

COUNTY OF MILWAUKEE  
District Attorney's Office  
Inter-Office Communication

Date: September 27, 2016 Legistar File No. 16-566  
To: Theodore Lipscomb, Sr., Chairman, County Board of Supervisors  
From: District Attorney's Office  
Subject: Creation of 2.0 FTE VOCA Positions in the District Attorney's Office

We are requesting the creation of 2.0 FTE positions in the district attorney's office, as follows, to implement a Victims of Crime Act (VOCA) grant award:

1.0 FTE, Victim/Witness Advocate, Job Code 84170, Pay Range 16A;  
1.0 FTE, Asst. Sensitive Crimes Victim Advocate, Job Code 86061, Pay Range 16A

In the May 2016 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 competitive VOCA funding of \$142,940 (\$114,353 federal funds + \$28,587 local match) from the Wisconsin Department of Justice, and to accept the VOCA grant if awarded. Legistar File No. 16-309.

On September 22, 2016, the Wisconsin Department of Justice, Office of Crime Victim Services, notified the district attorney's office of a VOCA grant award in the amount requested of \$142,940 (\$114,353 federal funds + \$28,587 local match), from approximately October 1, 2016, to September 30, 2017, with the possibility of two additional years of continuation funding.


The district attorney's office has a longstanding VOCA grant program that provides funding for some training expenses and the salaries and fringe benefits of 6.0 FTE employees – 3.0 FTE assistant sensitive crime victim advocates in the sensitive crimes unit, 2.0 FTE victim/witness advocates in the crisis response unit, and 1.0 FTE victim witness advocate in the domestic violence unit at the Sojourner Family Justice Center. VOCA funds 80 percent of program expenses with a 20 percent local match requirement.

This VOCA grant award of \$142,940 provides funding for one year for two new district attorney positions - a victim/witness advocate in the domestic violence unit, located at the Sojourner Family Justice Center, and a sensitive crimes victim advocate in the sensitive crimes unit - and approximately \$3,496 in computer equipment for the two new positions.

Creation of these new VOCA positions, which will not be filled until November 7, 2016, at the earliest, will have no 2016 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. Budgetary authority for the 2017 portion of project expenditures and offsetting revenue of this new VOCA grant will be included in the district attorney's 2017 budget.

Respectfully Submitted,



John T. Chisholm  
District Attorney