

Appendix

Disclaimer: Not all of the documents were developed by the Legislative Fiscal Division

| Total Department Of Justice Funding by Source of Authority<br>2015 Biennium Budget |               |                             |                            |                      |                      |
|--|---------------|-----------------------------|----------------------------|----------------------|----------------------|
| Funds  | HB 2          | Non-Budgeted<br>Proprietary | Statutory<br>Appropriation | Total<br>All Sources | % Total<br>All Funds |
| General Fund   | \$59,632,599  | \$0                         | \$9,136,482                | \$68,769,081         | 36.3%                |
| State Special Total  | \$106,358,342 | \$0                         | \$5,092,280                | \$111,450,622        | 58.8%                |
| 02006 Cigarette Fire Safety Standard   | \$189,634     | \$0                         | \$0                        | \$189,634            | 0.1%                 |
| 02014 Highway Patrol Retire Clearing   | \$9,865,567   | \$0                         | \$0                        | \$9,865,567          | 5.2%                 |
| 02016 Criminal Justice Info Network  | \$1,012,516   | \$0                         | \$0                        | \$1,012,516          | 0.5%                 |
| 02074 Gambling License Fee Account   | \$5,527,683   | \$0                         | \$3,566,000                | \$9,093,683          | 4.8%                 |
| 02106 Crime Victims Compensation   | \$0           | \$0                         | \$1,276,280                | \$1,276,280          | 0.7%                 |
| 02140 Consumer Education Settlement  | \$1,901,560   | \$0                         | \$0                        | \$1,901,560          | 1.0%                 |
| 02143 Drug Forfeitures-state   | \$0           | \$0                         | \$250,000                  | \$250,000            | 0.1%                 |
| 02225 Mvd Inform Tech System Hb577   | \$107,616     | \$0                         | \$0                        | \$107,616            | 0.1%                 |
| 02349 Highway Non-restricted Account   | \$684,467     | \$0                         | \$0                        | \$684,467            | 0.4%                 |
| 02422 Highways Special Revenue   | \$71,872,035  | \$0                         | \$0                        | \$71,872,035         | 37.9%                |
| 02456 Insurance Verification Sb508   | \$8,148,086   | \$0                         | \$0                        | \$8,148,086          | 4.3%                 |
| 02546 Mtlaw Enforc. Acad. Surcharge  | \$2,472,307   | \$0                         | \$0                        | \$2,472,307          | 1.3%                 |
| 02790 6901-statewide Tobacco Sttlmnt   | \$236,826     | \$0                         | \$0                        | \$236,826            | 0.1%                 |
| 02797 Cjis - Background Checks   | \$2,463,796   | \$0                         | \$0                        | \$2,463,796          | 1.3%                 |
| 02798 Mvd It System - Hb261  | \$1,125,784   | \$0                         | \$0                        | \$1,125,784          | 0.6%                 |
| 02937 Justice State Special Misc   | \$750,465     | \$0                         | \$0                        | \$750,465            | 0.4%                 |
| Federal Special Total  | \$2,204,823   | \$0                         | \$328,400                  | \$2,533,223          | 1.3%                 |
| 03169 Federal Crime Victims Benefits   | \$479,188     | \$0                         | \$0                        | \$479,188            | 0.3%                 |
| 03187 Bcc Grants To Dept. Of Justice   | \$322,748     | \$0                         | \$0                        | \$322,748            | 0.2%                 |
| 03214 Special Law Enforcement Assist   | \$0           | \$0                         | \$328,400                  | \$328,400            | 0.2%                 |
| 03800 Medicaid Fraud   | \$1,057,259   | \$0                         | \$0                        | \$1,057,259          | 0.6%                 |
| 03801 Dept Of Justice-misc Grants  | \$345,628     | \$0                         | \$0                        | \$345,628            | 0.2%                 |
| Proprietary Total  | \$3,552,449   | \$3,139,608                 | \$0                        | \$6,692,057          | 3.5%                 |
| 06005 Liquor Division  | \$2,354,568   | \$0                         | \$0                        | \$2,354,568          | 1.2%                 |
| 06083 Mvd Electronic Commerce  | \$1,182,518   | \$0                         | \$0                        | \$1,182,518          | 0.6%                 |
| 06500 Agency Legal Services  | \$15,363      | \$3,139,608                 | \$0                        | \$3,154,971          | 1.7%                 |
| Total All Funds  | \$171,748,213 | \$3,139,608                 | \$14,557,162               | \$189,444,983        | 100.0%               |
| <b>Percent - Total All Sources</b>   | <b>90.7%</b>  | <b>1.7%</b>                 | <b>7.7%</b>                |                      |                      |

| <b>2015 Biennium 5% Base Budget Reduction Form</b>  |                                    |   |
|---|------------------------------------|---|
| <a href="#"><u>17-7-111-3(f)</u></a>  |                                    |   |
| <b>AGENCY CODE &amp; NAME: 41100 Department of Justice (DOJ)</b>  |                                    |   |
| <b>Minimum Requirement</b>  |                                    |   |
|   | <b>General Fund</b>                | <b>State Special Revenue Fund</b>           |
| <b>TARGETED REDUCTION TO EQUAL 5% OF CURRENT BASE BUDGET</b>  | <b>\$ 1,306,343</b>                | <b>\$ 775,808</b>                           |
| <b>Div Priority</b>   | <b>General Fund Annual Savings</b> | <b>State Special Revenue Annual Savings</b> |
| <b>SERVICE(S) TO BE ELIMINATED OR REDUCED</b>   |                                    |   |
| <b>1</b> LSD - Reduce Major Litigation & MOUs   | \$ 282,146                         | \$ 9,500                                    |
| <b>2</b> OCP - Reduce claims paid to beneficiaries  | \$ -                               | \$ 45,061                                   |
| <b>3</b> GCD - Delay investigations & inspections   | \$ -                               | \$ 127,000                                  |
| <b>4</b> MVD - Eliminate Call Center  | \$ 166,494                         | \$ 70,996                                   |
| <b>5</b> MVD - Shift cost of network connections to counties  | \$ 165,827                         | \$ 25,798                                   |
| <b>6</b> MVD - Eliminate driver license renewal notices   | \$ 43,055                          | \$ 6,858                                    |
| <b>7</b> MHP - Reduce level of executive protection services  | \$ -                               | \$ 301,347                                  |
| <b>8</b> DCI - MCSART program reduction   | \$ 281,965                         | \$ -  |
| <b>9</b> DCI - MLEA program reduction   | \$ -                               | \$ 159,108                                  |
| <b>10</b> CSD - Reduce personal services  | \$ 20,941                          | \$ 10,401                                   |
| <b>11</b> JITSD - Eliminate system support, delay application upgrades, extend computer replacement cycle | \$ 174,585                         | \$ 3,457                                    |
| <b>12</b> FSD - Do not renew equipment capital lease and program reduction                                | \$ 171,330                         | \$ 16,282                                   |
| <b>TOTAL SAVINGS</b>  | <b>\$ 1,306,343</b>                | <b>\$ 775,808</b>                           |
| <b>DIFFERENCE</b>   | <b>0</b>                           | <b>0</b>                                    |
| <b>Form A</b>   |                                    |   |

## 2015 Biennium 5% Base Budget Reduction Form

**AGENCY CODE & NAME: 41100 Department of Justice (DOJ)**

Legal Services Division

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

Reduce major litigation authority and SSR MOU's.

