

1993-94 SESSION
COMMITTEE HEARING
RECORDS

Committee Name:

Joint Committee on
Finance (JC-Fi)

Sample:

Record of Comm. Proceedings ... RCP

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

➤ Appointments ... Appt

➤ **

➤ Clearinghouse Rules ... CRule

➤ **

➤ Committee Hearings ... CH

➤ **

➤ Committee Reports ... CR

➤ **

➤ Executive Sessions ... ES

➤ **

➤ Hearing Records ... HR

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➤ Miscellaneous ... Misc

➤ 93hrJC-Fi_Misc_pt66

➤ Record of Comm. Proceedings ... RCP

➤ **

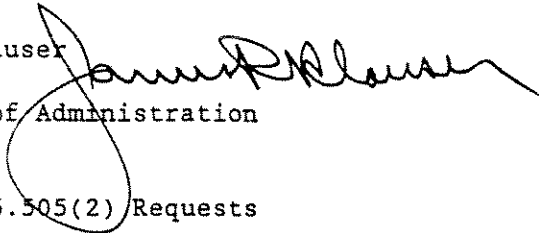
CORRESPONDENCE/MEMORANDUM

**STATE OF WISCONSIN
Department of Administration**

Date: Nov. 30, 1992

To: Honorable Gary George, Co-Chair
Honorable Barbara Linton, Co-Chair

From: James R. Klauser
Secretary
Department of Administration



Subject: s. 16.515/16.505(2) Requests

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

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1991-92</u>		<u>1992-93</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
S.H.S. 20.245(5)(k)	Archaeology Research				7.0
D.H.S.S. 20.435(7)(hy)	Services for Drivers			\$ 190,000	

As provided in s. 16.515, this request will be approved on Dec. 21, 1992 unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

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

Attachments:

CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: November 23, 1992

To: James R. Klauser, Secretary
Department of Administration

From: Orlando Canto
Education Team



Subject: S. 16.505 Request for the State Historical Society

Request

Under the provisions of s. 16.505 (2) the State Historical Society (SHS) is requesting the creation of 7.0 permanent PR-S positions in appropriation 245 (5)(k) to perform archaeology research services for the Department of Transportation (DOT). Only position authority is being requested because appropriation 245 (5)(k), numeric 535, is a continuing appropriation and does not require JFC approval to increase the expenditure level. Actual funding for these services is provided by DOT.

Analysis

The Society's Museum Archeology program performs archeology research and field work under a cooperative agreement with DOT. These services are necessary for DOT to comply with state and federal historic preservation laws. Early in the design and development process of road projects the Society's museum archeology staff are required to:

- a. determine if archaeological material or a site is present in a specific project,
- b. if a site is present, determine if it is eligible for inclusion in the National Register of Historic Places,
- c. excavate the site if DOT cannot redesign the project to avoid impacting an archaeological site,
- d. prepare field reports, and
- e. store recovered cultural materials from any site.

All costs incurred by the Society's museum archeology staff are reimbursed by DOT, under a cooperative agreement between the two agencies. The current agreement supports three permanent PR-S positions, nine year-round LTE positions and 15-50 LTE positions during the field work season, usually May to October. To complete the field work required in the 1992 season 22 LTE positions were hired by the program.

The number and the complexity of the projects requiring support from the Society's museum archeology staff has increased by 200% (from 100 in 1982 to 300 in 1991) in the last ten years. Factors contributing to this growth include:

- increased availability of state and federal funding for highway, bridge and bypass projects, and
- changing DOT construction requirements expanding the right-of-way widths from 50 to 100 feet on either side of the center line.

The use of LTEs has made it difficult for the Society to retain experienced staff persons. Private sector firms are becoming more aggressive in competing for the limited number of experienced archeologists. Private sector firms are able to offer more attractive wage and benefit packages than the Society to experienced LTE. Archeologists directing the field projects must have extensive knowledge of the state's prehistory, the history of settlement and the state's geology. The Society believes it is important that staff with such knowledge and experience be retained by the Society. The Society also believes that the constant increase of projects can no longer be handled by the use of LTE positions only. The increased workload, the importance of quality reports and timeliness necessitates the use of permanent staff persons. In addition, permanent staff persons would increase the continuity of key supervisory staff, develop/maintain knowledge and experience of staff who supervise field work and improve the completion of laboratory and report writing work.

The Society's museum archeology program is central to the agency mission to serve as trustee of the State in the preservation and care of materials and properties of historic interest or significance. The additional positions will provide the Society's museum archeology program with expanded year-round capacity. In addition, the continuity of permanent staff will add to the program's already high quality standards. The net additional cost is minimal, since the seven permanent positions would replace existing LTE positions. There is sufficient DOT work to support these positions on a year-round basis and DOT does not anticipate a workload decrease in the future.

