

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
-
- Committee Reports ... CR
-
- Executive Sessions ... ES
-
- Hearing Records ... HR
-
- Miscellaneous ... Misc
- 97hr_JC-Fi_Misc_pt01g_DPR
- Record of Comm. Proceedings ... RCP
-

Joint Finance

16.505/16.515

14 Day Passive
Reviews

6/24/96 to
9/23/96

6/13/96
ETB

STATE OF WISCONSIN

SENATE CHAIR
BRIAN BURKE

100 North Hamilton
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-8535



ASSEMBLY CHAIR
BEN BRANCEL

119 Martin Luther King Blvd.
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

September 11, 1996

Richard G. Chandler
State Budget Director
Department of Administration
101 E. Wilson, Street, 10th Floor
Madison, WI 53703

Dear Director Chandler:

On July 24, 1996, you submitted for Committee approval, under a 14-day passive review process, a recommended alternative staffing proposal for the Educational Technology Board as developed by the Board. This proposal was developed in response to the Committee's directive at its April 16, 1996, s. 13.10 meeting.

On August 14, we wrote to inform you that an objection to the proposal had been raised, and that the item would be reviewed at a meeting of the Joint Committee on Finance.

The objection has now been lifted. Consequently, the Committee will not meet on the proposal and it is approved as outlined in your July 24 submittal to us.

Handwritten signature of Brian Burke in black ink.

BRIAN BURKE
Senate Chair

Sincerely,

Handwritten signature of Ben Brancel in black ink.

BEN BRANCEL
Assembly Chair

BB/BB/jc

cc: Members, Joint Committee on Finance
Todd Penske, ETB
Linda Nelson, DOA

State of Wisconsin



GARY R. GEORGE
SENATOR

TO: Representative Ben Brancel
Senator Brian Burke

FROM: Senator Gary George

DATE: September 10, 1996

This memo is to inform the Committee Co-Chairs that I have decided to withdraw my objection to the alternative staffing proposal which was submitted by the Educational Technology Board and the Department of Administration under a 14-day passive review and approval process.

I no longer believe that a meeting should be scheduled to review the request.

Thank you.

objection

STATE OF WISCONSIN

SENATE CHAIR
BRIAN BURKE

100 North Hamilton
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-8535



ASSEMBLY CHAIR
BEN BRANCEL

119 Martin Luther King Blvd.
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7746

JOINT COMMITTEE ON FINANCE

August 14, 1996

Richard G. Chandler
State Budget Director
Department of Administration
101 E. Wilson, Street, 10th Floor
Madison, WI 53703

Dear Director Chandler:

On July 24, 1996, you submitted for Committee approval, under a 14-day passive review process, a recommended alternative staffing proposal for the Educational Technology Board as developed by the Board. This proposal was developed in response to the Committee's directive at its April 16, 1996, s. 13.10 meeting.

The Co-Chairs have decided that this alternative staffing proposal should receive further review by the Committee and, therefore, we will schedule a meeting of the Committee to consider the proposal.

The material you provided to the Committee also included information regarding the Board's 1996-97 operating budget. However, that issue was not part of the Committee's directive for action under a 14-day passive review process and, therefore, it is not being included as an item for Committee action at this time.

Handwritten signature of Brian Burke in black ink.

BRIAN BURKE
Senate Chair

Sincerely,

Handwritten signature of Ben Brancel in black ink.

BEN BRANCEL
Assembly Chair

BB/BB/jc

cc: Members, Joint Committee on Finance
Todd Penske, ETB
Linda Nelson, DOA

STATE OF WISCONSIN

SENATE CHAIR
BRIAN BURKE

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ASSEMBLY CHAIR
BEN BRANCEL

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JOINT COMMITTEE ON FINANCE

MEMORANDUM

TO: Members
Joint Committee on Finance

FROM: Representative Ben Brancel
Senator Brian Burke
Co-Chairs, Joint Committee on Finance

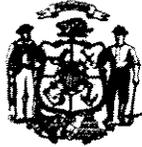
DATE: July 29, 1996

RE: 14-day Passive Review

Attached is a copy of a request from the Educational Technology Board regarding an alternative staffing proposal for Fiscal Year 1997. Pursuant to the April 17, 1996 13.10 meeting, the Joint Committee on Finance directed the ETB to submit a proposal for alternative staffing and an operating budget to the Joint Committee on Finance to be considered under a 14-day passive review process. Please contact **Representative Brancel's office** or **Senator Burke's office** no later than **Tuesday, August 13, 1996**, 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:BB:al



