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Division to the Contractor for work not completed or not accepted by the Division.

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Contractor may terminate this Agreement **at will** by delivering ninety (90) days written notice to the Division. In the event the Contractor terminates this Agreement for any reason whatsoever, it will refund to the Division within sixty (60) days of said termination all payments made hereunder by the Division for standby costs, under Subsection 4.1, provided to the Contractor for the contract year in which the termination occurs based in proportion to the number of days remaining in the contract year.

The Division may terminate this Agreement **at will** effective upon delivery of written notice to the Contractor, under any of the following conditions:

- (1) If Division funding from federal, state, or other sources is not obtained and/or continued at levels sufficient to allow for purchases of the indicated quantity of services, the Agreement may be modified to accommodate a reduction or increase in funds.
- (2) If federal or state laws, rules, regulations, or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this Agreement or are no longer eligible for the funding proposed for payments by this Agreement.
- (3) If any license or certification required by law or regulation to be held by the Contractor to provide the services required by this Agreement is for any reason denied, revoked, or not renewed.

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Any termination of the Agreement shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

7.9 **Cancellation:** The State of Wisconsin reserves that right to cancel any contract in whole or in part without penalty due to non-appropriation of funds or for failure of the Contractor to comply with the terms, conditions, and specifications of this Agreement.

7.10 **Prime Contractor and Minority Business Subcontractors:** In the event Contractor subcontracts for supplies and/or services, any subcontractor must abide by all terms and conditions of the Agreement. The Contractor shall be responsible for contract performance whether or not subcontractors are used.

Contractor is encouraged to purchase services and supplies when/if applicable from minority businesses certified by the Wisconsin Department of Development, Bureau of Minority Business Development.

Contractor shall file with the Department of Military Affairs quarterly reports of purchases of such supplies and services necessary for the implementation of this Agreement.

ATTN: Office of Legal Counsel, WING-LGL  
WI Dept. of Military Affairs  
PO Box 14587  
Madison, WI 53714-0587

- 7.18 **Severability:** If any provision of this Agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected. The rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- 7.19 **Amendments:** The terms of this Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever without prior written approval of Division and Contractor.
- 7.20 **Approval Authority:** Contractor's representative(s) certify by their signature herein that he or she, as the case may be, has the necessary and lawful authority to enter into contracts and agreements on behalf of the local government entity.
- 7.21 **Insufficient Funds:** The obligation of the Contractor under this Agreement is contingent upon the availability and allotment of funds by the Division to Contractor and Contractor may, upon thirty (30) days prior written notice, terminate this contract if funds are not available.
- 7.22 **No Waiver:** No failure to exercise, and no delay in exercising, any right, power or remedy, including payment, hereunder, on the part of the Division, State, or Contractor shall operate as a waiver hereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy. No express waiver shall effect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the Division, State or Contractor therein. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.
- 7.23 **Construction of Agreement:** This Agreement is intended to be solely between the parties hereto. No part of the Agreement shall be construed to add, supplement, amend, abridge, or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.
- 7.24 **Disparity:** In the event of a discrepancy, difference or disparity in the terms, conditions or language contained in the RFP (including all attachments), RFP addenda and revisions, and the Agreement, it is agreed between the parties that the language in this extended Agreement shall prevail.

**Approving Signatures:**

**ON BEHALF OF THE DIVISION OF EMERGENCY MANAGEMENT (DIVISION)**

**Dated this \_\_\_\_\_ day of June, 2000**

**Edward J. Gleason, Division Administrator**

**On Behalf of the City of Wausau  
A Municipal Corporation**

**Dated this \_\_\_\_ day of June, 2000**

**Signature: \_\_\_\_\_**

**Printed Name: Linda Lawrence**

**Title: Mayor**

**Address: City Hall, 407 Grant Street**

**City/State: Wausau, WI                      Zip: 54403-4783**

**On Behalf of the City of Wausau**

**Dated this \_\_\_\_ day of June, 2000**

**Signature: \_\_\_\_\_**

**Printed Name: Gary L. Klingbeil**

**Title: City Clerk**

**Address: City Hall, 407 Grant Street**

**City/State: Wausau, WI                      Zip: 54403**

**On Behalf of the City of Wausau Fire Department**

**Dated this \_\_\_\_ day of June, 2000**

**Signature: \_\_\_\_\_**

**Printed Name: Gary Buchberger**

**Title: Fire Chief**

**Address: 606 E. Thomas Street**

**City/State: Wausau, WI                      Zip: 54403**

**Approved as to form:**

**Dated this \_\_\_\_\_ day of June, 2000**

**Signature:** \_\_\_\_\_

**Printed Name: William P. Nagle**

**Title: City Attorney**

**Address: City Hall, 407 Grant Street**

**City/State: Wausau, WI                      Zip: 54403-4737**

State of Wisconsin

STATE EMERGENCY RESPONSE BOARD



4802 SHEBOYGAN AVENUE ROOM 99A  
 P O BOX 7865  
 MADISON WISCONSIN 53707-7865  
 TELEPHONE (608) 266-3737

December 17, 1992

Chief Kenneth Szeklinski  
 Wausau Fire Department  
 Central Fire Station  
 Wausau, WI 54401

Dear Chief Szeklinski:

The State Emergency Response Board has selected the following communities' proposals to negotiate a final contract to provide Regional Hazardous Materials Response Teams:

1. Racine
2. Milwaukee
3. Appleton
4. Madison
5. Superior
6. Wausau
7. Chippewa Falls/Eau Claire

It is the intent of the State Emergency Response Board to negotiate the final contract to meet the statewide needs for Regional Hazardous Materials Response Teams. This letter is thus only to be considered notice of intent to contract and does not constitute a contractual commitment.

The State Emergency Response Board through the Administrator of the Division of Emergency Government, the purchasing agent for the Department of Military Affairs and such other personnel as are deemed necessary, shall serve as a negotiating team to negotiate the terms of a final contract. The terms of this contract will include such things as description of the geographic area, the make-up of the response team and its equipment and minimum financial needs of the team, as well as other concerns as are statutorily required.

The State Emergency Response Board wishes to thank those communities who submitted proposals which were not selected.

Sincerely,

FOR THE STATE EMERGENCY RESPONSE BOARD:

Diane E. Sachse

Purchasing Agent

Wisconsin Department of Military Affairs

EXHIBIT E

**Regional Response Team Budget Proposal 2000/2001**

**Team: Wausau**

Personnel Costs (# pers)	47	\$1,500	\$70,500
Incentive Costs (# pers)	47	\$750	\$35,250
Outreach (# Fire Depts)	109	\$100	\$10,900
Expendables			\$15,000
Equipment			\$10,000
Adjustments (To align with budget request)			-\$12,448
<b>Annual Budget Proposal 2000/2001</b>			<b>\$129,202</b>

END



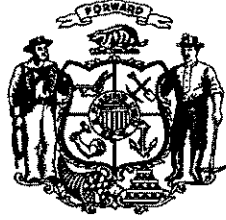
END



# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

316-S Capitol  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: (608) 266-8535



ASSEMBLY CHAIR  
**JOHN GARD**

315-N Capitol  
P.O. Box 8952  
Madison, WI 53708-8952  
Phone: (608) 266-2343

## JOINT COMMITTEE ON FINANCE

June 20, 2000

Secretary George Lightbourn  
Department of Administration  
101 E. Wilson Street, 10<sup>th</sup> Floor  
Madison, WI 53702

Dear Secretary Lightbourn:

We are writing to inform you that the Joint Committee on Finance has reviewed your request, received on June 1, 2000, pursuant to s. 16.515/16.505(2), Stats., pertaining to requests from the Historical Society, the Arts Board and the District Attorneys.

