

**COUNTY OF MILWAUKEE  
INTEROFFICE COMMUNICATION**

**Date:** January 15, 2016

**To:** Theodore Lipscomb, Sr. Chairman, County Board of Supervisors

**From:** Steven Kreklow, Budget Director, Department of Administrative Services

**Subject:** Creation of 1.0 FTE Position of Victim/ Witness Advocate in the District Attorney Office

**REQUEST**

The Administrator of the PRB and District Attorney is requesting the creation of 1.0 FTE Victim/Witness Advocate in the District Attorney office, job code 84170 (existing), pay range 16A, to implement a supplemental Victims of Crime Act (VOCA) grant award.

**BACKGROUND/ANALYSIS**

In mid- October 2015, Wisconsin Department of Justice announced a round of supplemental VOCA (Victims of Crime Act) funding to provide up to \$100,000 in supplemental VOCA funding to existing VOCA grant recipients to enhance services to crime victims. VOCA funds 80 percent of the project expenses with a 20 percent local match requirement.

The district attorney's 2015 and 2016 budgets include funding for equipment, but no personnel, for the district attorney's portion of the Family Justice Center, scheduled to open this month within the new Sojourner Family Peace Center at 6<sup>th</sup> and Walnut Streets in Milwaukee. District attorney victim/ witness advocates, Sojourner victim advocates, Children's Hospital, the Milwaukee Police Department, Jewish Family Services, Wraparound Milwaukee, and other service providers will be located at the Family Justice Center to provide collaborative, one-stop services to victims of domestic violence and child abuse and their families.

In the December 2015 cycle, the County Board, pursuant to section 56.06(1) of the county general ordinances, gave the district attorney's office permission to apply for accept supplemental VOCA funding of \$83,760 (\$67, 005 federal funds + \$16,755 local match) from the Wisconsin Department of Justice, and to accept the supplemental VOCA grant is awarded. Legistar File NO. 15-736.

On January 5, 2016, the Wisconsin Department of Justice notified us on the award of the supplemental VOCA grant, which will provide funding of approximately \$79,110 for the

salary and fringe benefits of a new victim/witness advocate, located at the Family justice Center, and approximately \$4,650 in computer equipment, consisting of a tablet and printer for the new victim/witness advocate and an additional laptop for the district attorney's crisis response unit.

Creation of this victim/witness advocate will have no tax levy effect because the district attorney's office will absorb the local match expenses within its 2016 budget. No appropriation of funds is required, but the district attorney's office will submit a fund transfer to provide 2016 budgetary authority for the supplemental VOCA grant expenditures and revenue from the Wisconsin Department of Justice.

#### **FISCAL NOTE**

The suggested pay range for the Victim/Witness advocate position is 16A (\$38,424.05 - \$46,458.67). There is currently no incumbent in the position of Victim/Witness Advocate. The expenditure amount is \$83,760 while the revenue amount is \$67,005; the difference (\$16,755 - local match) will be absorbed in the department's current year 2016 budget. This item has no levy impact. No appropriation of funds is required. The department is confident that funds (grant) as related to this item should last for a while.

#### **RECOMMENDATION**

To better meet the growing needs of the department and public, and to provide additional advocacy and support, the Department of Administrative Services—Office of Performance, Strategy and Budget recommends that the request to create 1.0 FTE Victim/ Witness Advocates in the office of the District Attorney, be approved.

Prepared by:  
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Steven Kreklow  
Budget Director, Department of Administrative Services