

## BUDGET SUMMARY

Category	2021 Actual	2022 Actual	2023 Budget	2024 Recommended Budget	2023/2024 Variance
<b>Expenditures</b>					
Personnel Costs	8,234,795	9,164,289	9,501,654	10,102,262	600,608
Operations Costs	3,520,699	3,615,192	3,286,828	3,843,416	556,588
Debt & Depreciation	23	0	0	0	0
Capital Outlay	0	0	3,000	5,000	2,000
Interdepartmental Charges	(419,475)	(229,003)	0	235,023	235,023
<b>Total Expenditures</b>	<b>\$11,336,042</b>	<b>\$12,550,478</b>	<b>\$12,791,482</b>	<b>\$14,185,701</b>	<b>\$1,394,219</b>
<b>Revenues</b>					
Other Direct Revenue	245,423	135,364	132,700	284,470	151,770
State & Federal Revenue	5,435,186	5,661,412	5,298,350	6,049,280	750,930
<b>Total Revenues</b>	<b>\$5,680,609</b>	<b>\$5,796,775</b>	<b>\$5,431,050</b>	<b>\$6,333,750</b>	<b>\$902,700</b>
<b>Tax Levy</b>	<b>\$5,655,433</b>	<b>\$6,753,702</b>	<b>\$7,360,432</b>	<b>\$7,851,951</b>	<b>\$491,519</b>
<b>Personnel</b>					
<b>Full Time Pos (FTE)</b>	164.00	167.00	166.00	165.00	(1.00)
Overtime \$	65,505	146,242	165,585	175,863	10,278
Seasonal/Hourly/Pool	165,619	322,394	333,649	308,138	(25,511)

### Department Mission:

The mission of the Milwaukee County District Attorney's Office (DA's Office) is to promote public peace and safety by just prosecution of criminal cases; to seek and to do impartial justice; to protect the health and welfare of children who are victims of child abuse and neglect; to safeguard the rule of law; and to promote participation with law enforcement and the criminal justice system by treating all persons with fairness, dignity, and respect.

### Department Vision:

The goal of the DA's Office is to help create a safe and just community: one in which children have the stability and resources to learn and grow; in which neighborhoods can flourish; in which residents and culture can thrive.

Department objectives include:

Targeting investigating, and successfully prosecuting firearm and other violent offenders.

Reducing crime and recidivism and promoting offender accountability through dual paths of early intervention for non-violent offenders with serious substance abuse and mental health treatment needs, on one hand, and vigorous prosecution of violent offenders on the other. Maintaining a permanent witness protection unit to ensure that victims and witnesses are able to safely appear and testify in court. Maintaining a robust victim witness advocacy program to promote victim participation in the justice system, improve case outcomes, and ensure that statutory and constitutional mandates are met.

Enhancing the prosecution of felony drug cases through the Milwaukee High Intensity Drug Trafficking Area (HIDTA) program, the Milwaukee Metropolitan Drug Enforcement Group (MMDEG), the Violent Crimes Unit and the Community Partnership Unit by targeting, investigating, and prosecuting major drug traffickers and drug trafficking organizations (DTOs); ridding neighborhoods of drug dealers and nuisance properties; and continuing the successful operation of the Speedy Trial Drug Courts program, which aim to bring cases to trial within 120 days of initial appearance in court and continuing the successful operation of the state Division of Milwaukee Child Protective Services of Termination of Parental Rights (TPR) Speedy Resolution project at the Vel Phillips Juvenile Justice Center, to ensure that children do not languish in substitute care for years without realistic prospect of a return home or adoption by a loving family.

**Department Description:**

As the prosecuting office for Milwaukee County, the District Attorney's Office is responsible for representing the State in criminal matters, representing the County in certain non-criminal traffic and ordinance cases, and for handling juvenile delinquency cases, Children in Need of Protection and Services (CHIPS) cases, and termination of parental rights (TPR) matters. The District Attorney's Office handles post-conviction and post-disposition litigation in the circuit courts, petitions for writs of habeas corpus, extradition matters, and appeals relating to Milwaukee County misdemeanor, child welfare, and delinquency matters. In addition, prosecutors are on call 24 hours per day to assist law enforcement with legal process. The responsibilities of District Attorney's Office are imposed by state statute and constitutional mandate. The DA Office's work is dedicated to public safety and serving victims in Milwaukee County.