The seven positions requested include:

- a. two archeologist who would plan, design, and coordinate field surveys as well excavation during the field season, conduct laboratory analysis and write field reports,
- b. two field archaeologist who would guide and direct LTE crews during the field season and conduct laboratory analysis and write reports,
- c. one laboratory coordinator who would oversee all general laboratory processing activities,

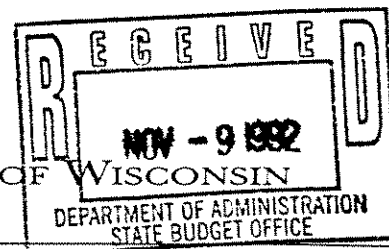
- d. one laboratory technician/field archeologist who would assist others in the laboratory and field work, and
- e. one publications editor/field archaeologist who would edit, layout and produce reports and assist with field supervision during the field season.

Recommendation

Approve the request for 7.0 permanent PR-S positions in appropriation 245 (5)(k), numeric 535. DOT has written in support of the permanent positions, stating that the Museum Archaeology Program will continue to be DOT's principal investigator and that they do not anticipate any decrease in the level of services needed. Further, since the workload of the museum archeology program is sufficient to support LTE positions on a year-round basis, it would be more appropriate for permanent positions to replace the LTEs.



THE STATE HISTORICAL SOCIETY OF WISCONSIN



H. Nicholas Muller III, Director

816 State Street • Madison, Wisconsin 53706-1488
608/264-6400 • FAX: 608/264-6404

November 9, 1992

TO: Orlando Canto
State Budget Office
Department of Administration

FROM: Bob Thomasgard
Associate Director
State Historical Society

SUBJECT: Request to Create Seven PRS-Funded Positions for the Museum
Archeology Program

Request

Creation of seven permanent PRS-funded Museum archeology positions to perform archeology research services for the Department of Transportation (DOT) as part of the highway design and development process under a long-standing cooperative agreement between the Society and DOT.

Background

In order to comply with state and federal historic preservation laws, the Department of Transportation needs information on potentially significant archeological remains early in the highway design and development process. Since 1959, the Society has performed archeological research and field work to identify, evaluate and report on such remains for the DOT under a cooperative agreement. The role of the Museum archeology program is to (1) determine if archeological material or a site is present in a specific project area through research and field work, (2) determine if an archeological site that is present is eligible for inclusion on the National Register of Historic Places, (3) excavate an archeological site if a DOT project can not be redesigned to avoid impacting a significant site, (4) prepare a report on field work following laboratory analysis, if necessary and (5) store recovered cultural material in perpetuity.

The cooperative agreement provides that costs incurred by the Society to complete the archeological research and field work - including archeological survey, evaluation, excavation, laboratory analysis, report writing and record keeping - are reimbursed by DOT. Presently, three permanent PRS positions are paid for through the agreement - the program director (an Archeological Supervisor 1), the field survey coordinator (an Archeologist 2) and the business manager (a Financial Specialist 4). A large number of LTEs are also paid for under the agreement. Nine full-time LTEs divide their time between supervising field work (generally, May-October) and doing laboratory work. The program employs an additional 15-50 LTEs for field work annually. To complete the field work required during the 1992 season, 22 LTEs were hired by the program (in addition to the nine LTEs funded year-round).

The number of projects handled by the Museum archeology program has continued to increase in number and complexity each year, especially during the last ten years as illustrated by attachment 1. Factors contributing to this result include (1) the increased availability of state and federal funding for highway and bridge projects, (2) the change in DOT construction requirements for right-of-way widths from 50 feet to 100 feet on either side of the center line, (3) an increase in the number of bypass projects and (4) more stringent state and federal reporting requirements. The program response has been to hire more archeologist and seasonal crew LTEs each year as illustrated by attachment 2.

Justification for the Request

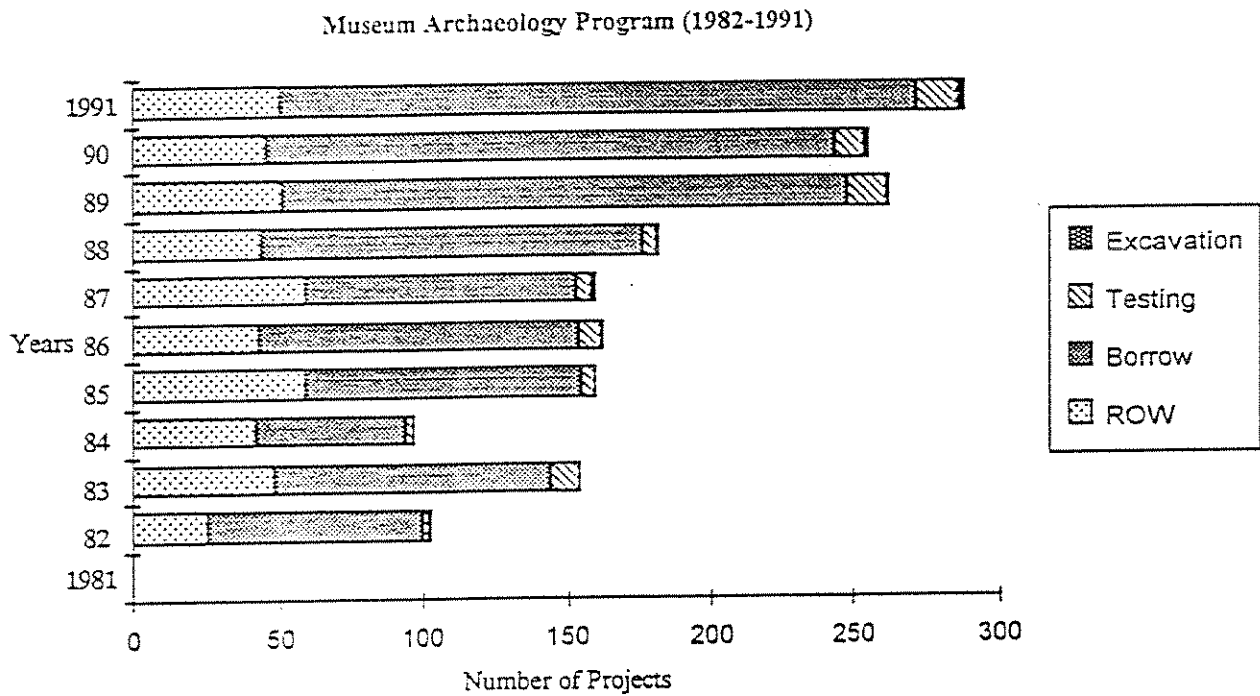
The steadily increasing volume and complexity of DOT projects has been the root cause of several staffing issues facing the Museum archeology program. The Society's use of year round LTEs for several years and no indication that the program's workload will decrease necessitates consideration of converting some LTE "positions" to permanent positions. At the same time, the program is beginning to feel the pressure from private sector firms trying to hire experienced archeologists at higher wage rates and with more benefits than can be afforded LTEs. With the recent hiring of a new program director, these concerns have become more focused and resulted in an evaluation of how best to protect the experience and quality that the program has been able to develop through its employees.

