

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-07 Spending Authority for Patrol of Managed Lanes

Dept. Approval By: *Maria Y. Andenle* Supplemental FY 2016-17
 OSPB Approval By: *Erin M. ... 10/26/16* Change Request FY 2017-18
 Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$120,710,916	\$0	\$130,395,238	\$216,087	\$177,284
FTE		618.6	0.0	618.6	2.0	2.0
Total of All Line Items Impacted by Change Request	GF	\$8,377,289	\$0	\$9,530,351	\$0	\$0
	CF	\$102,019,078	\$0	\$110,229,493	\$216,087	\$177,284
	RF	\$9,154,553	\$0	\$8,968,407	\$0	\$0
	FF	\$1,159,996	\$0	\$1,566,987	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$14,524,522	\$0	\$16,376,550	\$15,854	\$15,854
FTE		0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A)	GF	\$3,160,090	\$0	\$3,723,380	\$0	\$0
Administration - Health, Life, and Dental	CF	\$9,627,253	\$0	\$11,006,315	\$15,854	\$15,854
	RF	\$1,206,314	\$0	\$1,059,300	\$0	\$0
	FF	\$530,865	\$0	\$587,555	\$0	\$0
Total		\$227,432	\$0	\$256,735	\$243	\$260
FTE		0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A)	GF	\$55,189	\$0	\$58,170	\$0	\$0
Administration - Short-Term Disability	CF	\$146,171	\$0	\$172,961	\$243	\$260
	RF	\$19,742	\$0	\$15,822	\$0	\$0
	FF	\$7,330	\$0	\$9,782	\$0	\$0

	Total	\$5,894,053	\$0	\$8,987,681	\$6,394	\$6,833
01. Executive Director's Office, (A)	FTE	0.0	0.0	0.0	0.0	0.0
Administration -	GF	\$1,383,327	\$0	\$1,835,752	\$0	\$0
Amortization	CF	\$3,813,188	\$0	\$4,659,379	\$6,394	\$6,833
Equalization	RF	\$509,654	\$0	\$435,304	\$0	\$0
Disbursement	FF	\$187,884	\$0	\$267,246	\$0	\$0
	Total	\$5,832,658	\$0	\$6,924,131	\$6,394	\$6,833
01. Executive Director's Office, (A)	FTE	0.0	0.0	0.0	0.0	0.0
Administration -	GF	\$1,368,918	\$0	\$1,650,161	\$0	\$0
Supplemental	CF	\$3,774,130	\$0	\$4,898,317	\$6,394	\$6,833
Amortization	RF	\$503,683	\$0	\$308,450	\$0	\$0
Equalization	FF	\$185,927	\$0	\$269,203	\$0	\$0
Disbursement						
	Total	\$1,725,616	\$0	\$1,725,616	\$9,240	\$9,240
01. Executive Director's Office, (A)	FTE	0.0	0.0	0.0	0.0	0.0
Administration -	GF	\$229,943	\$0	\$229,943	\$0	\$0
Leased Space	CF	\$827,519	\$0	\$827,519	\$9,240	\$9,240
	RF	\$668,154	\$0	\$668,154	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0
	Total	\$81,397,258	\$0	\$85,631,613	\$148,185	\$156,198
02. Colorado State Patrol - Sergeants, Technicians, and Troopers	FTE	617.6	0.0	617.6	2.0	2.0
	GF	\$1,620,034	\$0	\$1,673,157	\$0	\$0
	CF	\$57,806,733	\$0	\$61,758,667	\$146,185	\$156,198
	RF	\$1,970,491	\$0	\$2,099,689	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0
	Total	\$9,790,179	\$0	\$9,786,060	\$80,150	\$14,500
02. Colorado State Patrol - Operating Expenses	FTE	0.0	0.0	0.0	0.0	0.0
	GF	\$462,528	\$0	\$482,528	\$0	\$0
	CF	\$9,073,750	\$0	\$9,069,631	\$80,150	\$14,500
	RF	\$253,901	\$0	\$253,901	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0
	Total	\$7,160,495	\$0	\$7,175,200	\$7,369	\$22,108
02. Colorado State Patrol - Vehicle Lease Payments	FTE	0.0	0.0	0.0	0.0	0.0
	GF	\$97,260	\$0	\$97,260	\$0	\$0
	CF	\$6,792,035	\$0	\$6,806,780	\$7,369	\$22,108
	RF	\$203,833	\$0	\$203,833	\$0	\$0
	FF	\$67,327	\$0	\$67,327	\$0	\$0

	Total	\$4,356,701	\$0	\$4,356,701	(\$75,000)	(\$75,000)
	FTE	2.0	0.0	2.0	0.0	0.0
02. Colorado State Patrol - Safety and Law Enforcement Support	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$985,913	\$0	\$985,913	(\$75,000)	(\$75,000)
	RF	\$3,370,788	\$0	\$3,370,788	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$9,802,042	\$0	\$11,265,051	\$19,258	\$20,458
	FTE	0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Indirect Cost Assessment	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$9,173,386	\$0	\$10,244,011	\$19,258	\$20,458
	RF	\$447,993	\$0	\$555,166	\$0	\$0
	FF	\$180,663	\$0	\$465,874	\$0	\$0

CF Letternote Text Revision Required?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
FF Letternote Text Revision Required?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Requires Legislation?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Prioritized Request				
Interagency Approval or Related Schedule	None				

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Cost and FTE

- The Department requests an increase of \$216,087 cash funds spending authority and 2.0 FTE for FY 2017-18, and \$177,284 cash funds spending authority and 2.0 FTE for FY 2018-19 and beyond for the purpose of increasing highway patrols, specifically on Highway 36 managed lanes.

Current Program

- The Colorado State Patrol (CSP), in the past, has had a long standing partnership with the Colorado Department of Transportation, to provide overtime patrols specific to the high occupancy vehicle lanes in the metro area.
- Plenary Roads Denver (Plenary Group), the managing entity for portions of Highway 36 in Adams, Boulder and Broomfield Counties since 2014, will provide the cash funding to train, equip, and staff 2.0 FTE for this purpose.

Problem or Opportunity

- Plenary Group, in 2015-16, completed phased construction of the Highway 36 corridor between Interstate 25 and the City of Boulder. As construction has been completed, the managed lanes travelling in both directions have become operational, resulting in higher travel speeds and traffic flow conflict as vehicles move between the standard traffic lanes and the managed lanes.
- Stakeholders along the Highway 36, including commuters as well as local government officials have regularly expressed concern about unsafe behavior of vehicles moving between managed and standard lanes illegally, presumably to avoid paying the toll.
- Plenary Group has regularly requested an increase in contracted hours to address the growing highway usage and to more consistently mitigate traffic safety issues such as excessive speeds and unsafe lane changes.

Consequences of Problem

- The ratio of troopers to Colorado residents on highways continues to decrease, impacting the patrol's ability to address incremental traffic safety needs caused by growth in in population, driver's license, vehicle miles traveled, coupled with growth along the Highway 36 corridor. Reduced enforcement visibility decreases safety for the motoring public.
- If this request is not approved, the Patrol's ability to achieve its goal of reducing fatal and injury crashes on Colorado roads by 10 percent in the current calendar year and the stretch goal of 20 percent by 2018 as compared to 2013 levels, will be negatively impacted.

Proposed Solution

- The addition of FTE and associated resources will allow the Department to deliver the necessary services essential to delivering the Patrol's mission and ensuring standard operating duties are met, including traffic mitigations, highway patrols and crash response investigations.

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COLORADO
Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department Priority: R-07
Request Detail: Spending Authority for Patrol of Managed Lanes

Summary of Incremental Funding Change for FY 2017-18	Total Funds	Cash Fund
Spending Authority for Patrol of Managed Lanes	\$216,087	\$216,087

Problem or Opportunity:

Starting in the mid- 1990's, the Colorado State Patrol (Patrol) contracted with the Colorado Department of Transportation (CDOT) to conduct enforcement activities on the High Occupancy Vehicle (HOV) lanes located on Interstate 25 from 50th Avenue to 84th Avenue. The focus of enforcement is unsafe driving behaviors and toll evasion. In 2014, this agreement was moved to the Plenary Group, adding patrolling on Highway 36 from Pecos Street to the eastern city limits of Boulder. Since November of 2014, the Patrol has dedicated 80 hours per month to patrol Interstate 25 and Highway 36.

With the full implementation of the toll lanes on Highway 36, there has been an increase in unsafe driving behavior. As stated in the Patrol's 2015 Annual Report, Speeding and Lane Violations are the primary causation for over 29% of traffic crashes statewide. This equates to a total of 1,169 traffic crashes caused by the driver exceeding the lawful speed or failing to drive in their own lanes. The table below shows the number of contacts by the Patrol on Highway 36 for speeding and lane violations (entering the toll lanes across the double white lines).

Year	Speeding Violations	Lane Violations
2015	1,100	200
2016	1,990	350
% Incr.	80.9%	75.0%

The State of Colorado population has grown 18.0% percent since 2005². This percentage in growth reflects an estimated impact of up to 608,674 additional drivers on Colorado highways since 2005. Furthermore,

¹ Source: CDPS data by fiscal year

the vehicle miles traveled (VMT) has escalated by 4.8 percent since 2004. These increases have a direct result in the increase of vehicles using Interstate 25 and Highway 36 toll lanes. The table below shows the increase in vehicle use on these toll lanes for federal fiscal years 2013-2015.

Toll Lane Traffic	
FFY	Traffic Volume
2013	1,743,371
2014	1,226,823
2015	2,025,230 ³

The increase in population, licensed drivers, and vehicle use in conjunction with the increase in unsafe driving on Highway 36 have hindered the Patrol's ability to achieve its mission of ensuring a safe and secure environment for all persons. The Patrol has failed to meet the 2015 Strategic Goal Performance Measure of proactively reducing DUI/DUID caused fatal crashes by 10 percent; the Patrol reports a 6.6 percent increase in total number of DUI/DUID caused fatal and injury crashes. Additionally, the CSP implemented a performance measure of reducing fatal and injury crashes by five percent, however, statewide there has been a 7.4 percent increase in the total number of fatal and injury crashes.

Calendar Year	Fatal and Injury Crashes	DUI/DUID Caused Fatal and Injury
2014	3,712	513
2015	3,988	547
% Incr.	7.4%	6.6% ⁴

Lack of trooper on these stretches of highway decreases the possibility of the CSP meeting Performance Goals and Strategic Initiatives, such as the CSP's key performance goals of reducing fatal and injury crashes. The CSP and the National Highway Traffic Safety Administration (NHTSA) believe in the universal traffic safety model, designed to create deterrence and change unlawful traffic behaviors. It combines highly visible law enforcement targeting a specific traffic safety issue (impaired driving, seat belts, speeding, etc.); visibility elements; and a publicity strategy. Eight out of ten Coloradoans surveyed⁵ in 2015 agree that seeing troopers on the road decreases dangerous driving behavior and nine out of ten surveyed individuals believe that traffic crashes are preventable. When asked about their perception of the driving environment when there is high trooper visibility, eight out of ten respondents felt that other drivers behave in a safer manner with a high CSP presence. This suggests the presence of CSP vehicles improves driver behavior, which results in a safer driving environment. Additionally, 87% of Coloradoans believe that saturation patrols will continue to be successful at reducing the number of fatal and injury crashes.

The Plenary Group has requested the CSP to increase patrolling hours beginning FY 2017-18 to address the growth in highway usage. The growth in highway use can be measured by vehicle transactions in the toll lanes on Highway 36 and Interstate 25. Transaction points are located at gantries along the toll lanes. Currently, the Patrol utilizes Plenary Group funded overtime to staff 80 hours of patrolling each month for

² Colorado Department of Local Affairs, *State Demography Office Dashboard*, available at https://dola.colorado.gov/demog_webapps/dashboard.jsf

³ Source: Plenary Group Annual reports. Plenary Group reports on the Federal fiscal year (FFY)

⁴ Source: Colorado State Patrol 2015 Annual Report

⁵ 2015 Colorado State Patrol Public Opinion Survey, December 2015

enforcement on these toll roads. These enforcement hours have remained constant over the past several years. Plenary Roads Denver (Plenary Group), the managing entity for portions of Highway 36 in Adams, Boulder and Broomfield Counties since 2014, will provide the cash funding to train, equip, and staff 2.0 FTE for this purpose.

Proposed Solution:

For FY 2017-18, the Department requests an increase in Cash Funds spending authority of \$216,087 and 2.0 FTE, and; \$177,284 and 2.0 FTE for FY 2018-19 and beyond. In FY 2017-18 the Patrol requests 1.0 State Patrol Trooper FTE and one State Patrol Cadet FTE to account for the admission of two cadets in the July 2017 through December 2018 cadet training class. Upon graduation these two cadets will be available for assignment to Highway 36. Because CSP currently provides services to Hwy 36 in the form of overtime patrolling at approximately \$75,000 annually, the Department requests that \$75,000 of the total cash fund needs be transferred from the Safety and Law Enforcement Support long bill line item. Please see calculation below.

Description:	FY 2017-18	FY 2018-19
Request for Cash Fund Spending Authority	\$ 291,087	\$ 252,284
Offset: Overtime payments for Hwy 36 patrolling	\$ (75,000)	\$ (75,000)
Net Spending Authority increase - Request	\$ 216,087	\$ 177,284

If this request is not approved the Patrol will lack the ability to maintain standard operating levels while concurrently addressing the growth in population, drivers, toll lane usage, and unsafe driving behavior.

The Patrol considered maintaining the current model of utilizing overtime resources, however, it was determined that the continued increase in growth of these factors will continue to impair the Patrol's ability to maintain standard operational duties and significantly hinder the ability for the Patrol to meet the mission of saving lives through protecting the State's highways.

Anticipated Outcomes:

Approval of this request would allow the CSP to address the incremental increase in Colorado drivers and toll lane usage and provide the necessary services essential to delivering the CSP's mission; ensuring standard operating duties are met such as: traffic mitigations, highway patrols, and crash response investigations.

The Patrol outcomes would be measured through the Strategic and Operational Plan as well as the Patrol's Performance Plan. The request for additional personnel and operating expenses for the Highway 36 and Interstate 25 agreement directly links to the Patrol's Performance Plan through the ability to perform activities of measurement such as: proactive patrolling hours, DUI/DUID arrest, or vehicle inspections. This request addresses the gap in service and increase risk to the citizens in Colorado by not having sufficient Troopers on the highways. Reducing the gap in service will allow the Patrol to better serve, protect, and meet the Division's mission of: *ensuring a safe and secure environment for all persons by utilizing the strength of our members to provide professional law enforcement services that reflect our core values of Honor, Duty, and Respect.*

Assumptions and Calculations:

Following are the assumptions and calculations projected by the Department to formulate the request amount. It was determined that 2.0 FTE troopers are required, by the close of FY 2018-19, to allow for the staffing of the Plenary contract, allowing the Patrol to meet its performance plans.

CSP plans to matriculate the two cadets in the July 2017 class, with a projected completion of graduation and field training in early 2018.

Expenditure Detail		FY 2017-18		FY 2018-19	
<i>Personal Services:</i>		FTE	\$	FTE	
	Salary				
State Patrol Cadet (A4A1)	\$ 4,964	1.0	59,568	-	-
PERA			7,654	-	-
AED			2,978	-	-
SAED			2,978	-	-
Medicare			864	-	-
STD			113	-	-
Health-Life-Dental			7,927	-	-
Subtotal Position 1, 1.0 FTE		1.0	\$ 82,082	-	\$ -
	Salary				
State Patrol Trooper (A4A3)	\$ 5,694	1.0	68,328	2.0	136,656
PERA			8,780		17,560
AED			3,416		6,833
SAED			3,416		6,833
Medicare			991		1,982
STD			130		260
Health-Life-Dental			7,927		15,854
Subtotal Position 2, 2.0 FTE		1.0	\$ 92,988	2.0	\$ 185,978
Subtotal Personal Services		2.0	\$ 175,070	2.0	\$ 185,978

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⁶ Field Training Office (FTO) Salary Calculation: $\$92,988/2080 = \45 per hour. Add 5% FTO premium pay = $\$47.25$ per hour * 400 hours = $\$18,900$.

Operating Expenses					
Regular FTE Operating Expenses	500	2.0	1,000	2.0	1,000
Telephone Expenses	450	2.0	900	2.0	900
PC, One-Time	1,230		-		-
Office Furniture, One-Time	3,473	2.0	6,946		-
Academy: Intern Equipment	13,420	2.0	26,840		-
Academy: Intern Food Costs	1,232	2.0	2,464		-
Academy: Field Training Office	18,900	2.0	37,800		-
Vehicle Variable	6,300	0.7	4,200	2.0	12,600
Subtotal Operating Expenses			\$ 80,150		\$ 14,500
Leased Space					
Leased Space 220 sq ft @ \$21/sq ft.	4,620	2.0	\$ 9,240	2.0	\$ 9,240
Vehicle Lease					
Vehicle Lease (4 mos in first year)	\$11,054	2.0	\$7,369	2.0	\$22,108
Indirect Cost Recoveries					
Indirect Cost	11%		\$19,258		\$20,458
TOTAL REQUEST		2.0	\$ 291,087	2.0	\$ 252,284
<i>General Fund:</i>					
<i>Cash funds:</i>					
			\$ 291,087		\$ 252,284
<i>Reappropriated Funds:</i>					
<i>Federal Funds:</i>					

Description:	FY 2017-18	FY 2018-19
Request for Cash Fund Spending Authority	\$ 291,087	\$ 252,284
Offset: Overtime payments for Hwy 36 patrolling	\$ (75,000)	\$ (75,000)
Net Spending Authority increase - Request	\$ 216,087	\$ 177,284

Cadets receive equipment as needed during and upon completion of their studies at the CSP Training Academy. The following chart details the incremental equipment needed for each State Patrol Cadet.

Cost to Train a Cadet

Cadet Equip./Academy Operating	\$ 13,420
Cadet Food Need	\$ 1,232
- 22 weeks with 14 meals per week (5 breakfast & lunch, 4 dinners) at \$4.00/meal	
Field Training Officer Salary per Cadet (400 hours)	\$ 18,900
Total Direct Costs per Cadet:	\$ 33,552

Cadet Equipment	
Description:	Cost:
Computer	5,030
Uniform	3,382
Weapons/Taser	3,249
Testing/Grad	945
Miscellaneous	814
Total	\$ 13,420

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-01 Overtime Budget for Crime Scene Call-outs

Dept. Approval By: *Terica Y. Andrade*

Supplemental FY 2016-17

Change Request FY 2017-18

OSPB Approval By: *Erin H. Smith 10/26/16*

Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$11,581,552	\$0	\$11,595,913	\$125,000	\$125,000
	FTE	147.9	0.0	147.9	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$9,578,643	\$0	\$9,578,643	\$125,000	\$125,000
	CF	\$1,322,413	\$0	\$1,338,774	\$0	\$0
	RF	\$680,496	\$0	\$680,496	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$11,581,552	\$0	\$11,595,913	\$125,000	\$125,000
	FTE	147.9	0.0	147.9	0.0	0.0
05. Colorado Bureau of Investigations, (C) Laboratory and Investigative Services - Personal Services	GF	\$9,578,643	\$0	\$9,578,643	\$125,000	\$125,000
	CF	\$1,322,413	\$0	\$1,338,774	\$0	\$0
	RF	\$680,496	\$0	\$680,496	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

CF Lettemole Text Revision Required? Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	If Yes, see attached fund source detail.
RF Lettemole Text Revision Required? Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
FF Lettemole Text Revision Required? Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Requires Legislation?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Type of Request?	Department of Public Safety Prioritized Request			
Interagency Approval or Related Schedule 13s:	None			

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Cost and FTE

- The Department requests \$125,000 General Fund in FY 2017-18 and beyond to create a budget to pay overtime costs for crime scene/investigative call-outs and “rush” work in laboratory services.

Current Program

- The CBI provides local law enforcement with crime scene response and criminal investigative assistance when requested. Examples include Officer Involved Shootings and complex homicides like the Planned Parenthood and Park County shootings.
- The CBI’s strategic performance plan includes a Strategic Performance Initiative for decreasing the average turnaround time for the forensic analysis of evidence.

