

1995-96 SESSION
COMMITTEE HEARING
RECORDS

Committee Name:

Joint Committee on
Finance (JC-Fi)

Sample:

Record of Comm. Proceedings ... RCP

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

- Appointments ... Appt
- **

- Clearinghouse Rules ... CRule
- **

- Committee Hearings ... CH
- **

- Committee Reports ... CR
- **

- Executive Sessions ... ES
- **

- Hearing Records ... HR
- **

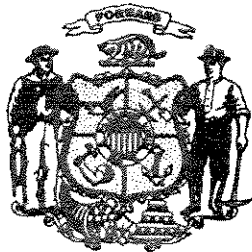
- Miscellaneous ... Misc
- 95hrJC-Fi_Misc_pt19

- Record of Comm. Proceedings ... RCP
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State of Wisconsin

SENATE CHAIR
JOE LEEAN

Room 119 South, State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-0751



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 2, 1994

MEMO TO: MEMBERS, JOINT COMMITTEE ON FINANCE

FROM: Senator Joe Leean
Representative Barbara J. Linton
Co-Chairs, Joint Committee on Finance

Attached is a copy of a request from the Department of Administration dated December 2, 1994 pursuant to s. 16.515 and s. 16.505(2) pertaining to requests from the Department of Health and Social Services.

Please review these items and notify Senator Leean's office not later than Tuesday, December 20, 1994 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.

JL:BJL:ns

Attachments

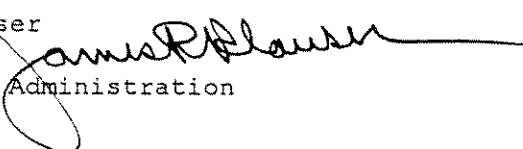
CORRESPONDENCE/MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: Dec. 2, 1994

To: Honorable Joseph LEEAN, Co-Chair
Honorable Barbara J. 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>1993-94</u>		<u>1994-95</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
D.H.S.S. 20.435(3) (hm)	Youth Services			\$ 3,755,200	70.9
D.H.S.S. 20.435(6) (i)	Gifts and Grants				1.75


As provided in s. 16.515, this request will be approved on Dec. 23, 1994 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 30, 1994
To: James Klauser, Secretary
From: Susan Jablonsky, Budget Analyst 
Subject: S.16.505/515 for the Division of Youth Services

Request

The Department of Health and Social Services (DHSS) requests an expenditure authority increase of \$4,000,800 PR and 86.55 PR FTE in appropriation s. 20.435(3)(hm), Juvenile Correctional Services, for the Division of Youth Services (DYS) to allow DHS to care for an increased number of youth in the juvenile correctional institutions. DHSS also requests a transfer of \$193,100 PR from appropriation s.20.435(3)(hm) to s.20.435(3)(hr), the Juvenile Corrective Sanctions program, to cover a projected revenue shortfall.

Analysis

During the last several years, it has been extremely difficult to predict populations for all juvenile correctional programs, particularly the juvenile correctional institutions (JCI). The population is budgeted at an average daily population (ADP) of 848 for FY95 but the population is now projected to be 932 in FY95, an increase of 84 youth. As a result, DHS is requesting staff, emergency housing and supplies to deal with this higher than anticipated population.

Emergency Housing

DYS is requesting \$309,900 PR and 43.0 PR FTE to staff emergency housing at the two boys' JCIs and \$37,500 PR for utility costs of these buildings. One pre-fab 48-bed unit would be built by May of 1995 at each boys' school and would be funded using capital funds not needed to build the boot camp. Because of the severe overcrowding, youth are now being double- and triple-bunked which causes safety and security problems. Cottages designed to hold 25 youth today contain up to 58 youth. Since the Department of Corrections' (DOC) Youthful Offender program will not be in operation during the next biennium, and new DHS programs such as the boot camp are not yet in operation, DHS will find no relief from the overcrowding for awhile. As a result, they included an almost identical request in the 1995-97 biennial budget for temporary housing. However, given the unanticipated population increases to date, DHS is submitting this request earlier. Staff for each of the new units include 20.0 youth counselors (YC), a .5 maintenance mechanic and a social services supervisor as the unit manager.

This unit would be more richly staffed than other cottages. To provide 4-4-1 coverage as DHS is asking to do in this request for all the other cottages, 15 FTE are needed. DHS requested 20 YCs per unit because they believe these units will be more difficult to control since they are open dormitories rather than single rooms like other cottages. However, until staff have experience to prove this is true, the regular cottage staffing level of 15 should be

approved along with a supervisor at each school for a total of 32.0 FTE. The maintenance mechanic should be denied.

Population Increase Staff

In addition to the staff required for the two new housing units, DHSS requests \$580,600 PR and 43.55 PR FTE to increase coverage and insure safety for the populations today. Because part of a position was inadvertently omitted, the actual request should be for 43.7 FTE.