**#2 THE SAVINGS THAT ARE EXPECTED:**

This 5% reduction would consist of \$282,146 savings of general fund and \$9,500 of state special revenue.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

Reducing the major litigation appropriation will not impact the division as the Attorney General is required per statute to represent the State of Montana. If major litigation expenses exceeded available appropriation the department would have to seek a supplemental appropriation. Reducing state special revenue would reduce the amount of agency contracted services with other state agencies.

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

N/A

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

2-15-501, MCA

**Form B**

## 5% Base Budget Reduction Form

### AGENCY CODE & NAME: 41100 Department of Justice (DOJ)

Office of Consumer Protection

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

Reduce benefit/claims authority in state special revenue fund.

**#2 THE SAVINGS THAT ARE EXPECTED:**

This 5% reduction would consist of savings of \$45,061 to the state special revenue fund in claims to beneficiaries each year of the 2013 biennium.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

All settlements would be processed through the Governor's Office prior to distribution to beneficiaries.

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

NA

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

Yes, 30-14-143, MCA.

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

### AGENCY CODE & NAME: 41100 Department of Justice (DOJ)

Gambling Control Division

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

The program proposes delaying gambling and liquor license background investigations, inspections, and criminal investigations.

**#2 THE SAVINGS THAT ARE EXPECTED:**

A savings of \$127,000 in state special revenue is proposed by reducing travel costs and delaying vehicles purchases.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

Delays in licensing would delay applicants' ability to operate gaming and liquor establishments until licensing is completed. Currently license investigations average 60 to 90 days. Operators in rural areas could be impacted more due to reductions in travel.

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

Constituents will have to wait for longer periods of time to receive their license or may be asked to come to division offices more often if staff is not able to travel to them.

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

Yes, 23-5-115 and 16-4-402, MCA.

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

**AGENCY CODE & NAME: 41100 Department of Justice (DOJ)**

Motor Vehicle Division

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

Elimination of Call Center

**#2 THE SAVINGS THAT ARE EXPECTED:**

This 5% reduction will consist of a savings of \$234,490 from the general fund (\$166,494) and state special revenue fund (\$70,996) in personal services and operating costs each year of the 2015 biennium and a reduction of 5.40 FTE.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

Over 10,000 customers call the MVD Call Center every month to schedule appointments in driver license stations where appointments are available or to ask driver licensing, driver record, or miscellaneous MVD-related questions. Those calls result in over 7,500 appointments being scheduled by call center staff each month. If the Call Center was eliminated, all appointments would have to be scheduled online, which could be a hardship for those without computer access. They would have to rely on family, friends or public library resources to assist them. Since Call Center personnel also prepare customers for their appointments by explaining what documents are needed for the appointment or other requirements, customers could be less prepared when they arrive for their appointments and they may not be able to complete their transaction, causing a return trip to the driver license station. For those who have questions, they will have to seek information via the internet or telephone numbers within individual work units for information. Productivity in those units could be decreased, as employees respond to the increased volume of calls.

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

All non-appointment calls would have to be absorbed by remaining staff, increasing incidence of customer getting a busy signal, difficulty in finding right contact within division to answer questions, and frustrated customers calling elsewhere in state government, attorney generals office, citizen's advocate, consumer protection, in search of answers and to voice frustrations.

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

Not mandated by statute.

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

**AGENCY CODE & NAME: 41100 Department of Justice (DOJ)**

Motor Vehicle Division

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

Requiring each county to bear the costs of network connections for MERLIN, statutorily mandated "statewide online computer system to be used to title and register motor vehicles, trailers, motorboats, personal watercraft, snowmobiles and off-highway vehicles" if county has imposed and is collecting local option motor vehicle tax under 61-3-537.

**#2 THE SAVINGS THAT ARE EXPECTED:**

This 5% reduction will cost of a savings of \$191,625 from the general fund (\$165,827) and state special revenue fund (\$25,798) in operating costs each year of the 2015 biennium.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

Cost shift to local government.

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

Unknown

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

Statutory mandate is for the department of justice to "maintain" the motor vehicle titling and registration system.

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

**AGENCY CODE & NAME: 41100 Department of Justice (DOJ)**

Motor Vehicle Division

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

Elimination of driver license mail renewal notice mandate.

**#2 THE SAVINGS THAT ARE EXPECTED:**

This 5% reduction will cost of a savings of \$49,913 from the general fund (\$43,055) and state special revenue fund (\$6,858) in operating costs each year of the 2015 biennium.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

Electronic notification (email/text) could be explored. That would entail upfront development either internally or externally, perhaps annual maintenance fee, and then voluntary customer enrollment following low to no cost advisory of change (press releases, web page updates). Effectiveness would depend on customer adoption and follow-up, particularly updating MVD upon a change of contact information (email address/telephone number).

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

Statutory mandate -- MCA 61-5-111(3e)

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

**AGENCY CODE & NAME: 41100 Department of Justice (DOJ)**

Montana Highway Patrol

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

Reduce appropriation for Dignitary Protection which provides transportation and security to the Governor of Montana; reduce level of uniformed trooper coverage on the highways.

**#2 THE SAVINGS THAT ARE EXPECTED:**

This 5% reduction will consist of a savings of \$301,347 from the state special revenue fund in personal services and operating costs each year of the 2015 biennium.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

This 5% reduction will reduce the necessary personal services and operating costs needed to transport and protect the Governor, and the citizens of Montana effectively.

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

The impact of decreasing these programs can not be mitigated, in fact an increase is needed to keep the programs running effectively.

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

Yes, 44-1-104, MCA and 44-1-303, MCA.

