

# Attorney General's Office

## Mission and philosophy

The mission of the Office of the Attorney General is to serve the residents of Wyoming by providing the highest quality services, including legal advice and representation to state and local government, criminal investigation, statewide law enforcement training and certification, and assistance to victims of crime. The office also protects the state's resources and the right of its residents to be free from corruption in government and fraud in the use of public funds.

Staff will carry out its duties in an ethical, professional and timely manner. The office is committed to using taxpayer resources efficiently and effectively, while providing quality professional services. The office's most valued resource is its staff, who are prepared to meet future challenges and responsibilities with a strong work ethic and common sense.

## Results of outcomes

See specific division reports for report on outcomes.

## Strategic plan changes

The strategic plan has been rewritten for implementation on July 1, 2002. See specific division reports for changes.

## Law Office

### **General information**

Hoke MacMillan, attorney general

### **Agency contact**

Vicci M. Colgan  
123 Capitol Building  
Cheyenne, WY 82002

307/ 777-7844

### **Other locations**

Casper

### **Year established**

1886

### **General information**

Hoke MacMillan, attorney general

### **Agency contact**

Vicci M. Colgan  
123 Capitol Building  
Cheyenne, WY 82002  
E-mail: [vcolga@state.wy.us](mailto:vcolga@state.wy.us)  
Website: <http://attorneygeneral.state.wy.us/>

307/ 777-7844

### **Other locations**

Douglas, Casper, Riverton, Jackson, Green River, Gillette and satellite offices in Sheridan, Powell, Evanston, Laramie

### **Year established**

1886

### **Statutory references**

Wyo. Stat. §§ 1-40-102 through 119; 1-40-201 through 210; 1-40-301 through 1-40-308; 9-1-601, et. seq.; 9-1-611 through 627; 9-1-632 through 635; 9-1-636 through 9-1-638; 9-1-701 through 709

### **Number of authorized personnel**

173 full-time, two part-time

### **Organization structure**

Law Office, Division of Criminal Investigation, Wyoming Law Enforcement Academy, Peace Officers Standards and Training Commission, Victim Services Division

### **Clients served**

State agencies, boards and commissions, elected and appointed state officials, law enforcement agencies, legislators, prosecutors, county and district attorneys, consumers, crime victims, state and local peace officers

### **Budget information**

General fund	\$12,117,593
Federal	\$ 5,933,512
Other	\$ 5,097,000
<b>Total</b>	<b>\$23,148,105</b>

**Statutory references**

Wyo. Stat. §§ 1-40-102 through 119; 1-40-201 through 210; 1-40-301 through 1-40-308; 9-1-601 through 610; 9-1-611 through 627; 9-1-632 through 635; 9-1-636 through 9-1-638; 9-1-702 through 709

**Number of authorized personnel**

64 full-time, one part-time

**Organization structure**

Civil Division, Administrative Law Division, Tort Litigation Division, Water and Natural Resources Division, Criminal Division, Medicaid Fraud Control Unit

**Clients served**

State agencies, boards and commissions, elected and appointed state officials, law enforcement agencies, legislators, prosecutors, county and district attorneys, consumers and Medicaid recipients.

**Budget information**

Objective 1	\$ 4,005,816
Objective 2	\$ 446,908
Objective 3	\$ 1,874,830
Objective 4	\$ 55,863
Objective 5	\$ 429,194

**Mission and philosophy**

The Law Office's mission is to serve the residents of Wyoming by providing the highest quality legal advice and representation to state agencies and elected state officials, as set out by statute. The Law Office also serves consumers whom have been subject to fraud, and serves the public and individuals by investigating and prosecuting Medicaid fraud.

**Results of outcomes**

The law office provides the highest caliber of professional legal representation to clients in adversarial matters. In response to a survey to determine the approval rating of federal and state district court judges and justices on the Wyoming Supreme Court on a scale of one to five, five being excellent, the average rating was 4.24 for trial court actions and 4.46 for Supreme Court appeals.