Specifically DHSS requests 15.65 FTE YCs to increase coverage on the second shift, when the most population movement occurs (i.e., when youth get out of school). There was an addition of 19 utility YCs last year for this purpose. To provide 4-4-1 coverage at 21 cottages would require 34.65 staff. Using the previously approved utility staff to attain part of this coverage results in the need for the 15.65 positions. These positions should be approved.

DHSS also requests 8.25 FTE YCs to add one more security patrol post at each school, an additional post for the gatehouse to control the increased number of visitors, and an additional post for the security cottage. All of these positions will help to control youth movement and surveillance. These positions seem reasonable in light of a recent escape attempt and the need to check more visitors at the gatehouse to keep contraband and drugs out of the institutions.

Fifteen new YCs are requested to staff the newly remodeled Vilas maximum security cottage scheduled to open in January 1995. It is unclear why these positions were not requested in the prior biennial budget or the budget adjustment bill since the approximate completion date should have been known. To ensure that the maximum number of beds are available, these staff should be approved.

An additional 4.8 YCs are requested to increase the patrol posts at the Girls' School, which is co-located on the grounds of Southern Wisconsin Center. Parents who have children placed at the Center are very concerned about the security at the Girls' School. These positions should be denied. The Girls' School has its own security as does a women's correctional institution also located in the area. In addition, law enforcement resources are also available if needed.

Finally, an additional \$70,000 PR is requested to contract for nursing services for the increased populations at the boys' schools. Considering that approval elsewhere in this request fully funds the projected supplies deficit, this request should be denied.

Other Expenditures

Besides the additional staff, DHSS is requesting expenditure authority for the following items.

- \$2,405,200 for overtime and LTEs. The boys' institutions have significantly lowered the staff vacancy rate. As of mid-November, the vacancy rate was 4%. However, earlier this year there was a period of higher vacancy rates as institutional staff transferred to either the corrective sanctions program or to the Girls School and positions had to be covered.

- \$597,600 for population-related items such as food, clothing, and medical costs.

Both items should be approved.

Other transactions related to revenue are requested for a variety of reasons.

- A transfer of \$154,300 in institutional revenue to the aftercare program. Because fewer youth than budgeted are on aftercare, DYS expects a shortfall in this appropriation. Even by holding positions vacant, staff believe the revenues will be inadequate.
- A transfer of \$193,100 in institutional revenue to the corrective sanctions program. Due to a slow start-up, not as many youth as expected have been placed in the program. The ADP was budgeted at 105 by the end of FY95, but it is now likely that only about 90 youth will be in the program. Expenditures have been higher than expected as well. Most notably, staff costs are higher due to staff transferring to this program at salaries higher than those budgeted.
- Reserve \$425,000 in revenue to cover the implementation of the payplan grid for certain classifications. These costs were not previously budgeted because contracts for certain job classes had not yet been settled.
- Reserve \$105,000 in revenue to pay overtime to aftercare agents. A decision related to the Fair Labor Standards Act (FLSA) now requires both DOC and DHSS to pay overtime to their probation and aftercare agents.

All these items should be approved.

Funding

The following table shows current projected revenues and expenditures. The GPR is state funding paid for violent offenders starting January 1, 1995 and for extended jurisdiction youth which the state is required to pay for. The majority of the PR is Youth Aids from the counties and the balance is third party payments. The revenue estimate below assumes that the \$1,363,700 GPR requested under the December s.13.10 request is approved.

REVENUE	GPR	PR	TOTAL
Current Budget	3,044,500	32,743,700	35,788,200
Projected Revenue	4,408,200	36,456,000	40,864,200
Projected Expenditures FY95			35,788,200
EXCESS REVENUE			5,076,000

Recommendation

Modify the request to approve \$3,755,200 PR expenditure authority in s.20.435(3)(hm) and 70.9 PR FTE in FY95 on a one-time basis. The ongoing need for more staff will be reevaluated as part of the biennial budget request. Approve the nondiscretionary spending for overtime and population related

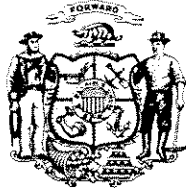
increases, the revenue transfers and the revenue reserves as requested. Deny 11.0 FTE associated with emergency housing, the 4.8 FTE additional security staff at the Girls' School, and the nursing contract. This will result in a revenue balance of \$443,400 in FY95 as shown on the attached table.