Problem or Opportunity

- Every year, CBI receives numerous requests for crime scene response, criminal investigative assistance, and the “rush analysis” of evidence from local law enforcement agencies. Many of these requests require a response or ongoing work after weekday duty hours or over weekends.
- Because CBI does not have a dedicated budget to pay overtime (OT) expenses, it must set aside personal services vacancy savings, limiting its ability to fill critical FTE positions.
- If vacancy savings are not available, then CBI converts OT worked into compensatory time, a practice that limits its ability to respond to future requests.
- Requests for the “rush analysis” of evidence in matters involving an ongoing threat to public safety or significant violent crimes divert forensic resources and impact overall turnaround times.

Consequences of Problem

- Due to the number/complexity of crime scene and investigative callouts, and laboratory “rush analysis” requests over the past two fiscal years, CBI has expended up to \$121,662 General Fund in OT expenses and converted up to 1,947 OT hours into compensatory time.
- If crime scene call-outs occur near the end of the fiscal year when personal services budgets are nearly expended and when agents are using their earned compensatory time, then responses and some follow-up investigation can be delayed until funds are available in the next fiscal year.
- Having fixed personal services budgets, the CBI will be forced to hold critical FTE positions open and ration its existing resources by only responding to callouts when sufficient funding exists. This will undermine public safety should the necessary resources not be made available in critical and time-sensitive criminal investigations.

Proposed Solution

- With OT funding, the CBI can maintain a budget for call-outs and investigative assistance, and ensure an appropriate response to requests by local law enforcement in critical incidents.
- CBI will be able to meet its Strategic Performance Initiative for decreasing the average turnaround time for the forensic analysis of evidence and satisfy requests for the “rush analysis” of evidence in cases involving an ongoing threat to public safety or serious violent crimes.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department Priority: R-01
Request Detail: Overtime Budget for Crime Scene Call-outs

Summary of Incremental Funding Change for FY 2017-18	Total Funds	General Fund
Overtime Budget for Crime Scene Call-outs	\$125,000	\$125,000

Problem or Opportunity:

One of the primary missions of the Colorado Bureau of Investigation (CBI) is to respond to requests from local law enforcement agencies to process crime scenes and/or investigate an array of criminal violations, to include some of the state's most complex, sensitive, and heinous crimes. In FY 2014-15 and FY 2015-16, the CBI responded to 100 and 121 crime scenes, respectively, which is an annual increase of 21 percent. Further, since FY 2012-13, the number of crime scene call outs received by CBI has nearly doubled. Of the total in FY 2015-16, 40 were death investigations and nine were Officer Involved Shooting (OIS) investigations. In addition, the Investigations Section responded to 27 homicides and 15 Officer Use of Force cases in FY 2015-16 (these included cases in which the CBI assisted or served as the lead). The CBI is also a member of nine Critical Incident Teams responsible for the multi-jurisdictional investigation of Officer Involved Shootings.

Pursuant to Section 24-33.5-412 (1)(a)(I), C.R.S., the CBI is required to provide assistance in the investigation, detection, and enforcement of criminal laws in Colorado, and must be available to respond on a 24 hours x 7 days per week basis. Depending on the nature of the investigation, the number of responding investigative and forensic crime scene agents varies. Many of the requests for assistance occur after normal weekday working hours or over the weekend, thereby requiring overtime payment for responding agents. Some notable examples of cases where the CBI provided assistance after regular business hours are as follows:

- Over the 2016 Labor Day weekend, agents and crime scene analysts responded to two Officer Involved Shootings, one suspicious death in rural Pitkin County, and one body recovery in rural Costilla County. As with all serious violent crime investigations, all four required prompt and comprehensive follow-up work by the responding agents and analysts on behalf of the requesting agencies and prosecutors.
- On February 24, 2016, CBI agents and crime scene analysts responded to the request from the Park County Sheriff's Office to be the lead investigative agency in OIS incident where a suspect had shot and killed a Park County Deputy and wounded two other deputies during an official eviction process in the county. Working nearly nonstop over the next week, CBI agents investigated, interviewed, analyzed and documented the events

of that morning to provide a comprehensive accounting of the before and aftermath of the event. CBI Forensic personnel spent three days at the scene documenting, searching, and collecting evidence. Over 900 photographs were taken of the scene. In addition, 115 items of evidence were collected from the scene, including over 50 spent cartridge cases, multiple firearms and magazines, and approximately 15 projectiles, many of which were extracted from walls inside the house. Numerous hours were spent searching for cartridge cases and projectiles under the snow using a metal detector.

- Many of the CBI's requests for assistance involve violent crimes that occur in rural jurisdictions where local agencies have very limited investigative resources. On Friday, April 29, 2016 at approximately 5:00 P.M., the Burlington Police Department requested assistance after the town veterinarian was found in her home brutally beaten to death. CBI Investigative Agents and Crime Scene personnel immediately responded to Burlington during a significant spring snow storm. Those personnel worked the following ten days to investigate the homicide, exploit the crime scene, and pursue the subjects who posed an ongoing threat to the public. Two subjects were charged and arrested, and personnel continue to prepare the case for trial.
- In November 2015, CBI Investigators and Crime Scene personnel were called to assist the Colorado Springs Police Department following the tragic Planned Parenthood shooting. Once the scene was secure, Crime Scene personnel spent numerous hours processing the multiple crime scenes throughout the area. Because of the seriousness of the crime and amount of evidence to be recovered, they worked nights and over the weekend to complete their duties.

Crime Scene Response

Fiscal Year	Number of Crime Scene Responses
FY 2012-13	62
FY 2013-14	65
FY 2014-15	100
FY 2015-16	121

The CBI employed three Crime Scene Analysts in FY 2015-16. Under its accreditation standards, one of the analysts must be present for each crime scene response. A routine crime response requires a minimum of 40 hours of work by the analyst and may require the assistance of a secondary analyst (a scientist who works crime scenes as a collateral duty). These 40 hours include travel to the scene and the time it takes to secure any required legal process, i.e., search warrants.

A typical homicide crime scene response involves 60-80 hours of work and is divided into two components. The first component is the processing of the actual scene, which usually requires 30-40 hours. This includes photography and videography of the scene to document how the scene was discovered prior to removing any evidence. The analyst then methodically collects all of the evidence, securing and packaging each item and thoroughly documenting where it was found. The scene must also be measured for proper diagramming. Further, the analyst attends the autopsy for additional photographs, evidence collection, and documentation.

The second component of the response takes place back at the office and usually requires 30-40 hours. This work includes uploading photos and/or video, 3D data processing, preparing the diagram, writing the report, and importing other documents, such as search warrants, the evidence transfer list and notes, into the case file. Once the report is written, supervisory personnel conduct administrative and technical reviews. If the matter goes to court, an additional eight to 16 hours may be required, not including travel time. A complex scene, such as the Planned Parenthood shooting in Colorado Springs or the Officer Involved Shooting in Park County, may require more than 200 hours of work by the analyst (s).

Using an average of 50 hours per crime scene, the time required by three analysts to respond to 121 crime scenes is approximately 2,016 hours each. This does not include the time spent by each analyst on other duties, to include training, administrative functions and preparing for the next response, nor does it include leave and the time dedicated to crime scene responses by secondary analysts. Additionally, the estimate does not account for the response to significant events, such as the Planned Parenthood or Park County shootings, or the increasing demand for the CBI's crime scene services.

Field Investigations

The CBI's Investigations Section is currently composed of 26 Field Investigative Agents who respond to requests for assistance in conducting field investigations. They are supported by five Analysts. In FY 2015-16, those Agents and Analysts supported local law enforcement agencies by initiating 300 new investigations and providing assistance in 440 missing persons cases (to include maintaining and updating Colorado's missing person database). The cases included providing assistance in or leading 27 homicide and 15 Officer Use of Force investigations. As with crime scene responses, many of these investigations require long hours of work during the initial response, oftentimes at night or on weekends, and weeks or months of follow-up investigation before the prosecutorial stage of the investigations begin. For both types of responses, Agents and Analysts must be compensated with overtime or compensatory time for any work beyond 160 hours a pay period.

Through a survey of other Colorado law enforcement agencies with 24 x 7 response missions, to include the Colorado State Patrol, Denver Police Department, Lakewood Police Department, Douglas County Sheriff's Office, Aurora Police Department, Mesa County Sheriff's Office and Jefferson County Sheriff's Office, the Department does not know of another Colorado agency with comparable responsibilities that lacks a dedicated overtime budget to compensate employees for call-outs and essential work beyond the normal 40 hour work week. Further, the CBI surveyed 42 other state criminal investigative agencies (all with similar missions) through the Association of State Criminal Investigative Agencies (ASCIA) and only seven of the 42 advised they are not appropriated overtime funding.

The table below indicates CBI's total overtime expenditures and accumulated compensatory time by fiscal year for responses to crime scene and investigative call-outs, rush analysis, and officer involved shootings.

Fiscal Year	Overtime Expenditures, including benefits	Total Compensatory Time
FY 2013-14	\$116,353	1,670 hours
FY 2014-15	\$175,520	2,418 hours
FY 2015-16	\$121,662	1,947 hours

Because CBI does not have a line item budget specifically for overtime payments, it must use personal services vacancy savings, when it exists, to pay for these unexpected expenditures. When vacancy savings are insufficient, the CBI converts overtime worked into compensatory time. However, when compensatory

time is used, the scheduled time off creates delays on current casework and investigations. For example, the time to return forensic evidence is currently 112 calendar days, but the goal is to reduce it to 85 days by FY 2019-20.

This in turn creates difficulty in CBI's ability to achieve its strategic performance objectives of decreasing turnaround time for forensic evidence, increasing affirmative case clearance rates, and decreasing the average turnaround time to return crime scene reports. Moreover, compensatory time can also unnecessarily increase overtime expenditures when the CBI is short staffed due to agents using their earned compensatory time. Under Colorado Department of Personnel rule (4 CCR 801), each state agency may develop a written policy concerning compensatory time. The Department's policy is for employees to use compensatory time within 60 days or it be paid to the employee as overtime.

One of the CBI's top priorities is to fill vacant FTE with qualified personnel and adequately compensate on-board talent. Both actions are critical to the CBI's ability to respond to requests for investigative assistance and reduce forensic analysis turnaround times. Key elements to this focus are an enhanced recruiting program; reducing the time it takes to hire new employees, to include the time it takes the agency to conduct thorough, pre-employment background investigations; and fairly compensating current employees. Filling vacant positions and decreasing the agency's overall attrition rate will enhance the CBI's ability to carry out its missions. Conversely, reserving \$125,000 in vacancy savings per fiscal year for overtime payments reduces the CBI's ability to fund approximately 1.5 FTE Criminal Investigator II positions, resources critical to the CBI fulfilling its statutory responsibilities.

Proposed Solution:

The Department requests \$125,000 General Fund in FY 2017-18 and every fiscal year thereafter to create a line item budget to pay overtime expenditures incurred as a result of responding to after-hours crime scene call-outs or rush work for law enforcement agencies. Of the total, it will allocate \$100,000 to crime scene and investigative calls and \$25,000 to rush work on non-DNA analysis. In non-DNA disciplines, the CBI Forensics Section has an overall goal of returning analysis to law enforcement agencies and prosecutors within 85 days.

If the request is approved, CBI Investigations and Forensic Laboratory will continue to provide call-out assistance throughout the fiscal year without negatively impacting its existing personal services budget, or delaying results on existing casework or investigations. The additional funding will also contribute toward the CBI achieving its strategic performance objectives of decreasing turnaround time for forensic evidence and increasing affirmative case clearance rates. The time to return forensic evidence is currently 112 calendar days, but the goal is to reduce it to 85 days by FY 2018-19.

As an alternative, the CBI already converts some overtime hours worked into compensatory time when it lacks sufficient personal services funding. This alternative, however, is not recommended as the resulting scheduled time off negatively affects efforts to complete existing casework and investigations in a timely manner.

Specific examples of the effect to criminal case work caused by compensatory time issues are as follows. Historically, the CBI Investigative Section has proactively conducted operations to locate and arrest fugitive sex offenders. These operations were funded with overtime either through federal grants or vacancy savings; however, these grants expired in 2010. As of June 30, 2016, there are 968 fugitive sex offenders in Colorado – many of whom reside in rural cities and counties that do not have fugitive

apprehension resources. Some of the requested funds for overtime will be used to apprehend these fugitives.

Additionally, if the primary forensic crime scene responders are required to take time off because of earned compensatory time, the CBI must send its secondary or tertiary crime scene responders. Having less experience in responding to crime scenes, these crime scene agents may take longer to process a crime scene and return reports to the requesting law enforcement agency. This directly affects the CBI's strategic performance goal of decreasing the average turnaround time to return crime scene reports from 41 days in FY 2013-14 to 5 days in FY 2016-17. The turnaround time in FY 2015-16 was 22 days.

Local law enforcement agencies rely on the CBI's assistance when their manpower is stretched beyond capacity. If this request is not approved, the CBI will be forced to continue rationing existing resources and respond to requests for assistance only when sufficient funding exists. To date, this practice has not prevented the CBI from responding to violent crimes. On an increasing basis, however, the CBI has advised local agencies it does not have the resources to respond to their requests for assistance in non-violent and arson related crimes. In the past 90 days, the CBI has been unable to respond in one government fraud and three public corruption matters. This action negatively affects local law enforcement agencies' efforts to investigate, detect and enforce criminal laws, with the greatest impact realized by rural law enforcement agencies that do not have the resources or expertise to conduct complex investigations.

The CBI has also resorted to assigning investigations to Criminal Investigator IIIs (exempt from overtime) whose primary assignment is to lead and manage investigative components. These assignments dilute the organization's leadership structure and its ability to provide consistent oversight and support for full-time investigators.

Anticipated Outcomes:

Approval of this request will allow the CBI to continue providing investigative and forensic call-out assistance to local law enforcement agencies without interruption or delay. Additionally, the CBI expects to achieve the strategic performance objectives of decreasing turnaround time for forensic evidence and increasing affirmative case clearance rates.

Assumptions and Calculations:

The CBI expended \$121,662 General Fund in FY 2015-16 for overtime expenses. The Department assumes that \$100,000 per year would be sufficient to fund future expenses. The remaining \$25,000 General Fund will be spent on non-DNA rush work or analysis.

Table 1: Estimated Cost to Create Overtime-specific Line Item Budget

Row	Description	General Fund Amount
A	Crime Scene and Investigative Call-outs	\$100,000
B	Non-DNA rush work or analysis	\$25,000
C	Total Estimated Annual Overtime Budget (Row A + Row B)	\$125,000

Demonstrated effectiveness of Forensics and Investigations Unit as an existing program:

The CBI Forensics and Investigations Unit sets goals each year to measure the average turnaround time of evidence submissions from law enforcement agencies. The goal is to maintain an average turnaround time of 85 calendar days by June 30, 2019.

To measure the Unit's performance against this goal, CBI included the measure in its Strategic Plan along with processes to manage progress toward the goal: The CBI will continue to develop partnerships with submitting law enforcement agencies to maximize submission efficiency, train staff in the latest analytic practices, and employ new technology. In addition, CBI creates an Annual Report in which measures the goals set by the Department.

Further, in 2014, the CBI achieved accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). CALEA is a national organization that sets standards for law enforcement agencies based on national and international best practices. CALEA accreditation is another measure by which effectiveness is achieved.

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

NP-02, OIT R-01 Secure Colorado

Dept. Approval By: <u>Jessica Y. Anderson</u>	Supplemental FY 2016-17
	<u>X</u> Change Request FY 2017-18
OSPB Approval By: <u>Erin M. [Signature] 10/26/16</u>	Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$8,717,457	\$0	\$8,200,888	\$182,799	\$312,498
	FTE	0.0	0.0	0.0	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$4,632,758	\$0	\$3,176,986	\$182,799	\$312,498
	CF	\$3,676,531	\$0	\$3,453,772	\$0	\$0
	RF	\$382,813	\$0	\$1,561,416	\$0	\$0
	FF	\$25,257	\$0	\$8,714	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$8,717,457	\$0	\$8,200,888	\$182,799	\$312,498
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Payments to OIT	GF	\$4,632,758	\$0	\$3,176,986	\$182,799	\$312,498
	CF	\$3,676,531	\$0	\$3,453,772	\$0	\$0
	RF	\$382,813	\$0	\$1,561,416	\$0	\$0
	FF	\$25,257	\$0	\$8,714	\$0	\$0

CF Lettermate Text Revision Required?	Yes	No	<u>X</u>	If Yes, see attached fund source detail.
RF Lettermate Text Revision Required?	Yes	No	<u>X</u>	
FF Lettermate Text Revision Required?	Yes	No	<u>X</u>	
Requires Legislation?	Yes	No	<u>X</u>	
Type of Request?	Department of Public Safety Non-Prioritized Request			
Interagency Approval or Related Schedule 13s:	Office of Information Technology			

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Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

NP-03, OIT R-04 Deskside

Dept. Approval By:

Travis Y. Anderson

Supplemental FY 2016-17

Change Request FY 2017-18

OSPB Approval By:

Paul J. ... 10/26/16

Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17	Supplemental Request	FY 2017-18	Change Request	FY 2018-19
		Initial Appropriation		Base Request		Continuation
Total		\$8,717,457	\$0	\$8,200,888	\$73,103	\$76,427
Total of All Line Items Impacted by Change Request	FTE	0.0	0.0	0.0	0.0	0.0
	GF	\$4,632,756	\$0	\$3,176,986	\$24,124	\$25,221
	CF	\$3,676,531	\$0	\$3,453,772	\$45,324	\$47,385
	RF	\$382,913	\$0	\$1,561,416	\$3,655	\$3,821
	FF	\$25,257	\$0	\$8,714	\$0	\$0

Line Item Information	Fund	FY 2016-17	Supplemental Request	FY 2017-18	Change Request	FY 2018-19
		Initial Appropriation		Base Request		Continuation
Total		\$8,717,457	\$0	\$8,200,888	\$73,103	\$76,427
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Payments to OIT	GF	\$4,632,756	\$0	\$3,176,986	\$24,124	\$25,221
	CF	\$3,676,531	\$0	\$3,453,772	\$45,324	\$47,385
	RF	\$382,913	\$0	\$1,561,416	\$3,655	\$3,821
	FF	\$25,257	\$0	\$8,714	\$0	\$0

CF Letternote Text Revision Required? Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required? Yes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FF Letternote Text Revision Required? Yes	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Requires Legislation?	Yes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Non-Prioritized Request			
Interagency Approval or Related Schedule 13s:	Office of Information Technology			

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COLORADO

Department of Public Safety

****Informational Purposes Only**
Disaster Emergency Fund Augmentation for
2013 Floods
FY 2017-18 Change Request

Cost and FTE

- The Department of Public Safety requests \$12,500,000 million General Fund for FY 2017-18 through FY 2020-21 transferred into the Disaster Emergency Fund (DEF) to pay costs associated with the response and recovery from the historic flooding that occurred in September 2013.
- In addition, the Department requests the redirection and encumbrance of \$14 million in the existing balance of the DEF to pay for costs associate with the response and recovery from the September 2013 flooding.

Current Program

- The Division through the Emergency Management branch is responsible for the state's comprehensive emergency management program which supports local and state agencies. Activities and service cover the five phases of emergency management: Prevention, protection, mitigation, response, and recovery.

Problem or Opportunity

- From September 9 through September 12, 2013, several communities along Colorado's Front Range were affected by a series of catastrophic floods, causing approximately \$4 billion in damage and killing 10 people.
- The Governor and General Assembly anticipated that the \$111.5 million would provide sufficient funding for these matching obligations.
- As rebuilding efforts have progressed, it has become apparent that the amount set aside by the Governor and General Assembly will be insufficient to cover the costs associated with the response and recovery from the September 2013 floods.

Consequences of Problem

- Without the approval of this request, the State will be unable to fulfill its commitment to local communities to match 12.5 percent of the total FEMA grants dedicated to recovery from the floods.

