

1997-98 SESSION
COMMITTEE HEARING
RECORDS

Committee Name:

Joint Committee on
Finance
(JC-Fi)

Sample:

- Record of Comm. Proceedings
- 97hrAC-EdR_RCP_pt01a
- 97hrAC-EdR_RCP_pt01b
- 97hrAC-EdR_RCP_pt02

- Appointments ... Appt
-
- Clearinghouse Rules ... CRule
-
- Committee Hearings ... CH
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- Committee Reports ... CR
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- Executive Sessions ... ES
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- Hearing Records ... HR
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- Miscellaneous ... Misc
- 97hr_JC-Fi_Misc_June 1998_pt08
- Record of Comm. Proceedings ... RCP
-

JUNE 1998 13.10 10 guests

Joint Survey Committee on Retirement Systems/Retirement Research Committee

Table 1. Detail of Fiscal 1998 Expenditures

"Past" period = 6/30/97 to 3/16/98

"Future" period = 3/17/98 to 6/30/98

Budget Line	Annual Budget Allotment	FY 1998 Expenses		Budget short-fall	Future Expense Type*	Comment
		Past	Future			
PERMANENT SALARIES	\$98,900	\$63,958	\$43,149	\$8,207	A	\$7,700 transf. to S&S
FRINGE BENEFITS	38,100	27,695	14,317	3,912	A	
ACTUARIAL SERVICES	30,000	25,000	8,000	3,000	B	A.B. 331 to be studied
SUPPLIES & SERVICES	\$28,700	\$21,000	\$13,097	\$5,397		
Rent	--	7,506	2,502	--	A	
Consultant Fees	--	7,665	450	--	B	For Blair Testin
SLD Intervw/Move	--	0	4,144	--	A	Reimbursable expense
Travel, Out State	--	0	1,075	--	A	EA Meeting (3/98)
Travel, Out State	--	0	1,340	--	B	GFOA meeting (6/98)
Registration Fees	--	0	575	--	A	EA Meeting (3/98)
Registration Fees	--	0	310	--	B	GFOA meeting (6/98)
Membership Dues	--	100	660	--	A	SOA and AAA (overdue)
JSCRS Meetings	--	176	56	--	A	If 1 "future" meeting
RRC Meetings	--	0	550	--	B	If 1 "future" meeting
DOA Services	--	820	0	--	A	
Telephone	--	732	420	--	A	Estimated
Electricity	--	237	120	--	A	Estimated
Copier, Rent	--	124	84	--	C	We own a simple copier
Copier, Maintain	--	67	60	--	B	Estimated
Subscriptions	--	280	0	--	B	
Classes/Books	--	0	275	--	B	Required of director
Supplies, Forms	--	239	150	--	B	
Travel, In State	--	0	60	--	B	Estimated
P&L Insurance	--	172	0	--	A	
Postage & Freight	--	38	19	--	A	Estimated
Printing	--	272	0	--	B	
Voice Mail	--	147	74	--	A	Estimated
Maintenance	--	145	73	--	A	Estimated
Miscellaneous	--	2,279	100	--	B	Past = balancing item
PERMANENT PROPERTY	(None)	\$0	\$0	(None)		
Furniture	--	0	0	--	n/a	
Office equipment	--	0	0	--	n/a	
Computer equip.	--	0	0	--	n/a	
	\$195,700	\$137,653	\$78,563	\$20,516		

Future expenses, type "A": \$67,184
 Future expenses, type "B": 11,295
 Future expenses, type "C": + 84

Total expenses during rest of FY98: \$78,563
 - Remaining budget allotment: -58,047

* Meaning of expense "type" (above)

A: Needed and already a commitment
 B: Needed, not yet a commitment
 C: Desirable, but can be deferred

Section 13.10 request for FY 1998: \$20,516

Joint Survey Committee on Retirement Systems/Retirement Research Committee

Table 2. Detail of Fiscal 1999 Expenditures

Budget Line	Annual Budget Allotment	Projected FY 1999 Expense	Budget short-fall	Expense Type*	Comment
PERMANENT SALARIES	\$106,600	\$140,693	\$34,093	A	
FRINGE BENEFITS	38,100	50,296	12,196	A	
ACTUARIAL SERVICES	0	20,000	20,000	B	If only 1 major study
SUPPLIES & SERVICES	\$21,000	\$27,805	\$6,805		
Rent	--	10,259	--	A	
Travel, Out State	--	1,750	--	A	ASPA meeting (10/98)
Travel, Out State	--	3,500	--	B	GFOA, NCPERS (spring)
Registration Fees	--	795	--	A	ASPA meeting (10/98)
Registration Fees	--	660	--	B	GFOA, NCPERS (spring)
Membership Dues	--	950	--	A	SOA, AAA, GFOA, NCPERS
Membership Dues	--	13	--	C	Wisconsin GFOA (?)
JSCRS Meetings	--	354	--	A	6 meetings expected
RRC Meetings	--	2,312	--	B	4 meetings expected
DOA Services	--	854	--	A	
Telephone	--	1,270	--	A	
Electricity	--	400	--	A	
Copier, Rent	--	336	--	C	<u>Need</u> a sheet feeder!
Copier, Maintain	--	180	--	A	
Subscriptions	--	480	--	B	Essential periodicals
Subscriptions	--	250	--	C	Desirable periodicals
Classes/Books	--	275	--	A	Required classes
Classes/Books	--	204	--	B	Needed, not required
Classes/Books	--	204	--	C	Desirable classes
Supplies, Forms	--	447	--	B	
Travel, In State	--	240	--	B	
P&L Insurance	--	181	--	A	
Postage & Freight	--	450	--	B	
Printing	--	500	--	C	PERS study, newsletter
Voice Mail	--	243	--	A	
Maintenance	--	100	--	A	
Miscellaneous	--	598	--	B	
PERMANENT PROPERTY	(None)	\$6,591	\$6,591		
Furniture	--	400	--	B	PC desk for director
Fax machine	--	250	--	B	<u>Need</u> a sheet feeder!
Humidif, shredder	--	200	--	C	Desirable
Laptop, OS, "zip"	--	3,556	--	B	For studies & meetings
Imaging equipment	--	2,185	--	C	For archiving files
	<u>\$165,700</u>	<u>\$245,385</u>			
FY99 expenses, type "A":		\$208,599			
FY99 expenses, type "B":		33,097			
FY99 expenses, type "C":		+ 3,688			
Estimated FY 1999 expenses:		<u>\$245,385</u>			
- FY 1999 budget allotment:		<u>-165,700</u>			

* Meaning of expense "type" (above)
A: Needed and already a commitment
B: Needed, not yet a commitment
C: Desirable, but can be deferred