To successfully complete a single archeological project, the archeologist who supervises the field work must conduct the analysis of the materials and artifacts recovered and write a technical report detailing the research. The length of time required to complete a single project from start to finish can vary from two months to two years. In order to maintain the program's quality, it is important to maintain the continuity among key supervisory staff. Archeologists working for the program gain valuable experience from DOT staff and private highway contractors. Archeologists directing field projects must have an extensive knowledge of the state's prehistory, the history of settlement, the state's geology, etc. It is vital that the development of such knowledge and experience by staff be protected through the retention of those who supervise the field work and complete the laboratory and report writing work.

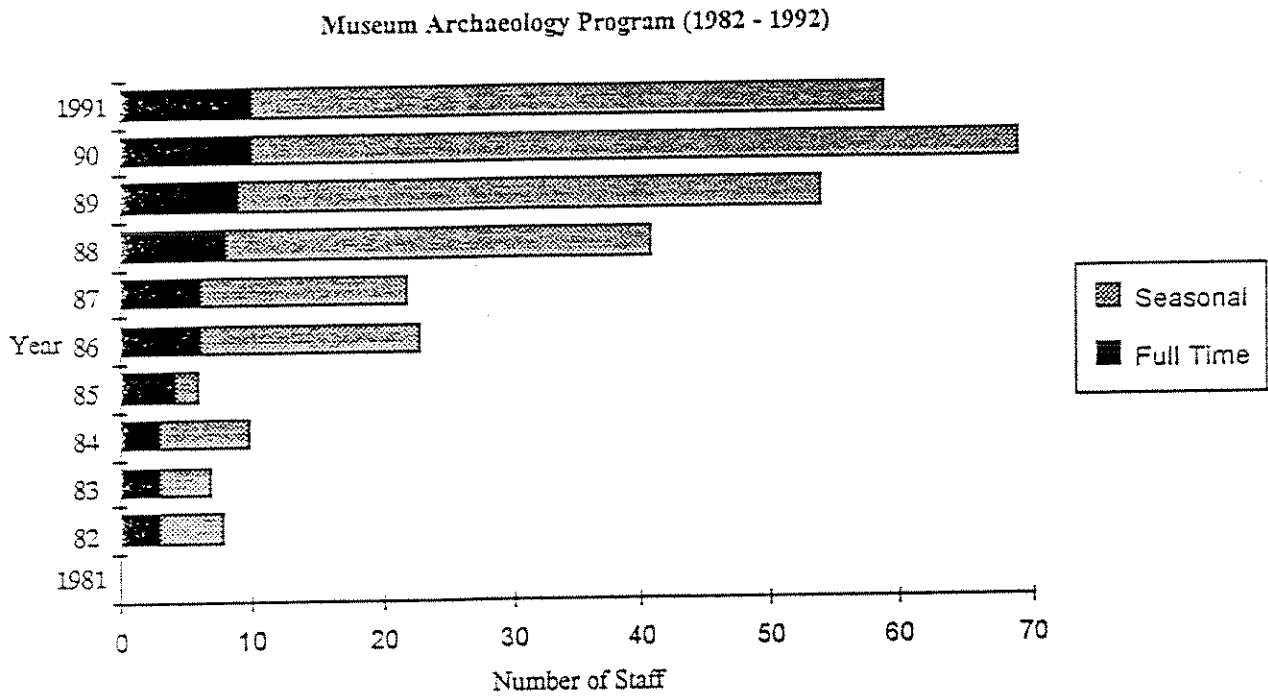
As previously indicated, the Museum archeology program has operated with minimal permanent staff since its creation. That is no longer possible without jeopardizing the quality and timeliness of work provided for the DOT. Consequently, the Society would like to create seven positions to replace an equal number of LTEs. This would be accomplished at a minimal increased salary cost. (since the LTEs are paid almost as much as permanent staff would be) and fringe benefit cost. Two senior archeology positions would plan, design and coordinate field surveys and excavations during the field season and conduct laboratory analysis and write reports. Two field archeology positions would guide and direct LTE crews during the field season and conduct laboratory analysis and write reports. A laboratory coordinator would oversee all general laboratory processing activities (i.e. cleaning, labeling, cataloging and preparing materials for storage). A laboratory technician/field archeologist would assist others in both areas. A publications editor/field archeologist would edit, layout and produce reports and assist with field supervision during the field season.