No objections have been raised to this request. Therefore, the request is approved.

Sincerely,

Handwritten signature of Brian Burke in black ink.

BRIAN BURKE  
Senate Chair

Handwritten signature of John G. Gard in black ink.

JOHN G. GARD  
Assembly Chair

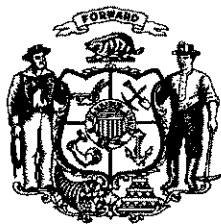
BB:JG:dh

cc: Members, Joint Committee on Finance  
Director George Vogt, State Historical Society  
Executive Director George Tzougros, Arts Board  
Robert Lang, Legislative Fiscal Bureau  
Vicky LaBelle, Department of Administration

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

316-S Capitol  
P.O. Box 7882  
Madison, WI 53707-7882  
Phone: (608) 266-8535



ASSEMBLY CHAIR  
**JOHN GARD**

315-N Capitol  
P.O. Box 8952  
Madison, WI 53708-8952  
Phone: (608) 266-2343

## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Brian Burke  
Representative John Gard  
Co-Chairs, Joint Committee on Finance

Date: June 1, 2000

Re: s. 16.515/16.505(2), Stats. Request

Attached is a copy of a request from the Department of Administration, received on June 1, 2000, pursuant to s. 16.515/16.505(2), Stats., pertaining to requests from the Historical Society, the Arts Board and the District Attorneys.

Please review the material and notify **Senator Burke** or **Representative Gard**, no later than **Monday, June 19, 2000**, if you have any concerns about the request or if you would like to meet formally to consider it.

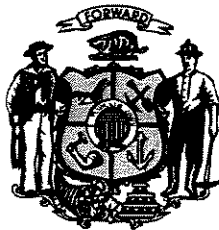
Also, please contact us if you need further information.

Attachment

BB/JG/js

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

TOMMY G. THOMPSON  
GOVERNOR  
GEORGE LIGHTBOURN  
SECRETARY



Office of the Secretary  
Post Office Box 7864  
Madison, WI 53707-7864  
Voice (608) 266-1741  
Fax (608) 267-3842  
TTY (608) 267-9629

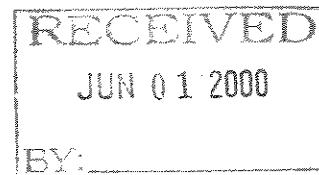
**Date:** June 1, 2000

**To:** The Honorable Brian Burke, Co-Chair  
Joint Committee on Finance

The Honorable John Gard, Co-Chair  
Joint Committee on Finance

**From:** George Lightbourn, Secretary  
Department of Administration

**Subject:** S. 16.515/16.505(2) Request(s)



*George Lightbourn*  
*John Gard*

Enclosed are request(s) that 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:

AGENCY	DESCRIPTION	1999-2000		2000-01	
		AMOUNT	FTE	AMOUNT	FTE
Historical Society 20.245(1)(g)	Admissions, sales and other receipts	0	0.325	0	0.325
Arts Board 20.215(1)(k)	Funds received from other state agencies	0	0.75*	0	0.75*
District Attorneys 20.475(1)(h)	Gifts and grants	0	2.0**	0	2.0**

As provided in s. 16.515, the request(s) will be approved on June 22, 2000, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

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

\* Project position authority to end June 30, 2002  
\*\* Project position authority to end January 1, 2002  
Attachments

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

TOMMY G. THOMPSON  
GOVERNOR


GEORGE LIGHTBOURN  
SECRETARY



Office of the Secretary  
Post Office Box 7864  
Madison, WI 53707-7864  
Voice (608) 266-1741  
Fax (608) 267-3842  
TTY (608) 267-9629

**Date:** May 25, 2000

**To:** George Lightbourn, Secretary  
Department of Administration

**From:** Joshua Hummert 

**Subject:** Request Under s. 16.505 from the State Historical Society.

**REQUEST:**

The State Historical Society (SHS) requests the creation of 0.325 PRS FTE permanent position in the appropriation under s. 20.245(1)(g).

**REVENUE SOURCES FOR APPROPRIATION(S):**

Revenue for the appropriation under s. 20.215(1)(g), admissions, sales and other receipts, will come from the sale of SHS publications.

**BACKGROUND:**

The Society entered into an agreement several years ago with the University of Wisconsin (UW) Press under which the UW Press would sell and distribute the Society's publications. This agreement has proven useful to both the Society and the UW Press. The Society is able to take advantage of the more cost-effective distribution and marketing of the UW Press while the UW Press receives a more diverse catalog of titles to sell. Under this partnership, the Society's revenues from publications have increased and there is a greater demand for Society publications. Currently, a 0.50 PR FTE position serves as the Society's publication editor. In light of the recent increase in demand for the Society's publications, the Society is requesting an additional 0.325 PR FTE in position authority to increase the publication editor position to 0.825 PR FTE.

**ANALYSIS:**

This appears to be a reasonable request. While the Society has a 16.5% vacancy rate, due to the complicated nature of the Society's appropriation structure the vacant positions are located in appropriations that cannot be used to increase the publication editor position. The Society has agreed, however, to identify 0.325 FTE in position authority to be deleted as part of the 2001-03 biennial budget so that the overall number of FTE at the Society will remain constant. Since this request will not increase the number of FTE at the Society and it will be funded by revenues from the sale of Society publications, it is reasonable to approve the request.

**RECOMMENDATION:**

Approve the creation of a 0.325 PR FTE position in the appropriation under s. 20.245(1)(g).



# State Historical Society of Wisconsin

816 State Street ♦ Madison, Wisconsin 53706-1482 ♦ 608/264-6400 ♦ Fax: 264-6404

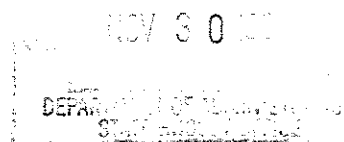
Office of the Director  
608/264-6440 ♦ Fax: 264-6542

November 19, 1999

TO: Josh Hummert  
State Budget Office  
Department of Administration

FROM: Bob Thomasgard, Associate Director  
State Historical Society

SUBJECT: Request to Create a 0.325 PRO-Funded Position



An existing .50 Publications Editor 4 position in the Division of Public History is funded from the Society's membership account in appropriation 431 and responsible for the Society's membership newsletter and the annual report. The Society requests that position be increased from 20 hours a week to 33 hours a week (i.e. from 0.50 to 0.825 FTE) with the increased position authorization funded from appropriation 131.

A couple of years ago, the Society entered into a partnership with the University of Wisconsin Press to sell and distribute our publications. This has worked well for both parties. The relationship has allowed the Press to broaden its offerings and sell more titles, and the Society has been able to take advantage of the more cost-effective distribution and marketing systems of the Press. As a result, the Society's revenues from publications have increased, and there has been an increased demand for new Society publications.

Since the start of the partnership, the Society has used LTEs to address this increased demand. However, the turnover of existing LTEs and the resulting training of new LTEs have resulted in the conclusion it is time to replace the LTE hours with permanent position hours. The estimated cost for salary and fringe benefits of the .325% position increase is \$16,500 annually which will be paid out of the editorial account in appropriation 131.

With the increased position increment, the Publications Editor will (a) supervise the production of Society publications, (b) maintain quality control standards for those publications, (c) insure publications costs are controlled and (d) participate in evaluating new publications opportunities.

