

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Finance and Administration**Reporting level:** 00-125-100-00-00-00-00000000**Program Performance Measures**

Performance measures and results reporting are not currently utilized by this office.

Services provided by the Division include:

Payment of office bills and payroll.

Office budget preparation, implementation, and management.

Office receptionist services, filing, and information processing.

Records and forms management.

Billing for legal, Indian Gaming and Fire Marshal services.

Purchasing and printing services for all office divisions.

Program Statistical Data

This program provides administrative assistance to all of the Office of Attorney General's 13 divisions. This division supports 215.5 authorized FTEs, two of which are included in a continuing appropriation.

Explanation of Program Costs

The Finance and Administration Division includes 14 employees in three sections: finance, payroll, and budget; word and data processing; and records management and administrative operations. The 7 administrative assistant staff members provide word and data processing support to approximately 80 staff members. The division staff provide technical, budget, finance, payroll, records management, purchasing, reception, and other administrative services.

Program Goals and Objectives

The Finance and Administration Division provides internal administrative services and assistance to the divisions of the Office of Attorney General in a timely and cost effective manner. These support services include finance and budget, administrative operations, information processing and employee payroll matters.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Finance and Administration	Reporting Level: 00-125-100-00-00-00-00000000
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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	1,253,982	1,389,048	26,832	1,415,880	0
Temporary Salaries	17,941	50,000	0	50,000	0
Fringe Benefits	495,670	557,737	52,123	609,860	0
Total	1,767,593	1,996,785	78,955	2,075,740	0
Salaries and Wages					
General Fund	1,767,593	1,984,224	91,516	2,075,740	0
Federal Funds	0	0	0	0	0
Special Funds	0	12,561	(12,561)	0	0
Total	1,767,593	1,996,785	78,955	2,075,740	0
Accrued Leave Payments					
Salaries - Permanent	0	59,622	(59,622)	0	0
Total	0	59,622	(59,622)	0	0
Accrued Leave Payments					
General Fund	0	59,622	(59,622)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	59,622	(59,622)	0	0
Operating Expenses					
Travel	13,669	17,000	0	17,000	0
Supply/Material-Professional	2,444	29,510	0	29,510	0
Food and Clothing	0	650	0	650	0
Bldg, Ground, Maintenance	1,391	2,513	0	2,513	0
Miscellaneous Supplies	572	8,345	0	8,345	0
Office Supplies	12,033	11,917	0	11,917	0
Postage	1,978	4,200	0	4,200	0
Printing	1,717	3,500	0	3,500	0
Other Equip Under \$5,000	678	0	0	0	0
Office Equip & Furn Supplies	2,423	4,000	0	4,000	0
Insurance	2,763	3,000	0	3,000	0
Rentals/Leases-Equip & Other	7,315	11,000	0	11,000	0
Rentals/Leases - Bldg/Land	34,507	77,481	0	77,481	0
Repairs	4,599	6,000	0	6,000	0
IT - Communications	14,778	15,000	0	15,000	0
Professional Development	11,246	15,764	0	15,764	0

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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Operating Fees and Services	1,552	9,044	0	9,044	0
Fees - Professional Services	5,516	6,500	0	6,500	0
Total	119,181	225,424	0	225,424	0
Operating Expenses					
General Fund	111,989	132,539	0	132,539	0
Federal Funds	0	18,962	0	18,962	0
Special Funds	7,192	73,923	0	73,923	0
Total	119,181	225,424	0	225,424	0
Total Expenditures	1,886,774	2,281,831	19,333	2,301,164	0
Funding Sources					
General Fund					
Total	1,879,582	2,176,385	31,894	2,208,279	0
Federal Funds					
G020 JAG Grant	0	18,962	0	18,962	0
Total	0	18,962	0	18,962	0
Special Funds					
003 Special Fund Budget	0	0	0	0	0
250 Attorney General Refund Fund 250 F	11	0	0	0	0
322 Attorney General Fund 322	7,181	86,484	(12,561)	73,923	0
Total	7,192	86,484	(12,561)	73,923	0
Total Funding Sources	1,886,774	2,281,831	19,333	2,301,164	0
FTE Employees	13.50	13.50	0.00	13.50	0.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
 Biennium: 2015-2017

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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
Ongoing Budget Changes						
Base Payroll Change		0.00	31,894	0	(12,561)	19,333
Total Ongoing Budget Changes		0.00	31,894	0	(12,561)	19,333
Total Base Budget Changes		0.00	31,894	0	(12,561)	19,333

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Information Technology**Reporting level:** 00-125-105-00-00-00-00000000**Program Performance Measures**

Services provided by the Information Technology Division include:

Support all divisions of the Office of Attorney General with business and desktop applications to enable it to conduct its business and support its external customers.

- Sex Offender and Offenders Against Children Registry
- Sex Offender website
- Sex Offender assessment
- Lottery website
- Lottery subscriptions
- Consumer complaints
- Bureau of Criminal Investigation (BCI) – Case Management
- Fingerprint submissions and processing
- Concealed Weapon License issuance
- Crime Lab management system
- Crime Lab online training
- Protection Order Repository
- Processing of background checks/payments
- 24/7 Sobriety Program
- Warrants – Wanted Person Repository
- Reporting of crime statistics
- Criminal History Repository
- Issuance of Alcohol/Tobacco/Gaming Licenses
- Tracking of mail received and responses
- Fire Marshal and Legal timekeeping and billing
- Microsoft Office (Word, Excel, Access)
- Deposits

Provide state information to the FBI from multiple repositories.

Provide information to law enforcement across the state through the Criminal Justice Information System (CJIS) Hub from many data repositories.

Provide information to law enforcement across the state and the nation through State Radio from many data repositories.

Provide enhancements to business applications as required through changes in business processes or policies or legislative requirements and to add value and efficiency to existing business processes.

Provide all divisions of the office with software and hardware support to enable them to serve their customers.

- Support desktop and laptop computers for all employees
- Support additional computers for Crime Lab employees in the lab, as well as computers connected to specialized instruments
- Support BCI's specialized software and hardware used for various tasks such as polygraphs, crime scene drawings, suspect sketching and fingerprint analysis
- Support livescan fingerprint devices across the state

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Information Technology**Reporting level:** 00-125-105-00-00-00-00000000

- Support the cybercrime unit of BCI as needed

Provide support to local law enforcement and other criminal justice personnel for access to our various repositories through the ND-CJIS portal or through the State Radio (teletype) system.

Provide backup and recovery services for all data maintained in support of the office.

Provide help desk support for agency employees, task force members, and other criminal justice employees.

Provide and ensure on-going connectivity with support from the state's Information Technology Department (ITD) for our data repositories and all our local and remote offices across the state, ND-CJIS, State Radio, livescans and the FBI. Troubleshoot and provide solutions to computer connectivity issues (sometimes with assistance from the state's ITD). Provide strategic planning for the office and address current as well as future technology needs for all the divisions.

Evaluate ever-changing security needs and plan accordingly, not only to meet current market standards but stringent FBI policies.

Program Statistical DataOffice network staff:

Provided support and troubleshooting for all office staff and several task force personnel in multiple locations across the state.

Provided support for 370 desktop and laptop computers, an increase from 300 supported last biennium.

Provided support for 105 mobile devices, an increase from 85 supported last biennium. We anticipate additional tablets will be added this biennium that could, in effect, double the number of devices supported. We worked with ITD to implement a state-wide solution for agencies to manage their own inventory and provide security for these devices.

Managed the help desk with an average of 258 support calls a month, an increase from 245 a month supported last biennium.

Provided support and troubleshooting for 52 printers and 26 multifunction devices throughout the office, a slight increase from last biennium.

Provided support and troubleshooting for 6 Interactive Video Network video systems throughout the office to provide video conferencing with our remote sites.

Provided website updates for 4 publicly accessible websites and the agency's own Intranet site.

Managed 34 servers.

Office programming staff:

Provided maintenance for 37 business computer applications across the multiple divisions, an increase of 2 from last biennium. We anticipate there will be 2-3 new applications that will be added in the next biennium.

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Provided planning, analysis, design and coding for 13 projects.

Solved programming problems or provided enhancements with an average of 68 requests a month, up from the average monthly requests of 23 last biennium. With two new systems and the number of projects, our requests have tripled. We currently are using current staff to identify the changes needed, and using 3 consultants working approximately 40 hours a week to make the changes.

Had numerous meetings with employees and supervisors from the different divisions to gather requirements and document business processes in order to better provide service by enhancements to current applications or the development of new applications.

Worked with CJIS and other criminal justice agencies on several efforts, including the ability to publish information from one agency through CJIS to agencies who subscribe to that information, as well as a project to implement a State Common Statute Table that would be used by all criminal justice entities for a common definition and code base for offenses listed in statute.

Explanation of Program Costs

The Information Technology (IT) Division personnel provide:

- Support for computer equipment and network needs of all the divisions of the Office of Attorney General with several locations within the Bismarck area as well as 12 remote locations across the state.
- Desktop support and troubleshooting for all office staff and several task force personnel.
- Administration of servers housed in a secured room within the division's office area. All server administration functions required to keep the equipment operating and secure are performed by division staff.
- Staff and management of a help desk that supports office staff, as well as any external customers that utilize the office's applications or equipment.
- 24 hour, 7 days a week support for computer applications utilized by law enforcement. Staff is on a rotating on-call schedule.
- On-going support, enhancements, changes, additional functionality, and upgrades to all business applications on a regular basis.
- Services and works closely with the CJIS program on projects that allow office information to be shared through the Criminal Justice Information System (CJIS) portal with criminal justice entities across the state. The office also provides information through State Radio to law enforcement requests across the entire country.
- Participate in audits (FBI, Sex Offender, Security, Gaming, grants and others as needed), providing information as needed, and determining changes needed and timelines for changes.

Impact of increase of services in other divisions:

- The increase in concealed weapon licenses, background checks and the collection of funds for these items increases the need for IT and Bureau of Criminal Investigation (BCI) to address and automate manual processes to become more efficient and timely.
- With the increase in case documents and the courts becoming more electronic, our legal staff needs better tools to manage their cases and information. We are currently preparing for the purchase of a legal case management application.
- Our agents and task force members have been using a very outdated intelligence application that is no longer supported or effective in providing the service needed. With the increase of crime activity and the types of crime, it is critical that they have a new, top of the line system to handle this information.

Impact of oil production and ND population increase:

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- Livescan units for scanning and submitting fingerprints to the Automatic Fingerprint Identification System (AFIS) are supported by our help desk and technical people. All information from these units is relayed to a server that we support and used to provide information to our Criminal History Repository as well as the fingerprint database housed in Minnesota. This information is used to provide background check information for multiple reasons. It is critical that information is handled in real time, as this information is used by law enforcement across the state as well as the nation. It is also used for background checks for employment purposes. All livescans have recently been replaced to eliminate the security issues with machines running the Microsoft XP operating system software which is no longer supported by the vendor. We are also increasing the number of livescans across North Dakota, which in turn increases the support we must provide in order to meet the demands caused by the increase in employment and record checks needed for the oil impacted counties.
- Concealed weapon license issuing was changed in the last session to be a responsibility of this agency instead of being initiated at the local law enforcement level. This increased the workload of BCI staff tremendously. The IT Division has worked diligently to automate previous manual processes to help BCI with this increased workload and we continue to do so. This effort helps BCI by allowing the entry of the information for the licenses by the customer instead of BCI. At current count approximately 25% of applications are being submitted electronically. But, the increased efficiency for the customer and BCI results in an increased need for support as indicated previously with the tremendous increase in maintenance and enhancement requests, as well as calls to the help desk.
- Sex Offender and Offenders Against Children Registration is another area that has seen change. Because of the increased workload at the local law enforcement level, it has become increasingly difficult to keep up with the manual work effort. The IT Division has recently rewritten the Sex Offender Registry System to allow entry of registration information at the place where the information is collected, making the process more efficient and timely. Information will be transmitted to us electronically instead of being mailed. Again, this changes the impact of support for the IT Division. Before, we were supporting just BCI employees with access to this registration process. Now, we will be supporting local law enforcement, jails, and the Department of Corrections and Rehabilitation, who will have direct access to the electronic registration process. The increased efficiency for the customer and BCI results in an increased need for support as indicated previously with the tremendous increase in maintenance and enhancement requests, as well as calls to the help desk.

Impact of increased security requirements for FBI:

The FBI recently updated their security policy which governs how we protect information in our repositories that is shared with the FBI for circulation across the nation. This has resulted in:

- Adding firewalls around all the livescans that transmit arrest and fingerprint information into our office. IT along with ITD manages and monitors these firewalls to ensure livescans are protected.
- Added multifactor authentication for anyone who accesses any of our applications with confidential and sensitive information from outside the office. Multifactor authentication means that there must be another way to confirm that a person is who they say they are (other than password) in order to access the systems. We worked with ITD to implement a token system for this purpose.
- IT must now be audited separately by the FBI to ensure we are following their security policy.
- Ensuring vendors of software and hardware meet security requirements, such as upgrading operating systems before support is ended for the product. This has been time consuming for us, especially with the livescan fingerprint units.

Impact of changes in state statutes:

- The change for concealed weapon license issuance from local law enforcement to BCI created many changes needed to the concealed weapon license system to handle these changes.
- The 24/7 Sobriety program had statutory changes with the inclusion of juveniles on the program. This and other statutory changes created a need for multiple changes to this application.

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Continue to augment staff with contractors to provide programming and analysis services for business applications essential to the many business functions of the various divisions of the office.

Continue to develop applications accessible via the web for the office's customers, thus eliminating manual entry by office staff and delays caused by mail delivery. This method also enables validation at the time of entry reducing errors coming into the office.

Continue to maintain and enhance our current business applications that support agency personnel as well as other criminal justice agencies dependent upon our information.

Continue to make security a priority.

Continue to evaluate tablets, smart phones, portable fingerprint devices, and other mobile devices that will enhance and improve business processes for the agency

Continue to work with ITD to provide connectivity and security to our remote sites across the state.

Continue to support the livescans across the entire state used for capturing fingerprints.

Continue to evaluate ways to put management tools in the hands of our managers and supervisors, such as dashboards.

Continue to offer services currently provided by this office in an effective and efficient manner: the help desk; training for new employees; security; evaluation and procurement of hardware, software, and computer services; contract negotiations; and 24/7 support for law enforcement accessing the information stored in our repositories.

Continue to evaluate ever-changing business processes, and offer recommendations where technology can improve these processes.

Continue to train IT staff in understanding business process needs and determining technical solutions, latest programming techniques, security, new desktop software and operating systems.

Continue to participate in the state CJIS program by providing information from our repositories that is beneficial to the criminal justice community.