The DOT has reviewed the Society request and has the attached letter of support.

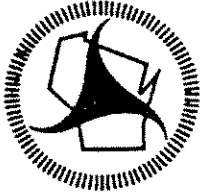
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Attachments
Orlando.RBT



ROW/Borrow = Archaeological survey or identification study.
 Testing = Archaeological excavation to determine the significance of an archaeological site according to the National Register of Historic Places criteria.
 Excavation = Mitigation of a significant archaeological site under Section 106, or s.44.40, Wis.Stats.



Full Time = Includes permanent and LTE positions which were filled for the entire year.



Wisconsin Department of Transportation

DIVISION OF HIGHWAYS
Office of Environmental Analysis
4802 Sheboygan Avenue
P.O. Box 7916
Madison, WI 53707-7916

November 6, 1992

Mr. William Crowley
State Historical Society/Museum Division
816 State Street
Madison, Wisconsin 53706

SUBJECT: State Historical Society's Position Request for Museum Archaeology Program

Dear Bill:

Since 1959, WisDOT has had a cooperative agreement with the Society to conduct archaeological studies for our "in-house" projects (i.e., projects designed by District engineers). Through the terms of the cooperative agreement, the Museum Archaeology Program is the principal provider of our "staff archaeologist" for in-house designed projects.

The Museum Archaeology Program's services assist WisDOT in its compliance with both federal (Section 106 of the National Historic Preservation Act) and state (Wis.Stats.,44.40) laws. As transportation needs have increased, so has the need for archaeological surveys. Today, the Museum Archaeology Program conducts studies for approximately 50% of our transportation projects, while private archaeological consultants provide services to engineering firms for the remaining projects. The Museum Archaeology Program will continue to be our principal investigator and we do not anticipate any decrease in the level of services they provide nor do we expect an increase in costs resulting from the staffing request.

We value the quality work and level of service provided by the Museum Archaeology Program. Their work has always been conducted with high professional standards and expediency, which enables WisDOT to maintain a project's timeframe. We support the Society's request because this enables them to retain qualified and experienced staff which is essential when conducting archaeological studies for our program.

If you have further questions, please feel free to contact me at 266-8216.

Sincerely,

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

Shirley C. Stathas
Archaeology Program Coordinator

CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: November 24, 1992

To: James R. Klauser, Secretary
Department of Administration

From: Gretchen A. Fossum, Budget Analyst
Division of Executive Budget and Policy *SAF*

Subject: s.16.515 Request by the Department of Health and Social Services

REQUEST

The Department of Health and Social Services (DHSS) requests an increase of \$190,000 PRO in expenditure authority in s.20.435(7)(hy), services for drivers, local assistance in FY93.

ANALYSIS

The Intoxicated Driver Program (IDP) is funded by revenues generated from a \$250 surcharge imposed on individuals convicted of operating a motor vehicle while intoxicated (OWI). Counties collect the surcharge and forward them to the state, where they are used to fund programs in the Department of Public Instruction, the State Laboratory of Hygiene, the Department of Justice, and the Department of Health and Social Services (DHSS). State operations for these departments are funded at \$848,600 in FY93.

As part of the IDP, DHSS also allocates funds to counties for alcohol abuse treatment for indigent individuals convicted of OWI. The FY93 expenditure authority level for IDP local assistance is \$5,382,900.

Historically, at the individual county level, volatile over- and under-spending has occurred in the IDP. Expenditures can vary considerably because of the yearly fluctuations in the number of persons convicted of OWI who need IDP services. DHSS withheld 10% of the IDP funds appropriated for CY92 as a reserve to assist counties which have unanticipated expenditures. Counties have requested supplemental funding totalling \$1,466,700, which exceeds the amount held in reserve by \$928,400.

DHSS has requested \$190,000, which will cover about 20% of the projected CY92 shortfall. However, historically counties do not always expend the full amount requested, as making estimates of projected expenditures to the end of the year is difficult since the number of drivers convicted of OWI and the type of services they require cannot be accurately predicted. The requested funds may therefore fill more than 20% of the need.

IDP revenues are projected at the FY92 level of \$6,493,700 in FY93. DHSS' request for an additional \$190,000 for the IDP will result in total expenditures of \$6,421,500 in FY92. Taking into account the funding needs

of other state agencies that operate IDP programs, the \$190,000 requested by DHSS seems appropriate and maintains a balance between annual revenues and expenditures.