The law office provides legal advice to elected officials, agencies, boards, commissions, legislators, county and district attorneys. In response to a survey to determine the approval rating by state agencies on a scale of one to 5, five being excellent, the average rating was 4.04 for state agencies and elected officials and 3.72 for boards and commissions. Surveys were not sent to legislators, and county and district attorneys, therefore, an approval rating was not determined.

It is a law office objective to reduce the

turnaround time for opinion requests. Attorneys respond to opinion requests in a timely manner. During FY 02 the average turnaround time was 37 days.

During FY 02, the law office continued to handle in-house the majority of contested matters, considering there were 1,150 contested cases pending on July 1, 2001. During FY 02, 2,068 contested cases were opened; 3,157 informal opinions/letters of advice were written; no formal opinions were written; 8,135 contracts, bonds, and leases were reviewed; and 302 sets of agency rules were reviewed.

The criminal division handled 89 criminal appeals, 22 post-conviction writs/actions, 131 extradition/detainers, 115 pardons/restorations of rights matters and 18 prisoner filings.

As society becomes more litigious and the cost of litigation increases, it remains a challenge to handle all of the contested cases and litigation with existing staff and resources.

The Civil Division provides ongoing legal advice to all or part of the Department of Family Services, the Department of Health, the Department of Administration and Information, the Department of Agriculture and the Department of Insurance. The division also represents parts of the State Treasurer's Office, the State Auditor's Office and the Secretary of State's Office. The Civil Division also represents a number of state boards and commissions, including the State Board of Land Commissioners, the State Loan and Investment Board, the State Board of Equalization, and the Wyoming Retirement System. The division also provides day-to-day legal advice to 26 professional licensing boards and commissions. As part of its representation of the Department of Health, the Civil Division provides legal support and advice concerning the tobacco settlement litigation. In addition, the division is involved with the Court Improvement Project. Other clients include the Wyoming Business Council, Victim Services Division, the Law Enforcement Academy, the Parole Board and the Miners' Hospital Board. The Civil Division is responsible for the training of staff and the management of legislative bill reviews for the governor. During the 2002 Special Session the Office of the Attorney General reviewed 315 legislative pre-filed bills, tracked 55 legislative bills and wrote 100 bill reviews for the governor's office.

The Administrative Law Division regularly advises and represents the Secretary of State, Elections Division, the Superintendent of Public Instruction, and the Wyoming Community College Commission, in addition to the Departments of Agriculture, Administration and Information, Audit, Education, Game and Fish, Revenue and Transportation. It represents them in administrative hearings, and trials and appeals in state and federal courts. The division prepared approximately 48 legal opinions and letters of advice, reviewed nearly 1,339 bonds, leases, and contracts for agencies, and 54 sets of agency rules.

The Tort Litigation Division provides legal advice to client agencies in several significant areas. Like other divisions, the Tort Litigation Division is called upon to track legislation during the session and to advise the governor on bills which are passed in areas affecting its client agencies, or on subjects in which the staff has expertise. There are two attorneys in this division that act as legal advisor to all state department directors, administrators and personnel officers for all of state government in matters of employment and personnel law.

The consumer protection unit of the law office provides consumer protection for the residents of Wyoming. The consumer affairs unit handled 772 consumer complaints and 2,207 consumer telephone inquiries, resulting in savings of at least \$46,510 and refunds recovered for consumers of \$130,555.

The Water and Natural Resources Division provides ongoing legal advice to state agencies and state officials regarding environmental quality, water quantity, and game and fish and wildlife issues. The division also represents the state in numerous actions in state, federal and international forums regarding water and natural resources issues. Attorneys in the environmental section represent the air quality, land quality, water quality, abandoned mine lands, and solid and hazardous waste divisions of the Department of Environmental Quality. Attorneys in the water section represent the State Engineer's Office, the State Board of Control, and the Water Development Commission. Division attorneys also represent the Wyoming Game and Fish Commission and the Wyoming Game and Fish Department. They also represent the state in complex water rights litigation including the *Big Horn River General Stream Adjudication* and the original action before the United States Supreme Court, *Nebraska v. Wyoming*.