CC: Michael Stevens  
Sandy Nelson

TOMMY G. THOMPSON  
GOVERNOR

GEORGE LIGHTBOURN  
SECRETARY



Office of the Secretary  
Post Office Box 7864  
Madison, WI 53707-7864  
Voice (608) 266-1741  
Fax (608) 267-3842  
TTY (608) 267-9629

**Date:** May 24, 2000

**To:** George Lightbourn, Secretary  
Department of Administration

**From:** Joshua Hummert 

**Subject:** Request Under s. 16.505 from the Wisconsin Arts Board.

**REQUEST:**

The Wisconsin Arts Board (WAB) requests the creation of 0.75 PRS FTE two year project position in the appropriation under s. 20.215(1)(k).

**REVENUE SOURCES FOR APPROPRIATION(S):**

Revenue for the appropriation under s. 20.215(1)(k), funds received from other state agencies, will come from the Division of Facilities Development (DFD) in the Department of Administration.

**BACKGROUND:**

The percent-for-art program was established in 1980 to provide funds to purchase or commission works of art for buildings constructed by the state. Under this program, 0.2% of the cost for state building project must be used to purchase art if the total cost of the project is greater than \$250,000. Buildings such as prisons, warehouses and sheds are exempt from this requirement. Since the inception of the percent-for-art program, the state has not performed a comprehensive review of the condition of the works that have been purchased through the program. In addition, the state does not have a master database of the works that have been purchased through the program. DFD has offered to fund a 0.75 PRS FTE project position in WAB to develop a database of the works and evaluate their condition.

**ANALYSIS:**

The state has made a substantial investment in the Percentage-for-Art program and this position would provide valuable information regarding the works purchased through the program. In addition, the project position will be used to establish an electronic database of the work that has been acquired through the Percentage-for-Art program. Establishing such a database would allow existing permanent staff to assume the duties of the project

George Lightbourn, Secretary  
Department of Administration  
05/24/00  
Page 2

position at the end of the project. According to DFD, the division does not have a project position that could be temporarily transferred to the Arts Board for this purpose. As a result, creating this position appears to be a reasonable request.

**RECOMMENDATION:**

Approve the creation of a 0.75 PRS FTE two-year project position in the appropriation under s. 20.215(1)(k).

**Governor**  
*Tommy G. Thompson*

March 6, 2000

**BOARD MEMBERS**

**Board Chairman**  
*Gloria Kirking*  
*Portage*

**Vice-Chairman**  
*Jonathan L. Overby*  
*Madison*

**Secretary**  
*Ruth Lull*  
*Ashtland*

**DeEtte Beilfuss-Eager**  
*Evansville*

**James Carley**  
*Madison*

**Gerald Darrow**  
*Platteville*

**Linda Grunau**  
*Elm Grove*

**Bob Hastings**  
*De Pere*

**Sandra Mills**  
*Menasha*

**Jill G. Pelisek**  
*River Hills*

**Patricia Rusch**  
*Appleton*

**Stephen J. Schoen**  
*Green Bay*

**Emma Talen**  
*Menomonie*

**Linda L. Ware**  
*Wausau*

**Mary Alice Wimmer**  
*Madison*

**Executive Director**  
*George Tzougros*

PHONE (608) 266-0190

FAX (608) 267-0380

TDD (608) 267-9629

artsboard@arts.state.wi.us

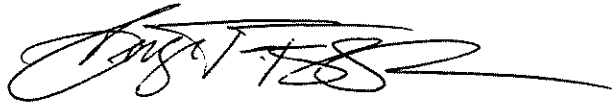
www.arts.state.wi.us

George Lightbourn, Secretary  
Wisconsin Department of Administration  
10<sup>th</sup> floor  
101 E. Wilson Street  
Madison, WI 53702

Dear Secretary Lightbourn:

The Wisconsin Arts Board is requesting a 0.75 FTE project position for the Percent for Art Conservation Initiative under section 16.505. This position will be an Administrative Program Coordinator, Range 13, and is being funded by the Department of Facilities Development in fund 100, appropriation 134. I have attached the position description for your review.

Sincerely,



George T. Tzougros  
Executive Director.

cc: Josh Hummert, DOA  
Dave Haley, DFD





WI Percent for Art Conservation Initiative  
Project Coordinator Position Description

The Conservation Initiative Coordinator will report to the Percent for Art Coordinator.  
The position responsibilities will include: (75% position)

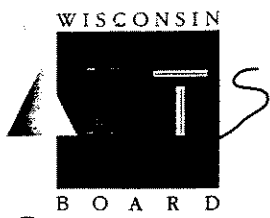
- (50%) I. Research and identify oldest/at risk outdoor sculptures for assessment.
- A. Compile background information including photographic and narrative documentation for each project.
  - B. Design and prepare boiler plate contractual language for consultants.
  - C. Contact owner agency of the specific artwork to inform them of pending conservation assessment process and identify appropriate contact person(s) on site.
  - D. Develop form letter to inform artists that their artworks will be assessed.
  - E. Contact pre-approved conservation professionals to determine availability to assess artwork and prepare condition reports.
  - F. Serve as liaison between owner/agency, the Arts Board and conservation professionals.
  - G. Coordinate general logistics of conservators' visits with owner agencies.
  - H. Arrange student or public lectures on conservation process as requested.
  - I. Monitor progress of conservation professionals.
  - J. Maintain project records and document entire process.
  - K. Prepare various reports for WAB or DFD as needed.
  - L. Maintain project financial records.
  - M. Review and submit payment requests to DFD Project Manager for payment in a timely fashion.
  - N. Advise in the revision of existing Percent for Art documentation form to improve maintenance of commission projects.
- (40%) II. Manage Archival Database for Percent for Art.
- A. Research and recommend purchase of appropriate database with visual record capabilities.
  - B. Design/Modify existing Percent for Art archival database as needed.
  - C. Enter data from condition assessment reports into archival database as submitted.
  - D. Enter archival data for newly acquired commissions including the artist's recommended maintenance instructions for existing artworks (on-going).

- E. Share results of condition assessment reports on individual artworks with owner agencies.
- A. Obtain artist's approval of proposed treatment plans in anticipation of pending treatment.
- B. Develop comprehensive condition report and identify priority artworks in need of treatment for WAB, DFD and building Commission.
- C. Design and develop proposal to Building Commission for Stage II (both continued assessment and treatment of selected works) of Percent for Art Conservation Initiative.
- D. Research and prepare grants and/or other funding sources to assist with funding treatments of specific commissions.

(10%) III. Other Activities as assigned.

IV. Qualifications:

- A. Knowledge of fine/studio arts, art history and scientific process involved in conservation of artwork, especially outdoor sculpture.
- B. Ability to work on multiple of projects with multiple deadlines; attention to detail, strong organizational and communication skills (both verbal and written) skills.
- C. Computer skills: familiarity with Microsoft-office.
- D. Familiarity with using databases and doing data entry.



Governor  
*Tommy G. Thompson*

March 6, 2000

RECEIVED  
MAR - 8 2000

**BOARD MEMBERS**

Board Chairman  
*Gloria Kirking*  
Portage

Vice-Chairman  
*Jonathan L. Overby*  
Madison

Secretary  
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artsboard@arts.state.wi.us

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George Lightbourn, Secretary  
Wisconsin Department of Administration  
10<sup>th</sup> floor  
101 E. Wilson Street  
Madison, WI 53702

Dear Secretary Lightbourn:

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Sincerely,

George T. Tzougros  
Executive Director.

cc: Josh Hummert, DOA  
Dave Haley, DFD



WI Percent for Art Conservation Initiative  
Project Coordinator Position Description

The Conservation Initiative Coordinator will report to the Percent for Art Coordinator. The position responsibilities will include: (75% position)

(50%) I. Research and identify oldest/at risk outdoor sculptures for assessment.