Proposed Solution

- To cover the anticipated \$64.1 million shortfall, the Department proposes \$14.0 million in the existing balance of the Disaster Emergency Fund redirected and encumbered to pay for costs associated with the September 2013 floods and a \$12,500,000 General Fund appropriated and transferred into the Disaster Emergency Fund each fiscal year beginning FY 2017-18 through FY 2020-21.

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COLORADO
Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

*Department Priority: **Information Purposes Only***
Request Detail: Disaster Emergency Fund Augmentation for 2013 Floods

Summary of Incremental Funding Change for FY 2017-18	Total Funds	General Fund
Disaster Emergency Fund Augmentation for 2013 Floods	\$12,500,000	\$12,500,000

From September 9 through September 12, 2013, several communities along Colorado’s Front Range were affected by a series of catastrophic floods, causing approximately \$4 billion in damage and killing 10 people. In response to these disasters, Governor Hickenlooper and the General Assembly cooperated to set aside \$111.5 million to help pay for the emergency response to, and long-term recovery from, this devastating flooding. Several Federal agencies have also contributed hundreds of millions for the costs associated with rebuilding communities affected by the floods.

Many of these Federal grants require matching funds from Colorado governments. In particular, grants from the Federal Emergency Management Agency (FEMA) require a 25 percent match in order to draw down Federal dollars. In the weeks following the flooding, Governor Hickenlooper pledged that the State would provide one half of the required match for these grants for communities that felt the greatest effects from the floods. The Governor and General Assembly anticipated that the \$111.5 million would provide sufficient funding for these matching obligations.

As rebuilding efforts have progressed, it has become apparent that the amount set aside by the Governor and General Assembly will be insufficient to cover the costs associated with the response and recovery from the September 2013 floods. Expenditure patterns to date, coupled with anticipated spending that will occur through FY 2020-21 indicate that the State will require an additional \$64.1 million to pay for the response, recovery, and administration of grant funding for these floods.

Proposed Solution:

The Department of Public Safety requests \$12.5 million General Fund transfer into the Disaster Emergency Fund for FY 2017-18 through FY 2020-21 to pay costs associated with the response and recovery from the historic flooding that occurred in September 2013.

To cover the anticipated \$64.1 million shortfall, the Department proposes the following solution:

- \$14.0 million in the existing balance of the Disaster Emergency Fund will be redirected and encumbered to pay for costs associated with the September 2013 floods; and

- \$12,500,000 General Fund will be appropriated in each fiscal year from FY 2017-18 through FY 2020-21 and transferred into the Disaster Emergency Fund.

Without these actions, the State will be unable to fulfill its commitment to local communities to match 12.5 percent of the total FEMA grants dedicated to recovery from the floods.

Assumptions and Calculations:

The following table summarizes actual expenditures and projections of Colorado’s costs for response and recovery related to the September 2013 floods. Based on these projections, setting aside \$12,521,870 from FY 2017-18 through FY 2020-21 will ensure that the State can meet its commitment to local communities affected by the 2013 floods.

This request for \$12,500,000 is anticipated to be sufficient for meeting this commitment.

September 2013 Flood Expenditures, Actual and Projected
(revenues reflected as negative)

	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected	FY 2017-18 Projected	FY 2018-19 Projected	FY 2019-20 Projected	FY 2020-21 Projected	TOTAL
State Administrative Costs	\$4,832,375	\$14,513,390	\$14,568,934	\$8,666,963	\$4,100,000	\$4,100,000	\$4,100,000	\$4,100,000	\$58,981,662
Administrative Cost Recoveries				(\$1,802,000)	(\$1,802,000)	(\$1,802,000)	(\$1,802,000)	(\$1,802,000)	(\$9,010,000)
Disaster Response Grants and Advances	\$12,095,755	\$14,367,545	\$4,195,275	\$3,995,500	\$4,594,826	\$6,193,025	\$4,794,600	\$4,252,600	\$54,489,126
Disaster Advance Repayments					(\$4,000,000)	(\$4,000,000)	(\$4,000,000)	(\$4,000,000)	(\$16,000,000)
State Match for Local Recovery Projects	\$1,931,802	\$19,127,804	\$15,143,747	\$13,559,039	\$10,032,555	\$8,456,435	\$14,346,260	\$2,529,050	\$85,126,692
SUBTOTAL	\$18,859,932	\$48,008,739	\$33,907,956	\$24,419,502	\$12,925,381	\$12,947,460	\$17,438,860	\$5,079,650	\$173,587,480
Available Balance from DEF									(\$111,500,000)
Subtotal Shortfall									\$62,087,480
Reallocate Existing DEF Balance				(\$14,000,000)					(\$14,000,000)
General Fund Transfer Request to DEF					(\$12,521,870)	(\$12,521,870)	(\$12,521,870)	(\$12,521,870)	(\$50,087,480)
Total Shortfall									\$0

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-09 Capitol Complex Surveillance Camera Maintenance

Dept. Approval By: *James Y. Anderson* Supplemental FY 2016-17
 Change Request FY 2017-18
 OSPB Approval By: *Ernie H. Bell 10/26/16* Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$9,790,179	\$0	\$9,786,060	\$81,200	\$81,200
FTE		0.0	0.0	0.0	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$462,528	\$0	\$462,528	\$81,200	\$81,200
	CF	\$9,073,750	\$0	\$9,069,631	\$0	\$0
	RF	\$253,901	\$0	\$253,901	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$9,790,179	\$0	\$9,786,060	\$81,200	\$81,200
FTE		0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Operating Expenses	GF	\$462,528	\$0	\$462,528	\$81,200	\$81,200
	CF	\$9,073,750	\$0	\$9,069,631	\$0	\$0
	RF	\$253,901	\$0	\$253,901	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

CF Letternote Text Revision Required?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
FF Letternote Text Revision Required?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Requires Legislation?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Prioritized Request	
Interagency Approval or Related Schedule	None	

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Cost and FTE

- The Department requests an increase of \$81,200 General Fund for the ongoing maintenance of the recently installed new video surveillance system for the Capitol Complex area.

Current Program

- Beginning FY 2015-16, the General Assembly approved funding to replace the aging analog video surveillance system in the Capitol Complex area.

Problem or Opportunity

- The FY 2015-16 Information Technology (IT) capital construction request included an estimated amount of \$81,000 for ongoing maintenance costs.
- Approval of this request would provide funding the proper maintenance and service costs associated with the new surveillance system.

Consequences of Problem

- Without the requested funding, the new camera surveillance system will begin to lose capability and within five years, the system will become obsolete, software and hardware compatibility with current industry standards will be affected and the level of quality and service to the end user will be degraded.
- The new system has a twenty year projected life-cycle. Lacking annual maintenance and upgrades, the new system is not projected to be operational during its estimated life-cycle.

Proposed Solution

- Approval of this request will provide funding for the ongoing maintenance for the Capitol Complex surveillance system.
- Funding for annual maintenance of the surveillance system will provide a complete annual inspection, the repair or replacement of malfunctioning equipment, the replacement of equipment that has reached end-of-life with current industry standard equipment, as well as maintaining the functionality of the entire system for the benefit of the Governor, Legislators, citizens, and state employees working and visiting the Capitol Complex.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department of Public Safety Priority: R-09
Request Detail: Capitol Complex Surveillance System Maintenance

Summary of Incremental Funding Change for FY 2017-18	Total Funds	General Fund
Capitol Complex Security Surveillance System Maintenance	\$81,200	\$81,200

Problem or Opportunity:

The FY 2015-16, the IT Capital Construction Committee provided funding to replace the aging analog video surveillance system used by the Colorado State Patrol (CSP), which addressed significant issues and system failures in the existing platform. The prior surveillance system was installed in 2004 utilizing the Federal Urban Areas Security Initiative. The existing analog system suffered from intermittent failures at a rate of 12-15 times per year and used an antiquated recordation portion which made it significantly more challenging to review footage for criminal or administrative investigations. Additionally, it utilized an unmapped infrastructure of wiring and switches which increased the cost of repairs and complexity of diagnosing problems. These issues were solved with the fully funded budget request and updated camera surveillance system which began installation in early 2016.

The projected Life Cycle Cost analysis for the camera project forecasted a twenty year life span (July 1, 2016-July 1, 2036), provided that proper maintenance and services are conducted. This request would provide funding for the proper ongoing maintenance and service costs associated with the new surveillance system.

Proposed Solution:

The Department requests \$81,200 General Fund for ongoing annual maintenance and repairs to for the Capitol Complex Security Surveillance System. This information was included in the Information Technology (IT) capital construction request approved in FY 2015-16 to replace the video surveillance system for the Capitol Complex area.

The requested \$81,200 for annual maintenance and repairs encompasses three principal areas:

- Annual inspection and adjustment of installed cameras
- Annual maintenance and updates of system control server hardware and software
- Replacement of broken components or installation of new hardware to support requirements

The annual inspection will involve a physical check of every camera for image quality, operation, functionality of the heater/shaker, and damages. This inspection will drive repair or replacement of malfunctioning equipment or prioritize equipment for lifecycle replacement. Additionally, in partnership with OIT, the digital backbone of the system will go through software updates and maintenance protocols necessary to maintain the integrity of the digital network.

The identified maintenance and repair areas will ensure the highest level of service, identify areas of potential failure before they occur, and enable the system to meet its twenty year lifecycle projection. This maintenance program supports the Department Performance Plan and the Colorado State Patrol's statutory obligation to provide security for the Governor and the immediate family as defined by Section 24-33.5-216, C.R.S. Furthermore, this surveillance platform will support CSP's role in providing security and law enforcement services within the Capitol Complex. CSP responds to approximately 3,500 calls for service annually and screens over 350,000 visitors each year.

If the annual maintenance and repairs of this system are not funded, the updated camera surveillance system will begin to lose capability within a few years and will be reliant upon the annual Executive Security Unit operating budget to make repairs if funding is available. Additionally, without funding, within five years, the system will begin to become obsolete, software and hardware compatibility with current industry standards will be affected and the level of quality and service to the end user will be degraded. As indicated by the frequent failures of the 11 year old analog system that was replaced with FY 2015-16 funding, it will be a significant challenge to maintain the new system in a viable condition to meet the twenty year life cycle without adequate annual system maintenance funding.

Anticipated Outcomes:

Approval of this request will provide funding necessary to ensure the surveillance system receives a complete annual inspection, malfunctioning equipment is repaired or replaced, end of lifecycle equipment is replaced with current industry standard equipment, and the functionality of the entire system is maintained for the benefit of the Governor, Legislators, citizens, and state employees working and visiting the Capitol and state buildings in the Capitol Complex area. These outcomes support the Department's Performance Plan and CSP's statutory responsibility to provide security to the Governor, visitors and employees working in the Capitol Complex area.

Assumptions and Calculations:

The total cost to replace the surveillance camera system is \$812,000. Of the total cost for the surveillance system, costs for hardware and software associated with the system totaled \$680,000, while design and engineering services consumed the remaining cost. The maintenance cost breakdown is based on the \$680,000 hardware/software costs. For planning purposes, the cost breakdown was developed in partnership with OIT and the design engineer who developed the system requirements. The industry standard planning factor for hardware lifecycle replacement is 10 years and is driven by technology advancement more than camera quality. For the digital backbone, the industry standard lifecycle replacement window is five years. Servers and software obsolescence occurs at twice the interval as the hardware (e.g. cameras). Initial costs for servers and software were \$100,000 while the cameras, mounts and cabling cost \$580,000.

Annual cost breakdown for the \$81,200 request:

- \$20,000 for Server maintenance, repair and software updates (\$100,000 every five years)
- \$58,000 for hardware repair, replacement or new installs (\$580,000 every ten years)
- \$3,200 in labor costs for annual physical inspections

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-03 Increase InstaCheck Cash Fund Spending Authority

Dept. Approval By: <u><i>Jessie Y. Anderson</i></u>	Supplemental FY 2016-17
	Change Request FY 2017-18
OSPB Approval By: <u><i>Erin H. ... 10/26/16</i></u>	Budget Amendment FY 2017-18

 X

Summary Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$2,556,702	\$0	\$2,556,702	\$532,398	\$532,398
	FTE	51.7	0.0	51.7	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$2,556,702	\$0	\$2,556,702	\$532,398	\$532,398
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$2,556,702	\$0	\$2,556,702	\$532,398	\$532,398
	FTE	51.7	0.0	51.7	0.0	0.0
05. Colorado Bureau of Investigations, (D) State - National Instant Criminal Background Check, (1) State-National Instant Criminal Background Check Prgrm - Personal Services	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$2,556,702	\$0	\$2,556,702	\$532,398	\$532,398
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

CF Letternote Text Revision Required? Yes <u> X </u> No <u> </u>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required? Yes <u> </u> No <u> X </u>	
FF Letternote Text Revision Required? Yes <u> </u> No <u> X </u>	
Requires Legislation? Yes <u> </u> No <u> X </u>	
Type of Request? Department of Public Safety Prioritized Request	
Interagency Approval or Related Schedule 1 None	

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Cost and FTE

- The Department requests an increase of \$532,398 cash funds spending authority in FY 2017-18 and beyond to fully fund the CBI Instacheck Unit's appropriated 51.7 FTE. This is an increase of 21 percent over the base appropriation for FY 2016-17.

Current Program

- The CBI Instacheck Unit is the state point-of-contact for firearms transfers and processes appeals for denial of a firearm transfer and concealed handgun permits on the behalf of Colorado Sheriff's Offices. The Unit operates 12 hours per day and is closed Thanksgiving and Christmas Days.
- The Unit currently employs 43.2 FTE but is appropriated 51.7 FTE leaving 8.5 FTE vacant. In FY 2014-15 and FY 2015-16, the Unit processed 325,151 and 365,530 firearms transfers, respectively, which is an annual increase of 12.4 percent.

Problem or Opportunity

- H.B. 13-1229 appropriated an additional 26.3 FTE and \$1,143,371 for personal services in FY 2014-15.
- The Department assumed the bill would require 26.3 FTE and \$1,580,525 for personal services in FY 2014-15 which is noted in the legislative fiscal note under Departmental Differences.
- Given the annual increase in firearms transfers of 12.4 percent, the Unit will need to hire additional staff to handle the expected increase in workload.

Consequences of Problem

- Within the last two years, the Unit lost 28 FTE through turnover. Of this number, 43 percent left for reasons related to salary. The national quit rate for March 2016 was 2.1 percent.
- To mitigate the turnover rate, the Unit increased its hiring pay rate, which is up to nine percent higher than the minimum amount for a Technician III job classification.
- Because the legislative fiscal note assumed all positions would be funded at the minimum amount, the Instacheck Unit's personal services appropriation is insufficient to fully fund its appropriated 51.7 FTE at market-based wages.
- The Department estimates that up to 8.5 FTE cannot be hired to process the expected increase in firearms transfers and maintain its average monthly turnaround time of seven minutes per background check, per the Department's Strategic Performance Plan.

Proposed Solution

- The Department requests an increase of \$532,398 cash funds in Instacheck's personal services appropriation to hire an additional 8.5 FTE and retain its existing staff at market-based wages, which are up to 34 percent higher than the minimum job classification amount.
- The additional staff will assist the Unit in processing the expected increase in workload.
- The additional increase in appropriation will also allow the Unit to retain experienced staff, lower the Unit's turnover rate, and maintain staffing to operate 12 hours per day X 363 days per year.
- The proposed solution does not require a statutory change.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department Priority: R-03
Request Detail: Increase InstaCheck Cash Fund Spending Authority

Summary of Incremental Funding Change for FY 2017-18	Total Funds	Cash Funds
Increase InstaCheck Spending Authority	\$532,398	\$532,398

Problem or Opportunity:

In 1993, the U.S. Congress passed the Brady Handgun Violence Prevention Act of 1994 (Brady Act) requiring a criminal history background check on every prospective purchase or transfer of a firearm. In 1994, the Colorado General Assembly passed H.B. 94-1276 implementing the Brady Act. From 1994 to 1999, the Colorado Bureau of Investigation's (CBI) InstaCheck Unit served as the state point-of-contact for firearms transfers in Colorado. On February 28, 1999, the statute that authorized the CBI InstaCheck Unit was repealed and it no longer served as Colorado's state point-of-contact for firearms transfers. Thereafter, the Federal Bureau of Investigation's (FBI) National Instant Criminal Background Check System (NICS) assumed the role of point-of-contact for firearms transfers in Colorado. In June of that same year, Mr. Simon Gonzales killed his three daughters in Castle Rock, Colorado and soon thereafter by Executive Order dated July 1, 1999, the CBI InstaCheck Unit was re-established. In the following regular session, the General Assembly passed S.B. 00-125 which authorized the CBI to conduct background checks for firearms transfers.

Since 1999, the InstaCheck Unit has been responsible for the following functions: 1) serving as the state point-of-contact for firearm transfers (S.B. 00-125, H.B. 13-1229); 2) processing background checks associated with concealed handgun permits (CHP) on behalf of Colorado Sheriffs (S.B. 03-024); and 3) processing appeals for resolving a denial of firearms transfer (H.B. 10-1411). The Unit is statutorily required to operate up to 12 hours per day every calendar day except Thanksgiving and Christmas Days Section 24-33.5-424 (7)(a)(IV)(A), C.R.S (2015)).

In 2013, H.B. 13-1228 and H.B. 13-1229 passed and were made effective in March 2013. The bills authorized the CBI to recoup the cost of performing an instant criminal background check for firearms transfers by establishing a fee for background checks, and by performing an instant criminal background check on private gun transfers. The fee was initially set at \$10, but is currently \$6 per instant criminal background check. The fee was lowered to maintain compliance with the limit on excess uncommitted reserves as required in Section 24-75-402 C.R.S. House Bill 13-1228 also created the Instant Criminal Background Check Cash Fund and authorized the CBI to use the moneys in the fund to pay the direct and indirect costs associated with performing background checks and processing appeals for denial of a firearms transfer.

The process to complete a firearms transfer application —whether approved or denied— requires an InstaCheck technician to search several distinct databases that include: Department of Motor Vehicles, State Judicial, National Instant Criminal Background Check System (NICS), Colorado Crime Information Center, National Crime Information Center, Interstate Identification Index, and Immigration. The approval or denial is then returned to the federal firearms licensee (FFL) who submitted the application.

Since the passage of House Bills 13-1228 and 13-1229, the InstaCheck Unit has experienced an increase in the number of firearms transfers being submitted by Colorado gun dealers. In FY 2014-15, the number of firearms transfers increased by 4.58 percent, and will increase by 12.52 percent in FY 2015-16.

Fiscal Year	Number of Firearms Transfers	Percent Change
FY 2012-13	134,166	
FY 2013-14	310,907	131.7%
FY 2014-15	325,151	4.58%
FY 2015-16*	365,868	12.52%

Based on the increase in the number of firearms transfers in FY 2015-16, the InstaCheck Unit has not met its average turnaround goal of seven minutes in nine of the previous 12 months. The turnaround time is comprised of queue time (or wait time before a technician is available) and technician processing time. The largest deviations from the goal occur during the months from October to March, which coincides with Colorado’s hunting seasons. The longest average turnaround time was 38 minutes and 30 seconds in December 2015. During InstaCheck’s “busy season”, the Unit receives daily complaints from gun dealers and gun transferees about the long wait times.

Month	Monthly Volume	Total Average Turnaround Time (minutes:seconds)	InstaCheck Goal (minutes:seconds)	Difference over/(under) (minutes:seconds)
July 2015	24,599	06:39	07:00	(00:21)
August 2015	26,058	05:58	07:00	(01:02)
September 2015	25,694	07:51	07:00	00:51
October 2015	29,220	10:39	07:00	03:39
November 2015	32,318	09:08	07:00	02:08
December 2015	52,896	45:30	07:00	38:30
January 2016	34,374	20:06	07:00	13:06
February 2016	32,600	24:27	07:00	17:27
March 2016	30,412	13:57	07:00	06:57
April 2016	28,205	09:53	07:00	02:53
May 2016	25,450	04:56	07:00	(02:04)
June 2016	24,042	08:42	07:00	01:42

Since the fee for background checks was authorized, the Unit has hired Technicians based on projected workload while ensuring its cash fund can support all direct and indirect costs associated with its operations. However, within the last two years, the Unit has lost 28.0 FTE through turnover (or an average of 1.1 FTE per month). Of this number, 43 percent left for reasons related to salary expectations. Meanwhile, the Bureau of Labor and Statistics reports that the national quit rate for state and local governments in April 2016 was 0.8 percent of total employment for that month. Using the national quit

rate, the Unit should on average lose 0.3 FTE per month (43.2 FTE * 0.8%) rather than 1.1 FTE per month, which is nearly four times the national average.