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

### AGENCY CODE & NAME: 41100 Department of Justice (DOJ)

Division of Criminal Investigations

#### #1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:

Reduce general fund operating and equipment budget for the Montana Child Sexual Abuse (MCSART) program by 50%; thereby reducing direct services provided to local law enforcement, prosecutors, and other professionals responsible for protecting Montana's kids against child sexual abuse, and other related crimes. Reduce Montana Law Enforcement Academy (MLEA) state special revenue by the elimination of one professional programs trainer, and the elimination of professional and leadership courses.

#### #2 THE SAVINGS THAT ARE EXPECTED:

This 5% reduction will consist of a savings of \$281,965 of general fund, and \$159,108 in state special revenue in personal services, operating costs, and equipment each year of the 2015 biennium. Personal services includes 1.00 FTE.

#### #3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:

Reductions in the MCSART program will directly effect local city and county agenices ability to sucessfully investigate and prosectute crimes against kids. Training, equipment, and other specialized assistance will no longer be available in Montana. MLEA would have to reduce staff and eliminate domestic violence, sexual assualt, leadership and management training programs for law enforcement and corrections officers.

#### #4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:

N/A

#### #5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:

No, duties defined per Title 44, MCA

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

**AGENCY CODE & NAME: 41100 Department of Justice (DOJ)**

Central Services Division

**#1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:**

Reduce existing staff by .5 FTE.

**#2 THE SAVINGS THAT ARE EXPECTED:**

This reduction would create a general fund savings of \$20,941 and state special fund savings of \$10,401 in each year of the 2015 biennium in personal services.

**#3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:**

Turnaround time for general ledger accounting, budgeting, and reconciliations would be reduced.

**#4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:**

NA.

**#5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:**

No, per generally accepted accounting standards and state policy.

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

### AGENCY CODE & NAME: 41100 Department of Justice (DOJ)

Justice Information Technology Services Division

#### #1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:

JITSD will reduce hardware and software maintenance costs by cancelling contracts or renegotiating terms including maintenance for IJIS Broker. In addition, JITSD will consolidate applications to minimize needs for multi-user computers. JITSD will reduce 0.50 FTE of a Programmer Analyst and postpone DOJ projects. Educational expenses will be reduced by using online classes. Office equipment upgrades will be delayed.

#### #2 THE SAVINGS THAT ARE EXPECTED:

Personal Services: 0.50 FTE = \$37,000

Operating: Software Maintenance = \$65,000, Multi-user Computer = \$18,457, Office Equipment = \$50,000, Education = \$7,585

#### #3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:

Support for Software for major systems may be eliminated and applications upgrades will be delayed. Support terms for IJIS broker will need to be renegotiated. Applications may need to share hardware and experience performance delays. DOJ application upgrades will be delayed due to staff availability. It will take longer to get staff training in technical skills. Technical staff may need to spend time reconfiguring applications and resolving problems without assistance from the vendors.

#### #4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:

DOJ could consider hosting some applications in the cloud to reduce software and hardware demands. Staff will need to enroll in self study classes.

#### #5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:

No. Per state and federal policy.

**Form B**

## 2015 Biennium 5% Base Budget Reduction Form

### AGENCY CODE & NAME: 41100 Department of Justice (DOJ)

Forensic Science Division

#### #1 BRIEF DESCRIPTION OF SERVICE TO BE CONSIDERED FOR ELIMINATION OR REDUCTION:

Pay off of GE Capital lease of 3 pieces of equipment resulting in a savings of \$53,657.50 in the 2015 biennium. Other reductions would include reductions to operating expenses by \$133,954.50.

#### #2 THE SAVINGS THAT ARE EXPECTED:

Operating costs of \$133,954.50 and Capital lease of \$53,657.50

#### #3 THE CONSEQUENCES OR IMPACTS OF THE PROPOSED ELIMINATION OR REDUCTION:

Requisitions for supplies or services will have to be reduced or denied. This could include subscriptions to scientific journals, maintenance contracts for office equipment, reduced repair or replacement costs of minor office equipment, etc.

#### #4 HOW THE IMPACT TO CONSTITUENTS AND STAFF MIGHT BE MITIGATED:

Reduced budget under certain operating accounts will impact customers indirectly through supplies used for forensic services. Cuts would be very difficult to mitigate as services are mandated. Longer turn-around times to complete casework, and thereby reduced level of service to law enforcement agencies in Montana would be inevitable. Casework must be completed prior to speedy trial deadlines in court, and longer delays could result in dismissal of criminal cases. Agencies can opt to use private forensic lab services but will incur significant costs for analysis and follow-up expert testimony. These services are presently provided by the Crime Lab at no cost to the agency.

#### #5 WHETHER THE SERVICE IS SPECIFICALLY REQUIRED BY STATE & /OR FEDERAL STATUTE - YES OR NO:

Yes, 44-3-101 & 301, MCA.

**Form B**

# Mission Statement

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The mission of the Department of Justice is to pursue activities and programs that seek to ensure and promote the public interest, safety, and well-being through leadership, advocacy, education, regulation and enforcement.

The Department of Justice, under the direction of the Attorney General, is responsible for statewide legal services and counsel, law enforcement and public safety. The duties of the department are as follows:

- Provide legal representation for the state and its political subdivisions in criminal appeals
- Provide legal services and counsel for the state, county and municipal agencies, and their officials
- Enforce Montana traffic laws and register all motor vehicles
- Enforce state fire safety codes and regulations
- Assist local law enforcement agencies in bringing offenders to justice
- Manage a statewide system of death investigations and provide scientific analyses of specimens submitted by law enforcement officials, coroners and state agencies
- Maintain and disseminate criminal justice information to authorized state, local, and other entities
- Provide uniform regulation of all gambling activities in the state of Montana
- Enforce consumer protection laws and regulations relating to unfair and deceptive business practices, and assist Montana consumers in making sound decisions by providing public outreach
- Provide statewide leadership on issues related to victims of crime and administer the crime victim compensation program for the benefit of innocent victims

Statutory authority is provided in MCA, 2-15-501, 2-15-2001-2021, and Titles 44 & 61.

# Agency Goals and Objectives

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## Goal

Promote public policy that is in the best interests of the citizens we serve.