Sec 13.10 request for FY99: \$79,685

Joint Survey Committee on Retirement Systems/Retirement Research Committee

Table 3. Summary of Expenditures, FY 1994 - FY 2001

Budget Line	FY 1994	FY 1995	FY 1996	FY 1997	Estimated for FY 1998-2001			
					FY 1998	FY 1999	FY 2000	FY 2001
PERMANENT SALARIES	\$108,523	\$118,506	\$65,519	\$63,452	\$107,107	\$140,693	\$144,916	\$149,265
FRINGE BENEFITS	37,750	45,026	26,988	24,911	42,012	50,296	51,147	53,360
ACTUARIAL SERVICES	27,400	0	20,700	0	33,000	20,000	15,000	15,000
SUPPLIES & SERVICES	\$16,977	\$16,947	\$24,036	\$35,082	\$34,013	\$26,502	\$27,317	\$29,239
Rent	9,388	9,388	9,669	9,959	10,008	10,259	10,566	10,883
Consultant Fees	0	0	9,457	17,962	8,115	0	0	0
SLD Interview/Move	0	0	0	0	4,144	0	0	0
Travel, Out State	2,270	1,332	0	1,054	2,415	5,250	4,830	5,070
Registration Fees	450	0	0	0	885	1,455	1,470	1,540
Membership Dues	242	235	240	285	760	950	1,010	1,060
JSCRS & RRC Meetings	365	104	282	194	782	2,666	2,800	2,940
DOA Services	0	528	566	595	820	854	944	1,035
Telephone	848	865	1,059	993	1,152	1,270	1,360	1,430
Electricity	352	203	235	280	357	400	420	440
Copier, Rent	0	373	373	373	124	0	370	370
Copier, Maintain	0	56	163	151	127	180	220	260
Subscriptions	405	893	325	770	280	480	510	530
Classes/Books	66	329	105	69	275	479	371	100
Supplies, Forms	277	735	255	723	389	447	716	752
Travel, In State	64	169	0	0	60	240	290	350
P&L Insurance	643	209	179	132	172	181	190	199
Postage & Freight	212	191	186	488	57	450	60	500
Printing	0	284	0	378	272	0	100	600
Voice Mail	264	288	252	252	221	243	320	330
Maintenance	101	0	0	0	218	100	110	120
Miscellaneous	1,030	765	690	424	2,379	598	660	730
PERMANENT PROPERTY								
Furniture	\$0	\$5,160	\$0	\$0	\$0	\$400	\$1,200	\$1,320
Office Equipment	0	0	0	0	0	250	210	0
Computer related *	3,513	0	97	6,603	0	3,556	2,294	500
	<u>\$190,650</u>	<u>\$185,639</u>	<u>\$137,243</u>	<u>\$123,445</u>	<u>\$216,132</u>	<u>\$238,141</u>	<u>\$239,790</u>	<u>\$248,184</u>

Any "Type C" expenses from Tables 1 and 2 are not included in this table's FY98-99 estimates.

* Paid for by the DOA in FY97. We have lost our "Permanent Property" budget allocation.

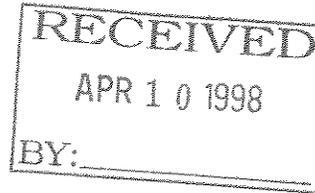


State of Wisconsin
Department of Health and Family Services

Tommy G. Thompson, Governor
Joe Lekan, Secretary



April 7, 1998



The Honorable Brian Burke
Senate Co-Chair, Joint Committee on Finance
Room LL1, 119 Martin Luther King Jr. Blvd.
Madison, WI 53702

The Honorable John Gard
Assembly Co-Chair, Joint Committee on Finance
Room 315 North, State Capitol
Madison, WI 53702

Dear Senator Burke and Representative Gard:

As required under section 9131(3pu) of 1997 Act 27, the 1997-99 Biennial Budget, the Department of Justice, the Department of Regulation and Licensing, and the Department of Health and Family Services are jointly submitting a plan for the use of \$420,000 GPR in the Joint Finance Committee's appropriation under s. 20.865(4)(a) to fund an information system to facilitate caregiver background checks mandated under Act 27. These GPR funds will be combined with a total of \$400,000 PRO identified for DOJ and DRL in Act 27 and an additional \$119,000 FED available to DHFS for development of the system.

DHFS requests that the Committee supplement the Department's appropriation under s. 20.435(6)(a) with \$218,400 in FY 98 and \$201,600 in FY 99. Through a separate s. 16.54 request to the Department of Administration, DHFS will request \$62,000 FED in spending authority in FY 98 and \$57,000 FED in spending authority in FY 99.

Background

Act 27 established requirements in state law intended to strengthen protections for children and vulnerable adults in organized care settings. The provisions require, among other things, that designated caregivers request DOJ criminal background record checks, DHFS abuse registry checks, and DRL professional license database checks on all new and existing staff and bars them from employing anyone with certain records or findings in those databases. DHFS and (for certain child care facilities) counties and local school boards must perform checks on a provider before issuing a license or other credential. Act 27 mandates that checks for new

providers and employees begin in October 1998 and that all existing providers and staff be checked by October 1999.

It is estimated that providers will be required to perform up to 187,000 checks over the next 18 months and 69,000 checks on an annual basis in order to comply with the new legislation. Prior to October 1998, DOJ must create accounts for more than 10,000 providers to enable them to perform the checks. DHFS will also perform checks on several thousand providers and DHFS staff. In order to ease the workload associated with these checks both on providers and state agencies, Act 27 included funds to build a system that would automate access to databases in the three agencies and offer "one-stop shopping" for those responsible for performing checks.

System Plan and Timeline

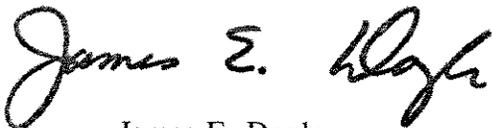
Section 9131(3pu) of Act 27 requires that the three agencies submit by April 1998 a joint plan for the automated system with an estimated completion date for the system no later than October 1999. The section states that, upon approval of the plan, the Committee may supplement the DHFS appropriation with \$420,000 GPR in FY 99.

Since the passage of Act 27, information technology and program staff from the three agencies have met several times to design the basic elements of the automated system. Attached is a detailed plan for the system. Under the plan, providers will submit requests to DOJ. DOJ will conduct a search of its criminal history record file and return results of that search to the provider. It will also electronically transfer the information provided in the request to DHFS, which will conduct automated checks in the relevant databases in both DHFS and DRL. DHFS will then return results of the DHFS and DRL searches to the provider through an automated process.

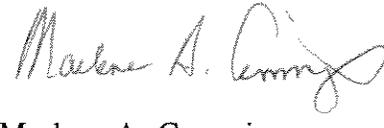
Our staffs have concluded that it is both technically feasible and programmatically desirable to have this basic system operational by October 1998, when providers and DHFS must begin performing checks for new staff and new providers. For this reason, DHFS is requesting that the Committee release \$218,400 of the \$420,000 in FY 98 and \$201,600 in FY 99.

