

Schedule 13 Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
Request Title: New Pueblo Facility Lease and Operating
Priority Number: R-1
Dept. Approval by: Jessie Y. Andrade 10/25/13 Decision Item FY 2014-15
 Base Reduction Item FY 2014-15
 Supplemental FY 2013-14
 Budget Amendment FY 2014-15
OSPB Approval by: Grant W. Sub... 10/20/13
Date

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	2,040,759	-	2,069,059	417,760	417,760
	FTE	-	-	-	-	-
	GF	952,475	-	904,330	417,760	417,760
	CF	133,582	-	139,982	-	-
	HUTF	464,329	-	464,329	-	-
	RF	490,373	-	560,418	-	-
	FF	-	-	-	-	-
(1) Executive Director's Office	Total	2,040,759	-	2,069,059	369,817	369,817
	FTE	-	-	-	-	-
(A) Administration Leased Space	GF	952,475	-	904,330	369,817	369,817
	CF	133,582	-	139,982	-	-
	HUTF	464,329	-	464,329	-	-
	RF	490,373	-	560,418	-	-
	FF	-	-	-	-	-
(5) Colorado Bureau of Investigation	Total	10,571,693	-	4,220,691	47,943	47,943
	FTE	-	-	-	-	-
(C) Laboratory and Investigations Operating Expenses	GF	8,719,534	-	2,368,532	47,943	47,943
	CF	1,726,857	-	1,726,857	-	-
	HUTF	-	-	-	-	-
	RF	125,302	-	125,302	-	-
	FF	-	-	-	-	-

Letternote Text Revision Required? Yes: No: **If yes, describe the Letternote Text Revision:**
Cash or Federal Fund Name and COFRS Fund Number: N/A
Reappropriated Funds Source, by Department and Line Item Name: N/A
Approval by OIT? Yes: No: **Not Required:**
Schedule 13s from Affected Departments: N/A
Other Information: N/A

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Cost and FTE

- The Department requests an increase of \$417,760 General Fund in FY 2014-15 and beyond to provide ongoing funding for a 20 to 30 year capital lease-purchase agreement, and operating expenses associated with the relocation of the CBI Pueblo Regional Forensic Laboratory and Investigative Office.

Current Program

- The Pueblo Facility provides investigative and forensic services for southern Colorado law enforcement and criminal justice entities. The facility utilizes \$1.9 million General Fund and 22.0 FTE.

Problem or Opportunity

- Within the current Pueblo facility, significant safety, environmental, structural, and capacity issues have been identified, which will make receiving International Organization for Standardization (ISO) accreditation impossible.
- Forensic Laboratories must be accredited by ISO standards to remain operational. This accreditation is critical for testimonies regarding forensic evidence to be admissible in court and to maintain access to the DNA database (CODIS). The potential for evidence contamination, which would negatively impact the outcome of criminal cases, is a constant concern.

Consequences of Problem

- Without ISO accreditation, the Pueblo facility will have to close and relocate staff and equipment to Denver and Grand Junction. Increased travel from either the Denver or Grand Junction laboratories would negatively impact efficiencies. This would create a potential loss of perishable evidence due to inclement weather or unsecured crime scenes, as well as delay the time for gathering witness statements, conducting interviews, or interrogations.

Proposed Solution

- The solution includes the lease-purchase of a new Pueblo facility meeting all the requirements of ISO accreditation. The selected facility includes an additional 2,200 square feet of space.
- With this expansion, CBI would have the adequate space necessary to improve its service delivery to all state law enforcement partners servicing the citizens of Colorado.
- Legislative action will be required in the 2014 session to enter into a lease-purchase agreement.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-1

Request Detail: New Pueblo Facility Lease/Lease Purchase and Operating

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
New Pueblo Facility Lease/Lease Purchase and Operating	\$417,760	\$417,760

Problem or Opportunity:

The Colorado Bureau of Investigation (CBI) Pueblo regional office provides investigative assistance and forensic evidence analysis to support 34,000 square miles policed by Colorado law enforcement agencies. In this geographic area, there are approximately 125 law enforcement agencies for which the CBI provides case assistance, to include response to crime scenes by investigators and laboratory/crime scene personnel. The current CBI Pueblo regional facility is a single story building with a basement structure totaling 11,000 square feet that was built in 1965. The building was originally planned and occupied as a retail establishment. In 2010, during a fire safety inspection significant safety, environmental, structural, and capacity issues have been identified within the current facility, which will make receiving International Organization for Standardization (ISO) accreditation impossible. Without the ISO accreditation, the Pueblo facility will have to close and operations will have to be relocated to Denver and Grand Junction. These facts have compelled the CBI to locate another facility to lease purchase a facility within the Pueblo area, in order to receive ISO accreditation, as well as meet the region's criminal and forensic investigative needs.

CBI is currently accredited by the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) under a legacy system, which is no longer the standard to which ASCLD/LAB measures laboratories. As of 2009, ASCLD/LAB became authorized by ISO to follow ISO standards for accreditation. Both private and governmental laboratories must be accredited by ASCLD/LAB to remain operational. This is critical for testimonies regarding forensic evidence to be admissible in court. The CBI Pueblo regional facility is unsafe and does not provide sufficient space to conduct forensic analysis per industry standards. The potential for evidence contamination, which would negatively impact the outcome of criminal cases, is a constant concern. The current accreditation for Pueblo expires April 2014, but an extension could be granted until January 1, 2015 if the Department is able to move into a facility that will meet the accreditation standards. Without accreditation, the Pueblo facility would have to close permanently, and the CBI would lose a prorated portion of approximately \$250,000 in federal operating funds from the National Institute of Justice (NIJ), which supports local operations (casework and database), backlog reduction, training, and purchasing of commodities and forensic equipment. The potential loss of NIJ funds would impact CBI's operating budget as well as local law enforcement agencies.

In addition to ISO accreditation, the landlord of the current Pueblo Facility has indicated that he may not choose to renew the lease. Thus, CBI faces the challenge of both losing a facility, and consequently, ISO accreditation.

Without a physical presence in the Pueblo Region, CBI agents would have to respond from the Denver or Grand Junction regional offices. The response times for CBI would increase by an additional one hour and 45 minutes, if responding from Denver, or five hours, if responding from Grand Junction. The increased response distances would increase round-trip transportation costs. Depending on the location that agents respond from, (Denver or Grand Junction) leased vehicle expenses could increase by as much as \$230 per request for assistance, or a total of \$47,150 per year. In addition, increased travel time from either the Denver or Grand Junction laboratories would inflate the risk of losing perishable evidence due to inclement weather or unsecured crime scenes. Increased travel time would also delay the time for gathering witness statements, conducting interviews, or interrogations. As time passes, witness recollection diminishes and it becomes difficult to locate them and schedule interviews. Potential suspects and co-conspirators typically abscond and intentionally avoid location and contact by law enforcement. Further, if CBI personnel stationed in Denver or Grand Junction are subpoenaed to court hearings or trials in this part of the state, increased costs (time and travel) would have burdensome impacts on CBI's budget.

On average, the CBI Forensic Scientists work 3,000 cases per year and testify to six percent (180 cases) of total cases worked. In FY 2012-13, CBI's Pueblo Investigative Agents responded to 205 requests for investigative assistance from local law enforcement agencies, initiated 127 cases and made 56 court appearances. If staff is relocated to Denver, forensic laboratory scientists would require a minimum of two days travel to testify at the Pueblo Regional Judicial District. Travel arrangements (hotel and per diem) for Forensic Scientists are estimated at \$125 per day per court appearance, plus an additional \$230 in variable vehicle expenses per trip, which could cost up to \$63,900 $((\$125 + \$230) * 180 \text{ cases})$ per year. The hotel and per diem cost would double if scientists travel from Grand Junction. Last, if CBI's Pueblo facility closes, then southern law enforcement partners would be required to travel to either CBI's Denver or Grand Junction office to submit evidence, which would increase costs for local law enforcement agencies. Having a physical presence for both the laboratory and investigative services provided by the CBI in this area of the state provides efficiencies for the customers and for the agency.

Proposed Solution:

The Department requests an increase of \$417,760 General Fund in FY 2014-15 and beyond to provide ongoing funding for a 20 year capital lease-purchase agreement and operating expenses associated with the relocation of the CBI Pueblo Regional Forensic and Investigative Office. Pursuant to Section 24-82-801, C.R.S., capital lease agreements require legislative approval through a special bill, which the Department intends to seek in the 2014 session.

For the past six years, CBI has closely coordinated with law enforcement and private sector partners in the Pueblo service area to locate an alternative Pueblo facility. The Pueblo Police Department, Pueblo Sheriff's Office, and the 10th Judicial District Attorney's Office have offered their support and assistance to not only continue the presence of CBI in Pueblo, but to improve the efficiency and effectiveness of the Pueblo investigative and forensic facility. In addition, the CBI has worked closely with the Pueblo Economic Development Corporation (PEDCO) and Pueblo Development Foundation, as well as the State Real Estate Office, to utilize their resources for economic advantage to relocate the CBI Pueblo Investigations and Forensic Services Unit. With the help of these partners, the Department has identified a location at 79 North Silicon Drive, Pueblo West.

The new facility will enable CBI to receive ISO accreditation. The proposed solution is to move the Pueblo regional operations into the identified facility, which will incorporate more space for technology solutions, improve turnaround times, and provide for the safe and effective operation of a forensic science laboratory and crime scene response in the Southern Colorado Region. Without a new facility, CBI will be unable to achieve compliance with these standards of accreditation through the International Organization for Standardization.

Anticipated Outcomes:

If approved, this request will allow the CBI to receive ISO accreditation by January 1, 2015 and provide timely and effective criminal investigation, crime scene response, and state-of-the-art forensic analyses to the law enforcement community in southern Colorado. With ISO accreditation, the CBI will ensure it meets the essential requirements for acceptance of forensic examination of evidence in criminal cases, as well as the continued receipt of federal funding. The CBI would have the adequate space necessary to incorporate technology solutions, improve turnaround times, and provide for the safe and effective operation of a forensic science laboratory and crime scene response to the Southern Colorado Region. In addition, the CBI Criminal Investigation Section will also occupy space in this facility to conduct investigative interviews, interrogations, polygraph examinations, and follow-up investigations.

In the Department’s FY 2013-14 Strategic Plan, the Forensic Services Unit has a performance measure to decrease the overall number of days to process and return forensic results. The current turn-around time for the Pueblo regional facility is 150 days for DNA, 225 days for drug chemistry and 186 days for latent fingerprints. During FY 2012-13, the Pueblo Laboratory worked 10,239 forensic specimens or approximately 17.5% of the total specimens worked by the CBI Forensic Laboratory System.

If this request is approved, a detailed timeline can be developed once the legislative and funding strategy is finalized and funds can be committed to the project. High level benchmarks and estimates include acquisition of site (one-two months), build out and design (one-three months), permitting (one-two months), construction (six-nine months), occupancy (one-two months), and accreditation of the laboratory facility. It should be noted that some tasks may be accomplished concurrently.

Assumptions and Calculations:

Leased Space Assumptions:

The Department estimates the new annual lease/lease purchase payment at \$569,722, assuming a purchase price of \$7.1 million amortized over 20 years at five percent interest (See Table 1). The current annual lease amount for the CBI Pueblo facility is \$165,000. The annual lease amount for the Durango field office, which ended June 30, 2013, was \$34,905. The Durango lease office was not renewed because it was expensive leased space (per square foot) and housed only one CBI Criminal Investigator and one CBI Laboratory Agent. The CBI Criminal Investigator now works out of the Durango FBI office and the Laboratory Agent transferred to the Denver Office. Therefore, the Durango leased space was no longer necessary. The total of both lease amounts (\$165,000 + \$34,905 = \$199,905) will be used to offset the estimated new lease payment of \$569,722. Therefore, the requested amount of additional leased space appropriations is \$369,817 General Fund. (See Table 3 below)

Table 1: Estimated Annual Payment for New Facility

Interest Rate	5%
Lease Term	20 years
Amount to Amortize	\$7,100,000
Estimated Annual Lease	\$569,722

Table 2: Current Annual Leased Space Amounts for Pueblo/Durango Facilities		
Row A	Pueblo facility	\$165,000
Row B	Durango office	\$34,905
Row C	Total (Row A + Row B)	\$199,905

Table 3: Estimated Unmet Leased Space Need for Pueblo Facility		
Row A	Annual Leased Space Cost at 79 N. Silicon Drive	\$569,722
Row B	Existing Leased Space Funding (Table 2, Row C)	\$199,905
Row C	Unmet Need (Row A – Row B)	\$369,817

Additional Operating Expenses Assumptions:

The average annual operating expenses for the Pueblo facility are estimated at approximately \$53,204 and the average annual operating expenses for the Durango office were \$13,451, for total annual expenditures of \$66,655. (See Table 4 below)

Table 4: Current Pueblo/Durango Facility Operating Expenses		
Row A	Pueblo facility	\$53,204
Row B	Durango office	\$13,451
Row C	Total (Row A + Row B)	\$66,655

The new Pueblo facility will be constructed similar to the Grand Junction office. Therefore, the additional operating expenses need calculations are based on the Grand Junction office annual operating expenses. In FY 2012-13, the annual operating expenses for the Grand Junction facility were \$328,324 for a total area of 37,818 square feet. Therefore, the average cost per square foot for operating expenses is assumed at \$8.68 per square foot ($\$328,324 / 37,818 \text{ sq. ft.} = \8.68 per sq. ft.). The total square footage for the new Pueblo facility will be 13,200 square feet. Based on these assumptions, the total annual operating expenses need for the new facility is estimated at \$114,598 ($13,200 \text{ sq. ft.} \times \8.68 per sq. ft.). Therefore, the additional operating expenses funding requested is estimated at \$47,943. (See Table 5 below)

Table 5: Estimated Additional Operating Expense Funding Need for Pueblo Facility		
Row A	Average Operating Expense Per Square Foot for Grand Junction Laboratory	\$8.68 per sq. ft.
Row B	Total Square Footage at 79 N. Silicon Drive, Pueblo	13,200 sq. ft.
Row C	Estimated Annual Operating Expense (Row A * Row B)	\$114,598
Row D	Current Annual Operating Expenses Available (Table 3, Row C)	\$66,655
Row E	Unmet Need (Row C – Row D)	\$47,943

The total additional leased space and operating expenses amount needed for the Pueblo Facility is estimated at \$417,760 General Fund in FY 2014-15 and beyond. (See Table 6)

Table 6: Total Estimated Additional Leased Space/ Operating Expenses for Pueblo Facility		
Leased Space		\$369,817
Operating Expenses		\$47,943
Total Cost		\$417,760

Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Funding for Wildfire Preparedness Fund
 Priority Number: R-2

Dept. Approval by: Jesse G. Andrade 10/25/13
 Date
 OSPB Approval by: Grant R. Lusk 10/26/13
 Date

- Decision Item FY 2014-15
 Base Reduction Item FY 2014-15
 Supplemental FY 2013-14
 Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
Fund		Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	5,849,000	-	2,688,340	4,150,000	4,150,000
	FTE	35.4	-	35.4	-	-
	GF	267,000	-	281,271	-	-
	CF	5,350,000	-	2,168,355	4,150,000	4,150,000
	HUTF	-	-	-	-	-
	RF	-	-	-	-	-
(3) Division of Fire Prevention and Control Wildland Fire Management Services	Total	5,849,000	-	2,688,340	4,150,000	4,150,000
	FTE	35.4	-	35.4	-	-
	GF	267,000	-	281,271	-	-
	CF	5,350,000	-	2,168,355	4,150,000	4,150,000
	HUTF	-	-	-	-	-
	RF	-	-	-	-	-
	FF	232,000	-	238,714	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and CFRS Fund Number: 335 Wildfire Preparedness Fund

Reappropriated Funds Source, by Department and Line Item Name: N/A

Approval by OIT? Yes: No: Not Required:

Schedule 13s from Affected Departments: N/A

Other Information: N/A

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Cost and FTE

- The Department of Public Safety requests an appropriation of \$4,150,000 Cash Funds from the proceeds of insurance premium taxes to the Wildfire Preparedness Fund (WPF) for FY 2014-15, FY 2015-16, and beyond for the ongoing funding of wildfire suppression functions within the Division of Fire Prevention and Control (DFPC).

Current Program

- The WPF provides the resources needed by DFPC for wildfire management, aerial firefighting resources, state wildfire engines and staffing, wildfire hand crews, and the ordering and dispatching of equipment and personnel. In short, the WPF provides all of the funding for DFPC to meet its statutory responsibilities with respect to wildfire.

Problem or Opportunity

- Commencing FY 2014-15, a source of funding for the WPF has been identified, but no appropriation has been made to the WPF. S.B. 13-270 authorized transfers from the proceeds of insurance premium taxes to the WPF, but made no appropriation.
- The WPF provides the funding for the DFPC fire management officers, wildfire command staff, aerial firefighting resources, state wildfire engines and staffing, wildfire hand crews, and the ordering and dispatching of equipment and personnel to wildfires.

Consequences of Problem

- Without an appropriation to the WPF, DFPC will not have adequate resources available to respond to wildfires when needed.
- Examples of services that would be lost include: exclusive use of Single Engine Air Tanker contract, wildfire management and technical assistance provided by fire management officers, state engines on loan to local and county fire departments, coordination and execution of cooperative wildfire management agreements with appropriate local, state, and federal jurisdictions, and support of inmate wildfire hand crews.

Proposed Solution

- Appropriate \$4,150,000 from the proceeds of insurance premium taxes to the WPF.
- Approval of the appropriation will ensure the fund can continue to support wildfire suppression functions such as: wildfire management, aerial firefighting resources, state wildfire engines and staffing, wildfire hand crews, and the ordering and dispatching of equipment and personnel.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-2
Request Detail: Funding for Wildfire Preparedness Fund

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
Funding for Wildfire Preparedness Fund	\$4,150,000	\$4,150,000

Problem or Opportunity:

Pursuant to Senate Bill 13-270, the Insurance Premiums Tax Fund was identified as an appropriate source of funding for the Wildfire Preparedness Fund (WPF). The bill amended 10-3-209(4)(a)(II), C.R.S., to include the Wildfire Emergency Response Fund (WERF) and the WPF as recipients of the insurance premium tax dollars, as may be appropriated by the General Assembly. Beginning FY 2014-15, the WPF will require an appropriation of \$4,150,000 from the Insurance Premium Tax Fund to ensure the fund can continue to support wildfire suppression functions such as: wildfire management, aerial firefighting resources, state wildfire engines and staffing, wildfire hand crews, and the ordering and dispatching of equipment and personnel.

Background

The Wildfire Preparedness Fund was created in 2006 through S.B. 06-096, which authorized a transfer of \$3,250,000 from the Local Government Mineral Impact Fund, administered by the Department of Local Affairs (DOLA), for FY 2006-07 through FY 2010-11. The moneys supported the implementation of a variety of wildfire prevention and preparedness activities. For fiscal year 2012, the fund was supported by carry forward funds maintained since 2007.

The 2011 General Assembly enacted S.B. 11-238, which reauthorized the WPF for state fiscal years 2011 and 2012, and transferred \$3,250,000 from the Local Government Mineral Impact Fund on July 1, 2012 and July 1, 2013 into the WPF. However, no other source of funding was identified to be transferred or appropriated into the WPF for FY 2014-15 and beyond.

Commencing FY 2014-15, a source of funding for the WPF has been identified, but no appropriation has been made to the WPF. S.B. 13-270 authorizes transfers from the proceeds of insurance premium taxes to the WPF, but made no appropriation.

Wildfire Management Support

The WPF provides the resources needed by DFPC for wildfire management, aerial firefighting resources, state wildfire engines and staffing, wildfire hand crews, and the ordering and dispatching of equipment and personnel. The Wildland Fire Management section of DFPC assists in the development of fire protection strategies and agreements among local, county, state, federal and tribal governments; firefighting equipment acquisition and maintenance; and firefighter training and wildfire prevention activities. In short, the WPF provides all of the funding for DFPC to meet its statutory responsibilities with respect to wildfire management.

Demand for increased state wildfire coordination and planning has increased in recent years as the number, intensity and complexity of wildfires in Colorado continues to rise exponentially; expert projections indicate that wildfires will only continue to grow in severity. The following table (Table 1) demonstrates the increase in the average number of fires per decade, in conjunction with the rising average acres burned:

Table 1: Colorado Wildfires (includes State and private lands)

Decade	Average # Fires	Average # Acres Burned
1960s	457	8,170
1970s	734	6,554
1980s	1,285	23,308
1990s	1,286	21,796
2000s	2,555	87,157
2010s	4,846	148,158

The data points demonstrate the rapid increase in both the number and severity of fires; case in point, from 2010-2012, the number of fires and the average number of acres burned nearly doubled from the total average of the previous decade. Consequently, what used to be a two to three month fire season has now evolved to six to nine months; this results in more extensive use of limited resources.

DFPC has worked to address heightened demand for statewide coordination and planning (increased requests for fire management services, state engines, handcrews and aviation services) to not only deal with current fire seasons, but also to mitigate future wildfire damage. In order to accomplish these tasks, DFPC has invested in more personnel and firefighting related activities and coordination, which has necessitated an increased budget. Thus, the \$3,250,000 previously appropriated is no longer sufficient to support the level of wildfire suppression that is necessary. Therefore the Department requests an appropriation of \$4,150,000, which is higher than in the past in order to fund the level of fire suppression support needed.

Proposed Solution:

The Department of Public Safety (Department) requests an appropriation of \$4,150,000 Cash Funds from the proceeds of insurance premium taxes to the Wildfire Preparedness Fund for FY 2014-15, and \$4,150,000 for FY 2015-16 for the Division of Fire Prevention and Control (DFPC).

Senate Bill 13-270 amended the statute (10-3-209(4)(a)(II), C.R.S.) regarding insurance taxes, penalties and fines collected by the Division of Insurance to allow the Wildfire Preparedness Fund to receive these insurance-derived funds. The statute now allows the appropriation of insurance taxes, penalties, and fines not only to the Division of Insurance Cash Fund but also to the Wildfire Preparedness Fund.

Pursuant to the new statute, the Department seeks to fund the Wildfire Preparedness Fund with an appropriation of insurance taxes, penalties, and fines. This funding would replace the FY 2012-13 and FY 2013-14 funding mechanism from DOLA, which used severance taxes pursuant to S.B. 11-238. The appropriation of additional funds from insurance taxes, penalties and fines will have a one-for-one impact on available General Fund revenues.

If the \$4,150,000 is not appropriated, the DFPC will be unable to respond to wildfires to provide technical assistance and/or assume the management of wildfires that exceed the capacity of counties, upon the request of the respective sheriffs, or when wildfires threaten to become state emergencies or disasters. The DFPC will also be unable to provide aerial firefighting resources, state wildfire engines and staffing, wildfire hand crews, or the ordering and dispatching of equipment and personnel to wildfires. This will ultimately undermine the ability of local jurisdictions to plan for and suppress wildfires.

Anticipated Outcomes:

The requested appropriation to the WPF will enable DFPC to continue to provide wildfire management and technical assistance through its fire management officers. It will also allow DFPC to secure and manage the availability of certain aerial fire resources, train and equip state hand crews, support National Guard resources, coordinate non-federal resources in the national interagency dispatch system, train local firefighters, and support interagency Incident Management Teams. The requested appropriation will also provide the funding necessary to staff and operate two wildland fire engines.

Assumptions and Calculations:

The Department requests an appropriation of \$4,150,000 Cash Funds in FY 2014-15 and beyond. These Cash Funds will be diverted from the "taxes, penalties, and fines" collected by the Division of Insurance, which ultimately are credited to the General Fund, and will therefore reduce General Fund revenue by \$4,150,000 annually.

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Sustainability of State Fusion Center
 Priority Number: R-3

Dept. Approval by: *Jessie Y. Anderle* 10/25/13
 Date
 OSPB Approval by: *Grant M. Sch...* 10/24/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	21,038,600	-	23,192,441	656,134	706,348
	FTE	8.0	-	8.0	-	-
	GF	3,278,032	-	4,456,509	656,134	706,348
	CF	1,624,186	-	1,803,597	-	-
	HUTF	12,072,067	-	13,651,957	-	-
	RF	1,665,564	-	1,398,947	-	-
	FF	2,398,751	-	1,881,431	-	-
(1) Executive Director's Office	Total	11,993,091	-	12,735,075	35,368	35,368
	FTE	-	-	-	-	-
(A) Administration Health Life and Dental	GF	1,907,060	-	2,529,466	35,368	35,368
	CF	1,057,513	-	1,060,587	-	-
	HUTF	7,600,171	-	8,270,948	-	-
	RF	693,982	-	461,839	-	-
	FF	734,365	-	412,235	-	-
(1) Executive Director's Office	Total	206,287	-	233,415	622	691
	FTE	-	-	-	-	-
(A) Administration Short Term Disability	GF	41,046	-	53,399	622	691
	CF	14,855	-	20,290	-	-
	HUTF	126,451	-	144,342	-	-
	RF	9,677	-	8,181	-	-
	FF	14,258	-	7,203	-	-
(1) Executive Director's Office	Total	3,693,614	-	4,324,758	14,063	17,191
	FTE	-	-	-	-	-
(A) Administration Amortization	GF	699,803	-	967,042	14,063	17,191
	CF	290,149	-	372,445	-	-
Equalization Disbursement	HUTF	2,283,737	-	2,702,796	-	-
	RF	172,237	-	151,937	-	-
	FF	247,688	-	130,538	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
(1) Executive Director's Office	Total	3,332,226	-	4,055,569	13,188	16,604
	FTE	-	-	-	-	-
(A) Administration	GF	630,123	-	906,602	13,188	16,604
Supplemental	CF	261,669	-	350,275	-	-
Amortization	HUTF	2,061,708	-	2,533,871	-	-
Equalization	RF	155,119	-	142,441	-	-
Disbursement	FF	223,607	-	122,380	-	-
(6) Division of Homeland Security and Emergency Management	Total	1,276,465	-	1,306,707	392,402	436,003
	FTE	8.0	-	8.0	-	-
	GF	-	-	-	392,402	436,003
(B) Office of Prevention and Security	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
Personal Services	RF	588,784	-	588,784	-	-
	FF	687,681	-	717,923	-	-
(6) Division of Homeland Security and Emergency Management	Total	536,917	-	536,917	200,491	200,491
	FTE	-	-	-	-	-
	GF	-	-	-	200,491	200,491
(B) Office of Prevention and Security	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
Operating Expenses	RF	45,765	-	45,765	-	-
	FF	491,152	-	491,152	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: N/A
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: N/A
 Other Information: N/A



Cost and FTE

- The Department requests \$656,134 General Fund in FY 2014-15 and \$706,348 in FY 2015-16 and beyond to ensure continued operation of the Colorado Information Analysis Center (CIAC), which is Colorado's Fusion Center.

Current Program

- As the State Fusion Center, the CIAC produces intelligence products, assists in pattern crime investigations, hosts classified briefings, conducts threat assessments and is the principal information sharing conduit for first responders across Colorado, among other responsibilities.
- The CIAC is the State's principal intelligence sharing hub and clearinghouse and represents a shared commitment from many participating agencies such as FBI, U.S. Department of Homeland Security and local agencies, including the Denver and Aurora Police Departments.

Problem or Opportunity

- State Homeland Security Program (SHSP) funding to the State has declined from \$7.3 million in FFY04 to \$1.3 million in FFY13. Funding for the CIAC will expire August 2014. Without alternative funding, the CIAC must close down, eliminating a necessary source of intelligence and interagency cooperation in Colorado.

Consequences of Problem

- Loss of the CIAC will jeopardize long-term relationships with state, local, tribal, and federal partners; cripple intelligence and information sharing; inhibit education and outreach; and eliminate prevention activities such as suspicious activity reporting and monitoring of classified threats.
- Embedded resources in the CIAC would return to their host agencies, compounding impacts.

Proposed Solution

- The Department's solution is to leverage General Fund appropriations to build and restore a highly trained pool of intelligence analysts and program support to ensure long-term sustainability of the CIAC, regardless of available federal funding, ensuring ongoing commitment of personnel resources by partner agencies. This ensures consistency in product and service delivery to thousands of first responders across Colorado.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-3
Request Detail: Sustainability of State Fusion Center

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
Sustainability of State Fusion Center	\$656,134	\$656,134

Problem or Opportunity:

A large portion of the Colorado Information Analysis Center's (CIAC) funding comes from the state Homeland Security Program (SHSP), of which the State of Colorado's share is limited to 20 percent of the total federal grant available each federal fiscal Year (FFY). Local governments are entitled to the remaining 80 percent share, pursuant to federal regulations. Shifting priorities in Congress led to a marked reduction in SHSP dollars granted to the state. Specifically, Colorado has experienced a 90 percent reduction in SHSP appropriations since 2003. This translates into just \$691,873 federal funds in FFY13 to support not only the personnel and operating needs of the CIAC, but the remainder of the state's homeland security infrastructure, including the Office of Preparedness within the Division of Homeland Security & Emergency Management (DHSEM). Despite trimming operating and personal services budgets, the funding needed to continue CIAC operations does not exist

Staffing in the CIAC is currently done on a sliding scale as a consequence of the marked reduction in homeland security grant funding over the last several years. For example, in FY 2007-08, available grant funds supported 11.5 FTE but in FY 2009-10, only 9.0 FTE were funded. Most recently, the CIAC was allocated only \$579,000 for FY 2011-12, which includes operating expenses. Based upon this diminished funding, only 5.0 FTE are currently funded by the grant in order to enable coverage of current operating expenses, which currently costs approximately \$180,000 per year. This proposal, in part, restores the CIAC to an ideal funding and staffing ratio to ensure continuity of operations and the ability to address current and future workload.

As highlighted in the 9/11 Commission Report, the sharing of intelligence across agencies is fundamental to preventing terrorist attacks. The "Implementing Recommendations of the 9/11 Commission Act of 2007" (Pub. L. 110-53) recognized the need for fusion centers that are "a collaborative effort of two or more federal, state, local, or tribal government agencies that combines resources, expertise, or information with the goal of maximizing the ability of such agencies to detect, prevent, investigate, apprehend, and respond to criminal or terrorist activity."ⁱ The October National Strategy for Information Sharing further specifies that, "State and major urban area fusion centers will be the focus, but not exclusive points, within the state and local environment for the receipt and sharing of terrorism information, homeland security information, and law enforcement information related to terrorism."ⁱⁱ State fusion centers, such as the CIAC, serve as focal points for the receipt, analysis, gathering, and sharing of threat-related information

between the federal government and state, local, tribal, territorial and private sector partners. The CIAC and its counterparts in other states enable and encourage the sharing of intelligence, both vertically and horizontally.