- A. Compile background information including photographic and narrative documentation for each project.
- B. Design and prepare boiler plate contractual language for consultants.
- C. Contact owner agency of the specific artwork to inform them of pending conservation assessment process and identify appropriate contact person(s) on site.
- D. Develop form letter to inform artists that their artworks will be assessed.
- E. Contact pre-approved conservation professionals to determine availability to assess artwork and prepare condition reports.
- F. Serve as liaison between owner/agency, the Arts Board and conservation professionals.
- G. Coordinate general logistics of conservators' visits with owner agencies.
- H. Arrange student or public lectures on conservation process as requested.
- I. Monitor progress of conservation professionals.
- J. Maintain project records and document entire process.
- K. Prepare various reports for WAB or DFD as needed.
- L. Maintain project financial records.
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- B. Ability to work on multiple of projects with multiple deadlines; attention to detail, strong organizational and communication skills (both verbal and written) skills.
- C. Computer skills: familiarity with Microsoft-office.
- D. Familiarity with using databases and doing data entry.

**Date:** May 24, 2000

**To:** George Lightbourn, Secretary  
Department of Administration

**From:** Andrew J. Statz, Budget Analyst  
State Budget Office

**Subject:** Request under s. 16.505 for 2.0 FTE assistant district attorney positions to implement a community prosecution program in Milwaukee County

**Request:**

The Department of Administration (DOA), on behalf of the Milwaukee County district attorney (DA) office, requests the authorization of 2.0 FTE PR assistant district attorney (ADA) positions. Position authority is requested from June 18, 2000, through January 1, 2002.

**Revenue Sources for Appropriation:**

The revenue source for the appropriation under s. 20.475 (1)(h) *Gifts and Grants* is federal funding under the Omnibus Crime Control and Safe Streets Act. The grant was awarded to Milwaukee County by the U.S. Department of Justice, Bureau of Justice Assistance.

Because ADAs are state employees, the county is required to use this grant to reimburse the state through Agency 475 (District Attorneys). As a result, these funds are treated as program revenue.

**Analysis:**

The requested ADA positions will implement the first community prosecution program in the state. The positions will serve the Harambee and Williamsburg Heights neighborhoods with the goal of improving communication and relationships between the Milwaukee DA Office, the Milwaukee Police Department, neighborhood associations, and the community. Such placement would also increase the community's accessibility to the Milwaukee DA Office and could encourage contact with witnesses.

These two northeast side neighborhoods are currently being policed using a quality of life approach to address drug related problems, delinquency, loitering, graffiti, and domestic disturbances. The presence of these ADAs would strengthen quality of life prosecutions and general law enforcement in the area.

George Lightbourn, Secretary

May 24, 2000

Page 2

Salary and benefits for two experienced ADAs will be 100-percent federally funded for the grant's eighteen-month duration. The exact amounts of additional PR expenditure authority in s. 20.475 (1)(h) will be determined through the DOA allotment process. Since this is a continuing appropriation, approval of the Joint Committee on Finance is required only for position authorization.

**Recommendation:**

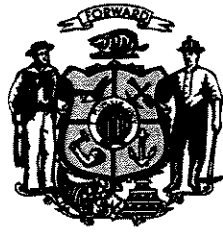
Approve the request to create 2.0 FTE ADA project positions in Milwaukee County (from June 18, 2000, through January 1, 2002). If continuing grant funding is available for these positions, extensions could be granted at the discretion of DOA for a total project position duration of four years.

This approval does not constitute the commitment of current or future GPR funding for these positions. Such approval can only be obtained through the biennial budget process.

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

TOMMY G. THOMPSON  
GOVERNOR

GEORGE LIGHTBOURN  
SECRETARY



Division of Administrative Services  
State Prosecutors Office  
Post Office Box 7869  
Madison, WI 53707-7869  
Voice (608) 267-2700  
Fax (608) 264-9500  
TTY (608) 267-9629  
stuart.morse@doa.state.wi.us

DATE: May 12, 2000

TO: Rick Chandler, Administrator  
Division of Executive Budget and Finance

FROM: Charles E. McDowell, Administrator  
Division of Administrative Services

SUBJECT: **REQUEST UNDER S. 16.505 FOR DEPARTMENT 475 TO ADD 2.0  
PR FTE POSITIONS TO THE MILWAUKEE DISTRICT  
ATTORNEY'S OFFICE**

On behalf of the Milwaukee District Attorney, I submit the attached request for Program Revenue position authority for Department 475, District Attorneys.

If you have any questions, please direct them to Stuart Morse, Director, State Prosecutors Office (7-2700) or to Dick Wagner, Bureau of Financial Management (6-0653).

Thank you for your attention to this matter.

Attachments

cc: Stuart Morse  
Dick Wagner

AS  
JJ



**DEPARTMENT OF ADMINISTRATION REQUEST UNDER S.16.505 FOR  
POSITION AUTHORIZATION**

**I. REQUEST**

The Department of Administration requests, under s.16.505, the authorization of 2.0 FTE Program Revenue (PR) prosecutorial positions in appropriation s.20.475(1)(h). These positions will be located in the Milwaukee District Attorney's Office. They are funded to begin on June 18, 2000 and run through January 1, 2002. (The grant originally specified 18 months from January 1, 2000 but the grant date from the federal government was April 25, 2000 and the actual start date is dependent on s.16.505 approval. An extension of the grant to permit 18 months of operation is anticipated, thus the requested 1/1/2001 end date.)

**II. BACKGROUND**

The federal Department of Justice, Bureau of Justice Assistance solicited grant applications from district attorney and other prosecutorial offices throughout the country for planning and implementing strategies in community prosecution. The Milwaukee DA office received a grant for two assistant district attorneys to implement a community prosecution program.

Two Milwaukee neighborhoods with significant crime problems have been identified. They currently are policed under a quality of life approach. The two experienced ADAs funded by the grant will work closely with key neighborhood associations and the police (including the provision of training to police) to strengthen the quality of life and general law enforcement and prosecution efforts.

**III. POLICY ANALYSIS**

This grant is in compliance with the state's general policy of prosecuting crime and having state prosecutors work cooperatively with police and community organizations.

**IV. FISCAL ANALYSIS**

The \$189,000 available for salary and fringe benefit will be sufficient to fund two experienced ADAs for the 18 months of the grant.

**V. REVENUE SOURCE FOR APPROPRIATION**

The source of grant funds is the federal Department of Justice, under Title I of the federal Omnibus Crime Control and Safe Streets Act, 42 USC 3701, as amended.

VI. SPECIAL INFORMATION

The co-chairs of the Joint Committee on Finance, in a letter to the Department of Administration Secretary dated June 12, 1996, set forth four additional items of information that should be included in a s.16.505 request for additional positions in the DA program.

1) *An explanation of the effect of the positions on weighted caseload for the requesting counties (the LAB methodology is suggested).*

Table 1 indicates the LAB methodology's results and highlights the impact of the new positions requested on the Milwaukee DA office. The table uses the most current court data available (1996-98) and the positions authorized as of May 11, 2000. It is important to note that the position need shown in the LAB methodology is a general need responding to all duties of a DA office and is not specific to a particular type of criminal activity or caseload.

2) *An assessment of similar caseload problems in counties not addressed by the request.*

Detailed sub-county community based data on quality of life and related cases are not available with which to make such a comparison.

3) *An explanation of why the request has greater priority than similar needs existing in other counties.*

All DA offices in the country as well as all state, city and tribal prosecutions offices were invited by federal DOJ Office of Justice Programs, Bureau of Justice Assistance to submit concept papers by June 4, 1999 discussing the grants they would like to receive regarding community prosecution. Milwaukee's concept paper was deemed to be sufficiently meritorious that the DA office was invited to submit a full application. It was subsequently selected for funding.