Additionally, Colorado experienced employment growth of 3.0 percent in 2015, while growth is projected at 2.5 percent for 2016 and 2017. The steady level of economic growth has increased the competition for skilled and educated labor, which increases the time to recruit applicants and fill vacant positions. The improving local economy as measured by the increase in income tax wage withholdings from 2014 to 2016 has also put upward pressure on wages, which has increased the salary expectations of new hires.

The Unit currently employs 43.2 FTE but is appropriated 51.7 FTE as indicated in the FY 2016-17 Long Bill (H.B. 16-1405) which leaves 8.5 FTE positions vacant. Prior to 2013, the unit's FTE appropriation totaled 26.4 FTE. House Bill 13-1229 appropriated an additional 26.3 FTE and \$1,143,371 for personal services in FY 2014-15. The total number of FTE authorized thereafter increased from 26.4 to 52.7 FTE. However, effective FY 2016-17, the Department's reorganization of its Executive Director's Office (EDO) transferred 1.0 FTE (Accounting Technician III) from InstaCheck's appropriated FTE count to the Department's EDO program line item.

During the fiscal note process, the Department assumed H.B. 13-1229 would require 26.3 FTE but estimated the personal services budget need at \$1,580,525 in FY 2014-15. This budget difference of \$437,154 was noted in the [H.B. 13-1229] legislative fiscal note under Departmental Differences. Because the legislative fiscal note assumed all 26.3 FTE positions would be funded at the minimum of each state job classification (Technician II, III, and IV), the Department cannot fill the remaining 8.5 FTE vacancies at the expected market-based wage to help process the projected 12.52 percent increase in firearms transfers in FY 2017-18 and reduce or maintain the average turnaround time during InstaCheck's busiest months (October to March).

Proposed Solution:

In order to meet the expected demand in FY 2017-18 and beyond, reduce the average turnaround time during the busy season, improve customer service, and retain qualified staff at market-based wages, the Department requests an increase of \$532,398 cash funds spending authority for InstaCheck's personal services line item. While the spending authority will increase, the total number of appropriated FTE for Instacheck will remain unchanged at 51.7 FTE.

As an alternative and in prior fiscal years, the Instacheck Unit has hired seasonal employees through private temporary placement agencies to supplement staffing during its busy season. This alternative, however, is not recommended because it takes up to nine months before a Technician is properly trained to work under limited supervision, maintain the required performance, and not commit critical errors that result in improper approvals or denials of firearms transfers. Due to the complexity and specialized nature of this work, in addition to the variety of criminal histories encountered from any one of the 50 states, it is not expected that new hires already come with this experience or knowledge and must therefore be properly trained to research and interpret Colorado's laws for firearms transfers. The Department estimates that it costs approximately \$16,391 to hire, train and coach a Technician, which includes five weeks of full-time training and up to 180 days of post-training evaluation and supervision. Because of the large funding and time commitment, it is an inefficient use of resources to train seasonal workers only to release them upon the conclusion of the busy season in March of every year.

If the Unit continues to lose 1.1 FTE per month then it will be required to constantly recruit, hire and train up to 13.2 FTE every year. The cost to train 13.2 employees is estimated at \$216,361 per year, which is

approximately 56 percent of InstaCheck's annual operating budget. Some economy of scale can be gained by training more than one employee per session, but based on the hiring and training cost elements, this would only lower the average training cost per employee from \$9,102 to \$3,034 if three employees are trained during one session. However, no economies of scale can be gained from the remaining cost elements because they are required elements for each new employee.

In order to not adversely affect operations during the busy season, the Unit would not conduct hiring and training until after March. At that point, it would lose up to 6.6 FTE from October to March which would negatively impact average turnaround times and customer service levels in the latter half of the busy season (January to March). Therefore, waiting to replace vacant positions until after the conclusion of the busy season is not recommended by the Department.

The recommended solution is to hire new employees in group sizes ranging from three to six people and adjust wages using market-based rates for positions requiring similar skills, aptitude and education. With the approval of additional cash fund spending authority, the InstaCheck Unit will be able to fill the remaining 8.5 FTE vacant positions at market-based wages to help process the expected increase in firearms transfers in FY 2017-18 and lower the average turnaround time per instant criminal background check. Additionally, if Technician wage rates are adjusted to market-based rates, then the Unit expects to lower its turnover rate to a rate closer to the national quit rate for state and local governments.

Anticipated Outcomes:

Based on statute 24-33.5-424 (7)(b)(IV)(C) C.R.S. (2015), the CBI must ensure the prompt processing of inquiries received. Approval of this request would allow the Department to support an additional 8.5 FTE to handle the increased workload, which will allow the InstaCheck Unit to average turnaround time from 13 minutes 40 seconds to seven minutes throughout the year.

Quicker processing time will result in improved customer service for Colorado gun dealers and gun purchasing customers. Of the nearly 1,100 gun dealers who regularly receive monthly invoices for services rendered, nearly 82 percent are considered single store small-business owners. Improving throughput rates for firearms transfers will contribute to increased economic activity for Colorado gun dealers.

The InstaCheck Unit maintains monthly operational statistics, including average turnaround times, on its website, and progress toward the goal of an average turnaround time of seven minutes will be continuously monitored and evaluated. Moreover, the average turnaround time is also a performance metric that will be updated annually as part of the Department's strategic performance initiatives.

Assumptions and Calculations:

The hiring process and criminal background check for new CBI employees is handled by different CBI staff and contractors. The process begins with posting a position and convening a three-member panel to review, select and interview applicants. That process takes on average three hours to complete per applicant. After the panel selects applicants and makes contingent job offers, the applicant is required to successfully pass a pre-employment screening and drug test, which are conducted by an independent third-party contractor. Concurrently, the CBI assigns a Criminal Investigator to conduct a polygraph examination and criminal background check on each applicant, which can take up to 14 hours to complete.

If the applicant successfully passes all pre-employment requirements, then he/she will report to InstaCheck to begin their five-week, full-time training session which is typically administered by an InstaCheck supervisor and senior Technician. After their classroom training is completed, new employees begin

processing firearms transfers in real-time and are continuously evaluated for up to one hour per shift by their immediate supervisor for a time period lasting up to 180 days. The post-training follow-up and evaluation is necessary to ensure critical errors are minimized and do not result in improper approvals or denials of firearms transfers.

Technician Hiring and Training Process	Time	Three member panel	Background Investigator	HR Liaison	3 rd Party Vendor	Trainers	Post-Training	Total
Interview	1 hr	\$71						\$71
Process Interview results	2 hrs	\$142						\$142
Polygraph-Conduct	3 hrs		\$115					\$115
Polygraph- Report	1 hr		\$38					\$38
Background Inv.	10 hrs		\$384					\$384
Training (40 hrs X 5 wks)	200 hrs					\$9,102		\$9,102
Pre-employment Exam	0.5 hr			\$14	\$20			\$34
Drug Screen	0.5 hr			\$14	\$104			\$118
Post Training Evaluation, 90 days	90 days						\$4,274	\$4,274
Post Training Evaluation, 91 to 180 days	89 days						\$2,113	\$2,113
Total		\$213	\$537	\$28	\$124	\$9,102	\$6,387	\$16,391

Given the job specialty for InstaCheck Technicians, it is difficult to find a comparable job classification within the private sector to use as a proxy for estimating market-based wages. A comparison does exist, however, with the FBI's Criminal Justice Information Services Division's National Instant Criminal Background Check System (NICS) Section. States that do not have a single point-of-contact for firearms transfers utilize the federal NICS section only to process firearms transfers.

Every year the federal Office of Personnel Management (OPM) calculates pay tables of monthly salaries incorporating general schedule increases and locality payments for each major metropolitan area. For calendar year 2016 in the Denver-Aurora area, the OPM published pay tables for the FBI's NICS Legal Instruments Examiners, which are the functional equivalent of InstaCheck's Technician II through IV.

InstaCheck Technician Level	GS Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Technician II-new	6	3,227.00	3,335.00	3,442.00	3,550.00	3,658.00	3,765.00
Technician III-new	7	3,586.00	3,706.00	3,826.00	3,945.00	4,065.00	4,184.00
Technician III-senior (team-lead)	8	3,972.00	4,104.00	4,237.00	4,369.00	4,501.00	4,634.00
Technician IV-supervisor	9	4,387.00	4,533.00	4,679.00	4,825.00	4,972.00	5,118.00

The FBI's NICS Legal Instruments Examiners start at GS grade 6 and through time and pay steps, they can promote to Grade 9. New InstaCheck Technicians start out at Level II and after one year are eligible to qualify for Technician III positions, if they meet certain performance criteria. If a supervisory position (Technician IV) becomes available, then qualified Technician IIIs are eligible to apply, if they meet certain performance criteria and show a strong interest in supervising staff. From the table above, the Technician II, III and IV positions are equivalent to the federal GS-6 through GS-9 grades. The federal OPM pay tables, however, use a step process from 1 to 10 to correspond to the number of years of experience within each grade.

Although the federal pay tables are calculated using 10 Steps, the Department is recommending the use of a maximum of Step 6, because the pay rates for Step 7 and above will exceed the state's maximum monthly pay rate for the respective job classification.

To calculate the net budget need for FY 2017-18, the Department adjusted regular pay rates using the OPM pay tables for the Technician II, III and IV job classifications but kept all other administrative, or non-Technician, salaries unchanged. Using the same OPM pay tables, the Department estimated the total appropriation, which includes both PERA and Medicare, to hire 8.5 FTE Technician IIs; however, the pay rate for a Technician III was used because a Technician II will eventually become a Technician III and the Department must budget for that future payroll cost.

Using these market-based salary adjustments, the Department estimates the total personal services appropriation at \$3,089,100 cash funds. This translates into a net budget need of \$532,398 which is only \$95,244 higher than the Departmental Difference referenced in 2013.

Row	Description	Regular Pay	PERA	Medicare	Total
A	Revised Payroll for Technician II, III, and IV classifications only. All other non-Technician (Administrative staff) job classifications are unchanged.	\$191,291	\$19,410	\$2,770	\$213,471
B	New Hires- 8.5 FTE (Tech III)	\$39,389	\$3,995	\$570	\$43,954
C	Revised Monthly Personal Services Subtotal (Row A + Row B)	\$230,680	\$23,405	\$3,340	\$257,425
D	Revised Total Annual Personal Services Appropriation for InstaCheck (Row C *12)	\$2,768,160	\$280,860	\$40,080	\$3,089,100
E	FY 2016-17 Personal Services Cash Fund Appropriation				\$2,556,702
F	Net Budget Need for FY 2017-18 (Row D – Row E)				\$532,398
G	H.B. 13-1229 Departmental Difference for Annual Personal Services				\$437,154
H	Difference in Request Amount and Departmental Difference (Row F – Row G)				\$95,244

Demonstrated effectiveness of Instacheck as an existing program:

The Colorado Bureau of Investigation's (CBI) InstaCheck Unit sets goals each year to measure average turnaround time of firearms transfer requests. The goal is to maintain an average turnaround time of seven minutes throughout the year.

To measure the Unit's performance against this goal, CBI included the measure in its Strategic Plan along with goals from other units. In addition to the plan, CBI creates an Annual Report in which it measures success at reaching our set goals. While the main performance goal is average turnaround time, the Unit also tracks and reports the number of fugitives arrested who attempted to purchase a firearm illegally. In calendar year 2015, there were 251 fugitive arrests conducted. In calendar year 2014, there were 211 fugitive arrests. In addition the Units tracks the number of denials for firearms transfers. The reasons for denials include restraining order, homicide, sexual assault, robbery kidnapping, and other criminal offenses. In calendar years 2015 and 2014, there were 7,714 and 6,068 denials of firearms transfers, respectively.

Further, in 2014, the CBI achieved accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). CALEA is a national organization that sets standards for Law Enforcement Agencies based on national and international best practices. CALEA accreditation is another measure by which effectiveness is achieved.

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Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

NP-01, Annual Fleet Vehicle Request

Dept. Approval By:

Jeresa Y. Andersen

Supplemental FY 2016-17

Change Request FY 2017-18

OSPB Approval By:

Erin H. [Signature] 10/26/16

Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$7,888,544	\$0	\$7,993,289	\$1,021,218	\$0
FTE		0.0	0.0	0.0	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$664,032	\$0	\$664,032	(\$40,491)	\$0
	CF	\$6,874,138	\$0	\$6,888,883	\$906,680	\$0
	RF	\$283,047	\$0	\$283,047	\$110,670	\$0
	FF	\$67,327	\$0	\$67,327	\$44,359	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$441,442	\$0	\$441,442	\$158,785	\$0
FTE		0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Vehicle Lease Payments	GF	\$339,117	\$0	\$339,117	(\$14,676)	\$0
	CF	\$42,711	\$0	\$42,711	\$119,103	\$0
	RF	\$59,614	\$0	\$59,614	\$54,358	\$0
	FF	\$0	\$0	\$0	\$0	\$0
Total		\$7,160,458	\$0	\$7,175,208	\$839,722	\$0
FTE		0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Vehicle Lease Payments	GF	\$97,260	\$0	\$97,260	(\$55,237)	\$0
	CF	\$6,792,035	\$0	\$6,806,780	\$809,292	\$0
	RF	\$203,833	\$0	\$203,833	\$46,763	\$0
	FF	\$67,327	\$0	\$67,327	\$38,904	\$0

	Total	\$286,647	\$0	\$286,647	\$22,711	\$0
05. Colorado Bureau of Investigations, (A) Administration, (1) Administration - Vehicle Lease Payments	FTE	0.0	0.0	0.0	0.0	0.0
	GF	\$227,655	\$0	\$227,655	\$29,422	\$0
	CF	\$39,392	\$0	\$39,392	(\$21,715)	\$0
	RF	\$19,800	\$0	\$19,600	\$9,549	\$0
	FF	\$0	\$0	\$0	\$5,455	\$0

CF Letternote Text Revision Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
FF Letternote Text Revision Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Requires Legislation?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Non-Prioritized Request				
Interagency Approval or Related Schedule	Department of Personnel and Administration				

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-02 Request for Additional Troopers and Support Staff

Dept. Approval By: *Jessy Ardenle* Supplemental FY 2016-17
 OSPB Approval By: *Earl H. Smith 10/26/16* Change Request FY 2017-18
 Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$133,435,964	\$0	\$142,869,002	\$1,746,403	\$2,049,782
	FTE	854.4	0.0	854.4	12.0	17.0
Total of All Line Items Impacted by Change Request	GF	\$9,349,267	\$0	\$10,520,948	\$0	\$0
	CF	\$109,418,188	\$0	\$117,616,429	\$1,707,399	\$1,990,062
	RF	\$13,165,646	\$0	\$12,721,001	\$39,004	\$59,720
	FF	\$1,504,863	\$0	\$2,010,624	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$8,377,475	\$0	\$8,423,706	\$23,296	\$46,590
	FTE	100.2	0.0	100.2	0.5	1.0
01. Executive Director's Office, (A) Administration - Personal Services	GF	\$950,102	\$0	\$980,597	\$0	\$0
	CF	\$865,818	\$0	\$865,818	\$0	\$0
	RF	\$6,234,609	\$0	\$6,240,346	\$23,296	\$46,590
	FF	\$326,946	\$0	\$326,946	\$0	\$0
	Total	\$14,524,622	\$0	\$16,376,550	\$110,981	\$134,762
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Health, Life, and Dental	GF	\$3,160,090	\$0	\$3,723,380	\$0	\$0
	CF	\$9,627,253	\$0	\$11,006,315	\$103,054	\$126,835
	RF	\$1,206,314	\$0	\$1,059,300	\$7,927	\$7,927
	FF	\$530,865	\$0	\$587,555	\$0	\$0

	Total	\$227,432	\$0	\$258,735	\$1,382	\$2,104
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Short-Term Disability	GF	\$55,189	\$0	\$58,170	\$0	\$0
	CF	\$145,171	\$0	\$172,981	\$1,342	\$2,025
	RF	\$19,742	\$0	\$15,822	\$40	\$79
	FF	\$7,330	\$0	\$9,782	\$0	\$0
	Total	\$5,894,053	\$0	\$6,997,661	\$36,371	\$55,398
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Amortization Equalization Disbursement	GF	\$1,383,327	\$0	\$1,635,752	\$0	\$0
	CF	\$3,813,188	\$0	\$4,659,379	\$35,327	\$53,309
	RF	\$509,654	\$0	\$435,304	\$1,044	\$2,087
	FF	\$187,884	\$0	\$267,246	\$0	\$0
	Total	\$5,832,658	\$0	\$6,924,131	\$36,371	\$55,398
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Supplemental Amortization Equalization Disbursement	GF	\$1,368,918	\$0	\$1,650,161	\$0	\$0
	CF	\$3,774,130	\$0	\$4,698,317	\$35,327	\$53,309
	RF	\$503,683	\$0	\$308,450	\$1,044	\$2,087
	FF	\$185,927	\$0	\$269,203	\$0	\$0
	Total	\$529,498	\$0	\$231,983	\$5,653	\$950
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Operating Expenses	GF	\$21,876	\$0	\$0	\$0	\$0
	CF	\$13,676	\$0	\$13,676	\$0	\$0
	RF	\$489,162	\$0	\$213,513	\$5,653	\$950
	FF	\$4,794	\$0	\$4,794	\$0	\$0
	Total	\$1,725,616	\$0	\$1,725,616	\$36,960	\$73,920
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Leased Space	GF	\$229,943	\$0	\$229,943	\$0	\$0
	CF	\$827,519	\$0	\$827,519	\$36,960	\$73,920
	RF	\$668,154	\$0	\$668,154	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0
	Total	\$61,397,258	\$0	\$65,531,513	\$783,994	\$1,171,483
	FTE	617.6	0.0	617.6	11.0	15.0
02. Colorado State Patrol - Sergeants, Technicians, and Troopers	GF	\$1,620,034	\$0	\$1,673,157	\$0	\$0
	CF	\$57,806,733	\$0	\$61,758,667	\$783,994	\$1,171,483
	RF	\$1,970,491	\$0	\$2,099,689	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$9,790,179	\$0	\$9,786,060	\$554,573	\$137,484
	FTE	0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Operating Expenses	GF	\$462,528	\$0	\$462,528	\$0	\$0
	CF	\$9,073,750	\$0	\$9,069,631	\$554,573	\$137,484
	RF	\$253,901	\$0	\$253,901	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$7,160,455	\$0	\$7,175,200	\$25,767	\$165,810
	FTE	0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Vehicle Lease Payments	GF	\$97,260	\$0	\$97,260	\$0	\$0
	CF	\$6,792,035	\$0	\$6,806,780	\$25,767	\$165,810
	RF	\$203,833	\$0	\$203,833	\$0	\$0
	FF	\$67,327	\$0	\$67,327	\$0	\$0

	Total	\$8,174,776	\$0	\$8,174,776	\$23,027	\$46,055
	FTE	136.6	0.0	136.6	0.5	1.0
02. Colorado State Patrol - Communications Program	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$7,503,529	\$0	\$7,493,355	\$23,027	\$46,055
	RF	\$658,120	\$0	\$669,524	\$0	\$0
	FF	\$13,127	\$0	\$11,897	\$0	\$0

	Total	\$9,802,042	\$0	\$11,265,051	\$108,028	\$159,832
	FTE	0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Indirect Cost Assessment	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$9,173,386	\$0	\$10,244,011	\$108,028	\$159,832
	RF	\$447,893	\$0	\$555,166	\$0	\$0
	FF	\$180,663	\$0	\$465,874	\$0	\$0

CF Lettemote Text Revision Required? Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	If Yes, see attached fund source detail.
RF Lettemote Text Revision Required? Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
FF Lettemote Text Revision Required? Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Requires Legislation?	Yes	No	<input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Prioritized Request			
Interagency Approval or Related Schedule 13s:	None			

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COLORADO

Department of Public Safety

Priority: R-02
Request for Additional Troopers and
Support Staff
FY 2017-18 Change Request

Cost and FTE

- The Department requests \$1,707,399 Highway User Tax Fees “Off-the-Top” (HUTF), and \$39,004 in re-appropriated funds spending authority and 12.0 FTE for FY 2017-18, and \$1,990,062 HUTF and \$59,720 in re-appropriated funds spending authority and 17.0 FTE for FY 2018-19 and beyond to acquire and maintain additional troopers, staff support and associated equipment.