Educational Technology Board

July 12, 1996

BOARD OF DIRECTORS

Arthur F. Keenan,
Chairperson

Kathleen M. Huston,
Vice Chairperson

Judith C. Brown

Scot Cullen

Joan H. Spillner

Neil A. Trilling

Mark Wahl

David J. Ward

William J. Wilson

Todd M. Pense,
Executive Director

The Honorable Senator Brian Burke, Co-Chair
Joint Committee on Finance
PO Box 7882
Madison, Wisconsin 53707-7882

The Honorable Representative Ben Brancel, Co-Chair
Joint Committee on Finance
PO Box 8952
Madison, Wisconsin 53708-8952

Dear Senator Burke and Representative Brancel:

In order for the Educational Technology Board (ETB) and its *Pioneering Partners Grants and Loans Program* to be most successful, it requires a small, extremely capable staff who are permanently available to providing a multitude of services to public schools and libraries over the continuum of time - services such as information technology planning and consulting, grant proposal writing, responding literally to thousands of questions by telephone, electronic mail, facsimile, and in-person, project proposal evaluations, regional conference and workshop presentations, and meetings outreach, among others.

This permanent staff will play a key role in ensuring that ETB investments in proposed projects are successful for both the project applicant and end users, and the state of Wisconsin. In terms of the magnitude of these investments, for example, in the first ETB/second WATF (Wisconsin Advanced Telecommunications Foundation) combined 1996 funding cycle with the recent application deadline of June 14th, 181 proposals were received (mostly from public schools and libraries) for \$16.8 million in requested funding. Of this requested amount, the ETB and WATF intend to award approximately \$9.0 million in cash grants, in-kind contribution grants, and to make low-interest loan approvals (for loans through the Public Lands Trust Fund Loan Program) in this funding cycle alone.

The purpose of this letter and the enclosed FY96-97 operating budget is to recommend an alternative staffing proposal and operating budget for the ETB through a passive review process. This is pursuant to your directive at the April 17, 1996 s. 13.10 quarterly meeting of the Joint Committee on Finance. The ETB's Executive Committee (Art Keenan, Kate Huston, Joan Spillner, and Neil Trilling) and Executive Director have also scheduled a meeting with both of you on July 24th to discuss further this proposal and to answer any questions you may have about it or the ETB Program.

July 14
1996

Consequently, the alternative staffing proposal for FY97, also considered to be a temporary measure by the ETB, proposes that interagency agreements be signed with the:

- University of Wisconsin - Extension (UWEX) for 1.0 FTE (Full-Time Equivalent) which consists of one distance education/educational technology agency employee; and,
- Department of Public Instruction (DPI) for 0.4 FTE which consists of two distance education/educational technology agency employees who would each work the equivalent of one day per week for the ETB.

For your information, UWEX and DPI have tentatively agreed to the above. The ETB recommends that the UWEX employee reports to and works from the ETB office; and, the DPI employees would either work at the designated DPI or ETB office, depending on the work services to be performed by them. In addition, the collaborative team proposal between the Educational Communications Board (ECB) and ETB will also remain in effect as a temporary measure in FY97.

The ETB takes very seriously its mission to ensure that Wisconsin's public schools and libraries have the distance education and educational technology necessary to survive and prosper both today and in the future, and would appreciate your support in this endeavor. If you have any questions about this letter and the enclosed FY96-97 operating budget, please contact me at 608-462-2600 or Todd Penske, the ETB/WATF Executive Director at 608-266-7878. Thank you.

Sincerely,

Arthur F. Keenan _{AK}

ARTHUR F. KEENAN

Chairperson

Enclosure

cc: ETB Board of Directors
James B. Wigdale, President-WATF

jointfin.doc

Expenses	FY1997											
	Jan	Feb	Mar	Apr	May	Jun	FY1996		FY1997			
TRAVEL AND TRAINING EXPENDITURES:								Total	Total	Total		
Trav-Emp In-St Bus/Conf/Trng	0	0	0	0	0	0	0	0	0	3,393		
Travel Exp-Boards & Comm	0	0	0	0	0	696	696	696	696	1,392		
Sub Total	0	0	0	0	0	696	696	696	696	4,785		
TELECOMMUNICATIONS EXPENDITURES:												
Phone/Oth Telecom Equip/Serv	0	0	0	0	125	125	125	250	250	1,200		
Sub Total	0	0	0	0	125	125	125	250	250	1,200		
RENT AND LEASE EXPENDITURES:												
Rental of Space-St Owned	0	0	0	0	0	0	0	0	0	8,973		
Sub Total	0	0	0	0	0	0	0	0	0	8,973		
MAINTENANCE AND REPAIR EXPENDITURES:												
Main & Repair-DP Equipment	0	0	0	0	0	0	0	0	0	250		
Maint & Repair-Oth Equipment	0	0	0	0	0	0	0	0	0	250		
Sub Total	0	0	0	0	0	0	0	0	0	500		
CONTRACTUAL SERVICES:												
DP Service-State Agencies	0	0	0	0	0	0	0	0	0	2,000		
Profes Serv-Exec Dir/Adm Asst	4,649	4,131	3,429	3,429	3,429	3,429	3,429	22,496	22,496	57,827		
Sub Total	4,649	4,131	3,429	3,429	3,429	3,429	3,429	22,496	22,496	59,827		

