

Kenosha County  
Administrative Proposal Form

**1. Proposal Overview**

Division: Law Enforcement Department: Sheriff's Department

Proposal Summary (attach explanation and required documents):

2017 Resolution - request to accept \$15,000 grant for year two, from WI Department of Justice intended to reimburse the Sheriff's Dept for overtime hours worked by Drug Unit Detectives on investigations focusing on trafficking opiates and herion.

Racine Co. Sheriff's Dept is the fiscal grant agent of this grant program totalling \$75,000 which is allocated among five Drug Task Force teams in southeast Wisconsin.

2017 is year two of this Anti-Heroin grant award.

Dept./Division Head Signature: [Signature] Date: 2-16-17

**2. Department Head Review**

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Department Head Signature: [Signature] Date: 2-16-17

**3. Finance Division Review**

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Finance Signature: [Signature] Date: 2/20/17

**4. County Executive Review**

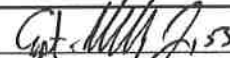
Comments:

Action: Approval ☒ Non-Approval ☐

Executive Signature: [Signature] Date: 2/21/17

**KENOSHA COUNTY  
BOARD OF SUPERVISORS**

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

<b>Subject: 2017 WI Dept of Justice- COPS Anti-Heroin Task Force Grant</b>			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 <sup>nd</sup> Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: March 21, 2017		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: Robert Hallisy, Captain of Admin.		Signature: 	

WHEREAS, the US Department of Justice, Office of Community Oriented Policing Services Anti-Heroin Task Force Program has offered funding for year two, to the WI Department of Justice (WI DOJ), Division of Criminal Investigation, for distribution to local Drug Task Force teams for reimbursement for overtime expenses associated with investigations for trafficking opiates and heroin, and

WHEREAS, the WI DOJ for the second year, has awarded Racine County Sheriff's Department \$75,000 for 2017, who will allocate these funds among the five southeast Wisconsin counties. Kenosha County Sheriff's Department is allocated up to \$15,000 for the Kenosha Drug Operations Group Task Force, and

WHEREAS, the funds will provide reimbursement for the cost of overtime hours worked for locating and investigating illicit activities involving heroin/opiate trafficking/distribution and possession, and

WHEREAS, the KDOG Task Force will submit reimbursement claims monthly to the RASO and statistics on the program will be recorded directly by each Task Force using the ACISS System, and

WHEREAS, the grant funding period begins January 1, 2017 through December 31, 2017.

NOW THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept the 2017 adjustments of \$15,000 to both Revenue and Expenditure budgets for the Sheriff's Department as detailed in the attached budget modification form, which is incorporated herein by reference.

BE IT FURTHER RESOLVED, that any unobligated funds remaining at year end be hereby authorized for carryover to the subsequent year until such time as the funds are expended in accord with COPS requirements, and that the Administration be authorized to modify the grant appropriations among various budget and expenditure units within the Sheriff's Department in accordance with all federal and state regulations of the program and in compliance with generally accepted accounting principles and if COPS offers supplemental funding under this same program, during this funding period, that Administration be authorized to increase the appropriation for the revenue and expenditure as long as the original intent of the funding has not changed and the costs incurred will be fully funded by the supplemental award.

Note: This resolution requires NO additional funds from the general fund. It increases revenues by \$15,000 and increases expenditures by \$15,000.

Subject: : 2017 WI Dept of Justice- COPS Anti-Heroin Task Force Grant

Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 <sup>nd</sup> Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: March 21, 2017		Date Resubmitted	
Submitted By: Judiciary & Law Enf. Committee & Finance/Admin Committee			

Respectfully Submitted,  
JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
Supervisor Leah Blough, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Boyd Frederick, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Michael Skalitzy	<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"/>

FINANCE/ADMINISTRATIVE 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 Ron Frederick, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Daniel Esposito	<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 Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

DEPT/DIVISION: **SHERIFF YR2017**

DOCUMENT #	G/L DATE
BATCH #	ENTRY DATE

PURPOSE OF BUDGET MODIFICATION (REQUIRED): This is year two of the grant awarded to Racine County Sheriff's Department. Kenosha Sheriff's Dept partnering with WI DOJ Division of Criminal Investigation focusing on trafficking of opiates and heroin. The Sheriff's Dept will utilize the funds to reimburse overtime wages incurred by KSD and other agency (KPD & TLPD) detectives assigned to the Sheriff's Drug Task Force (Other Prof Serv). We are increasing the overtime budget for the Sheriff's KDOG business unit and increasing the expense budget for recording reimbursements to the City of Kenosha for their detectives overtime costs incurred, who are assigned to the Kenosha Drug Operations Group.