The law office uses the Medicaid Fraud Control Unit (MFCU) to investigate, resolve, and when appropriate, to prosecute or assist in the prosecution of the perpetrators of Medicaid fraud and of patient abuse and patient trust fund misappropriation occurring in Medicaid-funded facilities and in other federal health programs. During FY 02, 45 new Medicaid fraud referrals were received and a total of 46 referrals were processed to completion; 47 new patient abuse/neglect referrals were received which account for a 34 percent increase from FY 01, while 40 referrals were processed to completion; two new resident trust fund referrals were received; three patient abuse/neglect cases and four resident trust fund cases were successfully criminally prosecuted; \$200,314 was successfully returned to the Medicaid Program as a result of referrals to the MFCU; 14 presentations were made to the general public, law enforcement officials, prosecutors and state agencies, reaching over 700 individuals throughout the state regarding Medicaid fraud and patient abuse/neglect; 11 patient abuse/neglect referrals and 26 Medicaid fraud referrals

remained under investigation as of June 30, 2002.

MFCU focuses on the identification, investigation, and prosecution of criminal fraud perpetrated by providers of the full range of medical services under the Wyoming Medicaid program. The MFCU was also actively involved in several national fraud investigations and global settlements. The MFCU identified, investigated, and prosecuted abuse to patients of health care facilities that receive Medicaid funds, misappropriation of patients' private funds in such facilities, as well as patient abuse in non-Medicaid funded board and care facilities (expanded authority in accordance with Pub. Law 106-170). Educating providers, law enforcement, and the public about the MFCU's role and responsibilities in combating fraud and abuse and about the growing issues of abuse and neglect of the elder and disabled populations also continued to be an important emphasis for the MFCU.

MFCU meets the minimum staffing requirements of the federal law. The staff consists of the unit's director who is an attorney and is cross-designated as a Special United States Attorney; an investigator who is cross-designated as a Wyoming Division of Criminal Investigation agent; an auditor; and a paralegal. The MFCU remains the smallest MFCU in the nation.

The increased workload in the area of contested cases, the review of complex contracts for agencies and the increased numbers of personnel cases place a significant burden on existing resources.

## Strategic plan changes

The law office made no significant changes to the strategic plan for FY 03.

## Division of Criminal Investigation

### *General information*

Stephen J. Miller, director

### *Agency contact*

Sandra C. Mays, deputy director - crime lab  
Daniel E. Stuart, deputy director - operations  
James M. Wilson, deputy director - criminal justice information section  
316 West 22<sup>nd</sup> Street  
Cheyenne, WY 82002

307/ 777-7181

**Other locations**

Casper, Gillette, Riverton, Jackson, Green River; Satellite offices in Evanston, Laramie, Sheridan, Powell, Rawlins

**Year established and reorganized**

Established 1973; reorganized 1986, 1989

**Statutory references**

Wyo. Stat. § 9-1-611 through 627

**Number of authorized personnel**

69 full-time

**Organizational structure**

Division of the Attorney General's Office  
Criminal Investigations, Criminal Justice Information, Crime Laboratory

**Clients served**

Local, state and federal criminal justice agencies, state agencies, governor, Legislature, residents of Wyoming

**Budget information**

Objective 1	§ 5,871,136
Objective 2	§ 1,072,159
Objective 3	§ 1,932,194

**Mission and philosophy**

The Division of Criminal Investigation's (DCI) mission is to continually provide a cadre of highly motivated professionals, dedicated to ensuring that DCI meets its statutory responsibilities; assists in other appropriate areas; acts as a catalyst in cooperative and coordinated law enforcement efforts among federal, state and local agencies; and provides these exceptional services with a positive attitude in a timely manner.

The philosophy of the Wyoming Division of Criminal Investigation is that all Wyoming residents should feel safe and secure in their homes and communities. DCI will contribute to this feeling of security by providing quality law enforcement services, with employees dedicated to the highest ethical and professional standards. DCI recognizes its employees as its most valuable asset and uses participatory management principles to meet the challenges of providing timely and exceptional services to the law enforcement needs of the state.

