

1995-96 SESSION
COMMITTEE HEARING
RECORDS

Committee Name:

Joint Committee on
Finance (JC-Fi)

Sample:

Record of Comm. Proceedings ... RCP

- 05hrAC-EdR_RCP_pt01a
- 05hrAC-EdR_RCP_pt01b
- 05hrAC-EdR_RCP_pt02

- Appointments ... Appt
- **

- Clearinghouse Rules ... CRule
- **

- Committee Hearings ... CH
- **

- Committee Reports ... CR
- **

- Executive Sessions ... ES
- **

- Hearing Records ... HR
- **

- Miscellaneous ... Misc
- 95hrJC-Fi_Misc_pt46

- Record of Comm. Proceedings ... RCP
- **

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN

Room 119 South, State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2253



ASSEMBLY CHAIR
BEN BRANCEL

Room 107 South, State Capitol
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Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

October 18, 1995

Secretary James R. Klauser
Department of Administration
101 East Wilson Street, 10th Floor
Madison, WI 53702

Dear Secretary Klauser:

On September 27, 1995, ss. 16.505/16.515 requests for the Supreme Court and the Public Service Commission were submitted in a memorandum from you to us for approval by the Joint Committee on Finance.

The request for authorization of 1.50 PR positions for the Board of Bar Examiners is approved.

With respect to the request for increased expenditure authority of \$24,000 PR in 1995-96 and \$47,000 PR in 1996-97 for the PSC, that request is approved with the understanding that these funds are to be considered one-time in nature and not base-building. We believe this is warranted since the need for and level of any continuing base costs for geographic information system (GIS) capability is uncertain and merits further review as a part of the PSC's 1997-99 budget. Unless you notify us by October 26, 1995, that you wish us to schedule a meeting of the Committee to review this request, we will consider the request approved with this condition.

A handwritten signature in black ink, appearing to read "Tim Weeden".

TIM WEEDEN
Senate Chair

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Brancel".

BEN BRANCEL
Assembly Chair

cc: Members, Joint Committee on Finance
Bob Lang, Legislative Fiscal Bureau

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN



ASSEMBLY CHAIR
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JOINT COMMITTEE ON FINANCE

September 28, 1995

MEMO TO: Joint Finance Members

FROM: Representative Ben Brancel
Senator Tim Weeden
Co-Chairs, Joint Committee on Finance

Attached is a copy of a request from the Department of Administration dated September 27, 1995 pursuant to 16.505/515 (2) pertaining to requests from the Public Service Commission and the Supreme Court.

Please review this item and notify Representative Brancel's office not later than Wednesday, October 18, 1995 if you have any concerns about the request or would like the committee to meet formally to consider it.

Also, please contact us if you need further information.

CORRESPONDENCE/MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: Sep. 27, 1995

To: Honorable Timothy Weeden, Co-Chair
Honorable Ben Brancel, Co-Chair

From: James R. Klauser
Secretary
Department of Administration

Subject: s. 16.515/16.505(2) Requests

Enclosed are requests which have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1995-96</u>		<u>1996-97</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
P.S.C. 20.155(1)(g)	Geographic Information System Equipment	\$ 24,000		\$ 47,000	
Sup. Court 20.680(3)(g)	Board of Bar Examiners		1.50		1.50

As provided in s. 16.515, this request will be approved on Oct. 19, 1995, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

Please contact Roger Grossman at 266-1072, or the analyst who approved the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments:

CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: September 26, 1995

To: James R. Klauser, Secretary
Department of Administration

From: Julie Keal, Budget Analyst *JK*
Division of Executive Budget and Planning

Subject: §16.515 Request from the Public Service Commission

Request

The Public Service Commission requests a supplement of \$24,000 PR in FY96 and \$47,000 PRO in FY97 to the §20.155(1)(g) appropriation for geographic information system equipment and services. This includes \$7,000 annually in ongoing funding for software maintenance and DOA services. The §20.155(1)(g) appropriation is funded from direct and remainder assessments levied on all public utilities in the state.

Background

The Public Service Commission plans to purchase the necessary equipment to enable it to use GIS data sets already in existence at the Department of Administration's GIS service center. It will also contract with DOA for training and assistance to PSC users, particularly in the early years.

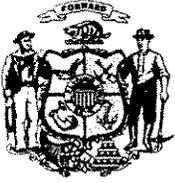
Analysis

The PSC and utility customers will both benefit from access to GIS. Among other uses, the PSC plans to use GIS in reviewing electric and natural gas construction, tracking service area boundaries and expansions, investigating potential geographic relationships among complaints, and developing extended calling areas for local telephone customers.

The Public Service Commission originally made this request as part of its 1995/97 biennial budget request. The Governor supported the request, but recommended deferring it pending the development of statewide standards by the Department of Administration. Those standards have now been set, and DOA's Division of Technology Management has determined that the PSC's plan meets these standards.

Recommendation

Approve the request. The Public Service Commission is following statewide goals by becoming a user of centrally maintained GIS data in order to better serve utility ratepayers.



Public Service Commission of Wisconsin

Cheryl L. Parrino, Chairman
Scott A. Neitzel, Commissioner
Daniel J. Eastman, Commissioner

Jacqueline K. Reynolds, Executive Assistant
Lynda L. Dorr, Secretary to the Commission
Steven M. Schur, Chief Counsel

September 15, 1995

James R. Klauser, Secretary
Department of Administration
101 E. Wilson St, 10th Floor
Madison, WI 53707-7869

Re: Section 16.515, Stats., Request for \$71,000 in PRO Funding to Acquire, Install, and Support Geographic Information Systems (GIS) (See Appendix A.)

Dear Secretary Klauser:

This request, pursuant to s. 16.515, Stats., from the Public Service Commission for \$71,000 in PRO funds is designed to:

- (1) purchase necessary hardware and software to support GIS;
- (2) install and test hardware, software and data sets;
- (3) develop additional data sets;
- (4) train GIS users; and
- (5) provide ongoing user support.

In the 95-97 biennial budget process, the Department of Administration deferred action on this item in order to develop statewide standards. This project meets those standards and should be approved. In addition, the Department also deferred action on the PSC's request for funding in the second year of the biennium to electronically transfer annual report data from the utilities to the Commission. We will be making a s. 16.515 request in FY97 for this item.