The office is comprised of state-funded prosecutors (assistant district attorneys, or ADAs) and county-funded support staff, all of whom support the office's mission. Staff are located at two campuses: the courthouse complex in downtown Milwaukee and the Vel R. Phillips Youth and Family Justice Center in Wauwatosa. The office is composed of three areas: Administration, the Legal Division (comprised of state-funded attorneys), and the Support Division (composed of county staff).

**Administration**

The District Attorney is an elected constitutional officer, responsible for the planning and organization of prosecutions in all criminal offenses, juvenile matters, and applicable traffic and ordinance violations in Milwaukee County. The District Attorney oversees all department activities and sets all department policies. The District Attorney is supported by an assistant executive.

The Chief Deputy District Attorney (CDDA) supervises all department functions and oversees the implementation of departmental policies and procedures. The CDDA serves as a liaison with other county departments, city, state and federal officials and law enforcement agencies; works with the legislature in regard to legislative action related to criminal and juvenile law; and directly supervises the Deputy District Attorneys and the Homicide and Public Integrity units.

Deputy District Attorneys (DDAs) are senior attorneys who oversee the office's divisions and units. Depending on the assignment, they directly supervise legal and support staff; handle caseloads in court; assist in and direct high level criminal investigations such as TILIs; administer budget, personnel, and grant awards; represent the office in community and law enforcement initiatives; and assist the CDDA.

The Director of Victim Witness Services oversees the provision of constitutionally and statutorily mandated crime victim services in the DA's Victim Witness Services Division. Staff in the Division include victim witness advocates, assistant sensitive crimes advocates, subpoena clerks, and clerical support. Together, in 2022, they provided services to over 36,000 people, many of whom are part of underserved and vulnerable groups: abused and neglected children; sexually abused children and adults, domestic violence victims; families of homicide victims; victims of elder abuse; and thousands of victims of other violent, personal, and property crimes.

The Chief Investigator oversees the Investigations Division and supervises the Division's staff, which includes deputy chief investigators, investigators, process investigators and process servers, and intelligence analysts. The Investigations Division is divided into the Maurice V. Pulley Jr. Witness Protection Program, the Special Investigations Unit, and Process Service. The Division investigates victim/witness intimidation, police shootings of civilians, deaths in police custody, public corruption, major multi-jurisdictional crimes, elder abuse, white collar crimes and industrial deaths and injuries, and provides for personal service of legal process in criminal cases as required. In addition, investigators provide post-charging investigation on major crimes for the prosecutors, respond to critical incidents, and maintain office security.

The Network Manager directs the District Attorney's Information Technology Division, which manages the DA's computer network, maintains the hardware, the software systems, and user accounts for all county and state staff. The Division manages the database and user accounts for Protect, the State DA case management system, the Pro-Phoenix law enforcement report management software and database, and the office's connections to county applications such as INFOR and Teams. It provides data and statistics to requestors, including partner agencies and research groups, and provides training to legal and county staff in office computer applications. Most significantly, the IT Division is responsible for managing digital referrals for prosecution, and for the acquisition, storage, and dissemination of digital discovery in criminal cases.

#### Legal Division

Attorneys in the DA's Office's Legal Division are assigned to one of two prosecutorial unit: the Criminal Division, based primarily in the courthouse complex in downtown Milwaukee; and the Juvenile Division at the Vel R. Phillips Youth and Family Justice Center in Wauwatosa. Both are divided into smaller units and teams which focus on specific types of referrals.

Within the Criminal Division, attorneys are assigned to:

One, the General Crimes Division, which is comprised of the General Crimes teams (GCTs), Community Partnership Unit (CPU) and Early Intervention Team (EI). Two, the Violent Crimes Division, which is comprised of the Homicide Unit, the High Intensity Drug Trafficking Area (HIDTA) Unit, the Felony Gun Unit, and the Felony Drug Unit. Three, the Sensitive Crimes Division, which is composed of the Sensitive Crimes Unit; the Sexually Violent Persons (Ch. 980) Unit and also the Child Protection and Advocacy Unit (CPAU) and the Domestic Violence (DV) Unit. Lastly the Public Integrity Unit.