Program Background

The CIAC was established in 2005 primarily as a counterterrorism entity. However, threats to the safety and security of those who live, work, and play in Colorado, come from a variety of sources, including natural, technological and human-caused events. Events such as the Century Theater shooting, the Waldo Canyon and Black Forest wildfires, flash floods and mudslides over existing burn scars, persistent drought in eastern Colorado, chemical releases following transportation accidents, water outages in Brighton and the San Luis Valley, and emerging threats like cyber-terrorism have led to the CIAC migrating from a terrorism-centric model to an "all hazards" model. This move provides local agencies enhanced analytic capabilities through the fusion center.

Examples of the all hazards model include: identifying critical infrastructure threatened by wildfire; coordinating internal crisis communications during a variety of incidents; providing criminal case support for high-profile murder investigations; and providing local jurisdictions with threat analyses for upcoming events for security planning. Thus, the CIAC is critical in meeting the Department's public safety mission—it serves as the bridge between federal and local government officials, enabling a rich exchange of intelligence information and threat reporting information. Because the CIAC is a Department of Homeland Security (DHS) recognized fusion center, the state and its many local stakeholders are privy to information and resources from federal partners that would be difficult to come by otherwise. Federal resources include access to classified systems and networks owned or maintained by DHS or the FBI; the state is also privy to unclassified and classified briefings from federal partners given the mutual reliance in protecting Coloradoans.

Workload Activity

The CIAC currently produces a range of products for use by its many local, state and federal partners. The products include: alert/event bulletins, be-on-the-look-out bulletins (BOLO), early warning alert bulletins, intelligence bulletins, collaborative intelligence reports, law enforcement workups, law enforcement support documents, requests for information (RFI), officer safety bulletins, and situational awareness watch bulletins. No other state entity provides these products or services, making the CIAC indispensable to its many local and state partners. The CIAC's cumulative workload in 2012 reflects dissemination of over 3,354 products and services, namely:

- Responded to 2,173 requests for information from local, state, federal, and private-sector partners;
- Produced 3,354 products of all types for statewide distribution;
- Assisted in several high-profile investigations through mobile analytical support, network and link analysis;
- Provided on-site support to local and state emergency management during the High Park and Waldo Canyon wildfires, which included flash reporting to Executive Branch leadership;
- Partnered with the United States Secret Service, Denver PD, and a host of other local, state and federal agencies in support of dignitaries visiting Colorado as part of the Presidential debates;
- Produced 187 law enforcement work-ups for the Terrorist Screening Center and the National Counterterrorism Center;

- Disseminated 198 intelligence bulletins and 30 situational watch bulletins; conducted 20 threat assessments and 38 threat reviews for local and state partners;
- Managed the Terrorism Liaison Officer (TLO) program, which is comprised of trained professionals from a range of disciplines in Colorado. There are nearly 750 TLO's across Colorado who routinely interface with the CIAC and serve as a conduit for information sharing locally; and
- Participated in exercises such as the Denver Joint Counterterrorism Awareness Workshop.

Resource Sharing

In addition to being vital to the Department's mission to prevent, protect, mitigate, respond and recover from all hazards, the CIAC is cost effective. By combining resources with federal, state, and local partners, the state is able to effectively deliver a variety of intelligence products and services with fewer personnel and without the costs associated with developing independent systems. As a mature fusion center, the CIAC enjoys the commitment of many local, state and federal partners, including:

- 4.0 embedded FTE from the U.S. Department of Homeland Security
- 1.0 embedded FTE from the Federal Bureau of Investigation
- 1.0 embedded FTE from the Denver Police Department
- 1.0 embedded FTE from the Aurora Police Department
- 1.0 embedded FTE from CDPHE
- 2.0 embedded FTE from North-Central Region (Denver-metro area)
- 2.0 embedded FTE from the Colorado National Guard
- 0.5 embedded FTE from West Metro Fire

Minimum Staffing of Intelligence Analysts

Commitment by external partner agencies, however, does not necessarily affect workload balancing. It is the intelligence analysts who are largely responsible for producing CIAC work products. More than any other resource, the analysts are the backbone of the fusion center. The analysts benefit from collaboration, technical support, and access to material support such as classified systems and networks from the many external partners who interface with the CIAC on a daily basis. The CIAC also leverages the Fusion Center Network, a place where intelligence analysts can go to share information across state boundaries to identify emerging threats and best practices. Currently just 5.0 FTE grant-funded intelligence analysts remain in the CIAC, a sharp decline from previous years when homeland security grant funding was more abundant. Staffing shortages also result in reduced operating hours, which used to be 24/7. The staffing decline has also resulted in a reduction in program offerings, such as law enforcement fellowships, critical infrastructure protection and eliminating the CIAC's intended expansion into arson crimes following the Waldo Canyon and Teller County wildfires. Everything from the acquisition of analytical software systems to advanced training for intelligence analysts has been scaled back due to declines in available grant funding.

Due to the widespread effects and decline in funding, the CIAC has fallen short of meeting the expectations of its many stakeholders, such as the emergency management community in Colorado. Product and service delivery has become fragmented and ad hoc in some cases, reflecting the constant push and pull of external customers. Despite these limitations, the CIAC still participated in significant critical events to provide either situational awareness of threats or to serve as the bridge between various investigative agencies during high profile case investigations. Depending upon the special event, a single event can require an all-hands effort in the CIAC, such as the USA Pro-Cycling Challenge Risk Assessment, which consumed over

2,000 man-hours to produce. In short, CIAC products and services are time consuming and labor intensive, and minimal staffing levels in the CIAC undermine the Center's efficiency, effectiveness and long-term strategic objectives.

Proposed Solution:

This proposal seeks \$656,134 General Fund in FY 2014-15 and \$706,348 General Fund in FY 2015-16 and beyond to support the 8.0 FTE currently appropriated in the Long Bill, and to sustain fusion center operations that were previously funded with Homeland Security Grant Funds. Approval of this request would return the CIAC to the necessary staffing and funding ratio based upon current and future workload indicators. This proposal would provide funding for 7.0 criminal intelligence analysts (2.0 at the General Professional IV level and 5.0 at the General Professional III level) and 1.0 Program Assistant II. Ongoing personnel commitments by many local, state and federal partners, along with the Colorado State Patrol, ensure proper managerial leadership and oversight of the fusion center, ensuring long-term sustainability and proper span of control. In short, restoration of funding to support 8.0 FTE will ensure adequate staffing to address workload and long-term strategic objectives.

If the CIAC were to cease operations, the ripple effect would be dramatic and irreversible, crippling the state's ability to fuse and share intelligence information. Implicit in the fusion center concept is the necessity to partner and leverage shared resources. As illustrated above, through the CIAC, the state benefits from the contribution of FTE from crucial federal, state, and local partner organizations. The loss of the CIAC would result in the loss of these contributions. In addition, the loss of federal partners, in particular, would also hinder access to vital homeland security classified networks and systems that are made available to the state, solely because of the longstanding relationship between the CIAC and DHS/FBI. Moreover, the range of core workload performance indicators noted above would be suspended with nobody to complete the work.

DHSEM has had limited success in securing additional grant funding, donations, or private funds to sustain the CIAC. Because the CIAC is a government entity, there has been little interest from the private sector or philanthropic institutions. The proven approach thus far, has been to secure personnel commitments from local, state and federal partners, but this approach is contingent upon having viable, long-term baseline funding. Fusion centers require stability in staffing to be most effective; this proposal insulates the fusion center from staffing deficits that inevitably arise because of shifting federal priorities.

If this request is not approved, the state's capacity to prevent, protect, mitigate, respond to and recover from catastrophic events in the future will be sharply diminished. Because the CIAC's focus is "all hazards", it has a vital role to play before, during and after a catastrophic event. In short, the loss of the fusion center would be a tremendous loss to the Department at a time when added capacity is being sought to offset a more challenging and diverse threat-hazard environment, especially given that the CIAC is the principal state-level intelligence and information sharing organization in Colorado.

Anticipated Outcomes:

With adequate and sustainable funding, the CIAC will have the necessary funding to continue operations, despite the rollbacks in federal funding. Staffing at the level of 8.0 FTE will ensure adequate staffing to perform mission critical services and enable improved support of the Department's mission in an ever-changing threat-hazard environment.

On average, it takes approximately 12 to 24 months to professionally train and equip just one criminal intelligence analyst. Because of the uncertainty of federal funding, the CIAC experiences frequent attrition,

which has negatively impacted its efficiency and effectiveness and made it more difficult to meet obligations in an ever-growing threat environment. In fact, the CIAC has had to institute screening measures to focus its limited resources on only those products and services that are of greatest consequence to the state, local and federal partners. Thus, a core benefit of this proposal is to provide assurance to the CIAC's technical workforce, leading to lower rates of attrition, which in turn will enable it to provide a broader array of intelligence products and services to stakeholders.

Ongoing product and service delivery will ensure the preservation of Colorado's vital homeland security infrastructure, insulating it from the volatility of federal funding. This will best position the state to protect against acts of terrorism, enhance statewide preparedness, and help guarantee an efficient and effective response to catastrophic events in Colorado. The tactical, operational and strategic intelligence generated by the CIAC enables foresight that spurs action at all levels of government and in the private sector, enhancing public safety statewide and better insulating the state's economy from disruptions.

Assumptions and Calculations:

The FTE estimations for this proposal were derived after examination of current and future workload indicators and a review of historical staffing and funding ratios since FY 2007-08. The Long Bill appropriates 8.0 FTE for the program, but current funding does not support that staff level.

The Department estimates that funding for 7.0 intelligence analysts will enable restoration to ideal funding and staffing ratios given historical benchmarks, enabling the CIAC to continue providing key products, programs and services to its many stakeholders. Additionally, 1.0 Program Assistant II is needed to provide administrative support to the analyst pool, to include some facets of program administration.

Current and future workload indicators, along with the associated time commitment for certain products such as special event risk assessments and complex case investigations, necessitate a highly trained pool of intelligence analysts. For instance, it took over 2,000 man-hours to complete the Risk Assessment for the USA Pro Cycling Challenge; one risk assessment consumed the CIAC's resources for over a month. Requests for information processed by the CIAC since 2005 demonstrate the sharp increase in workload all the while staffing has been reduced due to declining federal grant dollars. These requests often pertain to active criminal investigations, suspicious activity reports, and special event requests.

Additionally, in 2012, the CIAC hosted or attended 189 meetings and gave 56 presentations to increase suspicious activity reporting awareness, promote opportunities for collaboration, and share information on topics that support the mission of the fusion center. The Analytical Unit (AU) engaged in 39% of the outreach meetings and presentations, the Auto Theft Intelligence Coordination Center (ATICC) in 33%, Investigative Support Unit (ISU) in 21% and the CSP Intelligence Unit (CSPIU) in 7% of the outreach.

Turnover has long been a problem for intelligence analysts in the CIAC. Enabling some level of succession with the addition of 2.0 General Professional IV lead analysts as part of this proposal will help reduce attrition and ensure quality work performance and program oversight. Concerns over the longevity of federal grant funding, lack of advancement opportunity, better benefits and higher pay have contributed to the turnover. Secure funding will go a long way toward retaining talent in the CIAC.

Time needed to train and certify intelligence analysts—up to 24 months in some cases—requires sufficient overlap of existing staff to absorb fluctuations caused by attrition. With only 4.0 state analysts currently, loss of just one analyst can be detrimental to the Center.

Ongoing commitments of personnel from partner agencies in the CIAC are tenuous and ever-changing based upon many factors, such as available funding, sequestration impacts, competing commitments, and host agency priorities. Loss of the intelligence analyst from the Colorado Department of Corrections is case in point.

Fusion centers are costly to operate given the range of required analytical tools and databases, hardware and software, printing needs, and training-related expenses. Actual expense data for calendar year 2012 was used in the calculation spreadsheet to provide an annual base operating threshold for the CIAC. See the attached FTE Calcs spreadsheet for detailed cost calculations.

As a mature fusion center, the CIAC has developed a breadth of workload and performance indicators, which are summarized in its Annual Report. With sustainable funding and more permanency in its workforce, the CIAC will work diligently to raise productivity, heighten the value proposition to its many stakeholders, improve customer satisfaction, and enhance its efficiency and effectiveness, despite uncertainty and challenges inherent in its operating environment.

- **End Notes**

ⁱ "Homeland Security Act of 2002," as amended by the "Implementing Recommendations of the 9/11 Commission Act of 2007".

ⁱⁱ National Strategy for Information Sharing, October 2007, p. A1-1.

Calculation Assumptions:

Personal Services -- Based on the Department of Personnel and Administration's August 2011 Annual Compensation Survey Report, a [POSITION] at the [BOTTOM, MIDDLE, OR TOP] of the pay range will require a monthly salary of \$#,###.

Operating Expenses -- Base operating expenses are included per FTE for \$500 per year. In addition, for regular FTE, annual telephone costs assume base charges of \$450 per year.

Standard Capital Purchases -- Each additional employee necessitates the purchase of a Personal Computer (\$900), Office Suite Software (\$330), and office furniture (\$3,473).

General Fund FTE -- New full-time General Fund positions are reflected in FY 2012-13 as 0.9166 FTE to account for the pay-date shift.

Expenditure Detail		FY 2014-15		FY 2015-16	
Personal Services:		FTE	\$	FTE	
	Monthly Salary				
General Professional IV	\$ 4,764	1.8	102,902	2.0	114,336
PERA			10,445		11,605
AED			4,116		5,031
SAED			3,859		4,859
Medicare			1,492		1,658
STD			182		202
Health-Life-Dental			8,842		8,842
Subtotal Position 1, 2.0 FTE		1.8	\$ 131,838	2.0	\$ 146,533
	Monthly Salary				
General Professional III	\$ 3,834	4.5	207,036	5.0	230,040
PERA			21,014		23,349
AED			8,281		10,122
SAED			7,764		9,777
Medicare			3,002		3,336
STD			366		407
Health-Life-Dental			22,105		22,105
Subtotal Position 2, 5.0 FTE		4.5	\$ 269,568	5.0	\$ 299,136
	Monthly Salary				
Program Assistant II	\$ 3,859	0.9	41,677	1.0	46,308
PERA			4,230		4,700
AED			1,667		2,038
SAED			1,563		1,968
Medicare			604		671
STD			74		82
Health-Life-Dental			4,421		4,421
Subtotal Position 3, 1.0 FTE		0.9	\$ 54,236	1.0	\$ 60,188
Subtotal Personal Services		7.2	\$ 455,643	8.0	\$ 505,857

Operating Expenses			
Regular FTE Operating Expenses	500	8.0	8.0
Telephone Expenses	450	8.0	8.0
PC, One-Time	1,230	8.0	
Office Furniture, One-Time	3,473	8.0	
CIAC Operating (CY12)*			188,463
Travel Expenses (CY12)			12,028
			-
			-
Subtotal Operating Expenses			\$ 200,491
TOTAL REQUEST		7.2	\$ 656,134
		8.0	\$ 706,348
	<i>General Fund:</i>		<i>\$ 656,134</i>
	<i>Cash funds:</i>		<i>706,348</i>
	<i>Reappropriated Funds:</i>		
	<i>Federal Funds:</i>		

*End Note: Please see table below for detail for operating amount

YEARLY COST BY CATEGORY - January 1, 2012 through December 31, 2012

Row Labels	Sum of AMOUNT
Building Supplies	134.40
Cellular Phone (monthly line charges/accessories, etc)	15,761.41
Computer Purchase	4,872.56
Computer Supplies	6,687.70
Contract Services	63,605.00
Copy Costs	2,823.30
Miscellaneous Costs	3,977.05
Non Capital Equipment	6,482.26
Office Supplies	14,468.18
Postage	127.48
Printing Costs	6,048.45
Registration Fees	974.00
Software (New/Upgrade)	34,912.39
Telephones (Line and long distance charges)	15,720.06
TLO Training/Conference Costs	11,869.54
Grand Total	188,463.78

Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Colorado Cyber-Crime Initiative
 Priority Number: R-4

Dept. Approval by: Jessica Y. Andrade 10/25/13 Decision Item FY 2014-15
 Date: _____ Base Reduction Item FY 2014-15
 OSPB Approval by: Greg W. Smith 10/20/15 Supplemental FY 2013-14
 Date: _____ Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
	Fund	1	2	3	4	5
		Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	39,895,854	-	42,419,360	489,074	517,091
	FTE	111.6	-	111.6	2.7	3.0
	GF	19,482,197	-	19,069,031	489,074	517,091
	CF	3,519,450	-	3,887,175	-	-
	HUTF	12,072,067	-	14,717,467	-	-
	RF	2,423,389	-	2,844,417	-	-
	FF	2,398,751	-	1,901,270	-	-
(1) Executive Director's Office	Total	11,993,091	-	12,735,075	13,263	13,263
	FTE	-	-	-	-	-
(A) Administration Health Life and Dental	GF	1,907,060	-	2,529,466	13,263	13,263
	CF	1,057,513	-	1,060,587	-	-
	HUTF	7,600,171	-	8,270,948	-	-
	RF	693,982	-	461,839	-	-
	FF	734,365	-	412,235	-	-
(1) Executive Director's Office	Total	206,287	-	233,415	287	319
	FTE	-	-	-	-	-
(A) Administration Short Term Disability	GF	41,046	-	53,399	287	319
	CF	14,855	-	20,290	-	-
	HUTF	126,451	-	144,342	-	-
	RF	9,677	-	8,181	-	-
	FF	14,258	-	7,203	-	-
(1) Executive Director's Office	Total	3,693,614	-	4,324,758	6,488	7,930
	FTE	-	-	-	-	-
(A) Administration Amortization Equalization Disbursement	GF	699,803	-	967,042	6,488	7,930
	CF	290,149	-	372,445	-	-
	HUTF	2,283,737	-	2,702,796	-	-
	RF	172,237	-	151,937	-	-
	FF	247,688	-	130,538	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
(1) Executive Director's Office	Total	3,332,226	-	4,055,569	6,083	7,660
	FTE	-	-	-	-	-
(A) Administration	GF	630,123	-	906,602	6,083	7,660
Supplemental	CF	261,669	-	350,275	-	-
Amortization	HUTF	2,061,708	-	2,533,871	-	-
Equalization	RF	155,119	-	142,441	-	-
Disbursement	FF	223,607	-	122,380	-	-
(1) Executive Director's Office	Total	-	-	6,480,128	231,061	250,021
	FTE	-	-	-	-	-
(A) Administration	GF	-	-	4,547,767	231,061	250,021
Payments to OIT (New Line)	CF	-	-	182,002	-	-
	HUTF	-	-	1,065,510	-	-
	RF	-	-	665,010	-	-
	FF	-	-	19,839	-	-
(5) Colorado Bureau of Investigation	Total	8,285,561	-	8,526,100	134,823	149,803
	FTE	103.6	-	103.6	1.8	2.0
(C) Laboratory and Investigative Services	GF	7,484,631	-	7,696,223	134,823	149,803
Personal Services	CF	168,407	-	174,719	-	-
	HUTF	-	-	-	-	-
	RF	632,523	-	655,158	-	-
	FF	-	-	-	-	-
(5) Colorado Bureau of Investigation	Total	10,571,693	-	4,220,691	33,906	24,500
	FTE	-	-	-	-	-
(C) Laboratory and Investigative Services	GF	8,719,534	-	2,368,532	33,906	24,500
Operating Expenses	CF	1,726,857	-	1,726,857	-	-
	HUTF	-	-	-	-	-
	RF	125,302	-	125,302	-	-
	FF	-	-	-	-	-
(6) Division of Homeland Security and Emergency Management	Total	1,276,465	-	1,306,707	46,210	51,345
	FTE	8.0	-	8.0	0.9	1.0
(B) Office of Prevention and Security	GF	-	-	-	46,210	51,345
Personal Services	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
	RF	588,784	-	588,784	-	-
	FF	687,681	-	717,923	-	-
(6) Division of Homeland Security and Emergency Management	Total	536,917	-	536,917	16,953	12,250
	FTE	-	-	-	-	-
(B) Office of Prevention and Security	GF	-	-	-	16,953	12,250
Operating Expenses	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
	RF	45,765	-	45,765	-	-
	FF	491,152	-	491,152	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Letternote Text Revision Required? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> If yes, describe the Letternote Text Revision:						
Cash or Federal Fund Name and COFRS Fund Number: N/A						
Reappropriated Funds Source, by Department and Line Item Name: N/A						
Approval by OIT? Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> Not Required: <input type="checkbox"/>						
Schedule 13s from Affected Departments: Governor's Office of Information Technology						
Other Information: N/A						

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Governor's Office of Information Technology

Request Title: CDPS, Colorado Cyber-Crime Initiative

Priority Number: NP - 1

Dept. Approval by: *David B. King* 11/1/2013
 Date

- Decision Item FY 2014-15
 Base Reduction Item FY 2014-15
 Supplemental FY 2013-14
 Budget Amendment FY 2014-15

OSPB Approval by: *Gregory H. King* 10/29/13
 Date

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	14,280,210	-	14,841,867	231,061	250,021
	FTE	-	-	-	1.8	2.0
	GF	701,376	-	969,544	-	-
	GFE	-	-	-	-	-
	CF	540,269	-	610,775	-	-
	RF	12,399,267	-	13,092,286	231,061	250,021
	FF	639,298	-	169,262	-	-
(1) Office of the Governor, (B) Special Purpose, Health, Life, and Dental	Total	7,787,102	-	7,831,068	8,842	8,842
	FTE	-	-	-	-	-
	GF	417,135	-	567,149	-	-
	GFE	-	-	-	-	-
	CF	312,056	-	342,757	-	-
	RF	6,666,891	-	6,828,696	8,842	8,842
	FF	391,020	-	92,466	-	-
(1) Office of the Governor, (B) Special Purpose, Short term Disability	Total	144,968	-	163,231	280	305
	FTE	-	-	-	-	-
	GF	7,694	-	11,068	-	-
	GFE	-	-	-	-	-
	CF	6,121	-	7,376	-	-
	RF	124,496	-	142,673	280	305
	FF	6,657	-	2,114	-	-
(1) Office of the Governor, (B) Special Purpose, S.B. 04-257 Amortization Equalization Disbursement	Total	2,771,161	-	2,979,029	6,330	7,568
	FTE	-	-	-	-	-
	GF	145,583	-	201,975	-	-
	GFE	-	-	-	-	-
	CF	116,720	-	134,525	-	-
	RF	2,381,875	-	2,603,983	6,330	7,568
	FF	126,983	-	38,546	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
(1) Office of the Governor, (B) Special Purpose, S.B. 06-235 Supplemental Amortization Equalization Disbursement	Total	2,501,279	-	2,501,279	5,934	7,310
	FTE	-	-	-	-	-
	GF	130,964	-	130,964	-	-
	GFE	-	-	-	-	-
	CF	105,372	-	105,372	-	-
	RF	2,150,305	-	2,150,305	5,934	7,310
	FF	114,638	-	114,638	-	-
(5) Office of Information Technology, (A)Management and Administration of OIT, Office of Information Security Program	Total	1,075,700	-	1,075,700	209,675	225,996
	FTE	-	-	-	1.8	2.0
	GF	-	-	-	-	-
	GFE	-	-	-	-	-
	CF	-	-	-	-	-
	RF	1,075,700	-	1,075,700	209,675	225,996
	FF	-	-	-	-	-
Letternote Text Revision Required? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> If yes, describe the Letternote Text Revision: Cash or Federal Fund Name and COFRS Fund Number: COFRS Fund 613 Reappropriated Funds Source, by Department and Line Item Name: User Charges Approval by OIT? Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/> Not Required: <input type="checkbox"/> Schedule 13s from Affected Departments: Department of Public Safety Other Information:						



COLORADO

Department of Public Safety

Priority: R-4
Colorado Cyber Crime Initiative
FY 2014-15 Change Request

Cost and FTE

- The Department requests \$489,074 General Fund and 2.7 FTE for FY 2014-15, and \$517,091 General Fund and 3.0 FTE for FY 2015-16 to create a Cyber Crime Task Force with the Governor's Office of Information Technology (OIT). In addition, OIT requests a corresponding 1.8 FTE and \$231,061 Reappropriated Funds for FY 2014-15, and 2.0 FTE and \$250,021 Reappropriated Funds for FY 2015-16 and beyond.

Link to Operations

- The Cyber Crime Task Force is a new initiative headed by the Department of Public Safety (DPS) and OIT to create an enforcement mechanism against cybercrime on a statewide level. The Task Force builds on OIT's "Secure Colorado" campaign, which addressed structural security concerns, by adding an offensive, law enforcement component to cybercrime attacks.

Problem or Opportunity

- Cybercrime has grown more sophisticated, targeting personally identifiable information (PII), such as social security numbers, and other sensitive information. For example, cyber criminals stole 3.8 million records with pieces of PIIs from South Carolina's Department of Revenue in 2012. Utah experienced a similar theft.
- Colorado has little offensive capacity to counter the nearly 600,000 cyber attacks occurring daily.

Consequences of Problem

- Cybercrime investigation and prosecution facilitate better security through more effective identification of the cyber threats—who the threat is, the information they are seeking to obtain, and how they attack. Without an investigative piece to Colorado's cybercrime and security policy, Colorado remains purely defensive with regards to cyber attacks and systems remain vulnerable.

Proposed Solution

- The Cyber Crime Task Force will increase the cyber resiliency of state and local governments through intelligence and information sharing, enhanced cyber security training, and timely investigation and prosecution of offenders. The Task Force will involve the Division of Homeland Security and Emergency Management (DHSEM), the Colorado Bureau of Investigation (CBI), and OIT.
- Part of this proposal requires a statutory change to provide the CBI with original jurisdiction to investigate and prosecute cybercrime.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-4
Request Detail: Colorado Cyber Crime Initiative

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
Colorado Cyber Crime Initiative	\$489,074	\$489,074

Problem or Opportunity:

Colorado is vulnerable to cyber threats despite improving network security and enhancing end-user training as part of the Governor’s Office of Information Technology’s (OIT) “Secure Colorado” initiative, which was introduced and funded during the last legislative session. The central problem lies in the fact that the Department of Public Safety (DPS) and OIT have limited offensive capabilities to confront the evolving threat of cyber attacks. Specifically, OIT is limited in its capacity to monitor and defend networks and identify and thwart cyber actors because of sole reliance on network tools such as firewalls, malware detection, and anti-virus software. The Colorado Division of Homeland Security & Emergency Management (DHSEM) has limited capacity to receive, analyze, and disseminate meaningful intelligence that can be shared internally and externally due to the level of training and specialization needed to become a cyber-security analyst. Lastly, the Colorado Bureau of Investigation (CBI) does not have sufficient criminal investigative resources to devote to cyber-security due to the level of specialization and training needed to gain proficiency. In short, information security within state networks and systems revolves almost entirely upon protective network tools and post-incident response and mitigation measures and attempts at rapid restoration of networks to minimize downtime. Consequently, there is no accountability for malicious cyber actors because the State does not yet have an offensive piece to its cyber crime and security strategy that includes attribution, investigation and prosecution of offenders. Cyber crime is a serious offense affecting all levels of government, and it is important that Colorado take an aggressive stance on the issue that is balanced and proportionate to the threat itself with an aim toward prevention.

Recent Case Studies

In 2012, the South Carolina Department of Revenue experienced a prolonged cyber-intrusion that led to the theft of 3.8 million records containing personally identifiable information (PII) such as social security numbers, dates-of-birth, and other identifying information. The compromise occurred after several South Carolina Department of Revenue staff received and opened a targeted phishing email that contained an embedded link. At least one Department of Revenue user clicked on the embedded link, unwittingly executed malware, and was compromised. The malware stole the username and password of at least one of these staff members, and the attacker then used the information to remotely access the Department’s internal network. The attacker then identified, compressed, and removed unencrypted database files containing the PII. Further investigation revealed that 700,000 businesses also had sensitive data compromised, which included over 387,000 credit card accounts.

South Carolina was not alone. A similar breach affected the State of Utah, where 10 percent of state residents' social security numbers were compromised. In Utah, the state's Medicaid management system was being updated and was inadvertently placed outside of the state's protective firewalls. In addition, the administrative interface to the server housing the system still had the vendor default username and password configured. The default administrative username and password for this type of server is commonly known and was used by attackers to access the system and steal the unencrypted data contained within. These are just two examples of the cyber vulnerability of many state IT systems.

According to Rapid7¹, an information security firm specializing in cybercrime statistics and data breaches, over 268 breach incidents occurred in local, federal and state government agencies between January 2009 and May 2012. These breaches resulted in disclosure of over 94 million records containing PII to non-authorized sources. Data suggests that these incidents are rising exponentially each year. Rapid7 presented data which shows that between 2010 and 2012 the government sector experienced a 540 percent increase in the number of breaches, highlighting the malicious intent and persistence of State adversaries.

Local, state and federal government agencies struggle today to keep systems and networks secure, while also working towards creating better safeguards for proprietary information within data warehouses. However, when systems are compromised, the effects can have lasting consequences, not only for government agencies but for citizens as well. What happened in South Carolina and Utah was not without precedent. To prevent attacks similar to those made against South Carolina and Utah, Colorado requires a task force to enhance information security. Intergovernmental collaboration will provide a coordinated response to cybercrime and cyber security threats built on a foundation utilizing expertise and capabilities of existing state agencies coupled with external partners in the public and private-sector. Complex threats like cybercrime demand an in-depth security strategy that is both offensive and defensive. It is the combination of investigation and prosecution (offense) and a cyber-security infrastructure (defense) that will deter future cyber-attacks.

Origins of the Cyber Crime and Security Threats

Today's cybercrime actors go beyond politically motivated hacktivists (hacker activists) who commit various nuisance acts like defacement of government websites, spam or phishing campaigns, and denial-of-service attacks. The list of threatening agents now includes nation-states hunting for nation-level proprietary information and trade secrets for economic advantage; transnational criminal organizations seeking financial gain through exploitation of personally identifying information like social security and bank account numbers; and a range of 'others' who are loosely organized but are intent on penetrating the state's systems and networks for nefarious purposes. Until an investigation is made following a cyber-attack, which takes forensic capabilities and subpoena powers, a state cannot know for sure the identity of attackers, let alone pursue criminal charges and/or prosecution. The process of investigation and criminal attribution can take weeks, or months in some cases.

The "Secure Colorado" Initiative

The State of Colorado has been proactive in addressing concerns and trends identified by organizations, such as Rapid7, by improving cyber security through the launch of OIT's "Secure Colorado" initiative in 2012. However, the state still remains vulnerable, largely due to the fact that the 2012 initiative focused mainly on system hardening—an array of system tools and software designed to make state networks more resilient, along with end-user training. The program did not address gaps in offensive capabilities, nor were any FTE appropriated. In short, "Secure Colorado" has afforded the State a good foundation moving

¹ <http://www.rapid7.com/docs/data-breach-report.pdf>

forward due to the reliance on anti-virus software, malicious malware removal tools, installation of enhanced network monitoring software, strengthening of firewalls, and delivery of cyber-awareness training to thousands of state employees, all of which have proven instrumental to this initiative. However, the “Secure Colorado” initiative did not include a component that would help identify and prosecute repeat cyber-offenders. In addition, the initiative does not allow for individuals to seek restitution for damages caused to systems or networks due to malicious activity.