## Objectives

- Reduce prescription drug abuse and misuse, thereby reducing the threat to public health and safety
- Reduce drunk and drugged driving in Montana, particularly the number of repeat DUI offenders, making our highways safe
- Expand the services provided by the Office of Consumer Protection to better protect consumers, including seniors, and to assist Montana's farmers and ranchers
- Prevent the physical and sexual abuse of children, and where it has occurred, improve the treatment of child victims and the likelihood of successfully prosecuting the perpetrators

## Measurements

- Work with the Prescription Drug Abuse Advisory Council to identify and support legislation and other measures to reduce abuse, including creating and implementing a prescription drug registry that gives doctors and pharmacists access to their patients' prescription history for the most dangerous prescription drugs
- Increase public awareness of the dangers of prescription drug abuse, particularly among teens and parents
- Work with local law enforcement, public health officials and community groups to continue statewide prescription drug take-back days in an effort to reduce the amount of unused medications in homes that can be diverted to illicit uses
- Gain legislative approval for the statewide implementation of the 24/7 Sobriety Program throughout Montana
  - Work with local law enforcement, prosecutors and judges to successfully implement the 24/7 Sobriety Program statewide
  - Make information about the 24/7 Program available to Montana's tribal governments
- Where appropriate, protect Montana's agricultural producers by filing anti-trust actions to prevent further consolidation in the agriculture and transportation industries
- Conduct public education and outreach on the full range of issues important to consumers, including fraud, debt and identity theft
- Investigate and prosecute sexual predators who use the Internet to identify potential victims and entice them to meet; continue cooperative efforts with the Montana Cybercrimes Task Force to actively investigate these activities in an effort keep the Internet safe for children
- Provide public education materials and training for educators, parents and students in the rules for safely using the Internet and computers
- Strengthen and expand the number of child sexual abuse response teams and child advocacy centers in Montana, and continue to improve local coordination and training in forensic interview and medical exams involving children

## Goal

Support staff in an efficient, effective and diverse work environment.

## Objectives

- Promote DOJ as a place of employment
- Seek and obtain appropriate compensation
- Encourage communication and sharing of knowledge
- Commit resources for on-going staff development
- Support opportunities to provide staff recognition

## Measurements

- Assess salary schedule implementation needs and consider funding options
- Review on an annual basis performance management and address systemic issues identified by management and staff
- Track staff attrition by reason code
- Track periodic comparisons of DOJ average salaries to the average State of MT salaries and the surrounding region
- Track length of time from when positions are advertised until filled
- Collect employee satisfaction data
- Track training data in the system
- Review compliance with training requirements and communicate to employees

- Support wellness activities and teamwork

# Legal Services Division

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(Includes Office of Consumer Protection and Agency Legal Services)

## Goals

- Provide quality legal services on all levels of representation that fall within the authority and jurisdiction of the Attorney General.
- Provide quality training and education to local governments, clients and the public.
- Be a premier public sector legal employer.

## Objectives

- Represent the State in cases before local, state and federal courts, including all criminal appeals and post conviction cases
- Represent the State in cases involving Constitutional challenges and other major litigation against the State
- Provide trial assistance and services to county attorneys in complex criminal cases and cases in which the county attorney has a conflict of interest
- Provide contracted legal and investigative services to state agencies at a reasonable cost
- Enforce State laws pertaining to consumer protection and antitrust violations, including cases which harm Montana's agricultural producers
- Utilize knowledge and expertise of the LSD to train governmental entities (state, tribal and local) in areas of criminal and civil law and procedure
- Offer responsive education and outreach to the public in subject matter areas that fall within LSD's public safety and enforcement responsibilities
- Cultivate a qualified work force committed to public service
- Recruit a talented applicant pool for open positions
- Provide educational and professional development opportunities for staff

## Measurements

- Assess requests for State criminal appeals and where appropriate represent the State before the Montana Supreme Court
- Respond to appeals filed by the Appellate Division of the Office of Public Defender
- Prepare attorneys in order to present skilled oral argument before the Montana Supreme Court in criminal and civil appeals
- Generate appropriate motions, discovery and engage in other pre-trial practice in order to effectively defend the State in constitutional challenges, other major litigation, and defense of state agencies
- Prosecute complex criminal cases, such as child sexual abuse, homicide, or drug related charges, in district courts across the State
- Prosecute criminal cases in which a county attorney has a conflict of interest or has requested assistance
- Write Attorney Generals Opinions or letters of advice, when appropriate, in response to requests from local governments and other statutorily authorized requestors
- Monitor violations of State consumer protection laws and take legal action when appropriate
- Provide summer and winter criminal and civil training seminars to elected County Attorneys and their staff

- Provide responsive topic training to law enforcement, county attorneys, judges and other interested criminal justice entities (i.e.) cold case investigation and prosecution, child sex crime prosecution, orders of protection, etc.
- Track developing consumer protection issues statewide and nationally and provide education and outreach as appropriate
- Train victim advocates, criminal justice agencies and other interested parties on victim services offered through the LSD (i.e. HOPE card, domestic violence trends, the work of the domestic violence fatality review team, crime victim compensation etc.)
- Provide training resources to public or private entities when requested, utilizing the specialized knowledge of LSD staff in areas such as water, Indian and constitutional law
- Maintain competitive public sector salary in order to retain quality work force
- Develop compensation matrix that appropriately compensates longevity, achievement and excellence
- Continue relationship with U of M Law School for summer internship program
- Offer competitive salary when recruiting new positions
- Offer training assignments as appropriate to retain latitude in hiring
- Identify and utilize training opportunities offered through professional organizations like the National Association of Attorneys General
- Cover expenses of continuing legal education (CLE) when the CLE pertains to an attorney's area of practice

## Gambling Control Division

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### Goal

Ensure gambling is being conducted in a legal manner by authorized individuals.

### Objectives

- Investigate applicants and issue gambling licenses and permits only to qualified applicants, and in an efficient and effective manner
- Collect and account for gambling taxes and permits and distribute revenues timely
- Examine and approve prototypes of electronic gambling devices and their modifications for operation in the State of Montana
- Provide investigative services to the Department of Revenue related to liquor licenses and the taxation and sale of tobacco

### Measurements

- Average turnaround of gambling operator license applications is less than the 90 days required by administrative rule
- Gambling taxes and permit fees are collected throughout the year and deposited directly in the appropriate accounts
- Revenue from Video Gambling Machine (VGM) permit fees and Live Card Table permit fees is distributed to local government quarterly
- Track the number of prototypes and modifications approved in a given fiscal year
- Track the number of liquor licensing and tobacco cases completed on behalf of the Department of Revenue in a given fiscal year

## Motor Vehicle Division

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### Goal

The goal of the Motor Vehicle Division is to protect Montana citizens by ensuring:

- identity and property theft is reduced for Montana citizens through authentication and validation when a driver is licensed, vehicles are titled, or a record is created
- driver, dealer and manufacturer licenses are issued only to those who are qualified under Montana law
- licenses of drivers, dealers, manufacturers and vehicles are promptly withdrawn when required by law
- records for drivers, vehicles and dealers are accurate and updated in a timely manner
- financial transactions are received, accounted for and submitted to state accounting
- communication between the Division, its business partners, and Montana citizens is timely, accurate, understandable, responsive and accessible via multiple forums