We have discussed how best to deploy GIS at the PSC with Loren Hoffmann, DOA Geographic Information Specialist. Our proposed implementation strategy (Appendix B) and corresponding budget (below) reflect those discussions. A large portion (\$29,000 or 41 percent) of the requested funds will actually be paid to DOA's GIS Service Center for support service the PSC receives. GIS hardware and software will conform to DOA's Information Technology Infrastructure Standards.

The total amount being requested at this time, \$71,000, is the same amount requested and deferred in the 95-97 biennial budget. The amounts allocated to each fiscal year within the biennium are different, however, to better reflect the timing and amount of DOA services provided by the GIS Service Center. Consequently, \$24,000 is proposed to be allocated to FY96

James R. Klauser, Secretary
Department of Administration
Page 2

and \$47,000 in FY97. This is in contrast to our original 95-97 biennial budget allocation of \$17,000 and \$54,000, respectively.

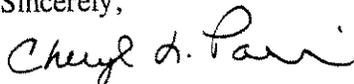
Here is how we roughly see the dollars being expended:

ITEM	FY96	FY97	95-97 BIENNIUM
Hardware	\$7,000	\$19,000	\$26,000
Software	\$2,000	\$14,000	\$16,000
DOA Services	\$15,000	\$14,000	\$29,000
TOTAL	\$24,000	\$47,000 ¹	\$71,000

The benefits of deploying GIS at the PSC are documented by example in Appendix C. There are several activities we perform that lend themselves to this technology. Without this tool, some of these activities cannot be adequately accomplished, at least not efficiently. Moreover, the PSC's participation in the development of GIS data sets with DOA's GIS Service Center, which include utility service territories and infrastructure, enhances the capability of GIS for all users. These benefits, which exceed the costs in my opinion, will also accrue to other state agencies, the Legislature, utility providers and customers. I hope we can count on your support to pass this request on to the Joint Finance Committee.

Thank you for reviewing this request and please call me if you have any questions or need additional information.

Sincerely,



Cheryl L. Parrino
Chairman

CLP:nal:h:\staff\nl\gis16515.clp

Attachments

cc: Julie Keal, DOA Budget Analyst
Loren Hoffmann, DOA Geographic Information Specialist
Tony Mason, Budget Analyst, Legislative Fiscal Bureau
Georgia L. Mulcahy, PSC, DAS Administrator
Barb Bartz, PSC, Director, Information Systems
Gordon Grant, PSC, Director, Fiscal Services
Nicholas Linden, PSC, Assistant Administrator, Telecommunications Division

¹ Only \$7,000 of this amount is ongoing for DOA support, hardware replacement and software upgrade.

APPENDIX A: REVENUE SOURCES FOR APPROPRIATION

This s. 16.515, Stats., request would be paid for from 20.155(1)(g) UTILITY REGULATION. This appropriation is funded from direct and remainder assessments to all public utilities in the state and ultimately passed on in rates to utility customers.

APPENDIX B: PSC GIS IMPLEMENTATION STRATEGY

1st Year (FY96)

Install and support two GIS workstations--one on the second floor in the Telecommunications Division and one on the third floor in the Electric Division. These workstations should be considered shared resources and available to all staff regardless of division assignment.

The second floor workstation will be a new purchase (Pentium). The third floor workstation in the Electric Division already exists (PS/2 Model 77s--#354), however a larger monitor and hard drive may be required in addition to ArcView software.¹ No additional printer or plotter is required, because it is assumed that the Seiko color printer on our LAN can be used to print letter-size color maps. Wall-size color maps should be produced per the terms of a service agreement with the DOA GIS Service Center.

The DOA GIS Service Center has many data sets that the PSC will need and want to use. We are currently working with the Center and various utilities to create additional data sets containing utility information, such as service boundaries and the location of physical plant and equipment (infrastructure). This activity should continue to enhance the usefulness of GIS for all users statewide.

DOA services should at least include initial installation, training, ongoing user support (Help Desk), and large wall map production. PSC Bureau of Information Systems (BIS) staff will be required to requisition and set up new workstations on the LAN. If data sets are stored on a shared drive, PSC BIS staff may also be required to work on this project.

Approximately 10-15 users should be trained initially. These staff employees would be expected to assist other staff upon request to perform analyses or otherwise assist them to complete analyses.

2nd Year (FY97)

Continue supporting the two GIS shared workstations implemented in FY96. Based on experience gained in FY97, create a third workstation and/or migrate GIS to the desktop of "heavy users." Alternatively, if a network version of ArcView is available, purchase an appropriately sized LAN pack and server hard drive. This strategy would require BIS staff resources to implement. Formally train and support an additional 15-25 users.

¹ These workstations should be equipped with a CD ROM drive as well. The third-floor Electric Division workstation already has a CD ROM drive from which mapping software is run (Map Expert by DeLorme, Version 2.0 for Windows). Additional applications using CDs can be run at these workstations. Moreover, the second-floor workstation should be equipped with an ISDN card. This would permit experimentation using ISDN to transfer data or access the Internet and information services.

Proposed GIS Implementation Team:

DAS:	Gordon Grant, Barb Bartz, Ken Stofflet
DWCCA:	Bruce Schmidt, Clarence Mougin
Electric:	Dave Barger, Bill Fannucchi, Jim Lepinski
Examining:	Ann Pfeifer
Gas:	Tom Stemrich, Michael John Jaeger, Bob Mussallem
Telecom:	Judy Klug, Nick Linden*, Glenn Unger

*Team Leader

APPENDIX C: Some Geographic Information System (GIS) Uses at the PSC

Electric and Natural Gas Construction Review

Commission review of major utility construction applications (such as electric transmission lines, power plants, natural gas lines) includes detailed analysis of environmental and land-use implications of the proposed projects. The review involves the analysis of multiple project alternatives superimposed on land-use, environmental, geographic, cultural, and existing facilities data from many sources. A GIS would be extremely helpful in consolidating the multiple-source data, determining the effects of project alternatives and facilitating the development of additional alternatives to address specific problems. A GIS would ease the development of maps and graphics to use in the environmental impact statements and assessments, along with testimony and public information materials prepared in these cases.

Service Territory Boundaries

The state is divided up into exclusive¹ service territories for public utilities. Within a given service territory only one utility is authorized to provide a given utility service. The existing service territories have complex boundaries, and more often than not the boundaries cannot be easily described by simple political subdivision areas. The boundaries also change over time, with new service areas being established for natural gas and water service and with voluntary boundary changes taking place between utilities by way of mutual territorial agreements. Keeping track of precise service territory definitions is critical to maintaining the integrity of the monopoly franchise, for accurately and efficiently solving boundary disputes and for analyzing customer complaints. A GIS would allow the development of a master data base to allow quick and accurate analysis of the complex geographical information associated with defining utility service territories.

