforcement records management system, New World LERMS, and the DA's office PROTECT E-Referral software to share, electronically, arrest and complaint data to the DA's office which will eliminate the paper trail generated currently between the law enforcement agencies and the District Attorney's office and the double entry of the data prepared by law enforcement and entered manually in the DA's office PROTECT software, and

WHEREAS, this interface will improve efficiencies in sharing arrest/complaint data generated by the law enforcement agencies electronically to the District Attorney's office which will provide better accountability of documents, distribution of documents to the Courts and defense counsel and reduce data entry errors, and

WHEREAS, the state grant award covers the period through March 31, 2019, and

WHEREAS, certain staff identified, as the build team, from the Kenosha County Sheriff's Department, Kenosha Joint Services and the Kenosha Police Department will dedicate hours worked to prepare and develop and test the interface along with the New World LERMS vendor, Tyler Technologies, and these labor hours will be applied to the local match requirement for the project, and

WHEREAS, the grant funded amount is \$19,200 to cover the development cost from Tyler Technologies for the custom interface between the records management software and the DA's PROTECT software, plus a 10% local match requirement of \$2,134 which represents the personnel costs of the KSD personnel involved in the project.

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept the grant and approve that the revenue and expenditure budgets modified for the 2019 Budget year, as per the attached budget modification form, which is incorporated herein by reference.

BE IT FURTHER RESOLVED, that any unobligated grant funds remaining available at year end 2019 be hereby authorized for carryover to 2020 until such time as the approved grant funds are expended in accordance with grant requirements, and that the Administration shall be authorized to modify the grant fund appropriation among various budget and expenditure appropriation units within the Sheriff's Department budget in accordance with all Federal and State regulations of the program and in compliance with generally accepted accounting principles.

Subject: WI DOJ National Criminal History Improvement Program Grant			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: March 19, 2019		Date Resubmitted	

Respectfully Submitted,
JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
_____ Supervisor Boyd Frederick, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeff Wambolt, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor David Celebre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Monica Yuhas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Zach Rodriguez	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINANCE/ADMINISTRATION COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
_____ Supervisor Terry Rose, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Ronald J. Frederick, Vice-Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeffrey Gentz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Edward Kubicki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Michael Goebel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor John O'Day	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeff Wambolt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

BRE # _____	G/L DATE _____
ENTRY DATE _____	

DEPT/DIVISION: **SHERIFF 2019**

PURPOSE OF BUDGET MODIFICATION (REQUIRED): Establish expense budget and revenue budget to recognize a new grant award program for 2019. WI DOJ National Criminal History Improvement Program.
Spending period ends March 31, 2019.

(1) MAIN ACCOUNT DESCRIPTION EXPENSES	(2)						BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	FUND	DIVISION	SUB-DIVISION	MAIN ACCT	PROJECT	SUB-PROJECT	(3) EXPENSE INCREASE (+)	(4) EXPENSE DECREASE (-)				(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Grant Program Payments	100	210	2130	571580			19,200		0	0	0	19,200	19,200
EXPENSE TOTALS							19,200	0	0	0	0	19,200	19,200

REVENUES	FUND	DIVISION	SUB-DIVISION	MAIN ACCT	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET	
	WI Dept of Justice	100	210	2130	442550		(19,200)	0	0	(19,200)
REVENUE TOTALS						0	(19,200)	0	0	0

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

19,200	(19,200)
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PREPARED BY: Nancy Otis DIVISION HEAD: Capt. Kelly J. 157 DATE: 2-21-19

DEPARTMENT HEAD: [Signature] DATE: 2-26-19

FINANCE DIRECTOR: [Signature] DATE: 2/26/19

COUNTY EXECUTIVE: [Signature] DATE: 2/26/19

- Please fill in all columns:
- (1) & (2) Main Account information as required
 - (3) & (4) Budget change requested
 - (5) Original budget as adopted by the board
 - (6) Current budget (original budget w/past mods.)
 - (7) Actual expenses to date
 - (8) Budget after requested modifications
 - (9) Balance available after transfer (col 8 - col 7).