Within the Juvenile Division, attorneys are assigned to:

One, the Child Welfare Division, which is comprised of the Children in Need of Protection and Services (CHIPS) Unit and the Termination of Parental Rights Unit; and two, the Delinquency Unit, which handles juvenile delinquency matters.

#### Support Division

County staff in the DA's Office's Support Division work in the Victim Witness Services Division, the Investigative Division, the Administrative Division, the Information Technology Division, and the Clerical Division. They provide essential services to the office at both the downtown and Children's Court campuses.

### Major Changes

- Revenue is increased in grants that reimburse the District Attorney's office for the costs of state prosecutor positions, due to changes in the pay scale as adopted in the State 2023-2025 biennium budget. Several grants were completed in 2023 and not renewed in 2024. Revenue is included from a new grant award, the DV High Risk Team grant, also the federal Victims of Crimes Act (VOCA) grant award is reduced, as the reimbursement rate is anticipated to be significantly lower than in previous years. The State has indicated that the Chapter 950 Victim Witness Program reimbursement rate may be increased from 49% to 60%.
- This budget abolishes two vacant 1.0 FTE clerical assistant 1 positions, a vacant 1.0 FTE office support assistant 1 positions, and two vacant hourly Process Server positions. The department has been unable to fill these positions; abolishing them permits the department to use the savings to restructure and realign certain staffing. The budget includes a December 2023 reclassification of one clerical assistant 1 position to a secretarial assistant position, reflecting additional responsibilities the position will take on in the department's IT Division.
- This budget recognizes additional revenue of \$178,421 from a one-year grant from the Sojourner Family Peace Center. The grant, the result of a contract between the Wisconsin Department of Children and Families (DCF) and Sojourner Family Peace Center, Inc., is for the creation of one prosecutor position and one victim witness advocate position to work with the Milwaukee County Domestic Violence High Risk Team. The one-year grant will be a pass through for the state prosecutor position, fund the county victim witness salary costs, and fund computer equipment for the new staff.
- This budget creates three new positions: the DV HRT victim witness advocate position for the DV HRT grant, above, a management assistant position in the Clerical Division, and a deputy chief investigator position. Like many county departments, the District Attorney's Office has experienced a high rate of turnover in clerical staff. Whether due to pay structure, life-style changes prompted by the pandemic, opportunities in the private sector, or some other reason, we have had particularly high turnover in the Clerical Division.

Because the department reviews cases seven days per week, the clerical staff must work weekends on a rotating basis: The new management assistant position will be instrumental in helping to ensure that new and existing staff have the training, and support, and oversight that they require. The new deputy chief investigator position is necessary to supervise the Outreach Unit, to manage the process service caseload, which has increased significantly as a result of court backlogs secondary to the pandemic, and to assist in managing and processing the Divisions digital evidence.

**Strategic Program Area: Investigations & Criminal Prosecutions**

**Service Provision:** Mandated

**How We Do It: Program Budget Summary**

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Full Time Pos (FTE)	164.00	167.00	166.00	165.00	(1.00)

**Strategic Overview:**

As the prosecuting agency in Milwaukee County, the District Attorney’s Office represents the State in criminal matters and the County in non-criminal traffic and ordinance cases and handles all juvenile delinquency, Children in Need of Protection and Services (CHIPS), and termination of parental rights (TPR) cases in Milwaukee County. The District Attorney’s Office public safety mission requires dedicating resources to those offenders and offenses that have been demonstrated to be the greatest threat to health and safety, and to children who need protection and services to survive and to thrive. However, public safety and individualized justice also require dedicating resources to diverting individuals away from the criminal justice system when the activity which brings them into contact with law enforcement is driven by drug use, abuse, or addiction or by mental health needs, and when that can be accomplished safely.