Please feel free to contact each of us with questions about the proposed system.

Sincerely,



James E. Doyle
Attorney General



Marlene A. Cummings
Secretary
Department of Regulation
and Licensing



Joe Lee
Secretary
Department of Health
and Family Services

Integrated Background Information System (IBIS)

I. Goals of the System

1997 Act 27 mandates background checks for certain individuals as a condition of their operating, working for, or residing at a child care, long term care, or health care facility. The background check must consist of the following searches:

- A criminal history search from records maintained by the Department of Justice.
- A search of the Department of Health and Family Services client abuse registry.
- If applicable, a search of Department of Regulation and Licensing databases for information on the individual's credentials.
- Information DHFS maintains regarding denials of licenses, certifications, or contracts to operate an entity covered by the legislation.
- Information maintained by DHFS regarding substantiated findings of child abuse and neglect.

(See ss.48.685(2)(am) and (b) and 50.065(2)(am) and (ag), as created by Act 27.)

Information gathered through these checks will allow government agencies and providers to determine if an individual is eligible to be licensed or otherwise approved to operate by DHFS or other agencies or to be employed by a provider or (for non clients) reside at the provider's facility. If the background check returns a record of a prohibitive crime or act, DHFS may waive the statutory sanctions in some cases based on evidence of rehabilitation.

The purpose of the Integrated Background Information System is to:

- Provide "one-stop shopping" for providers, enabling them to complete a check of all required databases by making a single request to one state agency;
- Return results of the background searches to the requester in a timely manner;
- Automate the process as much as possible to minimize workload for state agencies.

II. System Design

DOJ, DHFS, and DRL propose to develop IBIS in two phases. In Phase I, the three agencies will develop a core system that meets the above stated goals. Phase I is projected to be completed by October 1998, when providers will first begin performing background checks. In Phase II, additional components would be built to allow providers greater access to the system.

Phase 1:

DOJ, DHFS, and DRL propose to develop the following system by October 1998:

1. Single Contact Point for Background Checks: Providers and government agencies will send requests for caregiver background checks to the Department of Justice's Crime Information Bureau (CIB) by U.S. mail.

The CIB is the logical choice for the single contact point because it is currently responsible for processing requests for checks of DOJ's criminal records database. The CIB is experienced with handling a large volume of requests and is familiar to providers and agencies that have been conducting criminal record checks prior to the Act 27 legislation. The CIB will likely develop a special form for caregiver checks to distinguish them from regular criminal record check requests.

The CIB will continue to charge the statutory criminal record search fee for caregiver background checks. The Bureau will establish accounts for regular users; occasional users will be required to include payment with their request.

2. Automation of Multiple Database Searches: A system will be constructed that will electronically search the relevant databases in all three agencies for the person identified in the background check request. This system will have the following general components:

a. DOJ staff will manually input requests received via mail into a transaction server. This server will simultaneously search the DOJ Computerized Criminal History (CCH) database and electronically route the request to a DHFS transaction server.

b. The DHFS transaction server will search the following DHFS databases:

- The Nurse Aide Registry's database of substantiated findings of abuse by nurse aides. This database will be expanded to include abuse findings involving other caregivers as mandated in Act 27.
- The Facility Licensing and Certification Information System (FLCIS), to identify individuals who have been denied credentials to operate adult long term care and health care facilities.
- The Children's Licensing System (CLICS), to identify individuals who have been denied licenses to operate child care facilities.
- A database of waivers from employment or residence restrictions granted upon evidence of rehabilitation, under s. 48.685(5) and s. 50.065(5)

Sections 48.685 and 50.065 require that caregiver background checks also include checks of any information maintained by DHFS regarding substantiated findings of child abuse and neglect. While DHFS currently does not maintain such information, it is developing the Statewide Automated Child Welfare Information System (SACWIS), which may include a database of abuse and neglect findings. Act 27 instructs DHFS to study the feasibility of creating a link to SACWIS when the system is completed.

c. The DHFS transaction server will also search data extracted from the following DRL databases:

- Credential Holder System

- Complaint Tracking System

3. Returning Search Results to the Requester

a. DOJ will return the CCH response to the requester via mail and if the request was not pre-paid, the caregiver will be billed for the transaction.

b. The DHFS Transaction Server will return the results of DHFS and DRL database searches using the most cost effective method available, as follows:

If the requesting caregiver has an Internet e-mail address, the response will be formatted for the Internet and returned via the DHFS web server.

If the requesting caregiver does not have an e-mail address but did provide a return FAX telephone number, the response will be formatted for automated FAX Back return.

If neither of the electronic return options is available, the system will generate a return letter. This letter would be formatted and sent to the consolidated DOA print and mail center for processing.

Phase II: Internet Access

In Phase II, the Department of Justice will use the \$200,000 included in Act 27 during fiscal year 1999 to develop systems that will help automate this process for customers. While additional study is still required, it is the intention of the Department of Justice to develop methods to allow the public to submit background check requests via the Internet and to allow public agencies that have access to the BadgerNet data network to make direct inquiries to the system as well. Other methods that will provide automated service are also being considered. As caregivers develop the capability to access the files electronically, it is expected that responses from DHFS will also be generated "on-line" to the requester.

Access using the Internet will serve those customers who would send a very limited number of checks each year. Caregiver agencies that have registered with the Department of Justice will call up an Internet inquiry screen and will enter the necessary information such as name, sex, and date of birth, as well as account or credit card information. When received via the Internet, DOJ will electronically switch the information to perform an inquiry of the CCH database along with forwarding the information to DHFS for further action. The CCH response will be available electronically, and a method will be developed to bill the customer.

Public agencies with access to the state BadgerNet data network will also have the ability to make direct queries into the CCH database. This method of access is designed for high volume public agencies. It is intended to provide a faster response than one could expect through the Internet.

In addition to the necessary hardware and software for development of automated inquiry, it is anticipated that the \$200,000 will be used to set up a data warehouse to store criminal history record information. The warehouse will allow access from outside agencies without compromising the integrity of the CCH database.

Recognizing that some caregivers may never have the ability to request records electronically, the CIB will continue to process requests received via U.S. mail or through other manual methods indefinitely. When a request indicates it is a caregiver background check, the DOJ computer system will automatically route the information to DHFS.