(1) ACCOUNT DESCRIPTION EXPENSES	(2)				BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	(3) EXPENSE INCREASE (+)	(4) EXPENSE DECREASE (-)				(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Overtime	100	21170	511200		7,500		35,350	35,350	1,014	42,850	41,836
Other Professional Svs-Anti-Heroin Enf	100	21170	521900	HRN	7,500		0	0	0	7,500	7,500
	EXPENSE TOTALS				15,000	0	35,350	35,350	1,014	50,350	49,336

REVENUES		BUSINESS UNIT		OBJECT	sub- sidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET (15,000)
W1 DOJ Anti-Heroin Enf		100	21170	442551			(15,000)			(15,000)
REVENUE TOTALS						0	(15,000)	0	0	(15,000)

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

PREPARED BY: Andrea McKnight DIVISION HEAD: Capit DATE: 2/6/17

DEPARTMENT HEAD: DD DATE: 2-16-17

FINANCE DIRECTOR: Jan. 17 DATE: 2/20/17

COUNTY EXECUTIVE: [Signature] DATE: 2/24/17

- 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).

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



**COPS**  
Community Oriented Policing Services  
U.S. Department of Justice



## MEMORANDUM OF UNDERSTANDING Anti-Heroin Task Force Program Grant

Through the COPS Anti-Heroin Task Force Program Grant, the Wisconsin Department of Justice, Division of Criminal Investigation (DCI) will provide reimbursement to each participating County/Task Force/Agency for overtime expenses associated with the development and investigation of narcotics cases that target the illicit trafficking of opiates and heroin. As a condition of receiving funds and other benefits under this program, the undersigned hereby agrees:

1. To appoint a Heroin Grant Agency Coordinator and Alternate, who will be assigned to administer the Heroin Grant program within the jurisdiction accepting the funds;
2. To compile and report information as required by the Heroin Grant program on a monthly basis;
  - a. To utilize ACISS as the investigative case management system if possible; if ACISS is unavailable, to provide copies of case investigative reports for heroin and opiate related investigations; and, through this reporting, the number of Cases Opened, Search Warrants Obtained, and Heroin/Opiate Arrests generated, in addition to other statistics, will be provided;
  - b. To provide related investigative telephone communication records from telephone downloads, call detail records, pen registers/trap and traces, or other records from service providers (Facebook, e-mail, etc) to the WSIC for entry into the Penlink database;
3. To comply with the guidelines of the COPS Anti-Heroin Task Force Program as prescribed and outlined in the 2015 COPS Office Anti-Heroin Task Force Program Grant Owner's Manual;
4. To meet the established reporting and overtime reimbursement request deadlines;
5. To use Heroin Grant funding for personnel overtime expenses associated with an investigation focused on the illicit trafficking of opiates, heroin or both.
  - a. The money is designated ONLY for reimbursement of overtime expenses related to these kinds of narcotics investigations, and must be tracked separately from any existing federal or state grant funded overtime or additional local agency funding. Overtime Reimbursement Forms must be submitted to [HeroinGrant@doj.state.wi.us](mailto:HeroinGrant@doj.state.wi.us) no later than 15 days after the end of the month during which the expense was incurred.
  - b. The total overtime payments for an individual officer for a 12-month period (the Federal fiscal year is 10/01 - 9/30), including ALL federal sources (i.e. OCDETF, HIDTA, Byrne JAG, CEASE, COPS Heroin Grant) are not to exceed 25% of the current Federal salary rate in effect at the time the overtime was performed. This amount is \$17,580 as of 01/04/2016.
6. Your agency has been allotted \$75,000 per year for two years; second year allocations may be revised at the discretion of the Wisconsin Department of Justice. (2016 and 2017)

### Agency Coordinator

Title/Name   
Email   
Office Phone   
Cell Phone   
Fax Number   
Address

### Alternate Coordinator

Title/Name   
Email   
Office Phone   
Cell Phone   
Fax Number   
Address

Signature of Agency Head: *Capt. Thomas Lamke*

Name and Title: Captain Thomas Lamke

Mail Original Form: WI DOJ-DCI Heroin Grant  
633 W. Wisconsin Ave, Suite 803  
Milwaukee, WI 53203

Approved By: \_\_\_\_\_

Name and Title: DCI Administrator David S. Matthews

Form Due By: January 31, 2016

Revised 01/08/2016