## Objectives

- Protect driver identity by: using facial recognition software to prevent individuals from obtaining multiple cards using different demographic information or using someone else's demographic information to match with their photo in order to assume that person's identity; verifying personally identifiable information provided by applicants by using existing electronic systems like the Social Security Online Verification System (SSOLV) and the Systematic Alien Verification System (SAVE) to ensure that social security number, a key personal identifier, matches the name, date of birth and social security number provided by the Social Security Administration and where applicable, the applicant is lawfully present in the United States; validating identity documents presented by individuals applying for a Montana driver license or identification card by use of manual or electronic authentication of document to deter creation of fraudulent records or credentials; maintaining and enforcing strict internal access protocols regarding access to, updating or release of personally identifiable information (PII) regarding motor vehicle division customers (drivers and vehicle owners); protecting confidentiality and security of PII in transmission to authorized users and monitoring further dissemination of PII by authorized users; and providing assistance to law enforcement investigating identity theft cases and individuals whose identity has been stolen as relates to driver or vehicle records
- Protect vehicle ownership by: using the National Motor Vehicle Titling Information System (NMVTIS) to determine if a vehicle has been previously reported as stolen and/or determine if the vehicle was previously reported as branded by another jurisdiction; recording and tracking odometer disclosure statements to defer and detect odometer fraud; verifying that vehicle ownership is transferred by proper assignment from current owner of record to new purchaser and that new purchaser is properly identified to support title transfer and creation of new ownership record; timely perfecting and only releasing security interests on vehicle records when proper documentation is supplied; providing assistance to law enforcement in the investigation of motor vehicle fraud, odometer fraud, vehicle theft cases and consumer complaints; and inspecting a vehicle's vehicle identification number (VIN) when there is a discrepancy of the vehicle has been reassembled in some fashion
- Protect the public by: using nationally accepted standards (e.g., American Association of Motor Vehicle Administrators [AAMVA] or Motorcycle Safety Foundation [MSF]) when available to build knowledge and skills tests suitable to determine if an applicant has secured the knowledge and skills necessary to drive on public roadways; investigating and re-testing drivers when a driver's mental or physical condition has changed in a manner that would affect safe operation of a motor vehicle; reviewing and researching applications for issuance of licenses to vehicle dealers, manufacturers, and transit operators; applying revocations, suspensions, cancellations and reinstatements of driver's licenses and privileges, dealer licenses and privileges, and vehicle title or registration for violations of state law or as otherwise mandated
- Protect public and private funds by: maintaining and enforcing strict internal controls regarding all driver and motor vehicle revenues and expenditures; auditing external (counties) and internal financial transactions for compliance to MVD policies and business

practices; processing and depositing motor vehicle and driver licensing revenues collected by county treasurers, Montana Interactive, and driver exam stations in accordance with state requirements; and collecting and properly accounting for donations made by vehicle owners to license plate sponsors (colleges, non-profit and governmental organizations) or other entities

- Educate the public and MVD partners by: providing county treasurers, motor vehicle dealers and financial institutions with training and resource materials for properly titling vehicles, filing security interests and administering registration laws; providing training and resource materials to local law enforcement agencies regarding driver licensing laws, motor vehicle titling and registration laws, and security attributes of physical credentials issued by MVD (driver licenses, ID cards, vehicle titles); providing training and resource materials to court personnel, prosecutors, and defense attorneys regarding traffic laws, reporting and recording of violations, withdrawal of license or privilege, and interpretation of driver records; providing training and resource materials to motor carriers and employers regarding reporting and recording of traffic law violations, withdrawal of license or privilege, and interpretation of driver records; and providing training and resource materials to driver examiners, traffic educators, and private businesses authorized to skill test their commercial drivers regarding state and federal driver licensing standards and testing procedures
- Enhance customer service delivery options for the public: streamlining where possible registration opportunities for Montanans through motor voter system (voter registration) and organ donor registry; refining online appointment scheduling for driver licensing to improve customer use; updating MVD website on a regular basis to address common customer questions, clarify procedures and requirements, and maintain online form library; and researching and developing, where appropriate, additional web-based alternates for counter-based transactions

## Measurements

- Track number of new, renewed, and duplicate driver licenses and ID cards issued per month and develop a baseline of possible fraudulent license activity in Montana and a strategy to increase fraud detection at the counter as opposed to back-end processing. Use this number to compare to the number of: suspect records in facial recognition queues; fraud cases researched; SAVE hits researched and the number that caused license withdrawal; SSOLV checks and no match number/rate; driver applications imaged; applications questioned per month; and commercial drivers researched by the help desk per month
- Track the number of vehicles titled in a month including replacement and corrected titles and develop a baseline of problematic transactions and a strategy to identify and correct discrepancies at the counter as compared to back-end processing. This count is then used to compare to the number of: NMVTIS searches performed, the number of stolen hits received, and the number of brand hits received; odometer disclosure violations, number of VIN inspections by type, and number of state assigned VINs issued; investigations initiated and completed for motor vehicle fraud, theft, and consumer complaints; and vehicle security interests filed, released, and reapplied
- Track the number of driver licensing tests administered by location and type per month and use it to compare to the number of: questions failed to determine if a question is confusing or if educational resources need revision; investigations and medical re-testing as well as number of suspensions, hearings, and driver license reinstatements for medical conditions; and applicants passing or failing Cooperative Driver Training Program and Third Party Testing Programs
- Track number dealer/manufacturer/transit licensed in a year and develop baseline of problematic licensing transactions and develop strategy to increase licensing compliance and license issuance/renewal by statutory deadline. Use it to compare to the number of: those not renewed by the deadline; complaints received related to licensing problems; and audits completed with and without outstanding issues
- Track number for driver licensing revocations, suspensions, cancellations and reinstatements for driver licenses
- Track the number of vehicle title and registrations that are withdrawn and identify common causes for withdrawal and strategy to reduce common errors resulting in withdrawal or increase compliance to avoid withdrawal

- Determine timely issuance by: sending driver licenses to the customer within 5 days and license renewal cards a month in advance of the license expiration; issuing the number of vehicle renewal notices three days prior to the start of the renewal month; averaging two weeks from the time of receipt it takes from the time a title request hits the back doors of TRB to the time it gets mailed, tracking the number of disabled parking permits issued per month by mailing to the customer within one week receiving the request, Dealer/manufacture/transit licenses are issued or renewed by the start of the new license period
- Financial transactions are processed within MCA stated guidelines; maintaining a record of motor vehicle and driver licensing revenues collected by county treasurers, Montana Interactive, and state offices processed and deposited; depositing by the 22nd of each month; compiling comparisons of current revenues to previous years, identifying variances; track number of financial audits initiated, completed, and the number with issues to resolve; comply 100% for financial reporting
- Customer service and education efforts result in fewer complaints and higher customer satisfaction by track customer assistance inquiries by phone, email or other channels and identify areas of concern, including frequency of inquiry, type of inquiry, and manner of resolution and review website, other publications, forms, etc., to clarify processes, determine relationship, if any, between production issues and customer service trends, track scheduled training and training materials provide for county treasurers and employees, motor vehicle dealers, financial institutions, and law enforcement, note the number of trainings for each, the attendance at trainings and where possible, determine training effectiveness by doing pre-training and post-training assessments by user

# Montana Highway Patrol

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## Goal

Reduce DUI occurrences, interdict criminal activities, schedule more effectively, improve response time and assist other agencies in accessing technology.