**Results of outcomes**

The regional enforcement teams continue to be a fine example of cooperation, coordination, and communication among local, state, and federal law

enforcement agencies investigating drugs and violent crimes. They have dismantled many major organized drug trafficking rings and investigated high profile homicides. Their regional locations enable them to respond in a timely manner to requests for assistance in both drug and violent crimes.

In 2002, the Wyoming legislature gave the DCI jurisdiction to investigate offenses involving the sexual exploitation of children and computer related crimes. Computer crimes, including both fraud and child pornography, continue to increase. In 2002, the Division received a renewal of the Internet Crimes Against Children (ICAC) grant, which enables it to effectively respond to this growing problem and provide training to local law enforcement agencies.

The DNA database continues to grow, with over 7,000 on file and 5,000 entered into the national Combined DNA Index System (CODIS) database. Wyoming has already experienced successes where submissions of samples from other states were matched to samples entered by Wyoming.

Expanded responsibilities continue to add to the backlog in the Criminal Justice Information Section. The registration of sex offenders program now has a website that is operational for identifying high-risk offenders. The site shows photographs and specific information on sex offenders whom the courts have designated as having a high risk of re-offending. In 2002, the Crime Laboratory completed the final stages of certification for the Wyoming DNA system.

The Criminal Justice Information Section continues to be impacted by the concealed firearm permit program, sex offender registration program, criminal history records entry updates, court disposition reporting, and fingerprint-based background requirements for licensing and regulation of teachers, nurses, etc. The area of background fingerprints checks will continue to expand due to homeland security requirements. The increased burden placed on the DCI to comply with these requests will be mitigated somewhat by installation of automated fingerprint live scan units in eight Wyoming County Sheriff's Offices in 2002. This is part of the continuing effort to implement efficient and time saving electronic submission of criminal history record information. Increasing demands in this area combined with limited staffing has created an unacceptable records entry and update backlog situation.

In 2002, the Division of Criminal Investigation achieved professional accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA) following an on-site inspection. The American Society of Crime Laboratory Directors (ASCLAD) provides a similar service for crime laboratories. The Crime Laboratory is also in the process of reviewing policies, procedures, and facilities to meet their requirements in 2003.

Methamphetamine continues to be a tremendous problem in Wyoming and the other western states. It is currently responsible for

approximately 60 percent of the agency drug caseload. Clandestine methamphetamine laboratories are operating within Wyoming at an increased rate. The division continues to work closely with the Governor's Substance Abuse and Violent Crime Advisory Board in developing the Wyoming Methamphetamine Initiative and addressing this problem.

Retention of professional employees and the ability to attract qualified applicants has been a major problem at DCI. This situation has been addressed initially by the market salary surveys, but that data is now nearly four years old. It is important that this compensation plan continues using updated figures and funding.

Physical facilities continue to be an issue at the DCI headquarters in Cheyenne, a facility that is inadequate for existing or future needs. A needs assessment was completed in 2002 and a facility replacement plan submitted to the State Building Commission and the 2002 legislature. Completion of the Wyatt evidence facility in the fall of 2002 will help the evidence storage issue. However, the replacement of the Rogers facility will continue to be an issue needing resolution.

## Strategic plan changes

Changes in objectives or strategies are planned for DCI.

Outcome 2.1.2: The prosecution rate percentage and the conviction rate percentage.

Outcome 2.1.3: Number of information system inquiries/updates/submissions.

## Victim Services Division

### **General information**

Sharon Montagnino, director

### **Agency contact**

Sharon Montagnino

2301 Central Ave., Barrett Bldg. 4<sup>th</sup> Floor  
Cheyenne, WY 82002

307/ 777-7200

### **Other locations**

None

### **Year established**

1998

### **Statutory references**

Wyo. Stat. §§ 1-40-102 through 119; 1-40-201 through 210; 1-40-303 through 1-40-308; 9-1-636 through 9-1-638.