Current Program

- Since 2005, the population of Colorado has increased by 18 percent, licensed drivers have increased by 19 percent, and since 2004, and Vehicle Miles Traveled (VMT) has increased by 4.8 percent.
- The Colorado State Patrol’s (CSP) response times for fatal, injury, and property damage crashes have increased by 11.5 percent since 2014.
- Additionally, there has been an increase in services related to crash investigations along the I-25/I-70 corridors and to secondary road accident coverage.
- There has been over a 40 percent work effort and expense increase in CDOT highway and maintenance projects and law enforcement support for special events since 2009-10.

Problem or Opportunity

- The State’s 19 percent population increase coupled with an additional 600,000 driver’s licenses since 2005 is compounded further 52,631,000 VMT in 2014, and 376 special events.
- CSP lacks the resources to meet public safety needs due to these incremental factors and has failed to meet the 2015 Strategic Goal Performance Measure in proactively reducing DUI/DUID caused fatal crashes by 10 percent; the CSP reports a 6.6 percent increase in total number of DUI/DUID caused fatal and injury crashes.
- Further, CSP implemented a performance measure of reducing fatal and injury crashes by 5 percent, however, statewide there has been a 7.4 percent increase in the total number of fatal and injury crashes.
- Since 2005, the CSP has only increased by 12 FTE increase in field troopers, to address the increase in the growth related workloads.

Consequences of Problem

- If the request is not approved the CSP will lack the ability to maintain standard operating levels while concurrently addressing the growth in population, road construction safety increases, and increases in special event support.

Proposed Solution

- The additional 12.0 FTE troopers and 4.0 FTE support staff positions are necessary to offset the impact to normal operations as a result of: 1) not meeting Departmental Performance Measures and 2) the increased workload stresses related to Colorado’s growth since 2005.
- The CSP plans to allocate the additional troopers along the I-25/I-70 corridor in proportion to the mileage being patrolled. The allocation should decrease response times as well as increase visibility on the highways resulting in a decrease of traffic accidents.

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COLORADO
Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department Priority: R-02
Request Detail: Request for Additional Troopers and Support Staff

Summary of Incremental Funding Change for FY 2017-18	Total Funds	General Fund	HUTF	Reappropriated Funds
Request for Additional Troopers and Support Staff	\$1,751,023	\$0	\$1,707,399	\$39,004

Problem or Opportunity:

The State of Colorado's population has grown 18 percent since 2005.¹ The percentage of population and Colorado driver license growth reflects a total impact of approximately 600,000 additional drivers on Colorado highways. Furthermore, the vehicle miles traveled (VMT) has escalated by approximately 4.8 percent since 2004. Since 2005 thru 2016, the Colorado State Patrol (CSP) has only added an additional 12.0 FTE field troopers to address traffic safety improvement for the State of Colorado.

The ratio of troopers to Colorado residents on highways is decreasing, impacting the CSP's ability to address incremental safety needs that population growth, driver licenses, and VMT generates. The tables below summarize this growth.

Calendar Year	Population
2015 (Projected Estimate)	5,499,618
2005	4,662,534
Growth	837,084
Percentage of Growth	18.0%

Calendar Year	CO Licenses
2015 (through July)	3,811,703
2005	3,203,029
Growth	608,674
Percentage of Growth	19.0%

Calendar Year	Vehicle Miles Traveled (VMT) ⁵
2014	52,631
2004	50,225
Growth	2,406
Percentage of Growth	4.8%

CSP Missing Performance Measures:

The CSP has failed to meet the 2015 Strategic Goal Performance Measure in proactively reducing DUI/DUID caused fatal crashes by 10 percent; the CSP reports a 6.6 percent increase in total number of DUI/DUID caused fatal and injury crashes. Further, the CSP implemented a performance measure of reducing fatal and injury crashes by 5 percent, however, statewide there has been a 7.4 percent increase in the total number of fatal and injury crashes.²

¹ https://dola.colorado.gov/demog_webapps/dashboard.jsf

² Colorado State Patrol Annual Report 2015

Response Times Increase With Colorado Growth:

Response times have increased in correlation with population, driver licenses, and vehicle miles traveled. The incremental increase directly impacts the CSP's ability to respond to all calls for service. As the population increases and the manpower of the CSP remains stagnant, response times continue to increase, or at best remain stagnant. As illustrated in the chart below, the CSP has experienced an increase in response times from June 2014 to June 2016.

CSP Response Times to Fatal, Injury, and Property Damage Crashes

CSP District	June 2014	FTE	June 2015	FTE	June 2016	FTE
District 1	0:15:49	126	0:18:19	122	0:16:58	122
District 2	0:17:42	96	0:22:42	98	0:25:21	98
District 3	0:19:23	101	0:22:06	98	0:21:28	97
District 4	0:19:59	72	0:26:07	78	0:20:16	83
District 5	0:26:44	70	0:35:12	73	0:27:22	71
Response Time Average	0:19:55		0:24:53		0:22:17	

Closures on I-25/I-70 Corridors Costly to the State's Economy:

The Colorado Department of Transportation (CDOT) Winter Driving Assistance Program estimates that the Colorado economy is negatively impacted by up to \$13,333 per minute per lane closure on the I-70 corridor.³ Increased response times and related lane closures result in a significant negative impact to the State. Each minute that is saved related to traffic incidents and related congestion is time and cost saving to the State and the motoring public.

Furthermore, according to Denver's Chamber of Commerce, *"I-70 is a critical artery between the metro area and the Western Slope that links many Coloradans to the outdoor lifestyle that caused many of us to move here. It is also the primary route for the east/west movement of goods across the state. Peak times of travel are no longer as predictable or avoidable as they were in the past. Full day commutes are no longer reserved for busy holiday weekends. In fact, during the winter of 2013-2014, there were multiple weekends with reports of eight hour drives or longer for those who were returning from mountain visits over the weekend."*⁴

Approval of this request will provide the resources necessary to reduce road closure times. Further, the increase in troopers will provide the opportunity to meet Strategic and Performance measures in reducing fatal/injury accidents and increase visibility.

³ The CDOT Winter Driving Assistance Programs assert that lane closure impact on the I-70 corridor in the "https://www.codot.gov/travel/winter-driving/CommercialVehicles.html" (page 2of 4) for each hour of I-70 road closure it can impact the Colorado economy by \$800,000. $\$800,000/60 \text{ minutes} = \$13,333 \text{ per minute}$. Because a specific economic impact has not been performed for I-25, the I-70 corridor economic impacts are applied analogously

⁴ http://www.denverchamber.org/policy_committees/Transportation.aspx

Increased I-25/I-70 Corridor Services Strains CSP Resources:

Consequences of traffic growth results in increases in: congestion, traffic flow conflicts, crashes, and ultimately the number of violations. The figures below illustrate this argument, by showing the increase in crashes and violations since 2012 along the I-25 and I-70 corridors. Each year there has been an increase in both crashes and the number of violations that troopers are experiencing during patrol hours.

Description	2012	2013	2014	2015
Crashes	4,855	5,766	6,059	5,955
Citation Violations	43,091	43,401	46,453	45,007

The chart below illustrates the increased services provided to the I-25/I-70 Corridor since 2012:

Measurement:	2012	2013	2014	2015
Vehicles contacted	99,245	102,081	109,684	105,334
Traffic oral warnings	69,204	70,366	43,407	44,851
Written warnings	11,852	12,631	11,839	10,254
Citations issued	32,129	33,080	33,080	35,098
Number of violations	43,091	43,401	46,453	45,007
DUI/DUID arrests	938	938	1,133	716
Misdemeanor arrests	1,656	1,376	1,519	1,403
Felony arrests	253	240	218	255
Injury/fatal accidents	572	606	613	635
Property damage accidents	4,283	5,160	5,446	5,320

The substantial increase of vehicles on the I-25 and I-70 corridors, combined with future vehicle projections exacerbates the gap in patrol coverage.

Increased Secondary Road Accident Coverage Strains CSP Resources:

The CSP is the single law enforcement agency that has statewide jurisdiction. The CSP provides secondary accident coverage support to County Sheriffs throughout the State. Annually, nearly one-third of the crashes covered by the CSP occur on the 57,000 miles of county roads. Most Sheriff's Offices do not have sufficient resources or capability to cover all crashes within the Sheriff's jurisdiction. In these cases the CSP assumes responsibility for providing services to ensure safety on all roads that are not covered by County Sheriffs' resources. The increase in population coupled with the county road need, strains the CSP's ability to provide services throughout the State. The table below illustrates the total number of crashes covered by the CSP on all roads in Colorado against covered crashes on county roads.

Description:	2012	2013	2014	2015
CSP Total Crashes All Roads	25,554	27,752	29,163	30,264
CSP Crashes on County Roads	8,381	8,676	8,979	9,762
Percent Crashes on County Roads	32.8%	31.3%	30.8%	32.3%

In addition to the impacts described above, the CSP continues to experience a significant increase in additional responsibilities and requests from other agencies. For example, but not limited to: special events, road construction safety, natural disaster assistance, and civil demonstrations.

Increased CDOT Construction Coverage Strains CSP Resources:

Construction-zone safety requests are initiated by the CDOT to provide a safe and secure environment for CDOT employees, contractors and the general public while constructing and maintaining Colorado roadways. The CSP staffs troopers on scene when requested; provided the CSP has the resources available. As Colorado advances in its efforts to maintain and build additional infrastructure, demands on the CSP for safety services is projected to continue to increase. The following chart illustrates the continued growth of CDOT highway and maintenance projects since FY 2009-10.

Fiscal Year	Expense for CDOT Highway and Maintenance Projects	Cummulative Percent Increase
2009-10	\$856,479	
2010-11	\$1,053,656	23%
2011-12	\$1,176,441	37%
2012-13	\$1,087,909	27%
2013-14	\$1,946,291	127%
2014-15	\$1,202,137	40%

Increase in Special Events Strains CSP Resources:

Special events, such as bike tours and races, large festivals and celebrations, college and professional sporting events, and film production are placing significant demands on CSP resources. These events are economic drivers to rural and mountain areas and have been an important part of the recent economic recovery. In 2015, the CSP provided approximately 20,000 hours of service to 376 special events which directly impacted over one million Colorado residents. The CSP coordinates all traffic safety measures for the events to ensure that all participants, spectators, and the motoring public are secure.

Third parties provide funding for special events, however, third party funding does not address the coverage gaps that result from resources that are pulled away to adequately staff these special events. Resource or coverage gaps take place when a trooper and/or a vehicle are removed from standard operations such as patrolling an assigned section of State highway and shifted to a special event resulting in a resource/coverage gap in a standard assigned location.

Increased Need for Services Without Manpower Leads to Unfilled/Involuntary Shifts:

The CSP does not have sufficient manpower to cover all the needs related to: county roads, special events, road construction safety, natural disaster assistance, and civil demonstrations. A one-time unfilled/involuntary shift study performed by the CSP in early 2016 (illustrated below) determined that the

⁵ 2013-14 was an atypical year, due to incremental flooding and disaster work performed on behalf of CDOT.

CSP was often unable to fill or had to reallocate troopers from the State highways to a non-primary mission (special events, road construction safety, etc.). In FY 2014-15, the CSP declined approximately 497 requests for assistance with a special event or construction-zone safety service negatively impacting potential economic growth and safety throughout the State. In addition, the CSP forced troopers to take on 409 involuntary shifts.

Unfilled Shift	Involuntary Shift
497	409

CSP Lacks Manpower Resources to Meet Demands for Public Safety Services:

When natural disasters occur, the CSP provides traffic safety control services. Natural disaster events are typically large-scale and take a significant amount of CSP uniformed member resources. When the events occur the CSP must reallocate troopers from standard patrolling activities to emergency services.

The universal traffic model utilized by the CSP and the National Highway Traffic Safety Administration (NHTSA) combines highly visible law enforcement targeting a specific traffic safety issue (impaired driving, seat belts, speeding, etc.); visibility elements (through proactive policing); and a publicity strategy. Eight out of ten Coloradoans agree that seeing troopers on the road decreases dangerous driving behavior and nine out of ten individuals believe that traffic accidents are preventable.⁶ When the public was to provide an opinion of the driving environment when there is high trooper visibility, eight out of ten respondents felt that other drivers behave in a safer manner when there is a high CSP presence. This suggests that the presence of multiple CSP vehicles improves driver behavior, resulting in a safer driving environment. Additionally, eighty-seven percent of Coloradoans believe that saturation patrols will continue to be successful at reducing the number of fatal and injury crashes. The lack of resources decreases the visibility of the CSP on state highways.

In conclusion, the increases in population, driver licenses, vehicle miles traveled, county road coverage increase, CDOT road closures, special events, road construction safety, natural disaster assistance, and civil demonstrations has decreased visibility and limited the ability for the CSP to implement proactive policing strategies across the state.

CSP Trooper Allocation Model:

The Colorado State Patrol recently contracted a vendor to create a trooper allocation model. The allocation model is based on specific historical data, collected from numerous sources within the CSP. The vendor will produce a workbook that will be based on specific CSP strategic planning needs, acceptable business practices and measurement metrics. The allocation model will provide the number of troopers needed to best serve the State. As of the time of this request, the trooper allocation model is not fully developed and is unable to provide adequate detail.

The historical data needed for an accurate allocation model includes trooper activities categorized as either committed or non-committed time. Determining the specific time needs for each category is a

⁶ Colorado State Patrol 2015 Public Opinion Survey

collaborative process that will significantly impact to the model, and as a result could dramatically affect the number of troopers needed and where they should be staffed.

This data will drive a specific split between the differing needs and activities of a rural or front-range trooper. Simply put, if standardized metrics are used, data could drive the vast majority of troopers to the front-range leaving rural locations imprudently short staffed.

Historical data collection and sorting has created delay in the development and evaluation of the model. Study period data was stored in both the current computer aided dispatch (CAD) system as well as the most recently replaced CAD system.

While the trooper allocation model is not complete, there are two salient points. First, there is clearly a shortage of trooper FTE allocated per the State Long Bill. Early data suggests, the allocation model will indicate a need to increase the number of troopers throughout Colorado, however the specific number and location is not available. Second, based on the increase in population, vehicle miles traveled and number of people injured or killed on Colorado's highways it is clear that there is a need for additional troopers. Because the allocation model is not yet complete, the Department is unable to determine the exact need. Therefore, the Department anticipates a multi-year request for additional troopers.

Proposed Solution:

The Department requests \$1,707,399 Highway User Tax Fees "Off-the-Top" (HUTF), and \$39,004 in re-appropriated funds spending authority and 12.0 FTE for FY 2017-18, and \$1,990,062 HUTF and \$59,720 in re-appropriated funds spending authority and 17.0 FTE for FY 2018-19 and beyond for the purpose of acquiring and maintaining additional troopers, staff support and associated equipment. The Department requests that the total need of this request be split over a two year appropriation to most efficiently implement the requested FTE increase. Due to 6 percent HUTF "Off-the-Top" growth limitation paired with other departmental priorities, the Department requests an increase of 12.0 FTE for FY 2017-18 and 17.0 FTE for FY 2018-19.

If this request is not approved, the CSP will lack the ability to maintain standard operating levels while concurrently addressing the growth in population, vehicle miles traveled (VMT), county road coverage increase, CDOT road closures, special events, road construction safety, natural disaster assistance, civil demonstrations, and Department performance measures. The Department considered maintaining the current level of resources, however, it was determined that the continued increase in growth of these factors will continue to impair the CSP's ability to maintain standard operational duties. These factors significantly hinder the ability for the CSP to meet the mission of saving lives through protecting the state highways.

The CSP considered utilizing troopers not usually assigned to patrol duties to supplement field troop offices. In total, the CSP has approximately 67 uniformed members providing specialized services. Specialized services include but are not limited to: CSP Training Academy, Executive Security Unit, Hazardous Material Safety Unit, and the Aircraft Unit. If the Department transitions troopers away from

these specialized services units, the CSP would no longer have the ability to maintain a safe and secure environment for the Capitol Complex and the State Highways, resulting in an unacceptable level of risk to the State.

Demonstrated effectiveness of CSP as an existing program:

The CSP sets goals each year to measure important milestones. The number one goal each year is to save lives on State highways by impacting behaviors which cause traffic accidents. CSP attacks this goal from numerous directions using the many different programs within the Agency, but measuring the effectiveness is difficult.

In an attempt to measure our success we create a Strategic Plan⁷, which clearly states our goals and assigns goal champions to each of those goals. In addition to the plan, yearly we create an Annual Report⁸ in which CSP measures success at reaching our set goals for that year. In the Annual Report, CSP has positively impacted some areas while other areas have fallen short. CSP believes that adding Troopers on the road and with the necessary support staff will increase our effectiveness in reaching our traffic safety goals and ultimately saving lives.

Further, in 2014, in an effort to become more effective and efficient in our processes CSP achieved accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). CALEA is a national organization that sets standards for Law Enforcement Agencies based on national and international best practices. Our accreditation process was extremely beneficial to our agency and CSP is currently striving for accreditation for the Academy and Communication branches. CALEA accreditation is another measurement where we have found ineffective processes and have worked to change them and improve.

The CSP consistently looks to measure and improve effectiveness by requesting the public and CSP members' opinions. Both public opinion surveys and employee surveys have been conducted.

Anticipated Outcomes:

Approval of this request would provide the necessary resources to address the incremental increase workload for the CSP as well as possible meet the Department performance measures which are essential to delivering the CSP's mission; ensuring standard operating duties are met such as: traffic mitigations, highway patrols, and crash response investigations.

The Department outcomes would be measured through the Strategic Plan, as well as the Department Performance Plan. By examining statistics provided in these plans, the Department will be able to analyze and research the benefits. The Department anticipates this funding request will stabilize the need of the CSP in delivering the highest level of safe and secure highways for the citizens of Colorado while also serving the citizens of Colorado.

⁷ <https://www.colorado.gov/pacific/sites/default/files/2016-2020%20CSP%20Strategic%20Plan.pdf>

⁸ <https://www.colorado.gov/pacific/sites/default/files/2015%20CSP%20Annual%20Report%20FINAL.pdf>

The request for additional personnel and operating expenses directly link to the Department’s Performance Plan through the ability to perform activities of measurement such as: proactive patrolling hours, DUI/DUID arrest, or vehicle inspections. This request addresses the gap in service and increase risk to the citizens in Colorado by not having sufficient troopers on the highways. Reducing the gap in service will allow the CSP the ability to better serve, protect, and meet the Division’s mission of: *ensuring a safe and secure environment for all persons by utilizing the strength of our members to provide professional law enforcement services that reflect our core values of Honor, Duty, and Respect.*

Assumptions and Calculations:

The increase in manpower will address the issues related to growth in population, driver licenses, vehicle miles traveled, county road coverage increase, CDOT road closures, special events, road construction safety, natural disaster assistance, and civil demonstrations.

In 2005 the CSP operated with 572 troopers⁹. The population of Colorado has increased by 18 percent since 2005. If the ratio of troopers to Colorado population in FY 2017-18 were to stay the same, the CSP would be operating with a minimum 675 troopers, compared to the 2015 operating level of 622 troopers. The CSP opines that an increase of troopers along the two main highway corridors (I-25 and I-70) will decrease response times and allow for the reallocation of troopers to respond to the variety of vital non-primary responsibilities increasing trooper visibility.