Continue to participate in the enterprise architecture process and provide input into the state technology decisions.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

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Program: Information Technology		Reporting Level: 00-125-105-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	1,357,763	1,709,500	(142,780)	1,566,720	98,640
Temporary Salaries	39,920	79,626	239,670	319,296	0
Overtime	979	0	2,500	2,500	0
Fringe Benefits	501,980	715,196	(83,099)	632,097	43,638
Total	1,900,642	2,504,322	16,291	2,520,613	142,278
Salaries and Wages					
General Fund	1,565,268	2,168,443	37,829	2,206,272	142,278
Federal Funds	0	0	0	0	0
Special Funds	335,374	335,879	(21,538)	314,341	0
Total	1,900,642	2,504,322	16,291	2,520,613	142,278
Accrued Leave Payments					
Salaries - Permanent	0	75,251	(75,251)	0	0
Total	0	75,251	(75,251)	0	0
Accrued Leave Payments					
General Fund	0	75,251	(75,251)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	75,251	(75,251)	0	0
Operating Expenses					
Travel	29,611	75,700	0	75,700	11,700
Supplies - IT Software	623,336	1,183,134	35,000	1,218,134	262,332
Supply/Material-Professional	14,997	11,000	0	11,000	0
Bldg, Ground, Maintenance	60	500	0	500	0
Miscellaneous Supplies	1,189	1,400	0	1,400	0
Office Supplies	1,435	1,000	0	1,000	450
Postage	5	500	0	500	0
Printing	14	500	0	500	0
IT Equip Under \$5,000	237,894	440,152	(20,400)	419,752	0
Office Equip & Furn Supplies	21,990	46,000	0	46,000	0
Insurance	3,514	16,500	0	16,500	2,100
Rentals/Leases-Equip & Other	0	1,253	0	1,253	0
Rentals/Leases - Bldg/Land	87,868	151,787	0	151,787	175,213
Repairs	10,273	37,000	2,000	39,000	0
IT - Data Processing	593,826	833,338	(75,758)	757,580	97,646

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IT - Communications	21,681	27,072	10,656	37,728	2,664
IT Contractual Svcs and Rprs	1,384,132	4,535,367	(2,273,660)	2,261,707	0
Professional Development	23,512	29,000	0	29,000	12,000
Operating Fees and Services	1,948	484,090	0	484,090	0
Fees - Professional Services	8,662	76,000	0	76,000	(500)
Total	3,065,947	7,951,293	(2,322,162)	5,629,131	563,605
Operating Expenses					
General Fund	1,820,349	1,813,572	0	1,813,572	532,291
Federal Funds	857,165	831,007	0	831,007	0
Special Funds	388,433	5,306,714	(2,322,162)	2,984,552	31,314
Total	3,065,947	7,951,293	(2,322,162)	5,629,131	563,605
Capital Assets					
Equipment Over \$5000	25,026	414,000	(414,000)	0	0
IT Equip/Sftware Over \$5000	85,788	26,000	(26,000)	0	0
Total	110,814	440,000	(440,000)	0	0
Capital Assets					
General Fund	15,103	0	0	0	0
Federal Funds	83,526	0	0	0	0
Special Funds	12,185	440,000	(440,000)	0	0
Total	110,814	440,000	(440,000)	0	0
Technology Project Carryover					
IT Contractual Svcs and Rprs	393,512	505,000	(505,000)	0	0
Total	393,512	505,000	(505,000)	0	0
Technology Project Carryover					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	393,512	505,000	(505,000)	0	0
Total	393,512	505,000	(505,000)	0	0
NICS					
Supplies - IT Software	1,108	0	0	0	0
IT Equip Under \$5,000	1,308	0	0	0	0
IT Contractual Svcs and Rprs	352	0	0	0	0

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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Total	2,768	0	0	0	0
NICS					
General Fund	0	0	0	0	0
Federal Funds	2,768	0	0	0	0
Special Funds	0	0	0	0	0
Total	2,768	0	0	0	0
Federal Stimulus Funds - 2009					
Supplies - IT Software	7,426	0	0	0	0
IT Equip Under \$5,000	23,185	0	0	0	0
IT - Data Processing	3,235	0	0	0	0
Total	33,846	0	0	0	0
Federal Stimulus Funds - 2009					
General Fund	0	0	0	0	0
Federal Funds	33,846	0	0	0	0
Special Funds	0	0	0	0	0
Total	33,846	0	0	0	0
Total Expenditures	5,507,529	11,475,866	(3,326,122)	8,149,744	705,883
Funding Sources					
General Fund					
Total	3,400,720	4,057,266	(37,422)	4,019,844	674,569
Federal Funds					
G020 JAG Grant	0	358,031	0	358,031	0
G029 Justice Assistance Grants	13,405	2,153	0	2,153	0
G02S JAG SORNA	29,462	70,000	0	70,000	0
G039 ICAC Stimulus	14,353	0	0	0	0
G040 Statistical Analysis Center	0	170,000	0	170,000	0
G049 Rural Law Enforcement Area Grant	6,088	0	0	0	0
G115 Midwest HIDTA	1,600	12,700	0	12,700	0
G131 Internet Crimes Against Children 20	135,367	109,110	0	109,110	0
G162 State Domestic Preparedness Grant	284	0	0	0	0
G181 Crime Lab Forensic Casework DNA	64,500	2,000	0	2,000	0

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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
G197 Cops Rural Meth Initiative 06	278,333	55,013	0	55,013	0
G201 SMART Grant	175,000	0	0	0	0
G209 SMART (Sex Offenses)	256,145	40,000	0	40,000	0
G229 NARIP - National Instant Check Syst	2,768	0	0	0	0
G235 Paul Coverdell Grant	0	12,000	0	12,000	0
Total	977,305	831,007	0	831,007	0
Special Funds					
250 Attorney General Refund Fund 250 F	555,477	6,171,714	(3,280,295)	2,891,419	31,314
322 Attorney General Fund 322	549,902	415,879	(8,405)	407,474	0
374 Reduced Cigarette Ignition Propensi	24,125	0	0	0	0
Total	1,129,504	6,587,593	(3,288,700)	3,298,893	31,314
Total Funding Sources	5,507,529	11,475,866	(3,326,122)	8,149,744	705,883
FTE Employees	12.00	13.00	(1.00)	12.00	1.00

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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
One Time Budget Changes						
A-B 16 BCI, Crime Lab applications		0.00	0	0	1,604,000	1,604,000
A-E 4 Remove Technology Project Carryover		0.00	0	0	(505,000)	(505,000)
Total One Time Budget Changes		0.00	0	0	1,099,000	1,099,000
Ongoing Budget Changes						
A-A 21 Inflation Increases and replacements		0.00	0	0	828,746	828,746
A-A 24 Other funds changes		0.00	0	0	(4,754,908)	(4,754,908)
A-F 1 Remove 2013-15 equipment		0.00	0	0	(440,000)	(440,000)
Base Payroll Change		(1.00)	(37,422)	0	(21,538)	(58,960)
Total Ongoing Budget Changes		(1.00)	(37,422)	0	(4,387,700)	(4,425,122)
Total Base Budget Changes		(1.00)	(37,422)	0	(3,288,700)	(3,326,122)

Optional Budget Changes**Ongoing Optional Changes**

A-C 14 Rent & inflation increases	1	0.00	532,291	0	0	532,291
A-C 8 Restore 1.0 FTE Programmer analyst	4	1.00	142,278	0	31,314	173,592
Total Ongoing Optional Changes		1.00	674,569	0	31,314	705,883
Total Optional Budget Changes		1.00	674,569	0	31,314	705,883

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Attorney General Administration**Reporting level:** 00-125-110-00-00-00-00000000**Program Performance Measures**

Services provided by the Division include:

Administrative assistance to other divisions in the agency.

Support to the Attorney General and coordination of special projects.

General information and assistance to the general public.

Office representation on various boards and commissions.

Human resource administration services and public information services to other office divisions.

Program Statistical Data

This division has four staff members including the Attorney General. It provides support services to the entire office (215.5 FTEs) including review of legal matters, administrative supervision, personnel administration, coordination with public and private sector entities on law enforcement enhancement projects (i.e., the Prescription Drug Take Back program), and provision of information to members of the public, including responses to media inquiries.

The division provides human resource services, including maintenance of agency personnel files, preparation of reclassification requests, administration of evaluations and support for supervisors in disciplinary, human resource administration and hiring processes.

The division composes, or edits for final publication, the agency's various publications, consisting of reports, manuals, newsletters and fact sheets, including: compiled statistical and trend reports such as the agency's Biennial Report, and reports relating to Fire Statistics, Crime & Homicide, and Comprehensive Status & Trends; numerous manuals providing guidance on issues such as Open Records & Open Meetings, Contract Drafting, and Concealed Weapons laws, newsletters including the Gaming Update and Lottery Links, and the "Too Good to Be True" monthly consumer protection column. The division also composes or edits content on the agency's website, www.ag.nd.gov.

A sampling of the topics covered in the online publications produced during the biennium include: Scams, Shams and Flimflams, Small Claims Court, Liability of State Employees, Open Records and Open Meetings, Disaster Scams, Lemon Law, Tenant Rights, Pyramid Schemes, Eminent Domain, Concealed Weapons, Identity Theft, What Teenagers Need To Know About Sex and the Law, and general information about the functions of the Attorney General's office and the Opinion process.

In addition, division members are responsible for composing and editing letters to constituents; position papers and correspondence to federal agencies and the Congressional Delegation on matters of interest to the legal and law enforcement communities; letters and other documents prepared in conjunction with the United States Attorney General; and materials for various public seminars and presentations. During In the 2011-2013 biennium, the division responded to almost 5,000 e-mails and letters from citizens.

Explanation of Program Costs

The salary and wages line item contains funding for four positions including the Attorney General and associated operating expenses.

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Attorney General Administration**Reporting level:** 00-125-110-00-00-00-00000000**Program Goals and Objectives**

The Administrative Division provides legal, administrative and human resource support services to the other agency divisions, and informational services to citizens and other state agencies.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Attorney General Administration		Reporting Level: 00-125-110-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	747,392	845,184	16,992	862,176	0
Fringe Benefits	217,135	237,058	21,710	258,768	0
Total	964,527	1,082,242	38,702	1,120,944	0
Salaries and Wages					
General Fund	964,527	1,082,242	38,702	1,120,944	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	964,527	1,082,242	38,702	1,120,944	0
Accrued Leave Payments					
Salaries - Permanent	0	32,520	(32,520)	0	0
Total	0	32,520	(32,520)	0	0
Accrued Leave Payments					
General Fund	0	32,520	(32,520)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	32,520	(32,520)	0	0
Operating Expenses					
Travel	34,737	73,952	0	73,952	0
Supply/Material-Professional	4,739	4,900	0	4,900	0
Food and Clothing	0	200	0	200	0
Bldg, Ground, Maintenance	0	200	0	200	0
Miscellaneous Supplies	206	2,000	0	2,000	0
Office Supplies	3,270	6,000	0	6,000	0
Postage	1,723	4,000	0	4,000	0
Printing	777	6,500	0	6,500	0
Other Equip Under \$5,000	0	1,000	0	1,000	0
Office Equip & Furn Supplies	40	14,586	0	14,586	0
Insurance	732	800	0	800	0
Rentals/Leases-Equip & Other	2,252	4,000	0	4,000	0
Rentals/Leases - Bldg/Land	0	1,000	0	1,000	0
Repairs	608	1,000	0	1,000	0
IT - Communications	9,680	12,000	0	12,000	0
Professional Development	64,079	60,000	0	60,000	4,800
Operating Fees and Services	9,178	11,545	0	11,545	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Attorney General Administration		Reporting Level: 00-125-110-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Fees - Professional Services	340	9,000	0	9,000	0
Total	132,361	212,683	0	212,683	4,800
Operating Expenses					
General Fund	131,953	155,408	0	155,408	4,800
Federal Funds	0	8,223	0	8,223	0
Special Funds	408	49,052	0	49,052	0
Total	132,361	212,683	0	212,683	4,800
Total Expenditures	1,096,888	1,327,445	6,182	1,333,627	4,800
Funding Sources					
General Fund					
Total	1,096,480	1,270,170	6,182	1,276,352	4,800
Federal Funds					
G200 Justice Assistance Grant (JAG)	0	8,223	0	8,223	0
Total	0	8,223	0	8,223	0
Special Funds					
322 Attorney General Fund 322	408	49,052	0	49,052	0
Total	408	49,052	0	49,052	0
Total Funding Sources	1,096,888	1,327,445	6,182	1,333,627	4,800
FTE Employees	4.00	4.00	0.00	4.00	0.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Attorney General Administration	Reporting Level: 00-125-110-00-00-00-00-00000000
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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Base Budget Changes

Ongoing Budget Changes

Base Payroll Change		0.00	6,182	0	0	6,182
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Total Ongoing Budget Changes		0.00	6,182	0	0	6,182
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Total Base Budget Changes		0.00	6,182	0	0	6,182
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Optional Budget Changes

Ongoing Optional Changes

A-C 14 Rent & inflation increases	1	0.00	4,800	0	0	4,800
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Total Ongoing Optional Changes		0.00	4,800	0	0	4,800
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Total Optional Budget Changes		0.00	4,800	0	0	4,800
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PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000**Program Performance Measures**

Services provided by the divisions include:

Legal advice and representation to state officials, agencies, boards, commissions, and councils.

Legal defense to state employees as required by state law.

Advice and consultation for state's attorneys and city attorneys on legal matters.

Processing business licensing applications.

Collecting business license fees, miscellaneous types of revenue, and taxes.

Issuing licenses for wholesale and retail alcoholic beverage establishments, wholesale and retail tobacco dealers, games of chance organizations, gaming equipment distributors and manufacturers, tobacco vendors, polygraph operators, fair boards, transient merchants, coin-operated amusement device machines and operators, and wholesale fireworks dealers.