The General Crimes Division handles the bulk of the criminal referrals to the DA’s Office. ADAs assigned to the GCTs review all referrals for prosecution which are not otherwise directed to a specialty unit (over 12,000 such referrals in 2022); prosecute all general felony, misdemeanor, and applicable ordinance violations in the five general felony and four misdemeanor criminal courts; and work with ADAs in EI to seek alternatives to prosecution and incarceration where such can be done consistent with public safety.

Community Prosecutors (CPs) in the CPU work from police districts and engage collaboratively with other government agencies, law enforcement, business, community groups, and the faith-based community to identify and abate neighborhood-specific crime and nuisance issues.

The EI unit bears primarily responsibility for identifying referrals of non-violent offenders whose criminal risk can be safely managed with community-based early intervention programs, which take the form of diversion agreements, deferred prosecution agreements, Drug Treatment Court agreements, and Veterans’ Treatment Court agreements, and for handling those matters pre-charging and in the circuit court.

Within the Violent Crimes Division, the Homicide Unit prosecutes homicides and related offenses in five homicide / sensitive crimes court. There are generally 120 to 140 homicide cases pending at any given time; in 2022, alone, the unit reviewed over 220 referrals for prosecution, involving over 300 suspects.

The Gun Unit handles all felony level non-fatal shootings and related offenses and offenders, except those which are domestic violence related, in two specialty gun courts.

ADAs in the HIDTA Unit, funded through a grant from the Office of National Drug Control Policy (ONDCP) to the North Central HIDTA, are responsible for disrupting and dismantling drug trafficking organizations and prosecuting high level drug traffickers and violent offenders.

The Drug Unit is responsible for drug trafficking and opioid / methamphetamine possession offenses, using a bifurcated strategy of enforcement and demand reduction. With EI ADAs, the ADAs screen all possession and low-level trafficking offenses for redirection into EI programming; they address higher level trafficking, violent, or armed offenders, and those who decline EI through traditional prosecution. The Drug Unit team captain reviews all Len Bias Homicides.

As part of the Sensitive Crimes Division, ADAs and victim advocates in the Sensitive Crimes Unit provide a coordinated response to the review and prosecution of sexual assaults, human trafficking, possession and distribution of child pornography, invasion of privacy, sex-tortion, and related offenses. Human trafficking cases are among the most complex and difficult to prosecute; significantly the unit has received a guilty verdict in every HT case it has tried.

Two ADAs and a paralegal in the Sexually Violent Persons Unit handle civil commitments of individuals who are deemed to be sexually violent persons under Wisconsin Statutes CH. 980. Typically, these offenders have been convicted of a sexually violent offense and have been found to suffer from a mental disorder which makes it more likely than not that he/she will engage in act(s) of sexual violence in the future. Staff reviews and files petitions to civilly commit an individual under CH. 980 and handles petitions for discharge filed by individuals who previously have been civilly committed under those provisions.

CPAU is comprised of ADAs and victim witness advocates who are responsible for highly complex child abuse and neglect cases involving children who have suffered significant abuse and/or neglect, including abusive head trauma (formerly shaken baby syndrome), inflicted burn injuries, severe malnutrition, and serial child torture cases. All homicides resulting from child abuse and neglect are handled by the DDA who supervises the Unit.

The staff in the DV Unit provide a coordinated, victim-centered approach to the review and prosecution of intimate partner domestic violence referrals, and to prosecute those referrals in the specialized Domestic Violence speedy trial courts. The Domestic Violence Unit is collocated in both the Courthouse complex and the Sojourner Family Peace Center, which houses a shelter for women and child victims, and which provides a central location for victim service providers, MPD's Sensitive Crimes Unit, and Children's Hospital of Wisconsin's Child Advocacy Unit.

