

State of Wisconsin Office of the Public Defender

Assigned Counsel Division Newsletter

Volume 1, Issue 1

December 2013

Points of Interest

- * SPD Transcript Requests
- * SPD Billing Tips
- * DOC Records
- * 2013 CLE Reporting

Members of the Private Bar:

Thank you for representing clients through the WI State Public Defender Agency. Your continued participation and support is invaluable in providing indigent criminal defense services. Because of your dedication and commitment Wisconsin is recognized as having one of the best public defender systems in the nation.

To better serve you the Assigned Counsel Division is ringing in the New Year with a newsletter. Periodically we will provide tips and tidbits related to working with the SPD and other issues related to criminal defense practice. Because lawyers taking our cases have a wide variety of specializations and experience, we hope to include something for everyone in these publications.

If you have any items you would like to see included in this newsletter...please let us know!

Kathy Pakes

Department of Corrections Records Fee Waiver for SPD Clients

The Department of Corrections is currently waiving the copying fees which would normally be charged to the Office of the Public Defender for copying inmate, offender, juvenile records, and health care records. This applies to SPD cases assigned to the private bar

In an effort to minimize over production of records, record legal custodians should work with defense attorneys to narrow the request. The Department of Corrections is working with the SPD to develop a standard policy for records requests.

Prior to ordering physical copies of records from DOC you may wish to request the agent email the chrono log so that you are able to narrow your request to the information that you actually need. Also, be sure to have your client fill out the appropriate DOC release form to submit with your record request:

[Authorization for Disclosure of Non-Health Confidential Information](#)

[Authorization for Disclosure of Health Confidential Information](#)

Save the Date!

SPD 2013 conference Video Replays

On-line registration is now available for the State Public Defenders' Conference Video Replay.

Click [here](#) to register on-line.

https://docs.google.com/forms/d/1PXzgvv6QECucklnb_rhQNJb0FDHrJOsz7hoaQwglmqQ/viewform#start=openform

Dates/Locations:

December 10 and 11-Eau Claire, 21 S. Barstow Street, 3rd Floor

December 12 and 13-Milwaukee, 819 N. 6th Street, Room 40

December 19 and 20-Madison, 315 N. Henry Street, 2nd Floor

Fees for attorneys taking SPD cases:

Both days: \$269

One day: \$169

Ethics only: \$60

Fees for attorneys NOT taking SPD cases:

Both days: \$349

One day: \$249

Ethics only: \$90

Payment:

The SPD can accept payment by credit card or check. Instructions to pay by credit card or check will be

found on the registration confirmation page (after you "submit" your on-line registration form).

Video Replay Agenda:

The agenda for the video replay is attached. Note the ethics portion will be held on Day Two from 8:30 a.m. to 11:15 a.m.

CLE Credits:

The SPD Conference video replay is approved for 15.5 CLE credits, including 3 ethics credits.

Questions:

Please contact **Gina Pruski(608) 266-6782** or **Peter Anderson (608)**

End of the Year Reminders

Tax Time -1099 Forms

The year end is fast approaching and 1099's will be mailed out in mid January 2014. If you have changed address or want your 1099 mailed to a different address please notify us before 12/31/13. You can contact Kim at 608-264-8562 or salask@opd.wi.gov

2013 CLE Reporting

Please check to see that you are CLE compliant for 2013. The SPD requires 6 CLE credits per year.

To report credits: Log in to your online billing account.

<http://www.wisspd.org/htm/acd/eopdpbtraining.asp>

Click Submit CLE Request and enter requested information

Questions? Please contact Heather Harris-Fatty at harrish@opd.wi.gov or (608)267-1767.



First day of Winter December 21

SPD Billing Tip

Timeslip Entries for Travel

Please remember to include city where you started from, city where you traveled to, and the total miles traveled.

Example of a Correct Entry:

Travel from Madison to Portage
Rountrip 80 miles