


Kenosha County  
Administrative Proposal Form

**1. Proposal Overview**

Division: District Attorney Department: District Attorney

Proposal Summary (attach explanation and required documents):

2022 Proposal to allocate Kenosha County ARPA funds to assist District Attorney's Office with case backlog.

Dept./Division Head Signature:  Date: 4/27/22

**2. Department Head Review**

Comments:

Recommendation: Approval  Non-Approval

Department Head Signature:  Date: 4/27/22

**3. Finance Division Review**

Comments:

Recommendation: Approval  Non-Approval

Finance Signature: Patricia Merrill Date: 4/27/22

**4. County Executive Review**


Comments:

Action: Approval  Non-Approval

Executive Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**KENOSHA COUNTY  
BOARD OF SUPERVISORS**

RESOLUTION NO. \_\_\_\_\_

<b>Subject: 2022 District Attorney's Office Proposal for Allocation of Federal ARPA Funds</b>			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 <sup>nd</sup> Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted:		Date Resubmitted:	
Submitted By: <b>Judiciary &amp; Law Enf. Committee &amp; Finance/Admin Committee</b>			
Fiscal Note Attached: X		Legal Note Attached <input type="checkbox"/>	
Prepared By: Tina Burke, Office Manager		Signature: 	

WHEREAS, events in calendar years 2020 and 2021 including the COVID-19 pandemic and local civil unrest have affected the Courts calendar and availability to process and in some cases created additional caseloads;

WHEREAS, these events have created a backlog of approximately 400 criminal cases and approximately 100 civil unrest related cases that need to be brought through the judicial system;

WHEREAS, it is imperative that Kenosha County address the backlog of cases to ensure that the victims and defendants are timely heard in the system;

WHEREAS, the State has announced a program that uses State America Rescue Plan Act (ARPA) available funding to provide resources to local court systems to address the backlogs that are occurring statewide;

WHEREAS, the State has announced the allocation of two prosecutors to Kenosha beginning in May 2022 for the period of two years;

WHEREAS, the Kenosha County Circuit Court judges have decided to address the backlog by creating a full fourth criminal branch of court, which will require additional staffing by the District Attorney's Office;

WHEREAS, the allocation of these additional prosecutors in a fourth branch of criminal court will create an additional need for support services, which includes paralegal and Victim/Witness services;

WHEREAS, the District Attorney's Office has determined the need of one additional Paralegal and Victim/Witness Advocate FTE to address this additional need for support services;

WHEREAS, Kenosha County was allocated federal ARPA funding to use for addressing fiscal issues related to the COVID-19 pandemic;

NOW, THEREFORE BE IT RESOLVED, the Kenosha County Board and County Administration approve the hiring of the addition of one Paralegal FTE and one Victim/Witness Advocate effective June 1, 2022;

BE IT FURTHER RESOLVED, the Kenosha County Board approves the allocation of \$98,000 of ARPA funds for the purpose of these additional staff for fiscal year 2022; and

BE IT FURTHER RESOLVED, the Kenosha County Board approve the amendment of the 2022 County budget to appropriate funds for this purpose per the budget modification which is attached and incorporated by reference.

Respectfully Submitted:

JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
_____ Supervisor Zach Rodriguez, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Brian Bashaw, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Erin Decker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Mark Nordigian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Laura Belsky	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor John Franco	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeff Wamboldt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Respectfully Submitted:

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 Dave Geertsen, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Supervisor John Poole

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Supervisor Erin Decker

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Supervisor Tim Stocker

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Supervisor Brian Bashaw

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Supervisor Bill Grady

**KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM**

DOCUMENT # \_\_\_\_\_ G/L DATE \_\_\_\_\_  
 BATCH # \_\_\_\_\_ ENTRY DATE \_\_\_\_\_

DEPT/DIVISION: District Attorney's Office

PURPOSE OF BUDGET MODIFICATION (REQUIRED): \_\_\_\_\_

(1) ACCOUNT DESCRIPTION EXPENSES	(2)			BUDGET CHANGE REQUESTED			(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	FUND	DIVISION	MAIN ACCOUNT	(3) EXPENSE INCREASE (+)	(4) EXPENSE DECREASE (-)	(8) REVISED BUDGET				(9) EXPENSE BAL AVAIL	
Salaries	100	300	511100	36,280		805,062	805,062	194,930	841,342	646,412	
Medical Insurance	100	300	515400	12,720		315,880	315,880	108,827	328,600	219,773	
Salaries	100	300	511100	36,280		411,382	411,382	97,365	447,662	350,297	
Medical Insurance	100	300	5115400	12,720		163,240	163,240	59,360	175,960	116,600	
EXPENSE TOTALS							1,695,564	1,695,564	460,482	1,793,564	1,333,082

REVENUES	SUB DIVISION			MAIN ACCOUNT	REVENUE		ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
	FUND	DIVISION	DIVISION		DECREASE (+)	INCREASE (-)			
ARPA Revene	100	300	3010	443293		98,000			
REVENUE TOTALS					-	98,000.00	-	-	-

**COLUMN TOTALS (EXP TOTAL + REV TOTAL)** 98,000.00 | 98,000.00

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

PREPARED BY: Tina Burke

DIVISION HEAD:  Date **4/27/22**

DEPARTMENT HEAD: \_\_\_\_\_ Date \_\_\_\_\_

COUNTY EXECUTIVE: \_\_\_\_\_ Date \_\_\_\_\_

- Please fill in all columns:  
 (1) & (2) 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).