4) *If the request is intended to address a specific type of caseload, an explanation of why this type of caseload has a greater priority than other types.*

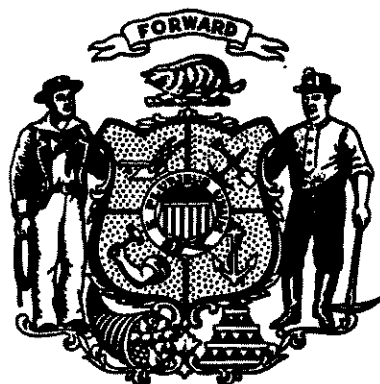
These grant funds may not be used to address other types of caseloads.

May 11, 2000 Community Prosecution Grant s.16.505 request

Table 1: DA Office Caseload Analysis, May 11, 2000

DA Office	FTE needed before grant	FTE needed after grant	DA Office	FTE needed before grant	FTE needed after grant
Adams	0.46	0.46	Marathon	3.38	3.38
Ashland	0.71	0.71	Marinette	0.38	0.38
Barron	-0.21	-0.21	Marquette	0.32	0.32
Bayfield	0.15	0.15	<b>Milwaukee</b>	<b>2.85</b>	<b>0.85</b>
Brown	2.07	2.07	Monroe	1.45	1.45
Buffalo	-0.21	-0.21	Oconto	0.24	0.24
Burnett	0.68	0.68	Oneida	1.29	1.29
Calumet	-0.19	-0.19	Outagamie	1.93	1.93
Chippewa	0.40	0.40	Ozaukee	0.86	0.86
Clark	0.11	0.11	Pepin	-0.08	-0.08
Columbia	1.99	1.99	Pierce	-1.51	-1.51
Crawford	-0.18	-0.18	Polk	0.52	0.52
Dane	0.87	0.87	Portage	-0.15	-0.15
Dodge	0.24	0.24	Price	0.02	0.02
Door	0.18	0.18	Racine	1.60	1.60
Douglas	0.36	0.36	Richland	-0.58	-0.58
Dunn	-0.14	-0.14	Rock	4.40	4.40
Eau Claire	2.60	2.60	Rusk	-0.40	-0.40
Florence	-0.08	-0.08	Saint Croix	-2.34	-2.34
Fond du Lac	1.26	1.26	Sauk	1.35	1.35
Forest	0.61	0.61	Sawyer	0.68	0.68
Grant	0.35	0.35	Shaw/Men	0.85	0.85
Green	0.20	0.20	Sheboygan	3.22	3.22
Green Lake	-0.25	-0.25	STATE	42.82	42.82
Iowa	-0.43	-0.43	Taylor	0.20	0.20
Iron	-0.34	-0.34	Trempealeau	0.04	0.04
Jackson	-0.44	-0.44	Vernon	-1.23	-1.23
Jefferson	1.47	1.47	Vilas	-0.71	-0.71
Juneau	0.12	0.12	Walworth	-0.12	-0.12
Kenosha	2.48	2.48	Washburn	0.57	0.57
Kewaunee	-0.33	-0.33	Washington	0.92	0.92
La Crosse	2.79	2.79	Waukesha	-1.56	-1.56
Lafayette	-0.38	-0.38	Waupaca	-0.30	-0.30
Langlade	0.38	0.38	Waushara	-0.12	-0.12
Lincoln	0.34	0.34	Winnebago	4.40	4.40
Manitowoc	2.47	2.47	Wood	0.36	0.36

*END*



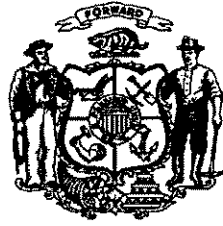
*END*

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

ASSEMBLY CHAIR  
**JOHN GARD**

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Phone: (608) 266-8535



315-N Capitol  
P.O. Box 8952  
Madison, WI 53708-8952  
Phone: (608) 266-2343

## JOINT COMMITTEE ON FINANCE

June 19, 2000

Secretary George Lightbourn  
Department of Administration  
101 East Wilson Street, 10<sup>th</sup> Floor  
Madison, Wisconsin 53703

Dear Secretary Lightbourn:

We are writing to inform you that the members of the Joint Committee on Finance have reviewed your request, dated May 30, 2000, pursuant to s. 16.515/16.505, Stats., pertaining to a request from the Department of Health and Family Services.

No objections have been raised concerning this request. Therefore, the request is approved. Should you have any questions or concerns, please feel free to contact us.

Sincerely,

Handwritten signature of Brian Burke in black ink.

BRIAN BURKE  
Senate Chair

Handwritten signature of John Gard in black ink.

JOHN GARD  
Assembly Chair

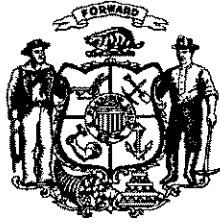
BB/JG/js

cc: Members, Joint Committee on Finance  
Bob Lang, Legislative Fiscal Bureau  
Vicky La Belle, Department of Administration

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

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ASSEMBLY CHAIR  
**JOHN GARD**

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Phone: (608) 266-2343

## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Brian Burke  
Representative John Gard  
Co-Chairs, Joint Committee on Finance

Date: May 31, 2000

Re: s. 16.515/16.505(2), Stats. Request

Attached is a copy of a request from the Department of Administration, received on May 30, 2000, pursuant to s. 16.515/16.505(2), Stats., pertaining to a request from the Department of Health and Family Services.

Please review the material and notify **Senator Burke** or **Representative Gard**, no later than **Friday, June 16, 2000**, if you have any concerns about the request or if you would like to meet formally to consider it.

Also, please contact us if you need further information.

Attachment

BB/JG/js

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

TOMMY G. THOMPSON  
GOVERNOR  
GEORGE LIGHTBOURN  
SECRETARY



Office of the Secretary  
Post Office Box 7864  
Madison, WI 53707-7864  
Voice (608) 266-1741  
Fax (608) 267-3842  
TTY (608) 267-9629

**Date:** May 30, 2000

**To:** The Honorable Brian Burke, Co-Chair  
Joint Committee on Finance

The Honorable John Gard, Co-Chair  
Joint Committee on Finance

**From:** George Lightbourn, Secretary  
Department of Administration

A handwritten signature in cursive script, appearing to read "George Lightbourn".

**Subject:** S. 16.515/16.505(2) Request(s)

Enclosed are request(s) that 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:

AGENCY	DESCRIPTION	1999-2000		2000-01	
		AMOUNT	FTE	AMOUNT	FTE
DHFS 20.435(4)(gm)	Health services regulation and vital statistics		3.00		3.00

As provided in s. 16.515, the request(s) will be approved on June 20, 2000, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

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

Attachments



**Date:** May 10, 2000

**To:** George Lightbourn, Secretary  
Department of Administration

**From:** Susan Jablonsky, Budget Analyst

**Subject:** Request Under s. 16.505 from the Department of Health and Family Services (DHFS) for Vital Records Positions

**REQUEST:**

DHFS requests the creation of 3.0 PR permanent research technician positions in appropriation s. 20.435(4)(gm), health services regulation and vital statistics, to continue to organize and update vital record databases.

**REVENUE SOURCES FOR APPROPRIATION:**

Revenue to support the request comes from charges to customers requesting copies of vital records such as birth and death certificates. No fee increase is necessary if the positions are approved.