Although the revenue and expenditure levels for FY93 are about balanced with approval of this request, the IDP program does have a carryover balance. In FY93, IDP had an opening balance of \$2.4 million. However, in addition to the expenditures noted above, 1991 Act 269 used \$1.6 million of IDP funds as an offset to Community Aids GPR. With the approval of this request, IDP will have a projected FY93 end-of-year balance in excess of \$800,000. It is, however, inappropriate to use any of this balance to increase the allocation to counties at this time, as a one-time balance should not be used in a way that sets up expectations that base funding can be sustained at that level. Use of the balance should be discussed within the context of the long-term needs of all the departments funded by IDP revenues during the biennial budget process.

DHSS has requested an increase of \$190,000 for allocations to counties on an ongoing base in its biennial budget request. It is therefore appropriate at this time to approve the requested expenditure increase on a one-time basis to permit consideration of the permanent increase request within the budget process.

RECOMMENDATION

Approve the request for an increase in expenditure authority of \$190,000 PRO in FY93 on a one-time basis.

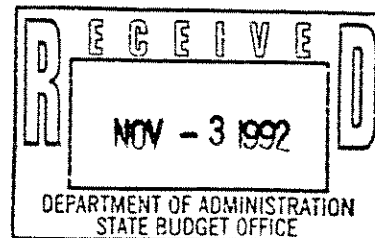
Tommy G. Thompson
Governor
Gerald Whitburn
Secretary




Mailing Address:
1 West Wilson Street
Post Office Box 7850
Madison, WI 53707-7850
Telephone (608) 266-3681

State of Wisconsin
Department of Health and Social Services

CC: H.D.
G.F.
B.G.



DATE: October 29, 1992
TO: Rick Chandler
Executive Budget Office
Department of Administration
FROM: Dick Lorang 
Deputy Secretary

SUBJECT: s. 16.515 Request for Expenditure Authority for IDP Program

The Department requests a \$190,000 increase in the expenditure authority of Appropriation 727, alpha (7)(hy), Services for Drivers--Local Assistance, in the Division of Community Services. The increased expenditure authority is necessary to partially meet the requests from certain counties for supplemental allocations under the Intoxicated Driver Program (IDP) for calendar year (CY) 1992.

The IDP program is budgeted at \$5,382,900 during fiscal year FY 92 and FY 93. The initial allocation to counties for CY 1992 is \$4,844,600; the Department held back \$538,300 of IDP funds to meet county requests for supplemental IDP funds. The Department has received requests from 35 county agencies for a total of \$1,466,700 in supplemental allocations to cover local treatment expenses that the counties will incur during CY 1992 in excess of their initial IDP allocations. These requests are consistent with the Department's expenditure reports. (See attached table.) The reserve funds will only enable the Department to provide 37% of the requested supplemental funds. The local treatment costs of counties that have requested supplemental funding will thus exceed their initial IDP allocations plus total reserve funding by over \$925,000.

This request for \$190,000 will cover 20% of the projected \$925,000 shortfall since the request is based on the Department's estimate of the total amount of PRO revenues that are available on an ongoing basis, taking into account the funding needs of other state agencies that operate IDP programs. Using the same rationale, the Department has requested a \$190,000 increase on an ongoing basis in the local assistance program funding level in the 1993-95 biennial budget. While this request will not allow the Department to fully meet county demands for IDP funding, it will allow the Department to make full use of the amount of program revenues available for local assistance.

Since counties operate on a calendar year basis, it is important that the additional funding for calendar year 1992 be distributed to counties as soon as possible. Please contact me at 266-9469 if you have any questions about this request or require additional information.

cc: Tilli de Boor, OPB
Gerry Born, DCS
Theodora Christensen, DCS
Bill Fiss, DCS
Phil McCullough, DCS
Suzanne Peterson, OPB
Ken Tuhus, DMS
John Tuohy, OPB
John Vick, DCS