Handling Child in Need of Protection or Services (CHIPS) and Termination of Parental Rights (TPR) cases, the staff in the Child Welfare Division work with some of Milwaukee County's most vulnerable and at-risk citizens. This is a monumental task: approximately one-third of all child welfare cases in Wisconsin arise in Milwaukee County, and is the department's responsibility to assure that these children are kept safe, once the Division of Milwaukee Child Protective Services (DMCPS) refers the matter to the office. Child Welfare cases are time sensitive and involve complex and lengthy litigation. As petitioners in the matters, the District Attorney's Office needs extensive clerical and paralegal support to ensure that proper parties are noticed, depositions are scheduled, court of appeals briefs are assembled and mailed, timelines are met, and cases are processed appropriately. A contract between the District Attorney's Office and the State of Wisconsin covers the cost of the entire TPR unit. As part of that contract, the State and County are required to match that cost with their own funds, through DA and support staff payroll that can be used only for child welfare purposes. Thus, every member of the child welfare teams—including the support staff and paralegals—is in either a contract funded or a "match" position.

Staff in the Delinquency Unit handle juvenile delinquency matters, cases which would be criminal in nature if committed by an adult. The Division also reviews all informal resolutions in delinquency cases, handles petitions for waiver into adult court and reverse waivers, and makes determinations as to the appropriateness of a serious juvenile offender (SJO) designation. These matters are extremely time sensitive: referrals for juveniles in custody must be reviewed within 24 hours.

Prosecutors in the District Attorney's Office are state-funded positions. County staff positions support the legal division in a variety of ways, but primarily through the provision of victim witness services; investigative support and witness protection; administrative support; network and discovery support; and clerical support.

### **Strategic Implementation:**

Victim /Witness Services

Victim witness advocates and assistant sensitive crime advocates (referred to in the aggregate as VWs) provide services in-person, over the phone, and by correspondence. Victims often present with comprehensive problems—homelessness, mental illness, significant trauma, language barriers, and AODA issues, among them—and need extensive services. VWs educate victims and witnesses about the criminal justice process; inform them of their rights; assist with Crime Victim Compensation applications and forms for financial reimbursement or other support; keep them apprised of the status of cases; and accompany them to hearings. VWs provide crisis intervention, individualized case management, and safety planning. VWs and supervisors are also deeply engaged with system and community partners to enhance services to victims and witnesses in Milwaukee County, and actively participate in the Domestic Violence High Risk Team, the Sexual Assault Response Team, CRAY, and the Milwaukee Commission on Domestic Violence and Sexual Assault, among other initiatives.

This budget authorizes 45 VW positions: 33 victim witness advocates, a bilingual victim witness advocate, 6 assistant sensitive crimes advocates, 4 victim witness supervisors, and the division director. A management assistant and 18 clerical staff authorized in this budget provide essential support for the daily operation of the division, providing receptionist services in five units, processing subpoenas, and sending thousands of letters to victims and witnesses to keep them informed about their cases and available resources.

#### Investigations Division

The Maurice V. Pulley Jr. Witness Protection Program (WITSEC) was created in 2009 as a result of gang retaliation in homicide investigations, but in the ensuing years, domestic violence referrals have become a primary focus. WITSEC focuses both on security measures and on enforcement and prosecution of offenders. Investigators engage in safety planning for at-risk victims and investigate witness tampering, intimidation, and related offenses. The investigations have resulted in successful prosecutions for conspiracy to commit murder, intimidation, bribery, solicitation to commit perjury and other offenses. Without WITSEC, many prosecutions would become untenable.

The Special Investigations Unit (SIU) investigates critical incidents, public corruption, and major multi-jurisdictional crimes. SIU is a resource for local departments facing increases in violent criminal acts, supports multi-agency investigations, and provides investigative resources and support to law enforcement partners throughout the County. Investigators attend briefings with MPD's SID, and two SIU investigators are assigned to the F.B.I. Violent Crimes Taskforce, which targets serial armed robbery, bank robbery and carjacking suspects throughout Milwaukee County. Two SIU investigators specialize in the forensic analysis of devices such as cell phones and computers; their services are available to any law enforcement agency in the county. SIU also has the capability to perform criminal intelligence analysis.

In the Outreach Unit (ORU), sworn process investigators and unsworn process servers serve subpoenas on witnesses who are either unresponsive to service by mail or who are overtly uncooperative in the most aggravated cases. This work is essential to securing the presence of witnesses in court and to improving outcomes at trial.