Phase III: Possible Future Enhancements

Contingent on the availability of funding, it may be desirable in future years to add further enhancements to IBIS. Some of the more significant enhancements would include:

- **Replacement of the Emergency Medical Technician System.** EMTs are among the caregivers covered by the background check requirements and therefore the background check system should query the EMT System to identify individuals who have been denied licenses to serve as EMTs. The current EMT system is a Fox-Pro based mainframe system that will not support queries from the background check system. Act 27 did not include funds to replace this system.
- **Background Checks Results Tracking.** If a background check returns information indicating a prohibitive conviction or other finding, the provider or agency must further investigate the facts and circumstances surrounding the conviction or finding to determine whether the statutory sanctions apply to the individual. A central repository containing results of these investigations could be constructed in order to save time for providers or agencies who investigate the same individual in the future.
- **Links with Other State Databases.** The background check system could be allowed to query other databases maintained by state agencies, including the Statewide Automated Child Welfare Information System (SACWIS), currently under development in DHFS, and the Department of Workforce Development's database of certified day care facilities. Act 27 instructs DHFS to study the feasibility of creating a link to SACWIS when the system is completed.

III. System Budget (Phase I and II)

The proposed budget for developing the system is as follows:

DHFS Costs (See Attachment 1 for more detail)

	FY 98	FY 99
1. Project management and design team. This team is responsible for overall project management, business analysis, and quality control.	\$123,000	\$102,200
2. Core query and response system development. This team will create the main system for IBIS that links the three departments, gathers background checks results from DHFS and DRL, and returns the results to the caregiver.	\$91,700	\$64,500
3. New module development for existing systems. This team will develop modules to three existing Department licensing systems to allow IBIS to search those systems for individuals who have been denied licenses or other DHFS credentials. It will also construct a database for individuals who have been granted waivers.	\$12,600	\$24,000
4. Replacement of the Nurse Aide Registry system. The current Nurse Aide Registry system is a Fox-Pro based mainframe system that will not support queries from the background check system. This team will create a new client server based system for the Registry.	\$53,100	\$29,200
6. System Maintenance Costs through FY 99. A total of .75 FTE will perform trouble shooting and repair activities after the deployment of Phase I of the system in October 1998.		\$77,300
Total DHFS Costs	\$280,400	\$297,200
Funding Source		
Direct Budgeted Funds		\$38,600
Available Federal Funding	\$62,000	\$57,000
GPR Funding Requested	\$218,400	\$201,600

DRL Costs

	FY 98	FY 99
1. Replication Server (Hardware and Software) This device will extract relevant data on a periodic basis from DRL licensing systems for storage in a separate database. The DHFS system would query this database when performing background searches.		\$55,000
2. Upgrade of Existing Server and Licenses. (Hardware and Software) This upgrade will allow DRL's main system server to interact with the replication server and extract data from DRL databases.		\$25,000
3. Programming Costs. DRL will develop programs to allow its systems to accept the background check query from DHFS, to have the replication server and main server interact properly, and to pass background check results back to DHFS.		\$120,000
Total DRL Costs		\$200,000

DOJ Costs

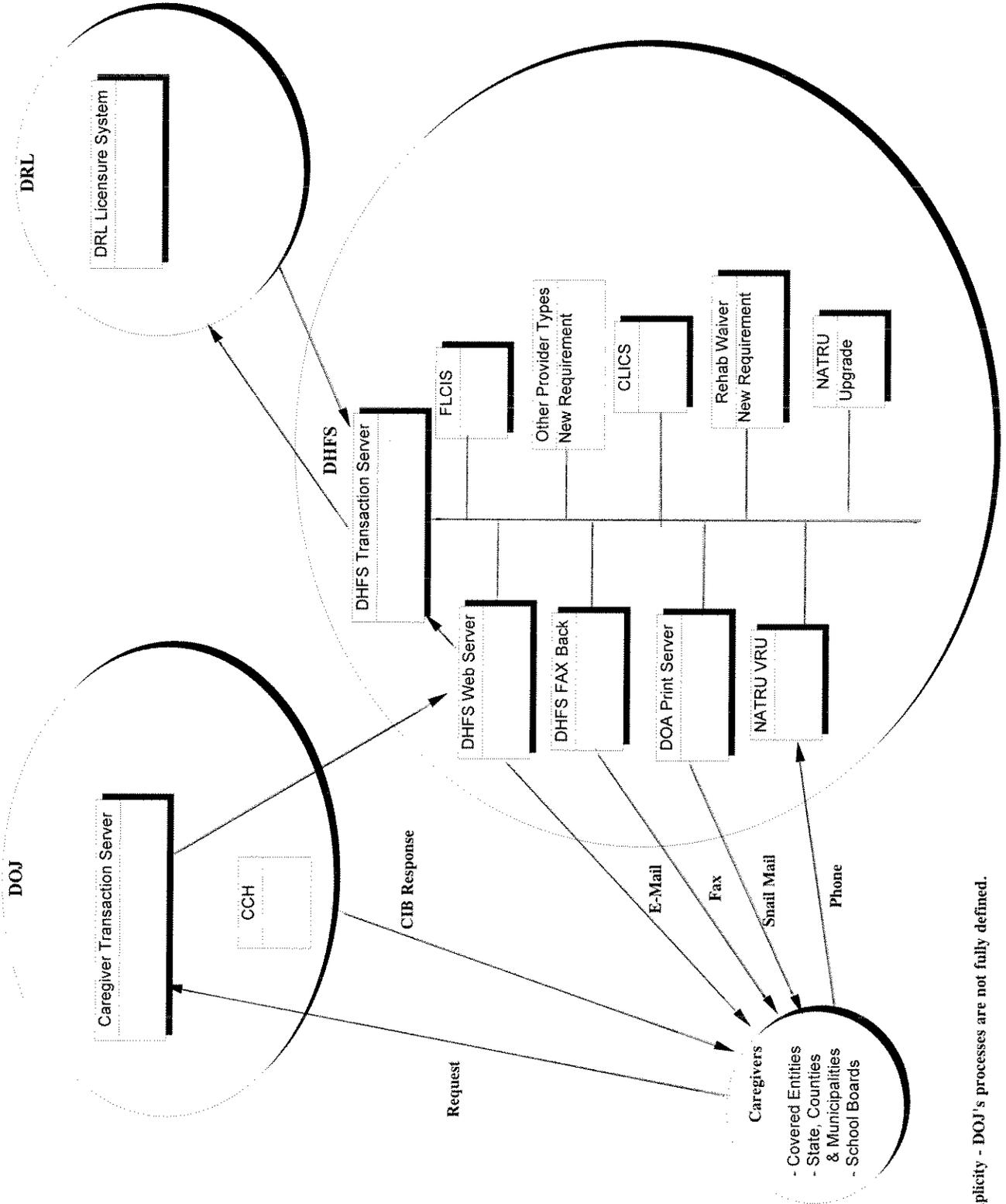
Programming and hardware costs to develop Internet and other automated access to the background check system.		\$200,000
Total DOJ Costs		\$200,000