## Objectives

- Reduce occurrences of DUI and drug offenses through zero-tolerance enforcement
- Interdict criminal activity related to controlled substances and illegal contraband that threatens the safety and livelihood of our citizens
- Schedule more effectively through evaluating data in order to respond to and resolve negative trends in traffic safety and crime
- Improve call response time through reorganization, improved distribution of resources and increase manpower
- Assist other agencies in accessing technology that improves their efficiency

## Measurements

- Achieve a fatality rate that is two percent below the average of the previous 10 years for each of the two years covered by this plan. The measurement will be the vehicle miles traveled provided by NHTSA
- Survey results of citizens' perception of highway safety during the day and night.
- Review of Command Staff's support and participation in traffic crime suppression strategies, including criminal interdiction
- Develop and implement streamlined impaired driving case reporting.
- Schedule resources to maximize impaired driving interdiction, i.e., scheduling troops to 0300 everyday in urban areas and frequently in rural areas
- Educate troopers in criminal interdiction and continue to participate with the local High Intensity Drug Trafficking Area (HIDTA) Task Forces

- Educate the public on prescription drug abuse prevention
- Effectively schedule troopers through the use of work groups, fixed schedules and rotating shifts within work groups
- Hold supervisors and managers accountable for their responsibilities with quarterly progress updates
- Review current average response time and determine potential ways of reducing excessively long response times, including requesting an increase in manpower resources
- Move toward 24/7 coverage in high activity areas
- Meet regularly with other law enforcement agencies to assist in improving their efficiency through technology and working with MHP/DOJ
- Move toward electronic submission of criminal offense reports to local county attorneys to allow for more efficient prosecution of offenders
- Move toward statewide electronic submission of citations and road side electronic payments

## Central Services Division

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### Goal

Establish and maintain department-wide fiscal and human resource responsibility on behalf of the Attorney General.

### Objectives

- Provide accounting functions to all divisions in accordance with generally accepted accounting principles and in compliance with state and federal laws and regulations
- Provide oversight through established and ongoing internal control
- Develop and monitor the department budget for compliance with state and federal law
- Provide human resource functions to all divisions
- Recruit, retain and develop a highly skilled workforce
- Encourage communication, innovative thinking, teamwork, and excellent customer service
- Coordinate the development, review, revision, and distribution of department policy
- Promote a healthy and safe working environment

### Measurements

- Meet division needs and comply with state policy by processing daily deposits and finalizing payments to vendors within 10 working days of receipt of invoice
- Provide revenue/budget reports to divisions on a monthly basis
- Complete monthly reconciliations to SABHRS
- Meet established deadlines for budget submission and assist divisions by coordinating budget presentations and fiscal notes during the legislation process
- Obtain unqualified fiscal audits from the Legislative Audit Division
- Provide assistance to employees on a daily basis
- Assist supervisors with performance issues

- Serve as management representative for labor relation negotiations and labor-management committees
- Provide monthly in-house training opportunities
- Collect and analyze HR data to evaluate activities and improve employee job satisfaction
- Return injured employees to work within 30 days

# Division of Criminal Investigation

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## Goals

- Provide public safety services and expertise, in partnership with other local, state, and federal public safety agencies throughout Montana, ensuring the health, welfare and safety of Montana citizens.
- Provide investigative assistance including major case investigations, narcotics investigations, white-collar crime and computer crime investigations, fire and life safety inspections, arson investigations, and intelligence and analytical support.
- Provide training for local law enforcement officers, corrections officers and public safety communicators through basic, intermediate and professional training programs hosted by Montana's Law Enforcement Academy.

## Objectives

- Provide professional investigative and related public safety services to local, state and federal law enforcement and fire service agencies
- Provide investigative assistance at the request of local law enforcement or prosecutors through the major case unit. Requests range from assistance on homicide cases to internal affairs, embezzlement or worker's compensation fraud
- Provide investigations of allegations of Medicaid fraud, as well as patient abuse/neglect and exploitation cases. Investigations referred to the Medicaid Fraud Control Unit often come from the Department of Public Health and Human Services
- Provide assistance to local fire departments and law enforcement agencies with fire investigations and conducts life safety inspections for local jurisdictions that do not have fire inspection resources
- Provide fire code interpretation assistance to local fire departments and collaborate with them on public education materials
- Provide investigations in computer crime and forensic services, manage the sexual and/or violent offender state registry, and track and identify noncompliant sex offenders
- Provide a variety of support services to the state's law enforcement agencies, including management of the state's intelligence unit, Amber Alert Program, and participation in the Joint Terrorism Task Force
- Collect and store criminal history information
- Provide fingerprint identification, and disseminate the information to law enforcement agencies and others lawfully entitled to receive it
- Initiate investigations into violations of state and federal dangerous drug laws in Montana
- Manage five drug enforcement teams located throughout the state
- Assist local, federal, and out-of-state law enforcement agencies with investigations in the state, and in particular those investigations requiring a covert (undercover) component or tactical narcotics response
- Provide narcotics related training to law enforcement agencies throughout the state to include over/covert drug investigations, meth lab response, and prescription drug abuse
- Provide the basic training for law enforcement, corrections and dispatchers

- Provide other professional or regional courses designed to meet the needs of local law enforcement agencies
- Provide statewide assistance in developing multi-disciplinary teams and accredited centers to facilitate the investigation and prosecution of sexual crimes against children
- Encourage education and training on child sexual abuse through the Montana Child Sexual Abuse Response Team (MCSART) working in concert with the Drug Endangered Children's Alliance and the Internet Crimes Against Children task force