Below are the assumptions and calculations projected by the Department to formulate the request amount. It was determined that 30.0 FTE troopers and 4.0 FTE support staff positions are required, by the close of FY 2018-19, to offset the impact to normal operations as a result of not meeting the Department’s Performance Measures, increased response time, the growth in population, driver licenses, vehicle miles traveled, county road coverage increase, CDOT road closures, special events, road construction safety, natural disaster assistance, and civil demonstrations. The 4.0 FTE support staff positions are necessary to manage and support the additional vehicles, dispatch needs, and various support services that arise with adding 30.0 FTE troopers to the Patrol.

The CSP plans to allocate the additional troopers along the I-25/I-70 corridor in proportion to the mileage being patrolled. The allocation is designed to decrease response times which in turn will increase visibility and provide efficient and effective safety operations to the motoring public. By covering the main highways at this level, the Department opines that Strategic and Performance Plan goals will be met and visibility and proactive policing will increase.

Allocation Model:			
Miles	Corridor	Location	Troop Assigned
240	I-70	Denver to Grand Junction	16.0
200	I-25	Pueblo to Wyoming	14.0
440	I-70/I-25	Total FTE Need	30.0

⁹ 2004-05 Schedule 3 Sergeants, Technicians, and Troopers Appropriation Line, Actual FTE.

Expenditure Detail		FY 2017-18		FY 2018-19	
<i>Personal Services:</i>		FTE	\$	FTE	
	Monthly Salary				
Police Communication Tech (G1A2)	\$ 3,439	0.5	20,634	1.0	41,268
PERA			2,094		4,189
AED			1,032		2,063
SAED			1,032		2,063
Medicare			299		598
STD			39		78
Health-Life-Dental			7,927		7,927
Subtotal Position 1, 0.5 FTE		0.5	\$ 33,057	1.0	\$ 58,186
	Monthly Salary				
State Patrol Cadet (A4A1)	\$ 4,964	7.5	446,760		-
PERA			57,409		-
AED			22,338		-
SAED			22,338		-
Medicare			6,478		-
STD			849		-
Health-Life-Dental			63,418		-
Subtotal Position 3, 7.5 FTE		7.5	\$ 619,590	-	\$ -
	Monthly Salary				
State Patrol Trooper (A4A3)	\$ 5,694	3.5	239,148	15.0	1,024,920
PERA			30,731		131,702
AED			11,957		51,246
SAED			11,957		51,246
Medicare			3,468		14,861
STD			454		1,947
Health-Life-Dental			31,709		118,908
Subtotal Position 4, 3.5 FTE		3.5	\$ 329,424	15.0	\$ 1,394,830
Subtotal Personal Services		11.5	\$ 982,071	16.0	\$ 1,453,016

Operating Expenses					
Regular FTE Operating Expenses	500	8.0	4,000	16.0	8,000
Telephone Expenses	450	8.0	3,600	16.0	7,200
PC, One-Time	1,230	1.0	1,230	-	-
Office Furniture, One-Time	3,473	8.0	27,784	8.0	27,784
Academy: Intern Equipment	13,420	15.0	201,300		
Academy: Intern Food Costs	1,232	15.0	18,480		
Academy: Field Training Officer Direct	18,900	15.0	283,500		
Vehicle Variable	6,300	2.3	14,679	15.0	94,500
Subtotal Operating Expenses			\$ 554,573		\$ 137,484
Leased Space					
Leased Space 220 sq ft@ \$21/sq ft.	220	8.0	36,960	16.0	73,920
Subtotal Leased Space			\$ 36,960		\$ 73,920
Vehicle Lease					
Vehicle Lease	11,054	2.3	25,767	15.0	165,810
Subtotal Vehicle Lease			\$ 25,767		\$ 165,810
Indirect Cost Recoveries					
Indirect Cost	11.0%		\$ 108,028		\$ 159,832
TOTAL REQUEST		11.5	\$ 1,707,399	16.0	\$ 1,990,062
General Fund:					
CF (HUTF) Funds:			\$ 1,707,399		\$ 1,990,062
Reappropriated Funds:					
Federal Funds:					

Expenditure Detail		FY 2017-18		FY 2018-19	
Personal Services:					
	Classification Title	Monthly	FTE		FTE
	Equipment Mechanic II (D7A2)	\$3,479	0.5	\$20,874	1.0
	PERA			\$2,119	\$4,237
	AED			\$1,044	\$2,087
	SAED			\$1,044	\$2,087
	Medicare			\$303	\$605
	STD			\$40	\$79
	Health-Life-Dental			\$7,927	\$7,927
	Subtotal Position 2, 0.75 FTE		0.5	\$33,351	1.0
	Subtotal Personal Services		0.5	\$33,351	1.0
Operating Expenses:					
			FTE		FTE
	Regular FTE Operating Expenses	\$500	1.0	\$500	1.0
	Telephone Expenses	\$450	1.0	\$450	1.0
	PC, One-Time	\$1,230	1.0	\$1,230	\$0
	Office Furniture, One-Time	\$3,473	1.0	\$3,473	\$0
	Subtotal Operating Expenses			\$5,653	\$950
	TOTAL REQUEST		0.5	\$39,004	1.0
	<i>General Fund:</i>				
	<i>Cash funds:</i>				
	<i>Reappropriated Funds:</i>			\$39,004	\$59,720
	<i>Federal Funds:</i>				

Direct Cadet Costs:

Cost to Train a Cadet	
Cadet Equip./Academy Operating	\$ 13,420
Cadet Food Need	\$ 1,232
- 22 weeks with 14 meals per week (5 breakfast & lunch, 4 dinners) at \$4.00/meal	
Field Training Officer Salary per Cadet (400 hours)	\$ 18,900
Total Direct Costs per Cadet:	\$ 33,552

Cadet Equipment	
Description:	Cost:
Computer	5,030
Uniform	3,382
Weapons/Taser	3,249
Testing/Grad	945
Miscellaneous	814
Total	\$ 13,420

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-04 Funding for Expedited Process to Seal Criminal Records

Dept. Approval By: *Jessie Y. Andrade* Supplemental FY 2016-17
 OSPB Approval By: *Erin M. Smith 10/26/16* Change Request FY 2017-18
 Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$36,132,746	\$0	\$40,004,490	\$799,343	\$662,970
FTE		56.4	0.0	56.0	10.5	10.5
Total of All Line Items Impacted by Change Request	GF	\$7,415,189	\$0	\$8,515,138	\$0	\$0
	CF	\$22,686,107	\$0	\$25,629,763	\$799,343	\$662,970
	RF	\$5,106,202	\$0	\$4,708,481	\$0	\$0
	FF	\$925,238	\$0	\$1,151,108	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
Total		\$14,524,522	\$0	\$16,376,550	\$87,199	\$87,199
FTE		0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A)	GF	\$3,160,090	\$0	\$3,723,380	\$0	\$0
Administration - Health, Life, and Dental	CF	\$9,627,253	\$0	\$11,006,315	\$87,199	\$87,199
	RF	\$1,206,314	\$0	\$1,059,300	\$0	\$0
	FF	\$530,865	\$0	\$587,555	\$0	\$0
Total		\$227,432	\$0	\$256,735	\$780	\$780
FTE		0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A)	GF	\$55,189	\$0	\$58,170	\$0	\$0
Administration - Short-Term Disability	CF	\$146,171	\$0	\$172,961	\$780	\$780
	RF	\$19,742	\$0	\$15,822	\$0	\$0
	FF	\$7,330	\$0	\$9,782	\$0	\$0

	Total	\$5,894,053	\$0	\$6,897,681	\$20,532	\$20,532
01. Executive Director's Office, (A)	FTE	0.0	0.0	0.0	0.0	0.0
Administration - Amortization	GF	\$1,383,327	\$0	\$1,635,752	\$0	\$0
Equalization	CF	\$3,813,188	\$0	\$4,659,379	\$20,532	\$20,532
Disbursement	RF	\$509,054	\$0	\$435,304	\$0	\$0
	FF	\$187,884	\$0	\$267,246	\$0	\$0

	Total	\$5,832,658	\$0	\$6,924,131	\$20,532	\$20,532
01. Executive Director's Office, (A)	FTE	0.0	0.0	0.0	0.0	0.0
Administration - Supplemental Amortization	GF	\$1,368,918	\$0	\$1,650,161	\$0	\$0
Equalization	CF	\$3,774,130	\$0	\$4,698,317	\$20,532	\$20,532
Disbursement	RF	\$503,683	\$0	\$306,450	\$0	\$0
	FF	\$185,927	\$0	\$269,203	\$0	\$0

	Total	\$585,613	\$0	\$447,826	\$49,037	\$49,037
05. Colorado Bureau of Investigations, (A)	FTE	0.0	0.0	0.0	0.0	0.0
Administration, (1)	GF	\$0	\$0	\$0	\$0	\$0
Indirect Cost Assessment	CF	\$514,131	\$0	\$348,130	\$49,037	\$49,037
	RF	\$58,250	\$0	\$82,474	\$0	\$0
	FF	\$13,232	\$0	\$17,322	\$0	\$0

	Total	\$3,509,460	\$0	\$3,508,888	\$458,287	\$458,287
05. Colorado Bureau of Investigations, (B)	FTE	58.4	0.0	56.0	10.5	10.5
Colorado Crime Information Center, (2)	GF	\$1,217,732	\$0	\$1,217,732	\$0	\$0
Identification - Personal Services	CF	\$2,017,636	\$0	\$2,016,472	\$458,287	\$458,287
	RF	\$274,092	\$0	\$274,664	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$5,559,008	\$0	\$5,492,599	\$162,976	\$26,603
05. Colorado Bureau of Investigations, (B)	FTE	0.0	0.0	0.0	0.0	0.0
Colorado Crime Information Center, (2)	GF	\$229,943	\$0	\$229,943	\$0	\$0
Identification - Operating Expenses	CF	\$2,784,598	\$0	\$2,728,189	\$162,976	\$26,603
	RF	\$2,534,467	\$0	\$2,534,467	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

CF Letternote Text Revision Required?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
FF Letternote Text Revision Required?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Requires Legislation?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Prioritized Request				
Interagency Approval or Related Schedule	None				



Cost and FTE

- The Department requests \$799,343 cash funds spending authority and 10.5 FTE in FY 2017-18 and \$662,970 cash funds spending authority and 10.5 FTE in FY 2018-19 and beyond to process sealing of criminal records pursuant to S.B. 16-116.

Current Program

- The Colorado Bureau of Investigation (CBI) is the state's central repository for all arrest, identification, and final charge dispositional information on persons arrested in Colorado for federal, state, or out-of-state criminal offenses and on persons received in the state to serve an incarceration sentence.
- The CBI Identification Unit is comprised of 14.0 FTE Data Specialists and 2.0 FTE Supervisors who process and update criminal history information.

Problem or Opportunity

- The bill provides a simplified and prompt process for a defendant to request that the court seal their criminal record. It also makes it a deceptive trade practice for a private custodian of criminal justice records to retain criminal justice records after receiving notice of a court order sealing such records.
- The introduced bill draft only affected private custodians and therefore did not have a fiscal impact for the Department.
- Amendments to the bill affected all custodians of criminal justice records, which resulted in a fiscal impact for the Department, specifically the CBI Identification Unit.
- The bill was signed into law on June 10, 2016 and has an effective date of August 10, 2016.
- The Department has received new requests to seal records pursuant to the bill but does not have the additional FTE to process these requests. Therefore, any new requests will most likely become backlogged and will not be promptly processed as intended in the bill.

Consequences of Problem

- Based on the estimated number of criminal justice records affected by the bill, the Department expects to receive 9,736 and 11,064 requests to seal criminal justice records in FY 2017-18 and FY 2018-19, respectively.
- Currently, the CBI Identification Unit employs up to 2.5 FTE who process on average 3,045 requests to seal criminal justice records per year. The additional number to process in FY 2017-18 is slightly more than three times the Department's capacity to seal records.

Proposed Solution

- Approval of this request will provide adequate spending authority and FTE to process up to 11,064 sealing of criminal justice record requests per year as required by S.B. 16-116.



COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Budget Request | November 1, 2016

Department Priority: R-04

Request Detail: Funding for Expedited Process to Seal Criminal Records

Summary of Incremental Funding Change for FY 2017-18	Total Funds	Cash Funds
Funding for Expedited Process to Seal Criminal Records	\$799,343	\$799,343

Problem or Opportunity:

During the 2016 Regular Session, the Colorado General Assembly introduced S.B. 16-116 that intended to make it a deceptive trade practice under the Colorado Consumer Protection Act for a private custodian of criminal justice records to retain criminal justice records in their database after receiving notice of a court order sealing such records. Because the introduced bill draft affected only private custodians, it did not impact the Department, or more specifically, the Colorado Bureau of Investigation's (CBI) Identification Unit.

As the bill moved through committee, it was modified to create a simplified process for the sealing of criminal justice records other than convictions. The bill allows the defendant to request to seal his or her criminal justice record and the court shall promptly process the request and provide a copy of the court's order to each custodian who may have custody of any of the defendant's records. Pursuant to Section 24-33.5-412 (3)(a), C.R.S., the CBI is the state's central repository of all arrest, identification, and final charge dispositional information on persons arrested in Colorado for federal, state, or out-of-state criminal offenses, and on persons received in the state to serve an incarceration sentence. If a court issues an order to seal a criminal justice record, then pursuant to Section 24-72-702 (1)(c), C.R.S., the petitioner shall provide a copy of the order to CBI Identification Unit for processing and sealing the defendant's criminal justice record.

Regrettably, none of the amendments to S.B. 16-116 were submitted to the Department for fiscal impact analysis. The amended version was passed and signed into law on June 10, 2016 and made effective on August 10, 2016. The final fiscal note assumed that the CBI Identification Unit will receive requests to seal an estimated additional 9,736 criminal justice records in FY 2016-17 and 11,064 criminal justice records in FY 2017-18. Based on the assumptions included in the final fiscal note for S.B. 16-116, the Department will have a fiscal impact. Therefore, the Department is utilizing the state budget process to request the resources necessary to process the increase in workload to seal criminal justice records.

Proposed Solution:

Due to the bill's intent of creating a simplified process to seal criminal justice records and the estimates from the Judicial Department, the CBI will require additional staff and operating appropriations to process the increase in workload to seal criminal justice records. The Department requests an increase of \$799,343

cash funds spending authority and 10.5 FTE for FY 2017-18 and \$662,970 cash fund spending authority and 10.5 FTE for FY 2018-19 and beyond. The total amounts include indirect cost recoveries of \$49,037 cash funds for the Department’s Executive Director’s Office.

Anticipated Outcomes:

Approval of this request would allow the Department to support an additional 10.5 FTE to handle the increased workload and ensure criminal justice records are updated in a timely manner.

The Identification Unit maintains monthly operational statistics, including average turnaround times, on its website, and progress under this mandate will be continuously monitored and evaluated. Moreover, the average turnaround time is also a performance metric that will be updated annually as part of the Department’s strategic performance initiatives.

Assumptions and Calculations:

The CBI Identification Unit employs up to 2.5 FTE to process all criminal justice record seals. Staffing levels are adjusted based on projected workload. On average, a Data Specialist can process up to 1,167 record seals per year. This estimate was established in Senate Bill 13-123 and will be used to estimate the staffing need for S.B. 16-116. The table below indicates the number of record seals the CBI has processed in the past three fiscal years.

Fiscal Year	Number of Record Seals Completed
FY 2013-14	3,082
FY 2014-15	2,507
FY 2015-16	3,546

In FY 2016-17, the CBI Identification Unit employs 14.0 FTE Data Specialists and 2.0 FTE Supervisors. Because the estimated number of additional Data Specialists for S.B. 16-116 is 9.5 FTE, the CBI also included 1.0 FTE Supervisor. The CBI Identification Unit maintains a manager’s span of control of 8.0 FTE or less. The monthly salaries for both Data Specialists and Supervisors are based on hiring salaries from the previous 12 months.

The Department used annual workload estimates from the Judicial Department, which was 9,736 and 11,064 in FY 2016-17 and FY 2017-18, respectively. Additionally, the Department assumes 24-72-702.5 C.R.S. (2016) will be amended to direct the courts to send a copy of the court order to the Colorado Bureau of Investigation, and require the petitioner to pay the fee as established by the Bureau. Similar statutory language is indicated at 24-72-704, 24-72-705, 24-72-706 and 24-72-708 C.R.S. (2016).

FTE Calculation Assumptions:

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 Year 1 as 0.9166 FTE to account for the pay-date shift. This applies to personal services costs only; operating costs are not subject to the pay-date shift.

Expenditure Detail		FY 2017-18		FY 2018-19	
Personal Services:					
Classification Title	Monthly	FTE		FTE	
FINGERPRINT EXAMINER III	\$5,037	1.0	\$60,444	1.0	\$60,444
PERA			\$6,135		\$6,135
AED			\$3,022		\$3,022
SAED			\$3,022		\$3,022
Medicare			\$876		\$876
STD			\$115		\$115
Health-Life-Dental			\$7,927		\$7,927
Subtotal Position 1, ## FTE		1.0	\$81,541	1.0	\$81,541
Classification Title	Monthly	FTE		FTE	
DATA SPECIALIST	\$3,072	9.5	\$350,208	9.5	\$350,208
PERA			\$35,546		\$35,546
AED			\$17,510		\$17,510
SAED			\$17,510		\$17,510
Medicare			\$5,078		\$5,078
STD			\$665		\$665
Health-Life-Dental			\$79,272		\$79,272
Subtotal Position 2, ## FTE		9.5	\$505,789	9.5	\$505,789
Subtotal Personal Services		10.5	\$587,330	10.5	\$587,330
Operating Expenses:					
		FTE		FTE	
Regular FTE Operating	\$500	11.0	\$5,500	11.0	\$5,500
Telephone Expenses	\$450	11.0	\$4,950	11.0	\$4,950
PC, One-Time	\$1,230	11.0	\$13,530	-	
Office Furniture, One-Time	\$3,473	11.0	\$38,203	-	
Identification Unit Expenses			\$6,417		\$6,417
AFIS Maintenance and New Equipment			\$84,640		\$0
CCIC access charges			\$9,736		\$9,736
Other					
Subtotal Operating Expenses			\$162,976		\$26,603
Indirect Cost Recoveries:					
Indirect Cost Recoveries	10.7%		\$49,037		\$49,037
TOTAL REQUEST			\$799,343		\$662,970
General Fund:			\$0		\$0
Cash funds:	10.5		\$799,343	10.5	\$662,970
Reappropriated Funds:			\$0		\$0
Federal Funds:			\$0		\$0

Supplemental, 1331 Supplemental or Budget Amendment Criteria:

The Department was not made aware of amendments to S.B. 16-116, and is therefore using the state budget process to request changes to the Department's appropriations for FY 2016-17 and FY 2017-18. Request for an increase in spending authority are due to changes in workload and funding needs. This criteria meets the supplemental and budget criteria for executive decision items.