Budget for Background Check IT System (DHFS costs)		FTE	Hourly Rate	FY 98		FY 99		Total for Biennium
				Hours	Cost	Hours	Cost	
Project Management and Design Team								
Program Manager		0.10	\$ 62	254	\$ 15,723	52	\$ 3,224	\$ 18,947
Project Leader		1.00	\$ 75	862.0	\$ 64,650	528	\$ 39,600	\$ 104,250
Product Assurance Specialist		1.00	\$ 75	440	\$ 33,000	528	\$ 39,600	\$ 72,600
Database Administrator		0.50	\$ 75	128	\$ 9,600	264	\$ 19,800	\$ 29,400
Subtotal					\$ 123,000		\$ 102,200	\$ 225,200
Development Teams								
Team 1: Core query and response system development								
Visual Studios Programmer		1.00	\$ 62	336	\$ 20,832	520	\$ 32,240	\$ 53,100
Visual Studios Programmer/Analyst		1.00	\$ 62	336	\$ 20,832	520	\$ 32,240	\$ 53,100
Transaction Server and FaxBack Hardware Cost					\$ 50,000			\$ 50,000
Subtotal					\$ 91,700		\$ 64,500	\$ 156,200
Team 2: New module development for existing systems								
PowerBuilder programmer		0.70	\$ 75	168	\$ 12,600	320	\$ 24,000	\$ 36,600
Subtotal					\$ 12,600		\$ 24,000	\$ 36,600
Team 3: Replacement of the Nurse Aide Registry system								
PowerBuilder programmer		0.80	\$ 75	269	\$ 20,160	240	\$ 18,000	\$ 38,200
System Analyst		0.50	\$ 62	168	\$ 10,416	180	\$ 11,200	\$ 21,600
Voice Response Unit Hardware Cost					\$ 22,500			\$ 22,500
Subtotal					\$ 53,100		\$ 29,200	\$ 82,300
Post deployment maintenance costs through FY 99								
Project Manager			\$ 62	60	\$ 3,760	60	\$ 3,760	\$ 7,520
Project Leader		0.25	\$ 75	465	\$ 34,875	465	\$ 34,875	\$ 69,750
Programmer		0.50	\$ 62	624	\$ 38,700	624	\$ 38,700	\$ 77,400
Subtotal							\$ 77,300	\$ 154,600
Total Costs					\$ 280,400		\$ 297,200	\$ 577,600
Directly Budgeted Funds								
Available Federal Funding					\$ 62,000		\$ 38,600	\$ 100,600
GPR Funding Needed					\$ 218,400		\$ 201,600	\$ 420,000
Available Funds								
Directly Budgeted Funds								\$ 38,600
Funds in Joint Finance Appropriation								\$ 420,000
Additional Federal Funding								\$ 119,000
Total								\$ 577,600

Attachment 2

Fund Source Distribution for IBIS Development Funds							
	FY 98			FY 99			Total for Biennium
	GPR	FED	PRO	GPR	FED	PRO	
DHFS							
Direct budgeted funds				\$ 27,000	\$ 11,600		\$ 38,600
Add'l federal funding		\$ 62,000			\$ 57,000		\$ 119,000
Joint Finance funds	\$ 218,400			\$ 201,600			\$ 420,000
Total DHFS	\$ 218,400	\$ 62,000	\$ -	\$ 228,600	\$ 68,600	\$ -	\$ 577,600
DRL							
Direct budgeted funds						\$ 200,000	\$ 200,000
DOJ							
Direct budgeted funds						\$ 200,000	\$ 200,000
Total	\$ 218,400	\$ 62,000	\$ -	\$ 228,600	\$ 68,600	\$ 400,000	\$ 977,600

IBIS Conceptual Data Model
4/1/98



For simplicity - DOJ's processes are not fully defined.



State of Wisconsin
Department of Health and Family Services

Tommy G. Thompson, Governor
Joe Leraan, Secretary



April 15, 1998

APR 24 1998

The Honorable Timothy Weeden
Senate Co-Chair, Joint Committee on Finance
One East Main, Room 203
Madison, WI 53702

The Honorable John Gard
Assembly Co-Chair, Joint Committee on Finance
Room 316 North, State Capitol
Madison, WI 53702

Dear Senator Weeden and Representative Gard:

The Department of Health and Family Services (DHFS) requests the release of \$468,300 GPR in the Committee's supplemental appropriation (20.865(4)(a)) to the Medical Assistance Administration appropriation (20.435(1)(bm)) to support the one-time costs associated with Medical Assistance (MA) administrative costs and outreach related to federal welfare reform. As part of this request, the Department also requests authorization for 3.0 project positions (10% GPR/ 90% FED). Further, the Department requests that \$200,887 GPR be transferred from 20.435(1)(a), the general program operations appropriation, to 20.435(1)(bm). In the 1997-99 biennial budget process this money, which was provided to the Department for MA costs associated with federal welfare reform, was inadvertently placed in the general program operations appropriation instead of the MA administration appropriation.

Provisions of 1997 Wisconsin Act 27, the 1997-99 biennial budget bill, appropriated \$702,400 GPR and \$7,023,800 FED to support MA administrative costs and outreach incurred as a result of federal welfare reform provisions that delinked the medical assistance program from cash economic assistance programs. Of this amount, Act 27 provided \$234,100 GPR and \$7,023,800 in 1997-98 to DHFS and placed the remainder, \$468,300 GPR, in the JFC appropriation to be released to the Department upon submission and approval of a detailed budget for these administrative costs.

Federal Funding and Requirements

The federal Personal Responsibility and Work Opportunity Act of 1996, P.L. 104-193, authorized \$500 million on a one-time basis to support Medicaid (Medical Assistance in Wisconsin) administrative costs states will incur as a result of the decoupling of Medicaid eligibility from the receipt of cash assistance for families and children.

Under federal regulations, every state is allocated \$2.0 million, which can be claimed with a 10% match (10% GPR/90% FED). In addition, states were awarded an additional allocation based on a formula comprised of the following factors: (a) state AFDC caseload (60%); (b) state MA administrative expenditures (20%); (c) SSI children in the state (10%); and (d) SSI immigrants in the state (10%). The additional allocation for Wisconsin totals \$5,023,766 based on this formula. The required state match to claim this federal funding is 10% for specified activities that are considered critical to protecting recipients (10% GPR/90% FED) and 25% for other allowable activities (25% GPR/75% FED). In total, Wisconsin's federal allocation under these provisions is \$7,023,800.