**BACKGROUND:**

DHFS has contracted for three staff from the Wisconsin Survey Research Laboratory (WSRL) for the last 15 years to assist in correcting and updating pre-1947 paper records. However, due to fiscal problems, the WSRL will close June 30, 2000. DHFS wants to continue to update these early records and requests the position authority for the equivalent amount of staff services purchased from the WSRL. They hope that the current WSRL employees, who have the training and experience to accurately update the records, would successfully compete for the new positions.

**ANALYSIS:**

The Vital Records Section in the Bureau of Health Information maintains records of all Wisconsin events of births, deaths, marriages, divorces and fetal deaths in the state on paper, microfilm and computer. As changes occur, such as a marriage or an adoption, records must be updated to reflect new names on master indexes, which indicate the volume in which the record can be found, and the actual document so that records can continue to be traced. These records are used heavily to provide copies for legal



identification, such as obtaining a passport or a driver's license, and for genealogical searches.

To ensure that recent records are preserved, staff enter the document information on microfilm and the computer. However, about 2.4 million paper birth certificates for the period between 1907 and 1947 need to be updated to purge duplicates, make corrections and create a back-up for the original record. Similarly, marriage, divorce, death, and adoption records need to be updated or corrected which, staff estimate, could take 20 to 30 years to complete. To help with this effort, DHFS has contracted for the last 15 years for the equivalent of 3.0 FTE with the WSRL to make the records accurate and avoid the accidental release of confidential information. The contract cost for this fiscal year is \$107,000.

The Vital Records Section must, by law, maintain accurate records. It is clear that this is not a discretionary task. Staff indicated there is no comparable entity with which they could continue to contract for this service. In addition, the WSRL staff, who perform their work at the DHFS building, are already familiar with the records, databases and confidentiality restrictions and DHFS staff would like to retain this expertise.

No additional expenditure authority is necessary since the contract services are already included on the supplies line. Those funds would be transferred from the supplies line to the salary and fringe benefit lines to support the new positions. However, there is a slight difference between the contract amount and creating DHFS research technician positions. Using the current compensation plan pay rates, the cost of the positions with fringe benefit and supplies costs is \$108,900. This is \$1,900 higher than the contract amount which included a lower fringe benefit rate. However, this amount should be easily absorbed in a \$1.2 million dollar appropriation. Finally, there should be no net increase in state positions, because the positions at the WSRL would be eliminated.

**RECOMMENDATION:**

Approve the request.



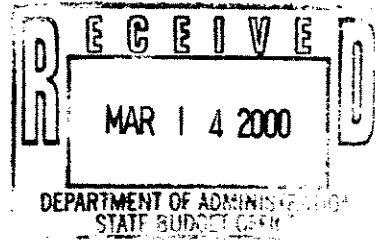
State of Wisconsin  
**Department of Health and Family Services**

CC JAK  
SJ

Tommy G. Thompson, Governor  
Joe Leraan, Secretary

March 10, 2000

Mr. Richard Chandler, Director  
State Budget Office  
10<sup>th</sup> Floor, 101 East Wilson Street  
Madison, WI 53702



Dear Mr. Chandler:

Under the provision of s.16.505, the Department requests 3.0 PR permanent position authority in appropriation s.20.435 (4) (gm) [426] to replace three currently contracted positions. The positions are requested for the Vital Records Section of the Bureau of Health Information in the Division of Health Care Financing to organize and update vital record databases so that data is usable for research.

Source of Revenue

The source of revenue for this request is fees charged for issuing copies of records (such as birth and death certificates) or creating new records.

Background

The State of Wisconsin's vital record system is a complex integrated system of several million paper, microfilm and computer records. The Vital Records Section files and maintains all Wisconsin events of birth, death, marriage, divorce and fetal death reports and collects data on induced abortions and birth and death abstracts from other states for Wisconsin residents. Accuracy and timeliness is critical for registration and maintenance due to the public's need for these documents. Certificates are used for a variety of purposes, including legal identification, obtaining a driver's license, passport, Social Security card and/or benefits, employment and benefit collection.

For a variety of historical reasons, there are duplicated, incomplete and erroneous records and indexes to the records which make accurate research difficult and accidentally expose confidential data by researchers. For the last 15 years, the Department has been contracting with the Wisconsin Survey Research Laboratory (WSRL) to work on correcting the data and indexes that exist.

For example, the indexes and records for births, for the period 1907 through 1947 (approximately 60,000 records per year), are all in original paper format. As changes in names, paternity actions and adoptions occur over the years, it is necessary to update

these records. However, statutes prohibit the processing of any change that is not accompanied by a fee payment. As a result, records may not be updated and should not be released to the public because they are not accurate. (State statutes prohibit the release of pre-adoption information except under certain specific circumstances.) The Vital Records Section has been engaging in this project with WSRL in order to avoid the illegal release of records and to be able to provide accurate information to the public as required by state law. In addition to the adoption information, there are thousands of deaths, marriages and divorce records that need to be indexed and corrected.

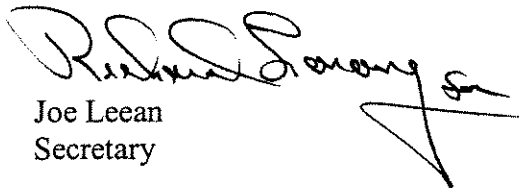
The Department currently contracts with WSRL for three positions to work on removing duplication from the record files, merging complementary systems and ensuring that unprocessed files are completed and entered into a computer database. This work is ongoing in nature. Making indexes and records accurate and usable could take 20 to 30 years to complete.

WSRL staff have a substantial working knowledge of the system and the research problems associated with the system. However, WSRL will be closing as of June 30, 2000. In order to be able to safeguard the current Vital Records system, the Department requests the creation of 3.0 PR FTE so that the three positions currently assigned to the Vital Records project can become permanent Department positions. The positions requested are 1.0 Research Technician 2 and 2.0 Research Technician 3. (See attached chart.)

Because of the confidential nature of this work, it is essential that the staff who perform it are screened and trained in the proper methods for ensuring confidentiality. Maintaining the current staff as state employees is the best way to ensure that this work will continue without interruption and that staff have the experience necessary to complete these tasks. There is currently a budget for these positions, as contract positions, in supplies and services. No increase in expenditure authority, therefore, is required. However, existing expenditure authority will need to be moved from supplies and services to the salary and fringe lines.

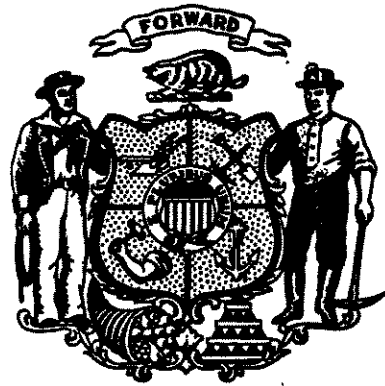
Thank you for your consideration of this request. If you have any questions, please call Ellen Hadidian at 266-8155.

Sincerely,

  
Joe Leean  
Secretary

cc: Cindy Daggett                      Mike Bormett  
Ellen Hadidian                      Jennifer Schmidt  
Sandy Breitborde                      Donna Dunkel  
Linda Langlois

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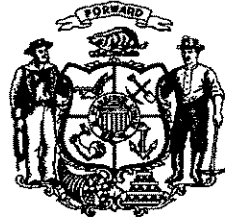


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# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

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ASSEMBLY CHAIR  
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## JOINT COMMITTEE ON FINANCE

June 20, 2000

The Honorable Tommy G. Thompson  
Governor  
Room 125 South, State Capitol  
Madison, WI 53702

Dear Governor Thompson:

We are writing to inform you that the members of the Joint Committee on Finance have reviewed your request, received on June 2, 2000, pursuant to s. 16.54(2)(a)2, Stats., concerning the expenditure of Welfare-to-Work block grant funds being made available to the state by the federal government.