### **Number of authorized personnel**

Eight full-time

### **Organizational structure**

Division of the Attorney General's Office

### **Clients served**

Victim survivors of crime

### **Budget information**

Objective 1	\$ 3,140,592
Objective 2	\$ 785,148
Objective 3	\$1,308,580

## Mission and philosophy

The Division of Victim Services' mission is to improve the treatment of victim survivors and witnesses of crime by providing them with assistance, financial compensation, information, referral, support services, and advocacy, which are essential to their restoration.

The division achieves this through the Victims' Compensation Program and by promoting the development of a comprehensive range of quality services for victim survivors and witnesses of crime at the state, county, and local levels.

## Results of outcomes

In FY 02, the division distributed a total of \$3,476,927.68 in federal and state dollars through a formula-distribution and competitive grant process to 50 victim assistance and domestic violence programs in 23 counties and the Wind River Indian Reservation (WRIR) in Wyoming. The Crime Victim's Compensation program received 412 claims; 259 awarded, 80 denied and 73 are in review. During FY 02 crime victims received a total of \$707,222.83 in compensation.

Services to crime victims were improved through training, monitoring and policy changes.

Training opportunities are offered to all disciplines involved in serving victims of crime and domestic violence. Examples of statewide trainings offered by the division in 2001/2002: 150 attendees at the third Annual Victim Services Conference; 30 participants in the first Institute on Victims' Studies (a national level training); and 90 attendees at the first Sexual Assault Summit. Local trainings were also provided on issues specific to victims' compensation and restitution to 75 officers at the Wyoming Law Enforcement Academy, to 35 third-year law students at UW, to 27 probation officers, to 40 court clerks, and to more than 50 victim advocates around the state. Additional training was made available and utilized by sending 23 members of law enforcement and four prosecutors to national level training on domestic violence.

The division conducted on-site audits in five

counties and on the Wind River Reservation. Plans are currently underway to conduct compliance audits of programs in the remaining 18 counties.

The division is nearing completion of a new on-line statistical reporting system which will allow both victim/witness and domestic violence/sexual assault programs to provide the division with current statistical data on the number of victims served, their demographics, and types of services provided each month. The new system should foster a more timely submission of this data, and give an up-to-date portrayal of what services are available to meet the needs of victims in Wyoming.

The division has recently hired a new staff member whose primary responsibility is to develop a tracking system on court restitution orders. This staff person will also provide training and increased awareness of the importance of court-ordered restitution.

Services to victims were improved through collaboration.

The division staff has worked closely with the Department of Corrections (DOC) during the development of division efforts to improve on victim restitution. A DVS grant to DOC was recently approved to allow the placement of an advocate in DOC's Probation and Parole office in Natrona County.

The division and the Department of Health work as a team to distribute and monitor federal Rape Prevention Education funds to Domestic Violence/Sexual Assault (DV/SA) programs in 23 counties and the Wind River Indian Reservation to promote prevention activities in sexual assault.

Division staff works closely with the Department of Family Services on a number of mutually important committees and programs. DVS distributes and monitors \$850,000 in Temporary Assistance to Needy Families funds provided through the Department of Family Services to DV/SA programs throughout Wyoming to encourage the expansion of services to domestic violence victims in the areas of life skills and child advocacy.

A division staff person participates as a contributing member of the Child Fatality Team along with staff from the Department of Family Services.

The division recently co-authored a grant application with the Department of Family Services and the Wyoming Coalition Against Domestic Violence and Sexual Assault to offer training to law enforcement and prosecution on working with and improving services to victims with disabilities.

The division has co-authored two other grants with the Department of Family Services and UW. One grant is a training grant to provide domestic violence training to all Department of Family Service workers, and the second is a Safe Havens grant providing for safe exchange of children and to provide supervised visitation.

The division has a mutual interest and has provided input into restorative justice practices by

participating in the restorative justice/victim mediation conference in Cheyenne and by working closely with the Department of Corrections.