Legislative Reports

Telecommunications Infrastructure. Section 196.196(5)(f), Stats., directs the PSC to submit by January 1, 1996, and biennially thereafter, a report to the Joint Committee on Information Policy describing the status of investments in advanced telecommunications infrastructure in Wisconsin. GIS permits the Commission to monitor and report the deployment of advanced telecommunications infrastructure based on geographic location, which can then be overlaid on maps showing political boundaries (towns, cities, counties, school districts, senate and assembly districts, etc.) and other reference points (roads, bodies of water, etc.). Representing the data in this fashion, particularly over time, will better show where and when this technology is being deployed.

Telecommunications Universal Service. Section 196.218 (5r), Stats., directs the PSC to submit a universal service fund report annually to the Joint Committee on Information Policy. GIS permits the Commission to monitor and report on the affordability and availability of

¹ Price regulated telecommunications firms (i.e., Ameritech and GTE North Incorporated) no longer have exclusive franchise rights.

telecommunications services based on geographic location, which can then be overlaid on maps showing utility service territory, low-income areas, political boundaries (towns, cities, counties, school districts, senate and assembly districts, etc.) and other reference points (roads, bodies of water, etc.). In addition, GIS should be capable of showing where universal service funding is going. This type of analysis can be further used to evaluate whether universal service programs are going to those with the most need.

Infrastructure Commitment for Price Regulated Utilities

1993 Wisconsin Act 496 (Information Superhighway Bill) established price regulation for Ameritech and GTE North in exchange for a commitment to invest in telecommunications infrastructure in Wisconsin. The PSC is responsible for ensuring that these utilities fulfill their commitment. The same type of analysis that can be performed to report to the Joint Committee on Information Policy on advanced infrastructure deployment can be used to monitor the deployment of technology associated with these utilities' infrastructure commitment.

The PSC is also charged with evaluating the effectiveness of price regulation after five years. Among other things, that evaluation includes whether the utility is adequately serving geographical areas with diverse income or racial populations. GIS permits identification of such geographical areas and allows other company-specific data to be overlaid (customer complaints, telephone subscribership, infrastructure deployment, etc.) and graphically displayed.

Complaint Analysis

The ability to geographically locate the source of complaints by type from utility customers will help to isolate and timely resolve these complaints. By determining geographic proximity of customer complaints, it can be determined if the complaints are isolated or systemic. Simply put, are the complaints coming from a neighborhood community or are they randomly scattered throughout the entire service territory? Knowing where and how widespread the problem is provides a good starting point to resolve and prevent complaints.

Selecting and Noticing Public Hearing Locations

In order to select convenient public hearing locations and to adequately notice those hearings, the PSC must take into account several pieces of information: the utility service territory, accessible meeting room locations, population centers, political boundaries such as towns, villages, cities, legislative districts, sources of customer complaints, newspaper circulation areas, etc. This requires working with many lists and maps. GIS permits this data to be overlaid and displayed graphically on a single map, thus allowing us to pinpoint a suitable location and to provide adequate notice via newspaper publication and direct mail.

Telecommunications Calling Area Issues (ECC and EAS)

One of the most controversial issues telephone customers face is the size and adequacy of their local calling areas. School districts and other political boundaries often do not correspond to utility service territories. As communities grow and develop, population centers shift and so do communities of interest. What was once a local call to a school, city government office, hospital, etc., could become a more expensive toll call. In response, customers demand either

discounted toll (Extended Community Calling) or an expanded local calling area (Extended Area Service). GIS permits PSC rate analysts to study several characteristics of a given area and to design calling areas with utilities to meet customer needs.

CORRESPONDENCE/MEMORANDUMSTATE OF WISCONSIN
Department of Administration*Date:* September 28, 1995*To:* James R. Klauser
Secretary*From:* Gina Frank-Reece 
Policy and Budget Analyst*Subject:* S. 16.505/515 Request of the Director of State Courts Relating to Certification of Bar Admission
Applicant's Character and Fitness**REQUEST:**

Under the provisions of s. 16.505/515 the Director of State Courts (DSC), on behalf of the Supreme Court, requests authorization for 1.50 FTE positions to be funded from its Board of Bar Examiners continuing program revenue appropriation under s.20.680(3)(g). The additional 1.50 FTE positions are needed to handle the workload increase resulting from a change in Chapter 40 of the Supreme Court rules pertaining to the certification of bar admission applicant's character and fitness. To fund this request the Supreme Court has instituted a new \$125 applicant fee for character and fitness investigations.

BACKGROUND:

The Board of Bar Examiners is responsible for administering the Wisconsin mandatory continuing legal education (CLE) requirement and preparing and administering the Wisconsin Bar Examination. The Board is also currently responsible for certifying the character and fitness of applicants to the Wisconsin Bar who are required to take the state bar examination or who are lawyers from other jurisdictions who wish to practice law in Wisconsin based on their practice in other states.

In June, 1993, the Supreme Court amended Supreme Court rule 40.06 to require the Board to assume responsibility for certifying the character and fitness of applicants to the state bar who are graduates of the U.W. Madison or Marquette University law schools, in addition to those already certified by the Board through the bar exam or through proof of their practice in another jurisdiction. As of October 1, 1995, responsibility for certifying the character and fitness of graduates from the U.W. Madison and Marquette University law schools will be transferred from the deans of these law schools to the Board. In addition, the Supreme Court rule instituted a \$125 fee for character and fitness investigations as well as a \$50 late fee for all diploma privilege students. According to the Director of State Courts, this change was precipitated by a need to have consistency in the character and fitness screening for all applicants to the Wisconsin bar regardless of the applicant's entrance situation.

ANALYSIS:

The Director of States Courts requests 1.0 FTE PR program assistant position and 0.50 FTE PR administrator position to handle the increased workload resulting from the Board's new responsibility for conducting character and fitness screening of candidates who are graduates of law schools in Wisconsin. The Board is currently responsible for examining and certifying the character and fitness of an average of 332 bar candidates annually who apply for admission to the Wisconsin Bar by either taking the bar exam or by proof of their practice in another jurisdiction. It is estimated that the Board's investigation workload will increase by 446 candidates on an annual basis as a result of the Supreme Court's mandate to screen graduates of the U.W. Madison and Marquette University law schools who wish to become certified to practice law in Wisconsin. Given that this change will increase the Board's current workload by 180%, the Director of State Court's request for an additional 1.50 FTE is warranted. The following table reflects the admission totals (by type of admission) for calendar years 1991 through 1994.