Expenses

	Jan	Feb	Mar	Apr	May	Jun	FY1996 Total	FY1997 Total
OTHER ADMINISTRATIVE AND OPERATING EXPENDITURES:								
Postage	0	0	0	0	1,188	63	1,251	3,010
Advertising & Promotions	0	0	0	0	0	700	700	600
Sub Total	0	0	0	0	1,188	763	1,951	3,610
INSURANCE EXPENDITURES:								
Insurance-Liability	0	0	0	0	0	0	0	250
Sub Total	0	0	0	0	0	0	0	250
PRINTING:								
Printing-Internal	0	0	0	0	75	75	150	900
Printing-External	0	0	0	0	525	0	525	1,050
Sub Total	0	0	0	0	600	75	675	1,950
SUPPLIES:								
Materials & Supplies-Other	0	0	0	0	0	132	132	468
Sub Total	0	0	0	0	0	132	132	468
PERMANENT PROPERTY:								
Equipment & Furniture	0	0	0	0	0	0	0	7,237
Computer Hardware/Software	0	0	0	0	0	1300	1300	3,700
Sub Total	0	0	0	0	0	0	0	10,937
TOTAL OPERATING BUDGET	4,649	4,131	3,429	3,429	5,342	6,520	27,500	92,500

Proposed 1996 and 1997 Budgets Footnotes

1. Non-Administrative Staff Salary: No expense to ETB. 2.0 FTE Information Technology Consultant staff members (three persons total) from the University of Wisconsin -Extension (one person) and Department of Public Instruction (two persons) in FY97 via interagency agreements. UWEX and DPI will incur all salary/benefit expenses associated with these staff members.
2. Project Position Salaries: No project position contracted K-12 teacher consultants to complement other staff members.
3. 20% WATF (Wisconsin Advanced telecommunications Foundation) Reimbursed Cost: None. 20% WATF reimbursement of (1.) from above, based on part-time staff availability to WATF.
4. Federal Unemployment Tax: None. 0.80% of gross salary for non-Administrative job positions from (1.) above.
5. State Employer Unemployment Tax: None. 3.05% of gross salary for non-Administrative job positions from (1.) above.
6. FICA-Employer Tax: None. 8% of gross salary for non-Administrative job positions from (1.) above.
7. Retirement Plan: None. 12.8% of gross salary for non-Administrative job positions from (1.) above.
8. Health Insurance: None. 11.25% of gross salary for non-Administrative job positions from (1.) above.
9. Life Insurance: None. 0.10% of gross salary for non-Administrative job positions from (1.) above.
10. 20% WATF Reimbursed Cost: None. 20% WATF reimbursement of (3.) through (8.) above, based on part-time staff availability to WATF.
11. Travel-Employee In-State Business/Conference/Training: In-state staff travel of one trip weekly, based on 300 miles round-trip per trip at \$0.29 per mile for 1.5 of two FTE staff members and 26 weeks in FY1997.
12. Travel Expense-Boards and Commissions: Four board members each travelling 200 miles round-trip three times annually at \$0.29 per mile in FY1996; same assumptions in FY1997 except for six trips annually.
13. Phone & Other Telecommunications Equipment/Services: \$100 per month (\$125 in FY96) for local and long distance telephone call expenses.
14. Rental of Space-State Owned: 80% of annual lease cost (includes utilities) at \$15.10 per square foot (\$997 monthly), beginning October 1996, for 990 square feet in office space at 3319 West Beltline Highway location (WATF pays other 20%).
15. Maintenance & Repair-Data Processing Equipment: Estimate of approximately 5 hours annually at a \$50 billable hourly labor rate for data processing equipment problems.
16. Maintenance & Repair-Other: Estimate of approximately 5 hours annually at a \$50 billable hour labor rate for office equipment problems.
17. Data Processing Service-State Agencies: \$1,000 annually per personal computer workstation for information services support by DOA's Educational Communications Board agency, including maintenance and training services for two staff members job positions in FY1997.
18. Professional Services-Executive Director/Administrative Assistant: 50% of cost (\$57,827 annually/\$4,819 monthly in FY1997) for shared professional services of Executive Director and Administrative Assistant WATF staff members (includes fringe benefits). Executive Director and Administrative Assistant services begin 1-1-96 and 7-1-96, respectively; plus, \$22,496 (which is 50% of cost) in salary/benefits for FY96 for equally shared Executive Director.
19. Postage: 50% of cost (WATF pays other 50%) for 9,000 grant application packets for three funding cycles (one in FY96 and two in FY97) at \$0.75 each, or \$3,375 total/\$1,125 per cycle; \$760 annually/\$63 monthly in miscellaneous other costs in FY1997.
20. Advertising and Promotion: \$600 annually/\$50 monthly in related non-print materials; plus, \$700 in FY96 for logo design special project.
21. Insurance-Liability: \$250 annually for business property/personal liability insurance.
22. Printing-Internal: 18,000 photocopies annually/1,500 monthly at \$0.05 each.