No objections to this request have been raised. Accordingly, the request is approved and the moneys may be expended.

Sincerely,

Handwritten signature of Brian Burke in black ink.

BRIAN BURKE  
Senate Chair

Handwritten signature of John G. Gard in black ink.

JOHN G. GARD  
Assembly Chair

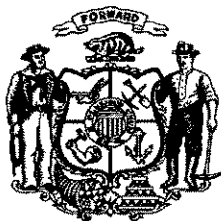
BB:JG:dh

cc: Members, Joint Committee on Finance  
Secretary Linda Stewart, Department of Workforce Development  
Robert Lang, Legislative Fiscal Bureau  
Vicky LaBelle, Department of Administration

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

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ASSEMBLY CHAIR  
**JOHN GARD**

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Phone: (608) 266-2343

## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Brian Burke  
Representative John Gard  
Co-Chairs, Joint Committee on Finance

Re: 14 Day Passive Review Approval of Federal Block Grant Funds

Date: June 2, 2000

Attached is a copy of a request from the Governor, received June 1, 2000, seeking approval of a modification to the expenditure of block grant funds being made available to the state by the federal government. The Department of Workforce Development is requesting \$1,128,000 from the Governor's discretionary funding under the Welfare-to-Work grant to provide \$450,000 to Faith Works, Milwaukee, Inc. and \$678,000 to the National Association for Black Veterans, Inc. and the Center for Veteran's Issues, Ltd.

Pursuant to s. 16.54(2)(a)2, Stats., the Governor may not encumber or expend federal block grant funds authorized under any federal law enacted after August 31, 1995, without notifying the Joint Committee on Finance of the grant and the proposed expenditures. If the Co-Chairs of the Committee do not notify the Governor within 14 working days after receiving the request that a meeting has been scheduled to review the proposal, the moneys may be expended.

Please review the material and notify **Senator Burke** or **Representative Gard** no later than **Monday, June 19, 2000**, if you have any concerns about the request or if you would like the Committee to meet formally to discuss it.

Also, please contact us if you need further information.

Attachment

BB:JG:dh



**TOMMY G. THOMPSON**

**Governor  
State of Wisconsin**

The Honorable Brian Burke, Co-Chair  
Joint Committee on Finance  
State Capitol, Room 316 South  
Madison, Wisconsin 53707

The Honorable John Gard, Co-Chair  
Joint Committee on Finance  
State Capitol, 315 North  
Madison, Wisconsin 53707

SUBJECT: Notification of Federal Block Grant

Dear Senator Burke and Representative Gard:

Attached is a request for a modification to the expenditure of block grant funds being made available to the state by the federal government. Pursuant to s. 16.54(2)(a)2., the grant funds will be made available for encumbering through the allotment process within 14 working days after the date of this notification letter, unless you notify me that a meeting has been scheduled for the Joint Committee on Finance to review the proposed expenditure of grant monies.

Please also contact State Budget Director Richard G. Chandler (266-1035) in the Department of Administration if you have any additional questions or if you schedule a meeting to review the proposed expenditure.

Thank you for your prompt attention to this notification letter.

Sincerely,

A handwritten signature in black ink that reads "Tommy G. Thompson".

TOMMY G. THOMPSON  
Governor

Date: May 30, 2000

Attachments

Tommy G. Thompson  
Governor

Linda Stewart, Ph.D.  
Secretary



State of Wisconsin

Department of Workforce Development

OFFICE OF THE SECRETARY  
201 East Washington Avenue  
P.O. Box 7946  
Madison, WI 53707-7946  
Telephone: (608) 266-7552  
Fax: (608) 266-1784  
<http://www.dwd.state.wi.us/>  
e-mail: DWDSEC@dwd.state.wi.us

April 18, 2000

Mr. George Lightbourn, Secretary  
Wisconsin Department of Administration  
DOA State Office Building, 10<sup>th</sup> Floor  
Madison, Wisconsin 53702

Dear Secretary Lightbourn:

The Department of Workforce Development requests federal expenditure authority under s. 16.54(2)(a)(2) for \$1,128,000 from the Governor's discretionary funding under the Welfare to Work (WtW) grant. The WtW program is intended to provide states and local communities the transitional employment assistance needed to move hard-to-employ recipients of TANF into lasting unsubsidized jobs. By federal regulations, eighty-five percent (85%) of WtW block grant funds are allocated by formula to WDAs throughout the state and the remaining 15% of the funds are available to the Governor for projects of statewide significance, and/or to meet the needs of specific targeted populations, such as non-custodial parents, not otherwise served by the TANF.

On September 24, 1999 the Department notified the Department of Administration and the Joint Finance Committee of the receipt of \$12,032,182 in FFY 1999 Welfare-to-Work block grant funds from the Department of Labor. In that letter, it indicated that the Department was distributing 85% (\$10,227,354) of the award to local Workforce Development Areas (WDAs) in accordance with the federal distribution requirements for the operation of local WtW programs by Workforce Development Boards (WDBs). The local WDBs are responsible for providing the necessary non-federal match for these funds. At that time, it was indicated that the Department would submit a request for release of funds from the Governor's discretionary funding (\$1,804,828) at a later date. The discretionary funds can be distributed anytime during the three-year life of the FFY 1999 grant.

This letter is to inform the committee of the Governor's plan to award \$1,128,000 of the Governor's Discretionary funding as follows:

<b>Faith Works, Milwaukee, Inc.</b>	<b>\$450,000</b>
<b>National Association for Black Veterans, Inc.</b>	<b>\$678,000</b>
<b>Center for Veterans Issues, Ltd.</b>	
<b>TOTAL</b>	<b>\$1,128,000</b>

These two WtW program proposals have been developed and submitted to the Department of Workforce Development (DWD) and are recommended for funding at this time. They represent *Phase 1* of the Governor's Discretionary program for FFY 1999.

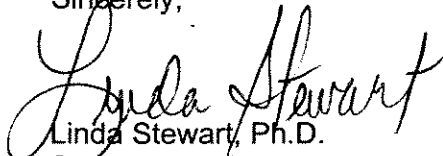


Phase 2 of the Governor's Discretionary program is being developed for the remaining \$676,828. Significant changes in the federal WtW eligibility criteria will take effect on July 1, 2000. These eligibility changes remove some of the constrictions associated with eligibility for the program and will open WtW to a larger pool of potential participants. Proposals under Phase 2 will be submitted to the legislature by June 16, 2000 so that implementation will coincide with the July 1, 2000 effective date of these changes.

Attached is a summary description of the proposals recommended for funding at his time.

If there are any questions on this issue please contact Toya Nelson of the Workforce Excellence Division at 266-6881.

Sincerely,

  
Linda Stewart, Ph.D.  
Secretary

## Faith Works Non-Custodial Parent Project

### Introduction

Faith Works, Milwaukee, Inc. is seeking \$450,000 in Welfare to Work funding to support a job placement and post employment support program to serve non-custodial parents needing addiction recovery counseling services. This Milwaukee based program provides pre-enrollment assessment; job skills training, immediate work assignment and evaluation of work skills, job placement and post employment support services. The employment and training services offered are fully integrated with alcohol and other drug abuse counseling as well as job and life skills training.

The purpose of this program is to help Welfare-to-Work eligible non-custodial parents overcome multiple barriers to employment often faced by those who are struggling with alcohol and drug abuse. Total program costs for this 3-year program are \$973,700, of which \$600,000 is requested from the WtW program. An initial WtW award of \$150,000 of FFY 98 Governor's Discretionary funds has already been approved. This request is for an additional \$450,000 of FFY99 Governor's Discretionary funds to continue the project already started.