This budget authorizes 28 positions in the Investigative Unit, in addition to the chief investigator: 3 deputy chiefs; 14 investigators; 3 crime analysts; 6 part-time process investigators; and an hourly, non-sworn process server.

#### Administrative Division

The Administrative Division manages the department's fiscal, personnel and record management functions. It develops the state and county budgets; develops and administers grants and revenues; controls the department's expenditure of funds; fulfills the procurement function, handles personnel matters for all county and state employees and is the chief point of contact with the County Departments of Administrative Services and Human Resources and with the State Department of Administration and the State Prosecutors Office. The administrative section supervises record management and generally is responsible for maintaining liaison with the administrative and fiscal personnel of other related governmental agencies, including the State of Wisconsin, Milwaukee County, and local law enforcement agencies.

This budget authorizes 8 positions in the Administrative Division: a financial manager, 2 assistant executives; 2 accountant 3s; a paralegal; a fiscal assistant 2; and a clerical assistant..

### Information Technology (IT) Division

The District Attorney's Office is part of the statewide district attorney computer network. The IT Division manages the DA's computer network at the courthouse complex, the Vel Phillips Juvenile Justice Center and the Sojourner Family Peace Center. In the broadest sense, its responsibilities are divided two main areas: the IT hardware function and the IT applications function.

With respect to the hardware function, IT provides operational support for the office. Principally, this involves maintaining the network and computer hardware systems and supporting computer applications, such as Microsoft Office, Adobe Acrobat, and Outlook. IT Staff also manages IT inventory and employees' computer accounts and licenses.

With respect to the applications function, the IT Division is responsible for the management of PROTECT, the DA's case management system and the office's criminal discovery function. Discovery is a constitutionally mandated process, whereby investigative material is disseminated to the defense after a case has been brought. Without the timely acquisition and dissemination of discovery, cases cannot proceed in court. IT staff receives digitally transmitted evidence, identifies it, connects it to the proper case, unit, and team, and organizes it in folders they create on the DA network drive. Paralegals in the Legal Division review the discovery and, in consultation with the attorney assigned to the case, identify missing material. The paralegals request the additional material from law enforcement, monitor those requests, and organize it as it is received. When the discovery is assembled, the paralegals notify IT, which disseminates it to the defense attorney on the case.

This budget authorizes eleven positions in the IT Division, in addition to the network manager: 2 network technicians, a database assistant, 2 paralegals, a management assistant, and 5 clerical positions.

### Clerical Division

The Clerical Division, supervised by the Office Manager in the criminal and the Office Manager – Juvenile in the juvenile division, support the legal staff in both divisions. Clerical staff intake new case referrals seven days per week, provide reception services in the units, help with discovery, and provide essential daily support for all office functions. Two secretaries provide direct support to the DDAs.

This budget authorizes 33 clerical support positions under the supervision of the Office Manager and Office Manager – Juvenile: 2 management assistants, 9 clerical assistant 2s, an office support assistant 1, an office support assistant 2, 18 secretarial assistants, and 2 secretaries.

### Paralegals

This budget authorizes 27 full-time and 2 half time paralegal positions to assist in the review and issuance of juvenile and adult referrals, assist in the acquisition and dissemination discovery, and provide administrative and litigation support.

### Other

This budget also authorizes 8 hourly administrative intern positions which provide support to the department as needed.

### **Additional Program Details:**

The District Attorney's Office provides services which are mandated by the state constitution and state statute. The true cost of those services exceeds \$11,00,000, but the District Attorney reduces the tax levy impact on Milwaukee County by actively pursuing federal, state, local and private grants and through statutory reimbursement programs which underwrite those costs. In 2024, the budgeted expenditures are \$13,970,168. We project grant and statutory reimbursement revenue of \$6,240,450 which reduces the tax levy impact of operations to \$7,636,418. We have no control over the amount of reimbursement revenue we receive: the amount is set by statute and by grant funders. The level of reimbursement can fluctuate from year to year or with in a fiscal year. However, the true cost of services remains consistent, regardless of the level of reimbursement.