“Secure Colorado” was built upon the premise of a defensive, in-depth security strategy whereby controls were built into each layer of the State’s technology platform. The “Secure Colorado” initiative also instituted clear and concise policies and procedures which enhanced the overall strategy. In addition to the policies and procedures, the initiative provided end-user cyber awareness training. It made the state’s networks and systems more impervious to cyber intrusions and instituted training methodologies to assist in helping the workforce identify threats. However, the ingenuity and persistence of sophisticated cyber actors coupled with the high rate of attempted cyber intrusions means that Colorado’s systems are becoming more vulnerable. Cyber security system enhancement is pivotal in securing the state’s systems and networks. However, it is not the only needed solution for the state’s information security portfolio.

Avoiding Data Breaches

Under the worst case scenario, a significant data breach of personally identifiable information from state data warehouses, there would be little recourse for citizens whose identifying information has been compromised. Because OIT is not a law enforcement entity, the office is only able to mitigate attacks and work on rapid restoration of the affected network or system following an attack, attackers cannot be pursued. This inherent limitation guarantees that state networks and systems will continue to come under daily attack. Thus, it becomes increasingly likely that Colorado could experience a significant data breach with each passing day. And should a breach on the order of magnitude of Utah or South Carolina occur, it is vital that the state have the capacity to go on the offensive and bring cyber-attackers to justice through attribution, investigation and prosecution of offenders. For the state’s cyber-security program to be successful, a task force concept is urgently needed, comprised of highly trained personnel from a variety of disciplines and jurisdictions, include local, state and federal government partners. Cyber security is a highly technical discipline. The sophistication, persistence, and ingenuity of cyber threat actors present a formidable challenge to cyber-security professionals, analysts and investigators alike. Many states find themselves ill-equipped to ward off the cyber-security threat, including Colorado. The escalating threat demands collaborative, groundbreaking approaches such as the Colorado Cyber Crime Task Force.

Proposed Solution:

To achieve an ideal cyber security strategy for Colorado, the Department is partnering with OIT, specifically the Chief Information Security Officer, as well as other local, state and federal partners such as Department of Military and Veterans Affairs (DMVA), the Federal Bureau of Investigation (FBI), and Denver City and County, to name a few, will form the Colorado Cyber Crime Task Force. To staff and operate the Colorado Cyber Crime Task Force, the Department requests \$489,074 General Fund and 4.7 FTE in FY 2014-15, and \$517,091 General Fund in FY 2015-16 and beyond. OIT requests a corresponding reappropriation of \$231,061 Reappropriated Funds and 1.8 FTE in FY 2014-15, and \$250,021 and 2.0 FTE in FY2015-16. The Colorado Cyber Crime Task Force will be responsible for analyzing and sharing cyber-security attack data, investigating cybercrime, and supporting the prosecution of cyber criminals. The Cyber Crime Task Force’s strategic aim is to:

- Increase the cyber security resiliency of state and local governments and Colorado's private sector through intelligence and information sharing; enhanced cyber security training; and the investigation and prosecution of cyber criminals.

If this proposal is not funded, Colorado will remain vulnerable to data breaches and other malicious activity and will continue to react defensively, providing repeat offenders ample opportunity to cripple or siphon information from state networks and systems. The task force model provides the resources necessary for investigating complex crimes, and the Department has successful experience in facilitating these types of multi-disciplinary partnerships. In summary, the more complex the threat, the more diversified the solution must be.

Anticipated Outcomes:

The relationship between intelligence, law enforcement and information security is vital to combating cyber-attacks due to the increasing sophistication, frequency, and loss potential associated with cyber-attacks. The flow of information for the proposed task force would be carried out in the following manner:

Intelligence analysts will use the knowledge, skills and ability to take raw threat information and produce actionable intelligence using a variety of analytical methods. CBI investigators, in turn, will then have the ability to use the intelligence analysts' information to build criminal cases that lead to favorable prosecution, and are especially adept at uncovering criminal conspiracies. Prosecution will make it possible to recover restitution from offenders who compromise state systems and networks through malicious activity. And prosecution will enable the State cyber security teams to more accurately identify the threats to and vulnerabilities of systems, providing a strategic and holistic approach to cyber security.

Many of the targeted workload indicators and strategic outcomes will be driven by the Cyber Crime Task Force, but several priority areas can readily be identified given the nature of this threat:

- | | |
|--|---|
| • Protect against data breaches/compromise | • Reduce volume of cyber attacks |
| • Reduce network security incidents | • Enhance number of cyber-criminal investigations |
| • Produce intelligence work products | • Restitution recovered following prosecution |
| • Conduct intelligence briefings/presentations | • Number of felony arrests |
| • Expand the audience for intel products | • Number of prosecution referrals |
| • Minimize network downtime / disruptions | • Number of successful prosecutions |
| • Successful attribution of offenders | • Number of investigative assists to other local and state agencies |
| • Number of cyber-training provided | • Time to produce criminal filings |
| • Number of cyber intrusions detected / deterred | • Percentage of state systems continually assessed for risk and compliance. |

Cybercrime is a crime, with little to no investigation and prosecution of offenders being undertaken due to the lack of devoted resources. Consequently, OIT's principal aim following a destructive cyber-attack is restoration of systems, not attribution of offenders. The intelligence and investigations functions are vital moving forward to enhance the resiliency of state systems and networks and provide some level of recourse following an attack.

The task force approach outlined in this proposal will help close existing gaps in Colorado's cyber security defenses, and more importantly, build capacity to take the state's existing cyber initiatives to the next level. The strength of this proposal lies in the cross-disciplinary approach to a pressing threat, leveraging the strengths and capabilities of each of these host agencies, and other partners, while directing them toward a common aim. All of these factors will result in an enhanced, more comprehensive information security approach that meets the unique needs of Colorado. In combination with local, state, federal and private-sector partners, Colorado would have the recourses necessary to effectively detect and deter those who target state networks and systems.

Assumptions and Calculations:

Funding for the Task Force includes personal services and operating expenses for 2.0 Criminal II Investigators for the Colorado Bureau of Investigation (CBI), 1.0 Cyber-Security Intelligence Analyst (GPIII) for Division of Homeland Security and Emergency Management (DHSEM), and 2.0 Information Technology Threat & Vulnerability Analysts for OIT. With investigations taking months, if not years, to develop in some cases, this proposal captures the minimum number of FTE needed to launch and sustain this multi-disciplinary task force. Because the contours of cyber security are vague and fluctuating, a team approach is needed to stay ahead of the evolving cyber threats. The integration of five cyber security and crime professionals will be achieved through co-locating the personnel into the Colorado Information Analysis Center (CIAC) within DPS.

With nearly 600,000 malicious attacks being reported a day by OIT, the Task Force will need to prioritize resources to optimize service delivery and ensure an appropriate offensive and defensive posture. By focusing on those threats deemed most consequential to Colorado, such as data breaches, the Task Force will help ensure a high margin of security, analysis and information sharing, and criminal sanctions for malicious cyber actors who compromise State systems and networks. What follows are key roles and responsibilities for each of the requested FTE (See attached FTE Calculations spreadsheet).

Criminal II Investigators, CBI

Criminal investigators will be assigned to CBI conduct skilled criminal investigations using a range of investigative techniques. In cooperation with OIT, investigators will seek attribution of offenders and prepare cases for prosecution. The highly specialized nature of cyber security will demand that these criminal investigators undergo extensive certification and training. And, because the threat is always evolving, training and certification will be ongoing in order to ensure that investigators have the technical knowledge, skills and ability to fully understand the threat environment to tailor their investigations accordingly. After training and certification, the investigators will have a similar background as FBI Special Agents assigned to the Cyber-Security Squad within local FBI Field Offices.

Investigation complexity, level of specialization required, and case duration are the principal factors behind the request for 2.0 FTE. Cyber security cases are often measured in months and years, as opposed to days and weeks. Criminal investigators are also the gateway to the criminal justice system, working in concert with local prosecutors and the State Attorney General's Office to successfully prosecute cyber-actors who compromise the state's systems and networks. The two Criminal Investigator II positions will require a monthly salary of \$5,593 each, in addition to associated operating expenses. First year annual salary calculations are assumed at 11 months, due to the General Fund pay date shift.

Cyber-Security Intelligence Analyst, DHSEM

The CIAC is the intelligence arm of the Department of Public Safety and operates in an all-hazard environment that includes natural, technological, and people-caused threats, such as cyber threats. The analyst will be responsible for collection, analysis, and dissemination of cyber-security threat information

to task force members and other trusted partners in the public and private sectors. The analyst will also conduct threat briefings both at the classified and unclassified level and be responsible for compiling and analyzing threat information provided by OIT. In short, the analyst will be responsible for translating the highly technical details of cyber-security tactics, techniques and protocols (TTP) into actionable intelligence. The analyst will also assemble profiles on cyber threat actors and compile arrest statistics and data to form accurate assessments on the cyber threat landscape in Colorado. The sophistication and evolving nature of the threat will require specialized intelligence training. The number of raw data sources, ongoing information requirements for the Cyber Security Task Force, and ongoing reporting requirements demand at least 1.0 FTE be added to the CIAC.

A specially-trained, cyber-security intelligence analyst within DHSEM would also serve as the bridge between investigators and the two IT Certified Information Systems Security Professionals (CISSP) professionals, particularly in having the ability to access classified data. The process of intelligence analysis involves taking disparate data from a multitude of sources, and through training, experience, and application of various analytical techniques, analysts draw meaningful inferences and correlations. The results of intelligence gathering results in actionable information for policy makers, cyber-security professionals, legislators, law enforcement personnel, prosecutors and judges, and especially, task force members. The variety of background necessary for this position requires a General Professional III at \$3,834 per month, in addition to associated operating expenses. First year annual salary calculations are assumed at 11 months, due to General Fund pay date shift.

Information Technology Threat & Vulnerability Analysts, OIT

To properly comprehend the technical side of the threats certified IT Threat & Vulnerability Analysts are needed, who will operate a range of network surveillance tools to quickly identify threats and adopt measures to mitigate and defend against the myriad avenues of attack employed by malicious actors. Early detection combined with quick intervention will help ensure the continuity of state systems and networks. If a network or system is compromised, every effort will be taken to achieve rapid restoration and minimize data loss. Ultimately, cyber-attack vectors and vulnerabilities will be communicated to the intelligence analyst and investigators, among others, to form the basis for further state action. For OIT staff, the number and type of requested FTE are based on the current yearly volume of attacks; average number of vulnerabilities identified each month requiring active mitigation; sophistication of attackers; and the average number of security incidents occurring. 2.0 Intel Analysts are necessary to perform these duties. The Intel Lead position will require a monthly salary of \$8,083, in addition to associated operating expenses. The Intel Analyst position will require a monthly salary of \$6,250, in addition to associated operating expenses. Both positions will be employed by OIT.

The 5.0 FTE proposed present an innovative and groundbreaking approach to the persistent cyber-security problem, leveraging the technical expertise of three state agencies (OIT, DHSEM and CBI) in a combined effort to address highly sophisticated and persistent threats.

The known complexity and duration of cyber-security investigations, from the point of attribution to resolution in a court of law, can take months or years in some cases, requiring extensive forensic work and intel analysis using a team approach. OIT has reported approximately 600,000 malicious cyber-attacks daily against State networks and systems. The sheer volume of attacks, some with the potential to cause grave harm, demand specialized resources. This is not an ancillary duty that can be assigned to existing staff. Working in tandem across three State agencies, the 5.0 FTE are the minimum necessary to assume an offensive security posture geared toward prevention, protection and mitigation.

Calculation Assumptions:

Personal Services -- Based on the Department of Personnel and Administration's August 2011 Annual Compensation Survey Report, a [POSITION] at the BOTTOM of the pay range will require a monthly salary of \$#,###.

Operating Expenses -- Base operating expenses are included per FTE for \$500 per year. In addition, for regular FTE, annual telephone costs assume base charges of \$450 per year.

Standard Capital Purchases -- Each additional employee necessitates the purchase of a Personal Computer (\$900), Office Suite Software (\$330), and office furniture (\$3,473).

General Fund FTE -- New full-time General Fund positions are reflected in FY 2012-13 as 0.9166 FTE to account for the pay-date shift.

Expenditure Detail		FY 2014-15		FY 2015-16	
<i>Personal Services:</i>		FTE	\$	FTE	
	Monthly Salary				
Criminal Investigator II	\$ 5,593	1.8	120,809	2.0	134,232
PERA			12,262		13,625
AED			4,832		5,906
SAED			4,530		5,705
Medicare			1,752		1,946
STD			214		238
Health-Life-Dental			8,842		8,842
Subtotal Position 1, 1.0 FTE		1.8	\$ 153,241	2.0	\$ 170,494
	Monthly Salary				
General Professional III	\$ 3,834	0.9	41,407	1.0	46,008
PERA			4,203		4,670
AED			1,656		2,024
SAED			1,553		1,955
Medicare			600		667
STD			73		81
Health-Life-Dental			4,421		4,421
Subtotal Position 2, 1.0 FTE		0.9	\$ 53,913	1.0	\$ 59,826
Subtotal Personal Services		2.7	\$ 207,154	3.0	\$ 230,320

<i>Operating Expenses</i>					
Regular FTE Operating	500	3.0	1,500	3.0	1,500
Telephone Expenses	450	3.0	1,350	3.0	1,350
PC, One-Time	1,230	3.0	3,690		
Office Furniture, One-Time	3,473	3.0	10,419		
Agent Training & Supplies			20,000		20,000
In-State / Out-of-State Travel			7,500		7,500
Intel Software / Licenses			6,400		6,400
<i>Subtotal Operating Expenses</i>			\$ 50,859		\$ 36,750
<i>OIT Personal Services and Operating Expenses</i>					
Information Technology and Security			231,061		250,021
<i>Subtotal Operating Expenses</i>			\$ 231,061		\$ 250,021
<u>TOTAL REQUEST</u>		2.7	<u>\$ 489,074</u>	3.0	<u>\$ 517,091</u>
	<i>General Fund:</i>		<i>\$ 489,074</i>		<i>517,091</i>
	<i>Cash funds:</i>				
	<i>Reappropriated Funds:</i>				
	<i>Federal Funds:</i>				

Calculation Assumptions:

Personal Services -- Based on the Department of Personnel and Administration's August 2011 Annual Compensation Survey Report, a [POSITION] at the [BOTTOM, MIDDLE, OR TOP] of the pay range will require a monthly salary of \$#,###.

Operating Expenses -- Base operating expenses are included per FTE for \$500 per year. In addition, for regular FTE, annual telephone costs assume base charges of \$450 per year.

Standard Capital Purchases -- Each additional employee necessitates the purchase of a Personal Computer (\$900), Office Suite Software (\$330), and office furniture (\$3,473).

General Fund FTE -- New full-time General Fund positions are reflected in FY 2012-13 as 0.9166 FTE to account for the pay-date shift.

Expenditure Detail		FY 2014-15		FY 2015-16	
<i>Personal Services:</i>		FTE	\$	FTE	
	Monthly Salary				
Cyber Threat Intel Lead	\$ 8,083	0.9	89,240	1.0	97,000
PERA			11,467		12,464
AED			3,570		4,268
SAED			3,346		4,122
Medicare			1,294		1,406
STD			158		172
Health-Life-Dental			4,421		4,421
Subtotal Position 1, 1.0 FTE		0.9	\$ 113,496	1.0	\$ 123,853
	Monthly Salary				
Cyber Threat Intel Analyst	\$ 6,250	0.9	69,000	1.0	75,000
PERA			8,867		9,638
AED			2,760		3,300
SAED			2,588		3,188
Medicare			1,001		1,088
STD			122		133
Health-Life-Dental			4,421		4,421
Subtotal Position 2, 1.0 FTE		0.9	\$ 88,759	1.0	\$ 96,768
Subtotal Personal Services		1.8	\$ 202,255	2.0	\$ 220,621

<i>Operating Expenses</i>					
Regular FTE Operating	500	2.0	1,000	2.0	1,000
Telephone Expenses	450	2.0	900	2.0	900
PC, One-Time	1,230	2.0	2,460	2.0	
Office Furniture, One-Time	3,473	2.0	6,946	2.0	
Analyst Training			15,000		20,000
In-State / Out-of-State Travel			2,500		7,500
<i>Subtotal Operating Expenses</i>			\$ 28,806		\$ 29,400
<u>TOTAL REQUEST</u>		1.8	<u>\$ 231,061</u>	2.0	<u>\$ 250,021</u>
<i>General Fund:</i>					
<i>Cash funds:</i>					
<i>Reappropriated Funds:</i>			\$ 231,061		250,021
<i>Federal Funds:</i>					

Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety

Request Title: DFPC Budget and Policy Analyst

Priority Number: R-5

Dept. Approval by:

James V. Andrade 10/29/13
Date

- Decision Item FY 2014-15
 Base Reduction Item FY 2014-15
 Supplemental FY 2013-14
 Budget Amendment FY 2014-15

OSPB Approval by:

Erin M. Hall 10/29/13
Date

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
Fund		Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	23,310,367		25,471,886	95,095	98,827
	FTE	45.0		45.0	0.9	1.0
	GF	3,468,834		4,664,408	95,095	98,827
	CF	4,729,315		4,920,242		
	HUTF	12,072,067		13,651,957		
	RF	1,745,136		1,487,826		
FF	1,295,015		747,453			
(1) Executive Director's Office	Total	11,993,091	-	12,735,075	4,421	4,421
	FTE	-	-	-	-	-
	(A) Administration	1,907,060	-	2,529,466	4,421	4,421
	Health Life and Dental	1,057,513	-	1,060,587	-	-
	HUTF	7,600,171	-	8,270,948	-	-
	RF	693,982	-	461,839	-	-
FF	734,365	-	412,235	-	-	
(1) Executive Director's Office	Total	206,287	-	233,415	126	137
	FTE	-	-	-	-	-
	(A) Administration	41,046	-	53,399	126	137
	Short Term Disability	14,855	-	20,290	-	-
	HUTF	126,451	-	144,342	-	-
	RF	9,677	-	8,181	-	-
FF	14,258	-	7,203	-	-	

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
		Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
	Fund					
(1) Executive Director's Office	Total	3,693,614	-	4,324,758	2,845	3,415
	FTE	-	-	-	-	-
(A) Administration	GF	699,803	-	967,042	2,845	3,415
Amortization	CF	290,149	-	372,445	-	-
Equalization	HUTF	2,283,737	-	2,702,796	-	-
Disbursement	RF	172,237	-	151,937	-	-
	FF	247,688	-	130,538	-	-
(1) Executive Director's Office	Total	3,332,226	-	4,055,569	2,667	3,298
	FTE	-	-	-	-	-
(A) Administration	GF	630,123	-	906,602	2,667	3,298
Supplemental	CF	261,669	-	350,275	-	-
Amortization	HUTF	2,061,708	-	2,533,871	-	-
Equalization	RF	155,119	-	142,441	-	-
Disbursement	FF	223,607	-	122,380	-	-
(3) Division of Fire Prevention and Control	Total	3,200,379	-	3,238,299	79,383	86,606
Personal Services	FTE	45.0	-	45.0	0.9	1.0
	GF	174,472	-	191,569	79,383	86,606
	CF	2,400,464	-	2,411,980	-	-
	HUTF	-	-	-	-	-
	RF	625,443	-	634,750	-	-
	FF	-	-	-	-	-
(3) Division of Fire Prevention and Control	Total	884,770	-	884,770	5,653	950
Operating Expenses	FTE	-	-	-	-	-
	GF	16,330	-	16,330	5,653	950
	CF	704,665	-	704,665	-	-
	HUTF	-	-	-	-	-
	RF	88,678	-	88,678	-	-
	FF	75,097	-	75,097	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: N/A

Reappropriated Funds Source, by Department and Line Item Name: N/A

Approval by OIT? Yes: No: Not Required:

Schedule 13s from Affected Departments: N/A

Other Information: N/A



Cost and FTE

- The Department requests \$95,095 General Fund and 0.9 FTE for FY 2014-15 and \$98,827 General Fund and 1.0 for FY 2015-16 and beyond for a Division of Fire Prevention and Control (DFPC) Budget Analyst. This is a 2 percent increase to the current personal services and operating budget.

Current Program

- The Division of Fire Prevention and Control (DFPC) has multiple programmatic responsibilities, including firework regulation, wildfire suppression, and school and hospital safety inspections. The position requested would manage and administer budget issues for the DFPC to benefit customers such as financial staff in the Department, and indirectly, stakeholders who interface with various programs.

Problem or Opportunity

- In the past six years, three significant state programs (and 66.0 FTE) have statutorily transferred to the Division of Fire Prevention and Control (DFPC): Oversight of School Building Inspections (H.B. 09-1151), Wildland Fire Mitigation and Management (H.B. 12-1283), and, effective July 1, 2013, Life Safety Inspection Responsibilities (H.B. 12-1268 and H.B. 13-1155).
- Although legislation transferred a number of programs to DFPC, the staff that supported the budget, financial, and policy components of the programs were not included in the transfer as they continued to support other programs at their respective departments.

Consequences of Problem

- Staff unfamiliar with the budget process may miss budget deadlines, incorrectly estimate fiscal impacts on proposed legislation, not review program budgets versus spending on a monthly basis, among other important budget and policy related tasks. The Division missed 83 percent of total external and internal deadlines as a result of not having the necessary staff. Without the addition of the requested position, DFPC will continue to struggle with timely and efficient responses to budget requests, fiscal notes and legislative requests.

Proposed Solution

- A Budget Analyst IV will collect and analyze Division data to determine budget requirements and develop justification for requested funding levels. Having a dedicated budget analyst in the Division will provide the support and expertise to the Division's programs necessary to efficiently manage programs within DFPC.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-5
Request Detail: DFPC, Budget and Policy Analyst Request

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
DFPC, Budget and Policy Analyst Request	\$95,095	\$95,095

Problem or Opportunity:

As a relatively new division, the Division of Fire Prevention and Control (DFPC) faces extensive and complicated budgeting challenges. Within its administrative ranks, it lacks a budget analyst to address and mitigate growing budgetary difficulties. Without an individual specifically dedicated to budget analysis, the Division's budget-related organization and management remains encumbered with inefficiencies that may have negative consequences for the important services and operations within the Division.

In the past six years, three significant state programs have statutorily transferred to the Division of Fire Prevention and Control (DFPC) adding 66.0 FTE. In January 2010 the oversight of Fire Code Enforcement and Certification of Fire Inspectors for Public Schools, Charter Schools and Junior Colleges were transferred to DFPC with the passage of H.B. 09-1151. In July 2012, H.B. 12-1283 transferred fire prevention and suppression functions from the Colorado State Forest Service to the DFPC, where the Wildland Fire Management Sections was created. Effective July 1, 2013, pursuant to H.B. 12-1268 and H.B. 13-1155, the Building, Fire, and Life Safety Code Enforcement and Certification of Inspectors of Health Facilities Licensed by the State of Colorado transferred to DFPC. With the transfer of these statutory programs came a complicated and intricate budgeting and financial processes. Additionally, DFPC is the only Division within the Department that does not have a staff member dedicated to budget, policy, and financial support.

In the past, DFPC has relied on the Executive Director's Office (EDO) to provide budget/financial support due to a lack of administrative resources in the Division. Although legislation transferred a number of programs to DFPC, the staff that supported the budget, financial, and policy components of the programs were not included in the transfer as they continued to support other programs at their respective departments. DFPC's finance/budgeting and policy needs have exponentially increased and the EDO is no longer able to effectively and efficiently provide the necessary support that the Division needs. With the additional program transfers, it quickly became evident that the Division's budget/policy requirements are beyond the capabilities of the support provided by the EDO financial staff. Historically, the assistance the Division has received from EDO financial staff has primarily been financial support. With the transfer of the recent programs, the budgetary needs for the Division have increased and the work is currently covered by DFPC staff members that have existing duties and alternative expertise.

Currently, requests for budget related items are handled by staff whose primary responsibilities do not include budgeting. Staff unfamiliar with the budget process may miss budget deadlines, incorrectly estimate fiscal impacts on proposed legislation, not review program budgets versus spending on a monthly basis, among other important budget and policy related tasks. In previous years, the Division has made every attempt to meet required internal and external deadlines, but recently has missed them 83% of the time as a result of not having the necessary budget staff. Without the addition of the requested position, and facing new responsibilities from the enactment of H.B. 12-1283 and H.B. 12-1268, DFPC will continue to struggle with timely and efficient responses to budget requests, fiscal notes and legislative requests for information. Ultimately, this could hamper the Division from receiving resources it desperately needs.

Proposed Solution:

The Department of Public Safety (DPS) requests an increase of \$95,095 General Fund and 0.9 FTE for FY 2014-15 and \$98,827 General Fund and 1.0 FTE in FY 2015-16 and beyond to provide funding for a Budget and Policy Analyst IV in the Division of Fire Prevention and Control (DFPC). In the past few years, DFPC has grown exponentially and the need for financial support at the division level is necessary to manage the needs of the Division. Approval of this request will provide funding for both personal services and operating expenses for a new Budget and Policy Analyst IV at a monthly salary of \$6,467/month.

In order to address the inefficiencies with the budgeting/financial management responsibilities within the DFPC, 1.0 FTE is needed to manage and administer budget related issues for the Division of Fire Prevention and Control. The Department requests the necessary ongoing funding for a Budget Analyst IV to collect and analyze data, identify policy issues for the Division and recommend programmatic changes to resolve issues in conformance with the Division's goals and objectives. Approval of this request will benefit the programs within DFPC, as well as the EDO financial services staff (i.e. Controller, Department Budget Director and financial staff support) by providing the expertise necessary to make budgetary and policy decisions for DFPC.

Anticipated Outcomes:

Approval of this request will provide a central point of accountability for the DFPC budget/financial management responsibilities that is able to concentrate solely on DFPC needs. It will ensure timely, efficient and accurate responses for information to budget requests, fiscal notes and legislative requests. The Division will have the resources to adequately set fees, budget related policies and recommend programmatic changes to resolve issues in conformance with both the Division's and the Department's goals and objectives. Approval of this request will also improve information sharing within the Division, as well as develop partnerships within the Department with other budget/financial staff.

Assumptions and Calculations:

The oversight and administrative support for DFPC, including the Division Director's salary, are funded with General Fund. Assumptions and calculations are based on funding for both personal services and operating expenses for a Budget Analyst IV, at the bottom of the salary range (\$6,467/month). This classification was chosen based on the staffing of the other Divisions within the Department. The bottom Please refer to attachment for assumptions and calculations.

Calculation Assumptions:

Personal Services -- Based on the Department of Personnel and Administration's August 2013 Annual Compensation Survey Report, a Budget Analyst at the bottom of the pay range will require a monthly salary of \$6,467.

Operating Expenses -- Base operating expenses are included per FTE for \$500 per year. In addition, for regular FTE, annual telephone costs assume base charges of \$450 per year.

Standard Capital Purchases -- Each additional employee necessitates the purchase of a Personal Computer (\$900), Office Suite Software (\$330), and office furniture (\$3,473).

General Fund FTE -- New full-time General Fund positions are reflected in FY 2012-13 as 0.9166 FTE to account for the pay-date shift.

Expenditure Detail		FY 2014-15		FY 2015-16	
Personal Services:		FTE	\$	FTE	
	Monthly Salary				
Budget Analyst IV	\$ 6,467	0.9	71,132	1.0	77,604
PERA			7,220		7,877
AED			2,845		3,415
SAED			2,667		3,298
Medicare			1,031		1,125
STD			126		137
Health-Life-Dental			4,421		4,421
Subtotal Position 1, 1.0 FTE		0.9	\$ 89,442	1.0	\$ 97,877
Subtotal Personal Services		0.9	\$ 89,442	1.0	\$ 97,877
Operating Expenses					
Regular FTE Operating	500	1.0	500	1.0	500
Telephone Expenses	450	1.0	450	1.0	450
PC, One-Time	1,230	1.0	1,230		
Office Furniture, One-Time	3,473	1.0	3,473		
Subtotal Operating Expenses			\$ 5,653		\$ 950
TOTAL REQUEST		0.9	\$ 95,095	1.0	\$ 98,827
<i>General Fund:</i>			<i>\$ 95,095</i>		<i>98,827</i>
<i>Cash funds:</i>					
<i>Reappropriated Funds:</i>					
<i>Federal Funds:</i>					

Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Community Corrections FTE Support Request
 Priority Number: R-6

Dept. Approval by: *Terese Y. Andele* 10/29/13
 Date
 OSPB Approval by: *Paul N. [Signature]* 10/29/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
	Fund	1 Appropriation FY 2013-14	2 Supplemental Request FY 2013-14	3 Base Request FY 2014-15	4 Funding Change Request FY 2014-15	5 Continuation Amount FY 2015-16
Total of All Line Items	Total	24,380,689	-	26,640,428	240,460	245,169
	FTE	31.9	-	31.8	2.8	3.0
	GF	6,091,343	-	7,286,109	240,460	245,169
	CF	2,429,294	-	2,634,493	-	-
	HUTF	12,536,396	-	14,116,286	-	-
	RF	2,019,700	-	1,831,249	-	-
	FF	1,303,956	-	772,291	-	-
(1) Executive Director's Office	Total	11,993,091	-	12,735,075	13,263	13,263
	FTE	-	-	-	-	-
(A) Administration	GF	1,907,060	-	2,529,466	13,263	13,263
Health Life and Dental	CF	1,057,513	-	1,060,587	-	-
	HUTF	7,600,171	-	8,270,948	-	-
	RF	693,982	-	461,839	-	-
	FF	734,365	-	412,235	-	-
(1) Executive Director's Office	Total	206,287	-	233,415	278	304
	FTE	-	-	-	-	-
(A) Administration	GF	41,046	-	53,399	278	304
Short Term Disability	CF	14,855	-	20,290	-	-
	HUTF	126,451	-	144,342	-	-
	RF	9,677	-	8,181	-	-
	FF	14,258	-	7,203	-	-
(1) Executive Director's Office	Total	3,693,614	-	4,324,758	6,288	7,546
	FTE	-	-	-	-	-
(A) Administration	GF	699,803	-	967,042	6,288	7,546
Amortization	CF	290,149	-	372,445	-	-
Equalization	HUTF	2,283,737	-	2,702,796	-	-
Disbursement	RF	172,237	-	151,937	-	-
	FF	247,688	-	130,538	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
(1) Executive Director's Office	Total	3,332,226	-	4,055,569	5,895	7,289
	FTE	-	-	-	-	-
(A) Administration	GF	630,123	-	906,602	5,895	7,289
Supplemental	CF	261,669	-	350,275	-	-
Amortization	HUTF	2,061,708	-	2,533,871	-	-
Equalization	RF	155,119	-	142,441	-	-
Disbursement	FF	223,607	-	122,380	-	-
(1) Executive Director's Office	Total	2,040,759	-	2,069,059	12,234	12,234
	FTE	-	-	-	-	-
(A) Administration	GF	952,475	-	904,330	12,234	12,234
Lease Space	CF	133,582	-	139,982	-	-
	HUTF	464,329	-	464,329	-	-
	RF	490,373	-	560,418	-	-
	FF	-	-	-	-	-
(4) Division of Criminal Justice	Total	3,114,712	-	3,222,552	202,502	204,533
	FTE	31.9	-	31.8	2.8	3.0
(A) Administrative Services	GF	1,860,836	-	1,925,270	202,502	204,533
	CF	671,526	-	690,914	-	-
	HUTF	-	-	-	-	-
	RF	498,312	-	506,433	-	-
	FF	84,038	-	99,935	-	-
Letternote Text Revision Required? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> If yes, describe the Letternote Text Revision:						
Cash or Federal Fund Name and COFRS Fund Number: N/A						
Reappropriated Funds Source, by Department and Line Item Name: N/A						
Approval by OIT? Yes: <input type="checkbox"/> No: <input type="checkbox"/> Not Required: <input checked="" type="checkbox"/>						
Schedule 13s from Affected Departments: N/A						
Other Information: N/A						



Cost and FTE

- The Department requests an increase of \$240,460 General Fund and 2.8 FTE in FY 2014-15 and \$245,169 General Fund and 3.0 FTE in FY 2015-16 and beyond. This request is for compliance monitoring of PREA and specialized treatment programs as well as implementation of Evidence-Based Practice (EBP) in community corrections.