Program Statistical DataCivil Litigation

The Civil Litigation Division was instrumental in recovering \$8.8 million for North Dakota state entities during the 2011-2013 Biennium. The division:

1. Represented and continues to represent the state in proceedings dealing with the Master Settlement Agreement and the state's compliance with N.D.C.C. ch. 51-25, the Tobacco Sales Act, resulting in the state collecting \$51,642,725 during the biennium. (Through the end of the 2011-2013 Biennium the state received a total of \$399,357,525 in tobacco settlement payments.)
2. Represented Job Service North Dakota in 37 state district court appeals, 2 North Dakota Supreme Court appeals, 334 unemployment tax complaints, and 1,498 employee benefit overpayment cases, and obtained 387 judgments, resulting in recovery of \$2,620,209 in employer taxes and overpayments in employee benefits.
3. Represented the Bank of North Dakota in 126 foreclosures, 14 bankruptcies, and 39 collection actions resulting in a collection of \$3,593,180.
4. Represented the Department of Human Services in 276 cases and assisted in the recovery of \$2,596,366 in Medicaid fraud.
5. Represented the Labor Department, handling 191 wage claim cases and recovering over \$140,440 for those employees owed wages by their employers.
6. Defended the constitutionality of the 2011 Legislative Session's House Bill No. 1297, the Abortion Control Act, and appealed a district court's finding of unconstitutionality to the North Dakota Supreme Court.
7. Defended state officials against a lawsuit brought under the North Dakota Corrupt Practices Act, N.D.C.C. ch. 16.1-10, attempting to enjoin officials from advocating any position on North Dakota Initiated Constitutional Measure 2 to abolish property taxes. The action was dismissed and dismissal was upheld on appeal.

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014

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Program: Legal Services	Reporting level: 00-125-150-00-00-00-00000000
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8. Represented the Secretary of State in 3 lawsuits; one involving the initiative petition process, one involving the constitutionality of N.D.C.C. § 16.1-11-36, and one involving the Secretary of State's application of an Attorney General's opinion interpreting the requirements of N.D. Const. Art V, § 3. All cases resulted in favorable decisions from the appellate courts for the state.
9. Represented the North Dakota Department of Commerce in a lawsuit claiming the department was in violation of Article X, Section 18, of the North Dakota Constitution. The lawsuit was dismissed and dismissal was upheld on appeal.
10. Represented the Department of Transportation in 389 district court and 22 North Dakota Supreme Court appeals relating to drivers' licenses, as well as other cases on behalf of the department.
11. Represented the Department of Corrections and Rehabilitation in 18 state and federal court lawsuits.
12. Represented the State Risk Manager in handling claims against the state and defended 36 lawsuits.
13. Reviewed 160 requests to write or join briefs amicus curiae, resulting in the office joining briefs in 50 of these cases.
14. Represented state agencies in personnel matters, giving legal advice and representing state agencies in employment related administrative appeals and lawsuits.
15. Represented numerous state professional licensing boards and commissions in a variety of cases, including appeals from the denial of applications and disciplinary actions.
16. Provided state agencies general legal advice on employment law issues and represented state agencies in state and federal court in employment cases and in matters appealed through Human Resources Management Services.

Criminal and Regulatory Division

During the 2011-2013 biennium, the Criminal/Regulatory Division:

1. Enforced the laws dealing with the regulation of the gaming and liquor industries.
2. Assisted the Gaming Division and Licensing Section in the preparation and presentation of administrative complaints and proceedings for gaming and alcoholic beverage statute and administrative rule violations.
3. Researched legal issues for local prosecutors and law enforcement officials, assisted states attorneys in the prosecution of criminal cases, and handled the prosecution in criminal cases when a local states attorney was unable to prosecute due to a conflict of interest.
4. Defended the constitutionality of state statutes in the North Dakota Supreme Court and in state district courts.
5. Appeared in state and federal courts to uphold criminal convictions and to defend against requests for release from imprisonment on appeal or in habeas corpus and post-conviction proceedings.
6. Was actively involved in the risk assessment of sex offenders and those persons who committed offenses against children. The division participated in law enforcement and correctional training at the Law Enforcement Training Academy, and public presentations regarding offender risk assessment and notification of offender community presence.

The Licensing Section is responsible for the licensing of alcoholic beverage retailers; wholesale and retail tobacco product dealers; transient merchants; operators, lessors, and distributors of coin-operated amusement devices; fair boards; polygraph operators; charitable gaming operators; gaming manufacturers and distributors; and wholesale fireworks distributors.

Between January 1, 2012 and December 31, 2013, the number and types of licenses, and amounts of license fees collected by the Licensing Section were:

<u>Type of License</u>	<u>Number</u>	<u>Amount</u>
Gaming orgnaizaitons, distributors and manufacturers	1,189	\$ 300,500
Retail alcoholic beer	3,350	268,264

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014

Time: 11:49:10

Program: Legal Services

Reporting level: 00-125-150-00-00-00-00000000

Retail alcoholic liquor	3,145	250,195
Coin operated amusement devices	209	74,450
Detection of deception	41	1,495
Fair board	17	850
Wholesale and retail tobacco	3,297	74,450
Transient merchant	256	51,200
Wholesale	<u>49</u>	<u>12,250</u>
TOTALS	11,553	\$ 1,033,654

For the period from January 2012 to December 2013, there were 11,878 licensing transactions for receipting gaming taxes, interest, penalties, monetary fines, criminal history record checks, sales of gaming stamps, investigative costs, manufacturer inspections, sales of publications, and funds received by the Lottery, Crime Lab, and Fire Marshal Division. Also, there were 1,398 transactions involving the collection of \$11,149,285 of miscellaneous types of revenue, as follows:

<u>Type of Receipt</u>	<u>Number</u>	<u>Amount</u>
24/7 sobriety program	484	\$ 547,948
Judgment collection	268	8,845,751
Copying charges	3	77
Attorney billings	492	464,536
Miscellaneous revenues	<u>151</u>	<u>1,290,973</u>
TOTALS	1,398	\$ 11,149,285

Natural Resources & Indian Affairs

During the period of July 1, 2011, to June 30, 2013, the Natural Resources and Indian Affairs Division:

1. Assisted the Health Department with its rulemaking, permitting, and environmental enforcement actions, and helped negotiate settlements involving air and water pollution control, asbestos abatement, radioactive materials handling and solid and hazardous waste management. Through the end of the biennium, the state received over \$2.2 million in settlement payments. The settlements also resulted in remediation of affected areas and improvements in industry practices to prevent future incidents.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000

2. Assisted the State Water Commission in collecting \$1.56 million in penalties from individuals and companies who appropriated and sold water without or in excess of their permits. Handled the day-to-day legal work for the State Water Commission and State Engineer managing water resources.
3. Presided over more than 2,000 Department of Mineral Resources oil and gas hearings and assisted with drafting North Dakota Industrial Commission orders. Represented the department in both civil and criminal enforcement actions and provided general legal counsel services.
4. Assisted the Board of University and School Lands in managing its investments and in managing about one million surface acres and about 2.5 million mineral acres. In particular, the division advised the Land Board on complex issues concerning title to minerals under the bed of the Missouri and Yellowstone Rivers and under Lake Sakakawea.
5. Defended the constitutionality of the state corporate farming law in federal and state court litigation. Reviewed compliance with the corporate farming laws by examining 1,106 documents sent to the Attorney General by county recorders from across the state.
6. The state also sued the United States Forest Service over public access in North Dakota's 1.2 million acres of national grasslands. The Forest Service has taken unprecedented steps to close unimproved roads and trails and restrict access in the grasslands.
7. Assisted state officials to develop and implement strategies to significantly reduce pollutants from power plants, while at the same time responding to initiatives by the U.S. Environmental Protection Agency (EPA) that are too restrictive, too costly, of uncertain effectiveness, and that usurp state sovereignty and expertise. More particularly, the division (1) participated in federal lawsuits challenging the EPA's greenhouse gas regulatory regime; (2) led several other states in three different federal lawsuits against the EPA challenging EPA's improper implementation of sulfur dioxide regulations; (3) defended the state's regional haze program and challenged EPA's rejection of parts of that program in federal court; and (4) helped draft comments in opposition to proposed EPA rules. In addition, the division worked with other states in filing amicus briefs in federal litigation involving energy generation issues.
8. Participated with other states in lawsuits defending the EPA's water transfer rule, which exempts the Devils Lake outlets from federal discharge permitting requirements.
9. Assisted the Industrial Commission in matters before the Minnesota Public Utilities Commission that would adversely affect North Dakota coal and power industries.
10. Provided legal advice on the many issues that arose with the 2011 Minot and Missouri River floods, management of Lake Sakakawea by the Corps of Engineers, Devils Lake's continuing rise, and the effort to protect Fargo from floods and to move Missouri River water to supplement Fargo water supplies.
11. Represented the State Water Commission in litigation brought in federal court by Manitoba and the state of Missouri challenging the Northwest Area Water Supply Project. Also represented the commission in a trans-boundary dispute filed in Canadian Federal Court by political subdivisions in Manitoba alleging that the state and local entities in northeastern North Dakota have exacerbated flooding in Manitoba through water management practices. The division also represents the state in a lawsuit over proper interpretation of the Yellowstone River Compact, to which Montana, Wyoming, and North Dakota are parties.
12. Assisted the Department of Agriculture in securing a program delegation from the EPA for agricultural anhydrous ammonia facilities, assisted with rulemaking and drafting legislation related to the humane treatment of animals, noxious weed control, fertilizer and soil conditioner and commercial feed regulation. Provided advice to the department on contracts, open records/meetings laws, confidential records, and administering laws governing dairy, livestock, meat inspection, apiaries, noxious weeds, pesticide applications, mediation programs, and the Project Safe Send, Pride of Dakota, and Wetland Credit Database. Represented the department in enforcement actions.
13. Provided legal advice to over 20 agriculture related agencies/councils/commissions, including the State Mill and Elevator Association, Soybean Council, Corn Utilization Council, Barley Council, State Seed Department, Board of Animal Health and Board of Veterinary Medical Examiners.
14. Assisted the Game and Fish Department in administering its programs, such as its easement and land acquisition projects, licensing outfitters, and safe boating enforcement. The division provided in-house counsel and litigation services to the Game and Fish Department and its many programs. The division advised the department in handling hunting and landowner "rights" issues and in its numerous programs to acquire public hunting access to private lands.
15. Assisted various state agencies and others with questions on Indian law including Indian Affairs Commission, Department of Health, State Water Commission, State Engineer, Department of Agriculture, and various elected state officials.
16. Advised the Department of Parks and Recreation in multiple areas including negotiating the purchase of the marina on Lake Sakakawea, contract management, and negotiating Memorandum of Understanding with Federal Highway Administration and Department of Transportation.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000State and Local Government

The State and Local Government Division provides day-to-day legal services to 70 state agencies, boards, and commissions. Division attorneys represent multiple agencies and are required to be experts in a wide variety of practice areas. Attorneys within the division are also the state agencies' primary legal resource for state contracts, procurement, and public improvement related legal issues. The attorneys assist agencies in applying the law consistently and fairly, and help to prevent legal problems from arising by providing consistent oral and written legal advice, reviewing documents and contracts, and being available for consultation and legal research. The division is staffed, on average, by 11 full-time attorneys and one half-time legal assistant. The division also provides additional services in the following areas:

1. Administrative Rule Review -- By statute the Office of Attorney General must review all administrative rules adopted by state agencies and boards for legal sufficiency and to ensure that proper procedures have been followed. The office reviewed 72 sets of rules during the biennium.
2. Joint Powers Agreements -- The division reviews all joint powers agreements involving the state or state agencies prior to their execution.
3. Bond Counsel Services -- Division staff also participates in and delivers Issuer's Counsel Opinions on each bond transaction generated by every state agency, other than some for the State Board of Higher Education.
4. Legislative Advisory Services -- During the 2013 Legislative Session, attorneys from the division assisted agencies and members of the Legislative Assembly by drafting bills and amendments, explaining the ramifications of proposed legislation and testifying before legislative committees when requested.
5. Attorney General Opinions -- One of the Attorney General's most important statutory duties is issuing Attorney General opinions on questions of law and on questions relating to open records and meetings. The attorneys within the State and Local Government Division are also primarily responsible for researching and drafting these opinions.
 - Legal Opinions -- The Attorney General is frequently asked for legal opinions by state legislators, state officials, county state's attorneys, city attorneys, city governing bodies, water resource boards, and soil conservation districts. These opinions guide the actions of public officials until the courts decide the issue. During the 2011-2013 biennium, the Attorney General issued 27 opinions. The Attorney General issued opinions to legislators, state's attorneys, city attorneys, and state agencies.
 - Open Records and Open Meetings -- Since 1997, the open records and open meetings laws have authorized the Attorney General to issue opinions to public entities in response to a complaint by a member of the public, including representatives of the media, that the public entity had violated the open records or open meetings law. This form of administrative review has proven to be an effective vehicle to remedy violations of the open records and meetings law. Between July 1, 2011, and June 30, 2013, the office issued 27 opinions based on alleged violations of the open records or open meetings laws. The division also handled a large number of telephone calls from public entities and citizens regarding open records and meetings requirements. Responding over the telephone in many cases eliminated possible violations or opinion requests.

All Attorney General opinions issued since 1942, are posted on the Office of Attorney General's website at <http://www.ag.nd.gov>, on the Legal Opinions link. The Open Records and Open Meetings Manuals are available online from the Open Records and Open Meetings link.

Explanation of Program Costs

This program is funded from general fund monies and special funds from billing state entities for legal services provided. The salaries and wages line item provides for 27.5 assistant attorneys general, 5 legal assistants, and 2 licensing administrative positions. Funding in this program provides for reimbursement of prosecution witness fees for district court and juvenile proceedings, legal research databases, off-site space rent, and necessary travel for staff members. This program also has special line items for arrest and return of fugitives reimbursements and litigation fees.