**COUNTY REQUESTS FOR SUPPLEMENTAL FUNDING
FOR THE INTOXICATED DRIVER PROGRAM**

<u>COUNTY</u>	<u>INITIAL</u>		<u>REQUESTED</u>		<u>EXPENSES</u>		<u>PROJECTED</u>	
	<u>CY 1992</u>	<u>CONTRACT</u>	<u>REQUEST</u>	<u>CY 1992</u>	<u>CONTRACT</u>	<u>1/92-8/92</u>	<u>CY 1992</u>	<u>EXPENSES*</u>
								<u>EXPENSES</u>
Ashland	\$54,168		\$15,000	\$69,168		\$38,850	\$65,559	\$60,173
Brown	\$234,450		\$129,984	\$364,434		\$233,318	\$393,724	\$317,695
Northern Pines	\$172,933		\$19,885	\$192,818		\$115,289	\$194,550	\$227,278
Chippewa	\$34,886		\$10,592	\$45,478		\$27,398	\$46,234	\$51,241
Columbia	\$47,325		\$15,006	\$62,331		\$29,626	\$49,994	\$53,821
Dane	\$324,479		\$31,281	\$355,760		\$206,857	\$349,071	\$388,323
Dodge	\$58,343		\$37,901	\$96,244		\$65,477	\$110,492	\$76,142
Douglas	\$19,720		\$19,720	\$39,440		\$19,721	\$33,279	\$19,875
Dunn	\$55,483		\$31,155	\$86,638		\$53,440	\$90,180	\$60,675
Fond du Lac	\$89,539		\$8,779	\$98,318		\$63,043	\$106,385	\$103,920
Forest-Oneida-Vilas	\$159,657		\$121,941	\$281,598		\$169,699	\$286,367	\$169,376
Grant-Iowa	\$26,620		\$9,867	\$36,487		\$21,883	\$36,928	\$30,321
Kenosha	\$45,682		\$60,426	\$106,108		\$69,872	\$117,909	\$51,633
LaCrosse	\$178,338		\$41,237	\$219,575		\$149,400	\$252,113	\$209,422
Lafayette	\$4,918		\$3,300	\$8,218		\$3,586	\$6,051	\$7,425
Langlade-Lincoln-Marathon	\$160,296		\$10,000	\$170,296		\$126,901	\$214,145	\$149,932
Marinette	\$25,973		\$3,200	\$29,173		\$19,702	\$33,247	\$25,093
Marquette	\$28,783		\$21,000	\$49,783		\$28,312	\$47,777	\$32,107
Milwaukee	\$653,783		\$264,655	\$918,438		\$440,486	\$743,320	\$630,661
Monroe	\$35,168		\$19,152	\$54,320		\$40,770	\$68,799	\$51,505
Oconto	\$14,916		\$16,235	\$31,151		\$22,305	\$37,640	\$6,924
Outagamie	\$173,978		\$52,329	\$226,307		\$121,928	\$205,754	\$202,630
Pierce	\$44,282		\$6,837	\$51,119		\$50,531	\$85,271	\$47,006
Portage	\$70,266		\$112,992	\$183,258		\$103,724	\$175,034	\$125,078
Price	\$54,168		\$33,142	\$87,310		\$76,523	\$129,133	\$76,194
Rock	\$171,913		\$72,467	\$244,380		\$105,345	\$177,770	\$202,834

<u>COUNTY</u>	<u>INITIAL</u>		<u>REQUESTED</u>		<u>EXPENSES</u>		<u>PROJECTED</u>	
	<u>CY 1992</u>	<u>CONTRACT</u>	<u>REQUEST</u>	<u>CY 1992</u>	<u>CONTRACT</u>	<u>1/92-8/92</u>	<u>CY 1992</u>	<u>EXPENSES</u>
Sauk	\$24,853		\$31,795	\$56,648		\$37,211	\$62,794	\$43,460
Sawyer	\$31,406		\$3,840	\$35,246		\$31,506	\$53,166	\$33,360
Shawano	\$15,902		\$17,432	\$33,334		\$21,904	\$36,963	\$20,209
Sheboygan	\$95,310		\$37,982	\$133,292		\$72,649	\$122,595	\$127,567
Trempealeau	\$13,847		\$1,931	\$15,778		\$10,950	\$18,478	\$19,108
Walworth	\$57,871		\$21,212	\$79,083		\$55,465	\$93,597	\$65,562
Washington	\$112,957		\$71,543	\$184,500		\$105,083	\$177,328	\$186,810
Waukesha	\$374,310		\$49,860	\$424,170		\$265,907	\$448,718	\$410,335
Winnebago	\$107,283		\$63,015	\$170,298		\$115,100	\$194,231	\$149,073
TOTAL	\$3,773,806		\$1,466,693	\$5,240,499		\$3,119,761	\$5,264,597	\$4,432,768

* The Department's expenditure reports do not accurately reflect county treatment expenses since expenses incurred by the county are not reported for several months. For example, expenses incurred in January may not be reported until March. To account for this lag, calendar year 1992 expenses are projected as follows: Projected CY 1992 expenses = (expenses reported from January to August / 8) * 13.5.

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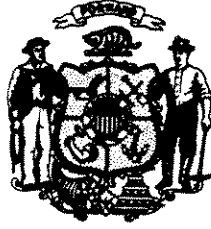
29-Oct-92

State of Wisconsin

SENATE CHAIR

GARY R. GEORGE

Room 119 South
State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2500



ASSEMBLY CHAIR

BARBARA J. LINTON

Room 127 South
State Capitol
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7690

JOINT COMMITTEE ON FINANCE

November 30, 1992

TO: JOINT COMMITTEE ON FINANCE MEMBERS

FROM: Senator Gary R. George
Representative Barbara J. Linton
Co-Chair, Joint Committee on Finance

Attached are copies of requests from the Department of Administration dated November 30, 1992, under s. 16.515/16.505(2) of the statutes.

Please review these items and notify our office not later than Friday, December 18, 1992, if you have any concerns about the requests or would like the Committee to meet formally to consider them.

Also, please contact us if you need additional information.