Cross training is offered by the division on a wide variety of issues related to serving victims of crimes among these departments and divisions.

Services to crime victims were improved through outreach, victim compensation and the victim bill of rights.

The division has developed and implemented an extensive outreach program. A staff person was hired with the primary responsibility to provide outreach to programs and the public on issues important to victims of crimes. Activities by the division include: development and publication of a quarterly newsletter covering events and issues of serving victims of all crimes, distribution of public service announcements for print and radio media; and distribution of guest editorials. The division also produced and distributed materials focused on increasing awareness of the Victim Bill of Rights, services and compensation available to victims in Wyoming, and on general issues such as sexual assault. These were distributed to 29 different locations across the state in addition to all the state college campuses. Increased awareness regarding victims with disabilities led to the development of an audio tape for the vision impaired and use of TTY for the hearing impaired.

The division continues with ongoing staff development on victim's compensation. A database was developed to enable better tracking of compensation claims and awards to allow a greater degree of analysis leading to improved policies and procedures on compensation.

## Strategic plan changes

The victim services division made no significant changes to the strategic plan for FY 03.

## **Peace Officer Standards and Training Commission**

### ***General information***

Donald B. Pierson, executive director

### ***Agency contact***

Donald B. Pierson  
1710 Pacific Avenue  
Cheyenne, WY 82002

307/ 777-7718

### ***Other locations***

None

**Year established**

1976

**Statutory references**

Wyo. Stat. §§ 9-1-702 through 708

**Number of authorized personnel**

Three full-time

**Organization structure**

Division of the Attorney General's Office

**Clients served**

Law enforcement, Wyoming peace officers, detention officers, dispatchers, coroners and deputy coroners, peace officer applicants

**Budget information**

Objective 1

\$184,065

## Mission and philosophy

The Peace Officer Standards and Training Commission is a division of the Attorney General's Office. Its mission is to serve the residents of Wyoming by providing the highest quality of services, including certified law enforcement training, entry level testing, and basic and advanced levels of certification and re-certification.

POST will carry out its duties in an ethical, professional, and timely manner. POST is committed to using taxpayer resources efficiently and effectively, while providing quality professional services. POST's most valued resource is its staff, which is prepared to meet challenges and responsibilities with a strong work ethic and common sense.

## Results of outcomes

POST received and processed 330 requests for temporary certification from agencies throughout the state; 130 temporary certifications were issued for peace officers; 112 temporary certifications were issued for detention officers; 88 temporary certifications were issued for dispatchers.

Mandated employment standards have been developed and are in place for all the above personnel employed in the state. POST verifies that those standards have been met before it issues certification. Peace officers, detention officers, dispatchers and coroners who are employed in Wyoming and have completed the required basic training in other states are granted reciprocity, if that training is comparable to Wyoming's basic training. POST makes that determination after reviewing the training files and curriculum. Those applicants are then allowed

to challenge the Wyoming basic training programs, 23 peace officers, six detention officers and one dispatcher challenged and were certified at the appropriate certification level.

POST has established and maintains a certification process for peace officers, detention officers, dispatchers, and coroners and their deputies. POST issued a total of 1,438 certifications during FY 02; 809 were for peace officers; 316 were for detention officers; 258 were for dispatchers, and 55 were for coroners and their deputies.

POST has established training standards that accomplish the above initial certification and recertification processes. POST certified three peace officer basic training classes, four detention officer basic training classes, five communications personnel basic training classes, and one coroner basic training class during this fiscal period. POST received and certified 936 applications for in-service training classes throughout the state, with a total of 14,456 training hours. POST received 193 applications from personnel who want to become certified instructors so they may instruct training classes. There were 209, 247 hours of training added to training files.

POST uses an evaluation system from the class attendees to evaluate the quality of the training being given and the quality of the instructors. POST is certifying to deliver the training.

POST has established and maintains a decertification process for peace officers and detention officers. During FY 02, POST received five requests for officer decertification. POST still had one pending case open from FY 01. Of these six active case files, three are still active in criminal proceedings and therefore pending POST action, two officers were decertified via voluntary compliance, and one file was closed with no further action to be taken.