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Legal Services**Reporting level:** 00-125-150-00-00-00-00000000**Program Goals and Objectives**

The objectives of the Legal Services program are to efficiently and impartially provide quality legal and informational services to North Dakota government. The program also assists other Office of Attorney General's divisions to provide quality law enforcement, regulatory, and investigatory services.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Legal Services		Reporting Level: 00-125-150-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	4,500,070	5,286,097	68,831	5,354,928	282,140
Temporary Salaries	17,758	0	0	0	0
Fringe Benefits	1,431,007	1,734,630	144,978	1,879,608	120,046
Total	5,948,835	7,020,727	213,809	7,234,536	402,186
Salaries and Wages					
General Fund	4,140,815	3,681,081	60,646	3,741,727	0
Federal Funds	135,101	198,206	(69,847)	128,359	131,847
Special Funds	1,672,919	3,141,440	223,010	3,364,450	270,339
Total	5,948,835	7,020,727	213,809	7,234,536	402,186
Accrued Leave Payments					
Salaries - Permanent	0	207,779	(207,779)	0	0
Fringe Benefits	0	1,200	(1,200)	0	0
Total	0	208,979	(208,979)	0	0
Accrued Leave Payments					
General Fund	0	115,877	(115,877)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	93,102	(93,102)	0	0
Total	0	208,979	(208,979)	0	0
Operating Expenses					
Travel	30,501	166,900	33,200	200,100	3,000
Supplies - IT Software	0	0	0	0	1,000
Supply/Material-Professional	5,286	10,799	0	10,799	600
Food and Clothing	0	835	0	835	0
Bldg, Ground, Maintenance	4,323	11,101	0	11,101	0
Miscellaneous Supplies	623	6,549	0	6,549	2,100
Office Supplies	21,127	27,900	0	27,900	1,418
Postage	22,263	25,560	0	25,560	1,181
Printing	10,458	16,300	0	16,300	788
IT Equip Under \$5,000	0	0	(2,200)	(2,200)	2,600
Other Equip Under \$5,000	1,807	5,799	0	5,799	10,000
Office Equip & Furn Supplies	13,059	12,501	(4,500)	8,001	0
Utilities	0	1,920	0	1,920	0
Insurance	6,172	8,400	0	8,400	538
Rentals/Leases-Equip & Other	13,668	24,101	0	24,101	1,050

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Biennium: 2015-2017

Program: Legal Services		Reporting Level: 00-125-150-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Rentals/Leases - Bldg/Land	142,133	156,160	0	156,160	0
Repairs	11,726	18,951	0	18,951	315
IT - Data Processing	0	0	(10,500)	(10,500)	3,300
IT - Communications	35,188	45,901	0	45,901	3,150
Professional Development	23,386	48,299	0	48,299	4,000
Operating Fees and Services	301,077	239,134	0	239,134	2,000
Fees - Professional Services	31,611	98,879	150,000	248,879	0
Total	674,408	925,989	166,000	1,091,989	37,040
Operating Expenses					
General Fund	614,633	337,472	0	337,472	0
Federal Funds	1,506	21,300	(34,000)	(12,700)	0
Special Funds	58,269	567,217	200,000	767,217	37,040
Total	674,408	925,989	166,000	1,091,989	37,040
Law Enforcement Grants					
Salaries - Permanent	0	116,129	(116,129)	0	256,276
Fringe Benefits	0	52,558	(52,558)	0	107,145
Travel	0	22,250	(22,250)	0	36,975
Supplies - IT Software	0	350	(350)	0	1,000
Supply/Material-Professional	0	313	(313)	0	1,208
Bldg, Ground, Maintenance	0	313	(313)	0	2,925
Miscellaneous Supplies	0	700	(700)	0	3,150
Office Supplies	0	1,875	(1,875)	0	4,568
Postage	0	500	(500)	0	2,415
Printing	0	250	(250)	0	1,208
IT Equip Under \$5,000	0	0	0	0	2,600
Office Equip & Furn Supplies	0	0	0	0	3,150
Insurance	0	125	(125)	0	806
Rentals/Leases-Equip & Other	0	313	(313)	0	2,914
Rentals/Leases - Bldg/Land	0	7,500	(7,500)	0	25,097
Repairs	0	188	(188)	0	837
IT - Data Processing	0	9,998	(9,998)	0	25,656
IT - Communications	0	750	(750)	0	3,780
Professional Development	0	1,875	(1,875)	0	9,450
Operating Fees and Services	0	3,124	(3,124)	0	14,081
Fees - Professional Services	0	1,312	(1,312)	0	6,407
Total	0	220,423	(220,423)	0	511,648

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Legal Services		Reporting Level: 00-125-150-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Law Enforcement Grants					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	30,840
Special Funds	0	220,423	(220,423)	0	480,808
Total	0	220,423	(220,423)	0	511,648
Litigation Fees					
Travel	51,631	39,200	(20,000)	19,200	0
Supply/Material-Professional	60	0	0	0	0
Office Supplies	1,221	0	0	0	0
Postage	1,783	500	0	500	0
Rentals/Leases-Equip & Other	7,239	0	0	0	0
Rentals/Leases - Bldg/Land	1,806	0	0	0	0
Repairs	120	0	0	0	0
Operating Fees and Services	11,140	5,591	0	5,591	0
Fees - Professional Services	136,715	73,209	(48,500)	24,709	0
Total	211,715	118,500	(68,500)	50,000	0
Litigation Fees					
General Fund	211,715	118,500	(68,500)	50,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	211,715	118,500	(68,500)	50,000	0
Abortion Litigation Fees					
Travel	0	41,000	0	41,000	0
Fees - Professional Services	0	359,000	0	359,000	0
Total	0	400,000	0	400,000	0
Abortion Litigation Fees					
General Fund	0	400,000	0	400,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	400,000	0	400,000	0
Arrest and Return of Fugitives					
Travel	6,513	4,440	0	4,440	0
Postage	8	0	0	0	0
Fees - Professional Services	11,074	5,560	0	5,560	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Legal Services		Reporting Level: 00-125-150-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Total	17,595	10,000	0	10,000	0
Arrest and Return of Fugitives					
General Fund	17,595	10,000	0	10,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	17,595	10,000	0	10,000	0
Total Expenditures	6,852,553	8,904,618	(118,093)	8,786,525	950,874
Funding Sources					
General Fund					
Total	4,984,758	4,662,930	(123,731)	4,539,199	0
Federal Funds					
G116 Midwest HIDTA 2010	136,607	219,506	(103,847)	115,659	162,687
Total	136,607	219,506	(103,847)	115,659	162,687
Special Funds					
238 Oil and gas impact grant fund	0	0	0	0	480,808
250 Attorney General Refund Fund 250 F	0	490,717	(490,717)	0	0
322 Attorney General Fund 322	1,731,188	3,531,465	400,202	3,931,667	307,379
407 Tobacco settlement fund	0	0	200,000	200,000	0
Total	1,731,188	4,022,182	109,485	4,131,667	788,187
Total Funding Sources	6,852,553	8,904,618	(118,093)	8,786,525	950,874
FTE Employees	33.00	34.00	0.00	34.00	4.50

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Legal Services			Reporting Level: 00-125-150-00-00-00-00-00000000			
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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Base Budget Changes

One Time Budget Changes

A-E 7 Remove Law Enforcement Grants line item		0.00	0	0	(51,736)	(51,736)
A-E 9 Remove Emergency Commission requests		0.00	(68,500)	(34,000)	0	(102,500)
Total One Time Budget Changes		0.00	(68,500)	(34,000)	(51,736)	(154,236)

Ongoing Budget Changes

A-A 11 Tobacco diligent enforcement		0.00	0	0	200,000	200,000
Base Payroll Change		0.00	(55,231)	(69,847)	(38,779)	(163,857)
Total Ongoing Budget Changes		0.00	(55,231)	(69,847)	161,221	36,143

Total Base Budget Changes

		0.00	(123,731)	(103,847)	109,485	(118,093)
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Optional Budget Changes

Ongoing Optional Changes

A-C 15 Oil Impact Law Enforcement package	2	2.50	0	162,687	480,808	643,495
A-C 17 Legal staff needs	5	2.00	0	0	307,379	307,379
Total Ongoing Optional Changes		4.50	0	162,687	788,187	950,874

Total Optional Budget Changes

		4.50	0	162,687	788,187	950,874
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PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00000000**Program Performance Measures**

Services provided by the Bureau of Criminal Investigation (BCI) include:

Assist local law enforcement agencies in investigating cybercrime, homicides, organized crime, human trafficking, sexual assault, child abuse, arson, terrorism, polygraph, photography and photomapping services, and crime scene investigations.

Coordinate intelligence services provided by the State and Local Intelligence Center. Gather, analyze, and disseminate information to law enforcement.

Undercover personnel, confidential funds, special surveillance equipment, intelligence information, and training to local law enforcement agencies.

Dedicated investigations in the area of controlled substance trafficking through participation in one federal task force, and 10 narcotics task forces, including supervision for 9 of the 10.

Forensic examinations of computers involved in criminal activity for state, local, and federal law enforcement agencies.

Maintain a case management system to document investigations and provide copies to appropriate persons.

Maintain a statewide criminal history record information system, and providing this information to the federal criminal history database.

Criminal history record checks to criminal justice agencies and courts, numerous non-criminal justice requesters, and to the general public.

Concealed weapon licenses and a system for tracking that information.

Statewide 24/7 sobriety program coordination.

Maintain the Central Warrant Information System (CWIS), Uniform Crime Reporting (UCR), and a Protection and Restraining Order System.

Automated Fingerprint Identification System (AFIS) for identification and criminal investigation purposes.

Statistical reports to criminal justice agencies, government agencies, and interested persons.

Assist the Drug and Violent Crime Policy Board in setting guidelines for awarding grants, and provides assistance to local agencies in preparing grant applications.

Monitor local drug grant programs, audit expenditures of funds, and maintain detailed records of all grant activities.

Law enforcement and corrections officers' training.

Maintain officer training records and issuance of peace officer licenses by supplying two personnel to the North Dakota Peace Officers Standards and Training Board.

Offer training to the general public, businesses, and other agencies on a variety of law enforcement issues including drug awareness issues and other criminal activity.

Maintain a statewide sex offender and offenders against children registration system and a registered offenders' website for lifetime registrants and high-risk offenders.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00000000**Program Statistical Data**

The office's 43 sworn personnel opened 811 new cases in 2013. Methamphetamine related cases investigated by agents increased to 38% of drug cases in 2013, compared to 22.5% of total drug cases in 2011, and an all-time high of 58% of drug cases in 2002.

Methamphetamine labs remain low at only 4 in 2013, compared to an all-time high of 297 in 2003.

Criminal history record information is maintained on approximately 162,000 persons. Roughly 20,000 arrest records are posted annually to criminal history.

The Central Warrant Information System (CWIS) contains a total of 30,500 arrest warrants and protection and disorderly conduct restraining orders.

The Automated Fingerprint Identification System (AFIS), which North Dakota shares with Minnesota and South Dakota, contains fingerprint images on approximately 3.5 million arrests.

As of February 28, 2014, a total of 30,998 individuals held North Dakota concealed weapon licenses. This is a 100% increase from June 30, 2011, and a 480% increase from March 1, 2004, when only a total of 6,421 licenses were held. In the 2011-2013 biennium, a total of 22,063 licenses were issued, which is up 259% from the 2009-2011 biennium when a total of 8,535 new or renewal licenses were issued.

The office's BCI processed 39,086 requests for criminal history record information in 2013. Of those, 24,162 were requests for data from the state database and 14,924 were requests for fingerprint based searches of the FBI database. In addition to an increase in the state of North Dakota record checks this period, the number of fingerprint based searches of the FBI database allowed under N.D.C.C. Sec. 12-60-24 increased by 19% compared to 2011.

There are currently ten statewide information systems being operated by the BCI. These systems include:

1. Uniform Crime Reporting (UCR)/Incident Based and Summary Reporting - a statistical system that tracks crime in North Dakota.
2. Case Management System - an automated system to aid BCI agents in generating and maintaining investigative case reports.
3. Offender Registration System - a system for the registration and tracking of sexual offenders and offenders against children.
4. Criminal History Records System - a system which compiles records of arrests and prosecutions of individual offenders for use by law enforcement, the courts, and the public.
5. Central Warrant Information System (CWIS) - a system used by law enforcement agencies to communicate information on outstanding arrest warrants.
6. Concealed Weapon Licenses - a system for receiving and processing applications for concealed weapon licenses, issuing licenses, and maintaining a license record information.
7. Automated Fingerprint Identification System (AFIS) - a system, operated as part of a regional program with the states of Minnesota and South Dakota, which allows for electronic scanning, transmission, and storage of fingerprint image data to aid in identification in criminal investigations. The AFIS integrates livescan booking stations at the local level with nationwide fingerprint search capabilities provided by the FBI's Integrated AFIS (IAFIS).
8. Protection and Restraining Order System - a system to provide information on individuals with current court orders restricting contact with other persons.
9. POST Board Training Records – a system to maintain peace officer training records, approve law enforcement courses, and issue renewal notices and peace officer licenses.
10. 24/7 Sobriety Program System—a system used by local law enforcement to manage the tracking, billing and payments for participants in the 24/7 sobriety program.

As of May 2, 2014, there were 2,219 sex offenders and offenders against children in North Dakota with a requirement to register. This is a 13% increase compared to May 2012.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00000000

Annually, the Grants Management Section administers over \$3 million in grant funds. This section was also tasked with managing an additional \$16.6 million state grant dollars for criminal justice needs in oil impacted communities during the 2013-2015 biennium.

Training and license records are maintained for approximately 1,700 peace officers from over 130 law enforcement agencies in North Dakota. In addition, the POST Board maintains certification records for the over 600 instructors who teach the certified law enforcement training courses.

As of March 6, 2014, 6,509 individuals have participated in the 24/7 program, of which 4,308 completed successfully, and 1,054 are currently active participants.

Explanation of Program Costs

This program contains salaries and wages for 81.5 FTEs, including 43 sworn personnel and 2 intelligence analysts in the Investigative Section, 6.5 in the Business Services and Grants Management Section, 14 in the Administrative Services Section, and 16 in the Information Services Section. The salary for the Director is also included. The office maintains vehicles for 43 sworn personnel who are on call 24 hours a day, and several multi-purpose use vehicles for surveillance and crime scene response. BCI operates 13 field offices in addition to the central office in Bismarck, 8 of which pay rent. BCI agents manage the activities of 9 task forces throughout the state. In addition, agents and other staff provide a variety of services across the state and interface with other state, local, and federal agencies -- all of which increase the need to travel.

Federal funds are administered by this office as grants to local and state criminal justice agencies. Federal funds awarded or managed by this office provide for a variety of services including victims' services, demand reduction, and narcotics enforcement.

Aside from criminal and narcotics investigation activities, rapidly growing service areas within the BCI are concealed weapon license issuance, offender registration, and the 24/7 sobriety program. The BCI currently maintains state criminal history record information, sex offender and offenders against children registration files, automated warrant files, files of concealed weapon licenses, the 24/7 sobriety program files, and criminal justice statistical reports from law enforcement agencies throughout the state. The state is part of a regional Automated Fingerprint Identification System (AFIS) with Minnesota and South Dakota that provides law enforcement agencies in the state with a powerful investigative and identification tool in stored fingerprint images. The AFIS allows for the electronic booking of arrested individuals at the local level and the electronic reporting of arrest information and fingerprints to the FBI.

Program Goals and Objectives

Assist local law enforcement agencies in investigating cybercrime, homicide, sexual assault, human trafficking, organized crime, child abuse, arson, and terrorism.

Provide drug trafficking reduction support through participation in 10 narcotics task forces, including supervision of 9 of the programs.

Maintain a statewide sex offender and offenders against children registration system and a registered offenders web site for lifetime registrants and high-risk offenders.

Maintain the statewide criminal history record information system, and provide this information to the federal criminal history database.

Maintain the Automated Fingerprint Identification System (AFIS) for identification and criminal investigation purposes.

Provide training for law enforcement and corrections officers, maintain officer training records and issue peace officer licenses.

Provide training to children and the general public about the dangers of drugs and criminal activity.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** BCI-General Fund**Reporting level:** 00-125-200-01-00-00-00-00000000

Facilitate a 24/7 sobriety program.