GRG:BJL:lmr

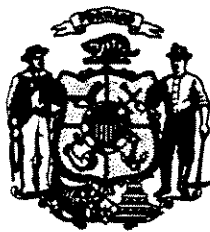
Attachments

State of Wisconsin

SENATE CHAIR

GARY R. GEORGE

Room 119 South
State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2500



ASSEMBLY CHAIR

BARBARA J. LINTON

Room 127 South
State Capitol
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7690

JOINT COMMITTEE ON FINANCE

December 21, 1992

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

FROM: Senator Gary R. George
Representative Barbara J. Linton
Co-Chair, Joint Committee on Finance

We have reviewed the requests from the Department of Administration dated November 30, 1992, under ss. 16.505(2) and 16.515.

Please be advised that we have found no objections to them and accordingly, they are approved effective December 21, 1992.

GRG:BJL:lmr

cc: Roger Grossman

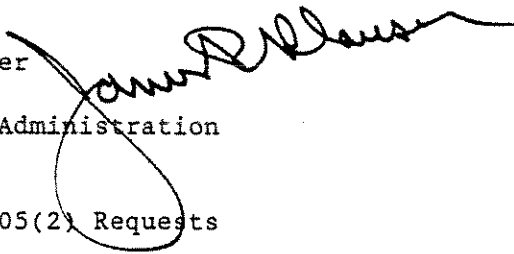
CORRESPONDENCE/MEMORANDUM

**STATE OF WISCONSIN
Department of Administration**

Date: Nov. 19, 1992

To: Honorable Gary George, Co-Chair
Honorable Barbara Linton, Co-Chair

From: James R. Klauser
Secretary
Department of Administration



Subject: s. 16.515/16.505(2) Requests

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

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1991-92</u>		<u>1992-93</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
B.O.A.L.T.C. 20.432(1)(k)	Contracts With State Agencies			\$ 25,800	1.0*

* Project position.

As provided in s. 16.515, this request will be approved on Dec. 14, 1992 unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about this request.

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

Attachments:

CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: November 10, 1992

To: James R. Klauser, Secretary
Department of Administration

From: Gretchen A. Fossum, Budget Analyst
Division of Executive Budget and Policy *SAT*

Subject: s.16.505/16.515 Request by the Board on Aging and Long-Term Care

REQUEST

The Board on Aging and Long-Term Care (BOALTC) requests an increase of \$47,600 PRS in expenditure authority and 1.0 PRS project FTE position in s.20.432(1)(k), contracts with state agencies and an increase of \$30,800 PRS in expenditure authority and 1.0 PRS FTE position in s.20.432(1)(kb), insurance and other information, counseling and assistance. This will necessitate an increase in expenditure authority of \$30,800 PRO in s.20.145(1)(g), Office of the Commissioner of Insurance general program operations.

ANALYSIS

BOALTC provides Medicare eligible individuals information and counseling on a variety of insurance products through the Medigap hotline. A receptionist answers calls from an 800 toll-free line, and two counselors return the calls on the STS system. This activity of the Board is currently funded with program revenue from the Office of the Commissioner of Insurance (OCI) from filing and examination fees collected from insurance companies.

In 1992, requests received on the Medigap hotline have increased to 400-500 per month, compared to 220-350 per month in 1991. This 40% expansion in activity has caused backlogs in responding to calls of up to four weeks. The Department of Health and Social Services has received federal funds from the Health Care Financing Administration (HCFA) to support an additional Medigap counselor and toll-free line. The Board further requests a program assistant, funded through OCI, to answer the hotlines and assist counselors in other Medigap functions.

While the BOALTC has requested expenditure authority for 12 months of funding in FY93, only 6 months is needed. The following table details BOALTC's request modified to represent the six months' cost for FY93 as well as the fully annualized costs:

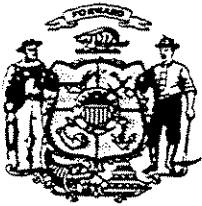
	<u>Medigap Counselor</u>		<u>Program Assistant</u>	
	<u>6 Months</u>	<u>Annual</u>	<u>6 Months</u>	<u>Annual</u>
Salary	\$12,200	\$24,400	\$10,250	\$20,500
Fringe	4,300	8,600	3,650	7,300
Supplies	7,300	14,500	1,500	3,000
One-time	2,000			
	-----	-----	-----	-----
Total	\$25,800	\$47,500	\$15,400	\$30,800

The request for a Medigap counselor appears justified in light of the backlog for the current hotline and the addition of a second hotline. Moreover, the federal funds which DHSS will provide to BOALTC from a HCFA Health Insurance Information, Counselor, and Assistance grant must be used to support the additional counselor and hotline, as these were the purposes for which the grant was requested.

However, the request for an additional support staff position does not seem justified at this time. The additional counselor should be sufficient for BOALTC to resolve backlog issues on the hotline and ensure timely response to consumer inquiries. If, due to the new hotline, the number of Medigap calls increases enough in the future that the additional position cannot handle the increased workload, a review of the need for additional clerical support would be appropriate at that time.

RECOMMENDATION

Modify the request to provide \$25,800 PRS in FY93 and 1.0 PRS project FTE Medigap counselor in BOALTC's appropriation for contracts with state agencies.



