

## MONTANA'S DUI TASK FORCES

preventing impaired driving and crashes

...AT THE COUNTY LEVEL

## A DUI TASK FORCE IN YOUR COUNTY

### THE PROBLEM & TOWARDS A SOLUTION

Montana has one of the highest fatality rates in the nation for number of deaths caused by impaired drivers per vehicle mile traveled.

Data from 2015 indicates that 58% of all fatalities were the result of impaired driving. This is up from 47% during 2014. This is a 4.6% increase from the previous five year average (2010-2014).

County DUI task forces (DUI TF's) are multi-faceted coalitions that invite participation from a cross-section of community representatives in order to maximize their reach and effectiveness.

DUI TF's are funded by driver license reinstatement fees, provided by Montana law according to MCA § 61-2-107. Counties with state-approved DUI task forces receive half of the \$200 driver license reinstatement fees collected in their county. The funds are dispersed to the County Treasurer in quarterly installments during the state fiscal year (July 1—June 30).

#### Goals of a DUI Task Force:

- ✓ Prevent driving while under the influence of alcohol (DUI).
- ✓ Reduce alcohol-related traffic crashes.
- ✓ Educate the public on the dangers of driving after consuming alcoholic beverages or other chemical substances that impair judgment or motor functions.

#### Links to the Montana codes regarding the DUI Task Forces:

[http://leg.mt.gov/bills/mca\\_toc/61\\_2\\_1.htm](http://leg.mt.gov/bills/mca_toc/61_2_1.htm)

#### Montana DUI Task Force Resource Web Site:

<http://www.mdt.mt.gov/visionzero/plans/dui-taskforces.shtml>

#### County DUI Task Force information contact:

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MDT attempts to provide accommodations for any known disability that may interfere with a person participating in any service, program, or activity of the Department. Alternative accessible formats of this information will be provided upon request. For further information, call (406) 444-7411, TTY (800) 335-7592, or the Montana Relay at 711.





## **Step 1: Authorization from County Commissioners and appoint Chairman and/or Coordinator.**

**Multi-county DUI Task Forces are allowed**

Requirements of MCA 61-2-106 and 61-2-108. This is a county level program, and funds flow through the County Treasurer's office.

The County Commissioners may kick off the process with a Resolution authorizing the formation of the DUI task force. Some counties name specific individuals to serve on the task force; others name the organizations to be represented. **A Chairman and/or Coordinator can be appointed at this time or after the first organized meeting.**

County Commission must approve the proposed DUI task force work plan and budget on an annual basis for activity occurring July 1—June 30.

Approval usually takes the form of a **cover page** that is submitted along with the proposal to the Montana State Highway Safety Office for approval by the Governor's Representative for Highway Safety.

**Coordinator Responsibilities** (paid or volunteer position). *An allowable expenditure of DUI Task Force funding is the coordinator's time.*

- Oversee implementation of the County DUI plan and budget that was approved by the Governor's Representative for Highway Safety
- Administer DUI contracts with local agencies (e.g. law enforcement, probation & parole, etc.)
- Serve as liaison to the media, the State Highway Traffic Safety Office, and other community and state groups
- Participate in the regional and/or annual statewide DUI Task Force meeting hosted by the State Highway Traffic Safety Office
- Ensure meetings are properly organized and documented: public notice and meeting agendas are prepared and sent out in advance; sign-in sheets and minutes of meetings are kept\*
- Ensure the budget is properly managed: budget report is provided at each meeting; contracts are properly managed and reimbursed based on provision of services, adequate reporting, and submission of invoices; records maintained that can withstand an audit.\*

*\*The Coordinator may fulfill these functions, or the task force may choose to appoint a secretary and/or treasurer.*



## Step 2—Recruit DUI Task Force Members

### Building a Team—Recommended Partners

Below is a list of community sectors that could potentially be represented on your DUI task force. Broad-based, diverse representation that brings different perspectives and strategies to the work of the task force,

Law Enforcement	Courts
Public Health	Treatment
State, County, Local Government	Federal Partners
Alcohol Beverage Industry	Insurance Companies
Education	Business Sector
Faith Based groups	Transportation groups
Advocacy groups	Media
DUI Survivors	Private citizens



## Step 3—Hold an organizational meeting

- ✓ Determine what meeting dates/times are best for the DUITF.
- ✓ Meeting Agenda (Meetings must be made public in local newspaper)
- ✓ Meeting Schedule (Establish a regular meeting schedule and provide public notice of that meeting)



## Step 4— County DUITF Plan Development

- **Mission**
- **Problem Statement**
- **Activities/Budget**
- **Evaluation**

**DUITF PLAN:** MDT can provide example plans that include activities and budget examples. Plans are recommend to have the follow components.