<u>Admission Type</u>	<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>	<u>Avg.</u>
By examination	227	267	264	248	252
Other Jurisdiction	89	95	72	63	80
By Diploma	489	413	426	457	446

All revenues received from the State Bar of Wisconsin, attorney licensing exam fees and attorney licensing fees are deposited in the Board's continuing program revenue appropriation under s. 20.680(3)(g) to fund the operational expenses of the Board. The Director of State Courts estimates that an additional \$37,700 PR in FY96 and \$56,000 PR in FY97 will be needed to fund the salaries, fringe benefits, supplies and services and one-time costs of the 1.50 FTE positions. These costs will be funded with program revenue generated from the \$125 character and investigation fee as well as the \$50 late fee charged to candidates who wish to be certified through the diploma privilege. It is estimated that the \$125 fee and associated late charges will generate approximately \$60,000 annually. Based on this estimate, there will be sufficient revenues available to fund the 1.50 FTE positions. The Director of State Court's request for increased expenditure authority in this program revenue appropriation is not required under the s. 16.515 process since the Board of Bar Examiners appropriation under s. 20.680(3)(g) is a continuing appropriation. The increased expenditure authority requested in this appropriation can be handled through the allotment process.

JCF approval of this request would provide the Board of Bar Examiners with the necessary staff resources to handle the workload associated with conducting character and fitness screening of all applicants to the Wisconsin Bar.

RECOMMENDATION:

Approve the request.



Supreme Court of Wisconsin
Director of State Courts
110 E. Main Street, Suite 430
Madison, Wisconsin 53703-3356

ABC - JM
CC: RG CA
GFR

J. Denis Moran
Director of State Courts

Roland B. Day
Chief Justice

Mary T. Rider
Deputy Director for Management Services
Telephone (608) 266-3501
FAX (608) 267-0911 TTY (608) 261-8288

DATE: September 15, 1995
TO: James R. Klauser, Secretary
Department of Administration
FROM: J. Denis Moran, *JDM* Director of State Courts
Supreme Court of Wisconsin

SUBJECT: Request under s. 16.505(2) and s. 16.515, Wis. Statutes, for an increase in permanent position authority and expenditure authority for appropriation 20.680 (3)(g).

REQUEST

Under the provisions of s. 16.515 and s. 16.505(2), Wis. Stats., the Director of State Courts, on behalf of the Supreme Court, requests an increase of \$37,700 in 1995-96 and \$56,000 in 1996-97 in ongoing base expenditure authority and an increase in permanent position authority of 1.5 FTE, beginning in 1995-96, for appropriation 20.680 (3)(g). This request is needed to accommodate the increased workload resulting from a change in Supreme Court Rule 40.06 pertaining to the certification of bar admission applicant's character and fitness. The increased expenditures will be funded by the establishment of a \$125 applicant fee by Supreme Court Rule.

BACKGROUND

According to Article VII of the Wisconsin Constitution, the Supreme Court has superintending and administrative authority over all courts in Wisconsin. As such, it exercises an inherent supervisory power over the practice of law in Wisconsin and also has the power to formulate and carry out the court system budget. Through its rule-making authority, the Court has established rules governing the qualifications for attorneys to practice law in Wisconsin. These requirements are divided into two general areas: legal competence and character and fitness. Each of these requirements may be satisfied as follows:

- Legal Competence
 - (a) Graduating from either University of Wisconsin-Madison or Marquette University law school;

(b) Passing the bar exam; and

(c) Proof of active practice of law elsewhere.

• Character and Fitness

(a) For those students graduating from either the UW-Madison or Marquette University law school, it has been the responsibility of the Dean of the respective law school to establish whether the graduate has the good moral character and fitness to practice law in the state;

(b) For the applicants taking the bar exam, it is the responsibility of the Board of Bar Examiners (BBE) to verify the character and fitness of applicants; and

(c) For the reciprocity applicants, the National Conference of Bar Examiners has performed the investigations for a \$200 fee.

During the past four years, the number of bar admissions by bar examination has averaged 247, the number of admissions based on reciprocity has averaged 80 while the number of diploma admissions has averaged 446.

On June 14, 1993, the Supreme Court amended Chapter 40 of its rules (Admission to the Bar), effective October 1, 1995. This rule change transferred the responsibility for the character and fitness requirement for applicants to bar admission on diploma privilege from the law school deans to the Board of Bar Examiners. In addition, the Court, as part of its rule making authority, instituted a \$125 fee for character and fitness investigation for diploma privilege students and a \$50 late fee for these applicants. It should be noted that a portion of the \$300 bar examination fee is currently used to fund investigations for these candidates and \$200 of the \$675 application fee for reciprocity applicants is sent to the National Conference of Bar Examiners for the same purpose.

ANALYSIS

The change in the responsibility for the character and fitness investigations was precipitated by a need to have consistency in these investigations regardless of the entrance situation of the applicant. It has been the position of the Court that these investigations should be of sufficient depth and quality to adequately protect Wisconsin consumers of legal services. Consequently, the investigation of reciprocity applicants will be assumed by BBE during 1996 from the National Conference of Bar Examiners and the investigation of diploma applicants was ordered to be changed from the law school deans to BBE. The latter change has been supported by the deans (see attachment).

In order to enable BBE to undertake the investigations of the reciprocity applicants, the Court, through the s. 16.505(2)/s.

16.515 process, requested 0.5 FTE position and associated funding, in January, 1994, to handle the increased workload of 80 to 100 new applicants. This request was subsequently approved by DOA and the Legislature. Due to delays in implementing the computer system to track the investigations, this position was not filled until July, 1995.

The current request is for an increase of 1.5 FTE: 1.0 program assistant and 0.5 FTE administrator of character and fitness investigations. BBE recently hired a administrator of character and fitness to begin implementing the new rule: 0.5 FTE permanent position, filling the position authority described above, and half-time as an LTE. Applications will be received shortly from students graduating in December, 1995, who are subject to the new rule; it is anticipated that applications from spring graduates will be received by the end of the year.

In addition to the administrator of character and fitness investigations, BBE currently employs 1.5 FTE to process the approximately 250 applications from examination candidates. Because it is estimated that the rule change will require the investigation of an additional 450 applicants, or an increase in current workload by 180%, the request for an additional 1.5 FTE is conservative.