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-06 Adjustment to Executive Director's Office Realignment

Depl. Approval By: *Jess W. Anderson*

Supplemental FY 2016-17

Change Request FY 2017-18

OSPB Approval By: *Erin H. Smith 10/26/16*

Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$96,609,460	\$0	\$103,608,000	\$448,011	\$448,011
	FTE	519.4	0.0	519.0	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$33,830,872	\$0	\$34,959,430	\$0	\$0
	CF	\$45,860,310	\$0	\$49,577,268	\$0	\$0
	RF	\$15,291,207	\$0	\$14,726,087	\$448,011	\$448,011
	FF	\$3,827,071	\$0	\$4,345,215	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$8,377,475	\$0	\$8,423,706	\$385,167	\$385,167
	FTE	100.2	0.0	100.2	4.0	4.0
01. Executive Director's Office, (A) Administration - Personal Services	GF	\$950,102	\$0	\$990,597	\$5,544	\$5,544
	CF	\$865,818	\$0	\$865,818	\$0	\$0
	RF	\$6,234,809	\$0	\$6,240,345	\$373,972	\$373,972
	FF	\$326,946	\$0	\$326,946	\$5,651	\$5,651
	Total	\$14,524,522	\$0	\$16,376,550	\$0	\$0
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Health, Life, and Dental	GF	\$3,160,090	\$0	\$3,723,380	\$0	\$0
	CF	\$9,627,253	\$0	\$11,006,315	(\$41,020)	(\$41,020)
	RF	\$1,206,314	\$0	\$1,059,300	\$41,020	\$41,020
	FF	\$530,865	\$0	\$587,555	\$0	\$0

	Total	\$227,432	\$0	\$258,735	\$0	\$0
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Short-Term Disability	GF	\$55,189	\$0	\$58,170	\$0	\$0
	CF	\$145,171	\$0	\$172,961	(\$618)	(\$618)
	RF	\$19,742	\$0	\$15,822	\$618	\$618
	FF	\$7,330	\$0	\$9,782	\$0	\$0
	Total	\$5,894,053	\$0	\$6,997,681	\$0	\$0
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Amortization	GF	\$1,383,327	\$0	\$1,635,752	\$0	\$0
Equalization	CF	\$3,813,188	\$0	\$4,659,379	(\$16,256)	(\$16,256)
Disbursement	RF	\$509,654	\$0	\$435,304	\$16,256	\$16,256
	FF	\$187,884	\$0	\$267,246	\$0	\$0
	Total	\$5,832,658	\$0	\$6,924,131	\$0	\$0
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Supplemental Amortization	GF	\$1,388,918	\$0	\$1,650,161	\$0	\$0
Equalization	CF	\$3,774,130	\$0	\$4,698,317	(\$16,256)	(\$16,256)
Disbursement	RF	\$503,683	\$0	\$306,450	\$16,256	(\$16,256)
	FF	\$185,927	\$0	\$269,203	\$0	\$0
	Total	\$529,498	\$0	\$231,983	\$4,750	\$4,750
	FTE	0.0	0.0	0.0	0.0	0.0
01. Executive Director's Office, (A) Administration - Operating Expenses	GF	\$21,876	\$0	\$0	\$0	\$0
	CF	\$13,676	\$0	\$13,676	\$0	\$0
	RF	\$489,152	\$0	\$213,513	\$4,750	\$4,750
	FF	\$4,794	\$0	\$4,784	\$0	\$0
	Total	\$2,586,701	\$0	\$2,588,938	(\$135,460)	(\$135,460)
	FTE	50.0	0.0	50.0	(1.0)	(1.0)
02. Colorado State Patrol - Civilians	GF	\$62,204	\$0	\$62,204	\$0	\$0
	CF	\$2,452,707	\$0	\$2,455,945	(\$135,460)	(\$135,460)
	RF	\$71,790	\$0	\$71,790	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0
	Total	\$9,790,179	\$0	\$9,786,080	(\$950)	(\$950)
	FTE	0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Operating Expenses	GF	\$462,528	\$0	\$462,528	\$0	\$0
	CF	\$9,073,750	\$0	\$9,069,631	(\$950)	(\$950)
	RF	\$253,901	\$0	\$253,901	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$9,802,042	\$0	\$11,265,051	\$157,582	\$157,582
	FTE	0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Indirect Cost Assessment	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$9,173,386	\$0	\$10,244,011	\$157,582	\$157,582
	RF	\$447,993	\$0	\$555,168	\$0	\$0
	FF	\$180,663	\$0	\$465,874	\$0	\$0
	Total	\$16,822,976	\$0	\$16,822,976	(\$235,616)	(\$235,616)
	FTE	64.4	0.0	64.4	(3.0)	(3.0)
03. Division of Fire Prevention and Control - Wildland Fire Management Services	GF	\$10,896,813	\$0	\$10,896,813	\$0	\$0
	CF	\$1,694,660	\$0	\$1,694,660	(\$230,072)	(\$230,072)
	RF	\$3,987,119	\$0	\$3,987,119	(\$5,544)	(\$5,544)
	FF	\$244,384	\$0	\$244,384	\$0	\$0
	Total	\$388,800	\$0	\$213,562	\$283,050	\$283,050
	FTE	0.0	0.0	0.0	0.0	0.0
03. Division of Fire Prevention and Control - Indirect Cost Assessment	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$329,183	\$0	\$151,551	\$283,050	\$283,050
	RF	\$36,679	\$0	\$32,010	\$0	\$0
	FF	\$22,938	\$0	\$30,001	\$0	\$0
	Total	\$4,019,312	\$0	\$4,029,732	(\$5,544)	(\$5,544)
	FTE	38.9	0.0	38.9	0.0	0.0
04. Division of Criminal Justice, (A) Administration, (1) Administration - DCJ Administrative Services	GF	\$2,761,705	\$0	\$2,771,705	(\$5,544)	(\$5,544)
	CF	\$676,084	\$0	\$678,504	\$0	\$0
	RF	\$451,892	\$0	\$451,882	\$0	\$0
	FF	\$127,631	\$0	\$127,631	\$0	\$0
	Total	\$585,613	\$0	\$447,926	\$7,379	\$7,379
	FTE	0.0	0.0	0.0	0.0	0.0
05. Colorado Bureau of Investigations, (A) Administration, (1) Administration - Indirect Cost Assessment	GF	\$0	\$0	\$0	\$0	\$0
	CF	\$514,131	\$0	\$348,130	\$0	\$0
	RF	\$58,250	\$0	\$82,474	\$7,379	\$7,379
	FF	\$13,232	\$0	\$17,322	\$0	\$0
	Total	\$1,026,438	\$0	\$1,026,438	\$42,959	\$42,959
	FTE	17.0	0.0	17.0	0.0	0.0
05. Colorado Bureau of Investigations, (B) Colorado Crime Information Center, (1) CCIC Program Support - Personal Services	GF	\$861,314	\$0	\$861,314	\$42,959	\$42,959
	CF	\$165,124	\$0	\$165,124	\$0	\$0
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$3,509,460	\$0	\$3,508,888	(\$21,016)	(\$21,016)
	FTE	56.4	0.0	56.0	0.0	0.0
05. Colorado Bureau of Investigations, (B) Colorado Crime Information Center, (2) Identification - Personal Services	GF	\$1,217,732	\$0	\$1,217,732	(\$14,320)	(\$14,320)
	CF	\$2,017,636	\$0	\$2,016,472	\$0	\$0
	RF	\$274,092	\$0	\$274,664	(\$6,696)	(\$6,696)
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$11,581,552	\$0	\$11,595,913	(\$28,639)	(\$28,639)
	FTE	147.9	0.0	147.9	0.0	0.0
05. Colorado Bureau of Investigations, (C) Laboratory and Investigative Services - Personal Services	GF	\$9,578,643	\$0	\$9,578,643	(\$28,639)	(\$28,639)
	CF	\$1,322,413	\$0	\$1,336,774	\$0	\$0
	RF	\$680,496	\$0	\$680,496	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

	Total	\$3,110,749	\$0	\$3,110,749	(\$5,651)	(\$5,651)
	FTE	44.6	0.0	44.6	0.0	0.0
06. Division of Homeland Security and Emergency Management, (A) Office of Emergency Management - Program Administration	GF	\$1,050,431	\$0	\$1,050,431	\$0	\$0
	CF	\$0	\$0	\$0	\$0	\$0
	RF	\$65,841	\$0	\$65,841	\$0	\$0
	FF	\$1,994,477	\$0	\$1,994,477	(\$5,651)	(\$5,651)

CF Letternote Text Revision Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
FF Letternote Text Revision Required	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Requires Legislation?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Prioritized Request				
Interagency Approval or Related Schedule	None				



COLORADO

Department of Public Safety

Priority: R-06
Adjustment to Executive Director's Office
Realignment
FY 2017-18 Change Request

Cost and FTE

- The Department requests an increase of \$448,011 reappropriated funds spending authority and 4.0 FTE for FY 2017-18 and beyond to completely finance the consolidation of staff resources from Department division budgets to the Executive Director's Office (EDO).

Current Program

- The Department consists of the Executive Director's Office and the following five operating divisions: Colorado Bureau of Investigation, Colorado State Patrol, Division of Criminal Justice, Division of Fire Prevention and Control, and the Division of Homeland Security and Emergency Management.
- The Department submitted an FY 2016-17 decision item to realign the EDO. The approved request realigned administrative resources into the EDO.

Problem or Opportunity

- After the realignment decision item was submitted, the Department discovered that payroll data for some of the positions that transferred to the EDO was incorrect.
- In addition, four financial services positions that should have been included in the transfer were not included in the data provided and therefore not included in the FY 2016-17 request.

Consequences of Problem

- Without the transfer of budgets from the divisions, the EDO personal services, operating expenses will not have adequate funding to fund positions that currently transferred to the EDO, as well as fund positions that should have transferred to the EDO.

Proposed Solution

- Approval of the request will provide adequate funding for personal services expenses for staff included in the realignment for staff that should have been included in the realignment but were accidentally excluded in the FY 2016-17 decision item.
- In addition, the Department will need to submit an associated FY 2016-17 supplemental to provide adequate funding in the current fiscal year.

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COLORADO

Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department Priority: R-06

Request Detail: Adjustment to Executive Director's Office Realignment

Summary of Incremental Funding Change for FY 2017-18	Total Funds	Reappropriated Funds
Continuation of Executive Director's Office Realignment	\$448,011	\$448,011

Problem or Opportunity:

In FY 2016-17, the Department submitted a decision item to realign the Executive Director's Office (EDO). The approved request realigned administrative resources into the EDO. The alignment included the realignment of all financial services functions (accounting, budget and procurement), logistic services (fleet and building services) as well as created a new Compliance Unit.

After the realignment decision item was submitted, the Department discovered that payroll data for some of the positions that transferred to the EDO was incorrect. In addition, four positions that should have been included in the transfer were not included in the data provided. Therefore, this request is a technical request to transfer budgets to the EDO personal services and operating expenses budgets.

Proposed Solution:

The Department requests a technical adjustment of budgets associated with the realignment of administrative resources to the EDO, totaling \$452,872 total funds and 4.0 FTE to the EDO budget; of which, \$389,917 total funds and 4.0 FTE will be transferring from other divisions. Without the transfer of budgets from the divisions, the EDO personal services, operating expenses will not have adequate funding to fund positions that currently transferred to the EDO, as well as fund positions that should have transferred to the EDO. Therefore, this request is a technical clean-up which will provide the proper funding for all positions that transferred into the EDO.

Anticipated Outcomes:

Approval of the request will provide adequate funding for personal services expenses for staff included in the realignment for staff that should have been included in the realignment but were accidentally excluded in the FY 2016-17 decision item. In addition, the Department will need to submit an associated FY 2016-17 supplemental to provide adequate funding in the current fiscal year.

Assumptions and Calculations:

This request seeks an increase of \$448,011 reappropriated funds spending authority for FY 2017-18 and beyond to completely finance the consolidation of staff resources from Department division budgets to the EDO. The following table shows the net neutral transfer from the division personal services and operating expenses budgets to the associated EDO budgets.

Department of Public Safety		
	Total Funds	FTE
Total Transfer	-	0.00
Executive Director's Office	389,917	4.00
Divisions-Personal Services and Operating Expenses	(389,917)	(4.00)

The following tables show the incremental change to the EDO, the Personal Services and Operating Expenses line items within the Department's other five divisions, and the indirect cost assessment adjustments within the divisions. The table of indirect cost assessment adjustments is the portion of the request that is refinanced. The remaining amounts of the reductions from divisions are direct transfers from the division line items to the EDO.

Executive Director's Office	
	Total Funds
Total Executive Director's Office	464,067
Personal Services	385,167
Operating Expenses	4,750
Centrally Appropriated Costs	74,150
Division Personal Services and Operating Expenses	
	Total Funds
Total Division Personal Services and Operating	(389,917)
Colorado State Patrol	(136,410)
Fire Prevention and Control	(235,616)
Criminal Justice	(5,544)
Colorado Bureau of Investigation	(6,696)
Homeland Security and Emergency Management	(5,651)
Division-Indirect Cost Assessment	
	Total Funds
Total Division Indirect Cost Assessment	448,011
Division of Fire Prevention and Control	283,050
Colorado State Patrol	157,582
Colorado Bureau of Investigation	7,379

Existing cash fund appropriations will transfer to the EDO, will be refinanced with indirect cost recoveries and transferred to the divisions' Indirect Cost Recovery lines in order to finance indirect cost recovery spending in the EDO. Therefore, funding this request will not require additional cash revenue. Funding for the additional FTE will be included in the Department's indirect cost rate and not require an increase in fee revenue. *his page was intentionally left blank.*

Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-05 Vehicular Crimes Unit GPS Total Mapping Stations

Dept. Approval By: *Jane V. Andrade*

Supplemental FY 2016-17

Change Request FY 2017-18

OSPB Approval By: *Erin M. Smith 10/26/16*

Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$9,790,179	\$0	\$9,786,060	\$952,000	\$952,000
	FTE	0.0	0.0	0.0	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$462,528	\$0	\$462,528	\$0	\$0
	CF	\$9,073,750	\$0	\$9,069,631	\$952,000	\$952,000
	RF	\$253,901	\$0	\$253,901	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18		FY 2018-19
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$9,790,179	\$0	\$9,786,060	\$952,000	\$952,000
	FTE	0.0	0.0	0.0	0.0	0.0
02. Colorado State Patrol - Operating Expenses	GF	\$462,528	\$0	\$462,528	\$0	\$0
	CF	\$9,073,750	\$0	\$9,069,631	\$952,000	\$952,000
	RF	\$253,901	\$0	\$253,901	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

CF Letternote Text Revision Required?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
FF Letternote Text Revision Required?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Requires Legislation?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Prioritized Request		
Interagency Approval or Related Schedule	None		

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Cost and FTE

- The Department requests a one-time increase of \$952,000 Highway Users Tax Fund “Off-the-Top” (HUTF) to acquire 28 Global Positioning System (GPS) Total Mapping Stations. This will provide the Colorado State Patrol (CSP) the ability to more accurately document crash and crime scenes in a shorter, more efficient time, reducing road closure time as well as reduce secondary crashes.

Current Program

- CSP’s Vehicular Crimes Unit is responsible for investigating all fatal and felony serious bodily injury and high profile crashes and supporting outside agencies with crash and criminal investigations.
- CSP’s Vehicular Crimes Unit (VCU), 2011 to date, has received 1,788 calls and completed 153 agency assist incident responses.

Problem or Opportunity

- Currently, CSP utilizes outdated Laser Technology Incorporated (LTI) to investigate and document fatal and felony serious bodily injury crashes.
- On average the CSP spends, three hours using the LTI system documenting crash scenes. This lengthy time on the roadway increases the probability that motorists will engage in evasive maneuvers to circumvent crashes, such as crossing ravines and medians to turn around or driving along the shoulder. This behavior increases the chances for secondary crashes.
- The reduction of roadway closures will reduce economic loss. With an average of three hours of on-scene investigative time, the motoring public and the State of Colorado suffers economic loss at the rate of approximately \$13,333 per minute per lane closure.

Consequences of Problem

- CSP will continue to use the outdated LTI system to investigate and document fatal and felony serious bodily injury crashes.
- CSP will continue to average three hours at crash scenes, increasing chances for secondary crashes, negatively impacting the public and officer safety, as well as the Colorado economy.
- Colorado motorists will not receive the benefit of the most accurate crash and criminal investigative technology.

Proposed Solution

- Upgrading to a GPS Total Mapping Stations system solves critical problems for the community and local agencies. The investigation time to clear crashes is significantly reduced by one-half to two-thirds.
- Reduced investigation time translates into less waiting time for motorists stalled on the roadway, as well as a reduction in secondary crashes caused when motorists engage in evasive maneuvers to circumvent a crash, such as crossing ravines and medians to turn around or driving along the shoulder.
- GPS Total Mapping Stations will increase measurement accuracy and improve overall public safety.

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COLORADO
Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department Priority: R-05
Request Detail: Vehicular Crimes Unit GPS Total Mapping Stations

Summary of Incremental Funding Change for FY 2017-18	Total Funds	Cash Funds (HUTF)
Vehicular Crimes Unit, GPS Total Mapping Stations	\$952,000	\$952,000

Problem or Opportunity:

The Colorado State Patrol (CSP) services 64 counties statewide to include 9,146 miles of state highway and 58,675 miles of county roads; while also supporting various local agencies. Currently, CSP Vehicular Crimes Unit (VCU) utilizes outdated Laser Technology Incorporated (LTI) to investigate and document fatal and felony serious bodily injury crashes. The VCU has completed testing which demonstrates that Global Positioning Systems (GPS) combined with Total Mapping Stations perform better than LTI equipment; in turn increasing measurement accuracy, reducing scene documentation time by half, improving officer safety, reducing secondary crashes, and opening roadways more quickly.¹

The VCU is responsible for investigating all fatal and felony serious bodily injury and high profile crashes as well as provide support to outside agencies with crash and criminal investigations.² Investigating crime scenes on major highways creates safety issues puts Troopers in a vulnerable position and increases the risk of secondary crashes. In severe crash situations, roadways are either closed or subject to severe merging of traffic which results in traffic back-ups for hours. The Colorado Department of Transportation (CDOT) Winter Driving Assistance Programs calculates that the Colorado economy is negatively impacted by up to \$13,333 per minute per lane closure on the I-70 corridor.³

Investigating a crash is time-consuming and places stress on resources and pressures troopers to clear the scene rapidly. Having the right equipment significantly impacts the efficiency and effectiveness of investigations, especially when measuring around curves and long distances. CSP's current sixteen year old LTI system has significant deficits. For example, a study on the use of crash scene equipment and tools found laser range systems, "expensive, fragile, required high maintenance, not usable in all weather conditions, and required line-of-sight between the measurement points."⁴ Additionally, research has found

¹ Vehicular Crimes Unit data

² 2011 to current: CSP's VCU has received 2,421 calls for critical incident response and agency assist.

³ The CDOT Winter Driving Assistance Programs assert that lane closure impact on the I-70 corridor in the "CDOT.gov/travel/winter-driving/CommercialVehicles.html" (page 2of 4) for each hour of I-70 road closure it can impact the Colorado economy by \$800,000. \$800,000/60 minutes = \$13,333 per minute. Because a specific economic impact has not been performed for I-25, the I-70 corridor economic impacts are applied analogously.

⁴ Walton, J. R., M. L. Barrett, and K. R. Agent, "Evaluation of Methods to Limit the Time Taken to Investigate Crash Site," Kentucky Transportation Center, Kentucky, 2005

laser systems to be slower and collect less accurate data at the crash scene, and laser scanning systems have limited range and safety issues with the laser light.⁵

Currently, CSP spends, on average, between two to three hours using the LTI system documenting crash scenes⁶. The Department researched the market for more efficient crash investigation systems in order to reduce crash scene investigation time. The Department has evaluated multiple systems, testing feasibility and efficiency. The planning for GPS Total Mapping Stations began over a year ago when VCU began exploring alternative options to the LTI system due to the age and deficiencies of the system. Below are some examples of the results of VCU's research:

- **GPS:** Documented 246 points over ¼ mile scene with an elevated structure and road curvature in 1.5 hours, including setup time. **Laser:** estimated 3.5 to 4 hours to collect the same data points due to the area and the need to move the targets multiple times given topography and length of the scene.
- **GPS:** Documented 205 three-dimensional points in 1.25 hours to include terrain features, signage, power poles, debris and significant travel path data. The LTI was employed on the same scene collecting 86 points in 2.5 hours, only collecting the data on a two dimensional axis. The LTI also was unable to collect the amount of scene data that the GPS system was able to collect without a significant amount of additional time required. The LTI was also limited in performance due to trees, fences and terrain features.
- **GPS:** Tested on Highway 86, Mile Point 11, during daylight hours and no bad weather. Shot 100 points in 45 minutes (including setup and initializing) over approximately two-tenths of a mile documenting terrain features, roadway, signage, trees, culverts and adjacent roads. The GPS had three locations where there was a delay in a signal, but after a short wait locked onto the satellites. **Laser:** Shot 69 points in 45 minutes, but only encompassed approximately 200' of range and did not get contours, culverts, drainage, signage, trees, or adjacent road. The laser still had approximately 1.5 to 2 hours of time remaining to document what the GPS system accomplished in 45 minutes.