Facilitate federal funding opportunities for local law enforcement.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: BCI-General Fund		Reporting Level: 00-125-200-01-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	6,526,088	7,905,328	397,184	8,302,512	137,760
Salaries - Other	5,500	144,000	(144,000)	0	0
Temporary Salaries	76,759	151,069	(139,069)	12,000	0
Overtime	44,293	135,898	130,128	266,026	0
Fringe Benefits	2,690,188	3,496,695	296,082	3,792,777	75,158
Total	9,342,828	11,832,990	540,325	12,373,315	212,918
Salaries and Wages					
General Fund	9,164,152	10,905,616	450,592	11,356,208	0
Federal Funds	0	0	0	0	0
Special Funds	178,676	927,374	89,733	1,017,107	212,918
Total	9,342,828	11,832,990	540,325	12,373,315	212,918
Accrued Leave Payments					
Salaries - Permanent	0	392,683	(392,683)	0	0
Fringe Benefits	0	3,000	(3,000)	0	0
Total	0	395,683	(395,683)	0	0
Accrued Leave Payments					
General Fund	0	377,102	(377,102)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	18,581	(18,581)	0	0
Total	0	395,683	(395,683)	0	0
Operating Expenses					
Travel	318,098	359,670	0	359,670	4,200
Supplies - IT Software	2,960	30	0	30	4,600
Supply/Material-Professional	30,084	119,700	0	119,700	0
Food and Clothing	24,197	43,420	0	43,420	0
Bldg, Ground, Maintenance	87,232	110,916	0	110,916	0
Miscellaneous Supplies	22,988	118,250	0	118,250	0
Office Supplies	88,813	91,200	0	91,200	2,520
Postage	55,792	73,425	0	73,425	2,520
Printing	65,229	86,300	0	86,300	0
IT Equip Under \$5,000	0	0	0	0	4,100
Other Equip Under \$5,000	437,662	2,102,525	0	2,102,525	0
Office Equip & Furn Supplies	28,122	81,400	0	81,400	17,120
Insurance	37,904	61,328	0	61,328	1,388

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: BCI-General Fund		Reporting Level: 00-125-200-01-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Rentals/Leases-Equip & Other	106	256,500	0	256,500	0
Rentals/Leases - Bldg/Land	497,507	738,492	0	738,492	573,062
Repairs	115,669	149,200	0	149,200	0
IT - Data Processing	0	0	0	0	53,600
IT - Communications	182,856	180,600	0	180,600	2,520
Professional Development	75,526	118,750	0	118,750	4,200
Operating Fees and Services	578,129	5,139,856	0	5,139,856	0
Fees - Professional Services	53,229	98,233	0	98,233	0
Medical, Dental and Optical	2,639	7,500	0	7,500	0
Total	2,704,742	9,937,295	0	9,937,295	669,830
Operating Expenses					
General Fund	2,270,642	2,753,019	0	2,753,019	620,982
Federal Funds	0	0	0	0	0
Special Funds	434,100	7,184,276	0	7,184,276	48,848
Total	2,704,742	9,937,295	0	9,937,295	669,830
Capital Assets					
Equipment Over \$5000	76,107	23,173	(23,173)	0	37,677
Motor Vehicles	210,375	274,827	(274,827)	0	220,000
Total	286,482	298,000	(298,000)	0	257,677
Capital Assets					
General Fund	286,482	198,000	(198,000)	0	257,677
Federal Funds	0	0	0	0	0
Special Funds	0	100,000	(100,000)	0	0
Total	286,482	298,000	(298,000)	0	257,677
Law Enforcement Grants					
Salaries - Permanent	0	174,822	(174,822)	0	1,005,336
Salaries - Other	0	0	0	0	846,281
Overtime	0	0	0	0	45,144
Fringe Benefits	0	74,924	(74,924)	0	471,647
Travel	0	27,000	(27,000)	0	88,700
Supplies - IT Software	0	0	0	0	14,000
Supply/Material-Professional	0	158,954	(158,954)	0	12,600
Food and Clothing	0	0	0	0	8,400
Bldg, Ground, Maintenance	0	200	(200)	0	12,600
Miscellaneous Supplies	0	2,000	(2,000)	0	12,600

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: BCI-General Fund		Reporting Level: 00-125-200-01-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Office Supplies	0	2,000	(2,000)	0	10,080
Postage	0	0	0	0	6,930
IT Equip Under \$5,000	0	0	0	0	42,725
Other Equip Under \$5,000	0	19,538	(19,538)	0	0
Office Equip & Furn Supplies	0	0	0	0	58,070
Insurance	0	0	0	0	16,740
Rentals/Leases - Bldg/Land	0	5,000	(5,000)	0	60,000
Repairs	0	2,000	(2,000)	0	28,875
IT - Data Processing	0	5,000	(5,000)	0	24,160
IT - Communications	0	4,000	(4,000)	0	19,530
Professional Development	0	30,000	(30,000)	0	61,800
Fees - Professional Services	0	30,000	(30,000)	0	0
Equipment Over \$5000	0	204,139	(204,139)	0	7,675
Motor Vehicles	0	0	0	0	160,000
IT Equip/Sftware Over \$5000	0	0	0	0	41,200
Grants, Benefits & Claims	0	8,640,000	(8,640,000)	0	20,000,000
Total	0	9,379,577	(9,379,577)	0	23,055,093
Law Enforcement Grants					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	9,379,577	(9,379,577)	0	23,055,093
Total	0	9,379,577	(9,379,577)	0	23,055,093
Remote Alcohol Monitors					
Other Equip Under \$5,000	0	1,200,000	(1,200,000)	0	0
Total	0	1,200,000	(1,200,000)	0	0
Remote Alcohol Monitors					
General Fund	0	1,200,000	(1,200,000)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	1,200,000	(1,200,000)	0	0
Total Expenditures	12,334,052	33,043,545	(10,732,935)	22,310,610	24,195,518

Funding Sources

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: BCI-General Fund		Reporting Level: 00-125-200-01-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
General Fund					
Total	11,721,276	15,433,737	(1,324,510)	14,109,227	878,659
Special Funds					
238 Oil and gas impact grant fund	0	0	0	0	23,055,093
250 Attorney General Refund Fund 250 F	0	378,376	(6,181)	372,195	0
322 Attorney General Fund 322	612,776	17,231,432	(9,465,640)	7,765,792	261,766
367 AG Multijurisdictional Taskforce	0	0	63,396	63,396	0
Total	612,776	17,609,808	(9,408,425)	8,201,383	23,316,859
Total Funding Sources	12,334,052	33,043,545	(10,732,935)	22,310,610	24,195,518
FTE Employees	67.00	79.50	(2.00)	77.50	12.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: BCI-General Fund Reporting Level: 00-125-200-01-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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Base Budget Changes

One Time Budget Changes

A-E 2 Remove Remote Alcohol Monitors line item		0.00	(1,200,000)	0	0	(1,200,000)
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A-E 7 Remove Law Enforcement Grants line item		0.00	0	0	(9,129,831)	(9,129,831)
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Total One Time Budget Changes		0.00	(1,200,000)	0	(9,129,831)	(10,329,831)
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Ongoing Budget Changes

A-F 1 Remove 2013-15 equipment		0.00	(198,000)	0	(100,000)	(298,000)
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Base Payroll Change		(2.00)	73,490	0	(178,594)	(105,104)
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Total Ongoing Budget Changes		(2.00)	(124,510)	0	(278,594)	(403,104)
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Total Base Budget Changes		(2.00)	(1,324,510)	0	(9,408,425)	(10,732,935)
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Optional Budget Changes

One Time Optional Changes

A-D 13 15-17 General Fund equipment	8	0.00	220,000	0	0	220,000
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Total One Time Optional Changes		0.00	220,000	0	0	220,000
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Ongoing Optional Changes

A-C 14 Rent & inflation increases	1	0.00	658,659	0	0	658,659
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A-C 15 Oil Impact Law Enforcement package	2	10.00	0	0	23,055,093	23,055,093
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A-C 19 Concealed Weapons license staffing	7	2.00	0	0	261,766	261,766
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Total Ongoing Optional Changes		12.00	658,659	0	23,316,859	23,975,518
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Total Optional Budget Changes		12.00	878,659	0	23,316,859	24,195,518
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PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014

Time: 11:49:10

Program: BCI-Federal Fund

Reporting level: 00-125-200-02-00-00-00000000

Program Performance Measures

See BCI - GF for information.

Program Statistical Data

See BCI - GF for information.

Explanation of Program Costs

See BCI - GF for information.

Program Goals and Objectives

See BCI - GF for information.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: BCI-Federal Fund	Reporting Level: 00-125-200-02-00-00-00-00000000
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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	411,998	570,144	(87,552)	482,592	0
Temporary Salaries	92,236	319,091	(126,367)	192,724	0
Overtime	79,793	150,923	64,591	215,514	0
Fringe Benefits	104,627	282,344	(32,620)	249,724	0
Total	688,654	1,322,502	(181,948)	1,140,554	0

Salaries and Wages

General Fund	0	182,520	79,982	262,502	0
Federal Funds	688,654	1,075,710	(197,658)	878,052	0
Special Funds	0	64,272	(64,272)	0	0
Total	688,654	1,322,502	(181,948)	1,140,554	0

Operating Expenses

Travel	225,689	394,488	0	394,488	0
Supply/Material-Professional	2,528	1,750	0	1,750	0
Food and Clothing	0	5,000	0	5,000	0
Bldg, Ground, Maintenance	119,161	169,800	0	169,800	0
Miscellaneous Supplies	779	32,400	(40,000)	(7,600)	0
Office Supplies	16,348	44,480	0	44,480	0
Postage	31	7,750	0	7,750	0
Printing	5,254	33,900	0	33,900	0
Other Equip Under \$5,000	537,723	335,845	0	335,845	0
Office Equip & Furn Supplies	1,229	19,500	0	19,500	0
Insurance	426	4,812	0	4,812	0
Rentals/Leases-Equip & Other	34,532	190,000	0	190,000	0
Rentals/Leases - Bldg/Land	67,968	69,000	0	69,000	0
Repairs	34,434	59,625	0	59,625	0
IT - Communications	13,114	28,560	0	28,560	0
Professional Development	40,733	69,000	0	69,000	0
Operating Fees and Services	78,272	1,272,956	(260,000)	1,012,956	0
Fees - Professional Services	145,457	202,250	(171,191)	31,059	0
Medical, Dental and Optical	0	500	0	500	0
Total	1,323,678	2,941,616	(471,191)	2,470,425	0

Operating Expenses

General Fund	0	0	0	0	0
Federal Funds	1,323,678	2,941,616	(471,191)	2,470,425	0
Special Funds	0	0	0	0	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: BCI-Federal Fund		Reporting Level: 00-125-200-02-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Total	1,323,678	2,941,616	(471,191)	2,470,425	0
Capital Assets					
Equipment Over \$5000	39,964	0	253,000	253,000	0
Motor Vehicles	74,072	160,000	(160,000)	0	0
IT Equip/Sftware Over \$5000	0	0	209,700	209,700	0
Total	114,036	160,000	302,700	462,700	0
Capital Assets					
General Fund	0	3,000	0	3,000	0
Federal Funds	114,036	157,000	302,700	459,700	0
Special Funds	0	0	0	0	0
Total	114,036	160,000	302,700	462,700	0
Grants					
Grants, Benefits & Claims	1,134,577	1,799,722	(761,288)	1,038,434	0
Transfers Out	10,894	64,225	150,000	214,225	0
Total	1,145,471	1,863,947	(611,288)	1,252,659	0
Grants					
General Fund	0	0	0	0	0
Federal Funds	1,145,471	1,863,947	(611,288)	1,252,659	0
Special Funds	0	0	0	0	0
Total	1,145,471	1,863,947	(611,288)	1,252,659	0
Law Enforcement Grants					
Equipment Over \$5000	0	0	0	0	258,700
Total	0	0	0	0	258,700
Law Enforcement Grants					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	129,350
Special Funds	0	0	0	0	129,350
Total	0	0	0	0	258,700
NICS					
Salaries - Permanent	66,210	0	0	0	0
Overtime	117	0	0	0	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: BCI-Federal Fund	Reporting Level: 00-125-200-02-00-00-00000000
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Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Fringe Benefits	28,561	0	0	0	0
Office Supplies	2,535	0	0	0	0
Office Equip & Furn Supplies	861	0	0	0	0
Insurance	132	0	0	0	0
Total	98,416	0	0	0	0
NICS					
General Fund	0	0	0	0	0
Federal Funds	98,416	0	0	0	0
Special Funds	0	0	0	0	0
Total	98,416	0	0	0	0
Federal Stimulus Funds - 2009					
Salaries - Permanent	425,696	0	0	0	0
Overtime	60,617	0	0	0	0
Fringe Benefits	175,871	0	0	0	0
Travel	27,204	0	0	0	0
Supply/Material-Professional	29	0	0	0	0
Food and Clothing	42	0	0	0	0
Bldg, Ground, Maintenance	11,502	0	0	0	0
Miscellaneous Supplies	1,568	0	0	0	0
Office Supplies	5,452	0	0	0	0
Postage	578	0	0	0	0
Other Equip Under \$5,000	91,916	0	0	0	0
Office Equip & Furn Supplies	16,252	0	0	0	0
Insurance	548	0	0	0	0
Rentals/Leases - Bldg/Land	34,399	0	0	0	0
Repairs	24,603	0	0	0	0
IT - Communications	10,351	0	0	0	0
Professional Development	5,131	0	0	0	0
Operating Fees and Services	30,543	0	0	0	0
Fees - Professional Services	37,925	0	0	0	0
Motor Vehicles	120,000	0	0	0	0
Grants, Benefits & Claims	495,385	0	0	0	0
Total	1,575,612	0	0	0	0