Federal regulations and detailed federal claiming guidelines instruct states to use the additional federal allocation only for the enhanced federal match in excess of the usual 50% federal funding for Medicaid administrative costs. Thus, in Wisconsin, up to \$7,023,800 FED may be claimed for the 40% enhanced federal match. This provides the state with a new opportunity to maximize federal funding for administrative costs normally funded at 50%. The maximum allowable amount for claims under this provision is \$17,559,500 (\$1,755,950 GPR, \$7,023,800 FED at 40% enhanced match, and \$8,779,750 FED at 50% regular Medicaid match). Federal guidelines also encourage states to claim any allowable administrative or outreach costs in excess of the state's allocation, because federal funds may be reallocated from other states.

Under the federal welfare reform legislation, enhanced federal funding is available to states for three years beginning with the implementation of the state's Temporary Assistance to Needy Families Program (in Wisconsin, Wisconsin Works or W-2). Federal funding is currently authorized only through federal fiscal year 2000. In Wisconsin, enhanced federal match is available for expenditures occurring between October 1996 and September 1999.

The President's proposed federal fiscal year 1999 budget includes modifications to provisions for enhanced federal funding of Medicaid administrative costs to: (a) increase the amount of federal funding from \$500 million to \$525 million; (b) delete the current sunset date; and (c) broaden the use of funds to all uninsured children, not just those who would have been eligible for Medicaid through welfare.

Wisconsin Plan for Administrative and Outreach Activities

In developing a plan to maximize federal funding through the prudent use of state resources, the Department has conducted an extensive public process to identify potential administrative costs and the most effective outreach strategies. Interested parties and groups consulted include the consumer protection workgroup and statewide and regional Medicaid advisory forums with representation from various provider and recipient advocacy associations, local public health agencies, and counties. Assistance in the development of the plan was also obtained from Department of Workforce Development and related programs in the Department of Health and Family Services. In addition, federal regulations, claiming instructions and additional letters to states;

recent studies on state outreach strategies and numerous contacts with national and state groups provided guidance in the development of the plan.

The attachment provides a description of each component of the plan, including cost information. Items to be funded from the Department's existing state matching funds of \$234,100 are identified separately in the budget from those supported by the release of the remaining funds from the Committee's appropriation.

Key components of the plan include:

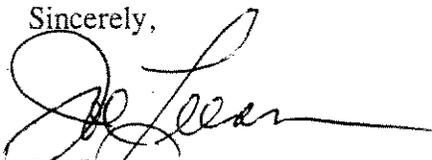
- Public information campaign
- Training
- Case-specific problem resolution
- Community-based initiatives
- Outstationing of eligibility workers
- Systems changes

The detailed budget identified in this request is designed to maximize the claiming of federal funds for allowable administrative costs and Medicaid outreach activities. The federal funds were authorized for states in recognition of the increased administrative costs for Medicaid resulting from the creation of the Temporary Assistance to Needy Families block grant, which ended the automatic link between Medicaid and cash assistance. In addition to the activities and funds identified in the attachment, the Department will continue to seek opportunities to use existing resources to maximize available enhanced federal funding to the extent possible.

In Wisconsin, the Medicaid caseload for families and children has declined significantly during the past three years. The number of individuals covered in March 1998 is 221,204, a reduction of 92,134 individuals from the same month in 1995. This outreach plan is designed to assure full participation of eligible families in Medicaid, to support and enhance the implementation of Wisconsin Works (W-2), and to invest in activities that support the access to health care, thereby helping families and improving the health of Wisconsin's population. This plan also provides the foundation for administrative and outreach activities to implement expanded eligibility for working parents and children under BadgerCare.

Thank you for your consideration of this request.

Sincerely,



Joe LEEAN
Secretary

Medicaid Administrative Costs and Outreach Plan

Public Information Campaign (\$270,000)

A comprehensive and coordinated effort is underway to assure that accurate information is available to recipients and agencies that work with them about the impact of welfare reform on Medicaid eligibility.

A new recipient brochure describing the differences between W-2 and Medicaid has been distributed in English, Spanish, and Hmong (300,000 printed), accompanied by an order form and poster. Complementary materials such as bus posters and radio ads will also be produced.

A direct mailing targeted to select families who have lost Medicaid eligibility is underway. The purpose is to inform these families about the changes that are occurring in the welfare system and how to take advantage of health care coverage available through Medicaid. Included in the mailing are informational brochures on Medicaid, Child Care, and the Women, Infants and Children (WIC) Program, and a fact sheet entitled, "What happens to Medicaid when a family member gets a job?".

Additional fact sheets describing various Medicaid program components are being developed as the base for various informational materials and for training. Topics include Newborn Eligibility, SSI Medicaid, Immigrants, Presumptive Eligibility, Healthy Start and Backdating Eligibility. These will be published on the Wisconsin Medicaid Web site, and used as the basis for provider bulletins and computer-based, mini-training courses on various topics of interest to agencies, employers and health care providers that work with families who may be eligible for these programs.

Funding will be used for development, translation, printing and distribution of materials.

Training (\$300,000)

New training courses and supporting materials on Medicaid eligibility are being developed. Funding will be used to support the costs of the development and delivery of training about Medicaid eligibility and application procedures.

Training for workers in W-2 and county agencies will be coordinated with and offered through the Department of Workforce Development (DWD). The Medicaid fiscal agent, EDS, will offer training for health care providers. Training packages that can be used by other groups will also be available, for example, for staff of medical clinics and school nurses. Training for advocacy groups and community-based agencies will be developed and offered by the Wisconsin Medicaid program's enrollment contractor,

Automated Health Systems, Inc., using regional managed care forums as well as other settings.

Case-Specific Problem Resolution (\$1,192,003)

With the significant decline in Medicaid caseload coverage of families, a problem resolution component is incorporated in the outreach plan to provide one-on-one assistance to current and former recipients having problems accessing and navigating the changes in W-2 and Medicaid. Services will be expanded statewide, with additional targeted services in Milwaukee which now represents almost 90% of the state's cash assistance caseload.

To support case-specific problem resolution, funding is included for: a) the Milwaukee County Department of Human Services for staff services to coordinate with EDS, the state's Medicaid fiscal agent, to resolve outstanding cases; (b) a Milwaukee community-based agency to continue an existing hotline, including problem solving and follow-up across the multiple agencies in Milwaukee; and (c) the expansion of the statewide recipient services hotline operated by EDS.

Services offered at this toll-free number are being expanded to include the capacity to research cases on the state's computer systems, and to follow up with county agency staff to resolve case problems. This will connect the services offered to recipients and advocates with the help desk services offered by the Department of Workforce Development to county and W-2 agency staff who need assistance with economic support programs.

Community-Based Initiatives (\$2,225,000)

Support for regional and local outreach initiatives that complement the statewide outreach plan is planned, working with the county, tribal, community-based agencies and local public health networks throughout the state.

Funds will be available to local public health agencies for population-based outreach activities to identify and assist working families and immigrant families with Medicaid eligibility determinations. Support will also be provided to tribal agencies for outreach and managed care enrollment. A request for proposals from community-based agencies will be released in the spring of 1998.