## Measurements

- Respond to all appropriate requests for assistance from law enforcement agencies around the state
- Enforce state fire safety codes and regulations
- Investigate computer crime cases and refer for prosecution
- Ensure that the sexual and/or violent offender registry is up-to-date and compliant
- Investigate charges of Medicaid Fraud and Workers Compensation Fraud
- Conduct an appropriate number of mandated entry-level law enforcement, communications, and corrections/detention certification programs to meet the needs and schedules of local, regional and state agencies
- Develop and offer self-supporting, revenue-generating professional programs that meet the advanced training and continuing education needs of senior officers and agency administrators
- Train law enforcement officers and other individuals in principles and techniques of domestic violence, violence against women, and substance abuse prevention
- Initiate overt and covert narcotics investigations to remove drugs from the communities of Montana
- Collect, store, analyze and disseminate information on public safety issues to the law enforcement community and government officials concerning dangerous drugs, fraud, organized crime, terrorism and other criminal activity for the purposes of decision making and proactive law enforcement while ensuring the rights and privacy of Montana citizens
- Collect and disseminate criminal history and criminal justice information to law enforcement and other entities

# Information Technology Services Division

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## Goals

Share information, deliver business solutions, optimize IT infrastructure, strengthen IT security and management.

## Objectives

- Map Justice information and processes
- Develop information sharing standards, protocols and policies
- Align IT governance to meet business needs
- Build and leverage partnerships with other state agencies, external organizations and contractors
- Standardize, consolidate and integrate data, exchanges, sharing, web technologies, software and hardware to improve efficiency in support costs and to make the best use of staff skill sets and technology.
- Maintain current systems
- Assure trusted and resilient systems and information

- Implement identity management
- Institutionalize IT security
- Attract and retain a skilled IT workforce
- Increase collaboration (internal and external)
- Improve IT governance discipline

## Measurements

- Document DOJ Information with location and owner
- Approve information sharing standard and policy
- Develop DOJ IT governance body and charter
- Map critical DOJ processes that IT supports
- Assign appropriate projects/tasks/services to partners under contract or by agreements
- Identify and follow DOJ IT standards
- Support current systems as defined by the DOJ IT governance committee
- Track system down time caused by hackers or unplanned outage and the number of security incidents caused by lack of training
- Implement procedures to lessen the severity of security incidents
- Establish an identity management program and roadmap
- Improve employee education and experience level
- Nominate projects for appropriate awards (DOJ, State, Nation, industry, etc.)
- Track personnel attrition by reason code
- Conduct customer and internal ITSD surveys

## Forensic Science Division

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### Goal

The division will provide scientific and technical support to public defenders, prosecutors and Montana's law enforcement community.

### Objectives

- Provide for a timely, efficient and objective analysis of physical evidence in felony and misdemeanor criminal cases
- Provide for an efficient and effective system of investigating deaths
- Expand laboratory technology and improve the analytical services and capabilities of laboratory personnel
- Provide a genetic database of sexual and violent offenders for identifying perpetrators in violent offenses where authorities currently do not have a suspect
- Provide expert testimony in court regarding forensic matters in felony and misdemeanor criminal cases
- Provide training to state and local criminal justice personnel in evidence collection and management, death investigations and breath-alcohol testing

## Measurements

## Appendix

Disclaimer: Not all of the documents were developed by the Legislative Fiscal Division

- Maintain the lab's existing Legacy Accreditation, while obtaining [ISO Accreditation](#) (the new international standard by which U.S. laboratories are accredited)
- Follow best practices and maintain industry standards for average time turnaround and advocacy

2015 Biennium Report on Internal Service and Enterprise Funds

|      |                       |          |                       |
|------|-----------------------|----------|-----------------------|
| Fund | Fund Name             | Agency # | Program Name          |
| 6500 | Agency Legal Services | 4110     | Agency Legal Services |

|  | Actual<br>FY10   | Actual<br>FY11   | Actual<br>FY12   | Budgeted<br>FY13  | Budgeted<br>FY14  | Budgeted<br>FY15 |
|--|------------------|------------------|------------------|-------------------|-------------------|------------------|
| <b>Operating Revenues:</b>                                     |                  |                  |                  |                   |                   |                  |
| Fee revenue  | 1,346,998        | 1,198,048        | 1,152,264        | 1,214,760         | 1,595,396         | 1,595,396        |
|  | -                | -                | -                | -                 | -                 | -                |
|  | -                | -                | -                | -                 | -                 | -                |
| Net Fee Revenue  | 1,346,998        | 1,198,048        | 1,152,264        | 1,214,760         | 1,595,396         | 1,595,396        |
| Investment Earnings  | -                | -                | -                | -                 | -                 | -                |
| Securities Lending Income                                      | -                | -                | -                | -                 | -                 | -                |
| Premiums   | -                | -                | -                | -                 | -                 | -                |
| Other Operating Revenues                                       | 66               | 48               | -                | -                 | -                 | -                |
| Total Operating Revenue  | 1,347,064        | 1,198,096        | 1,152,264        | 1,214,760         | 1,595,396         | 1,595,396        |
| <b>Operating Expenses:</b>                                     |                  |                  |                  |                   |                   |                  |
| Personal Services  | 1,115,119        | 1,067,438        | 977,213          | 1,328,547         | 1,389,741         | 1,392,716        |
| Other Operating Expenses                                       | 262,780          | 232,237          | 219,272          | 243,270           | 178,363           | 178,788          |
|  | -                | -                | -                | -                 | -                 | -                |
| Total Operating Expenses                                       | 1,377,899        | 1,299,675        | 1,196,485        | 1,571,817         | 1,568,104         | 1,571,504        |
| Operating Income (Loss)  | <b>(30,835)</b>  | <b>(101,579)</b> | <b>(44,221)</b>  | <b>(357,057)</b>  | <b>27,292</b>     | <b>23,892</b>    |
| <b>Nonoperating Revenues (Expenses):</b>                       |                  |                  |                  |                   |                   |                  |
| Gain (Loss) Sale of Fixed Assets                               | -                | -                | -                | -                 | -                 | -                |
| Federal Indirect Cost Recoveries                               | -                | -                | -                | -                 | -                 | -                |
| Other Nonoperating Revenues (Expenses)                         | -                | -                | -                | -                 | -                 | -                |
| Net Nonoperating Revenues (Expenses)                           | -                | -                | -                | -                 | -                 | -                |
| Income (Loss) Before Operating Transfers                       | (30,835)         | (101,579)        | (44,221)         | (357,057)         | 27,292            | 23,892           |
| Contributed Capital  | -                | -                | -                | -                 | -                 | -                |
| Operating Transfers In (Note 13)                               | -                | -                | -                | -                 | -                 | -                |
| Operating Transfers Out (Note 13)                              | -                | -                | -                | -                 | -                 | -                |
| Change in net assets   | (30,835)         | (101,579)        | (44,221)         | (357,057)         | 27,292            | 23,892           |
| Total Net Assets- July 1 - As Restated                         | (160,317)        | (191,152)        | (292,731)        | (336,952)         | (694,009)         | (666,717)        |
| Prior Period Adjustments                                       | -                | -                | -                | -                 | -                 | -                |
| Cumulative effect of account change                            | -                | -                | -                | -                 | -                 | -                |
| Total Net Assets - July 1 - As Restated                        | (160,317)        | (191,152)        | (292,731)        | (336,952)         | (694,009)         | (666,717)        |
| Net Assets- June 30  | <b>(191,152)</b> | <b>(292,731)</b> | <b>(336,952)</b> | <b>(694,009)</b>  | <b>(666,717)</b>  | <b>(642,825)</b> |
| 60 days of expenses<br>(Total Operating Expenses divided by 6) | 229,650          | 216,613          | 199,414          | 261,970           | 261,351           | 261,917          |
| <b>Requested Rates for Internal Service Funds</b>              |                  |                  |                  |                   |                   |                  |
| <b>Fee/Rate Information for Legislative Action</b>             |                  |                  |                  |                   |                   |                  |
|  | Actual<br>FY 10  | Actual<br>FY 11  | Actual<br>FY 12  | Budgeted<br>FY 13 | Budgeted<br>FY 14 | Budgeted<br>FY15 |
| Fee Group A  |                  |                  |                  |                   |                   |                  |
| Attorney rate per hour   | \$ 93.00         | \$ 93.00         | \$ 93.00         | \$ 93.00          | \$ 95.50          | \$ 95.50         |
| Investigators rate per hour                                    | \$ 53.00         | \$ 53.00         | \$ 53.00         | \$ 53.00          | \$ 55.50          | \$ 55.50         |