SEE BACK OF FORM FOR REQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

**WISCONSIN DEPARTMENT OF JUSTICE
ATTACHMENT A**

Grantee: Kenosha County

Project Title: Kenosha Co SD and Kenosha PD e-Referral CFDA #16.738

Grant Period: From 7/1/2018 To 3/31/2019

Grant Number: 2014-NC-01-13404 Program Area: 01

APPROVED BUDGET

See your Egrants Application for details

	Federal & Match
Personnel	\$2,134
Employee Benefits	
Travel (Including Training)	
Equipment	
Supplies & Operating Expenses	
Consultants	\$19,200
Other	
FEDERAL TOTAL	\$19,200
MATCH TOTAL	\$2,134
TOTAL APPROVED BUDGET	\$21,334

Award General Conditions:

1. Award funds will be used to supplement, not supplant, planned or allocated funds.
2. To be allowable under a grant program, all funds (federal and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 60 days of the grant period ending date.
3. Budget changes in excess of 10% of the approved line item amount and **any** increases for personnel compensation not included in the approved budget require approval from DOJ. **All changes to the contractual category require prior DOJ approval.**
4. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.
5. Grant funds will be paid to the grantee on a reimbursement basis.
6. Any changes in personnel involved with the grant including the project director, financial officer and/or signatory needs to be reported in a modification to DOJ via Egrants.
7. Fees for independent consultants may not exceed the federal rate of \$650 per eight-hour day, unless prior approval is received from DOJ.
8. All income generated as a direct result of an agency funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and expended as soon as possible. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income. All program income must be reported to DOJ.
9. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to state rates.
10. Recipient fully understands that DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.
11. The Wisconsin Department of Justice reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to the Department of Justice such as background check fees, etc.

12. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.
13. Please be advised that a hold may be placed on any application or grant payment if it is deemed that an agency is not in good standing on other Wisconsin Department of Justice (DOJ) grants, has other grants compliance issues that would make the applicant agency ineligible to receive DOJ funding, and/or is not cooperating with an ongoing DOJ grant review or audit.
14. A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.

DCE



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

COPY

BRAD D. SCHIMEL
ATTORNEY GENERAL

Paul W. Connell
Deputy Attorney General

Delanie M. Breuer
Chief of Staff

114 East, State Capitol
P.O. Box 7857
Madison, WI 53707-7857
608/266-1221
TTY 1-800-947-3529

June 27, 2018

Robert Hallisy, Captain
Kenosha County Sheriff's Department
1000 55th Street
Kenosha, WI 53140-3794

RE: Kenosha Co SD and Kenosha PD e-Referral
DOJ Grant Number: 2014-NC-01-13404

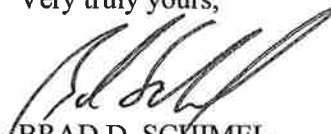
Dear Capt. Hallisy:

The Wisconsin Department of Justice, Division of Law Enforcement Services has approved a grant award to Kenosha County in the amount of \$21,334. These funds are from DOJ's National Criminal History Improvement Grant Program available through the US Department of Justice. This grant supports Kenosha County's "Kenosha Co SD and Kenosha PD e-Referral."

To accept this award, have the authorized official sign the *Signatory Page, Certified Assurances and Lobbying and Debarment Forms* in addition to initialing the bottom right corner of Attachment A. The project director should sign the acknowledgement notice. One of the two award packets enclosed should be returned to DOJ within 30 days. The other should be maintained for your records. Funds cannot be released until all signed documents are received.

As project director, you will be responsible for all reporting requirements outlined in the grant award and seeing that funds are administered according to the approved application materials and certifications. Please refer to the FAQ sheet enclosed for contact information and grant guidelines. We look forward to a collaborative working relationship with you.

Very truly yours,



BRAD D. SCHIMEL
Attorney General

BDS:ja



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

COPY

BRAD D. SCHIMEL
ATTORNEY GENERAL

Paul W. Connell
Deputy Attorney General

Delanie M. Breuer
Chief of Staff

114 East, State Capitol
P.O. Box 7857
Madison, WI 53707-7857
608/266-1221
TTY 1-800-947-3529

NATIONAL CRIMINAL HISTORY IMPROVEMENT PROGRAM
Kenosha Co SD and Kenosha PD e-Referral
2014-NC-01-13404

The Wisconsin Department of Justice (DOJ), hereby awards to **Kenosha County**, (hereinafter referred to as the **Grantee**), the amount of \$21,334 for programs or projects pursuant to the federal Omnibus Safe Streets and Crime Control Act of 1968, as amended.

This grant may be used until **3/31/2019** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.


The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice.

BY: 
BRAD D. SCHIMEL
Attorney General
Wisconsin Department of Justice

06/27/18
Date

The (Grantee), **Kenosha County**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Kenosha County**
BY: 
NAME: **Daniel Esposito**
TITLE: **County Board Chairman**

7-12-18
Date