In conclusion, CSP's current laser system is outmoded and testing concludes that the GPS Total Mapping Stations will be more efficient and effective in investigating and clearing crash scenes.

Proposed Solution:

The Department requests funds to purchase twenty-eight GPS Total Mapping Stations (each station costs \$34,000) for a total request of \$952,000 in Highway User Fees "Off-the-Top" (HUTF) for FY 2017-18 to purchase and deploy twenty-eight GPS Total Mapping Stations throughout the state of Colorado. The Department continues to seek resources that will make public safety efforts more efficient and effective. As such, the latest technology enhances investigative processes and ensures safety for the community and CSP Troopers. The current system is sixteen years old and is outdated. The need to replace this laser system with more proficient GPS crash investigative tools is of immediate importance.

The deployment of GPS stations throughout the state of Colorado will provide faster clearance times and reduce the risk of secondary crashes. Additionally, the CSP will be able to provide better customer service to other law enforcement agencies when services are requested. In general, the entire public community will benefit from the new system because troopers will spend less time on crash investigations as well as

⁵ Fraser, C. S., H. B. Hanley and S. Cronk, "Close-Range Photogrammetry for Accident Reconstruction," *Optical 3D Measurements*, Vol. 7, 2005, pp. 115-127

⁶ VCU Data

provide precise crash reconstruction for court testimony. The decision to request funding for GPS Total Mapping Stations is based on the following facts:

- (1) GPS Total Mapping Stations have the ability to complete scene measurement and documentation portion of a crash scene in approximately half to two-thirds less time than the current LTI system, while at the same time acquiring significantly more data points with significantly improved accuracy for use in later analysis and reconstruction.
- (2) Troopers may be able to document the scene without the need to enter the roadway to obtain accurate measurements.
- (3) Measurements in horizontal and vertical dimensions accurately capture information as demonstrated by overlaying on Google maps.
- (4) GPS Total Mapping Stations ranges from .4 to .9 seconds for each measurement (the LTI system requires documenting two measurements for each item, with longer wait time.)
- (5) Functional distance is 6,000 meters when using the prism, 1,000 meters when using Reflectorless mode and up to five miles using GPS; LTI's distance is only 573.025 meters.
- (6) The GPS component of the GPS Total Mapping Stations removes the need for the user to place and repeatedly locate two targets or to have to be in the line-of-sight to each target and removes the need to move one or both targets to be able to document the entire scene which equates to additional time savings during the day with an even greater time savings at night.

Anticipated Outcomes:

Implementing an advanced GPS station within VCU will directly benefit the state through a reduction of investigation times, while increasing accuracy and providing an overall growth in public safety efforts. The acquisition of GPS Total Mapping Stations aligns with CSP's strategic goal: "Projects will be identified and prioritized for the scheduled replacement or deployment of resources to ensure officer and civilian member safety and organizational effectiveness", with an emphasis on decreasing crash clearance times.

Assuming that the use of the GPS Total Mapping Stations will conservatively, on average, result in 15 minute reduction in road closure per accident investigated, and there are approximately 475 VCU crash investigations per year⁷, and assuming the useful life of the equipment is fifteen years, the return on investment (ROI) to the State of Colorado economy of this decision item is 1,459%.

Please see the calculation below:

Return on Investment– Time Savings (Hours): $475 * .25 \text{ hours} = 118.75 \text{ hours}$

Return on Investment – Colorado Economic Savings: $118.75 \text{ hours} * \$13,333 * 60 \text{ minutes} = \$92,625,000 * 15 \text{ years} = \$1,389,375,000$

Cost of Investment: \$952,000

ROI Calculation: $\$1,389,375,000 / \$952,000 = 1,459\%$

The use of the GPS station fulfills a critical need and will allow VCU to document a crash or crime scene more accurately in a shorter amount of time. For crash scenes, this equates to less time for closed or restricted roadways and lowering the risk of secondary crashes and economic loss for Colorado. Also this technology has the ability to reduce Troopers' time on the roadway, allowing Troopers to safely capture data to reconstruct the crash away from flowing traffic. The GPS Total Mapping Stations capture critical

⁷ 2,731 incidents as of Sept 22, 2016 equals 5.73 years ($2,731 / 5.73 = 475$)

vertical elevation changes (Z values) and have an accurate mapping of the scene, which is crucial for court testimonies and findings.

Upgrading to a GPS Total Mapping Stations system solves critical problems for the community and local agencies. As previously mentioned, the investigation time to clear the crash is significantly reduced by half to two-thirds. The reduced investigation time also translates into less waiting time for motorists stalled on the roadway, as well as a reduction in secondary crashes caused when motorists engage in evasive maneuvers to circumvent a crash, such as crossing ravines and medians to turn around or driving along the shoulder.

In addition, the information collected through the GPS system will help officers prepare a more thorough and accurate crash reconstruction for court testimony, thus, improving the functioning of judicial agencies and courts at the local level. Due to the significant capabilities of accurate mapping at a crash scene, the GPS system offers more detailed, 3-D visualization for Troopers, local officers, and deputies to present during court testimony. Additionally, a more detailed analysis of the traffic accident scene will allow courts to reach final dispositions faster and have a better understanding of the reconstructed crash scene.

GPS Total Mapping Stations are a significantly more reliable, accurate, and efficient technology for crash investigations. The satellite imagery, the ease and improved accuracy and flexibility of collecting data points allow Troopers to investigate a crash scene faster and safer by keeping them off the roadway while collecting data points. Less time investigating the crash scenes will benefit the general public with shorter wait times on closed roadways as well as reduce the risk of secondary crashes.

The planning for GPS Total Mapping Stations began over a year ago when VCU began researching alternative options to the LTI system due to the existing system's weaknesses. Future evaluation will measure the following factors to evaluate the deployment and effectiveness of the GPS Total Mapping Stations:

- (1) Measurement: Time spent investigating crash site using GPS Total Mapping Stations. Troopers will compare the average, median, and mode time spent on investigations at crash sites using GPS Total Mapping Stations with the mean, median, and mode time spent investigating crash sites using the current LTI system. Outcome: To determine if Topcon saves investigation time.
- (2) Measurement: Number of road closures and time it takes to re-open roadways. VCU Troopers using the GPS system will collect the average time spent before roadways re-open and compare it to LTI mean time. Outcome: To determine if roadway closures open sooner at crashes where Topcon is deployed.
- (3) Measurement: Number of secondary crashes caused from roadway closures or merging motorists into one-lane. VCU Troopers will compare the average number of secondary accidents that occur at the Topcon sites with the average number occurring at the LTI system sites. Outcome: Determine reduction in the number of secondary crashes using Topcon.

Data will be collected by VCU Troopers and recorded in an Excel spreadsheet. This information will be used for quarterly reporting as well as documenting proof of concept for future funding sources.

Assumptions and Calculations:

The systems are contained in two hard cases that occupy one seat space within a state vehicle. Each station comes equipped with one tripod to mount the GPS Total Mapping Stations. Ongoing maintenance will be absorbed within existing resources and all data collection merges with the CSP's existing software

platform. The table below illustrates how the GPS Total Mapping Stations will be deployed throughout the state:

CSP District	Number of GPS Total Mapping Stations
District 1	8
District 2	5
District 3	5
District 4	5
District 5	5
Total	28

**GPS Stations will be deployed from these locations throughout the state in the most efficient manner*

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Schedule 13

Funding Request for the FY 2017-18 Budget Cycle

Department of Public Safety

Request Title

R-08 Incident Management Team Sustainability

Dept. Approval By: *James K. Anderson* Supplemental FY 2016-17
 Change Request FY 2017-18
 OSPB Approval By: *Paul M. ... 10/26/16* Budget Amendment FY 2017-18

Summary Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$2,682,284	\$0	\$4,577,136	\$0	\$0
	FTE	55.4	0.0	55.4	0.0	0.0
Total of All Line Items Impacted by Change Request	GF	\$0	\$0	\$1,894,852	\$0	\$0
	CF	\$0	\$0	\$0	\$0	\$0
	RF	\$65,841	\$0	\$65,841	\$0	\$0
	FF	\$2,616,443	\$0	\$2,616,443	\$0	\$0

Line Item Information	Fund	FY 2016-17		FY 2017-18	FY 2018-19	
		Initial Appropriation	Supplemental Request	Base Request	Change Request	Continuation
	Total	\$3,110,749	\$0	\$3,110,749	\$364,000	\$364,000
	FTE	44.6	0.0	44.6	0.0	0.0
06. Division of Homeland Security and Emergency Management, (A) Office of Emergency Management - Program Administration	GF	\$1,050,431	\$0	\$1,050,431	\$364,000	\$364,000
	CF	\$0	\$0	\$0	\$0	\$0
	RF	\$65,841	\$0	\$65,841	\$0	\$0
	FF	\$1,994,477	\$0	\$1,994,477	\$0	\$0
	Total	\$1,067,387	\$0	\$1,067,387	\$35,000	\$35,000
	FTE	10.8	0.0	10.8	0.0	0.0
08. Division of Homeland Security and Emergency Management, (C) Office of Preparedness (1) Office of Preparedness - Program Administration	GF	\$445,421	\$0	\$445,421	\$35,000	\$35,000
	CF	\$0	\$0	\$0	\$0	\$0
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$621,966	\$0	\$621,966	\$0	\$0

Ut. Division of Homeland Security and Emergency Management, (C)	Total	\$399,000	\$0	\$399,000	(\$399,000)	(\$399,000)
Office of Preparedness , (1)	FTE	0.0	0.0	0.0	0.0	0.0
Office of Preparedness - State Facility Security	GF	\$399,000	\$0	\$399,000	(\$399,000)	(\$399,000)
	CF	\$0	\$0	\$0	\$0	\$0
	RF	\$0	\$0	\$0	\$0	\$0
	FF	\$0	\$0	\$0	\$0	\$0

CF Letternote Text Revision Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	If Yes, see attached fund source detail.
RF Letternote Text Revision Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
FF Letternote Text Revision Required	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Requires Legislation?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	
Type of Request?	Department of Public Safety Prioritized Request				
Interagency Approval or Related Schedule	None				



COLORADO

Department of Public Safety

Priority: R-08
Incident Management Team Sustainability
FY 2016-17 Decision Item Request

Cost and FTE

- For FY 2015-16 the Department was appropriated \$399,000 General Fund to secure and implement a standardized alert notification system for all Executive Branch agencies, and the cost came in under budget. Therefore, the Department requests a net neutral transfer of \$364,000 to fund and sustain State-affiliated Incident Management Teams (IMTs). The remaining funding will be utilized to fund the ongoing maintenance and administration for the alert notification system.

Current Program

- There are State-affiliated IMTs certified and geographically positioned throughout Colorado. State and local governments call on these expertly trained assets as emergencies grow in complexity and destructiveness, especially when an incident exceeds the capabilities of the local jurisdiction.

Problem or Opportunity

- The State-affiliated IMTs have a long and proud history of providing emergency management expertise and surge capacity during emergencies and planned events.
- Deploying IMTs achieves faster incident stabilization, thereby saving lives and reducing property and infrastructure losses.
- State-affiliated IMT members need resources to maintain capability and to ensure team members are properly certified, equipped, and able to deploy rapidly for an emergency.

Consequences of Problem

- A lack of ongoing funding to support IMT efforts may reduce the number of IMT members that can be deployed.
- Lack of State support may lead to members missing important trainings, exercises, and other essential preparedness activities.
- Fewer teams to manage critical incidents can delay or negatively impact response efforts, which can compromise people, property and the environment.

Proposed Solution

- The Department requests repurposing \$364,000 General Fund from the State Facility Security line item, and moving the appropriation to the Office of Emergency Management, Program Administration line item to ensure long-term sustainability of the State-affiliated IMTs.
- The Department requires \$35,000 for the ongoing maintenance of the standardized alert notification system, and requests that the remaining State Facility Security line item appropriation move to the Office of Preparedness, Program Administration line item, and the State Facility Security line item be eliminated.

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COLORADO
Department of Public Safety

John W. Hickenlooper
Governor

Stan Hilkey
Executive Director

FY 2017-18 Funding Request | November 1, 2016

Department Priority: R-08
Request Detail: Incident Management Team Sustainability

Summary of Incremental Funding Change for FY 2017-18	Total Funds	General Fund
Incident Management Team Sustainability	\$0	\$0

Problem or Opportunity:

For FY 2015-16 the Department was appropriated \$399,000 General Fund to secure and implement a standardized alert notification system for all Executive Branch agencies. The Department requests to repurpose \$364,000 General Fund, to fund and sustain State-affiliated Incident Management Teams. The remaining General Fund will be used to fund the ongoing maintenance and licenses for the alert notification system.

An Incident Management Team (IMT) is a group of emergency management professionals with skills necessary to support federal, state, tribal and local government emergency and disaster response. There are currently five affiliated Type III IMTs located throughout the State of Colorado. Each team maintains a roster of eligible members derived from governmental entities, nonprofit and volunteer organizations, and the private sector. Members are assembled from the roster based on availability and deployed when requested by an authorized person of an eligible governmental entity. Through the Emergency Management Assistance Compact (EMAC), of which the State of Colorado is a participant, teams can be requested through the Division of Homeland Security and Emergency Management (DHSEM) and deployed across the country. Specialized skills of team members include incident command, disaster finance, logistics (including resource mobilization), operations, planning, public information, liaising, and safety. These expertise and surge capabilities are critical resources for emergencies and disasters.

What began as an informal process, now many states have a more organized IMT process to keep up with the nation's increasing reliance on IMTs. Colorado has adopted the All-Hazards Incident Management Teams Association's *Interstate Incident Management Team Qualifications Systems Guide*. The Guide outlines training and other requirements for earning and maintaining eligibility for interstate deployment. Members are required to maintain their qualifications in order to be eligible for assignment out of state.

Colorado's affiliated IMTs have approximately 300 members willing to support governmental entities by surging capacity during emergencies and disasters. IMT members, retired or working for their regular employer, take advantage of training and exercise opportunities when available and incur costs for

equipment, storage, and other expenses when not deployed. (Deployed members are usually paid for by the organization requesting the service.) Because DHSEM staff coordinates EMAC deployments, provides training opportunities and supports other efforts of the IMTs, two offices within DHSEM also incur costs.

Local governments with limited incident management capability or availability call on IMTs for emergencies and disasters (e.g. wildfires, floods) and for planned high profile events (e.g. USA Pro-Cycling Challenge and World Alpine Ski Championships). For example, the Boulder IMT worked the Cold Springs Fire in summer 2016. These affiliated teams are strategically based throughout the State. Without this resource and the experience and organizational skills that come with it, communities must rely on limited resources and mutual aid support regardless of the complexity or magnitude of an event or the training and readiness of local staff. No community is hazard-free; availability of highly efficient and effective teams across the State and country is one way Colorado and the nation can ensure the well-being of all citizens.

IMTs are a recognized and valued system nationwide. IMTs are not local governments or nonprofit organizations with the ability to raise funds beyond donations and community fundraisers. The State recognizes IMTs as an asset. As such, the State wishes to standardize training opportunities, support and credentialing to these members so that they remain viable assets.

Proposed Solution:

In FY 2015-16, the Department was appropriated \$399,000 General Fund to secure and implement a standardized alert notification system for all Executive Branch agencies. The Department requests to repurpose \$364,000 General Fund from the Office of Preparedness, State Facility Security line item to the Office of Emergency Management, Program Administration line item, to fund and sustain State affiliated Incident Management Teams. The alert notification system has been successfully implemented, with six departments able to alert so far and two others have lists uploaded and are in the account creation process. The Department requires \$35,000 General Fund for the ongoing maintenance of the system, and requests that the appropriation move from the Office of Preparedness, State Facility Security line item to the Office of Preparedness, Program Administration line item and eliminate the State Facility Security line item.

Approval of the funding will provide the following:

- Fund competitive grants dedicated to sustaining IMT member and trainee viability, qualifications, and capability;
- Fund additional training and exercise opportunities for current IMT members and trainees and DHSEM staff including an IMT workshop where ideas and best practices are shared; and
- Fund 0.4 FTE in DHSEM to support the additional workload.

Allowable activities and costs under IMT competitive grants are expected to include the following:

- Conducting gap analyses to determine the team's greatest needs for the following year;
- Administrative support to maintain current member databases and spreadsheets;
- Activities and costs related to training and exercise;
- Necessary equipment, storage, and supplies;
- IMT-related travel and per diem;
- IMT-related website maintenance; and
- Standard uniforms for IMT deployment.

A panel will review and score applications and make recommendations on funding grant requests to the Emergency Management Director. This panel will be comprised of one member from each participating IMT, one person from Division of Fire Prevention and Control, one training/exercise officer from DHSEM, one field manager from DHSEM, and one logistics team member from DHSEM. Team grant requests will be measured against team gap analyses.

One alternative DHSEM considered but ultimately decided not to recommend is to purchase the services of out-of-state IMTs in lieu of training and certifying Colorado's own emergency management personnel. The second alternative considered was to cease supporting team members and allow them to become disqualified for out-of-state assignments.

Anticipated Outcomes:

Team members and trainees gain experience through educational opportunities, practice, and covering actual events. With a dedicated funding source, additional IMT members and trainees will be offered opportunities. Furthermore, more opportunities will be made available to train and exercise, maintain readiness, and maintain qualifications to deploy through the Emergency Management Assistance Compact to other states.

Assumptions and Calculations:

This section needs to describe the assumptions used to calculate this request. If applicable, provide the projections for the impacted cash fund.

SCOPE OF WORK	COST
Annual IMT Workshop	\$31,255
All-Hazard Incident Management Team Association Training and Exercise Symposium	\$20,000
Colorado Wildland Fire & Incident Management Academy	\$40,000
Training/Exercises for IMT Members	\$35,000
0.4 DHSEM Staff	\$29,672
Travel (e.g. meetings)	\$4,000
Competitive Grants to IMTs	\$115,073
Total	\$275,000

Annual IMT Workshop: This workshop provides exercises and training for IMT members. Costs include bringing in speakers, and lodging and meals for members from each team = \$25,000. Annual IMT Workshop DHSEM Staff Attendance Costs: (180 miles round trip * \$0.52/mile + \$400 registration + \$250 hotel/2 nights + \$25 parking/day) * 7 staff = \$6,255
 Total = \$31,255/year

All-Hazard Incident Management Team Association Training and Exercise Symposium: This covers the costs of select IMT member attendance, travel, lodging, registration, pre-symposium training and per diem and covers the cost of team members and a combined Colorado team working the Symposium as a practical exercise/training.
 Total = \$20,000/year

Colorado Wildland Fire & Incident Management Academy: Delivery of courses, including instructors, books, trainees, and students for two Academy's per year (\$25,000 for winter and \$15,000 for summer).

Total = \$40,000/year

One Additional Training or Exercise for IMT Members and Candidates: One training course per year, approximately 36 students.

Total = \$35,000/year

0.4 FTE DHSEM staff:

Activities supported by DHSEM include an operations chief to coordinate all efforts, logistics support to set up and monitor deployments, finance support to compile documentation for reimbursement requests, a field manager to support operations out in the field, a training specialist to set up and facilitate trainings, and a grant administrator to coordinate the competitive grant process.

Total = \$29,672/year

Staff Travel to Meetings: State-affiliated IMT teams are strategically spread throughout the State. DHSEM staff participate in these meetings, trainings and exercises. Costs are related to this travel.

Total = \$4,000/year

Competitive Grants: Grants will be awarded based on IMT gap analyses and identified prioritized needs. Allowable activities and costs under IMT competitive grants are expected to include, but not be limited to, costs related to conducting gap analyses to determine the team's greatest needs for the following years, a coordinator to update current member databases and spreadsheets, activities related to training and exercise, necessary equipment and storage, and supplies. Examples of potential IMT costs: start-up costs for equipment inventory and trailer estimated at \$50,192 per team; salary and benefits for an administrative assistant to update team databases estimated at \$45/hour; a team functional or full-scale drill estimated at \$5,000; and a training course for 36 students estimated at \$35,000.

Total available for competitive grants = \$115,073/year