Current Program

- The Division of Criminal Justice Office of Community Corrections (OCC) provides funding, regulatory oversight, and technical assistance to 36 community corrections providers, 22 boards, 53 programs, and all referral agencies; these services are organized and administered by 6.9 FTE.

Problem or Opportunity

- The number of specialized community corrections programs has increased from 5 in 2003 to 21 in 2013 (a 320% increase) with no increase in FTE over that period. Current FTE levels provide for minimal review (24%) of these programs, which serve high-risk and high-needs offenders.
- The OCC is working to reduce recidivism rates and outcomes with implementation of Evidence Based Practices, which requires additional training and additional data analysis.
- The U.S. Department of Justice issued 194 new comprehensive standards that require community corrections to comply with the Prison Rape Elimination Act (PREA). This federal mandate requires a state level PREA coordinator to fulfill the requirement.

Consequences of Problem

- The ability to effectively implement EBP and the federally mandated 2012 PREA standards will be significantly jeopardized. Failure to comply with PREA can result in a loss of \$241,762 federal dollars annually in CDPS alone and substantially more to other state agencies (CDOC, CDHS).
- The quality of programming among specialized treatment programs and other new budget categories in community corrections will be subject to minimal oversight by the State of Colorado.

Proposed Solution

- Three additional FTE (level GPIV) to provide training, technical assistance, and audit specialized programs and maintain federal regulatory standards in community corrections.
- Providers and boards will receive scientific implementation of EBP; training, implementation and auditing of PREA; and will receive reports regarding the quality of specialized treatment programs.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-6
Request Detail: Community Corrections FTE Support Request

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
Community Corrections FTE Support Request	\$240,460	\$240,460

Problem or Opportunity:

The Office of Community Corrections (OCC) in the Division of Criminal Justice (DCJ) has experienced an overwhelming workload and programmatic responsibilities over the last 15 years. During this time, when there has been no net increase to the FTE level of the OCC, three primary factors have placed exceptionally greater workload demands on the unit. First, the substantial growth and diversification of specialized programs in community corrections has placed additional workload on existing staff auditors and trainers to monitor compliance with the *Scope of Work* and state *Standards* for these programs that serve high risk and high need offenders. Second, the Colorado criminal justice system focus on implementation of Evidence-Based Practice (EBP) in corrections requires that the OCC take a more sophisticated and systematic approach to reduce recidivism through scientific implementation of EBP. And finally, complex and comprehensive federal regulations have imposed unfunded burdens on the State of Colorado in order to facilitate compliance with new regulatory standards for community corrections. Overall, the requirements and demands of the OCC far exceed its current FTE capacity, which has not changed since 1999.

History and Background of the Program

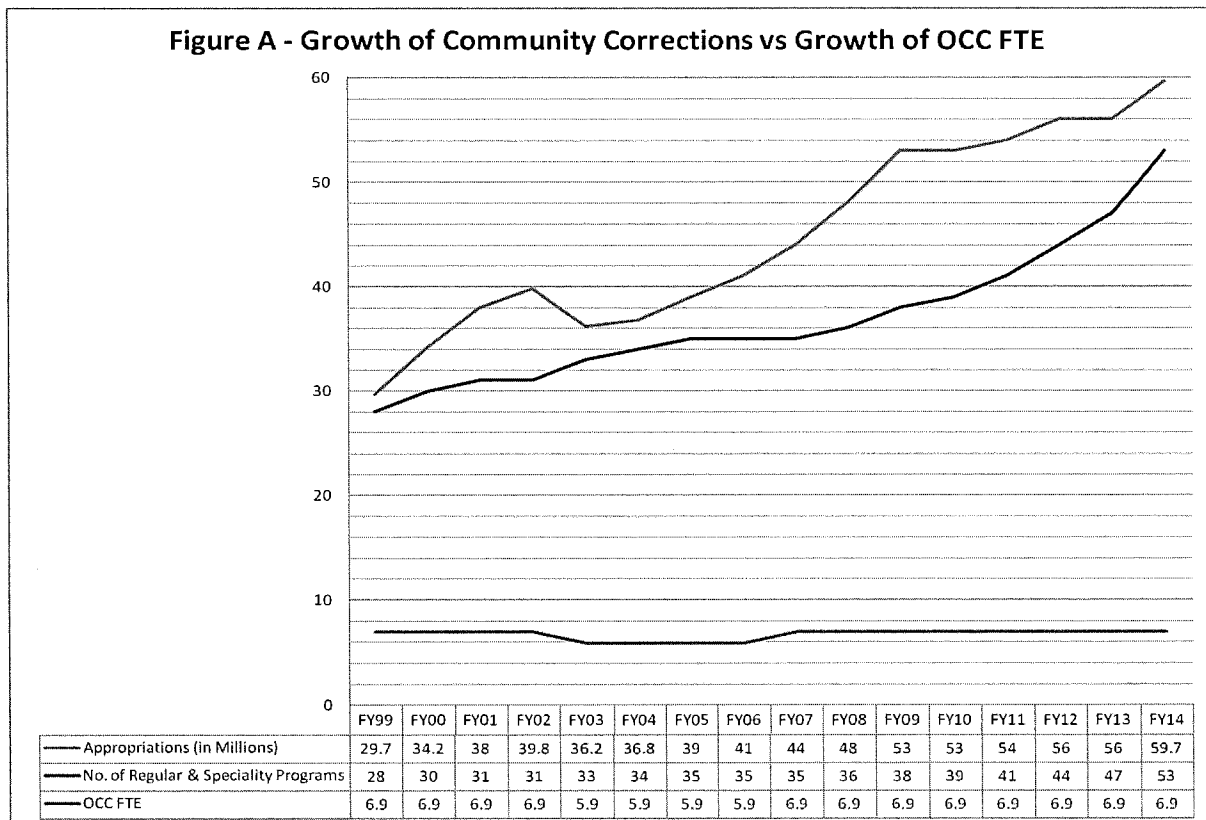
The mission of the Colorado Department of Public Safety (CDPS) is to provide a safe environment in Colorado by maintaining, promoting and enhancing public safety through law enforcement, criminal investigations, fire and crime prevention, recidivism reduction, and victim advocacy. The Division of Criminal Justice Office of Community Corrections (OCC) is the unit within the CDPS that provides funding, regulatory oversight, and technical assistance to community corrections providers, boards, and referral agencies. Section 17-27-108, C.R.S. requires the OCC to develop statewide standards for community corrections; to audit programs for compliance with state standards and statutory requirements; and to provide technical assistance to boards, programs, and referral agencies. Section 17-27-108 (2)(B)(III), C.R.S. further requires that the OCC enforcement of standards prioritize the following general areas of community corrections:

- (A) Public safety, including but not limited to offender monitoring and rehabilitation;
- (B) Health and life safety pertaining to but not limited to staff and offenders;
- (C) Efficiency and effectiveness of programs' internal control systems;
- (D) Statutory compliance; and
- (E) Fiduciary duties and responsibilities.

The Department request FTE support in order to better fulfill the Department’s mission of recidivism reduction and public safety in the area of community corrections. The approval of this request will provide the human resources necessary to fulfill the statutory requirements for the OCC and to properly address new federal regulatory standards that apply to community corrections in Colorado.

Problem: Growth and Diversification of Community Corrections

The field of community corrections has diversified and grown substantially in the last 16 years without net growth in state-level FTE resources. This growth and diversification has placed considerable strain on the existing FTE resources of the OCC, currently resourced at 6.9 FTE. To illustrate, the overall community corrections appropriations nearly doubled in the last 15 years (\$29.7M in FY99 compared to \$59M in FY14) with no overall/net increase in FTE since 1999, when the OCC was still staffed at 6.9 FTE. Of primary significance is the increase in specialized programs within community corrections. Specialized programs are those that focus on Intensive Residential Treatment, Residential Dual Diagnosis Treatment programs, Specialized Sex Offender Supervision and Treatment Programs, and Therapeutic Communities (See Figures A and B). These programs are designed to serve higher risk and higher need offenders in community corrections with enhanced supervision and residential therapeutic services. Figure C illustrates that the number of specialized community corrections treatment programs has increased from 5 in 1999 to 21 in 2013 (an increase of 320%). This tremendous growth of specialized programs places additional workload on OCC training, technical assistance, and auditing staff. In 1999, the OCC was responsible for auditing and providing technical assistance for a total of 28 residential and specialized residential community corrections programs.

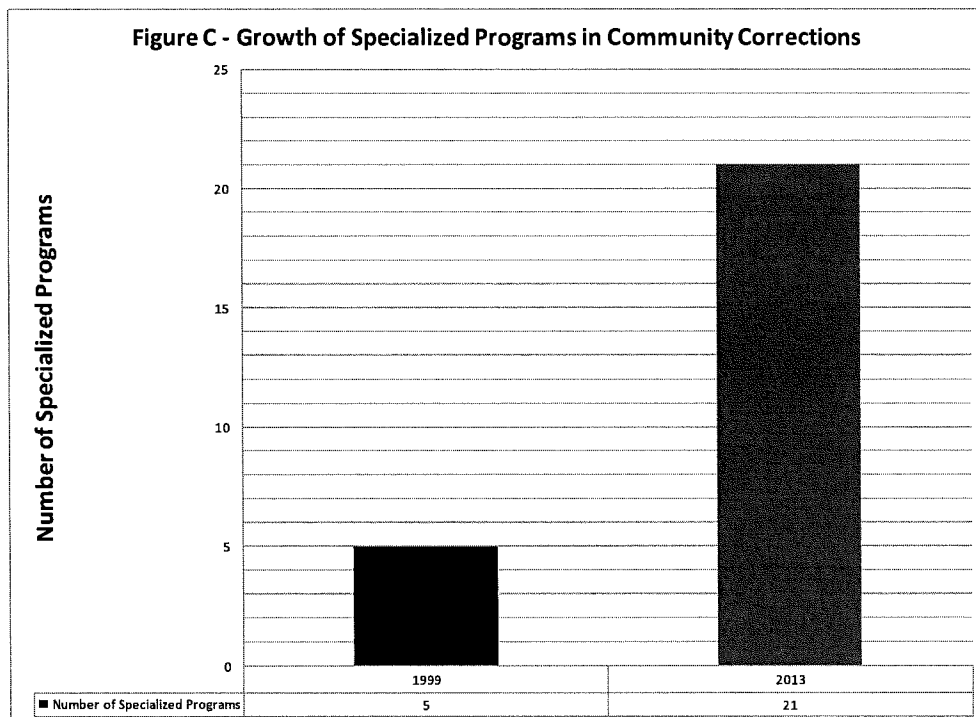


In 2014, there will be a total of 53 regular residential and specialized programs that the OCC must audit and for which the unit must provide training and technical assistance. This represents an increase of nearly 90% in the number of residential and specialized programs in the OCC workload, and does not consider the number of non-residential programs in community corrections.

Figure B – Number of Regular and Specialized Residential Programs 1999/2013

Program Type (Residential and Specialty)	Number of Programs	
	1999	2013
Regular Residential	23	32
Intensive Residential Treatment	3	5
Therapeutic Community	2	3
Residential Dual Diagnosis Treatment	0	6
JERP	0	1
Specialized Sex Offender Programs	0	6
TOTAL	28	53

Section 17.27.108, C.R.S requires the OCC to conduct performance audits for community corrections programs and further requires [Section 17-27-108(2)(B), C.R.S.] that *in no event shall such audits occur less frequently than at least once in each five-year period.* Current FTE levels provide for only minimal review of and formal technical assistance for specialized programs for high risk and high needs offenders. Of the 21 specialized programs in community corrections, the OCC has only audited a total of 5 programs (or 24% of the total). This leaves 16 (or 76%) of the other specialized programs without a formal audit.



In addition to the overall growth of community corrections, the OCC continues to experience new budget categories and new strategic initiatives in community corrections. For example, in 2013 a new experimental program for a Subsistence Grace Period (SGP) was funded for FY 2013-14; this program is

intended as a demonstration program to determine if success rates in community corrections can be increased by providing 28 days of state-funded subsistence for approximately 25% of new offender admissions to community corrections. This experimental program will be implemented with existing FTE resources, yet will place additional workload demands on the OCC. Specifically, the SGP project requires OCC staff to develop a formal policy for implementation; to structure a specific way within the Community Corrections Information and Billing System (CCIB) to track the use of the funds; to develop an accounting method to monitor spending levels at the local level; to track data on the specific offenders served with the SGP funds; and to provide training and technical assistance to boards and providers to use the funds according to state policy. Because this is a new endeavor in community corrections, it is difficult to quantify the actual workload requirements until the first experimental year of FY 2013-14 is complete. However, the OCC estimates that these tasks, when completed, will accumulate to at least 160 hours of dedicated work in the current fiscal year. Should this program be sustained and continued in community corrections, the work that is necessary to perform the contractual, billing, training, technical assistance, monitoring, data analysis, and outcome reporting for this project would constitute a partial FTE.

In FY 2009-10, an experimental program for Early Enhanced Non-Residential supervision was funded for implementation. Ultimately, this experimental program was eliminated through the budget process, yet was initiated with existing FTE resources. For that program, the OCC dedicated partial financial specialized FTE to the contractual, billing, and accounting functions. The OCC also dedicated part of an auditor FTE for the purposes of training and technical assistance to boards and providers to implement the program. In follow up to that initiative, the OCC is currently undergoing strategic planning for system improvement in the non-residential aspects of community corrections.

There are other future initiatives that will require commitment from the OCC staff and will consume time and effort away from other existing workload. For example, the Department is aware that there is interest from the Colorado Commission on Criminal and Juvenile Justice, the Sex Offender Management Board, and the Governor's Community Corrections Advisory Council in expanding the capacity for specialized supervision and treatment of convicted sex offenders in community corrections, some of which will be transitioning from state prisons. There is also interest among the Interagency Advisory Committee on Correctional Treatment, the Governor's Community Corrections Advisory Council, and the Division of Probation Services regarding additional placements in specialized treatment programs in community corrections for offenders as a condition of probation pursuant to S.B. 13-250. Implementing community corrections placement for this special population has its own unique challenges, both at the state and local levels. The OCC must address several logistical, statutory, and contractual issues in order to make sure this endeavor is addressed responsibly. Addressing those issues takes resources that the OCC currently has allocated to basic functions. Finally, the Colorado Commission on Criminal and Juvenile Justice (CCCJ) has initiated a task force to study the possibility for system improvements in community corrections over the next several years. It is inevitable that this effort will place additional demands on OCC staff as new research on program development initiatives commence. Similar to the subsistence grace period experiment, this workload isn't easily quantifiable until the CCCJ has completed its analysis and policy recommendations for system improvement. The depth, breadth, and scope of any CCCJ recommendations will determine the quantifiable impact on FTE resources.

These above referenced projects and endeavors are examples of contemporary initiatives that, when combined with existing statutory duties for the OCC and the growth rate of the community corrections field, create additional workload constraints on existing FTE levels as community corrections becomes more diverse and increasingly specialized.

In FY13, the overall community corrections appropriations was approximately \$56 million (see S.B. 13-101). In that same year, the administrative budget for the OCC, counting appropriations for FTE, travel, operating, and all other administrative functions was \$684,000 (rounded). The administrative budget for the OCC thus accounts for a total of 1.2% of the overall appropriations for Colorado community corrections. Compared to Federal grant-funded programs that allow between 5% and 10% of Federal grant funds to be used for administrative purposes, the 1.2% administrative budget for the OCC is substandard and further illustrates the resource constraints for the OCC.

Existing Efforts to Address Problem and Meet the Demand

The OCC has allocated as much staff as possible to address the growing workload. Specifically, the OCC has completed periodic initial reviews of some Intensive Residential Treatment and Therapeutic Community programs in effort to begin reviewing these specialized programs. However, these reviews and educational efforts only minimally address the workload demands to audit and advance all specialty programs statewide.

Problem: Need to Strategically and Scientifically Implement Evidence-Based Practice

In addition to addressing the growth and diversification of the community corrections system, the General Assembly has expressed the expectation that community corrections improve success rates and outcomes with implementation of Evidence-Based Practices that are specific to community corrections. In recent years, during budget hearings, the General Assembly has formally inquired about the implementation of EBP in community corrections and has expressed interest in improving outcomes through scientifically-driven programming. The implementation of EBP is also a priority consideration of the Colorado Commission on Criminal and Juvenile Justice. The mission of the CCCJJ is *to enhance public safety, to ensure justice, and to ensure protection of the rights of victims through the cost-effective use of public resources. The work of the commission will focus on evidence-based recidivism reduction initiatives.*

The use of EBP is also a fundamental aspect of the Governor's Community Corrections Advisory Council vision statement for community corrections. Part of the Council vision statement states that *community corrections will stop the cycle of recidivism by providing evidence-based treatment and education to offenders according to their individual needs.* The Department's mission to enhance public safety and to reduce recidivism in the areas of community corrections is best accomplished through the identification and systematic implementation of EBP interventions that are directly related to residential community corrections programming.

Implementing EBP scientifically involves additional tasks for the FTE at the state level. In addition to classroom training and auditing tasks performed by existing staff, *Implementation Science* requires tasks such as structured implementation planning, individual coaching, group coaching, coaches training, regular fidelity measurement, and directed skill practice sessions. This work is double or triple that involved in simplistic or traditional implementation methods of classroom training and/or auditing.

Currently, the existing FTE at the OCC are working on two major projects to implement EBP in residential community corrections. One of these projects originated as a LEAN initiative in collaboration with the Colorado Department of Corrections, community corrections boards, and providers. The other was a self-driven project that was initiated after learning of declining success rates and increasing technical violation rates in community corrections. These two projects are focused on increasing success rates in community corrections, especially for higher risk offenders, and use existing staff resources at the state level.

In addition to adding new EBP to field practices, the OCC must also evaluate existing evidence-based practices within community corrections to ensure they reach and sustain levels of fidelity over the long-term. This task, in and of itself, is very resource intensive at the state level. For the last 15 years, the OCC has relied exclusively on the use of classroom training and auditing to implement existing practices. To reach full fidelity with these existing practices, the OCC must complement the classroom training by adding formal coaching, coaches training, fidelity measurement, and directed skill practice sessions to each of the current practices.

To be effective at meeting the recidivism reduction goals of the Department, the CCCJJ, the Governor’s Community Corrections Advisory Council, and the General Assembly, the OCC must add resources to provide additional technical assistance to the field of community corrections in the areas of scientific implementation of evidence-based practices.

Existing Efforts to Address Problem and Meet the Demand

The OCC has also dedicated existing training resources to meet the demand for EBP implementation. While the overall 6.9 FTE levels have not changed since 1999, the OCC has increased classroom training capacity to generally educate programs about EBP. Classroom training alone, however, has minimal long-term impacts on reaching and maintaining fidelity with EBP initiatives.

Problem: New Federal Regulatory Requirements

In 2012, the United States Department of Justice (DOJ) issued new comprehensive standards (DOJ 28 CFR Part 115) that required community corrections to comply with the Prison Rape Elimination Act (PREA). This piece of federal law is intended to reduce the prevalence of sexual assault and sexual misconduct in correctional settings. The federal standards that apply to community corrections are comprehensive and require dedicated efforts at the state and local level to reach compliance. The PREA regulations impose a penalty for non-compliance. Specifically, § DOJ 28 CFR 115 states in part: *a state whose Governor does not certify full compliance with the standards is subject to the loss of five percent of any Department of Justice grant funds that it would otherwise receive for prison purposes.* The penalty for failing to comply with the PREA requirements is a 5% reduction in multiple federal grant funding streams for several state agencies, including the Department of Public Safety (CDPS), Department of Human Services (CDHS), and Department of Corrections (CDOC).

Figure D provides the potential impact to the CDPS federal funding streams that could be applied to prison settings.

Figure D – Federal Funds in CDPS Potentially Impacted by PREA Penalty

Fund	Current Total Annual Award	5% Penalty
Justice Assistance Grant (JAG)	\$2,777,888 (60% of which is impacted by penalty)	\$83,337
Juvenile Accountability Block Grant (JABG)	\$284,401	\$14,220
Juvenile Justice Formula (Title II)	\$444,129	\$22,206
Violence Against Women Act (VAWA) Funds	\$2,300,000	\$115,000
Residential Substance Abuse Treatment (RSAT)	\$140,000	\$7,000
TOTAL	\$3,876,418	\$241,763

Overall, the CDPS manages \$3.9 million in federal funds that could be used for prison purposes. Most of these funds would be subject to the 5% penalty. Thus, the Department is a risk of losing approximately \$240,000 of its federal funding stream for the first year and a similar amount for subsequent and consecutive years until compliance is reached. This reduction would affect agencies doing work related to victims and criminal justice issues including local and state victim programs, state and local governmental entities, law enforcement and non-profits throughout Colorado. This amount does not consider application of the 5% penalty to funds managed by the CDOC, CDHS or other state agencies that use federal funds for prison purposes.

The federal standards also require that a state agency *shall employ or designate an upper-level, agency-wide PREA coordinator, with sufficient time and authority to develop, implement, and oversee agency efforts to comply with the PREA standards in all of its community confinement facilities.* Section § 115.401 of the federal PREA standards further requires that during each one-year period starting August 20, 2013, a state agency *shall ensure that at least one-third of each facility type operated by the agency, or by a private organization on behalf of the agency, is audited* for PREA compliance. It further requires that each facility is audited every three years for PREA compliance on an ongoing basis beginning August 20, 2013.

The 2012 PREA standards impose significantly greater depth and breadth to existing statutory duties of the OCC. Specifically, Colorado state statute requires that the OCC enforcement of standards prioritize *public safety, including but not limited to offender monitoring and rehabilitation* [C.R.S. § 17-27-108 (2)(B)(III)(A)], *health and life safety pertaining to but not limited to staff and offenders* [C.R.S. § 17-27-108 (2)(B)(III)(B)] as well as *statutory compliance* [C.R.S. § 17-27-108 (2)(B)(III)(D)]. This federal mandate requires a state-level PREA coordinator and statewide compliance efforts, yet is not funded with FTE resources to fulfill the requirement. The PREA coordinator must be responsible to coordinate auditing, training, technical assistance, incident reporting, and data reporting for 36 residential facilities in 15 judicial districts throughout Colorado. At a minimum the OCC must assist with coordinating a minimum of 12 PREA audits annually. This is in addition to both planned and situational training and technical assistance for all 36 residential community corrections facilities in the state.

The workload of the PREA coordinator will be significant. The 45 federal PREA standards impose a total of 194 new requirements on the field of community corrections. Auditors certified by the Bureau of Justice Assistance estimate that a single federal PREA audit for one facility will exceed 50 hours of work for an initial audit and 25 hours of work for a subsequent follow-up audit. Therefore, it could take at least two full time work weeks (75 to 80 hours) for a single federal auditor to complete a full audit process on a single facility. In preparation for federal audits, a state-level PREA coordinator must perform, at a minimum, the following tasks to assist community corrections and the State of Colorado in reaching compliance with the requirements:

- Coordinate with at least 33% of facilities annually in order to assure that each facility seeks a formal federal PREA audit (§ DOJ 28 CRF 115.401);
- Monitor programs for PREA compliance in order to renew or establish new contracts with the programs (§ DOJ 28 CRF 115.212). These monitoring activities might consume the same amount time as a federal audit if the OCC uses the federal audit process and tools in order to mimic the official federal audit. Should that be the case, a PREA contract monitoring visit may consume anywhere from 50 to 80 hours per facility. The federal PREA standards imply that the state would hold the responsibility for contract monitoring for the remaining two-thirds of the facilities annually. This would equate to 24 monitoring visits annually. This task alone could consume 1920

hours annually (24 events at 80 hours per event) of a PREA coordinator which constitutes most of a 1.0 FTE position (2080 work hours annually);

- Provide monitoring reports to the Governor's Office for the purposes of statewide certification of compliance. (§ DOJ 28 CRF 115.501 (a));
- In follow up to the federal audits, producing and completing corrective action plans to achieve non-compliance (§ DOJ 28 CRF 115.404);
- Collect and aggregate incident-level data from each contract facility for the purposes of federal reporting (§ DOJ 28 CRF 115.287);
- Assure that providers are formally trained on the 194 PREA requirements and providing situational and ongoing technical assistance as they work toward compliance.

Existing Efforts to Address Problem and Meet the Demand

With existing staff, the OCC has increased classroom training capacity to generally educate programs about the federal requirements under the PREA. The OCC has also partnered with the Colorado Department of Corrections to provide classroom training to the community corrections programs. While this has created some efficiencies, this effort leaves substantial work to be performed in order to make progress on reaching full compliance. While the DOC has been very helpful to the OCC, they also must prioritize their internal resources to reach compliance within their own prison facilities throughout the State of Colorado.

Summary

Overall, three primary factors have synergistically placed additional workload demands on the OCC. The growth and diversification of specialized programs in community corrections has placed additional workload on existing staff auditors and trainers to monitor compliance with the *Scope of Work* and state *Standards* for these programs that serve high risk and high need offenders. The Colorado criminal justice system focus on implementation of evidence-based practice in corrections requires that the OCC take more sophisticated and systematic means to reduce recidivism through scientific implementation. And finally, federal regulations have imposed unfunded burdens on the State of Colorado in order to facilitate compliance with new regulatory standards for community corrections.

In an effort to maximize efficiency within the unit, the OCC has recently reviewed all internal practices and workload demands in order to determine if any existing practices could be given lower priority or eliminated completely without adversely affecting compliance with statutory requirements or without compromising core mission functions. These reviews have resulted in very few tasks or projects that the OCC can terminate without ultimately sacrificing core mission duties. These efforts to maximize efficiency and productivity have provided some initial progress in meeting the growing demands. However, they have resulted in loss of productivity in other core areas such as audit report efficiency, training productivity, and training capacity. Ultimately, these interim efforts are insufficient to achieve sustainable impact on the workload constraints and demands over the long-term as the unit must maintain productivity on its core functions.

In summary, the requirements and demands of the OCC far exceed its current capacity of 6.9 FTE.

Proposed Solution:

The Department requests an increase of \$240,460 General Fund and 2.8 FTE in FY 2014-15 and \$245,169 General Fund and 3.0 FTE in FY 2015-16 and beyond. This request also includes \$10,284 annually for statewide travel for training and auditing, and leased space of \$12,234.

The proposed solution to this problem is to add a total of 3.0 FTE to the OCC. These 3.0 FTE would be classified at the General Professional IV (GPIV) level in order to have both generalist and specialist duties to meet the workload demands. The funding will support three full-time General Professional IV's that will serve as compliance auditors, implementation specialists, trainers, and a PREA coordinator. The additional FTE would share duties to provide services to community corrections boards and programs in the area of training, technical assistance and performance auditing of specialized programs and federal regulatory standards in community corrections.

The positions would also work to address new initiatives in community corrections, such as specialized sex offender supervision, condition of probation placements, and any new CCCJJ or legislative initiatives. The new staff would also provide implementation planning, classroom training, structured coaching, fidelity measurement, and implementation team coordination for providers and boards of community corrections in the interest of scientific implementation of evidence-based practice. They would work beyond traditional means to effectively implement current and future EBP efforts in community corrections on a long-term basis. One of the positions would also be responsible for the training, implementation and monitoring of PREA standards by serving as statewide PREA coordinator. This position would work with others in the OCC unit to assure that PREA compliance efforts, EBP implementation efforts, specialized program monitoring, and other existing efforts are well-coordinated, strategic, and methodically planned with local-level boards and providers of community corrections.

Description of the Consequences if the Proposed Solution is Not Approved

Without the approval of this request, the OCC will be required to address these issues with existing resources. First, the ability to effectively monitor the quality of programming among specialized treatment programs and other new program categories or strategic initiatives in community corrections will be impeded. Minimal review of these programs for high risk and high needs offenders can result in substandard compliance levels of the programs. Substandard compliance may result in risks to either public safety or to effective treatment outcomes for these specialized programs. If the OCC can complete only minimal or informal reviews of these programs, it will be left with little information to improve program service delivery in the interest of system improvement and recidivism reduction. Without additional FTE resources, the OCC will be significantly challenged to maintain current workload demands as it addresses growth of other populations and programs in community corrections such as sex offenders and offenders placed as a condition of probation. While the 6.9 FTE at the OCC address system improvement initiatives of the CCCJJ or the General Assembly in the near future, the ability to meet existing workload demands will continue to be compromised.

In addition, without an FTE increase, the ability of the OCC to effectively implement EBP will be significantly jeopardized. Without additional staff resources, the OCC will be relegated to traditional implementation methods that the discipline of *Implementation Science* has identified as only marginally effective. In order to achieve sustainable results, the Department must embrace the science of implementation in its recidivism reduction efforts. Finally, without additional FTE resources, the ability to effectively reach compliance with the federally mandated 2012 PREA standards will be hindered. Failure to comply with PREA standards can result in loss of federal dollars for prison purposes for the State of Colorado for each year that the State of Colorado, as a whole, is not fully compliant.

Overall, if the OCC must shift existing FTE resources to comply with PREA and to address the other workload demands, the unit will suffer loss of productivity of audit reports, training and technical

assistance projects, and other current strategic initiatives. This would essentially compromise the core functions of the unit and place statutory audit compliance at risk.

Anticipated Outcomes:

Outcome and Success Measurement

Intermediate success will be measured annually. Success would be initially measured by the number of specialized programs that have been reviewed for quality practices annually, the number of programs/jurisdictions that have implemented specific evidence-based practices annually, and the number of programs that are partially and fully compliant with federal regulatory PREA standards. These intermediate success measures are goals that the Department would strive for, given approval of the proposed solution.