**2015 Biennium Elected Official Request  
Department of Justice**

| Div   | DP Request Name                    | Fund   | FY14 FTE | FY15 FTE | 2015 Bie Budget | Narrative  | Comments |
|---|------------------------------------|--|----------|----------|-----------------|--|----------|
| LSD<br>Legal Services Division                                  | Stand Up for Montana               | General Fund                                       | 2.0      | 2.0      | \$ 500,000      | Increase legal presence throughout the executive process at the federal and state level to protect Montanans and Montana values. The Attorney General's goal is to guarantee that litigation is the last resort. The Attorney General is requesting 2.00 FTE.<br><i>(1.0 Lawyer and 1.0 Paralegal)</i>   |          |
| LSD<br>Legal Services Division                                  | Technology Upgrades - Transparency | General Fund                                       | 2.0      | 2.0      | \$ 300,000      | Statutory obligation to provide case information on website and facilitate movement of legal documents to E-discovery and E-filings to provide greater efficiency and transparency, 2.0 FTE.<br><i>(1.0 paralegal, 1.0 web developer)</i>  |          |
| MVD<br>Motor Vehicle Division                                   | MVD Customer Service               | General Fund<br>State Special Revenue<br>(Gas Tax) | 3.0      | 3.0      | \$ 840,000      | <b>In response to the 2012 Legislative performance audit</b> , the Motor Vehicle Division (MVD) requests 2.0 FTE that will be used to improve MVD transparency, business interactions related to MERLIN implementation, innovation and MVD e-commerce presence. 1.0 FTE focused on curriculum and training development critical to business partners and supported by County Treasurers. These FTE will address deficits highlighted in essential mission critical customer services.<br><i>(2.0 FTE Business Development Specialists, 1.0 FTE Training Specialist)</i>                            |          |
| MVD<br>Motor Vehicle Division                                   | MVD Pay Issues                     | General Fund<br>State Special Revenue<br>(Gas Tax) | N/A      | N/A      | \$ 300,000      | Moving existing staff within the Motor Vehicle Division to 75% of 2012 DOA market analysis, 80% is the market standard for vacant positions funded in base budget per OBPP.<br><b>38.8% MVD workforce is below 75% market rate; \$300,000 biennial</b><br><br>Retention continues to be a problem across Montana and is critical to the ongoing services provided by the division.   |          |
| JITSD<br>Justice Information<br>Technology Services<br>Division | Records Management                 | General Fund                                       | 1.0      | 1.0      | \$ 512,794      | 1.0 FTE to plan, implement and maintain DOJ electronic management records system. Including document capture, workflow, storage, retention, access and disposal.<br><i>(1.0 FTE Electronics Management)</i>  |          |
| JITSD<br>Justice Information<br>Technology Services<br>Division | Security                           | General Fund                                       | 1.0      | 1.0      | \$ 501,106      | <b>In response to the Legislative audit division</b> recommendation for security assessment on the DOJ top five systems based upon confidentiality, integrity and availability requirements.<br><b>\$300,000 biennial one time only (OTO)</b> funding to complete an independent National Institute of Standards and Technology audit.<br><br>JITSD requests 1.0 FTE to perform system security patches, access change control (systems, databases, firewalls, etc.), vulnerability management, security incident monitoring/response, \$201,106.<br><i>(1.0 FTE Computer Security Specialist)</i> |          |
| FSD<br>Forensic Science Division                                | Forensic Testing                   | General Fund                                       | 2.0      | 2.0      | \$ 333,349      | Caseload increases - Support for local law enforcement 1.0 FTE toxicology and 1.0 FTE synthetic drug testing. 2011 Legislature passed SB 42 authorizing warrants to obtain blood or breath tests in DUI cases resulting in an increase to the blood analysis requests.<br><i>(1.0 FTE Toxicology, 1.0 FTE Synthetic Drug testing)</i>  |          |
| MHP<br>Montana Highway Patrol                                   | Bakken                             | State Special Revenue                              | 7.0      | 7.0      | \$ 2,163,092    | Additional 7.00 FTE to support MHP's mission of highway traffic safety and local law enforcement support; 1 sergeant, and 6 troopers. The additional troopers should reduce the current 72 minute call response time.<br><i>(1.0 FTE Sergeant, 6.0 FTE Troopers)</i><br><b>* See below for original MHP request and justification.</b>   |          |
| DCI<br>Division of Criminal<br>Investigation                    | Bakken                             | General Fund                                       | 3.0      | 3.0      | \$ 764,973      | Two narcotics investigators (team support) and one major crimes investigator to assist local law enforcement.<br><i>(2.0 FTE Criminal narcotics investigators, 1.0 FTE Major Crimes)</i>   |          |
| Totals  |                                    |  | 21.0     | 21.0     | \$ 6,215,314    |  |          |