This item was included in the Supreme Court's 1995-97 biennial budget submission, but was not included in the Governor's budget recommendation to the Legislature.

FISCAL EFFECT

The following shows the specifics of the request:

	<u>1995-96</u>	<u>1996-97</u>
Permanent Position Salary	\$21,100	\$39,200
Fringe Benefits	7,000	12,900
Supplies/Services	3,900	3,900
One-Time Costs	<u>\$ 5,700</u>	
Total	<u>\$37,700</u>	<u>\$56,000</u>
Positions (FTE)	1.5	1.5

The above budget assumes that the 0.5 FTE administrator of character and fitness investigations will be filled as a permanent position as of November 1, 1995 and the clerical position will be filled by January 1, 1996.

Revenue Source for Appropriation

According to Chapter 30 of Supreme Court Rules (Board of Bar Examiners), continuing legal education shall be funded by the State

Bar and the administration of the admission to the bar shall be funded by applicant fees.

Consequently, the sources of revenue deposited in the appropriation under 20.680 (3)(g), Board of Bar Examiners, are an annual assessment of lawyers on active and inactive status through the State Bar of Wisconsin (\$177,000) to support continuing legal education and fees determined by Supreme Court Rule for admission to the Wisconsin bar (\$277,000). It is estimated that the opening balance for the licensing functions of BBE will be \$105,000 for 1995-96. As of October 1, all candidates for practice of law in Wisconsin who seek to be certified through diploma privilege will begin paying the \$125 character and fitness investigation fee. It is estimated that this fee and associated late charges will generate approximately \$60,000 annually, an amount sufficient to cover the ongoing portion of this request.

SUMMARY

The Director of State Courts, on behalf of the Supreme Court, requests an increase of \$37,700 in 1995-96 and \$56,000 in 1996-97 in ongoing base expenditure authority and an increase in permanent position authority of 1.5 FTE, beginning in 1995-96, for appropriation 20.680 (3)(g) to accommodate the increased workload resulting from a change in Supreme Court Rule 40.06 pertaining to the certification of bar admission applicant's character and fitness. The increased expenditures will be funded by the establishment of a \$125 applicant fee by Supreme Court Rule. The Court has the constitutional authority to amend the rules for bar admission and institute the above fee.

Approval of this request will allow BBE to implement the new rule which will become effective on October 1, 1995. The program is self-funded, and since the investigation workload for BBE will more than double, it is conservative to request the addition of 1.5 FTE. There does not appear to be any other alternative that would enable BBE to carry out their responsibility under Supreme Court rules.

UNIVERSITY OF
WISCONSIN
M A D I S O N

September 12, 1995

James R. Klauser, Secretary
Department of Administration
State of Wisconsin
101 East Wilson Street, 10th Floor
Madison, Wisconsin 53702

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SEP 15 1995

Dear Jim:

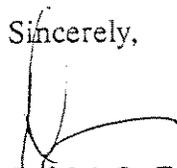
The Board of Bar Examiners ("BBE") of the Wisconsin Supreme Court is seeking emergency position authority for 1.5 permanent program-revenue-funded staff to perform a new function mandated by the Wisconsin Supreme Court. As Dean of the University of Wisconsin Law School, I support their request and I sincerely hope that you approve it.

The BBE will take over character and fitness investigations for all diploma privilege graduates from the law schools of the University of Wisconsin and Marquette University beginning October 1, 1995. The law schools have historically done little investigation or follow-up on students after their admission. Furthermore, the law schools have never investigated the character and fitness of diploma-privilege graduates to the degree that the BBE investigates others seeking admission to the Wisconsin Bar. Consequently, the BBE's investigation will be more thorough, requiring higher levels of staffing than previously required by the law schools or by the BBE.

For several reasons, it is necessary that the quality of character and fitness investigations be improved. First, Wisconsin consumers of legal services from diploma privilege graduates need to be protected in the same way that they are presently protected by the BBE's investigations of bar applicants coming in by examination and on proof of practice elsewhere. Second, all applicants to the Wisconsin Bar must be treated equally and subjected to the same level of scrutiny.

These staff positions and the investigations their incumbents will perform are funded entirely by user fees. The BBE receives no GPR and is entirely financed by user fees as directed by the Supreme Court. Your approval of the 1.5 positions for which emergency authority is sought will make it possible for the BBE to perform this Court-mandated function fairly and expeditiously. I invite you to call me if you have any questions.

Sincerely,

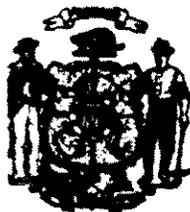


Daniel O. Bernstine
Dean

OFFICE OF THE DEAN
Law School

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN



ASSEMBLY CHAIR
BEN BRANCEL

Room 119 South, State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2253

Room 107 South, State Capitol
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

October 27, 1995

TO: Mr. James R. Klauser, Secretary
Department of Administration

FROM: Representative Ben Brancel
Senator Tim Weeden
Co-Chairs, Joint Committee on Finance

We have reviewed the Department of Administration requests dated October 9, 1995 pursuant to 16.505/515 (2) pertaining to requests from the Board on Aging and Long Term Care and the Department of Development.

There were no objections to these requests and accordingly they have been approved.

BB:TW:kc

cc: Roger Grossman
Bob Lang

STATE OF WISCONSIN

SENATE CHAIR
TIM WEEDEN



ASSEMBLY CHAIR
BEN BRANCEL

Room 119 South, State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2253

Room 107 South, State Capitol
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

October 9, 1995

TO: Joint Finance Members

FROM: Representative Ben Brancel
Senator Tim Weeden
Co-Chairs, Joint Committee on Finance

Attached is a copy of a request from the Department of Administration dated October 9, 1995 pursuant to 16.505/515 (2) pertaining to requests from the Board on Aging and Long Term Care and the Department of Development.

Please review this item and notify Representative Brancel's office not later than Friday, October 27, 1995 if you have any concerns about the request or would like the committee to meet formally to consider it.

Also, please contact us if you need further information.