Once the intermediate success measures demonstrate progress on implementation, short-term success would be measured annually, thereafter. The Department expects to see eventual increases in success rates of community corrections, decreases in technical violations, and expects to report data that offenders in community corrections leave at significantly lower levels of risk than when they begin supervision. It is also plausible that the Department could report a decrease in the percentage of walk-away escapes from community corrections as success rates increase and technical violations decrease. These short-term success measures are longer-term goals that the Department would strive for, given approval of the proposed solution.

Ultimately, after the intermediate and short-term goals are accomplished and sustained, the Department will likely see long-term reductions in recidivism among community corrections offenders. Recidivism is a complex phenomenon and will not be controlled exclusively by this proposed solution. However, the Department would expect that evidence-based and specialized programming in community corrections results in lower rates of recidivism for the offenders exposed to those specific programs and services. It is also plausible that increasing capacity and efficacy of specialized treatment programs can result in an overall expansion of the number of high risk/high needs offenders served annually in community corrections in lieu of incarceration.

Linkage to Workload Indicators and Department Performance Measures

Since FY 2009-10, the Community Corrections workload indicators have reported between 13 and 15 audit reports completed annually. Given approval of this request, the Department expects to report noticeable increases to this workload measure. The Community Corrections workload indicators also reported 87 formal technical assistance events in FY 2012-13 and set a goal for at least 50 events in FY 2013-14. Given approval of this request, the Department expects to see substantial increases to this workload indicator from FY15 and beyond. Overall, the Department expects to see a 100 percent to 200 percent increase in the number of training and technical assistance events and a 75 percent to 100 percent increase in the number of quality assurance and auditing measures in the community corrections field on a short-term and long-term basis.

Department performance measures in the Operational Plan relate mostly to the funding, allocation, and contractual duties of the OCC. Those measures would be minimally impacted by the approval of this request except to the degree that they would not be adversely impacted by the OCC having to shift resources away from those duties in order to meet the growing demands for training, technical assistance and compliance monitoring.

Beneficiaries of Request

Approval of this request would benefit stakeholders at both the state and local level. This includes the Department (DPS, DCJ, and OCC), local community corrections boards and providers. With the additional FTE, the OCC would be able to meet the growing workload demands placed upon them. The OCC would be able to address the increasing demands without significant impediment to existing critical functions such as regular program auditing and existing classroom training.

The community corrections providers and boards throughout Colorado would also be direct and immediate beneficiaries of this additional state-level FTE. Specifically, each board and provider in Colorado would be provided with substantially increased levels of formal and structured technical assistance, training, coaching, quality assurance, and overall implementation services from the State of Colorado. Without these services, local jurisdictions and programs would be relegated to use their own means to implement the compliance and evidence-based innovations with existing resources and with little or no oversight, fidelity measurement or technical assistance.

Ultimately, increases in success rates and decreases in failure and recidivism rates for high-risk and high-needs offenders benefits the State of Colorado and local-level constituents and citizens by virtue of decreased costs of incarceration and/or re-incarceration among community corrections offenders. If the community corrections system can help divert offenders away from high-cost prison beds, state resources can be re-invested in other human service or public service need areas. Public safety is better served, overall, when community corrections has strategic implementation of science-based interventions.

Assumptions and Calculations:

The Department requests funding for 3.0 FTE at the General Professional IV level with a starting salary of \$4,764. First year costs include \$3,690 for computers and \$10,419 for office furniture. Travel is calculated using the following assumptions and based on the average number of days community corrections staff spent auditing /training in the past 3 years. This averages to 20 days per staff member:

3 staff at 20 days/nights travel with an average of \$61 per diem = \$3,660

3 staff at 20 days/nights travel (60 nights of lodging) at \$90/night = \$9,060

2,400 miles at \$0.51/mile = \$1,224

Total travel = \$10,284

Leased space is calculated at 3 offices at 233 sq. ft. each at \$17.50/sq. ft. = \$12,233/year.

See attached FTE Calc spreadsheet for assumptions and calculations.

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Calculation Assumptions:

Personal Services -- Based on the Department of Personnel and Administration's August 2011 Annual Compensation Survey Report, a GPIV at the bottom of the pay range will require a monthly salary of \$4,764

Operating Expenses -- Base operating expenses are included per FTE for \$500 per year. In addition, for regular FTE, annual telephone costs assume base charges of \$450 per year.

Standard Capital Purchases -- Each additional employee necessitates the purchase of a Personal Computer (\$900), Office Suite Software (\$330), and office furniture (\$3,473).

General Fund FTE -- New full-time General Fund positions are reflected in FY 2012-13 as 0.9166 FTE to account for the pay-date shift.

Expenditure Detail		FY 2014-15		FY 2015-16	
Personal Services:		FTE	\$	FTE	
	Monthly Salary				
General Professional IV	\$ 4,764	2.8	157,212	3.0	171,504
PERA			15,957		17,408
AED			6,288		7,546
SAED			5,895		7,289
Medicare			2,280		2,487
STD			278		304
Health-Life-Dental			13,263		13,263
Subtotal Position 1,3.0 FTE		2.8	\$ 201,173	3.0	\$ 219,801
Subtotal Personal Services		2.8	\$ 201,173	3.0	\$ 219,801
Operating Expenses					
Regular FTE Operating	500	2.8	1,400	3.0	1,500
Telephone Expenses	450	2.8	1,260	3.0	1,350
PC, One-Time	1,230	3.0	3,690		
Office Furniture, One-Time	3,473	3.0	10,419		
Travel			10,284		10,284
Subtotal Operating Expenses			\$ 27,053		\$ 13,134
Leased Space					
Leased Space	4,078	3.0	12,234	3.0	12,234
Subtotal Operating Expenses			\$ 12,234		\$ 12,234
TOTAL REQUEST		2.8	\$ 240,460	3.0	\$ 245,169
<i>General Fund:</i>			<i>\$ 240,460</i>		<i>245,169</i>
<i>Cash funds:</i>					
<i>Reappropriated Funds:</i>					
<i>Federal Funds:</i>					

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Rule-Making Support Staff for DPS
 Priority Number: R-7

Dept. Approval by: Jerisa Y. Andrade 10/29/13
 Date
 OSPB Approval by: Edward M. ... 10/29/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
	Fund	1 Appropriation FY 2013-14	2 Supplemental Request FY 2013-14	3 Base Request FY 2014-15	4 Funding Change Request FY 2014-15	5 Continuation Amount FY 2015-16
Total of All Line Items	Total	24,312,374	-	26,631,227	53,311	53,676
	FTE	32.2	-	32.2	-	-
	GF	3,278,032	-	4,456,509	7,632	7,997
	CF	1,624,186	-	1,803,597	-	-
	HUTF	12,072,067	-	13,651,957	-	-
	RF	6,118,171	-	6,046,808	45,679	45,679
	FF	1,219,918	-	672,356	-	-
(1) Executive Director's Office	Total	11,993,091	-	12,735,075	4,421	4,421
	FTE	-	-	-	-	-
(A) Administration Health Life and Dental	GF	1,907,060	-	2,529,466	4,421	4,421
	CF	1,057,513	-	1,060,587	-	-
	HUTF	7,600,171	-	8,270,948	-	-
	RF	693,982	-	461,839	-	-
	FF	734,365	-	412,235	-	-
(1) Executive Director's Office	Total	206,287	-	233,415	72	72
	FTE	-	-	-	-	-
(A) Administration Short Term Disability	GF	41,046	-	53,399	72	72
	CF	14,855	-	20,290	-	-
	HUTF	126,451	-	144,342	-	-
	RF	9,677	-	8,181	-	-
	FF	14,258	-	7,203	-	-
(1) Executive Director's Office	Total	3,693,614	-	4,324,758	1,620	1,782
	FTE	-	-	-	-	-
(A) Administration Amortization	GF	699,803	-	967,042	1,620	1,782
	CF	290,149	-	372,445	-	-
Equalization	HUTF	2,283,737	-	2,702,796	-	-
	RF	172,237	-	151,937	-	-
Disbursement	FF	247,688	-	130,538	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
(1) Executive Director's Office	Total	3,332,226	-	4,055,569	1,519	1,722
(A) Administration	FTE	-	-	-	-	-
Supplemental	GF	630,123	-	906,602	1,519	1,722
Amortization	CF	261,669	-	350,275	-	-
Equalization	HUTF	2,061,708	-	2,533,871	-	-
Disbursement	RF	155,119	-	142,441	-	-
	FF	223,607	-	122,380	-	-
(1) Executive Director's Office	Total	2,543,578	-	2,641,205	45,204	45,204
(A) Administration	FTE	32.2	-	32.2	-	-
Personal Services	GF	-	-	-	-	-
	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
	RF	2,543,578	-	2,641,205	45,204	45,204
	FF	-	-	-	-	-
(1) Executive Director's Office	Total	2,543,578	-	2,641,205	475	475
(A) Administration	FTE	-	-	-	-	-
Operating Expenses	GF	-	-	-	-	-
	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
	RF	2,543,578	-	2,641,205	475	475
	FF	-	-	-	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: N/A

Reappropriated Funds Source, by Department and Line Item Name: Indirect Cost Recovery

Approval by OIT? Yes: No: Not Required:

Schedule 13s from Affected Departments: N/A

Other Information: N/A



COLORADO

Department of Public Safety

Priority: R-7
Rulemaking Support Staff for DPS
FY 2014-15 Change Request

Cost and FTE

- The Department requests an increase of \$45,679 Reappropriated Funds and \$7,632 General Fund in FY 2014-15, and \$45,679 Reappropriated Funds and \$7,997 General Fund in FY 2015-16 and beyond. The funding will support centralized rulemaking within the Executive Director's Office (EDO).

Current Program

- The Executive Director's Office within the Department of Public Safety provides central support such as financial services, human resources, and purchasing support for the entire department.
- The EDO provides central support for the entire department, therefore it is essential to have a central rulemaking function established within the EDO.

Problem or Opportunity

- A part-time position for rulemaking review has previously been held by a member the Colorado State Patrol staff, and therefore the review did not apply across all divisions. The Department seeks a uniform process for rulemaking across divisions.
- Pursuant to Executive Order D 2012-002, state agencies should implement a periodic review process of all rules. Given the limited focus and background of the previous staff, there are some rules that have not been reviewed periodically, which has a negative impact on the associated programs.
- Because not all rules have been reviewed in a timely manner, fees have not been reviewed and adjusted when necessary.

Consequences of Problem

- Without a standard rule-making review and recommendation process, the Department will be unable to meet the regulatory standards outlined in the Executive Orders D 2011-005 and 2012-002.
- Local stakeholders will be unable to engage in the regulatory process, impeding good governance best practices.

Proposed Solution

- The EDO seeks to employ a part-time, centralized position to review rulemaking across divisions.
- Having a central rulemaking support staff within the EDO would provide uniformity and consistency with regard to the rulemaking process for the entire department, as well as provide the mechanism to appropriately fund the services provided.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-7
Request Detail: Rulemaking Support Staff for DPS

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
Rulemaking Support Staff for DPS	\$53,311	\$7,632

Problem or Opportunity:

In prior years, rulemaking for the entire Department was conducted with the assistance of an individual employed by the Colorado State Patrol (CSP). That individual retired, June 30, 2013, leaving a significant rulemaking gap for the Department. Knowing of the pending retirement, the Department engaged in a Lean process in April, 2013 to determine and develop a coordinated, structured, and uniform rulemaking process for the entire Department.

In the past, rulemaking was conducted with the assistance of staff employed by the CSP. Upon the request of the other divisions, this individual would assist divisions with their rulemaking needs, but didn't necessarily initiate the rule review. Because only 35 percent of the overall rules reviewed annually are related to CSP, the Department needs a dedicated person who will initiate the rule review process for the entire department. In addition, because the rulemaking needs for the Department are not specific to CSP, it is inappropriate to fund this position with Highway User's Tax "Off-the-Top" Funds (HUTF). The new function of the position would coordinate the rule review process with program staff within the Colorado Bureau of Investigation (CBI), Division of Fire Prevention and Control (DFPC, formerly known as Division of Fire Safety), the Division of Criminal Justice (DCJ), and the Division of Homeland Security and Emergency Management (DHSEM) to assist with rulemaking needs. Thus, the new function would incorporate a more department-oriented focus, and offer a more centralized rule-making process.

Pursuant to Executive Order D 2012-002, "each principal department and state agency shall conduct a review of all its rules to assess the continuing need for, appropriateness, and cost-effectiveness of its rules to determine if they should be continued in their current form, modified or repealed." Because fees set by rule have not been reviewed and adjusted, some programs are underfunded and do not have the resources to adequately support their program needs. An example of this is the Fireworks Licensing Program. The rules and fees for this program were set in statute in 1991. Because the rulemaking staff support was employed by the CSP and has primarily focused on the CSP rules, the rules and fees for the Fireworks Licensing Program have not been reviewed annually and therefore, the fees have not changed for 20 years.

In addition to Executive Order D 2012-002, Executive Order D 2011-005 also includes requirements that the Department must meet within its rulemaking process. Executive Order D 2011-005 directs state agencies to consult and work with local governments and stakeholders prior to imposing new regulations or other obligations.

Another example of the need for a centralized rulemaking support staff is the creation of the Division of Homeland Security and Emergency Management, which drove the need for a new regulatory structure to address new responsibilities. Additionally, the passage of recent legislation increased DPS' regulatory responsibilities to cover new rules regarding forensic medical evidence, rules for prescribed burns, regulations on ammunition magazines, and new responsibilities for ensuring building safety standards compliance (H.B. 13-1020, S.B. 13-083, H.B. 13-1224 and H.B. 12-1268, respectively). Because the regulatory changes affect a number of divisions and require rulemaking funded with various fund sources, it is more efficient to centralize the resource in the EDO and fund it through indirect cost recoveries.

Without the increase in spending authority, the Department will not have adequate appropriations in the Executive Director's Office (EDO) personal services line item to fund a central rulemaking position within the EDO. Without this funding, divisions will continue to rely on internal program staff to facilitate the review of the rules for their division. Given the number of rules within the Department, the resources are insufficient to complete a necessary analysis in a timely fashion. In addition, most division staffers do not possess the necessary skill set needed to critically analyze and decipher statutes and regulations to the degree that is required for successful rulemaking. Furthermore, the program staff is decentralized, making the rule-making process fragmented within the Department.

Proposed Solution:

The Department requests an increase of \$45,679 Reappropriated Funds and \$7,632 General Fund in FY 2014-15 and \$45,679 Reappropriated Funds and \$7,997 General Fund in FY 2015-16 and beyond to fund the need for central rulemaking support within the EDO for the entire department. Having a central support person within the EDO would provide uniformity and consistency with regards to the rule-making process for the entire department, as well as provide the mechanism to appropriately fund the services provided from this support staff. Creating a half-time position in the EDO that is responsible for coordinating the rulemaking process for the Department would create a fluid, efficient process that would benefit not only the Department, but also local and state agencies by providing oversight and control over the rulemaking process.

Anticipated Outcomes:

Having a central position would ensure that all rules for the department would be reviewed in a timely manner as well as meet the requirements outlined in Executive Order D 2012-002, Executive Order D 2011-005, and state law. The divisions within the Department would benefit from a centralized rulemaking support staff because there would be a staff expert who would provide the research and expertise for rules. Based on the recommendations of the lean process, the Department believes it is an opportune time to incorporate the rulemaking support within the EDO. Funding of this coordination would provide the guidance to staff experts within the Division as the rules move through the rulemaking process.

Assumptions and Calculations:

The monthly salary was based on the June 30, 2013 salary of the half-time position employed within the CSP. The salary is near the top of the range of a General Professional IV (\$6,751/month), due to the expertise required to perform the required duties for the rulemaking process. The staff that previously held this position had a juris doctorate, which is necessary to analyze and decipher the statutes and regulations that govern the rulemaking process. Having this level of experience will provide a higher level of scrutiny through all stages of the rulemaking process, which then requires less review time from the Attorney General's Office. Please see attached spreadsheet which includes the calculations.

Calculation Assumptions:

Personal Services -- Based on the Department of Personnel and Administration's August 2011 Annual Compensation Survey Report, a General Professional IV at the TOP of the pay range will require a monthly salary of \$6,751.

Operating Expenses -- Base operating expenses are included per FTE for \$500 per year. In addition, for regular FTE, annual telephone costs assume base charges of \$450 per year.

Standard Capital Purchases -- Each additional employee necessitates the purchase of a Personal Computer (\$900), Office Suite Software (\$330), and office furniture (\$3,473).

General Fund FTE -- New full-time General Fund positions are reflected in FY 2012-13 as 0.9166 FTE to account for the pay-date shift.

Expenditure Detail		FY 2014-15		FY 2015-16	
Personal Services:		FTE	\$	FTE	
	Monthly Salary				
General Professional IV	\$ 6,751	0.5	40,506	0.5	40,506
PERA			4,111		4,111
AED			1,620		1,782
SAED			1,519		1,722
Medicare			587		587
STD			72		72
Health-Life-Dental			4,421		4,421
Subtotal Position 1, 1.0 FTE		0.5	\$ 52,836	0.5	\$ 53,201
Subtotal Personal Services		0.5	\$ 52,836	0.5	\$ 53,201
Operating Expenses					
Regular FTE Operating	500	0.5	250	0.5	250
Telephone Expenses	450	0.5	225	0.5	225
PC, One-Time	1,230		-		
Office Furniture, One-Time	3,473		-		
Subtotal Operating Expenses			\$ 475		\$ 475
TOTAL REQUEST		0.5	\$ 53,311	0.5	\$ 53,676
<i>General Fund:</i>			\$ 7,632		7,997
<i>Cash funds:</i>					
<i>Reappropriated Funds:</i>			\$ 45,679		45,679
<i>Federal Funds:</i>					

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: InstaCheck Lease Space Request
 Priority Number: R-8

Dept. Approval by: *Jessie Y. Andrade* 10/25/13
 Date
 OSPB Approval by: *Grant W. ...* 10/24/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	2,040,759	-	2,069,059	84,050	89,387
	FTE	-	-	-	-	-
	GF	952,475	-	904,330	-	-
	CF	133,582	-	139,982	84,050	89,387
	HUTF	464,329	-	464,329	-	-
	RF	490,373	-	560,418	-	-
	FF	-	-	-	-	-
(1) Executive Director's Office	Total	2,040,759	-	2,069,059	84,050	89,387
	FTE	-	-	-	-	-
(A) Administration Lease Space	GF	952,475	-	904,330	-	-
	CF	133,582	-	139,982	84,050	89,387
	HUTF	464,329	-	464,329	-	-
	RF	490,373	-	560,418	-	-
	FF	-	-	-	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Permit Application Fees Pursuant to Section 18-12-205(2)(b), C.R.S.
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: N/A
 Other Information: N/A

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Cost and FTE

- The Department requests an increase in Cash Funds spending authority of \$84,050 in FY 2014-15 and \$89,387 in FY 2015-16 to fund the required leased space needed to accommodate the entire Colorado Bureau of Investigation (CBI) InstaCheck unit.

Current Programs

- The InstaCheck Unit conducts name-based background checks for firearms purchases and fingerprint-based background checks for concealed carry permits. The existing 26.4 FTE are currently housed in 1,700 square feet with room for 30 work cubicles. In order to process the estimated 530,000 background checks for firearms transfers, the Unit must hire additional personnel and relocate its operations to larger leased space.

Problem or Opportunity

- In the 2013 legislative session, two bills were enacted that directly impact the CBI's InstaCheck Unit: H.B. 13-1228 authorizes the CBI to charge a fee for performing instant criminal background checks related to the transfer of firearms. The second bill, H.B. 13-1229 requires criminal background checks on firearm transfers purchases, including private sales.
- Based on the executed lease agreement dated June 25, 2013, the Department is scheduled to pay \$17.73 per rentable square foot in FY 2014-15, or \$189,250. This amount is \$84,050 more than the amount appropriated for leased space in H.B. 13-1229. The amount included in the fiscal note assumed leased space for the incremental number of new personnel only.

Consequences of Problem

- With no change in leased space appropriation, the Department would be under funded in FY 2014-15 and every fiscal year, thereafter. Without the approval of the increase in spending authority, the lease agreement will have to be terminated.

Proposed Solution

- The Department requests an increase in cash fund spending authority in FY 2014-15 and beyond to pay for leased space as stated in the executed lease agreement.
- The cash fund spending authority will be funded from fees from firearms transfers and concealed handgun permits.
- This solution does not require a statutory change.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-8
Request Detail: InstaCheck Leased Space

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
InstaCheck Leased Space	\$84,050	\$0

Problem or Opportunity:

For FY 2013-14 the Colorado Bureau of Investigation's (CBI) InstaCheck Unit has been appropriated an additional 24.7 FTE through the passage of H.B. 13-1229. The Unit's existing 26.4 FTE are currently housed in 1,700 square feet with room for 30 work cubicles. In order to process the estimated 530,000 background checks for firearms transfers, the Unit must hire additional personnel and relocate its operations to a larger leased space. Therefore, the Department requests an increase in Cash Fund spending authority of \$84,050 in FY 2014-15 and \$89,387 in FY 2015-16 and beyond to pay for commercial leased space.

Background

In the 2013 legislative session, two bills were enacted that directly impact the CBI's InstaCheck Unit. The first bill was H.B. 13-1228, Payment for Background Checks for Gun Transfers, which authorizes the CBI to charge a fee for performing instant criminal background checks related to the transfer of firearms. The fees collected will be deposited into the newly-created Instant Criminal Background Check Cash Fund and the CBI is authorized to use the money to pay for the direct costs associated with performing background checks and processing appeal requests pursuant to H.B. 10-1411. In FY 2013-14, the InstaCheck Unit will transition from being mostly funded with General Fund to being fully funded with cash funds in FY 2014-15.

The second bill enacted was H.B. 13-1229, Background Checks for Gun Transfers, which requires the CBI InstaCheck Unit to perform instant criminal background checks related to private sales of firearms. This legislation appropriated an additional 24.7 FTE in FY 2013-14 and 26.3 FTE in FY 2014-15 and beyond to the InstaCheck Unit in order to perform these background checks and associated appeal requests. However, the bill appropriated cash spending authority (\$98,800) for leased space for the incremental number of FTE (4,940 square feet for 24.7 FTE) and not the total number of FTE in the InstaCheck Unit (10,220 square feet for 51.1 FTE).

Once the bills were signed by the Governor, the Department, in coordination with the State Real Estate Office, began the process of locating appropriate commercial leased space. Three properties were identified and considered, and the Department chose a property located at 12265 West Bayaud in Lakewood, CO. The lease for this property comprises of 10,674 rentable square feet which was fully executed on June 25, 2013.

Proposed Solution:

The proposed solution would require additional cash fund spending authority of \$84,050 for FY 2014-15 to pay for new commercial leased space to house 52.7 FTE. The Office Space Standards for Leased Office Space issued by Colorado's Office of the State Architect recommends 204 rentable square feet per office worker for Category 1 Leases. Currently, the InstaCheck Unit is appropriated 26.4 FTE and leases office space of approximately 1,700 square feet, which is 64 square feet per FTE. By FY 2014-15, the InstaCheck Unit will have 52.7 FTE (26.4 + 26.3) which translates to a total need of 10,750 rentable square feet. The office space leased by the Department at 12265 West Bayaud has 10,674 rentable square feet.

Based on the lease agreement dated June 25, 2013, the Department is paying \$17.73 per rentable square foot in FY 2014-15, or \$189,250. This amount is \$84,050 more than the amount appropriated for leased space in H.B. 13-1229. The lease agreement also requires the Department take appropriate actions to seek and pursue appropriation of funds from the General Assembly to make payments required therein. If the funds are not appropriated then the lease agreement would be subject to termination at the end of the then fiscal year. This action would have a direct effect on InstaCheck's ability to process the estimated 550,000 background checks received per year.

Anticipated Outcomes:

The Department entered a lease agreement with Crail Capital, Inc. based upon recommendations from the Office of State Architect. The legislative fiscal note provided lease space appropriation for the incremental number of FTE authorized in H.B. 13-1229 but not the existing 26.4 FTE already employed by InstaCheck. With the approval of additional cash fund spending authority, the Department will be able to lease office space according to the Office Space Standards for Leased Office Space issued by Colorado's Office of the State Architect. The price to lease this space is less per square foot than assumed in H.B. 13-1229, or \$20. The additional leased space will correspondingly allow the Unit to hire the additional personnel to process the estimated 530,000 and 550,000 background checks for firearms transfers in FY 2013-14 and FY 2014-15, respectively. With the additional leased space for new personnel, the InstaCheck Unit will be able to effectively manage and process the estimated 550,000 background checks per year. By statute at 24-33.5-424 (7)(IV)(C), the Unit is required to employ and train personnel at levels that ensure prompt processing of the reasonably anticipated volume of inquiries (background checks for firearms transfers) received. H.B. 13-1228 established a fee to process background checks, therefore, creating a greater expectation to process all background checks for firearms in a timely manner. This request for cash funding authority allows CBI the ability to meet these expectations.

Assumptions and Calculations:

Based on the lease agreement dated June 25, 2013, the Department's annual lease payment and resulting unmet budget need for the property at 12265 West Bayaud is as follows:

Fiscal Year	Price per square foot	Total Square Feet	Annual Lease Payment	Leased Space Appropriation	Unmet Budget Need
2014-15	\$17.73	10,674	\$189,250	\$105,200	\$84,050
2015-16	\$18.23	10,674	\$194,587	\$105,200	\$89,387
2016-17	\$18.73	10,674	\$199,924	\$105,200	\$94,724
2017-18	\$19.23	10,674	\$205,261	\$105,200	\$100,061

Based on the H.B. 13-1229 legislative fiscal note, it assumed that each InstaCheck Technician can process 1,483 background checks per month. Of the 26.4 FTE appropriated in the Long Bill, 22.0 FTE are dedicated to processing background checks for firearms transfers. The remaining staff process concealed handgun permits as required by S.B. 03-024. Therefore, the maximum number of backgrounds checks that can be processed is 391,512 ($1,483 * 12 * 22$) per year.

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Schedule 13 Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: DPS Vehicle Variable Rate Increase
 Priority Number: R-9

Dept. Approval by: Jessie Y. Andrade 10/25/13
 Date

OSPB Approval by: Grant M. Smith 10/24/13
 Date

- | |
|--|
| <input checked="" type="checkbox"/> Decision Item FY 2014-15 |
| <input type="checkbox"/> Base Reduction Item FY 2014-15 |
| <input type="checkbox"/> Supplemental FY 2013-14 |
| <input type="checkbox"/> Budget Amendment FY 2014-15 |

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	37,015,532		31,059,969	382,797	382,797
	FTE	199.8		199.8		
	GF	11,893,695		5,719,909	28,488	28,488
	CF	3,843,119		3,852,291	8,843	8,843
	HUTF	17,060,400		17,204,088	335,393	335,393
	RF	4,218,318		4,283,681	10,073	10,073
	FF					
(2) Colorado State Patrol Operating Expenses	Total	9,827,325	-	9,827,325	352,573	352,573
	FTE	-	-	-	-	-
	GF	462,528	-	462,528	11,336	11,336
	CF	542,149	-	542,149	8,843	8,843
	HUTF	8,568,747	-	8,568,747	322,503	322,503
	RF	253,901	-	253,901	9,891	9,891
	FF	-	-	-	-	-
(2) Colorado State Patrol Executive and Capitol Complex Security Program	Total	4,075,852	-	4,314,506	5,241	5,241
	FTE	66.0	-	66.0	-	-
	GF	2,697,904	-	2,875,120	5,241	5,241
	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
	RF	1,377,948	-	1,439,386	-	-
	FF	-	-	-	-	-
(2) Colorado State Patrol Hazardous Material Safety Program	Total	1,135,380	-	1,162,390	1,606	1,606
	FTE	12.0	-	12.0	-	-
	GF	-	-	-	-	-
	CF	340,414	-	347,490	-	-
	HUTF	794,966	-	814,900	1,606	1,606
	RF	-	-	-	-	-
	FF	-	-	-	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
(2) Colorado State Patrol Ports of Entry	Total	7,906,897	-	8,032,747	11,284	11,284
	FTE	117.8	-	117.8	-	-
	GF	-	-	-	-	-
	CF	210,210	-	212,306	-	-
	HUTF	7,696,687	-	7,820,441	11,284	11,284
	RF	-	-	-	-	-
	FF	-	-	-	-	-
(2) Colorado State Patrol Safety and Law Enforcement Support	Total	3,473,679	-	3,477,604	182	182
	FTE	4.0	-	4.0	-	-
	GF	-	-	-	-	-
	CF	1,012,512	-	1,012,512	-	-
	HUTF	-	-	-	-	-
	RF	2,461,167	-	2,465,092	182	182
	FF	-	-	-	-	-
(5) Colorado Bureau of Investigation (A) Administration Operating Expenses	Total	24,706	-	24,706	330	330
	FTE	-	-	-	-	-
	GF	13,729	-	13,729	330	330
	CF	10,977	-	10,977	-	-
	HUTF	-	-	-	-	-
	RF	-	-	-	-	-
	FF	-	-	-	-	-
(5) Colorado Bureau of Investigation (C) Laboratory and Investigative Services Operating Expenses	Total	10,571,693	-	4,220,691	11,581	11,581
	FTE	-	-	-	-	-
	GF	8,719,534	-	2,368,532	11,581	11,581
	CF	1,726,857	-	1,726,857	-	-
	HUTF	-	-	-	-	-
	RF	125,302	-	125,302	-	-
	FF	-	-	-	-	-
Letternote Text Revision Required? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> If yes, describe the Letternote Text Revision:						
Cash or Federal Fund Name and COFRS Fund Number: Various Cash to include Highway User Tax Fund "Off-the-Top"						
Reappropriated Funds Source, by Department and Line Item Name: Various Reappropriated Sources						
Approval by OIT? Yes: <input type="checkbox"/> No: <input type="checkbox"/> Not Required: <input checked="" type="checkbox"/>						
Schedule 13s from Affected Departments: N/A						
Other Information: N/A						



COLORADO

Department of Public Safety

Priority: R-9
DPS Vehicle Variable Rate Increase
FY 2014-15 Change Request

Cost and FTE

- The Department requests \$382,797 total funds, which includes \$28,488 General Fund, \$8,843 Cash Funds, \$335,393 HUTF “Off-the-Top”, and \$10,073 Reappropriated Funds, in FY 2014-15 and beyond to fund a vehicle variable rate increase for the Colorado State Patrol (CSP) and Colorado Bureau of Information (CBI).

Current Program

- The CSP provides traffic enforcement, accident investigation, and traffic mitigation for the general public, and assists local law enforcement agencies. The per-mile rate charged by State Fleet Management (SFM) for operations of CSP vehicles constitutes the largest portion of the Patrol’s Operating Expenses budget. In FY 2012-13 the CSP incurred \$4,230,061 in HUTF, \$212,797 in General Fund, \$129,304 in Reappropriated Funds, and \$113,518 in Cash Funds in vehicle variable charges.
- The CBI provides forensic and investigative services to law enforcement agencies across the state. Investigators traveled 848,009 highway miles and incurred \$219,726 in variable vehicle expenditures in FY 2012-13 while responding to 1,120 requests for assistance.