### Mission Statement

A **mission statement** is a statement which is used as a way of communicating the purpose of the organization. Mission statements are normally short and simple statements which outline what the organization's purpose is and are related to the specific sector an organization operates in.

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## **Problem Statement:**

Consider data and the state, county and municipal level from a variety of data sets. Some data sets you may want to consider are:

### **State-Level Data**

- ~ Crash Data <http://www.mdt.mhttp://mbcc.mt.gov/Data/Data.asp>
- ~ Montana Crime Statistics <http://mbcc.mt.gov/Data/Data.asp>
- ~ Montana Department of Justice, Motor Vehicle Division <https://dojmt.gov/driving/mvd-by-the-numbers/>
- ~ Montana Department of Health and Human Services <http://dphhs.mt.gov/statisticalinformation/index>
- ~ Montana Department of Corrections <http://www.cor.mt.gov/Resources/Reports/default.mcp>
- ~ Office of the Court Administrator <http://courts.mt.gov/cao/default.mcp>
- ~ Montana Department of Revenue, Liquor Control <http://revenue.mt.gov/home/liquor>

### **Local Data**

- ~ Local Crime Statistics from law enforcement
- ~ Local Court Data
- ~ Hospital Information
- ~ Treatment Provider data

## **Strategies/Activities**

Provide a list of activities to address the trends shown in your county data. Keep it short, simple, and specific. Activities should be in line with the purpose of the DUI Task Forces as outlined in state law. General strategy and examples are provided below.

### **Enforcement**

- Increased DUI patrol activity, High Visibility Enforcement, Cops in Shops, Kegger patrols
- Bar walk-throughs to look for and cite service to underage persons and over-service to intoxicated persons
- DUI enforcement-related equipment and processing supplies
- Equipment to support Enforcement/Education strategies

### **Prosecution/Adjudication/Supervision**

- DUI-specific training for prosecutors and judges
- Visual trial technology, Alcohol Monitoring Devices
- Start/support a DUI Court

### **Education/Awareness/ Media Advocacy**

- Age-appropriate transportation alternatives (e.g. Topsy Tow, Designated Driver programs, Safe Ride Home programs)
- Responsible alcohol sales/service trainings; DUI crash scene re-enactment programs
- Ghost Outs/Every 15 Minutes presentations; DUI victim presentations
- Letters to the editor; Billboards and bathroom signs
- Radio & television public service announcements (PSAs); Public Information & Education Campaign

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## Policy & Legislation

- Support of rigorous DUI laws at the local, county and state level
- Support environmental strategies to change aspects of the environment that contribute to the abuse of alcohol and other drugs.
- Support administrative changes that guide DUI policy.

## Media Advocacy

- Inform the public about what really causes or contributes to problems in your county.
- Encourage community members and their leaders to find out more about the problems and to get involved in solving those problems.
- Promote services within your community that address the problems.
- Change the way key decision makers and the general public look at community issues or problems.
- Create a reliable, consistent stream of publicity for your task force's issues and activities.
- Explain how these problems could and should be solved.
- Motivate community members and policy makers to get involved.

## Monitoring Convicted DUI Offenders

- Increase risk perception of felony DUI offenders that they will be caught if they violate conditions of supervision with regards to alcohol consumption.
- DUI task force may fund overtime shifts for Department of Corrections Probation and Parole officers to conduct bar checks, home visits, etc.

## Other Interventions

- Treatment and other rehabilitation programs
- High risk population prevention activities like peer-led programs
- Healing for families and friends affected by alcoholism, e.g. Al-Anon, Alateen, and Students Against Destructive Decisions (SADD).

## **Budget Development**

Based upon projected revenue, begin budget development. Budget should align with strategies/activities outlined above. Contact MDT for budget template.

Budget line items typically fall under one of the categories below.

- Personal Services
- Contracted Services
- Operating Services
- Equipment
- Travel
- Indirect Costs

## **Evaluation**

Evaluation should be tied back to your county-specific data and activities. It is beneficial to evaluate process (activities and involvement of the DUI task force) as well as outcome (data).



## **Step 5—DUI Task Force Plan & Budget for Review and Approval by County Commission and MDT**

County Commission must approve through the proposed DUI task force work plan and budget on an annual basis for activity occurring July 1—June 30.

Approval usually takes the form of a **cover page** that is submitted along with the proposal to the Montana State Highway Safety Office for approval by the Governor’s Representative for Highway Safety.



## **Step 6 – Annual report submission to County Commission; Ongoing communication with MDT.**

County Commission must receive annual reports on DUITF activities. It is up to you and your commission to decide on the best process for report submission.

MDT maintains a DUITF website and provides ongoing education and technical assistance to DUITF. MDT is available anytime to answer questions you may have.

### **County DUI Task Force information contact:**

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