BB/TW/kc

Attachments

CORRESPONDENCE/MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: Oct. 9, 1995

To: Honorable Timothy Weeden, Co-Chair
Honorable Ben Brancel, Co-ChairFrom: James R. Klauser
Secretary
Department of Administration

Subject: s. 16.515/16.505(2) Requests

Enclosed are requests which have been approved by this department under the authority granted in s. 16.515 and s. 16.505(2). The explanation for each request is included in the attached materials. Listed below is a summary of each item:

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1995-96</u>		<u>1996-97</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
B.O.A.L.T.C. 20.432(1)(k)	Contracts with State Agencies	\$ 37,900	1.0*	\$ 12,600	1.0*
D.O.D. 20.143(1)(k)	Sale of Materials or Services		2.0*		2.0*

* Extension of project positions.

As provided in s. 16.515, this request will be approved on Oct. 30, 1995, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

Please contact Roger Grossman at 266-1072, or the analyst who approved the request in the Division of Executive Budget and Finance, if you have any additional questions.

Attachments:

CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: September 29, 1995
To: James R. Klauser, Secretary
Department of Administration
From: Gretchen A. Fossum, Budget Analyst *SAF*
Division of Executive Budget and Policy
Subject: s.16.505/16.515 Request by the Board on Aging and Long-Term Care

REQUEST

The Board on Aging and Long-Term Care (BOALTC) requests an increase of \$50,500 PRS in expenditure authority in s.20.432(1)(k), contracts with state agencies, and a one year extension of 1.0 FTE project position.

ANALYSIS

BOALTC provides Medicare eligible individuals information on a variety of insurance products through the Medigap hotline. This function of the Board is funded through the Office of the Commissioner of Insurance. Beginning in January 1993, the Board has received funding from a federal Health Care Financing Administration (HCFA) insurance information grant to reduce backlogs in the Medigap hotline program through the Department of Health and Social Services. The HCFA grant has funded a project position and an additional toll-free line. The Board will be receiving an additional \$50,500 from the HCFA grant for the period October 1, 1995 through September 30, 1996.

BOALTC is requesting an increase in expenditure authority of \$50,500 and an extension of the project position through September 1996. While the backlog has been reduced to under one week, the Board continues to experience a high level of requests for insurance information. The following table details the Board's expenditure request:

	Total	FY96	FY97
Salary	\$26,800	\$20,100	\$6,700
Fringe	8,800	6,600	2,200
Telephone	6,400	4,800	1,600
Printing and postage	2,500	1,800	700
Rent	3,000	2,300	700
Other Supplies	3,000	2,300	700
Total	\$50,500	\$37,900	\$12,600

RECOMMENDATION

Approve the request contingent upon continued funding from the federal government.



STATE OF WISCONSIN
BOARD ON AGING AND LONG TERM CARE

214 North Hamilton Street
Madison, WI 53703-2118
(608) 266-8944 1-800-242-1060

George F. Potaracke
Executive Director

FAX 608 261-6570

06 September 95

To: Gretchen Fossum, Budget Analyst
Dept. Of Administration

Fr: George F. Potaracke, Exec. Director

Re: s. 16.505/16.515 Request

The Board on Aging and Long Term Care Requests an increase of \$50,500 PRS in expenditure authority in s.20.432(1)(k), contracts with state agencies, and position authority for one FTE project position.

The Board has been receiving funds through DHSS from a grant awarded by the federal Health Care Financing Administration to support the Medigap Helpline. DHSS has submitted a noncompeting continuation grant application for the fourth year of funding under the "Health Information, Counseling and Assistance" grant program. \$50,464 will be made available to the Board to support this request.

MEDIGAP HELPLINE

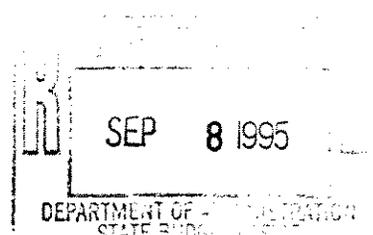
The Board requests authority to continue a current project position for the Medigap Helpline through September 30, 1996. Existing authority extends to September 30, 1995

The budget lines for this request (October 95--September 96) are:

Salary	26,800
Fringe	8,800
Supplies	14,900 (this includes \$4,700 for a toll-free line)

Position Justification: This position was originally authorized to assist the two existing program staff to deal with a chronic backlog of customers seeking insurance counselling. As part of the grant the Board installed a second incoming toll-free telephone line to accomodate more callers who reported frustration with reaching a 'busy signal'.

Advocate for the long term care consumer.



S.16.505/16.515 Request

September 6, 1995

Page 2.

Prior to hiring the third counselor through this funding source the Helpline chronically experienced as much as a four week backlog of callers waiting to receive counselling. Over the past year the waiting time has been reduced to one week or less. The second toll-free line has effectively eliminated consumers reaching a busy phone line. It should be noted that the program continues to carry out its statutory requirements to provide training in the community, with a strong linkage to the county-based elderly benefit specialists.

The following program statistics show the Medigap Helpline activities for the period prior to its expansion (April, 1993) and for two one-year periods since receipt of these grant funds, and the additional counselor and second toll-free line.

	4/92-3/93	4/93-3/94	4/94-3/95
Average number of persons counselled per month	425	605	609
Average number of persons requesting printed materials only	750	910	1035
Average number of callers referred (OCI, Benefit Specialists, etc.)	?	28	37

This request is submitted at this time, given the need to extend this project position. This request will maintain the Board's ability to continue current levels of program activities. A copy of relevant portions of the grant are attached for your reference.

Tommy G. Thompson
Governor
Gerald Whitburn
Secretary



Mailing Address
1 West Wilson Street
Post Office Box 7850
Madison, WI 53707-7850
Telephone (608) 266-9622

State of Wisconsin
Department of Health and Social Services

July 24, 1995

Ms. Marian D. Webb, Grants Officer
Health Care Financing Administration
OFHR, OAG, RCGD
Grants Management Staff
2-21-15 Central Building
7500 Security Boulevard
Baltimore, MD 21244-1850

RE: Federal Grant No. 11-P-90208/5-04:
Health Information, Counseling
and Assistance Grant Program

Dear Ms. Webb:

The Wisconsin Department of Health and Social Services is pleased to submit a noncompeting continuation application for fourth year funding under the "Health Information, Counseling and Assistance" grant program. Wisconsin currently provides health insurance and benefit information, counseling and assistance through two major programs: the Medigap Helpline and the Benefit Specialist Program.

Fourth year funds will continue to be used to expand consumer access to the Medigap Helpline, to increase services to Native American and other minority elders through the Benefit Specialist Program and to increase health benefits counseling by volunteers.