Problem or Opportunity

- The variable vehicle rate set by SFM increased by 6.5% for CBI and 7.79% for CSP in FY 2013-14.
- These rate increases, driven largely by increasing fuel costs, have placed a significant strain on the Department of Public Safety’s operating budget.

Consequences of Problem

- Failure to approve this request will force the Patrol to restrict the number of miles driven by troopers by approximately 930,000 miles. This reduction would result in a correlating reduction in proactive patrol hours and limit the Patrol to responding to only critical/life-threatening incidents.
- The CBI will be unable to provide timely and appropriate responses to all requests from local law enforcement agencies.

Proposed Solution

- The Department requests increased funding support to cover the rate increase, and therefore maintain current levels of public safety for the general public and local law enforcement agencies.
- The additional funding will allow the Patrol to maintain patrol levels and meet performance measures; CBI will continue to respond immediately to requests for forensic and investigative services.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-9
Request Detail: DPS Vehicle Variable Rate Increase

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
DPS, Vehicle Variable Rate Increase	\$382,797	\$28,488

Problem or Opportunity:

The Department of Public Safety (Department) requests an increase of \$335,393 HUTF “Off-the-Top”, \$28,488 General Fund, \$10,073 Reappropriated Funds and \$8,843 in Cash Funds for FY 2014-15 and beyond. This request is necessitated by the overall increase in vehicle variable rates charged by State Fleet Management (SFM) beginning in FY 2013-14. The Colorado Bureau of Investigation (CBI) vehicle variable rate increased 6.5%, the Colorado State Patrol (CSP) increased 7.79% for patrol vehicles, and Port of Entry large van vehicles (class 2) increased 16.24%; all of these increases are effective in FY 2013-14.

Colorado State Patrol

The divisions within the Department provide statewide public safety such as: forensic and investigative services, traffic enforcement, accident investigation, and traffic mitigation for local and law enforcement agencies and the general public. The increase in the vehicle variable rate, driven largely by fuel costs, has placed a significant strain on the Department’s operations. The final variable rates for FY 2013-14 distributed to the Department on July 12, 2013 indicate an overall average rate increase of 6.5% across vehicle class codes used by the Department of Public Safety. However, the rate for CSP’s Patrol Car class code shows an increase of 7.79%. CSP vehicle variable costs account for 35.7% of the total HUTF “Off-the-Top” operating expense budget. This CSP operating expense budget is designed to be the primary support of CSP’s operations. An increase of fuel costs by 7.79% increases the percentage of HUTF “Off-the-Top” operating costs consumed by the vehicle variable portion of the operating expense budget by an incremental 2.8% to approximately 38.5% of the total operating costs. This increase causes strain on the entirety of this operating budget.

The per-mile rate charged by State Fleet Management (SFM) for operations of Colorado State Patrol (CSP) vehicles constitutes the largest portion of the Patrol’s Operating Expenses budget. The following table shows the vehicle variable charges in FY 2012-13 for the CSP, and the funding impact of a 7.79% variable rate increase as well as a 16.24% increase in class 2 vehicles:

<u>Long Bill Line Item:</u>	<u>Fund:</u>	<u>FY 2012-13</u>	<u>Vehicle Class</u>	<u>Percent Increase</u>	<u>Amount</u>
CSP Operating Expense	HUTF	\$ 4,139,963	Class 12 Patrol Vehicles	7.79%	\$ 322,503
CSP Operating Expense	General Fund	145,518	Class 12 Patrol Vehicles	7.79%	11,336
CSP Operating Expense	Re-Appropriated	126,968	Class 12 Patrol Vehicles	7.79%	9,891
CSP Operating Expense	Cash Fund	113,518	Class 12 Patrol Vehicles	7.79%	8,843
Executive & Capitol Complex Security	General Fund	67,279	Class 12 Patrol Vehicles	7.79%	5,241
Hazardous Materials Safety Program	HUTF	20,613	Class 12 Patrol Vehicles	7.79%	1,606
Safety and Law Enforcement Support	Re-Appropriated	2,336	Class 12 Patrol Vehicles	7.79%	182
CSP Port of Entry Program	HUTF	69,485	Class 2 POE Vans	16.24%	11,284
		<u>\$ 4,685,680</u>			<u>\$ 370,886</u>

As the table shows, a 7.79% increase results in an estimated \$380,886 increase in expenditures within the CSP's Operating Expense line of \$335,394 HUTF, \$16,576 General Fund, \$10,073 Re-appropriated Funds and \$8,843 in Cash Funds.

Colorado Bureau of Investigation

In FY 2012-13, CBI leased vehicles traveled a total of 848,009 highway miles and incurred \$219,726 in vehicle variable rate expenditures. Given the overall rate increase, and if the same number of highway miles are traveled in FY 2014-15, the CBI estimates to incur expenditures of \$234,008, or an increase of \$14,283. Although the Department is estimating an increase of \$14,283 in FY 2014-15 and beyond, CBI estimates that approximately \$2,371 could be absorbed in certain operating expense line items. Therefore the CBI is requesting \$11,911 General Fund.

This request is in alignment with the CSP's strategic objectives. These performance measurements aim to:

- Reduce by 5% the number of fatal and injury crashes investigated by troopers statewide in calendar years 2013 through 2016. This number will be based upon the four year average from calendar years 2009 through 2012;
- Reduce by 5% the number of DUI/DUID caused fatal and injury crashes investigated by troopers statewide in calendar years 2013 through 2016. This number will be based upon the four year average from calendar years 2009 through 2012;
- Reduce by 5% the number of commercial vehicle crashes investigated by troopers statewide in calendar years 2013 through 2016. This number will be based upon the four year average from calendar years 2009 through 2012;
- Reduce by 4% the number of hazardous material investigated by troopers statewide in calendar years 2013 through 2016. This number will be based upon the four year average from calendar years 2009 through 2012.

Connection to Departmental Goals

Providing for the availability of patrol vehicles will ensure achievement of these performance measures.

This request also supports the following CBI strategic objective: *Investigative Assistance Objective* - Provide a timely and appropriate response to all requests from local law enforcement agencies for criminal investigative support for Part 1 crimes (homicide, sexual assault, arson and robbery). The approval of additional operating funds for vehicles will ensure CBI is able to respond to requests for assistance throughout Colorado.

Proposed Solution:

The Department requests an increase of \$335,393 HUTF “Off-the-Top”, \$16,577 General Fund, \$10,073 Reappropriated Funds and \$8,843 Cash Funds for CSP for FY 2014-15, and beyond. In addition, the Department requests \$11,911 General Funds for CBI for FY 2014-15, and beyond. The request totals \$382,797, which includes \$335,393 HUTF “Off-the-Top”, \$28,488 General Fund, \$10,073 Reappropriated Funds, and \$8,843 Cash Funds.

**Table 1: CSP and CBI FY 2012-13 Expenditures and
FY 2014-15 Requested Amount By Fund Source**

	TF	GF	CF	HUTF	RF
CSP FY 2012-13 Expenditure	\$4,685,680	\$212,797	\$113,518	\$4,230,061	\$129,304
CSP FY 2014-15 Request	\$370,886	\$16,577	\$8,843	\$335,393	\$10,073
CBI FY 2012-13 Expenditure	\$219,726	\$219,716	\$0	\$0	\$0
CBI FY 2014-15 Request	\$11,911	\$11,911	\$0	\$0	\$0
Total FY 2014-15 Request	\$382,797	\$28,488	\$8,843	\$335,393	\$10,073

Should the request not be approved, operational costs for CSP will increase without a corresponding increase in operational funding. The Patrol could become limited in its capability to provide traffic safety enforcement and officer safety in the field. Non-mission critical functions have already been pared down to the greatest extent possible. Failure to approve this request will force the Patrol to limit the number of miles driven by its troopers by approximately 930,000 miles, resulting in a correlating reduction in proactive patrol hours. This would result in the reduction of Trooper’s response to motorist assists and non-injury crashes.

The CBI will also be unable to respond to requests for service because its operating expenses budget would be under funded in FY 2014-15 and beyond. The CBI estimates that without necessary funding, the CBI will be unable to support travel for approximately 45,811 highway miles (\$11,911/ \$0.26—average cost of mile); the \$0.26 is based on a calculation of \$219,726/848,009 miles. Lacking sufficient operating funding, the CBI would have to prioritize requests for assistance thereby creating a risk to public safety and law enforcement agencies.

Anticipated Outcomes:

With the necessary increase in variable rate funding, CSP will be able to continue to provide a high level of service to Colorado’s citizens and visitors, and CBI would continue to provide its 365/24/7 full-service forensic and investigative services throughout Colorado.

The Colorado State Patrol maintains an average of 12,932,000 miles per year, and these miles will continue to be supported with the requested funding. Additionally, the various other programs supported by the CSP, including training and development, road hazard mitigation, and statewide communication will be able to operate at status quo levels of efficiency.

CBI will maintain immediate response for full-service forensic and investigate services, which in turn supports the broader law enforcement goal of timely and efficient case processing.

Assumptions and Calculations:

The calculations for CSP were based on FY 2013-14 per mile rates set by SFM within the Department of Personnel and Administration (DPA) compared to FY 2012-13. Please see information below.

Vehicle Class	FY 2012-13 Rate	FY 2013-14 Rate	% Increase
Class 12–Patrol Vehicles	\$.321	\$.346	7.79%
Class 2 – Vans (POE)	\$.314	\$.365	16.24%

For the purposes of this analysis, the Patrol has assumed that the FY 2013-14 rates will remain the same as FY 2012-13 and mileage traveled will closely approximate those driven for FY 2012-13.

The calculation for the CBI increase is based on the actual number of miles traveled in FY 2012-13 and associated operational expenditures (See Table 1 above).

Cash Fund Projections:

This request would fall within the available appropriations limit for HUTF “Off-the-Top” funds in both FY 2013-14 and FY 2014-15.

Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Acquisition of Portable Radios
 Priority Number: R-10

Dept. Approval by: Jessie Y. Anderle 10/25/13
 Date: _____
 OSPB Approval by: [Signature] 10/26/13
 Date: _____

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	9,827,325		9,827,325	1,343,900	
	FTE					
	GF	462,528		462,528		
	CF	542,149		542,149		
	HUTF	8,568,747		8,568,747	1,343,900	
	RF	253,901		253,901		
	FF					
(2) Colorado State Patrol Operating Expenses	Total	9,827,325	-	9,827,325	1,343,900	-
	FTE	-	-	-	-	-
	GF	462,528	-	462,528	-	-
	CF	542,149	-	542,149	-	-
	HUTF	8,568,747	-	8,568,747	1,343,900	-
	RF	253,901	-	253,901	-	-
	FF	-	-	-	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Highway User Tax Fund "Off-the-Top"
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: N/A
 Other Information: N/A

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COLORADO

Department of Public Safety

Priority: R-10
Acquisition of Portable Radios
FY 2014-15 Change Request

Cost and FTE

- The Department requests \$1,343,900 HUTF “Off-the-Top” for FY 2014-15 to acquire 356 portable radios for the Colorado State Patrol (CSP). This represents a 13 percent increase to the CSP base operating budget.

Current Program

- The CSP responds to an average of 525,000 incidents per year, each with a minimum of five radio contacts. The Patrol provides professional public safety communications services, protecting critical infrastructure and State assets, and establishes law enforcement and emergency partnerships through Colorado.

Problem or Opportunity

- CSP portable radios are 10 to 12 years old and do not meet the interoperability compliance standard set in H.B. 98-1068 with the Office of Information Technology (OIT). The failure rate of these radios is approximately 26 annually, out of the 856 currently in service.
- Interoperability and radio failure endangers officer and impedes the ability for the Patrol to safeguard life, the Capitol Complex and provide a safe and secure environment for the motoring public.
- With the assistance of a federal grant, the CSP will purchase 143 radios during the current fiscal year. However, the CSP does not have sufficient funding to acquire, 356 Motorola APX6000 portable radios at \$3,775 per radio.

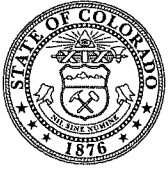
Consequences of Problem

- Inoperable and incompatible portable radios disrupt communication between troopers, first responder agencies, and the residents of the State of Colorado, posing dangerous consequences including the increased risk of serious bodily injury or death.

Proposed Solution

- The Department requests replacement of 356 portable radios (model number APX6000) in FY 2014-15. The new portable radios will have the capability to communicate on both the 700 MHz and 800 MHz frequencies, providing both interoperability and operability. These radios will be compliant with OIT inter-operability standards, increase officer safety, allow communications with other agencies and first responders, and help the Patrol achieve its strategic goals. This acquisition combined with previous one-time funding acquisition will provide a total inventory of 499 portable radios.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-10
Request Detail: Acquisition of Portable Radios

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
Acquisition of Portable Radios	\$1,343,900	\$0

Problem or Opportunity:

The Department of Public Safety (Department) requests a one-time increase of \$1,343,900 HUTF “Off-the-Top” for FY 2014-15 to replace the Colorado State Patrol’s portable radios.

Currently, the Colorado State Patrol (CSP, Patrol) uses Motorola XTS3000 portable radios that are 10 to 12 years old. The portable radios no longer meet the compliance standard set forth in H.B. 98-1068 with the Office of Information Technology (“OIT”) pertaining to the interoperability standard. Statute (24-37.5-506, C.R.S.) requires a statewide, interoperable public safety radio communications system that provides instant and disruption-resistant communication capability for law enforcement agencies and other units of government that may be called upon to deal with natural disasters, health emergencies, acts of terrorism, and other threats to public health and safety. Without proper encryption capability that new models possess, interoperability will be extremely limited, and restrictive to field trooper’s ability to communicate. The CSP will only be able to communicate with a limited number of agencies that have yet to encrypt their radios. Additionally, the radios are no longer manufactured, and are not manufacturer supported. As of December 2011, Motorola has ceased production of replacement parts making repairs near impossible. The failure rate of these radios is approximately 26 per year, out of the 856 currently in service. These failures impact the officer’s ability to communicate with dispatch or other officers when outside the vehicle, leaving them vulnerable during every traffic stop.

Background

Portable radios, due to product life cycle expectancy, should be replaced approximately every ten years. The current portable radios were purchased in years 2000 through 2002 by the Office of Information Technology (OIT) with appropriations included in H.B. 98-1068 using the Public Safety Communications Trust. Prior to that, radios were purchased in years 1990 through 1993. The Public Safety Communication Trust is no longer funded by the State and currently has no funds available. Therefore, OIT will be transferring these portable radio assets to CSP, and CSP will use them as trade-in to reduce the cost of acquisition.

New 700 MHz spectrum makes existing portable radios obsolete:

The current inventories of portable radios are designed to communicate on the 800 MHz spectrum. These portable radios are unable to utilize the new public safety portion of the 700 MHz spectrum. The 700 MHz spectrum was previously used for analog television broadcast. However, the Federal Communications

Commission (FCC) has ruled that the digital television transition has made these frequencies no longer necessary for broadcasters, due to the improved spectral efficiency of digital broadcast. Therefore, the FCC has set aside a portion of the 700 MHz spectrum for public safety network. Due to the overuse of the 800 MHz spectrum, many of the local agencies have begun operating on the new 700 MHz spectrum.

With the transition from the 800 MHz to the 700 MHz spectrum, coupled with the age of the current portable radios, there are extreme limitations on where the radios can efficiently be used in the state. For example, the 800 MHz radios are unable to be used in much of the Capitol Complex/Denver metropolitan area because the Denver Police Communications towers are designed for 700 MHz usage. The proposed replacement portable radios will operate on both 700 MHz and 800 MHz and have encryption technology.

Link to Operations

Portable radios are not only the lifeline for the officers that use them, but are a necessary piece of equipment in the protection of life and property. Annually, CSP deals with over 525,000 incidents and each incident has a minimum of five radio contacts. Therefore, CSP makes over 2.5 million radio contacts each year. The lack of interoperability/encryption and radio failure due to old technology impacts CSP's ability to provide officer safety and safeguard life, protect the Capitol Complex, and provide for a safe and secure environment for the motoring public. Without these encrypted capable portable radios, communication between officers, allied agencies (including fire and medical), and the residents of Colorado would be put in jeopardy. Traffic law enforcement becomes more difficult to manage on all levels, increasing risk factors for officers and decreasing the threshold for delivering public safety needs to the community.

The inability to communicate with other agencies negatively impacts not only departmental relationships, but also decreases the ability to effectively serve the community. Without updated portable radios with encryption technology, CSP will continue to be unable to communicate with other agencies, increasing the risk for officer safety and negatively impacting external partnerships. Also, when a radio fails, the officer is unable to communicate with anyone when outside the vehicle. This inability to communicate puts that officer and any other responding officers and the general public at great risk.

Strategic Goals

The acquisition of these portable radios will help the Patrol meet three key strategic goals:

- Provide professional public safety communications services
- Protect critical infrastructure and State assets
- Establish and maintain internal and external partnerships

Failure to replace the current non-interoperable portable radios could result in the Patrol not achieving these key strategic goals.

Proposed Solution:

The Department requests an increase of \$1,343,900 HUTF "Off-the-Top" for FY 2014-15 to replace 356 of the Colorado State Patrol's portable radios (model number APX6000). These new portable radios will have the capability to communicate on both the 700 MHz and 800 MHz frequencies, providing both interoperability and operability. The Department plans to submit an associated FY 2013-14 supplemental request, which would fund the replacement of the remaining 356 radios.

With the requested HUTF "Off-the-Top" funds, CSP would have the necessary funding to replace and deploy on a priority basis. The deployment would initially address the areas within the state where the 700 MHz sites have been deployed, and continue to areas that are transitioning to the new 700 MHz frequency

standard. Overall, CSP's goal would be to locate patrol areas where communication has been disrupted due to the spectrum change along with locations strongly needing agency assists and implement these radios in order to achieve the strategic goals of the Department.

Link to performance plan:

Acquisition of new APX6000 model portable radios will provide CSP with the ability to communicate on both the 700 MHz and 800 MHz and will improve and safeguard communications between officers, necessary agencies (including fire and medical), and the residents of the state of Colorado. Furthermore, it ensures that the required safety equipment is available, reliable, and repairable. The APX6000 portable radios will be fully programmed upon receipt. These radios will allow CSP to continue to safely, efficiently, and effectively respond to the average 525,000 incidents and approximately 12,000 agency assists annually.

In addition to having the needed capability to run on both spectrums and provide agency assists, the Motorola APX6000 has maintenance support. CSP is the largest law enforcement agency in the state and provides services to various areas; it is vital that maintenance support is available due to the large number of radios needed to serve the state. The Motorola APX6000 has been selected as CSP's standard portable radio ensuring familiarity to all users, reducing training needs.

In order to replace the portable radios over an efficient eight year replacement cycle, the Department plans to request funds beginning in FY 2019-20 and beyond to purchase 107 radios (\$403,925 per year). The APX6000 radio has an estimated eight year life cycle. With the funding of a replacement cycle beginning in FY 2019-20, CSP projects that a continuous replacement cycle can be maintained for its 856 portable radio inventory.

Alternative considered:

The Department considered requesting a four or five year replacement program in lieu of the acquisition of all 356 radios in 2013-14 and FY 2014-15. However, in consideration of the already growing repair, operability and interoperability concerns, a two year replacement plan was determined as the best option in order to maintain public safety needs. CSP projects that current inventory of "end of life" portable radios will continue to fail at an increasing rate, and therefore will be unable to keep sufficient portable radios operational. In addition, more agencies will continue to transition to the 700MHz frequency, widening the gap between CSP and its ability to provide services in vital areas.

Anticipated Outcomes:

Upon completion of this initiative the CSP would ensure that the 713 new Motorola APX6000 portable radios are deployed to all troops, guaranteeing that its members maintain the essential equipment necessary to respond to calls for service. Replacement of the current outdated radios will ensure that the CSP will have effective and efficient communication throughout the state and with all allied agencies.

Assumptions and Calculations:

Key Assumptions:

An APX6000 portable radio currently costs \$3,775 each, with an expected life cycle of eight to ten years.

In FY 2012-13, total inventory of portable radio is 856 units. These units are deployed as follows:

- 750 are assigned to uniform personnel
- 55 are retained as backup dispatch communication devices at the six communication centers (Alamosa, Capitol Complex, Craig, Denver, Montrose, Pueblo)

- 51 are retained as short term event “loaner” communication devices for outside agencies. These agencies include, but are not limited to: Federal Emergency Management Agency (FEMA), Federal Bureau of Investigations, Federal Drug Enforcement Agency, Wildland Fire – Forest Service. These agencies work in conjunction with CSP and need to have the ability to communicate via portable radio. In addition, these portable radios will serve as replacement radios while issued radios are being repaired, ensuring that officers have a portable radio at all times.

In FY 2011-12 there were 15 APX6000 replacement radios acquired through one-time funding. And in FY 2012-13 an additional 103 radios were acquired by similar one-time funding efforts.

CSP requested and was granted funding for 25 radios through a one-time only Justice Assistance Grant for purchase in FY 2013-14. The Department also plans to submit an FY 2013-14 supplemental for the remaining 356 radios.

This leaves a remaining 356 radios at \$3,775 totaling \$1,343,900.

It is assumed that the replacement cycle portable radios will cost approximately \$3,775.

Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety

Request Title: DFPC State Engine Staffing

Priority Number: R-11

Dept. Approval by: *Jesse Y. Anderle* 10/29/13
 Date

OSPB Approval by: *Grant W. Smith* 10/29/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	25,209,977	-	24,173,543	622,004	562,374
	FTE	35.4	-	35.4	7.3	8.0
	GF	3,616,620	-	4,809,995	622,004	562,374
	CF	7,007,707	-	4,005,473	-	-
	HUTF	12,072,067	-	13,651,957	-	-
	RF	1,061,665	-	795,048	-	-
	FF	1,451,918	-	911,070	-	-
(1) Executive Director's Office	Total	11,993,091	-	12,735,075	35,368	35,368
	FTE	-	-	-	-	-
(A) Administration Health Life and Dental	GF	1,907,060	-	2,529,466	35,368	35,368
	CF	1,057,513	-	1,060,587	-	-
	HUTF	7,600,171	-	8,270,948	-	-
	RF	693,982	-	461,839	-	-
	FF	734,365	-	412,235	-	-
(1) Executive Director's Office	Total	206,287	-	233,415	493	540
	FTE	-	-	-	-	-
(A) Administration Short Term Disability	GF	41,046	-	53,399	493	540
	CF	14,855	-	20,290	-	-
	HUTF	126,451	-	144,342	-	-
	RF	9,677	-	8,181	-	-
	FF	14,258	-	7,203	-	-

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
(1) Executive Director's Office	Total	3,693,614	-	4,324,758	11,137	13,417
	FTE	-	-	-	-	-
(A) Administration	GF	699,803	-	967,042	11,137	13,417
Amortization	CF	290,149	-	372,445	-	-
Equalization	HUTF	2,283,737	-	2,702,796	-	-
Disbursement	RF	172,237	-	151,937	-	-
	FF	247,688	-	130,538	-	-
(1) Executive Director's Office	Total	3,332,226	-	4,055,569	10,441	12,959
	FTE	-	-	-	-	-
(A) Administration	GF	630,123	-	906,602	10,441	12,959
Supplemental	CF	261,669	-	350,275	-	-
Amortization	HUTF	2,061,708	-	2,533,871	-	-
Equalization	RF	155,119	-	142,441	-	-
Disbursement	FF	223,607	-	122,380	-	-
(1) Executive Director's Office	Total	135,759	-	136,386	27,600	27,600
	FTE	-	-	-	-	-
(A) Administration	GF	71,588	-	72,215	27,600	27,600
Vehicle Lease Payments	CF	33,521	-	33,521	-	-
	HUTF	-	-	-	-	-
	RF	30,650	-	30,650	-	-
	FF	-	-	-	-	-
(3) Division of Fire Prevention and Control	Total	5,849,000	-	2,688,340	536,965	472,490
	FTE	35.4	-	35.4	7.3	8.0
Wildland Fire	GF	267,000	-	281,271	536,965	472,490
Management Services	CF	5,350,000	-	2,168,355	-	-
	HUTF	-	-	-	-	-
	RF	-	-	-	-	-
	FF	232,000	-	238,714	-	-
Letternote Text Revision Required? Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/> If yes, describe the Letternote Text Revision:						
Cash or Federal Fund Name and COFRS Fund Number: N/A						
Reappropriated Funds Source, by Department and Line Item Name: N/A						
Approval by OIT? Yes: <input type="checkbox"/> No: <input type="checkbox"/> Not Required: <input checked="" type="checkbox"/>						
Schedule 13s from Affected Departments: N/A						
Other Information: N/A						



Cost and FTE

- The Department requests \$622,004 General Fund and 7.3 FTE in FY 2014-15 and \$562,374 General Fund and 8.0 FTE in FY 2015-16 and beyond for the Division of Fire Prevention and Control (DFPC) state fire engine staffing.

Current Program

- The State Engine Program provides assistance to local jurisdictions when wildfires exceed local capabilities or when local firefighting resources are overburdened due to the number or duration of fires.
- The State Engine Program also provides training to local jurisdictions, and the core firefighting resources needed to implement mitigation and prescribed fire projects.

Problem or Opportunity

- Demand for state fire engines has increased in recent years, and indications are that the need will continue to increase. Over the past three years alone, an average of 4,856 fires have burned nearly 150,000 acres annually.
- The State Engine Program currently is able to fully staff two engines; full capacity is 15 engines. Without additional firefighters and engine bosses, the DFPC will face operational challenges in meeting increased wildfires.

Consequences of Problem

- Without the increase in funding, DFPC will not have the resources to provide guidance and resources for local response units, which undermines the State's ability to provide a swift and strategic response to wildfires.

Proposed Solution

- The requested additional funding will provide for one additional staffed engine and 5 engines jointly staffed by DFPC and local agencies.
- The additional resources will provide more engines and firefighters responding on initial attack which will increase the probability of keeping wildfires smaller and decreasing the resultant losses and overall cost of fire suppression.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-11
Request Detail: State Engine Staffing Request

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
State Engine Staffing Request	\$622,004	\$622,004

Problem or Opportunity:

The State Engine Program, within the Division of Fire Prevention and Control (DFPC), faces an operational challenge in achieving its mission to provide assistance to local jurisdictions when local firefighting resources are overburdened due to the number, complexity, and duration of wildland fires. At full capacity, the State Engine Program operates 15 State Engines; currently, however, the Program operates only two engines with 6.0 Crew Members—each engine requires three crew members.

The State Engine Program originated in S.B. 06-096, which equipped the Colorado State Forest Service (CSFS) with moneys from the Wildfire Preparedness Fund to deploy "state wildfire engines and staffing of the engines at different levels of wildfire risk." When the State Engine Program was first initiated in 2007, four engines were staffed year-round and their primary purpose was fuel reduction projects on state lands, including prescribed fire. During the wildfire season these engines responded to wildfires as needed and additional state engines, staffed with seasonal employees and cooperators, were added to increase firefighting capability. As state needs evolved and fire risks increased, H.B. 12-1283 transferred wildland fire "prevention and suppression" responsibilities from the CSFS to the Division of Fire Prevention and Control under the Department of Public Safety (DPS). This transfer generates greater interagency collaboration within the State of Colorado.

State Engine Program Operations

The State Engine Program maintains twelve Type 6 engines and four Type 4 engines. Each engine requires three crew members to operate, ideally with one engine boss and two firefighters. The State Engine Program provides assistance to local jurisdictions when local firefighting resources are overburdened due to the number, complexity, or duration of fires. When areas of the state are under high or extreme fire danger, DFPC Engines may be prepositioned on "severity" assignments, for the purpose of supplementing local resources for quick initial attack. In "shoulder seasons", when state and federal hand crews are virtually non-existent, the engine crews can be redeployed as a hand crew or the overhead for cooperator hand crews. Over the past several years, the State Engine Program has proven to be a valuable force multiplier in situations when other resources have been stretched thin.

While suppression is the most visible function of the program, the engine crews also provide a wide range of forestry- and fire-related services, including critical wildland fire training to local jurisdictions. Cooperatively, with the CSFS districts, the engine crews work on state lands to reduce hazardous fuels and

promote forest health. This is done through various methods including, general thinning, chipping, pile burning and broadcast burning.

Lastly, DFPC maintains several engines that are staffed through cooperative agreements. While not fully staffed on a daily basis, these engines can be quickly staffed when needed for fire responses. The engine program provides the state with a multi-faceted, highly capable resource that can accomplish a variety of tasks. As such, this makes the staffed engine program one of the most versatile and cost effective programs within DFPC.

Increasing demand

Demand for state engines has increased in recent years and indications are that the need will continue to increase. Through wildfire tracking, the number, intensity, and complexity of wildfires in Colorado has grown exponentially and experts predict that it will worsen over the next decades. The following table demonstrates the increase in wildfires, with the average number of fires per decade, along with the average number of acres burned:

Table 1: Colorado Wildfires (includes State and private lands)

Decade	Average # Fires	Average # Acres Burned
1960s	457	8,170
1970s	734	6,554
1980s	1,285	23,308
1990s	1,286	21,796
2000s	2,555	87,157
2010s	4,846	148,158

In response to the exponential increase in wildfires, the State Engine Program has received a corresponding increase in requests for state engine assistance. DFPC is unable to fulfill many of these requests; while the threat of wildfires continues to rise, funding and staffing levels remain the same.

With current funding, DFPC can only staff a maximum of two engines with state firefighters. In order to make the most of existing resources and provide assistance to local entities in wildland firefighting, DFPC has implemented alternative staffing models, such as engines jointly staffed by DFPC and local personnel. Under this program, DFPC provides an engine and an engine captain (1.0 FTE), while the local jurisdiction provides two firefighters to staff the engine. These jointly staffed engines will be available for initial attack in the local jurisdiction and will be dispatched to state responsibility fires. The benefits of the jointly staffed engine program are it provides for the immediate response of an engine to state and local wildfires for approximately one-third of the personnel costs to the state. This joint staff approach is currently being implemented in Berthoud, and additional areas are likely to employ this approach in the near future. However, even with jointly staffed engines, DFPC will continue to face challenges in meeting the increased wildfire pressures.

Proposed Solution:

The Department of Public Safety (DPS) requests \$622,004 General Fund and 7.3 FTE in FY 2014-15 and \$562,374 General Fund and 8.0 FTE in FY 2015-16 and beyond for the Division of Fire Prevention and Control to maintain a viable state engine program.