During FY 02, 499 entry-level tests were administered to applicants seeking employment in law enforcement; 332 applicants passed the examination and were placed on an employment hiring list, which is provided to any law enforcement agency in the state who wishes to use it as part of their employment procedure; 47 law enforcement agencies currently request the employment hiring list.

POST conducted two meetings during the year to handle the standard business of the commission. The director met twice during the year with agency administrators to discuss issues relating to training and certification. The director administered seven promotional exams during the year. The Director, or his assistant, instructed the POST Regulations class to all basic classes at the Wyoming Law Enforcement Academy during this year and represented the Commission at the graduation ceremonies held at the Wyoming Law Enforcement Academy.

POST has become a partner with the Western Regional Institute for Community Oriented Public Safety (WRICOPS). POST was invited to become a partner with four other states, Washington,

Idaho, Montana and South Dakota. It is funded year-to-year by a federal COPS grant. POST has already realized numerous benefits in Wyoming from this partnership. The towns of Jackson, Laramie, Casper, Douglas, Sheridan, Riverton and Evanston have already completed assessments and were extremely pleased with the outcome. Lovell, Cheyenne, and Cody were offered assessments and declined due to timing of getting them accomplished. Newcastle is currently on schedule for one in the near future. POST has conducted two seminars in the state on community policing and problem solving. The new trend in law enforcement all across the country is to transform policing into the community policing concept, either totally or partially. WRICOPS has received funding for another year, which just started, and POST looks forward to positive things from the partnership for Wyoming.

POST received nine applications for the retirement ID card. Records show that eight were issued and one is still in the process, or POST does not have the confirmation of issue.

## Strategic plan changes

POST made no significant changes to the

## Wyoming Law Enforcement Academy

### **General information**

Dan Zivkovich, director

### **Agency contact**

Michael A. Grinstead, deputy director  
 1556 Riverbend Drive  
 Douglas, WY 82633  
 E-mail: [mgrins@state.wy.us](mailto:mgrins@state.wy.us)  
 Website: [WLEAcademy.com](http://WLEAcademy.com)

307/358-3617

### **Other locations**

None

### **Year established**

1981

### **Statutory references**

W.S. §§ 9-1-632 through 635; 9-1-701 through 9-1-709

### **Number of authorized personnel**

30 full-time, one part-time

## **Organization structure**

Division of the Attorney General's Office

### **Clients served**

Primarily Wyoming peace officers, detention officers, communications officers, elected coroners, and appointed deputy coroners. In addition, officers from federal and out-of-state agencies receive training at the Law Enforcement Academy and the facility is used by many criminal justice entities for their training and meetings. The Law Enforcement Academy also actively recruits qualified civilian candidates and criminal justice college students to participate in the civilian pre-service basic training programs.

### **Budget information**

Objective 1	\$1,220,480
Objective 2	\$ 680,880
Objective 3	\$ 140,260
Objective 4	\$ 0

## Mission and philosophy

The Wyoming Law Enforcement Academy seeks to provide relevant, sufficient, cost-effective training of the highest possible quality to customers, delivered in a manner that exemplifies and promotes professionalism, integrity, and honor. The academy values each student and agency served, as well as each member of staff, and are dedicated to providing an academy environment that supports the personal and professional growth of all.

The academy is charged with providing basic training for law enforcement agencies and coroners throughout Wyoming. In addition to the basic courses, the academy offers a wide variety of advanced training courses and training courses dealing with specialized assignments, such as investigations, supervision, D.A.R.E., firearms, and more. When the academy facility and resources are not being used for Academy-sponsored training, the facility is made available to other criminal justice entities and agencies for their own training and meetings. The academy also strives to maintain itself as a premiere state-of-the-art training facility by keeping up to date with technological advances and through preservation and maintenance of the facility.