Federal Stimulus Funds - 2009

General Fund	0	0	0	0	0
Federal Funds	1,575,612	0	0	0	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: BCI-Federal Fund		Reporting Level: 00-125-200-02-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Special Funds	0	0	0	0	0
Total	1,575,612	0	0	0	0
Total Expenditures	4,945,867	6,288,065	(961,727)	5,326,338	258,700
Funding Sources					
General Fund					
Total	0	185,520	79,982	265,502	0
Federal Funds					
G004 Statistical Analysis Center	0	100,000	0	100,000	0
G006 Residential Substance Abuse Tr	4,160	0	150,000	150,000	0
G020 JAG Grant	452,929	883,394	(404,394)	479,000	0
G029 Justice Assistance Grants	1,057,952	0	0	0	0
G039 ICAC Stimulus	181,592	0	209,700	209,700	0
G040 Statistical Analysis Center	5,744	125,182	(70,182)	55,000	0
G049 Rural Law Enforcement Area Grant	336,068	0	0	0	0
G116 Midwest HIDTA 2010	858,819	1,082,255	130,236	1,212,491	0
G126 Bulletproof Vest Partnership Progra	0	5,000	0	5,000	0
G131 Internet Crimes Against Children 20	189,027	582,300	(286,999)	295,301	0
G138 National Incident Based Reporting S	0	100,000	0	100,000	0
G162 State Domestic Preparedness Grant	358,794	409,925	(5,694)	404,231	0
G166 DOT Hwy. Safety Plan	0	75,000	0	75,000	0
G197 Cops Rural Meth Initiative 06	428,631	563,745	(191,804)	371,941	0
G198 2006 Project Safe Neighborhood	76,039	0	0	0	0
G200 Justice Assistance Grant (JAG)	672,696	1,466,472	(525,300)	941,172	129,350
G209 SMART (Sex Offenses)	0	570,000	92,000	662,000	0
G224 DOT Safety 24/7	225,000	75,000	(75,000)	0	0
G229 NARIP - National Instant Check Syst	98,416	0	0	0	0
Total	4,945,867	6,038,273	(977,437)	5,060,836	129,350
Special Funds					
238 Oil and gas impact grant fund	0	0	0	0	129,350
367 AG Multijurisdictional Taskforce	0	64,272	(64,272)	0	0
Total	0	64,272	(64,272)	0	129,350
Total Funding Sources	4,945,867	6,288,065	(961,727)	5,326,338	258,700

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: BCI-Federal Fund Reporting Level: 00-125-200-02-00-00-00-00000000

Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
FTE Employees	10.00	2.00	2.00	4.00	0.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: BCI-Federal Fund			Reporting Level: 00-125-200-02-00-00-00-00000000			
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
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Base Budget Changes

One Time Budget Changes

A-B 18 2015-17 equipment		0.00	0	462,700	0	462,700
Total One Time Budget Changes		0.00	0	462,700	0	462,700

Ongoing Budget Changes

A-A 5 Federal funds changes		0.00	0	(1,082,479)	0	(1,082,479)
A-F 1 Remove 2013-15 equipment		0.00	0	(160,000)	0	(160,000)
Base Payroll Change		2.00	79,982	(197,658)	(64,272)	(181,948)
Total Ongoing Budget Changes		2.00	79,982	(1,440,137)	(64,272)	(1,424,427)

Total Base Budget Changes

		2.00	79,982	(977,437)	(64,272)	(961,727)
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Optional Budget Changes

Ongoing Optional Changes

A-C 15 Oil Impact Law Enforcement package	2	0.00	0	129,350	129,350	258,700
Total Ongoing Optional Changes		0.00	0	129,350	129,350	258,700

Total Optional Budget Changes

		0.00	0	129,350	129,350	258,700
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PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Crime Lab**Reporting level:** 00-125-300-00-00-00-00-00000000**Program Performance Measures***Services provided by the Division include:*

Physical and toxicological evidence examinations provided to local, state, and federal law enforcement agencies, the military, prosecutors, and defense attorneys.

Analysis of clandestine drug laboratories.

A DNA database of felony arrestees convicted and registered offenders.

Follow-up on referrals to local, state, and federal agencies involving death investigations.

Equipment selection, inspection, repair, and training of law enforcement staff in breath alcohol analysis.

Expert evidence testimony in courts.

Program Statistical Data

Crime Lab services are provided to approximately 200 law enforcement agencies, coroners, medical examiners, and state's attorney's offices. During 2012 and 2013 over 33,600 cases were submitted for physical and toxicological examinations. This includes:

- 8,441 blood alcohol cases (DUI)
- 6,410 narcotic cases
- 7,772 offender samples
- 2,537 urine or blood drug screens
- 759 biological screening cases
- 780 DNA cases
- 88 latent fingerprint cases
- 40 firearm/tool mark cases
- 50 fire debris cases
- 17 trace cases
- 6,711 breath alcohol

During 2012 and 2013, 113 sessions were held to train 4,076 law enforcement officers in the use of breath instruments. The lab provided maintenance, certification, and archiving data for 88 breath instruments which performed 6,711 breath alcohol analyses used in cases for DUI.

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Crime Lab**Reporting level:** 00-125-300-00-00-00-00000000**Explanation of Program Costs**

The salary and wages expenses are for 26 FTEs and 1 temporary employee who log evidence and/or analyze and examine physical and toxicological evidence submitted by law enforcement and coroners. The staff members are responsible for the following: analyzing evidence, preparation of laboratory reports, certified documents, data collection, courtroom testimony, and associated administrative duties. The operating costs include: laboratory supplies, preventive maintenance agreements, motor pool (for court appearances), employee travel, repairs, postage, and telephone costs. The equipment expenses are to provide instrumentation essential in meeting the guidelines for accreditation and demands of the courts.

Program Goals and Objectives

The Crime Lab's objective is to provide scientific support to the state's law enforcement and criminal justice system by use of accepted techniques in the analysis, identification, and comparison of physical and toxicological evidence involved in the investigation and prosecution of criminal offenses.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Biennium: 2015-2017

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	2,064,966	3,031,800	127,704	3,159,504	0
Salary Budget Adjustment	0	0	0	0	174,898
Temporary Salaries	51,422	106,115	(26,999)	79,116	0
Overtime	4,952	0	0	0	0
Fringe Benefits	877,051	1,146,423	115,843	1,262,266	0
Total	2,998,391	4,284,338	216,548	4,500,886	174,898
Salaries and Wages					
General Fund	2,665,203	4,030,253	208,645	4,238,898	174,898
Federal Funds	333,188	167,059	7,903	174,962	0
Special Funds	0	87,026	0	87,026	0
Total	2,998,391	4,284,338	216,548	4,500,886	174,898
Accrued Leave Payments					
Salaries - Permanent	0	128,739	(128,739)	0	0
Total	0	128,739	(128,739)	0	0
Accrued Leave Payments					
General Fund	0	128,739	(128,739)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	128,739	(128,739)	0	0
Operating Expenses					
Travel	61,834	104,268	0	104,268	0
Supplies - IT Software	4,533	0	0	0	0
Supply/Material-Professional	14,252	36,390	0	36,390	0
Food and Clothing	11,166	19,181	0	19,181	0
Bldg, Ground, Maintenance	29,830	20,000	0	20,000	0
Miscellaneous Supplies	14,698	17,324	0	17,324	0
Office Supplies	17,930	32,763	0	32,763	0
Postage	16,321	22,612	0	22,612	0
Printing	3,830	8,489	0	8,489	0
Other Equip Under \$5,000	383,931	180,780	0	180,780	0
Office Equip & Furn Supplies	3,131	18,000	0	18,000	0
Utilities	150,959	240,308	0	240,308	0
Insurance	12,769	17,304	0	17,304	0
Rentals/Leases-Equip & Other	5,851	7,432	0	7,432	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Rentals/Leases - Bldg/Land	0	1,000	0	1,000	0
Repairs	488,358	547,432	0	547,432	0
IT - Communications	34,139	37,742	0	37,742	0
Professional Development	27,259	79,268	0	79,268	0
Operating Fees and Services	27,578	724,787	0	724,787	0
Fees - Professional Services	44,847	141,002	30,000	171,002	0
Medical, Dental and Optical	431,433	1,042,251	0	1,042,251	0
Total	1,784,649	3,298,333	30,000	3,328,333	0
Operating Expenses					
General Fund	1,072,294	1,460,377	0	1,460,377	0
Federal Funds	674,751	1,497,140	0	1,497,140	0
Special Funds	37,604	340,816	30,000	370,816	0
Total	1,784,649	3,298,333	30,000	3,328,333	0
Capital Assets					
Other Capital Payments	762,520	765,852	(369)	765,483	0
Equipment Over \$5000	636,876	699,225	46,170	745,395	0
IT Equip/Sftware Over \$5000	0	0	27,932	27,932	0
Total	1,399,396	1,465,077	73,733	1,538,810	0
Capital Assets					
General Fund	983,873	765,852	(369)	765,483	0
Federal Funds	415,523	490,825	282,502	773,327	0
Special Funds	0	208,400	(208,400)	0	0
Total	1,399,396	1,465,077	73,733	1,538,810	0
Law Enforcement Grants					
Salaries - Permanent	0	0	0	0	107,184
Fringe Benefits	0	0	0	0	45,435
Travel	0	0	0	0	2,520
Supplies - IT Software	0	0	0	0	1,500
Supply/Material-Professional	0	0	0	0	1,544
Miscellaneous Supplies	0	0	0	0	360
Office Supplies	0	0	0	0	1,848
Postage	0	0	0	0	1,790
Printing	0	0	0	0	544
IT Equip Under \$5,000	0	0	0	0	1,000
Other Equip Under \$5,000	0	0	0	0	1,200

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000				
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017	
Office Equip & Furn Supplies	0	0	0	0	5,400	
Insurance	0	0	0	0	337	
Rentals/Leases-Equip & Other	0	0	0	0	480	
Repairs	0	0	0	0	480	
IT - Data Processing	0	0	0	0	2,400	
IT - Communications	0	0	0	0	1,260	
Professional Development	0	0	0	0	2,500	
Operating Fees and Services	0	0	0	0	732	
Total	0	0	0	0	178,514	
Law Enforcement Grants						
General Fund	0	0	0	0	0	
Federal Funds	0	0	0	0	0	
Special Funds	0	0	0	0	178,514	
Total	0	0	0	0	178,514	
Medical Examinations						
Fees - Professional Services	395,600	660,000	0	660,000	0	
Total	395,600	660,000	0	660,000	0	
Medical Examinations						
General Fund	0	0	0	0	0	
Federal Funds	0	0	0	0	0	
Special Funds	395,600	660,000	0	660,000	0	
Total	395,600	660,000	0	660,000	0	
Federal Stimulus Funds - 2009						
Salaries - Permanent	156,954	0	0	0	0	
Fringe Benefits	71,778	0	0	0	0	
Office Equip & Furn Supplies	14,637	0	0	0	0	
Insurance	367	0	0	0	0	
Total	243,736	0	0	0	0	
Federal Stimulus Funds - 2009						
General Fund	0	0	0	0	0	
Federal Funds	243,736	0	0	0	0	
Special Funds	0	0	0	0	0	
Total	243,736	0	0	0	0	

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Crime Lab		Reporting Level: 00-125-300-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Total Expenditures	6,821,772	9,836,487	191,542	10,028,029	353,412
Funding Sources					
General Fund					
Total	4,721,370	6,385,221	79,537	6,464,758	174,898
Federal Funds					
G029 Justice Assistance Grants	243,736	0	0	0	0
G116 Midwest HIDTA 2010	333,188	167,059	7,903	174,962	0
G165 Coverdell - Natl Forensic Improve F	240,745	210,692	(290,825)	(80,133)	0
G166 DOT Hwy. Safety Plan	0	0	451,289	451,289	0
G167 Crime Lab Improvement Project	587,798	330,000	0	330,000	0
G181 Crime Lab Forensic Casework DNA	145,445	646,448	(200,000)	446,448	0
G182 Crime Labe DNA Capacity Enhance.	0	0	322,038	322,038	0
G183 Convicted Offender DNA Backlog	69,046	270,000	0	270,000	0
G235 Paul Coverdell Grant	47,240	530,825	0	530,825	0
Total	1,667,198	2,155,024	290,405	2,445,429	0
Special Funds					
238 Oil and gas impact grant fund	0	0	0	0	178,514
239 Insurance Regulatory Trust Fund	395,600	660,000	0	660,000	0
250 Attorney General Refund Fund 250 F	37,604	636,242	(178,400)	457,842	0
Total	433,204	1,296,242	(178,400)	1,117,842	178,514
Total Funding Sources	6,821,772	9,836,487	191,542	10,028,029	353,412
FTE Employees	23.00	26.00	0.00	26.00	1.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Crime Lab			Reporting Level: 00-125-300-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

One Time Budget Changes

A-B 12 Restore Crime Lab building bond payments		0.00	765,483	0	0	765,483
A-B 18 2015-17 equipment		0.00	0	773,327	0	773,327
A-B 20 Building feasibility study		0.00	0	0	30,000	30,000
Total One Time Budget Changes		0.00	765,483	773,327	30,000	1,568,810

Ongoing Budget Changes

A-F 1 Remove 2013-15 equipment		0.00	0	(490,825)	(208,400)	(699,225)
A-F 3 Remove Crime Lab capital payments		0.00	(765,852)	0	0	(765,852)
Base Payroll Change		0.00	79,906	7,903	0	87,809
Total Ongoing Budget Changes		0.00	(685,946)	(482,922)	(208,400)	(1,377,268)

Total Base Budget Changes

0.00	79,537	290,405	(178,400)	191,542
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Optional Budget Changes

Ongoing Optional Changes

A-C 15 Oil Impact Law Enforcement package	2	1.00	0	0	178,514	178,514
A-C 25 Crime Lab forensic scientist funding source cha	3	0.00	174,898	0	0	174,898
Total Ongoing Optional Changes		1.00	174,898	0	178,514	353,412

Total Optional Budget Changes

1.00	174,898	0	178,514	353,412
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PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014

Time: 11:49:10

Program: Consumer Protection**Reporting level:** 00-125-400-00-00-00-00000000**Program Performance Measures**

Services provided by the Division include:

Investigating consumer complaints and violations of antitrust, consumer fraud, non-profit corporation, transient merchant, and do-not-call laws, etc., and taking legal action to obtain injunctive relief, civil penalties, restitution and other equitable relief.

Investigation, participation and prosecution of consumer criminal violations.

Statewide consumer fraud and education presentations to the elderly, students, civic and professional groups, etc., and providing consumer warnings.

Coordinating consumer protection investigations, enforcement and education with other federal, state and local law enforcement and regulatory agencies, including participation in multi-state investigations and legal actions.

Consumer fraud training for law enforcement.

Researching state and federal consumer fraud law and issues and assisting state and federal legislators in the development and implementation of consumer and antitrust issues legislation.

Program Statistical Data

During the 2011-2013 biennium, the division opened 1,854 consumer complaints and investigations and closed 1,946 files. The division recovered or collected \$2,203,409 in consumer restitution, an increase of 62% from the previous biennium. The division collected \$9,738,537 total, including \$7,523,634 in attorney's fees, investigation costs, and civil penalties, an increase of 35% from the previous biennium. During the same period the division took legal action against 201 companies or individuals, an increase of 59% from the previous biennium. The division also conducted 78 statewide consumer fraud and law enforcement presentations during the biennium.