Awards will range from \$10,000 to \$50,000 for activities in the following categories:

- translation services
- benefit counseling to target populations
- replication of successful outreach models.

To support the monitoring and oversight of funds to local public health agencies and grants to community-based organizations, funding and authorization for 3.0 project positions in the Bureau of Public Health Regional Offices is included in the plan. These

positions will provide technical assistance to local and regional initiatives, work with schools to identify uninsured children, and monitor the grants to local public health and community-based agencies. These funds will support a half-time position in four of the regional offices, and a full-time position in the Milwaukee Region.

Outstationing of Eligibility Workers (\$2,229,667)

With the separation of automatic Medicaid eligibility from cash assistance and the implementation of W-2, expansion of sites to apply for Medicaid will improve access and help to facilitate coverage of all eligible populations. Funding for economic support agencies to outstation county eligibility workers will be provided as part of the outreach plan.

A unit of ten Milwaukee County eligibility workers will be outstationed at new sites at hospitals, clinics and community-based agencies that serve families who may be eligible for Medicaid. The workers will have access to the CARES system to allow them to process applications and determine Medicaid eligibility. DHFS is also working with groups in several other areas of the state who are planning outstationing of county economic support agency workers, including Dane and Kenosha Counties.

Systems Changes (\$807,130)

Major changes have been made to the CARES system to implement W-2 and to separate Medicaid eligibility determination logic from the old AFDC program logic in CARES. Modifications were also made to the CARES screens that are used to identify the programs being requested, so that it is now assumed that an applicant wants to apply for Medicaid as part of the application for other programs supported by CARES (i.e., W-2 and Food Stamps).

Improvements to the information provided to recipients in the notices generated by CARES are needed and will be made later in 1998. Options for expanding the hours of availability of the CARES system for county agency workers are being developed to provide more flexibility to accommodate the needs of working families.

Funding for specific changes in CARES associated with the de-linking of AFDC and Medicaid is incorporated into the outreach plan.

Future Developments

DHFS is continuing to work with many groups and agencies across the state to identify strategies and priorities for outreach efforts for health care coverage. The components of the Medicaid outreach plan will provide a foundation for BadgerCare outreach as the program is implemented later this year.

Medicaid Administrative Costs and Outreach Plan

Estimated Costs	90% FED	10% GPR	Total
Public Information Campaign			
Public Information and Media Products	\$225,000	\$25,000	
Translation Services	18,000	2,000	
<i>Sub-Total</i>	\$243,000	\$27,000	\$270,000
Training *	\$270,000	\$30,000	\$300,000
Case-Specific Problem Resolution			
Support to Milwaukee agencies			
Coordinate with EDS for Case Resolution	\$552,676	\$61,408	
Community-based Enrollment Services *	32,400	3,600	
Community-based Recipient Hotline	108,000	12,000	
Expanded Statewide Services at EDS	379,727	42,192	
<i>Sub-Total</i>	\$1,072,803	\$119,200	\$1,192,003
Community-Based Initiatives			
Grants to:			
Public health agencies	\$900,000	\$100,000	
Community-based agencies	450,000	50,000	
Tribal agencies *	540,000	60,000	
Monitoring and Oversight	112,500	12,500	
<i>Sub-Total</i>	\$2,002,500	\$222,500	\$2,225,000
Outstationing Of Eligibility Workers			
Milwaukee *	\$1,048,081	\$116,453	
Dane	337,500	37,500	
Kenosha *	210,450	23,383	
Other sites	275,670	30,630	
Hardware and telecommunications	135,000	15,000	
<i>Sub-Total</i>	\$2,006,700	\$222,967	\$2,229,667
Systems Changes			
De-linking of AFDC/MA in CARES	\$540,000	\$60,000	
Support for CARES maintenance	186,417	20,713	
<i>Sub-Total</i>	\$726,417	\$80,713	\$807,130
GRAND TOTALS	\$6,321,420	\$702,380	\$7,023,800

* Activities funded from initial GPR appropriation of \$234,100



April 23, 1998

APR 24 1998

The Hon. Timothy Weeden
Senate Co-Chair
Joint Committee on Finance
1 East Main, Rm 203
Madison, Wisconsin

The Hon. John Gard
Assembly Co-Chair
Joint Committee on Finance
315-N State Capitol
Madison, Wisconsin

Dear Senator Weeden and Representative Gard:

According to 1995 Wisconsin Act 445, the Joint Committee on Finance "...shall supplement, from the appropriation under s.20.865(4)(c), the appropriation to the Wisconsin Sesquicentennial Commission under s.20.525(1)(k) upon receipt of documentation of the amounts of gifts and grants received by the commission under s.20.245(4)(h). The supplement under this subsection shall equal \$1 for each dollar received by the commission as a gift or grant. This subsection does not apply to the first \$250,000 received by the commission as gifts or grants." Further, as part of the language inserted in the FY 1997-1998 state budget, the Commission is now allowed to also recognize as part of the match, cash gifts or grants that are pledges. Funds requested are to provide grants to commemorate the 150th anniversary of Wisconsin statehood.

On March 27, 1997, based on Commission gifts and grants deposits of \$297,055 the Joint Committee on Finance approved releasing \$47,100 in state funds to the Commission. On June 20, 1997, based on additional Commission gifts and grants deposits of \$67,153 the Joint Committee on Finance approved releasing \$67,153 in state funds to the Commission. On December 18, 1997, based on Commission gifts and grants deposits of \$160,430 as well as pledged gifts and grants funds of \$439,667 the Joint Committee on Finance approved releasing \$600,097 in state funds to the Commission.

The Wisconsin Sesquicentennial Commission requests consideration under s.13.10 for formal recognition of \$128,833 in gifts and grants deposits and \$255,334 in outstanding pledges received since December 18, 1997 for a total \$384,167 release in state funds. It is to be noted that the total gifts and grants deposited since December 18, 1997 do not include funds from pledges claimed December 18, 1997 for which a dollar match has already been received.

WISCONSIN SESQUICENTENNIAL COMMISSION

§ South Carroll Street * P.O. Box 1848 * Madison, Wisconsin 53701-1848 * Phone: (608) 264-7990 * Fax: (608) 264-7994
Co-chaired by Governor Tommy G. Thompson * Governor Lee Sherman Dreyfus * Governor Patrick J. Lucey



Thank you for your assistance with this matter. If you have any questions or need additional information, please call me at 264-7992.