The 8.0 FTE will be broken down into 6.0 Technician IIIs at a monthly salary of \$3,339 per month (5.5 in FY 2014-15 due to General Fund paydate shift) and 2.0 Technician IIs at a monthly salary of \$2,688 per

month (1.8 in FY 2014-15 due to General Fund paydate shift). The Technician IIIs translate to engine bosses and the Technician IIs translate to firefighters.

The 8.0 additional FTE will enable the DFPC State Engine Program to meet increasing wildfire threats. Without these FTE, local resources will continue to be stretched beyond capacity, and the State will struggle to implement a coordinated, effective response to wildfires.

Anticipated Outcomes:

Approval of this request would allow DFPC to employ a greater variety of engine staffing options. The proposed combination of engine bosses and firefighters will enable the State Engine Program to provide three fully staffed engines and/or five jointly staffed engines. With additional personnel, the State would have resources to respond to local requests for assistance on fires, conduct fire mitigation projects, prescribe fire burns and train local fire teams. . These additional resources will provide more engines and firefighters responding on initial attack which will increase the probability of keeping wildfires smaller and decreasing the resultant losses and overall cost of fire suppression.

Assumptions and Calculations:

Each fully staffed engine requires one Technician III (Engine Boss) at a monthly salary of \$3,339 and two Technician IIs (Firefighters) at a monthly salary of \$2,688. Each jointly staffed engine requires one Technician III (Engine Boss) and two firefighters provided by local jurisdictions. Because the Department seeks to fund an additional, fully staffed engine and five jointly staffed engines, this request is for 6.0 Technician IIIs (5.5 in FY 2014-15 due to General Fund paydate shift) and 2.0 Technician IIs (1.8 in FY 2014-15 due to General Fund paydate shift) in addition to associated operating expenses. (See attached FTE Calcs spreadsheet).

Calculation Assumptions:

Personal Services -- Based on the Department of Personnel and Administration's August 2011 Annual Compensation Survey Report, a [POSITION] at the [BOTTOM, MIDDLE, OR TOP] of the pay range will require a monthly salary of \$#,###.

Operating Expenses -- Base operating expenses are included per FTE for \$500 per year. In addition, for regular FTE, annual telephone costs assume base charges of \$450 per year.

Standard Capital Purchases -- Each additional employee necessitates the purchase of a Personal Computer (\$900), Office Suite Software (\$330), and office furniture (\$3,473).

General Fund FTE -- New full-time General Fund positions are reflected in FY 2012-13 as 0.9166 FTE to account for the pay-date shift.

Expenditure Detail		FY 2014-15		FY 2015-16	
Personal Services:		FTE	\$	FTE	
	Monthly Salary				
Technician III	\$ 3,339	5.5	220,374	6.0	240,408
PERA			22,368		24,401
AED			8,815		10,578
SAED			8,264		10,217
Medicare			3,195		3,486
STD			390		426
Health-Life-Dental			26,526		26,526
Subtotal Position 1, 9.0 FTE		5.5	\$ 289,932	6.0	\$ 316,042
	Monthly Salary				
Technician II	\$ 2,688	1.8	58,061	2.0	64,512
PERA			5,893		6,548
AED			2,322		2,839
SAED			2,177		2,742
Medicare			842		935
STD			103		114
Health-Life-Dental			8,842		8,842
Subtotal Position 2, 8.0 FTE		1.8	\$ 78,240	2.0	\$ 86,532
Subtotal Personal Services		7.3	\$ 368,172	8.0	\$ 402,574

<i>DFPC Operating Expenses</i>					
Regular FTE Operating	500	8.0	4,000	8.0	4,000
Telephone Expenses	450	8.0	3,600	8.0	3,600
PC, One-Time	1,230	4.0	4,920	-	
Office Furniture, One-Time	3,473	-	-	-	
Uniforms/Protective (nomex shirts x 2 @ \$75, nomex pants x 2 @ \$150, helmet @ \$50)	500	8.0	4,000	8.0	4,000
Travel (\$50 per diem x 30 days)	1,500	8.0	12,000	8.0	12,000
Training (2 training courses at \$600/course)	1,200	8.0	9,600	8.0	9,600
Engine Repair & Maintenance	10,000	6.0	60,000	6.0	60,000
Replacement Parts	1,500	6.0	9,000	6.0	9,000
Supplies & Equipment	5,000	6.0	30,000	6.0	30,000
Radios & Misc. Expenses	14,852	6.0	89,112	-	-
<i>Subtotal Operating Expenses</i>			\$ 226,232		\$ 132,200
<i>EDO Operating Expenses</i>					
Chase vehicle (383.33/mo. X 12 mos)	4,600	6.0	27,600	6.0	27,600
<i>Subtotal Operating Expenses</i>			\$ 27,600		\$ 27,600
<u>TOTAL REQUEST</u>		7.3	\$ 622,004	8.0	\$ 562,374
	<i>General Fund:</i>		<i>\$ 622,004</i>		<i>562,374</i>
	<i>Cash funds:</i>				
	<i>Reappropriated Funds:</i>				
	<i>Federal Funds:</i>				

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: World Alpine Ski Championship
 Priority Number: R-12

Dept. Approval by: Jesse Y. Andrade 10/25/13
 Date
 OSPB Approval by: Paul W. [Signature] 10/29/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	9,827,325		9,827,325	178,020	
	FTE					
	GF	462,528		462,528		
	CF	542,149		542,149		
	HUTF	8,568,747		8,568,747	178,020	
	RF	253,901		253,901		
	FF					
(2) Colorado State Patrol Operating Expenses	Total	9,827,325	-	9,827,325	178,020	-
	FTE	-	-	-	-	-
	GF	462,528	-	462,528	-	-
	CF	542,149	-	542,149	-	-
	HUTF	8,568,747	-	8,568,747	178,020	-
	RF	253,901	-	253,901	-	-
	FF	-	-	-	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Highway Users Tax "Off-the-Top"
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: N/A
 Other Information: N/A

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COLORADO

Department of Public Safety

Priority: R-12
World Alpine Ski Championship
FY 2014-15 Change Request

Cost and FTE

- The Department requests a one-time increase of \$178,020 HUTF "Off-the-Top" in FY 2014-15 to lodge, and provide per diem for 43 members of the Colorado State Patrol (CSP).
- These members will provide traffic enforcement and accident investigation for the 2015 World Alpine Ski Championship (WASC). This is a 1.8% increase in the Patrol's total operating budget.

Current Program

- The Patrol has 12 Eagle County assigned troopers providing traffic enforcement and accident investigation on CSP covered roadways. These troopers, combined with Vail Valley and Eagle County resources, provide 24/7/365 coverage either by duty hours or on call. These resources are not adequate to meet the needs of an event of this magnitude.

Problem or Opportunity

- WASC is being held in Vail and Beaver Creek CO from February 2nd thru 15th of 2015 and is an intermittent event that generates an extraordinary economic impact to the State of Colorado.
- The Vail Police Department, which is helping to oversee the security for WASC, has requested the Patrol assist with traffic management and law enforcement intelligence analysis.
- WASC is a high profile event and an attractive terrorist target. If security is not effectively managed, there will be an increased safety risk and possible negative financial impact to the State.
- Funding is not currently available for the 43 Patrol members for lodging and provisioning during their temporary assignment to the WASC event.
- These members temporarily assigned to the WASC will be supported by 27 local and neighboring county troopers to provide traffic enforcement and accident investigation in a 5 county area with 9 Field Intelligence Team (FIT) members providing law enforcement intelligence.

Consequences of Problem

- The experience and expertise of the Patrol is vital to a safe environment for participants and spectators. Without CSP support, local law enforcement agencies will be unable to provide adequate traffic management.

Proposed Solution

- Approval of this one-time funding request affords lodging and per diem for WASC assigned CSP members.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-12
Request Detail: World Alpine Ski Championship Request

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
World Alpine Ski Championship Request	\$178,020	\$0

Problem or Opportunity:

The Department of Public Safety (Department) requests a one-time increase of \$178,020 HUTF "Off-the-Top" in FY 2014-15 to lodge and per diem for 43 members of the Colorado State Patrol (CSP, Patrol). These members will provide law enforcement services that include: traffic enforcement, accident investigation, and intelligence gathering for the 2015 World Alpine Ski Championship (WASC). The WASC will be held in Vail and Beaver Creek, Colorado from February 2nd - 15th, 2015 and is a periodic event that has an extraordinary economic impact to the State of Colorado. The Colorado State Patrol has been asked by Eagle County law enforcement to assist with providing law enforcement services for the WASC.

Background:

The WASC is an international event first held in 1931 in Switzerland. While once held as part of the Olympic Games, the WASC is now a standalone event held every two years opposite the Winter Olympic Games. The event in 2015 will only be the sixth time the event has been held in the United States, and will mark the fourth time that a Colorado location was selected.

The last WASC held in the United States was in Vail in 1999. At that time, the event was covered live by national television networks and generated over 22 hours of domestic television coverage. In addition, the event was broadcast to 31 countries and reached over 400 million people. The 2011 event held in Germany was estimated to have been viewed by over one billion people, and it is estimated that a similar number of people will view the 2015 event through some form of electronic media with the same level of intensity as the United States views the Super Bowl. With extensive worldwide attention on the State of Colorado, it is vital that adequate support is provided to ensure the event is a success and safely conducted.

Insufficient local resources

Chief Dwight Henninger, the Chief of Police in Vail and security committee chairman for the WASC, has requested the CSP to assist with the requested resources. The Towns of Vail and Avon have 28 and 17 sworn officers respectively. The community of Beaver Creek is patrolled by a private security company with governmental law enforcement services provided by the Eagle County Sheriff's Department. The Patrol currently has 12 troopers assigned to Eagle County. These 12 CSP troopers, combined with Vail Valley/Eagle County resources, are spread to provide 24/7/365 coverage either by duty hours or on call. While these resources are adequate for normal operations, the local resources are quickly overwhelmed with a single large incident or multiple smaller events. A good example is the USA Pro Challenge bicycle

race which requires a state and local coordinated response. These resources combined will not be sufficient to safely manage a worldwide event such as the WASC without additional resources being brought into the area. The primary mission of the Patrol will be to provide general traffic control/enforcement for the estimated 800 participants and coaching staff, 2,000 journalists, and 150,000 fans. In addition, to providing traffic control and enforcement, the Patrol will provide law enforcement intelligence gathering and analysis.

An additional challenge during the 2015 WASC is that the entire event will be held at two separate venues. The actual events will take place on the slopes of Beaver Creek, while the awards and celebrations will occur within the Town of Vail. It is anticipated that this will result in significant traffic issues in the 10 miles between the two venues that the CSP will have to mitigate to ensure a successful and safe event.

A tradition of support by the State of Colorado and the Colorado State Patrol:

The CSP was heavily involved in the 1999 WASC event in Vail. Sixty-five members of the agency were assigned to the two week event. In addition, the State of Colorado provided funding of approximately \$303,000 to support the Patrol's 1999 WASC work effort. The CSP took over primary traffic enforcement and accident investigation responsibility not only for the interstate but also for the Towns of Vail and Avon during the event. Additionally, troopers were utilized for traffic management, venue security, and dignitary protection. It was found in 1999 that a significant percentage of the spectators were not responsive to private security. Actual law enforcement was required to play a larger-than-anticipated role in venue security. Additionally, it is presumed that law enforcement will need to play a visible role in WASC 2015 based upon recent national events that resulted in a heightened security level for large scale events.

The CSP's involvement will be in the nature of an agency assist. While the WASC organization does have a budget for the event, Chief Henninger has indicated that there will be little or no funds available for public safety costs. Law enforcement, fire, and EMS were informed that they will need to provide their own funding. While the Vail Police Department is requesting the assistance on behalf of Eagle County law enforcement, they will be unable to reimburse other agencies for their expected costs.

The Patrol is not statutorily permitted to bill the WASC for the cost for services because agency assists are distinguished from "special events" road and lane closures performed by CSP. Special events include road closures for Department of Transportation maintenance operations, along with road closures for external entities (such as Ride the Rockies and Pro Cycling Challenge). Special events are reimbursable events with the Patrol as the sole contracting and authorizing agency. In the contemplated agency assist, CSP is providing assistance for the needs of a partnered local law enforcement agency in the furtherance of their WASC event duties.

Events such as the WASC are beyond the scope of the CSP's normal operating budget. Currently, there is no funding available to provide lodging and per diem for CSP employees during their temporary assignment to the WASC event.

Strategic Objectives and Performance Measures:

Since 1935, the CSP has focused on preserving human life and protecting property within local communities. This is reflected in the Department's current mission statement, "...ensuring a safe and secure environment for all person by utilizing the strengths of our members to provide professional law enforcement services..." This speaks directly to the CSP's involvement in this major event representing not only Eagle County but the State of Colorado on a worldwide stage.

This event directly impacts the following Strategic Goals of the Colorado State Patrol:

- Providing professional communication services;
- Establishing and maintaining internal and external partnerships;
- Maximizing intelligence led strategies to protect life and property;
- Protecting critical infrastructure and state assets.

Success measurement:

Success for the CSP will be measured first in ensuring a safe and successful event that protects life and property while highlighting the State of Colorado. Secondary measurements will be proper traffic management of the I-70 corridor, and improved partnerships with, the Towns of Vail, Avon, the County of Eagle, as well as private partners such as the Vail Valley Foundation and the ski industry. Ensuring backup communication capability will also be a measure of success.

Proposed Solution:

The Department of Public Safety requests a one-time increase of \$178,020 HUTF “Off-the-Top” in FY 2014-15 to lodge and support 43 members in order to provide law enforcement services for the 2015 World Alpine Ski Championship. These 43 temporarily assigned members are in addition to 27 local and neighboring county troopers providing traffic enforcement and accident investigation and 9 Field Intelligence Team (FIT) members providing law enforcement intelligence.

The CSP is the one law enforcement agency with jurisdiction and sufficient resources to bring people into the area to assist. As in 1999, the CSP will take over traffic control, traffic enforcement, and traffic crash investigation from both the Towns of Vail and Avon during the event, as well as providing assistance to both towns in responding to critical calls for service. The CSP will do this so that the local agencies can focus their limited resources on preventing criminal activity and providing event security support. This event will also require 24-hour coverage within Eagle County, which is a change from the CSP’s normal schedule. While the ski events themselves are strictly a daytime event, the overall championship will include medal ceremonies, and multiple social and community events which will occur at night.

In addition, there will be a large influx of visitors to the area who are unfamiliar with the roads in Eagle County and Colorado’s quickly changing weather. It will be the responsibility of the Patrol to continue to ensure a safe driving environment for all of Eagle County during this time and the mitigation of any traffic events to ensure optimal traffic management of the I-70 corridor.

Recent domestic and foreign terrorist attacks highlight the draw that large events such as the World Alpine Championship have for terrorists. It is critical to have a sufficient law enforcement presence, not only to prevent similar incidents, but to insure a quick and competent response, in the event something would happen. To that end, the Department will provide a homeland security intelligence component that was not present in 1999. This will be in the form of analysis of various intelligence sources by the Colorado Information Analysis Center (CIAC). This unit of the CSP continually monitors incoming intelligence to assess threats to the venues, infrastructure and attendees. The Patrol will utilize the resources in the CIAC along with Field Intelligence Teams to provide both background and real time intelligence to the event commander to help him act in a proactive manner to possible threats allowing mitigation of these negative events. Specifically, the Patrol will utilize the same intelligence resources that were utilized during the Democratic National Convention and the Pro Cycling Challenge Races to prevent an incident similar to what occurred in 1998 just prior to the 1999 World Alpine. That incident involved eco-terrorists who burned down the Two Elk Lodge on Vail Mountain at a cost of \$12 million. Similarly a terrorist event such as the Boston Marathon bombing resulted in a negative financial impact of \$333 million. Lastly, CSP

members will function not only as a communication source for CSP members working the event, but also as a backup communications method for the other public safety agencies in the Eagle county community in the event the Vail communication center goes down.

If the request is not approved CSP will attempt to provide all assistance allowable within our funding sources to the Vail Valley community. Troopers will be stationed at the academy's Golden location, 87 miles away with up to two hour travel time each way. This contemplated stationing at Golden will increase fuel costs, increase mileage on the patrol vehicles, and increase trooper duty time.

Contemplated Alternative Solution:

Without the additional funding, the CSP will still provide what traffic management support for the WASC and the Vail Valley community that it can.

Without event location lodging and related per diem, the number of troopers necessary for WASC support would increase significantly due to the lack of allocable overtime and the resulting increase in commute/duty time. The distance between lodging and duty station would add four hours to each shift. Since we will be unable to work the troopers additional hours CSP will require more shifts for a shorter duration which would increase the total number of members working, the number staying at the academy, and the number of trips between lodging and stationing.

The troopers would be relocated from across the state to the dormitories at the Colorado State Patrol Academy in Golden at an incremental cost to the academy of approximately \$25 per night per person.

Anticipated Outcomes:

Approval of this request will provide one-time funding that will allow Colorado State Patrol to lodge and provision the Patrol employees assigned to this event.

In successfully partnering with the public safety agencies in Eagle County, the CSP anticipates that there will be success in protecting life and property in the Vail Valley during the WASC while promoting a positive image of Colorado and the State's ski industry to the world.

The CSP also anticipates that critical infrastructure, such as the Vail Valley highways and byways will survive the WASC without damage and that appropriate traffic management will provide for a reduced impact on commerce both within the state and on carriers traveling through the I-70 corridor.

Economic impact to the State of Colorado and Vail Valley:

The University of Denver conducted a study on the economic impact of the 1999 WASC. The following successes were reported:

- At a total event cost of \$25 million, \$17 million was generated from sources outside of Colorado;
- Of the \$25 million spent on the 1999 Championships, just over \$20 million was spent in Colorado;
- Of the \$20 million spent in Colorado, \$16 million was spent in the Vail Valley;
- Total economic impact to the State of Colorado of the 1999 WASC was over \$100 million.

The operations budget for the 2015 effort exceeds \$58 million dollars, which is over two times the 1999 event cost. Of this, over \$34 million will come from outside of our community. As it was in 1999, it is expected that much of this revenue will be spent with services and businesses throughout Colorado. Significant capital construction is being done in Vail Valley in conjunction with this event, including a new women's downhill course that is expected to be one of the most challenging in the world, as well as a new 18,000 square foot restaurant on the Beaver Creek Ski Mountain.

Ensuring a safe, smooth event will support the economic gains for Colorado from this event as well as creating a reputation that such events will be well run and well received within the State of Colorado.

Assumptions and Calculations:

Key Assumptions:

The requested \$178,020 HUTF "Off-the-Top" will be used to provide lodging and per diem expenses for 43 members assigned to the event. The Patrol has taken steps to proactively secure rates and availability for the duration of the event at a local hotel and will reimburse troopers at the current continental United States (CONUS) per diem rate for the Vail Valley of \$71. By being proactive in reserving rooms for the 2015 WASC, room rates will be considerably less than if reserved closer to the event.

Local troopers (27) will provide support by patrolling the five county area (Eagle, Garfield, Lake, Pitkin and Summit) while an additional 9 FIT members will support, through intelligence gathering, the efforts of the 43 temporarily assigned troopers and communications staff.

Calculation Support:

43 members, both civilian and uniform staff, throughout the State of Colorado will be assigned to the WASC for 16 days to ensure coverage of the event. This staffing level will require 645 lodging days (15 nights * 43 members) at a cost of \$205 per day, or \$132,225. Per diem cost is \$71 per day (645 lodging days) for a total cost of \$45,795.

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
Request Title: Community Corrections Information and Billing System Improvement and Maintenance
Priority Number: R-13

Dept. Approval by: Jessy Y. Andrade 10/25/13 Decision Item FY 2014-15
 Date
OSPB Approval by: [Signature] 10/29/13 Base Reduction Item FY 2014-15
 Date Supplemental FY 2013-14
 Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
Fund		Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	3,114,712		3,222,552	25,000	25,000
	FTE	31.9		31.8		
	GF	1,860,836		1,925,270	25,000	25,000
	CF	671,526		690,914		
	HUTF					
	RF	498,312		506,433		
	FF	84,038		99,935		
(4) Division of Criminal Justice	Total	3,114,712	-	3,222,552	25,000	25,000
	FTE	31.9	-	31.8	-	-
	GF	1,860,836	-	1,925,270	25,000	25,000
	CF	671,526	-	690,914	-	-
	HUTF		-		-	-
	RF	498,312	-	506,433	-	-
(A) Administrative Services	Total	3,114,712	-	3,222,552	25,000	25,000
	FTE	31.9	-	31.8	-	-
	GF	1,860,836	-	1,925,270	25,000	25,000
	CF	671,526	-	690,914	-	-
	HUTF		-		-	-
	RF	498,312	-	506,433	-	-
	FF	84,038	-	99,935	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:
 Cash or Federal Fund Name and COFRS Fund Number: N/A
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: N/A
 Other Information: N/A

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Cost and FTE

- The Department requests an increase of \$25,000 General Fund for FY 2014-15 and beyond. This 4% increase to the Division of Criminal Justice (DCJ) Administrative Services line item is for the ongoing maintenance and upgrades to the central information and billing system for community corrections.

Current Program

- The Community Corrections Information and Billing (CCIB) system tracks billing and statistical information and is a critical operating system for the DCJ Office of Community Corrections (OCC).
- The system is used to collect and report criminal history and service data regarding 26,615 offenders. The system is critical as it is the exclusive method by which community corrections boards and providers request payments and in which offender services are tracked.
- The CCIB system is used by the OCC and over 600 users in 22 community corrections boards and 36 facilities in Colorado. CCIB directly impacts all but two OCC workload indicators.

Problem or Opportunity

- Neither OIT nor the OCC have the technical expertise to maintain and upgrade the CCIB system. CCIB was designed in 2008 by a private Colorado developer. This was in partnership with OIT, which lacked technical expertise to build and maintain this system.
- New programmatic and budget areas within community corrections continue to be introduced. Each new change, such as the creation of the Correctional Treatment Funds and Subsistence Grace Period Project, require adaptations and upgrades to the statistical and billing system.

Consequences of Problem

- Without approval of this request, the ability to effectively maintain and upgrade the CCIB system will be jeopardized resulting in risk to the integrity of \$56 million annually in billing and statistical data.
- The CDPS will be unable to meet the growing and changing demand for corrections statistical data.

Proposed Solution

- A consistent investment of \$25,000 per year will provide for necessary billing and tracking system upgrades that will lead to more robust data collection and reporting for community corrections.
- Success will be measured by more timely and accurate data, allowing more effective use and distribution of funds to fulfill the workload indicators and properly audit and evaluate programs.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-13

Request Detail: Community Corrections Information Billing System Improvement and Maintenance

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
CCIB System Improvement and Maintenance	\$25,000	\$25,000

Problem or Opportunity:

The Community Corrections Information and Billing (CCIB) system was developed in 2008 to track billing and statistical information for the Colorado community corrections system. However, since 2008, the CCIB system has not been upgraded to keep pace with the increased need for additional reporting functions due to insufficient funding. In the past 16 years there have been pivotal changes to Colorado community corrections and the CCIB system needs to be able to capture all pertinent information and to provide efficacy and accountability information.

Background

The Division of Criminal Justice (DCJ) Office of Community Corrections (OCC) is the unit within the DPS that provides funding, regulatory/contractual oversight, and technical assistance to community corrections providers, boards, and referral agencies. The OCC currently manages a community corrections budget in excess of \$59 million General Fund and Re-appropriated Funds in order to contract for community corrections services throughout the State of Colorado. The OCC allocates state appropriations for community corrections to each of the 22 judicial districts in Colorado through local-level community corrections boards. Each of these 22 boards subcontracts with community corrections providers in order to fund community corrections supervision and treatment services throughout the State of Colorado. In addition, the OCC also directly contracts with several community corrections providers in order to deliver specialized supervision and treatment services for high-risk and high-need substance abusing offenders, dually diagnosed offenders, and sex offenders.

Until 2008, the billing system for Colorado community corrections was performed manually with paper-based bills and invoices. Community corrections boards and providers manually submitted bills for reimbursement. The paper-based billing systems varied throughout the providers and 22 community corrections boards in Colorado. Furthermore, until 2008, statistical and demographic data regarding community corrections offenders and service provision was a completely separate function in which data was collected manually on paper-based forms. Each year the providers completed paper records of each offender in community corrections and submitted the forms to the DCJ for data entry, analysis and statistical reporting. The billing and data collection processes were, until 2008, independent of each other which led to rather substantial limitations in the accuracy, reliability, uniformity and timeliness of statistical data for community corrections.

In 2007 and 2008, DCJ spent \$60,000 of operating appropriations to build the Community Corrections Information and Billing (CCIB) system through a private developer in Colorado. The CCIB system was constructed to integrate the billing and data collection systems for community corrections providers and boards. The integration of the billing and information functions allowed for more accurate and verifiable financial transactions between the State of Colorado and contractors and subcontractors. The CCIB system also greatly improved the efficiency and accuracy of data collection on community corrections offenders and services. Due to the integrated aspect of billing and data in the CCIB system, the State of Colorado has a greater ability to monitor the financial transactions and their relationship with service provision in community corrections. However, since its inception, there has never been a dedicated financial resource to maintain, upgrade, and protect the CCIB system.

Overall, the CCIB system is used by the OCC staff; each of the 22 community corrections boards; and each of the 36 residential and non-residential community corrections facilities in Colorado. There have been 874 total users since July 1, 2008 and 621 current active users of the CCIB system. It is the exclusive method by which community corrections contractors and subcontractors request payments, and in which offender services are tracked. The CCIB system directly impacts all but two CDPS workload indicators and Operational Plan elements. The system is the central hub within the OCC for transactions of state appropriations for the community corrections and the related tracking of important offender programmatic, statistical, and demographic data.

Link to Operations

The DPS Operational Plan illustrates the annual contract and billing workload of the OCC. In FY 2012-13, the OCC managed 41 contracts with boards and providers throughout Colorado. In that same year, the OCC executed 63 contract funding letters with boards and providers; executed 7 grant contracts; processed 1,729 monthly bills for residential services; processed 789 monthly bills for non-residential services; and processed 2,000 monthly bills for specialized community corrections services. These operational plan indicators make up a total of over 100 contract/allocation letters and over 4,500 bills for community corrections services annually. All of these billing, contract management, and reports were completed using the CCIB system.

The DPS Workload Indicators illustrate the workload of the OCC with respect to the number of offender transactions in the CCIB system annually. The State Identification (SID) number is a unique identifying number assigned to offenders as they enter the criminal justice system in Colorado. The SID number is used to track offender data within the many different information systems in the criminal justice system. In FY13, the OCC verified the SID Number for 8,348 offenders in community corrections and processed 8,569 unique offender placements in community corrections residential, non-residential, and specialized supervision and treatment programs. Each of these annual transactions in the CDPS Workload Indicators and Operational Plan are completed and tracked through the CCIB system.

Another feature in the CCIB system is electronic management of criminal background checks for community corrections employees throughout Colorado. The *Colorado Community Corrections Standards* require that a criminal history background check be completed before the employment of each prospective staff member that works with offenders in community corrections. Prior to 2008, these background checks were completed and recorded manually. The CCIB system allows for electronic communication between providers and the OCC, with electronic storage capability of criminal background checks. The CDPS Workload Indicators illustrate the annual workload of the OCC with respect to background checks completed through the CCIB system. In FY 2012-13, the OCC completed a total of 749 background

checks through the National Crime Information Center (NCIC) and Colorado Crime Information Center (CCIC) for community corrections employees throughout Colorado.

Overview of Problems and Opportunities

Overall, three primary factors have led to the need for fiscal resources to support ongoing CCIB upgrades, maintenance, and blueprint documentation. First, the CCIB system is complex and sophisticated and neither OIT nor the OCC have the internal technical or fiscal means to create necessary adaptations to the system. Second, as community corrections grows and diversifies, the demand for fiscal and statistical data from all stakeholders of community corrections has increased. This growth has exceeded the existing capability to meet the demand over time. Finally, within this request is an opportunity to develop and procure thorough system blueprint documentation. This system documentation is necessary to provide an architectural and technical backup for the CCIB system in the event of a system malfunction, failure, or compromise.

Complexity of CCIB System and Lack of Internal Technical Expertise

The CCIB system is a large, complex, and sophisticated information system. CCIB is a relational database consisting of over 100 separate but inter-related data tables. The system contains 252 data fields for the basic residential service alone, with thousands of additional fields in the system to track other service types, billing data, background checks, and user information. Currently, data exists for a total of 26,615 individual offenders and 47,675 offender placements in community corrections in Colorado since the system's inception. In addition, the CCIB system maintains records for a total of 4,035 background check requests.

From a technical perspective, the system was developed through *Microsoft* technologies. The backend database information resides in *SQL Server 2008* and the front end user interface were developed using *C#.Net*. A primary problem leading to the request is the fact that neither the Office of Information Technology (OIT) nor the OCC have the technical expertise to maintain and upgrade the CCIB system. The technical expertise resides only with outside developers who are both competent and certified in the *C#.NET*, *SQL Server 2008* and *Microsoft* languages and software tools.

Increasing Demands for Community Corrections Fiscal and Statistical Data

The field of community corrections has diversified and grown substantially in the last 16 years. To illustrate this growth, the overall community corrections appropriations nearly doubled in the last 15 years (\$29.7M in FY99 compared to \$59M in FY14). The primary significance of this growth rate is due to specialized programs in community corrections. Specialized programs are those in the areas of Intensive Residential Treatment, Residential Dual Diagnosis Treatment programs, Specialized Sex Offender Supervision and Treatment Programs, and Therapeutic Communities. These programs are designed to serve higher risk and higher need offenders in community corrections with enhanced supervision and residential therapeutic services. The number of specialized community corrections treatment programs has increased from 5 in 1999 to 21 in 2013 (an increase of 320%). This significant growth of specialized programs places additional demands for data and billing for the OCC. In 1999, the OCC managed contracts, financial transactions, and data for a total of 28 residential and specialized residential community corrections programs. In 2014, there will exist a total of 53 regular residential and specialized programs for which the OCC must perform billing and data functions. This represents an increase of nearly 90% in the number of residential and specialized programs in the OCC and related CCIB workload and does not consider the number of non-residential programs in community corrections.

As a result of growth and diversification, the demands for more community corrections data analysis and system improvement have increased. Stakeholders, from the Colorado Department of Corrections, the State Judicial Branch, the Interagency Advisory Committee on Correctional Treatment, and the Governor's Community Corrections Advisory Council are working with the CDPS towards community corrections system improvement. This work towards system improvement places demands for increased access to community corrections data and fiscal information.