In the area of do-not-call enforcement, the division handled 234 do-not-call and prerecorded message complaints. The complaints resulted in 47 investigations, 39 legal actions, and collection of \$32,503 in civil penalties.

Explanation of Program Costs

This budget includes funding for the ongoing operation of the division. The staff consists of the division director, 2 assistant attorneys general, 4 investigators and 3 administrative assistants. The division averages approximately 100 telephone calls and 50 pieces of correspondence per day.

Of the approximately 1,300 complaints and investigations handled each year, approximately 600 cases, or 150 files per investigator, are pending at any one time. The division conducts approximately 75 consumer fraud educational, law enforcement and training presentations each year, to reduce or prevent consumer fraud. However, Internet fraud, Canadian cross border jurisdictional problems, creative con- artists and crooks and more sophisticated consumer fraud scams utilizing advanced technology have increased the occurrence and consequences of fraud, causing more complex, costly and time consuming investigations and legal actions. In addition, changes, such as deregulation of telecommunications, have resulted in increases in consumer fraud complaints in those areas.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Consumer Protection**Reporting level:** 00-125-400-00-00-00-00000000

Enforcement of North Dakota's do-not-call law has continued to impact the division's responsibilities and workload, particularly in the area of increasing pre-recorded messages, or robo calls. The availability of the division's toll free incoming telephone line has resulted in substantial utilization by consumers looking for the division's assistance, including referral to other appropriate agencies or organizations. Consumer protection issues continue to increase despite the office's efforts and consumer fraud scams proliferate in North Dakota and throughout the country. Many instances of consumer fraud result in the loss of thousands of dollars for individual North Dakota consumers and businesses. As a result, an increased need for resources to protect consumers and combat consumer fraud is anticipated.

The division has seen an increase in scams like the Jamaican scams involving lottery scams, romance scams, etc. In many instances the financial losses to the victims sometimes exceed \$100,000 or more. As a result the Attorney General has been participating in a joint task force, including the Department of Homeland Security, U.S. Postal Inspector, FBI, and U.S. Attorney, or Justice Department, in order to combat these particular scams resulting in huge losses to the victims.

The division is actively engaged in cooperative efforts with the National Association of Attorneys General, other attorneys general, private businesses, etc., in an effort to protect consumers' privacy in business, financial, Internet and other personal transactions. Identity theft is a serious and growing concern for North Dakota consumers. The division has increased its consumer education efforts to protect consumers' social security numbers and other personal identifying information. The division continues to protect consumers from identity theft by providing education, information, and assistance with identity theft protection tools such as security freeze legislation and implementation. In addition, the division is a clearinghouse for North Dakota identity theft victims in assisting those victims who report the theft and in addressing the consequences or correcting resulting problems.

In addition, the division is continuing its close working relationships with other state agencies such as the Department of Financial Institutions, the Insurance Department, the Public Service Commission, the Securities Department, the Secretary of State, and Workforce Safety and Insurance.

Program Goals and Objectives

The Consumer Protection and Antitrust Division has the following objectives:

Protect North Dakota consumers from misleading, deceptive, fraudulent and unfair trade practices in connection with the sale or advertisement of goods or services by enforcing the state's antitrust, consumer fraud (including false advertising, unfair trade practices, home solicitation sales, pyramid, contest prize notices), do-not-call, consumer credit counseling services, transient merchant, charitable solicitations, and nonprofit corporation laws.

Initiate investigations and pursue legal actions for violations of laws enforced by the division.

Educate consumers and law enforcement personnel on consumer fraud prevention and enforcement.

Coordinate investigations and legal actions with local, state and federal law enforcement.

Mediate consumer complaints between consumers and businesses.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Consumer Protection		Reporting Level: 00-125-400-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	973,821	1,103,376	(6,120)	1,097,256	0
Temporary Salaries	0	3,000	(3,000)	0	0
Fringe Benefits	348,117	401,677	31,211	432,888	0
Total	1,321,938	1,508,053	22,091	1,530,144	0
Salaries and Wages					
General Fund	1,096,372	1,179,135	21,191	1,200,326	0
Federal Funds	0	0	0	0	0
Special Funds	225,566	328,918	900	329,818	0
Total	1,321,938	1,508,053	22,091	1,530,144	0
Accrued Leave Payments					
Salaries - Permanent	0	45,315	(45,315)	0	0
Total	0	45,315	(45,315)	0	0
Accrued Leave Payments					
General Fund	0	45,315	(45,315)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	45,315	(45,315)	0	0
Operating Expenses					
Travel	23,149	26,921	0	26,921	0
Supply/Material-Professional	5,159	10,079	0	10,079	0
Bldg, Ground, Maintenance	126	1,000	0	1,000	0
Miscellaneous Supplies	550	1,000	0	1,000	0
Office Supplies	10,041	13,000	0	13,000	0
Postage	7,172	15,000	0	15,000	0
Printing	4,115	8,000	0	8,000	0
Office Equip & Furn Supplies	4,229	10,000	0	10,000	0
Insurance	1,547	2,000	0	2,000	0
Rentals/Leases-Equip & Other	156	5,000	0	5,000	0
Rentals/Leases - Bldg/Land	158,028	183,704	0	183,704	0
Repairs	2,001	4,500	0	4,500	0
IT - Communications	25,128	29,000	0	29,000	0
Professional Development	3,441	5,000	0	5,000	0
Operating Fees and Services	16,330	109,968	0	109,968	0
Fees - Professional Services	13,991	20,000	0	20,000	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Consumer Protection		Reporting Level: 00-125-400-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Total	275,163	444,172	0	444,172	0
Operating Expenses					
General Fund	3	57,180	0	57,180	0
Federal Funds	0	0	0	0	0
Special Funds	275,160	386,992	0	386,992	0
Total	275,163	444,172	0	444,172	0
Total Expenditures	1,597,101	1,997,540	(23,224)	1,974,316	0
Funding Sources					
General Fund					
Total	1,096,375	1,281,630	(24,124)	1,257,506	0
Special Funds					
250 Attorney General Refund Fund 250 F	500,726	715,910	900	716,810	0
Total	500,726	715,910	900	716,810	0
Total Funding Sources	1,597,101	1,997,540	(23,224)	1,974,316	0
FTE Employees	9.00	9.00	0.00	9.00	0.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
 Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Consumer Protection	Reporting Level: 00-125-400-00-00-00-00-00000000
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Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
Ongoing Budget Changes						
Base Payroll Change		0.00	(24,124)	0	900	(23,224)
Total Ongoing Budget Changes		0.00	(24,124)	0	900	(23,224)
Total Base Budget Changes		0.00	(24,124)	0	900	(23,224)

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Gaming**Reporting level:** 00-125-500-00-00-00-00000000**Program Performance Measures**

Services provided by the Division include:

Administration, regulation, and provision of enforcement for the charitable gaming industry.

Assistance to local law enforcement officials, gaming organizations, distributors, manufacturers, and the general public regarding gaming laws and rules, recordkeeping, and preparation of tax returns.

State Gaming Commission assistance in drafting proposed gaming laws and rules and conducting public hearings.

Conducting outreach gaming training sessions for organization board members, gaming employees and volunteers.

Developing standard recordkeeping systems and model systems of internal control for gaming organizations.

A quarterly gaming newsletter.

Gaming compliance and financial office and field audits of licensees.

Gaming distributor records and gaming tax returns processing and reviews.

The collection of delinquent gaming taxes, interest, penalties, and monetary fines.

Illegal gaming activity and theft investigations and coordination.

Criminal history record checks for potential gaming employees.

Laboratory testing of bingo and pull-tab dispensing devices, bingo card marking devices, and bar code reading devices.

Inspections of gaming businesses manufacturing pull tabs and paper bingo cards.

Gaming legislative research and legislative testimony at hearings.

Gaming administrative complaints, assesses monetary fines, and imposes appropriate sanctions.

Indian casino inspections to ensure compliance with tribal-state Indian gaming compacts.

Program Statistical Data

During the 2011-2013 biennium, there were approximately 900 active gaming sites; \$584 million was wagered; \$43 million was raised for charitable uses; \$10.8 million was collected in gaming taxes; \$123,628 was collected in interest, penalties, monetary fines, criminal history record checks, sales of gaming stamps and publications; and \$225,621 was collected in Indian gaming investigative costs.

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Gaming**Reporting level:** 00-125-500-00-00-00-00-00000000

There were 68 administrative complaints and 37 incidents of suspected criminal activity channeled to local law enforcement officials. Approximately 330 organizations, 12 distributors, 11 manufacturers, and over 4,000 employees and volunteers were involved in the charitable gaming industry. Organizations filed about 2,650 gaming tax returns and distributors filed several thousand sales invoices and other records. Inspections at six Indian casinos were also conducted.

Staff members inspected two manufacturing facilities that produce pull tabs and paper bingo cards. Eight training sessions were conducted in five major cities. A total of 267 people representing 154 organizations attended the group training sessions. In addition to the group training, one-on-one training was provided to 103 people representing 65 organizations, and post audit training was provided to 102 people representing 34 organizations

Explanation of Program Costs

The budget includes funding for 15 FTEs to administer, regulate, and enforce the charitable gaming industry; including 1.5 FTE's who ensure compliance with Tribal-State Indian Gaming Compacts. The budget includes special funds for regulating Indian gaming activity, for printing state gaming stamps to efficiently manage and control the distribution of certain gaming equipment and to cover the cost of printing gaming law and administrative rules manuals and recordkeeping booklets published by the Attorney General. It also reflects \$510,000 for gaming enforcement grants to local cities and counties

Program Goals and Objectives

The Gaming Division's goal is to establish and maintain an effective system of administration, regulation, and enforcement of the charitable gaming industry. Legal games include bingo, raffles, pull tabs, punchboards, sports pools, twenty-one, poker, calcuttas, and paddlewheels.

In addition, the division timely processes applications; collects license fees, miscellaneous types of revenue, and taxes; and issues licenses for various North Dakota industries.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Gaming		Reporting Level: 00-125-500-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	1,487,494	1,608,707	46,333	1,655,040	81,600
Salaries - Other	0	0	0	0	199,473
Fringe Benefits	563,522	662,070	27,028	689,098	40,245
Total	2,051,016	2,270,777	73,361	2,344,138	321,318
Salaries and Wages					
General Fund	1,857,787	2,055,481	57,771	2,113,252	291,397
Federal Funds	0	0	0	0	0
Special Funds	193,229	215,296	15,590	230,886	29,921
Total	2,051,016	2,270,777	73,361	2,344,138	321,318
Accrued Leave Payments					
Salaries - Permanent	0	67,234	(67,234)	0	0
Fringe Benefits	0	1,000	(1,000)	0	0
Total	0	68,234	(68,234)	0	0
Accrued Leave Payments					
General Fund	0	68,234	(68,234)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	68,234	(68,234)	0	0
Operating Expenses					
Travel	36,949	55,586	14,000	69,586	1,500
Supplies - IT Software	0	0	0	0	750
Supply/Material-Professional	0	1,500	0	1,500	300
Bldg, Ground, Maintenance	279	1,550	0	1,550	0
Miscellaneous Supplies	2,205	3,700	0	3,700	700
Office Supplies	5,497	14,696	0	14,696	1,050
Postage	11,768	12,300	0	12,300	2,400
Printing	13,509	20,100	0	20,100	0
IT Equip Under \$5,000	0	0	0	0	1,975
Office Equip & Furn Supplies	20	7,750	0	7,750	5,000
Insurance	2,802	2,800	0	2,800	350
Rentals/Leases-Equip & Other	3,278	4,675	0	4,675	400
Rentals/Leases - Bldg/Land	7,948	9,800	0	9,800	0
Repairs	720	1,100	0	1,100	400
IT - Data Processing	1,078	2,000	0	2,000	2,400

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Gaming		Reporting Level: 00-125-500-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
IT - Communications	17,152	14,787	0	14,787	1,260
Professional Development	10,455	8,400	17,000	25,400	3,000
Operating Fees and Services	0	30,901	0	30,901	500
Fees - Professional Services	110	55,463	0	55,463	0
Total	113,770	247,108	31,000	278,108	21,985
Operating Expenses					
General Fund	42,285	38,560	0	38,560	21,985
Federal Funds	0	0	0	0	0
Special Funds	71,485	208,548	31,000	239,548	0
Total	113,770	247,108	31,000	278,108	21,985
Grants					
Grants, Benefits & Claims	510,000	510,000	0	510,000	0
Total	510,000	510,000	0	510,000	0
Grants					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	510,000	510,000	0	510,000	0
Total	510,000	510,000	0	510,000	0
Gaming Commission					
Salaries - Permanent	1,650	0	0	0	0
Temporary Salaries	0	1,563	621	2,184	0
Fringe Benefits	136	717	(499)	218	0
Travel	2,348	2,275	0	2,275	0
Printing	462	0	0	0	0
Rentals/Leases - Bldg/Land	30	0	0	0	0
IT - Communications	0	565	0	565	0
Operating Fees and Services	2,144	2,248	0	2,248	0
Fees - Professional Services	52	0	0	0	0
Total	6,822	7,368	122	7,490	0
Gaming Commission					
General Fund	6,822	7,368	122	7,490	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Gaming		Reporting Level: 00-125-500-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Total	6,822	7,368	122	7,490	0
Total Expenditures	2,681,608	3,103,487	36,249	3,139,736	343,303
Funding Sources					
General Fund					
Total	1,906,894	2,169,643	(10,341)	2,159,302	313,382
Special Funds					
250 Attorney General Refund Fund 250 F	228,985	223,424	15,590	239,014	29,921
322 Attorney General Fund 322	35,729	200,420	31,000	231,420	0
446 Gaming And Excise Tax Alloc 446	510,000	510,000	0	510,000	0
Total	774,714	933,844	46,590	980,434	29,921
Total Funding Sources	2,681,608	3,103,487	36,249	3,139,736	343,303
FTE Employees	15.00	15.00	0.00	15.00	1.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Gaming			Reporting Level: 00-125-500-00-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

Ongoing Budget Changes

A-A 21 Inflation Increases and replacements		0.00	0	0	31,000	31,000
Base Payroll Change		0.00	(10,341)	0	15,590	5,249
Total Ongoing Budget Changes		0.00	(10,341)	0	46,590	36,249
Total Base Budget Changes		0.00	(10,341)	0	46,590	36,249

Optional Budget Changes

Ongoing Optional Changes

A-C 22 Gaming staff	6	1.00	313,382	0	29,921	343,303
Total Ongoing Optional Changes		1.00	313,382	0	29,921	343,303
Total Optional Budget Changes		1.00	313,382	0	29,921	343,303

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014**Time:** 11:49:10**Program:** Fire Marshal**Reporting level:** 00-125-600-00-00-00-00000000**Program Performance Measures**

Services provided by the division include:

Fire inspections in educational facilities, state buildings, child-care facilities, flammable material storage sites, and assembly occupancies.

