

**2017-18 Draft Law and Justice Interim Committee
Work Plan Decision Matrix**

| Topic | Why is this a topic? | Option A | Option B | Option C | Option D | Resources Allocated |
|--|----------------------|--|---|---|------------------|---------------------|
| The following studies were assigned to the LJIC by Legislative Council. | | | | | | |
| Study meth and opioid abuse | HJ 6 | | <p>.05 FTE</p> <ul style="list-style-type: none"> Option C Panel discussion in mid-to-late 2018 after listening sessions and summit to receive update on initiative and the strategic plan and hear from selected partners <p>Deliverables:</p> <ul style="list-style-type: none"> Written summary Legislation | <p>0.03 FTE</p> <ul style="list-style-type: none"> Monitor AG initiative: Addressing the Impact of Drugs (AID Montana) Attempt to schedule an LJIC meeting in conjunction with the AID summit in the fall Receive updates from AG staff, any LJIC members who participate in work groups, and LJIC staff, as requested Staff attend work group meetings, summit, and possibly listening sessions in July Update from AG on strategic plan before end of interim | No Action | |
| Study use of solitary confinement | SJ 25 | <p>0.5 to 0.75 FTE</p> <ul style="list-style-type: none"> Option B and C Survey state and county facilities to determine extent of use of solitary confinement, existence of policies, and reasons for the use of the practice <p>Deliverables:</p> <ul style="list-style-type: none"> Survey results and analysis Final report Legislation | <p>0.3 FTE</p> <ul style="list-style-type: none"> Option C Staff research into types of and terms for solitary confinement, numbers and locations of institutions, national standards and best practices, approaches used in other states Panel discussions or stakeholder presentations on use in county jails, reasons solitary confinement, mental health services provided in facilities, suggestions on alternatives, possible effects of any proposed legislation <p>Deliverables:</p> <ul style="list-style-type: none"> Briefing papers and/or written summaries Final report Legislation | <p>.15 FTE</p> <ul style="list-style-type: none"> Staff research into LJIC-selected issues from the study resolution Staff meetings with stakeholders Limited committee time dedicated to selected issues <p>Deliverables:</p> <ul style="list-style-type: none"> Background briefing papers on selected issues Written study summary Legislation | No Action | |
| The following are the LJIC's statutory duties | | | | | | |
| Monitor agency operations * possible oversight topics could include several of those listed starting on page 5 of this document | Statute | <p>0.25 to 0.3 FTE</p> <ul style="list-style-type: none"> Option B Receive agency update at most meetings if possible Committee field trip to a site or agency selected by the LJIC Field trip could be held in conjunction with an off-site meeting | <p>0.20 FTE</p> <ul style="list-style-type: none"> Option C Staff attends Helena-area agency meetings and presentations as possible, focusing on issues or topics raised by LJIC members or during meetings Additional research into aspects of selected programs or agencies Panel discussion or speakers during LJIC meeting to further address the program or agency <p>Deliverables:</p> <ul style="list-style-type: none"> Written summaries of the research or monitoring activities Potential legislation | <p>0.05 FTE</p> <ul style="list-style-type: none"> Introductory presentation by agency at 1st or 2nd meeting Follow up presentations as requested by LJIC Limited monitoring or research into aspects of a program or agency(if and when LJIC chooses) | | |