Overall, general expectations for accountability, transparency, and outcome measurement continue to grow in the community corrections field. In order to meet these necessary goals, the CCIB system must be continually adapted, upgraded, and maintained over time. However, there is no sustainable fiscal resource to procure these necessary and unavoidable system adaptations. Currently, the CCIB system has limited functionality for automated (rather than manual) reporting of real-time budgetary status and aggregate offender data at both the state and local level. Currently, the OCC fiscal and data staff expend approximately 18 hours monthly performing manual work to access CCIB data and enter it into separate reports for budget tracking and statistical tracking purposes. This work is on top of an already stressed and highly challenging workload for the other core duties of these two positions. One position manages 41 contracts and processes over 4,500 bills annually. This position is also responsible for monthly tracking of community corrections expenditures which requires manual data management from the CCIB system. The other position processes over 700 background checks annually and verifies over 8,000 SID numbers each year while also doing special data projects throughout the year to track community corrections population data for the Unit Manager. These special data projects also require manual management of CCIB data. Automated reporting features in the CCIB system will allow for more efficient workload distribution among these staff and will allow them to better meet the other demands of their job. It will allow these staff to perform additional, deeper inquiry into the data for more advanced purposes.

Opportunity to Procure System Documentation to Backup and Protect CCIB System

As previously presented, the CCIB system is complex and sophisticated. As the system was originally developed and then eventually upgraded, changes to the original programming/source code have been made. The private developers must write new code and programming for each upgrade or adaptation to the existing system. The new code and programming must then be translated and augmented with additional instructions into a technical *blueprint* (system documentation) format. This blueprint format serves as a third-party technical manual for the OIT staff to understand the logic, structure, and specific methodologies of the programming and raw source code. Within this request is an opportunity to develop formal and complete system documentation for the CCIB system. System documentation serves as a *technical blueprint* for the system programming and architecture. This blueprint serves as a thorough and complete documentation of the system code. Since neither OIT nor OCC has the technical capability of developing this blueprint, it must be completed and then procured from private developers. In the event the CCIB system becomes corrupted or otherwise compromised, the complete blueprint would allow for an effective and efficient backup document to repair and restore the CCIB system. Without this system documentation, the integrity of the data within the system and the CCIB system as a whole is jeopardized. If DPS had a sustainable fiscal resource to upgrade and maintain the CCIB system, it could also use the funds to procure the development of complete system blueprint documentation. The Department currently has only partial system blueprint documentation for the CCIB system. A system malfunction, failure, or compromise can result in risk to the integrity of billing and statistical data in the system; having only partial system documentation leaves the Department at risk of being unable to address problems with the entire CCIB system, should they occur. This opportunity provides for the protection and integrity of the data, along with building overall architecture within the CCIB system.

There is a secondary opportunity regarding procurement of the system blueprint documentation. With full and complete system documentation, CDPS could retain the ability to request competitive bids for CCIB support services from several development firms. Currently, the original developer of the CCIB system is the only firm qualified to maintain and upgrade the system since they did the original source code and design. It is plausible that a competitive bid process would ensure that the CDPS is procuring the services in the most cost-responsible manner possible.

Existing Efforts to Meet Demand

Since its inception in 2008, the DCJ has re-purposed existing administrative funds to pay for necessary CCIB system maintenance and upgrades. Toward the end of each fiscal year, the DCJ evaluated its ability to support the needed upgrades with funds from other research, infrastructure, and community corrections purposes. In these cases the Division abandoned upgrades to computers for Division staff; postponed research projects that could have been completed by consultants; and did a one-time repurpose of some treatment funds in order to build the CCIB infrastructure for billing and tracking a new treatment fund category. This funding method has been sporadic and is contingent upon the Division's ability to compile small amounts of funds from other units that were originally targeted for other valid administrative purposes. This has been an unreliable funding method that requires projects to be completed with little planning and preparation. These initial and ongoing investments have provided for only minimal upgrades to the system to meet the most basic of demands for new budget categories and new data needs. However, the current demand and needs for enhanced features exceed the Division's fiscal capability – especially over the long-term. While DCJ has attempted to meet the demand for CCIB system maintenance and upgrade needs, the method to use re-purposed administrative funds is neither strategic nor sustainable; dedicating funds for this purpose results in more methodical system development and allows for both short-term and long-range planning.

Proposed Solution:

The Department requests \$25,000 General Fund for FY 2014-15 and beyond to provide support for maintaining, upgrading and protecting a critical operating system within the Department of Public Safety (DPS). The proposed request will maintain, upgrade, and document the CCIB system on an ongoing basis. The funding will provide the resources to upgrade and enhance reporting features of community corrections data. These upgrades will lead, over time, to more robust data collection, more efficient data reporting, and enhanced ability for custom queries of the data within the CCIB system. The funding will also be used to develop and procure formal system blueprint documentation on the existing system and for all system upgrades and repairs over time.

The funds will be utilized to procure the professional services of an outside system developer. For the short-term, the Department intends to use the current developer since the firm has full knowledge and experience with the CCIB system. Should future opportunities allow for an open competitive process to procure the most responsible vendor possible, the Department will capitalize on that opportunity. The current vendor, however, is highly responsive and fully qualified to maintain the CCIB system. Because OIT has no permanent human or technical resources to maintain and upgrade the system, these functions must be contracted from an outside source indefinitely. Retaining the services from an outside development firm also keeps the burden of work away from OIT which has to support the CDPS functions with its already limited resources.

Enhanced reporting and automated access to the CCIB data will also be developed for local-level stakeholders and oversight agencies within the Colorado community corrections system. Community corrections boards are statutorily required to provide oversight and monitoring of community corrections

services and public safety in their jurisdictions. The ability to upgrade reporting and automated data access features will allow local-level boards and providers to access aggregate statistical data in order to monitor system performance and success rates. The funds could be used to develop dashboard statistics for local jurisdictions to be able to track risk levels, success rates, technical violation rates, and escape rates for the offenders in their programs. Local jurisdictions may also be able to access data for local-level assessment and treatment needs of their populations. Boards would also be granted access to track their own spending levels and contract status levels through the CCIB system rather than manually tracking spending data. Boards and programs would also be granted *dashboard* access to track average daily population figures in their jurisdictions to be able track local-level population flow trends.

Much of the data in the CCIB system is confidential and is protected under Federal confidentiality law and state confidentiality policy. As a result, the reporting features must be made to facilitate effective system monitoring for local-level stakeholders and oversight agencies without compromising the confidentiality of protected health information of individual offenders. This is complex task for which DCJ and OIT have no technical expertise.

Description of the Consequences if the Proposed Solution is Not Approved

Without approval of this request, the ability to effectively maintain and upgrade the CCIB system will be jeopardized. The Department currently has only partial system blueprint documentation for the CCIB system. A system malfunction, failure, or compromise can result in risk to the integrity of billing and statistical data in the system. The system is accessed by over 600 users in 22 judicial districts, with 36 facilities, and over 50 residential and specialized programs throughout the State of Colorado. Each year, the system adds over 8,000 offender records to the database and over 600 NCIC and CCIC background checks for community corrections staff. Should the system fail or be compromised, the adverse impact throughout the State community corrections system would be highly disruptive to daily billing, monitoring, and programmatic functions.

Effective data systems are dynamic rather than static and have the ability to adapt to the needs of the environment they are intended to support. Rigid data systems that do not adapt to systemic changes ultimately become a burden to the organization rather than a resource. Without approval of this request, CDPS will be unable to meet the growing and changing demand for community corrections data along with fiscal information. CDPS's ability to address inquiries regarding community corrections data will be limited to the static abilities that exist in 2013. As new programmatic and budget areas enter and expand in community corrections, the ability to research, evaluate, and understand system impacts or characteristics will be restricted to current capabilities. While the current capabilities are somewhat responsive to the needs for the last several years, eventually they will be obsolete.

Anticipated Outcomes:

Outcome and Success Measurement

The initial measurement of success is that the CCIB system remains operational and the OCC does not have to revert to manual billing and data collection during the event of a major or prolonged system failure. Success will also be measured by more timely and accurate data analysis at both the state and local levels. State and local stakeholders will have more automated access to data with respect to risk level, success rate, and failure rates of the offenders in their jurisdictions or programs. This improved and more efficient automated data access will allow for more effective monitoring and evaluation of community corrections regular and specialized programs.

The automated fiscal and reporting features envisioned will also allow for improved access to tracking current budget/expenditure status. These improvements are likely to result in increased utilization and maximization of community corrections appropriations at both the state and local level.

The ability to have complete and current system blueprint documentation will serve as a safety and protection measure in order to mitigate the adverse effects of a system malfunction, failure, or compromise. The ability to recover from such incidents will mitigate any adverse impacts to the state and local level users of the CCIB system.

Linkage to Workload Indicators and Department Operational Plan

The CCIB system directly impacts all but two of the existing DPS Workload Indicators for the OCC. The ability to measure and report the status of those workload indicators is dependent on CCIB functionality. The CCIB system also directly impacts each of the 6 input and output measures of the DPS Operational Plan for community corrections. Those measures are dependent on CCIB functionality. As presented previously, the system is the central hub within the OCC for transactions of state appropriations for community corrections and the related tracking of important offender programmatic, statistical, and demographic data.

Beneficiaries of Request

Direct beneficiaries of this request, if approved, are at both the state and local level. Primarily and more immediately, the State of Colorado would benefit in that the OCC would be able to meet the growing demands for community corrections system data and fiscal tracking. Local level stakeholders would benefit from automated access to more robust and meaningful community corrections data over time. Local beneficiaries exist in all 22 judicial districts and each of the 36 community corrections facilities in Colorado. Each of these organizations utilizes the CCIB system daily.

Indirect beneficiaries of this request would be organized groups of stakeholders that access aggregate data and outcomes from community corrections. For example, groups such as the Governor's Community Corrections Advisory Council, the Colorado Commission on Criminal and Juvenile Justice, the Interagency Advisory Committee on Correctional Treatment, and the General Assembly will benefit indirectly from the ability to understand and advance community corrections through access to reliable and meaningful statistical and fiscal data.

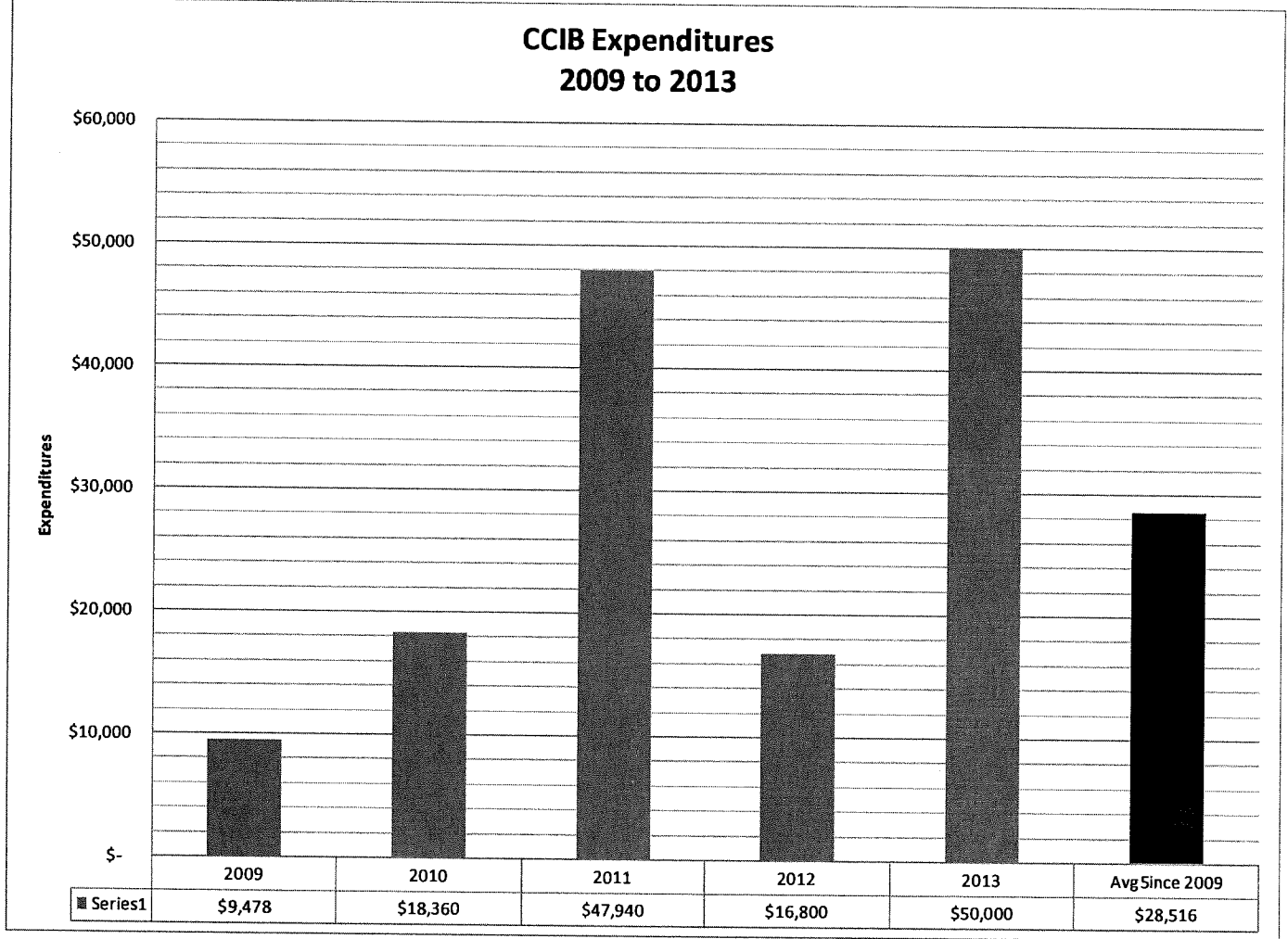
Ultimately, data-driven solutions to improve and advance the supervision and treatment of offenders in community corrections, benefits the State of Colorado on all levels. Improvements to the efficacy of community corrections programs lead to decreased costs of incarceration and/or re-incarceration among community corrections offenders. If the community corrections system can help to divert offenders away from high-cost prison beds, state resources can be re-invested in other human service or public service need areas. The CCIB system, in that it can produce more effective data analysis to support community corrections efficacy, is a critical input to the overall goal to improve and advance community corrections in Colorado.

Assumptions and Calculations:

This request is in recognition of the fact that this system needs continual maintenance and upgrades to sustain its efficacy and dedicated funding is needed to provide stability for this critical system. The requested amount of \$25,000 annually is the minimum investment to secure the required expertise and continued effectiveness of the system. The \$25,000 figure was calculated by averaging annual upgrades using past investments by the DCJ. Figure A illustrates the average annual expenditures on the CCIB

system since 2009. The upgrades and maintenance work performed was completed primarily with funds from the DCJ Administrative Services budget with the exception of 2011 and 2013. In 2011, the DCJ invested \$10,000 from a federal research grant to upgrade the CCIB system. In 2013, \$50,000 from Correctional Treatment Funds were used with the approval of the state Interagency Advisory Committee on Correctional Treatment. The DCJ believes a \$25,000 annual amount to be sufficient to meet the costs of expected upgrades.

Figure A – CCIB Expenditures Since 2009



Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Community Corrections Provider Rate Increase
 Priority Number: R-14

Dept. Approval by: Jeresa Y. Andrade 10/25/13
 Date
 OSPB Approval by: Grant M. ... 10/29/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	57,308,690	-	57,308,690	859,630	859,630
	FTE	-	-	-	-	-
	GF	56,289,821	-	56,289,821	859,630	859,630
	CF	-	-	-	-	-
	HUTF	-	-	-	-	-
	RF	1,018,869	-	1,018,869	-	-
	FF	-	-	-	-	-
(4) Division of Criminal Justice	Total	2,140,703	-	2,140,703	32,111	32,111
	FTE	-	-	-	-	-
(D) Community Corrections	GF	2,140,703	-	2,140,703	32,111	32,111
	CF	-	-	-	-	-
Community Corrections Boards Administration	HUTF	-	-	-	-	-
	RF	-	-	-	-	-
	FF	-	-	-	-	-
(4) Division of Criminal Justice	Total	55,112,987	-	55,112,987	826,694	826,694
	FTE	-	-	-	-	-
(D) Community Corrections	GF	54,094,118	-	54,094,118	826,694	826,694
	CF	-	-	-	-	-
Community Corrections Placement	HUTF	-	-	-	-	-
	RF	1,018,869	-	1,018,869	-	-
	FF	-	-	-	-	-
(4) Division of Criminal Justice	Total	55,000	-	55,000	825	825
	FTE	-	-	-	-	-
(D) Community Corrections	GF	55,000	-	55,000	825	825
	CF	-	-	-	-	-
Specialized Offender Services	HUTF	-	-	-	-	-
	RF	-	-	-	-	-
	FF	-	-	-	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: N/A
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: N/A
 Other Information: N/A

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Cost and FTE

- The Department requests \$859,630 General Fund for FY 2014-15 and beyond to account for a community provider rate increase of 1.5 percent, which includes the Community Corrections Providers who contract with the Department of Public Safety (DPS).

Current Program

- The Community Corrections Program provides funding to 36 community corrections providers, 22 boards, 53 programs, and all referral agencies. The recipients of the services are offenders housed in correctional facilities that are transitioning out into the community, diversion programs, and specialized services such as substance abuse treatment, offender assessments, intensive residential treatments and outpatient therapeutic community programs.
- For FY 2013-14, the Department was budgeted \$59,102,590 for the Community Corrections Program.

Problem or Opportunity

- The Office of Community Corrections seeks to address continued inflationary increases and to provide the same standard of supervision, treatment, and housing for offenders placed in community corrections programs. The 1.5 percent community provider rate increase represents an increase of per diem rates paid to providers in both the standard and specialized community corrections line items.

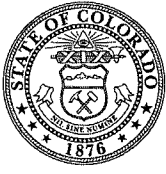
Consequences of Problem

- Should this request not be funded, community corrections providers will be forced to continue to absorb cost increases, potentially inhibiting their ability to offer treatment and education programs that help offenders stabilize in the community.

Proposed Solution

- The Department requests an increase of \$859,630 General Fund in the Office of Community Corrections to address a 1.5 percent community provider rate increase.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

James H. Davis
Executive Director

FY 2014-15 Funding Request | November 1, 2013

Department Priority: R-14
Request Detail: Community Corrections Provider Rate Increase

Summary of Incremental Funding Change for FY 2014-15	Total Funds	General Fund
Community Corrections Provider Rate Increase	\$859,630	\$859,630

Problem or Opportunity:

In FY 2014-15, the Governor's Office established a community provider rate increase of 1.5%, to include the Community Corrections Providers who contract with the Department of Public Safety (DPS). The Department requests an increase of \$859,630 which represents a 1.5% increase of per diem rates paid to providers in both the standard and specialized community corrections line items. Should this request not be funded, community corrections providers will be forced to continue to absorb cost increases, potentially harming their ability to offer treatment and education programs that help offenders stabilize in the community.

Proposed Solution:

The Department requests an increase of \$859,630 in the Office of Community Corrections to address continued inflationary increases and to provide the same standard of supervision, treatment, and housing for offenders placed in community corrections programs.

Anticipated Outcomes:

With the increased funding, the Department would be able to partially offset some of the inflationary pressures of basic necessities community corrections providers face, as well as assist providers in supervising higher-risk offenders.

Assumptions and Calculations:

Calculations are based on a 1.5% across the board rate increase for the following:

	FY 2013-14 Appr.	1.5% Increase
Boards Administration Line Item	\$2,140,703	\$32,111
Community Corrections Placement Line Item	\$55,112,987	\$826,694
<u>Specialized Offender Services</u>	<u>\$55,000</u>	<u>\$825</u>
Total Amount Requested		\$859,630

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Camp George West Utilities Transfer
 Priority Number: NP-01

Dept. Approval by: *Jason Y. Anderson* 10/16/13
 Date
 OSPB Approval by: *Erin M. Baker* 10/22/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
Fund		Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	1,787,601		1,820,941		
	FTE					
	GF	219,469		305,523		
	CF	33,696		28,782		
	HUTF	788,713		693,208		
	RF	745,723		793,428		
	FF					
(1) Executive Director's Office	Total	1,591,078	-	1,624,418	(161,608)	(161,608)
(A) Administrative Services	FTE					
	GF	219,469		305,523	(11,765)	(11,765)
Capital Complex Leased Space	CF	33,696		28,782		
	HUTF	593,690		498,185	(149,843)	(149,843)
	RF	744,223		791,928		
	FF					
(1) Executive Director's Office	Total	196,523	-	196,523	161,608	161,608
(A) Administrative Services	FTE					
	GF				11,765	11,765
Utilities	CF					
	HUTF	195,023		195,023	149,843	149,843
	RF	1,500		1,500		
	FF					

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Highway User Tax Fund "Off-the-Top"
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: Department of Personnel and Administration
 Other Information: N/A

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**Schedule 13
Funding Request for the 2014-15 Budget Cycle**

Department: Department of Public Safety
 Request Title: Statewide Vehicle Lease Adjustment
 Priority Number: NP-02

Dept. Approval by: [Signature] 10/18/13
 Date
 OSPB Approval by: [Signature] 10/22/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	6,195,910		6,196,537	1,328,553	1,328,553
	FTE					
	GF	466,044		466,671	143,256	143,256
	CF	168,213		168,213	68,971	68,971
	HUTF	5,251,401		5,251,401	1,031,365	1,031,365
	RF	197,376		197,376	(36,447)	(36,447)
	FF	112,876		112,876	121,408	121,408
(1) Executive Director's Office	Total	135,759	-	136,386	38,570	38,570
	FTE	-	-	-	-	-
(A) Administrative Services	GF	71,588	-	72,215	(13,560)	(13,560)
Vehicle Lease Payments	CF	33,521	-	33,521	49,689	49,689
	HUTF	-	-	-	-	-
	RF	30,650	-	30,650	2,441	2,441
	FF	-	-	-	-	-
(2) Colorado State Patrol	Total	5,790,302	-	5,790,302	1,266,413	1,266,413
	FTE	-	-	-	-	-
	GF	146,161	-	146,161	129,962	129,962
	CF	128,154	-	128,154	19,232	19,232
	HUTF	5,251,401	-	5,251,401	1,031,365	1,031,365
	RF	154,376	-	154,376	(34,416)	(34,416)
	FF	110,210	-	110,210	120,270	120,270
(5) Colorado Bureau of Investigation	Total	269,849	-	269,849	23,570	23,570
	FTE	-	-	-	-	-
(A) Administration	GF	248,295	-	248,295	26,854	26,854
Vehicle Lease Payments	CF	6,538	-	6,538	50	50
	HUTF	-	-	-	-	-
	RF	12,350	-	12,350	(4,472)	(4,472)
	FF	2,666	-	2,666	1,138	1,138

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Various Cash Sources
 Reappropriated Funds Source, by Department and Line Item Name: Various Reappropriated Sources
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: Department of Personnel and Administration
 Other Information: N/A

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: Secure Colorado Phase II (IT Security)
 Priority Number: NP-03

Dept. Approval by: *Jessie Y. Andrade* 10/25/13 Date
 OSPB Approval by: *Grant W. Schmitt* 10/28/13 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total			6,480,128	220,594	220,594
	FTE					
	GF			4,547,767	69,083	69,083
	CF			182,002	15,913	15,913
	HUTF			1,065,510	124,659	124,659
	RF			665,010	10,939	10,939
	FF			19,839		
(1) Executive Director's Office	Total	-	-	6,480,128	220,594	220,594
	FTE	-	-			
(A) Administration	GF	-	-	4,547,767	69,083	69,083
Payments to OIT (New Line)	CF	-	-	182,002	15,913	15,913
	HUTF	-	-	1,065,510	124,659	124,659
	RF	-	-	665,010	10,939	10,939
	FF	-	-	19,839		

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Various Cash Sources
 Reappropriated Funds Source, by Department and Line Item Name: Various Reappropriated Sources
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: Governor's Office of Information Technology
 Other Information: N/A

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Schedule 13 Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
Request Title: Eliminate Redundant Applications
Priority Number: NP-04

Dept. Approval by: Jessica Y. Anderson 10/25/13 Decision Item FY 2014-15
Date Base Reduction Item FY 2014-15
OSPB Approval by: Paul White 10/25/13 Supplemental FY 2013-14
Date Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total			6,480,128	241,884	162,209
	FTE					
	GF			4,547,767	75,751	50,799
	CF			182,002	17,448	11,701
	HUTF			1,065,510	136,690	91,665
	RF			665,010	11,995	8,044
	FF			19,839	-	-
(1) Executive Director's Office	Total	-	-	6,480,128	241,884	162,209
	FTE	-	-			
(A) Administration	Total	-	-	4,547,767	75,751	50,799
Payments to OIT (New Line)	GF	-	-	182,002	17,448	11,701
	CF	-	-	1,065,510	136,690	91,665
	HUTF	-	-	665,010	11,995	8,044
	RF	-	-	19,839	-	-
	FF	-	-			

Letternote Text Revision Required? Yes: No: **If yes, describe the Letternote Text Revision:**

Cash or Federal Fund Name and COFRS Fund Number: Various Cash Sources
Reappropriated Funds Source, by Department and Line Item Name: Various Reappropriated Sources
Approval by OIT? Yes: No: **Not Required:**
Schedule 13s from Affected Departments: Governor's Office of Information Technology
Other Information: N/A

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety

Request Title: Network Resiliency (CORE)

Priority Number: NP-05

Dept. Approval by: *Jesse Y. Arduke* 10/28/13
 Date

- Decision Item FY 2014-15
 Base Reduction Item FY 2014-15
 Supplemental FY 2013-14
 Budget Amendment FY 2014-15

OSPB Approval by: *Grant M. ...* 10/28/13
 Date

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total			6,480,128	35,510	5,111
	FTE					
	GF			4,547,767	31,604	4,549
	CF			182,002		
	HUTF			1,065,510	3,906	562
	RF			665,010		
	FF			19,839		
(1) Executive Director's Office	Total	-	-	6,480,128	35,510	5,111
	FTE	-	-			
(A) Administration	FTE	-	-			
Payments to OIT (New Line)	GF	-	-	4,547,767	31,604	4,549
	CF	-	-	182,002		
	HUTF	-	-	1,065,510	3,906	562
	RF	-	-	665,010		
	FF	-	-	19,839		

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Highway User Tax Fund "Off-the-Top"

Reappropriated Funds Source, by Department and Line Item Name: N/A

Approval by OIT? Yes: No: Not Required:

Schedule 13s from Affected Departments: Governor's Office of Information Technology

Other Information: N/A

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety
 Request Title: IT Service Management Eco-System
 Priority Number: NP-06

Dept. Approval by: *Jeresa Y. Anderle* 10/28/13 Date
 OSPB Approval by: *Grant M. L. L.* 10/28/13 Date

- Decision Item FY 2014-15
 Base Reduction Item FY 2014-15
 Supplemental FY 2013-14
 Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
Fund		Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total			6,480,128	282,334	52,708
	FTE					
	GF			4,547,767	282,334	52,708
	CF			182,002		
	HUTF			1,065,510		
	RF			665,010		
	FF			19,839		
(1) Executive Director's Office	Total	-	-	6,480,128	282,334	52,708
	FTE	-	-			
(A) Administration	Total	-	-	6,480,128	282,334	52,708
	FTE	-	-			
Payments to OIT (New Line)	Total	-	-	4,547,767	282,334	52,708
	FTE	-	-			
	GF	-	-	4,547,767	282,334	52,708
	CF	-	-	182,002		
	HUTF	-	-	1,065,510		
	RF	-	-	665,010		
	FF	-	-	19,839		

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and CFRS Fund Number: N/A
 Reappropriated Funds Source, by Department and Line Item Name: N/A
 Approval by OIT? Yes: No: Not Required:
 Schedule 13s from Affected Departments: Governor's Office of Information Technology
 Other Information: N/A

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety

Request Title: DTRS Operations Increase

Priority Number: NP-07

Dept. Approval by: *Jessy Y. Andule* 10/28/15
 Date

- Decision Item FY 2014-15
 Base Reduction Item FY 2014-15
 Supplemental FY 2013-14
 Budget Amendment FY 2014-15

OSPB Approval by: *Geoff M. Schell* 10/28/15
 Date

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
	Fund	1 Appropriation FY 2013-14	2 Supplemental Request FY 2013-14	3 Base Request FY 2014-15	4 Funding Change: Request FY 2014-15	5 Continuation Amount FY 2015-16
Total of All Line Items	Total			6,480,128	169,272	169,272
	FTE					
	GF			4,547,767	11,018	11,018
	CF			182,002	3,762	3,762
	HUTF			1,065,510	146,682	146,682
	RF			665,010	4,657	4,657
	FF			19,839	3,153	3,153
(1) Executive Director's Office	Total	-	-	6,480,128	169,272	169,272
	FTE	-	-	-	-	-
(A) Administration	Total	-	-	6,480,128	169,272	169,272
Payments to OIT (New Line)	FTE	-	-	-	-	-
	GF	-	-	4,547,767	11,018	11,018
	CF	-	-	182,002	3,762	3,762
	HUTF	-	-	1,065,510	146,682	146,682
	RF	-	-	665,010	4,657	4,657
	FF	-	-	19,839	3,153	3,153

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: Various Cash Sources

Reappropriated Funds Source, by Department and Line Item Name: Various Reappropriated Sources

Approval by OIT? Yes: No: Not Required:

Schedule 13s from Affected Departments: Governor's Office of Information Technology

Other Information: N/A

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Schedule 13
Funding Request for the 2014-15 Budget Cycle

Department: Department of Public Safety

Request Title: IT Technical Development

Priority Number: NP-08

Dept. Approval by: Jersey Y. Anderson 10/25/13
 Date

OSPB Approval by: Grant M. ... 10/25/13
 Date

- Decision Item FY 2014-15
- Base Reduction Item FY 2014-15
- Supplemental FY 2013-14
- Budget Amendment FY 2014-15

Line Item Information		FY 2013-14		FY 2014-15		FY 2015-16
		1	2	3	4	5
	Fund	Appropriation FY 2013-14	Supplemental Request FY 2013-14	Base Request FY 2014-15	Funding Change Request FY 2014-15	Continuation Amount FY 2015-16
Total of All Line Items	Total	-	-	6,480,128	11,197	11,197
	FTE	-	-	-	-	-
	GF	-	-	4,547,767	11,197	11,197
	CF	-	-	182,002	-	-
	HUTF	-	-	1,065,510	-	-
	RF	-	-	665,010	-	-
	FF	-	-	19,839	-	-
(1) Executive Director's Office	Total	-	-	6,480,128	11,197	11,197
	FTE	-	-	-	-	-
(A) Administration	Total	-	-	6,480,128	11,197	11,197
Payments to OIT (New Line)	FTE	-	-	-	-	-
	GF	-	-	4,547,767	11,197	11,197
	CF	-	-	182,002	-	-
	HUTF	-	-	1,065,510	-	-
	RF	-	-	665,010	-	-
	FF	-	-	19,839	-	-

Letternote Text Revision Required? Yes: No: If yes, describe the Letternote Text Revision:

Cash or Federal Fund Name and COFRS Fund Number: N/A

Reappropriated Funds Source, by Department and Line Item Name: N/A

Approval by OIT? Yes: No: Not Required:

Schedule 13s from Affected Departments: Governor's Office of Information Technology

Other Information: N/A

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