State of Wisconsin

Board on Aging and Long Term Care

George F. Potaracke
Executive Director
608-266-8944

October 12, 1992

To: Gretchen A. Fossum, Budget Analyst
Department of Administration

From: George F. Potaracke *GP*
Executive Director

Re: S. 16.505 and 16.515 Request

TOLL FREE
NUMBER
1-800-242-1060

Central
214 N. Hamilton St.
Madison, WI
53703-2118
608-266-8944

The Board on Aging and Long Term Care requests increases in position authority of 1 FTE in 20.432(1)(k) and 1 FTE in 20.432(1)(kb) pursuant to S.16.505 and increases in expenditure authority of \$47,600 in 20.432(1)(k) and \$30,800 in 20.432(1)(kb).

Northcentral
South Hall
1319 Fremont Ave.
Stevens Point, WI
54481-3899
715-345-6208

BOALTC operates the Medigap Hotline, a consumer education program for Medicare eligible persons. Counselors via the telephone and through the mail provide unbiased, in-depth counseling regarding the purchase of a variety of insurance products including supplemental insurance to Medicare, long-term care insurance, hospital indemnity and cancer policies.

Northeastern
Building C
850 Lombardi Ave.
Green Bay, WI
54304-3768
414-432-9235

The program currently is funded by the Office of the Commissioner of Insurance (OCI) through a segregated fund with 2 FTE Counselors and necessary supplies.

The program has experienced a chronic problem of meeting the demand for the service from Wisconsin's older insurance consumers. The service is accessed through an 800 toll-free telephone line. A receptionist takes the calls and the counselors return calls on the STS system. A backlog of calls exists, recently extending for more than four weeks. BOALTC suspended the incoming service during parts of August and September to reduce the backlog. This has further frustrated consumers who often receive a "busy signal" on the 800 line during normal service.

Northwestern
Room 208
505 S. Dewey St.
Eau Claire, WI
54701-3781
715-836-3627

In addition, the public calls the board's toll-free line for a wide variety of information related to senior citizen's issues. Questions beyond the scope of the BOALTC's programs are received requiring referral to other agencies of state and local governments or to other helping agencies.

Southeastern
Room 619
819 N. 6th St.
Milwaukee, WI
53203-1664
414-227-4386

The federal government has recently released funds from the Health Care Financing Administration (HCFA) to the Department of Health and Social Services to expand health insurance counseling and assistance to older persons. The grant provides funds for BOALTC to add a third Medigap counselor and install a second toll-free line. OCI has agreed to provide additional financial support to BOALTC to improve the intake part of the Medigap Hotline. The board will hire and train a program assistant to staff the two toll-free lines, develop and update referral sources and, most importantly, screen and appropriately refer calls. This position will provide necessary support to the professional of the hotline.

Budget:

20.432(1) (k)		20.432(1) (kb)	
Medigap Counselor		Program Assistant	
Salary	24,400	Salary	20,500
Fringe	8,600	Fringe	7,300
Supplies/Services	<u>14,500</u>	Supplies/Services	<u>3,000</u>
Total	47,600	Total	30,800

Supplies:

Telephone (STS)	4,200
"800" Service	4,500
Space	2,700
Postage	2,000
Supplies	3,100

Supplies:

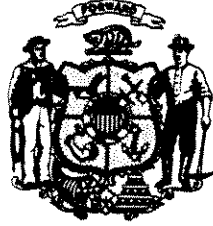
Space	2,200
Supplies	500
Misc.	300

State of Wisconsin

SENATE CHAIR

GARY R. GEORGE

Room 119 South
State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2500



ASSEMBLY CHAIR

BARBARA J. LINTON

Room 127 South
State Capitol
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7690

JOINT COMMITTEE ON FINANCE

November 19, 1992

TO: JOINT COMMITTEE ON FINANCE MEMBERS

FROM: Senator Gary R. George
Representative Barbara J. Linton
Co-Chair, Joint Committee on Finance

Attached are copies of requests from the Department of Administration dated November 19, 1992, under s. 16.515/16.505(2) of the statutes.

Please review these items and notify our office not later than Friday, December 11, 1992, if you have any concerns about the requests or would like the Committee to meet formally to consider them.

Also, please contact us if you need additional information.

GRG:BJL:lmr

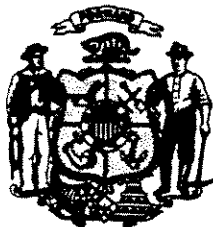
Attachments

State of Wisconsin

SENATE CHAIR

GARY R. GEORGE

Room 119 South
State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-2500



ASSEMBLY CHAIR

BARBARA J. LINTON

Room 127 South
State Capitol
P.O. Box 8952
Madison, WI 53708-8952
Phone: 266-7690

JOINT COMMITTEE ON FINANCE

December 14, 1992

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

FROM: Senator Gary R. George
Representative Barbara J. Linton
Co-Chair, Joint Committee on Finance

We have reviewed the request from the Department of Administration dated November 19, 1992, under ss. 16.505(2) and 16.515.

Please be advised that we have found no objection to the request and accordingly, it is approved effective December 14, 1992.

GRG:BJL:lmr

cc: Roger Grossman