Thank you for your continued support of this project. Should you have questions regarding this proposal, please contact Glenn Silverberg at (608) 267-3201.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Richard W. Lorang', with a long horizontal flourish extending to the right.

Richard W. Lorang
Deputy Secretary

Attachments

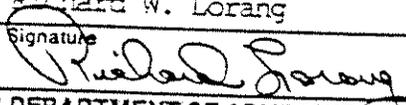
1 Applicant Agency Dept. of Health and Social Services		2 CFDA # <u>93.779</u>	3 Agency I.D. (Optional)
4 Address (Street/City/State/Zip) P.O. Box 7850 Madison, WI 53707 Contact Person Glenn Silverberg Phone ⁽⁶⁰⁸⁾ 267-3201		5 Federal Agency to Receive Request DHHS Health Care Financing Admin.	
8 Agency Project Title Health Insurance Information, Counseling and Assistance		6 Period of Funding Mo/Day/Year 9/28/95 9/27/96	7 Application Due Date Mo/Day/Year 7/27/95
11 Type of Application <input type="checkbox"/> New Grant <input type="checkbox"/> Amendment to Current Grant <input checked="" type="checkbox"/> Continuation-Unchanged <input type="checkbox"/> Continuation-Modified		12 Type of Assistance Grant <input type="checkbox"/> Formula <input checked="" type="checkbox"/> Discretionary Other _____	
13 Number of Years Previously Funded <u>3</u>		9 Executive Order 12372 Review Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Clearinghouses: Notified _____ Dates _____ _____ All _____	
10 Area of Impact Counties/States <u>Statewide</u>			

14 Funding, Allotment and Position Data (including Federal indirect costs)
 Total Federal Funds Applied For 180,988

Appropriation	Source	Revenue Type	Amount	New Positions		Existing Positions	
				No. (FTE)	Type	No. (FTE)	Type
758	PRF	FFD	\$ 178,438				
658	PRF	FED	\$ 2,715				
			\$				
			\$				
			\$				
			\$				
			\$				
			\$				
			\$				

15 Indirect Cost Reimbursement
 Yes Rate _____ Base _____ Amount _____ No

16 Authorizations

<input checked="" type="checkbox"/> Delegated Review	Authorized Agency Representative (Type or Print) Richard W. Lorang	Title if other than Agency Secretary Deputy Secretary
	Signature 	Date 7-24-95

FOR DEPARTMENT OF ADMINISTRATION USE ONLY

Reviewing Analyst _____ Phone _____ SAI Number _____
 Recommendation: Approve Approve With Conditions Deny
 Signature _____ Date _____ Date Received _____ Date Due _____

COMMENTS:

APPLICATION FOR FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED 7/27/95	Applicant Identifier
	2. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier HCFA No. 11-P-90208/5-04

3. APPLICANT INFORMATION

Legal Name: Wisconsin Department of Health and Social Svs	Organizational Unit: Division of Community Services/Bureau on Aging
Address (give city, county, state, and zip code): P.O. Box 7850 Madison, WI 53707	Name and telephone number of the person to be contacted on matters involving this application (give area code): Glenn Silverberg, Legal Services Developer (608) 267-3201
Dane County	

4. EMPLOYER IDENTIFICATION NUMBER (EIN): 3 9 - 6 0 0 6 4 6 9	7. TYPE OF APPLICANT: (enter appropriate letter in box) A A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify):
5. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	
6. Revision, enter appropriate letter(s) in box(es): A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration Other (specify):	

8. NAME OF FEDERAL AGENCY:
Department of Health and Human Services
Health Care Financing Administration

9. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 9 3 - 7 7 9

TITLE:
HCFA Grants: Research and Demonstration

12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.):
Statewide

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:
Health Information Counseling and Assistance Grant Program

13. PROPOSED PROJECT: Start Date: 9/28/95 Ending Date: 9/27/96	14. CONGRESSIONAL DISTRICTS OF: a. Applicant: Second b. Project: Statewide
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15. ESTIMATED FUNDING:

a. Federal	\$ 180,988.00
b. Applicant	\$.00
c. State	\$.00
d. Local	\$.00
e. Other	\$.00
f. Program Income	\$.00
g. TOTAL	\$ 180,988.00

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

a. YES. THIS PREAPPLICATION APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: _____ DATE _____

b. NO. PROGRAM IS NOT COVERED BY E.O. 12372
 OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
 Yes If "Yes," attach an explanation. No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN ONLY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED

1. Typed Name of Authorized Representative Richard W. Lorang	2. Title Deputy Secretary	3. Telephone number (608) 266-9622
4. Signature of Authorized Representative <i>Richard W. Lorang</i>		5. Date Signed 2-24-95

STATE OF WISCONSIN

BUDGET BACKUP DETAIL - YEAR 4

1. General Administration

Department of Health and Social Services, Division of Management Services, Bureau of Fiscal Services costs for accounting and systems transactions will total \$1,715.

2. Travel

The Bureau on Aging will set aside \$1,000 of grant funds to cover all costs of attending HCFA-mandated national and regional conferences of ICA grantees and other beneficiary services personnel.

3. Medigap Helpline Sub-Grant

The following costs associated with personnel, supplies/facilities/ equipment and communications total \$50,464 and constitute the subgrant to the Board on Aging and Long Term Care (BOALTC) for Year 4.

Personnel

The Medigap Helpline at the BOALTC employs one additional counselor classified as an Area Service Specialist 4, a comparable classification with other helpline counselors. The grant's contribution to the costs of this position are as follows:

	Year 3
Salary for Area Service Specialist 4	26,800
Benefits (32.61%)	\$8,739
TOTAL	\$35,539

Supplies/Facilities/Equipment/Training

All items in this category are for the use of the additional helpline counselor performing grant activities.

Supplies, Facilities, Equipment	Year 4
General Telephone	4,300
Office Space	2,800
Medigap Helpline	4,700
Postage	1,300
General Supplies	525
Training	300

BUDGET BACKUP DETAIL - YEAR 4 (cont.)

	SUBTOTAL	\$13,925
Equipment		1,000
	TOTAL	<u>\$14,925</u>

Communications

A toll-free telephone line will be used for the Medigap Helpline.

4. Sub-Contracts to Expand/Enhance Benefit Specialist Services

The Bureau on Aging will subcontract \$91,070 to three of the current grantees for continuation of their projects. The budget detail for these subcontracts is not finalized at this time. The Bureau will be able to supply detailed budget information on these programs by the end of the first quarter of the federal grant period for Year 4. The attached budget detail is based on third year figures.