**2015-16 Draft Law and Justice Interim Committee
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| Topic | Why is this a topic? | Option A | Option B | Option C | Option D | Resources Allocated |
|--|----------------------|---|--|--|------------------|---------------------|
| Agency monitoring: required reports | Statute | | <p>0.01 FTE</p> <ul style="list-style-type: none"> ° Option C ° Agency present report during LJIC meeting ° Follow-up information or presentations provided upon request of LJIC <p>Deliverables:</p> <ul style="list-style-type: none"> ° Printed and electronic copies of required report ° Potential legislation | <p>0.005 FTE</p> <ul style="list-style-type: none"> ° Receive written staff overview of required reports ° Receive copy of any required report <p>Deliverables:</p> <ul style="list-style-type: none"> ° Printed and electronic copies of required report ° Potential legislation | | |
| Review administrative rules | Statute | | <p>0.03 FTE</p> <ul style="list-style-type: none"> ° Option C ° Legal staff contacts LJIC members in advance of any hearings on new rules proposed by the Board of Pardons and Parole (BOPP) ° Committee hears presentation(s) from BOPP about progress on rule review process required by SB 64. The number of presentations would be determined by the committee. | <p>0.02 FTE</p> <ul style="list-style-type: none"> ° Legal staff monitors agency adoption of rules and provides LJIC brief rule report prior to each meeting ° Staff will note issues of concern ° Committee may flag certain rules as important or of concern and may ask for additional information be provided on the rule | | |
| Review agency legislation | Statute | | <p>0.005 FTE</p> <ul style="list-style-type: none"> ° Committee reviews proposals from the agencies and Judicial Branch in early summer 2018; may authorize staff to draft legislation for preintroduction | | | |
| Agency monitoring: advisory councils and commissions, if requested by an LJIC member *See pages 8-9 of the work plan for a list of required reports | Statute | <p>Add 0.01 FTE for each advisory council or commission selected by the LJIC for further review</p> <p>Deliverables:</p> <ul style="list-style-type: none"> ° Staff overview ° Written summaries ° Legislation | <p>0.01 FTE</p> <ul style="list-style-type: none"> ° Option C ° Direct staff to provide brief written summary of a specific council or commission's statutes, functions, operations, and work products ° Agency presentation on work of the council or commission <p>Deliverables:</p> <ul style="list-style-type: none"> ° Staff overview ° Written summary ° Legislation | <p>0.005 FTE</p> <ul style="list-style-type: none"> ° Receive written staff overview of advisory councils and commissions at an early LJIC meeting <p>Deliverables:</p> <ul style="list-style-type: none"> ° Staff overview ° Legislation | No Action | |
| <p>The following topics are <u>optional</u> and it is up to LJIC committee members whether to pursue them as studies or as potential agenda items and what information it would like to receive. Topics were initially suggested by LJIC members and staff. It is not an exhaustive list and members can suggest additional topics during the organizational meeting. During the work session, LJIC members will direct staff on the topics it wants to pursue, if any. When the LJIC has decided the issues of interest and how it will study the topic, this section of the draft work plan will be updated to reflect those choices and FTE allocations. The LJIC may revise this work plan at any meeting in the interim.</p> | | | | | | |
| <p>A topic marked with *** means it could be accommodated as part of the FTE allocated to LJIC's required agency oversight duties.</p> | | | | | | |
| Possibility of establishing a prerelease center on a reservation Note: There is an SJ 3 study of tribal resources for members in the corrections system that is assigned to the State-Tribal Relations Committee. Sen. Gross is a member of the STRC. LJIC staff will also be assisting STRC staff with the study. As a result, LJIC staff time is already dedicated to a similar topic. The overlap could result in efficiencies. | Rep. Kipp | | <p>0.05 FTE</p> <ul style="list-style-type: none"> ° Option C ° Written summary of laws governing establishment of prereleases and community corrections facilities <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary of the topic ° Legislation | <p>0.005 FTE</p> <ul style="list-style-type: none"> ° Panel discussion or presentation from stakeholders on selected aspects of the topic ° Receive regular updates from the STRC on the SJ 3 study <p>Deliverables:</p> <ul style="list-style-type: none"> ° Materials from STRC consideration of the topic ° Legislation | No Action | |

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| 1855 treaty between tribes and the US regarding US obligation to provide law enforcement in Indian Country (SB 310 follow up. Allows CSKT to withdraw consent to be subject to criminal jurisdiction of the state) | Rep. Kipp | | <p align="center">0.05 FTE</p> <ul style="list-style-type: none"> ° Option C ° Overview of SB 310 and monitor any proposals related to jurisdiction changes <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary ° Legislation | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Panel discussion or presentation from experts in criminal jurisdiction in Indian Country <p>Deliverables:</p> <ul style="list-style-type: none"> ° Materials previously prepared on the topic from STRC and from LJIC's SJ 24 study in 2017 ° Legislation | No Action | |
| Children with incarcerated parents- mitigating the effects/reducing the number of children in this situation | Rep. Karjala | | <p align="center">0.05 FTE</p> <ul style="list-style-type: none"> ° Option C ° Written summary of existing research into number of children affected, the effects on children with one or more parents incarcerated, and best practices to mitigate effects <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary ° Legislation | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Panel discussion or presentation from stakeholders and experts on the topic <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |
| Development of an Office of Public Defender apprentice program to save \$ and increase recruiting | Sen. Regier | | <p align="center">0.05 to 0.10 FTE</p> <ul style="list-style-type: none"> ° Option C ° Staff research to identify: any existing recruitment programs used by OPD, any similar programs or models from other states (regional or nationwide scope would determine the FTE needed) <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary ° Legislation | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Panel discussion or presentation from stakeholders and experts on the topic, if possible <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |
| *** Monitor results and implementation of recent criminal-justice system changes (LJIC sexual assault study, OPD Task Force, Commission on Sentencing) | Sen. Sands, Rep. Patelis, Rep. Karjala | | <p align="center">0.1 FTE</p> <ul style="list-style-type: none"> ° Option C ° Staff attends relevant meetings as needed and possible and provides summaries (verbal or written) <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary ° Legislation | <p align="center">0.01 FTE</p> <ul style="list-style-type: none"> ° Panel discussion(s) or presentations from affected agencies, boards, the Judicial Branch, and the Criminal Justice Oversight Council during interim <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |
| *** Meet and spend time with the Corrections Director | Sen. Sands | | | <p align="center">0.001 FTE</p> <ul style="list-style-type: none"> ° Agency presentation | No Action | |
| Child Protective Services' authority to remove a child/training/ timing of court paperwork | Rep. Usher | | | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Review of previous CFHHS work on this topic ° Panel presentation similar to that given to CFHHS in 2016 <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |

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| Law enforcement powers of game wardens | Rep. Usher | | <p align="center">0.05 FTE</p> <ul style="list-style-type: none"> ° Option C ° Written summary of laws governing game wardens' qualifications, duties, and powers <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary ° Legislation | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Panel discussion or presentation from stakeholders and experts on the topic | No Action | |
| Weigh station officers' powers and authority (motor carrier services officers in the Department of Transportation) | | | <p align="center">0.05 FTE</p> <ul style="list-style-type: none"> ° Option C ° Written summary of laws governing motor carrier service officer qualifications, duties, and powers <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary ° Legislation | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Panel discussion or presentation from stakeholders and experts on the topic | No Action | |
| *** Development of REAL ID-compliant driver's license or ID card | Staff suggestion based on recent legislation (SB 366) | | | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Agency update or presentation <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |
| *** Judicial Branch district court workload update | Staff suggestion based on recent legislation (HB 44) and Judicial Redistricting Commission | | | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Agency update or presentation <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |
| *** Update from OPD and Judicial Branch on development of protocols when a public defender is assigned to treatment court | Staff suggestion based on recent legislation (HB 650), and OPD Task Force study | | | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Agency update or presentation <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |
| *** Transition of Board of Pardons and Parole from 7-member volunteer to 5-member fulltime board and development of structured parole guidelines | Staff suggestion based on previous LJIC study topic and recent criminal-justice legislation | | | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Agency update or presentation(s) on transition and structured guidelines <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |
| Implementation of 2015 LJIC legislation requiring audio-video recording and discussion of 2019 termination date of the requirement | Staff suggestion based on previous LJIC study topic | | | <p align="center">0.005 FTE</p> <ul style="list-style-type: none"> ° Agency update or presentation <p>Deliverables:</p> <ul style="list-style-type: none"> ° Legislation | No Action | |

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|---|---|----------|---|----------|------------------|---------------------|
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| Marsy's Law/Victim's Rights | Staff suggestion based on recent CI-116 and legislation | | 0.05 FTE ° Receive copy and short summary of Marsy's Law and 2017 legislation ° Panel discussion(s) or presentations from affected stakeholders (DOJ, local law enforcement, victims and victims' advocates, etc) Deliverables: ° Legislation | | No Action | |
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| Total Resources Available | | | | | | 1.0 FTE |

FTE Available to LJIC

- .005 FTE = 10 hours = 1.3 days
- .05 FTE = 104 hours = 13 days
- .10 FTE = 208 hours = 24 days
- .25 FTE = 519 hours = 65 days
- .50 FTE = 1038 hours = 130 days
- .75 FTE = 1,557 hours = 195 days
- 1 FTE = 2,076 hours = 260 days

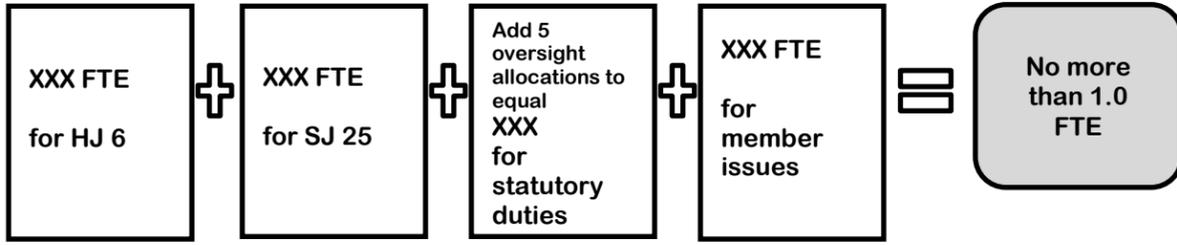
*Calculation used to arrive at the FTE availability number: The total number of work hours in an interim is 2800. Holidays, known vacation, conference, and meeting hours are subtracted from that total, along with hours for other duties and an estimate of sick time that might be used. In this case, one FTE totals 2,076 hours.

Individual members of the committee may seek additional information on issues that fall under the jurisdiction of the LJIC.

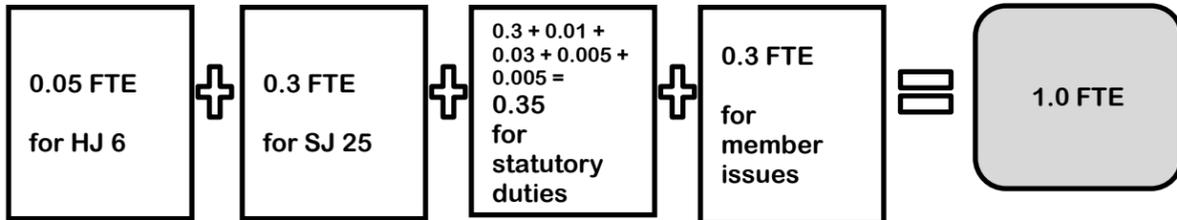
Under rules adopted by the Legislative Council, a staff member may provide up to 16 hours of research for a request that is not included in a committee's work plan unless the presiding officer of the interim committee approves additional research time.

Example resource allocation

Using the resource allocation equation:



An example allocation could be:



Templates for your calculations