23. Printing-External: 50% of cost (WATF pays other 50%) for 9,000 application packets for three funding cycles (one in FY96 and two in FY97) at \$0.35 each, or \$1,575 total/\$525 per cycle.
24. Materials and Supplies-Other: Miscellaneous office materials and supplies.
25. Equipment and Furniture: One-time costs in September/October 1996 timeframe of \$2,737 for Executive Director office and furniture (50% of total/WATF pays other 50%), \$1,200 for Administrative Assistant systems furniture (50% of total/WATF pays other 50%), \$2,400 for two Information Technology Consultants systems furniture (80% of total/WATF pays other 20%), and \$900 for office furniture (80% of total/WATF pays other 20%).
26. Computer Hardware/Software: One-time costs for two FTE staff member personal computer workstation set-ups at \$2,500 each staff member, to be purchased between FY96 and FY97.

STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION
101 East Wilson Street, Madison, Wisconsin

TOMMY G. THOMPSON
GOVERNOR
JAMES R. KLAUSER
SECRETARY



Mailing Address:
Post Office Box 7864
Madison, WI 53707-7864

July 24, 1996

The Honorable Senator Brian Burke, Co-Chair
Joint Committee on Finance
P.O. Box 7882
Madison, WI 53707-7882

The Honorable Representative Ben Brancel, Co-Chair
Joint Committee on Finance
P.O. Box 8952
Madison, WI 53708-8952

Dear Senator Burke and Representative Brancel:

This letter is to notify you that the Department of Administration (DOA) concurs with the alternative staffing proposal and operating budget proposed by the Educational Technology Board (ETB) in its July 12 letter to you as required by Joint Committee on Finance's action during its April 17, 1996 s. 13.10 meeting.

It is my understanding the University of Wisconsin-Extension (UWEX) and the Department of Public Instruction (DPI) have agreed to this proposal for the remainder of the 1996-97 fiscal year. Implementation of this proposal should provide the ETB with sufficient staff for its Pioneering Partners Grants and Loans Program.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in cursive script that reads "Richard G. Chandler".

Richard G. Chandler
State Budget Director



Legislative Fiscal Bureau

One East Main, Suite 301 • Madison, WI 53703 • (608) 266-3847 • Fax: (608) 267-6873

August 6, 1996

TO: Members
Joint Committee on Finance

FROM: Bob Lang, Director

SUBJECT: Educational Technology Board and Department of Administration--14-Day Review
of Alternative Staffing Proposal

Under the provisions of 1995 Act 27, the Educational Technology Board (ETB) and the Department of Administration were required to submit to the Joint Committee on Finance a request to transfer not more than 4.0 FTE positions and funding from other state agencies to the ETB. In a joint report to the Committee (dated March 18, 1996), the ETB and DOA recommended that 2.0 FTE vacant positions be transferred to the ETB from the Department of Public Instruction and the University of Wisconsin-Extension; 1.0 GPR position and \$75,200 GPR would be transferred from each agency.

At the s. 13.10 meeting of April 17, 1996, the Committee took action regarding the ETB/DOA recommendation. The Committee denied the staffing request and instead permitted ETB and DOA to recommend specific positions and funding to be transferred to ETB from other state agencies or to propose interagency staffing agreements. In addition, any recommendation would be subject to 14-day passive review and approval by the Committee.

On July 12, 1996, the ETB informed the Committee's Co-Chairs that the Board proposes to sign interagency agreements with UW-Extension for 1.0 FTE position and with DPI for 0.4 FTE position to provide staff support for the ETB's Pioneering Partners program. In a letter to the Co-Chairs (dated July 24, 1996), DOA expressed its concurrence with the ETB alternative staffing proposal and also indicated that UW-Extension and DPI have agreed to this proposal for the remainder of fiscal year 1996-97.

The alternative staffing proposal complies with the motion adopted by the Committee on April 17, 1996.

The Committee has 14 working days, after which it was notified by ETB and DOA of the recommendation, to decide whether or not to schedule a meeting to review the request. The Co-Chairs have set a deadline of Tuesday, August 13, 1996, for Committee members to indicate if they have any concerns regarding the proposal.

BL/dls