Sincerely,



Dean Amhaus
Executive Director

Cc: Dan Caucutt
Robert Lang



Senator Weeden
Representative Gard
April 23, 1998

Sesquicentennial Commission Corporate Sponsorship Pledges received since December 18, 1997 Joint Committee on Finance s.13.10

<u>Company</u>	<u>Pledge Amount</u>	<u>Funds Received</u>	<u>Pledge Amount Outstanding</u>
Aid Association for Lutherans	10,000	5,000	5,000
AT&T	250,000	100,000	150,000
Jorgensen Conveyors, Inc.	10,000	3,333	6,667
Marshall & Ilsley Corp.	75,000	0	75,000
Marshfield Clinic	10,000	0	10,000
The Swiss Colony	5,000	3,000	2,000
Wausau-Mosinee Paper Corp.	10,000	3,333	6,667
Totals	370,000	114,666	255,334

WISCONSIN SESQUICENTENNIAL COMMISSION

8 South Carroll Street * P.O. Box 1848 * Madison, Wisconsin 53701-1848 * Phone: (608) 264-7990 * Fax: (608) 264-7994
Co-chaired by Governor Tommy G. Thompson * Governor Lee Sherman Dreyfus * Governor Patrick J. Lucey



RECEIVED APR 15 1998



AID ASSOCIATION FOR
LUTHERANS

4321 North Ballard Road
Appleton, WI 54919-0001
Telephone: 920-734-5721
800-225-5225
Facsimile: 920-730-4757
e-mail: aalmail@aal.org
www.aal.org

Kass D'Angelo, Administration
Wisconsin Sesquicentennial Commission
P. O. Box 1848
Madison, WI 53701-1848

Dear Kass:

This is to confirm Aid Association for Lutherans committed pledge to Wisconsin's Sesquicentennial in the amount of \$10,000. A check for \$5000 is enclosed and the remaining \$5,000 will be paid in April, 1999.

It's exciting to see and hear about the many Sesquicentennial programs and events happening around the state.

Sincerely,

A handwritten signature in cursive script that reads 'Cheryl'.

Cheryl J. Jawort
Community Relations Manager
Corporate and External Relations

April 13, 1998

enc.

RECEIVED DEC 15 1997



James L. Leonhart
State Director
Government Relations

AT&T Center
Suite 700
44 East Mifflin Street
Madison, WI 53703-2877
608 259-2218
800 362-2355
FAX 608 259-2203

December 11, 1997

Mr. Dean Amhaus
Executive Director
Wisconsin Sesquicentennial Commission
8 S. Carroll Street, 1st Floor
P.O. Box 1848
Madison, Wisconsin 53701-1848

Dear Dean:

By this letter I wish to confirm that AT&T has delivered to-date \$100,000 of the \$250,000 major sponsor commitment to the Wisconsin Sesquicentennial Commission. Please know that we look forward to completing our payments in early 1998.

It has been a pleasure to work with you and your staff. Let the celebration begin!

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "Jim Leonhart".

James L. Leonhart
State Director
Government Relations



Recycled Paper

RECEIVED APR 20 1998



10303 NORTH BAEHR ROAD
MEQUON, WISCONSIN 53092-4611
PHONE (414) 242-3089
FAX (414) 242-4382

US

DESIGNERS - MANUFACTURERS AND ERECTORS OF CONVEYOR SYSTEMS
AUTOMATION EQUIPMENT

March 20, 1998

Wisconsin Sesquicentennial Commission
P.O. Box 1848
Madison, WI 53701-1848

Dear Sesquicentennial Commission:

In response to your letter dated March 16, 1998, I am writing to confirm Jorgensen Conveyors, Inc's pledge of \$10,000.00 in support of the State of Wisconsin's sesquicentennial celebration.

Jorgensen Conveyors Inc. intends on paying the pledge over three equal annual installments as was given as an option during the original pledge drive. You can anticipate payments based on the following schedule:

March 31, 1998	\$3,333.00
January 1, 1999	\$3,333.00
January 1, 2000	\$3,334.00

It will not be necessary for the Sesquicentennial Commission to invoice Jorgensen Conveyors, Inc. on an annual basis. The scheduled payments will be entered into the company's payable system.

Sincerely yours,

Marc Jorgensen
President

cc: Accounting Department



RECEIVED MAR 30 1998

Marshall & Ilsley Corporation

770 North Water Street/P.O. Box 2035/Milwaukee, WI 53201-2035/Tel 414 765-7801

March 26, 1998

Mr. Dean Amhaus
Executive Director
Wisconsin Sesquicentennial Commission
P.O. Box 1848
Madison, WI 53701-1848

Dear Mr. Amhaus:

This letter will confirm that Marshall & Ilsley Corporation has pledged financial support to the Wisconsin Sesquicentennial in the amount of \$75,000. This will be paid over the course of a three-year period, commencing in 1998, with payments at each year-end.

We are pleased and proud to be a part of this wonderful celebration.

Thank you for your assistance.

Sincerely,



Marcia L. Puls
Vice President
Corporate Marketing Communications

MLP/jm

RECEIVED APR 10 1998

MARSHFIELD CLINIC

WILLIAM G. HOCKING, M.D.
PRESIDENT

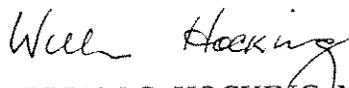
March 23, 1998

Kass D' Angelo
Administration
Wisconsin Sesquicentennial Commission
8 South Carroll Street
PO Box 1848
Madison, WI 53701-1848

Dear Ms. D' Angelo:

This is to confirm that the Marshfield Clinic has pledged \$10,000 to the Wisconsin Sesquicentennial.

Sincerely,


WILLIAM G. HOCKING, M.D.
President

kap



RECEIVED MAR - 2 1998

February 26, 1998

MR DEAN AMHAUS
EXECUTIVE DIRECTOR
WISCONSIN SESQUICENTENNIAL COMMISSION
P O BOX 1848
MADISON WI 53701-1848

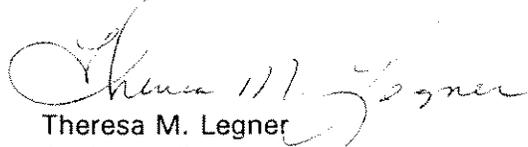
Dear Mr. Amhaus:

A check is enclosed in the amount of \$3,333 which is the first of three installments toward the Sesquicentennial fundraiser.

We ask your assistance in helping us avoid potential problems with the Internal Revenue Service. **Please endorse the check exactly as the name appears on the check.**

Sincerely,

WAUSAU-MOSINEE PAPER CORPORATION FOUNDATION, INC.


Theresa M. Legner
Assistant Secretary

Enc.

Cc: D. Olvey

EDNCK

RECEIVED APR - 8 1998

4/6/98

Ross D'Angelo,

Enclosed please find our check for \$3000.00.
This is year 1 + 2 of our 3 year pledge of \$5000.00. This would
leave \$2000.00 due in 1999.

We wish you all the best with your busy
year!

The Swiss Colony
Janey Faith, Public Relations