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DATE: September 22, 2017

TO: All DAI Inmates

[POST FOR INMATES]

FROM: Jim Schwochert, Administrator
Division of Adult Institutions

SUBJECT: DAI Policy 309.45.02 Inmate Trust Deductions - Revised

On April 11, 2016, Wisconsin Act 355 was enacted making the payment of victim restitution a priority as well as deducting monies in a manner that provides a benefit to the inmate. In accordance to Wisconsin Statutes, the DOC does have a mandatory obligation to collect applicable surcharges.

Approximately a year ago a new financial system was implemented. Since the initial deployment we have recognized the need to make revisions to DAI Policy 309.45.02 *Inmate Trust System Deductions* which impacts the Withholding Deduction Schedule. The changes to the system and policy will be effective October 15, 2017. Refunds will not be issued for deductions taken under the earlier dated version of this policy.

Notable changes to this revision include:

- Some withholding types have changed priority order and percentages.
- The rate of deduction for Medical Co-pay will reduce from 100% to 50%.
- No more than 50% will be deducted for the group of priorities 7-14 in the Deduction Schedule. However, this still will not prevent the potential of 100% of a deposit taken in situations where overdrafts and institution loans are present.
- Combined inmate account balances totaling less than \$5.00, that amount will be applied to existing obligations, rather than disbursed to the inmate.
- Additional payments from regular account funds may be made towards outstanding obligations in priority order in the Deduction Schedule.
- Review Attachment A for updates to allowable uses of release funds.

After implementation if you have questions regarding changes please contact the business office at your site.

cc: Cathy Jess, DOC Deputy Secretary
Wendy Monfils, DAI OMB Director
DOC Corrections Complaint Examiners
DAI Correctional Management Services Directors
DAI Financial Program Supervisors
DAI Institution Complaint Examiners
DAI Wardens
Jay Laufenberg, Office of Victim Service Programs Director

Deduction Schedule

Priorities	Withholding Type	Percentage
1.	Account Overdrafts	100%
2.	Federal Filing Fees (PLRA)	20%
3.	State Filing Fees (PLRA)	100%
4.	Child Support	Varies *
5.	Board (\$110 monthly maximum)	8%**
6.	Transportation (\$265 monthly maximum)	21%**
7.	Court Ordered Restitution – open cases paid in full first according to intercept rule	50%
8.	DCC Supervision Fees- DCC collect only	***
9.	VWS A – FIFO (Pending payment in full of restitution)	50%
10.	VWS B - FIFO	50%
11.	DNA Surcharge- FIFO	50%
12.	Child Pornography – FIFO	50%
13.	Other Imposed Surcharges (973 05) -FIFO	50%
14.	973.20 (11)(a) Surcharge - FIFO	***
15.	Income Assignment –not applied if collecting 25% or more for child support	25%*
16.	Room (\$365 monthly maximum)	37%**
17.	Release Account	10%
18.	Medical Copay	50%
19.	Institution Legal Loans- FIFO	50%
20.	Institution Miscellaneous/General Loans-FIFO	50%
21.	Institution Canteen Loans -FIFO	50%
22.	Work Release Loans - FIFO	50%
23.	Institution Restitution	50%
24.	Fines- FIFO	50%
25.	Court Costs -FIFO	50%
26.	Other Imposed Surcharges (Statue 814)-FIFO	50%
27.	Attorney Fees- FIFO	50%
28.	State Identification Card	50%
30.	Remaining DCC Obligations	50%

Max 50% of 7-14

* As ordered by the court If a specific dollar amount per month is owed, deductions shall be taken at the maximum percentage of inmate monies allowed in the court order.

** Deductions for board (sales tax included), transportation and room charges will only be withheld from work release compensation.

*** Obligations are still owed but not currently collected during incarceration.