5. Sub-Contracts to Develop/Enhance Volunteer Health Benefits Counseling

The Bureau on Aging will subcontract \$36,739 to Area Agencies on Aging for award to county benefit specialist programs, legal assistance providers or existing volunteer services providers for the development or enhancement of volunteer benefit counseling programs. The grantees are not known at this time so we cannot specify the size of each award or a detailed budget. The Bureau will be able to supply detailed budget information on these programs by the end of the first quarter of the federal grant period for Year 4.

Date: September 29, 1995

To: James R. Klauser
Secretary

From: Jacqueline Jugenheimer 
Division of Executive Budget and Planning

Subject: Section 16.505/16.515 Request from the Department of Development for the Extension of 2.0 FTE Project Positions.

Request

The Department of Development (DOD) is requesting the extension of 2.0 FTE PRO project positions in s. 20.143 (1) (k) (Sale of Materials or Service) for 24 months. The position would be funded with PR-S provided by the Division of Vocational Rehabilitation in the Department of Health and Social Services.

Background

Since October 1, 1993, the Division of Vocational Rehabilitation (DVR) has been contracting with the Department of Development (DOD) to provide business development services to clients with severe disabilities. The funds provided by DVR have been used for 2.0 FTE project positions and venture development and financing grants. DVR uses federal Title I-B (basic rehabilitation services) funds for this Self Employment Services Program. The positions include a 1.0 FTE Administrative Assistant 5, 0.70 FTE Program Assistant 2 and 0.30 FTE Publications Editor 2. Under the program, DOD staff work with DVR on the rehabilitation of disabled individuals through the development of self-employment and small business entrepreneurial opportunities. Services provided include the following:

- * Review and assessment of a client's entrepreneurial potential.
- * Provision of technical assistance and training in the development of a business plan.
- * Professional review and critique of business plans.
- * Funding of essential start-up services and other expenses.
- * Expert follow-up services.

In addition, DOD has developed a Business Development Program Handbook and a Business Development Quarterly Newsletter.

Under the program, DOD is required to provide a 21.3 % state (GPR) match or \$62,800 GPR in FY 95, which consists of \$25,000 of Business Development Initiative funds, \$32,800 associated with elements of two positions dedicated to the program and \$5,000 in direct support funding. For the period September 30, 1995 until September 29, 1996, DVR will provide \$232,050 PR-S to support the positions and \$92,000 PR-S for grants. The 2.0 FTE project positions were initially granted for one year and were extended for an additional year. Although federal funding is guaranteed only until September 29, 1996, it is likely that funding will be available after September 29, 1996. Therefore, it is requested to grant the position authority until September 30, 1997.

Analysis

DHSS/DVR is cooperating with DOD in providing individuals with severe disabilities with the opportunity to start or expand for-profit businesses. The positions and grants are funded by a federal match at a rate of \$1.00 of state funding for \$3.69 of federal funding. This program supports a group of individuals that frequently have difficulties operating in traditional business environments, thus, self-employment is often more desirable.

Under 1995 Wisconsin Act 27, DOD has lost 4.55 FTE positions in FY 96 and 3.55 FTE positions in FY 97, but assumed responsibility for Dairy 2020 and the administration of enterprise development zones without a net increase in staff. Therefore, the department cannot absorb the workload related to the self-employment project without the 2.0 FTE project positions.

Recommendation

Approve the request. This request will help maintain a successful program for individuals with severe disabilities.



123 West Washington Avenue
P. O. Box 7970
Madison, Wisconsin 53707
(608)266-1018

Tommy G. Thompson, Governor
William J. McCoshen, Secretary

MEMORANDUM

DATE: September 29, 1995
TO: James R. Klauser, Secretary
Department of Administration
FROM: ^{WJM} William McCoshen, Secretary
SUBJECT: REQUEST FOR THE TWO YEAR EXTENSION OF PROGRAM REVENUE SERVICE FUNDED PROJECT POSITIONS FOR THE SUPPORTED EMPLOYMENT PROGRAM UNDER SECTION 16.505 (2)(a) AND INCREASED SPENDING AUTHORITY UNDER SECTION 16.515.

REQUEST:

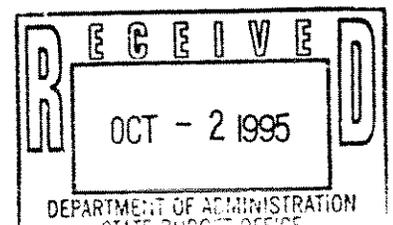
The Department of Development is requesting that the following program revenue service project positions be extended for a two year period.

Position Number	Percent Time	Classification
321562	100	Administrative Assistant 5
321752	30	Publications Editor 2
321753	70	Program Assistant 2

The Department is also requesting that its spending authority under Section 20.143(1)(k) (Sales of Materials and Services) be increased by \$232, 050 in FY6.

BACKGROUND:

In September of 1993, the project positions listed above were authorized to provide staffing for the Supported Employment program funded under a contract with the Department of Health and Social Services, Division of Vocational Rehabilitation. Under the Supported Employment Program, the Department of Development works with the Division of Vocational Rehabilitation to achieve improvements in providing business development services to severely disable clients. Major services provided under the program include:



Page 2

- Review and assessment of a client's entrepreneurial potential.
- Provision of technical assistance and training in the development of a business plan.
- Professional review and critique of business plans.
- Funding for essential startup services and other expenses.
- Expert follow-up services.

As part of the program, a number of supporting materials have been developed and will continued to be developed and updated including a Business Development Program Handbook and Business Development Quarterly Newsletter.

FUNDING AVAILABILITY:

Recently, the Department of Development has received notification that the Department of Health and Social Services will be entering into a new contract with DOD to continue the program through September 30th of 1996. The possibility of an additional one year extension also exists. The contract will provide funding of \$232, 500 to support the project positions listed above, provide funding for supplies and services and provide \$92,000 for the funding venture development and financing grants. DVR funding for the contract with DOD is from Federal Title I-B (basic rehabilitation services) provided under the Rehabilitation Act.

Under the contract, DOD is required to provide \$62,800 of match. This match will come from existing DOD resources including the salaries and fringe of staff in the Bureau of Minority Business Development who will work on the program and from grants made through the Business Development Initiative Program.

cc: Deb Jordahl
Barry Wanner
Bob Wynn
✓ Jacky Jugenheimer, Budget Office