Specific services offered under the Faith Works program are:

- Job readiness skills classes and immediate work experience placement
- Employment placement, post employment support
- Job retention
- Living skills, education and health seminars
- Housing assistance
- Individual and group counseling
- Family unification and counseling and marriage counseling
- Community network support, mentors, post employment mentoring
- Exercise programs (in partnership with the YMCA)

Services are provided in four phases, plus a pre-enrollment trial period:

**Pre-enrollment** – two week needs assessment and evaluation.

**Phase 1** – Immediate work experience placement, with a faith-based 12-step recovery program, individual group counseling, nutrition and exercise programming and physical recovery.

**Phase 2** – Continuation of phase 1 work experience, plus job skills classroom training, high school equivalency training, job search preparation, computerized learning labs and related offerings.

**Phase 3** – Job placement, work experience, job coaching and mentoring, with an emphasis on immediate resolution of resolving any personal crises that may threaten success on the job. Family reconciliation counseling, as appropriate, begins during this phase.

**Phase 4** – Transition to independent living, location independent housing assistance, and continuation of post employment support services, and job retention and skills development training.

Coordination and program linkages have been established with the Milwaukee W-2 agencies, the Milwaukee House of Corrections and the state Department of Corrections, and Milwaukee County AODA treatment service providers. The WtW cash match requirements for this project are from private foundation grants and contributions, and non-federal support from local agencies.

Faith Works, Milwaukee, Inc. is an employment-focused, addiction recovery program that emphasizes personal and economic wellbeing. The purpose of Welfare to Work (WtW) funding for Faith Works is to support job placement and post-employment support services for non-

custodial parents needing addiction recovery. The program will provide pre-enrollment assessment, evaluation of work skills, job skills training, immediate work assignment, job placement, and post-employment coaching and mentoring. The employment and training services offered are fully integrated with alcohol and other drug abuse (AODA) counseling as well as job and life skills training. The program will help WtW-eligible non-custodial parents overcome multiple barriers to employment often faced by those who are struggling with alcohol and drug abuse.

### **Targeted Population**

The targeted population is non-custodial fathers with multiple barriers to employment due to serious alcohol or drug dependency issues. WtW-eligible program participants would be referred to Faith Works by Milwaukee W-2 agencies that are already involved in the WtW program. Additional participants may be referred from the Milwaukee County waiting list for AODA treatment slots. WtW eligibility for these referrals would be determined by W-2 agencies.

### **Targeted Community**

The targeted community for the Faith Works project is Milwaukee County. Currently, 83% of TANF assistance recipients reside in Milwaukee County, and the vast majority of WtW-eligible non-custodial fathers reside in Milwaukee County.

### **Service Objectives and Outcomes**

The Faith Works project is a comprehensive recovery program with an employment focus. The primary WtW program objectives of employment, job retention, increased earnings and increased child support payments are integrated into the broader goals of the Faith Works project, but are focused on objectives 2, 3 and 4 below.

1. Participants stay clean and sober, working to overcome addictions and establishing a personally healthy life style for the rest of their lives. Random drug testing will be done to evaluate whether addiction continues.
2. Participants acknowledge and provide regular financial support for the children they have fathered.
3. Participants become ready for full time employment with the help of on site work experience, educational evaluations, job coaching, counseling and mentoring.
4. Participants obtain and maintain unsubsidized employment, with benefits, before leaving the program.
5. Where appropriate, participants undergo family counseling and work toward family reconciliation.
6. Participants successfully transition to independent living after the residential stay at the Faith Works facility with assistance in locating housing and other supportive services.

### **Budget**

Faith Works was provided \$150,000 from the first year (FFY 1998) WtW grant. At that time it was expected that another \$450,000 would be provided from the second year (FFY 1999) WtW grant. These grants are made from the Governor's 15% discretionary portion of the WtW grants. The Faith Works project will supply the minimum required non-federal matching funds, of which at least one half must be in cash, to meet the WtW match requirement. The Faith Works project also anticipates earning revenues from fee-for-service contracts with W-2 agencies and possibly the state Department of Corrections for serving WtW participants of those agencies in the project. These revenues will cover part of the cost of the Faith Works project, with the WtW and match funds supporting the rest of the cost. No additional funds will be provided to the Faith Works project after the WtW grants run out, so the project will become self-sustaining at that point.

**National Association for Black Veterans, Inc., (NABVets)  
and  
Center for Veteran's Issues, Ltd. (CVI)**

**Parents Assuming Responsibility (PAR) Program**

**Introduction**

NABVets and CVI, Ltd. are requesting \$678,000 to provide community-based, case-management driven employment services to veterans who are non-custodial parents, to assist them to obtain and retain employment and to strengthen the advancement their children's future. In addition to traditional job placement and employment and training support services, a key component of the program involves family and parental responsibility counseling and support, including financial goal setting, savings, child-support payments counseling, housing and other parental responsibility counseling. Homeless veterans outreach will be conducted to identify homeless veterans eligible to participate in this program. NABVets and CVI propose to hire 7.8 FTE staff members to provide direct services in a structured, case-management environment, under a work-first philosophy.

**Targeted Population**

Services under this program are targeted for WtW eligible veterans who are non-custodial parents. Services are not limited to veterans only, although services are targeted for veterans, and veterans will be given priority consideration for services. Special outreach and recruitment efforts are designed to identify homeless veterans and disabled veterans eligible for WtW services. This is a unique client population group not currently identified for priority outreach and recruitment under existing WtW programs in the state. Coordination and service linkages are well established to ensure non-duplication of services.

**Service Strategy**

Staff will be hired to provide structured case-managed support services for WtW eligible participants, primarily NCPs who are veterans. Some homeless veterans will receive housing assistance.

Services to be provided include:

- Assessment, and individualized strategic services plan (ISSP)
- Job readiness training
- Job referral and job placement services,
- Individualized case management support
- Work experience
- Parenting and parental responsibility counseling, including financial planning to ensure payment of child support
- Employment preparation and employment support services, including job readiness, basic job competencies, interpersonal skills, transportation, and emergency housing
- Employability assessment coaching, tracking, skills profiling
- Basic skills, GED, and employment skill training
- Counseling in housing, financial counseling and money management, parenting skills, non-medical AODA counseling services, and other supportive services to ensure job retention
- Post employment skill training and upgrades
- Coaching and post employment, on-the-job mentoring
- Post employment tracking and case management support

Outreach will be conducted to identify WtW – eligible homeless veterans who will be referred to CVI's VET's Place North or VET's Place Park Hill for housing and other supportive services while WtW services are provided. Special outreach efforts will be undertaken to identify, recruit and serve disabled veterans under this project.

Coordination and program linkages are established with other organizations and programs providing veteran's services, including: US DOL Homeless Veteran's Reintegration Project, Homeless Veterans Employment and Training, US HUD Supportive Housing Program, US Department of Veterans Affairs, Disabled Veterans Assistance Program, Job Service, Milwaukee Job Centers and Milwaukee W-2 agencies.

### **Source of Required Matching Funds**

The Wisconsin Department of Veterans Affairs has earmarked \$339,000 from the Veterans Affairs Trust Fund available to match this WtW grant.

### **Performance Outcomes**

The following program performance outcomes are anticipated:

Number of participants served – 187 NCPs annually  
Job readiness – 140  
Job Placement – 75  
Work experience – 48  
Coaching, follow-up and tracking at 3, 6, 9 and 12 months

No additional WtW funds will be available for allocation after the WtW grant funds run out so the project will become self-sustaining at that time.

*END*



*END*