## Results of outcomes

The academy met the basic training objective by training all candidates eligible for basic training, with no backlog of eligible candidates waiting to attend training. In FY 02, 102 officers attended Peace Officer Basic. Eight or 7.8 percent failed to initially meet minimum proficiency or academic standards, seven of those officers have subsequently completed the remedial process and received certificates of graduation and one student has not met graduation

standards to date.

Of the 101 officers that attended Detention Officer Basic training courses in FY 02, 35 or 34.6 percent failed to initially meet minimum proficiency or academic standards. Subsequently, 32 have completed the remedial process and received certificates of graduation, three students have yet to meet graduation standards.

Public Safety Communications Personnel basic training was attended by 53 students and eight attended Coroners' basic training. All of these students met minimum requirements and graduated.

The academy has been authorized by the legislature to allow qualified civilians who are interested in a law enforcement career to attend basic training at their own expense. This Pre-Service program allows agencies to hire certifiable officers who are already trained, resulting in cost savings to the hiring agency. Due to a lack of qualified applicants, the academy did not meet its goal of having four Pre-Service students in each peace officer basic training class, which would translate into 12 officers per year. Instead, only five civilians were trained in the Pre-Service program in FY 02, which represented 4.9 percent of students enrolled in peace officer basic training.

The Pre-Service program had 21 civilians apply to attend basic training, 17 of those applicants participated in the testing process, which is arduous and designed to identify those who are not qualified for or not compatible with a law enforcement career. Consequently, only nine applicants, or 40 percent of those who tested were offered admission into basic training, five of them accepted the offer and attended the training. All five have subsequently been hired by Wyoming law enforcement agencies.

Since the inception of the program in 1991, 128 Pre-Service candidates have graduated from basic training. To date, 118, or 92 percent, have been hired by law enforcement agencies.

The academy continues to be responsive to the needs of the law enforcement community, attempting to host specialized training which is relevant and timely. To help guide the selection of topics, the academy regularly requests and encourages input from the law enforcement community.

The academy goal is to provide 60 percent of the advanced training needed by law enforcement officers and coroners to maintain their certification, which equals approximately 25,500 hours of training. The academy exceeded that goal by providing 76 advanced, specialized training courses to 1,791 officers, resulting in 31,725 hours of training, which is 124 percent of the targeted hours.

To help law enforcement agencies become more self-reliant and to assist them with obtaining required hours not obtained through academy-provided training, the academy hosted eight train-the-trainer courses, with 8,456 total training hours given, 178 officers attended these courses, representing 48 agencies

The academy was also called upon to provide

training to National Guardsmen being stationed in Wyoming's airports for security enhancement, two days of training, covering civilian law enforcement procedures, requirements, and tips, was provided at Camp Guernsey.

To allow the state to achieve maximum benefit from the academy and its resources, other governmental and law enforcement agencies are permitted by statute to use the academy facilities for their meetings and training. Even though the rate structure for such usage is much less than the standard per diem rates (resulting in cost savings to the guest agency), the revenue generated from this usage helps to offset academy operating expenses. 21 governmental agencies used the academy facilities 64 times for their meetings and/or training, resulting in 4,489 occupancy days.

Facility users included Department of Corrections, Wyoming Highway Patrol, Wyoming Emergency Management, Wyoming Game and Fish Department, Wyoming State Fire Marshal, Peace Officers Standards and Training Commission, Converse County School District, Wyoming State Fair, and Division of Victim Services of the Office of the Attorney General.

The academy facility continues to be a quality, state-of-the-art training site and a state facility warranting preservation and upgrades. The administration of the academy works to instill a sense of ownership in each of its employees to encourage them to care for the academy's infrastructure as if it were their own. The academy's philosophy is to save the state money by being proactive, rather than reactive, to infrastructure needs. Although the facility is still in need of major repairs, the academy staff has worked hard to maintain it and prolong its life span, investing more than 8,100 personnel hours and \$40,000 into their ongoing efforts.

## Strategic plan changes

The law enforcement academy made no significant changes to the strategic plan for FY 03.

# Attorney General's Office organization chart