On-scene fire investigations.

Review of school construction and remodeling plans.

Technical support in arson cases.

Technical support for incidents involving hazardous material releases.

Compiling fire incident and property loss information to determine statewide fire problem.

Public fire education programs.

Interpreting the state fire code.

Training local officials in fire investigations, hazardous material incident response, and fire prevention.

Providing National Fire Incident Reporting System training and support to fire departments.

Processing, testing, enforcement, and oversight activities regarding the Reduced Ignition Propensity for Cigarettes.

Program Statistical Data

The division conducted 1,049 fire safety inspections during the 2011-2013 biennium in educational facilities, public assemblies, child-care facilities, state buildings, flammable material storage sites, and in other public places throughout the year.

For the 2011-2013 biennium, 140 fire investigations were conducted to assist local fire and law officials in fire cause determination and arson mitigation. Of these, arson was determined to be the cause in 20% of the investigations.

Approximately 100 hazardous material incidents occur each year, and assistance is provided to the local emergency responders.

About 1,800 fire incident reports are compiled each year for the purpose of determining the fire problem, tracking arson trends, developing fire safety programs, and educating local fire departments about fire issues to promote their suppression and prevention programs.

Multiple fire code interpretations are performed daily/weekly. Persons assisted include business owners, homeowners, fire officials, building officials, school districts.

Approximately 105 pre-construction plans are reviewed for fire code compliance each year.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Fire Marshal**Reporting level:** 00-125-600-00-00-00-00000000

Approximately 80 public education sessions are conducted annually to target audiences for the promotion of fire safety.

The division assists with providing Nation Fire Incident Reporting System (NFIRS) training. This division provides 375 fire departments throughout the state with ongoing NFIRS support.

Explanation of Program Costs

The salaries and wages request funds 8 staff members to address the program objectives. Operating expenses fund main and field office rental space, necessary travel, professional services, emergency equipment, investigation supplies, and other needed items. These expenses support efforts of local officials via fire prevention, fire investigation, and training.

Program Goals and Objectives

The objectives of the Fire Marshal Division include:

Enforcing all state laws dealing with fire prevention; the storage, sale, and use of combustibles and explosives; fire protection equipment; the means and adequacy of public assembly exits; and ignition propensity for cigarettes.

Implementing programs to suppress arson.

Providing public education regarding the hazards of fire.

Compiling fire statistics to address fire problems and promote fire prevention.

Assisting in mitigating the effects of incidents involving hazardous materials.

Investigating fires to determine cause and assisting in arson prosecution.

Educating local officials in fire origin and cause, fire prevention, and hazardous material incident response.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Fire Marshal		Reporting Level: 00-125-600-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	844,853	1,023,852	(14,004)	1,009,848	0
Salaries - Other	1,740	12,000	1,200	13,200	0
Temporary Salaries	14,828	19,100	(2,102)	16,998	0
Overtime	254	0	0	0	0
Fringe Benefits	313,995	372,874	21,740	394,614	0
Total	1,175,670	1,427,826	6,834	1,434,660	0
Salaries and Wages					
General Fund	929,564	1,138,999	13,935	1,152,934	0
Federal Funds	0	0	0	0	0
Special Funds	246,106	288,827	(7,101)	281,726	0
Total	1,175,670	1,427,826	6,834	1,434,660	0
Accrued Leave Payments					
Salaries - Permanent	0	41,904	(41,904)	0	0
Fringe Benefits	0	1,000	(1,000)	0	0
Total	0	42,904	(42,904)	0	0
Accrued Leave Payments					
General Fund	0	42,904	(42,904)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	42,904	(42,904)	0	0
Operating Expenses					
Travel	72,319	135,000	0	135,000	0
Supply/Material-Professional	3,483	5,500	0	5,500	0
Food and Clothing	3,041	2,600	0	2,600	0
Bldg, Ground, Maintenance	252	3,500	0	3,500	0
Miscellaneous Supplies	267	1,000	0	1,000	0
Office Supplies	3,867	7,500	0	7,500	0
Postage	3,353	17,000	0	17,000	0
Printing	1,253	33,000	0	33,000	0
Other Equip Under \$5,000	0	1,500	13,600	15,100	0
Office Equip & Furn Supplies	523	1,000	0	1,000	0
Insurance	2,079	2,000	0	2,000	0
Rentals/Leases-Equip & Other	0	50	0	50	0
Rentals/Leases - Bldg/Land	66,305	126,741	26,830	153,571	0

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Fire Marshal		Reporting Level: 00-125-600-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Repairs	579	1,500	0	1,500	0
IT - Communications	11,071	17,000	8,200	25,200	0
IT Contractual Srvcs and Rprs	0	75,000	(75,000)	0	0
Professional Development	5,705	7,000	0	7,000	0
Operating Fees and Services	728	32,402	0	32,402	0
Fees - Professional Services	1,627	174,850	(65,000)	109,850	0
Total	176,452	644,143	(91,370)	552,773	0
Operating Expenses					
General Fund	153,260	115,723	0	115,723	0
Federal Funds	0	0	0	0	0
Special Funds	23,192	528,420	(91,370)	437,050	0
Total	176,452	644,143	(91,370)	552,773	0
Total Expenditures	1,352,122	2,114,873	(127,440)	1,987,433	0
Funding Sources					
General Fund					
Total	1,082,824	1,297,626	(28,969)	1,268,657	0
Special Funds					
322 Attorney General Fund 322	268,072	413,247	(3,101)	410,146	0
374 Reduced Cigarette Ignition Propensi	1,226	304,000	(45,370)	258,630	0
386 Fire Prevention & Public Safety Fun	0	100,000	(50,000)	50,000	0
Total	269,298	817,247	(98,471)	718,776	0
Total Funding Sources	1,352,122	2,114,873	(127,440)	1,987,433	0
FTE Employees	8.00	8.00	0.00	8.00	0.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General
Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Fire Marshal			Reporting Level: 00-125-600-00-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes

Ongoing Budget Changes

A-A 21 Inflation Increases and replacements		0.00	0	0	48,630	48,630
A-A 24 Other funds changes		0.00	0	0	(140,000)	(140,000)
Base Payroll Change		0.00	(28,969)	0	(7,101)	(36,070)
Total Ongoing Budget Changes		0.00	(28,969)	0	(98,471)	(127,440)
Total Base Budget Changes		0.00	(28,969)	0	(98,471)	(127,440)

PROGRAM NARRATIVE

125 Office of the Attorney General

Date: 12/23/2014

Time: 11:49:10

Program: Lottery

Reporting level: 00-125-800-00-00-00-00000000

Program Performance Measures

Services provided by the division include:

Processing lottery retailer license applications; collecting application, license, credit check, and record check fees; and selecting eligible retailers.

Forecasting lottery ticket sales and state general fund revenue transfers.

Training lottery retailers to promote games and training retailer employees on sales strategies and how to redeem winning lottery tickets.

Paying certain lottery tier prizes directly to players.

Lottery news releases, quarterly retailer newsletters, and quarterly and annual financial statements.

New lottery rules and laws proposals and enforcing laws and rules compliance.

Working with the Lottery Advisory Commission, online gaming system vendor, advertising agency, and the security firm.

Working with 25 state agencies on a lottery prize debt setoff program.

Applying security policies and procedures to protect lottery assets.

Complying with the Multi State Lottery Association's computer gaming system and computer internal control system requirements, game security standards, system standards for new lottery implementations, and game rules.

Program Statistical Data

In March 2013, the Lottery Division of the Office of Attorney General completed its 9th year of operation. Through fiscal year 2013 North Dakota players have won over \$73 million in prizes and lottery retailers have earned over \$10.9 million in sales and bonus commissions. In addition, the Lottery has contributed \$55.6 million to the general fund, along with \$2 million to the Compulsive Gambling Prevention and Treatment Fund, and \$2.5 million to the Multi-jurisdictional Drug Task Force Grant Fund.

For the 2013-2015 biennium, the Lottery projected sales of \$47 million and net proceeds of \$12.25 million. The Lottery is ahead of projected sales and net proceeds for the first year of the biennium. Sales were significantly impacted by a \$636 million Mega Millions jackpot in addition to a \$448 million Powerball jackpot.

The Lottery selects and annually licenses 400 businesses as lottery retailers. There is approximately one lottery terminal for each 1,700 residents.

The Lottery's product mix includes five games – Powerball®, Mega Millions®, Hot Lotto®, Wild Card 2®, and 2by2® – along with gift certificates and subscriptions. The Lottery's Give-A-Gift service provides players an opportunity to purchase lottery gift certificates in values of \$1, \$5, \$10, and \$20 to give as gifts to family members and friends for special occasions. The Lottery's subscription service provides players an opportunity to prepay and be automatically entered into draws for 13, 26, or 52 weeks. Currently, there are 1,837 subscribers and 2,773 subscriptions. Subscription sales for the fiscal year ended June 30, 2013, accounted for 2.3% of total sales.

During the 2013-2015 biennium, the Lottery plans to:

1. Update lottery equipment at retailer locations, including new terminals, self-service ticket checkers, jackpot signs, and LCD monitors.

PROGRAM NARRATIVE**125 Office of the Attorney General****Date:** 12/23/2014**Time:** 11:49:10**Program:** Lottery**Reporting level:** 00-125-800-00-00-00-00000000

2. Implement an automated subscription process and Players Club that will provide an easy way for players to manage their subscriptions and reward players for their continued patronage.
3. Implement 50 self-service lottery terminals to our retailer base allowing players to purchase and check lottery products without utilizing a retailer clerk.
4. Celebrate the Lottery's 10th anniversary.
5. Conduct a re-branding campaign to bring an exciting and refreshing look to the lottery.
6. Re-launch Mega Millions with changes that will provide better odds, more winners, and larger jackpots.
7. Return the random Power Play multiplier to Powerball.
8. Add a new online game that will complement our product mix.
9. Develop and conduct innovative marketing promotions and public awareness campaigns.
10. Redesign our website to make it more innovative and user friendly.
11. Enhance security features to ensure the integrity and fairness of its operation.

For the 2013-2015 biennium, the Lottery will transfer \$400,000 to the Compulsive Gambling Prevention and Treatment Fund to be utilized by the Department of Human Services for treatment services, media/awareness, and certification training for counselors and transfer \$845,000 to the Multi-jurisdictional Drug Task Force Grant Fund to be utilized by the Office of Attorney General for defraying the expenses and operating costs incurred by the Multi-jurisdictional Drug Task Forces.

Explanation of Program Costs

The Lottery's 2015-2017 biennium budget includes salaries and fringe benefits for 9.5 FTEs, temporary draw operators and Lottery Advisory Commission members, and operating expenses. The Lottery has a continuing appropriation for variable expenses of prizes, retailer commissions, on-line gaming system vendor fees, and Multi-State Lottery Association related game group dues which have a direct incremental relationship to sales and are unable to be predetermined.

The budget request funds 8 FTE positions in the Lottery Division, 1 FTE position in the Information Technology Division, and a .5 FTE position in the Finance and Administration Division. Also, the request funds 3 part-time draw operators and 5 members who serve on the Lottery Advisory Commission.

Program Goals and Objectives

The mission of the North Dakota Lottery is to maximize net proceeds for the benefit of the state by promoting entertaining games; providing quality customer service to retailers and players; achieving the highest standards of integrity, security, and accountability; and maintaining public trust.

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General

Bill#: SB2003

Date: 12/23/2014

Biennium: 2015-2017

Time: 11:49:10

Program: Lottery		Reporting Level: 00-125-800-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
North Dakota Lottery					
Salaries - Permanent	1,018,601	1,114,976	31,000	1,145,976	0
Temporary Salaries	27,932	42,300	1,800	44,100	0
Overtime	0	5,000	(5,000)	0	0
Fringe Benefits	376,532	431,524	28,702	460,226	0
Travel	85,936	130,000	0	130,000	0
Supplies - IT Software	2,443	20,000	0	20,000	0
Supply/Material-Professional	35	2,000	0	2,000	0
Food and Clothing	0	500	0	500	0
Bldg, Ground, Maintenance	115	1,000	0	1,000	0
Miscellaneous Supplies	2,101	5,000	0	5,000	0
Office Supplies	11,409	20,000	0	20,000	0
Postage	25,033	40,000	0	40,000	0
Printing	25,898	40,000	0	40,000	0
IT Equip Under \$5,000	4,034	9,000	0	9,000	0
Other Equip Under \$5,000	0	2,000	0	2,000	0
Office Equip & Furn Supplies	2,525	3,000	0	3,000	0
Insurance	1,545	4,000	0	4,000	0
Rentals/Leases-Equip & Other	7	1,000	0	1,000	0
Rentals/Leases - Bldg/Land	106,613	102,000	0	102,000	0
Repairs	1,548	4,000	0	4,000	0
IT - Data Processing	37,541	38,400	0	38,400	0
IT - Communications	22,862	25,000	0	25,000	0
IT Contractual Svcs and Rprs	0	365,000	0	365,000	0
Professional Development	37,522	78,500	0	78,500	0
Operating Fees and Services	891,622	1,510,644	803,800	2,314,444	0
Fees - Professional Services	23,635	138,977	226,200	365,177	0
Total	2,705,489	4,133,821	1,086,502	5,220,323	0
North Dakota Lottery					
General Fund	0	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	2,705,489	4,133,821	1,086,502	5,220,323	0
Total	2,705,489	4,133,821	1,086,502	5,220,323	0
Total Expenditures	2,705,489	4,133,821	1,086,502	5,220,323	0

Funding Sources

REQUEST DETAIL BY PROGRAM

125 Office of the Attorney General
 Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Lottery		Reporting Level: 00-125-800-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Special Funds					
292 Lottery Fund 292	2,705,489	4,133,821	1,086,502	5,220,323	0
Total	2,705,489	4,133,821	1,086,502	5,220,323	0
Total Funding Sources	2,705,489	4,133,821	1,086,502	5,220,323	0
FTE Employees	9.50	9.50	0.00	9.50	0.00

CHANGE PACKAGE DETAIL

125 Office of the Attorney General

Biennium: 2015-2017

Bill#: SB2003

Date: 12/23/2014

Time: 11:49:10

Program: Lottery **Reporting Level:** 00-125-800-00-00-00-00-00000000

Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds
Base Budget Changes						
Ongoing Budget Changes						
A-A 23 Lottery changes		0.00	0	0	1,030,000	1,030,000
Base Payroll Change		0.00	0	0	56,502	56,502
Total Ongoing Budget Changes		0.00	0	0	1,086,502	1,086,502
Total Base Budget Changes		0.00	0	0	1,086,502	1,086,502