cc: Rick Chandler

RECOMMENDATION

<u>REVENUE</u>	<u>GPR</u>	<u>PR</u>	<u>TOTAL</u>
EXCESS REVENUE AVAILABLE			5,076,000
NONDISCRETIONARY NEW EXPENDITURES			
Overtime/Food/Supplies			
	(1,363,700)	(1,639,100)	(3,002,800)
Aftercare Transfer		(154,300)	(154,300)
Corrective Sanctions Transfer		(193,100)	(193,100)
FLSA Overtime		(105,000)	(105,000)
Payplan Revenue Reserve		(425,000)	(425,000)
TOTAL	(1,363,700)	(2,516,500)	(3,880,200)
REVENUE BALANCE			1,195,800
DISCRETIONARY NEW EXPENDITURES			
Emergency Housing/Utilities/32 FTE)			(235,600)
Overcrowding Staff 38.9 FTE			(516,800)
Girls Staff 4.8 FTE			0
Nursing Contract			0
TOTAL NEW SPENDING			(752,400)
FINAL REVENUE BALANCE			443,400

Tommy G. Thompson
Governor
Gerald Whitburn
Secretary



GF
CC: TdB
RG
rick

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

State of Wisconsin Department of Health and Social Services

DATE: November 8, 1994

TO: Richard Chandler
State Budget Office

FROM: Richard Lorang
Deputy Secretary

A handwritten signature in dark ink, appearing to read 'Richard Lorang', written over the printed name.

SUBJECT: s.16.505/s.16.515 and s.16.50(3)/s.16.54 request regarding increased expenditure and position authority under s.20.435 (6)(i) and s.20.435 (6)(n) -- appropriations 633 and 640, respectively (Wismart numbers W3 and XA).

The Department is requesting increased expenditure authority of \$416,500 PR and \$112,300 FED in FY 95 and project position authority for 1.75 FTE PR and 1.75 FTE FED in FY 95. This funding and position authority is in response to the Department receiving a Robert Wood Johnson Foundation (RWJ) grant for the development of a statewide managed care system for disabled and chronically ill people. Since the request involves program revenue funding, Joint Finance Committee approval will be required.

Grant funding for the managed care project is for a three year period beginning October 1, 1994. Total RWJ support will be \$1,109,951. The Department has received federal approval to use the RWJ grant funds as match under the Medical Assistance (MA) program. The Bureau of Long Term Support will be responsible for administration of the managed care project.

Approximately 20% of the grant funding, along with federal matching funds, will be used to support the 3.5 FTE requested. These positions will consist of one administrative officer, two program and planning analysts and a half-time program assistant. The positions will have a September 30, 1997 end date. Information describing the positions is attached. The Department of Administration gave initial approval of these positions when the grant was submitted.

Of the remaining grant funds and federal match, roughly 70% will be used to fund contracts with agencies which will implement the project and 10% will be used for administration. In addition to the grant and federal matching funds, the Department will contribute in-kind staff support for the project. In-kind contributions will also be provided by the contract agencies.

Allotment forms and file maintenance for this request are attached. Also attached is the grant award notice and the budget for each of the three years covered by the grant. Due to the timing of the grant award notice, the Department's 1995-97 budget request did not include funding for the managed care project in FY 96 or FY 97. Thus, the Governor's budget will need to reflect the additional funding and positions, assuming the request is approved. It should be noted that the second and third year of grant funding will be contingent on certain Medicare waiver criteria.

Should you have questions regarding this matter, please do not hesitate to contact me.

PARTNERSHIP PROGRAM

Robert Wood Johnson Foundation
Building Health Systems for People with Chronic Illness

Detailed Budget Narrative/DHSS

Budget Period: from 10/01/94 to 9/30/97

PERSONNEL:

The Systems Development Administrator (Administrative Officer 2) will coordinate and guide the project and manage program operations. Specific responsibilities include developing and managing contracts, providing for adherence to project specifications and time lines, developing and maintaining collaborative processes with all partners in the project, including the Division of Health, Division of Vocational Rehabilitation, Office of Policy and Budget and the University of Wisconsin-Madison. This person will design and carry out participatory planning processes, design and develop advanced methods of systems redesign including methods for replicating effective programs. The Systems Development Administrator will be located in the Bureau of Long Term Support, and will supervise the Program Assistant in the same Bureau. The Systems Development Administrator will work full time on the project. Since this position will begin January 1, 1995, it is shown at 75% on the staff worksheet for the first year. Support for 60% of the position cost is requested from the Foundation and the remaining 40% will be provided by other funds.

The Program and Planning Analyst 5 in the Office of Persons with Physical Disabilities (within the Bureau of Long Term Support) will have a primary responsibility for the development of the physical disabilities partnership model. Specific responsibilities include collecting and analyzing acute care and long term support data, preparing reports, and providing technical assistance to independent living centers and counties. This person will also be the staff person assigned to the Project Advisory Group and responsible for the organization of meetings and ensuring follow through on recommendations. The Program and Planning Analyst will work full time on the project. Since this position will begin January 1, 1995, it is shown at 75% on the staff worksheet for the first year. Support for 60% of the position cost is requested from the Foundation and the remaining 40% will be provided by other funds.

The Program Assistant 3 will provide clerical, logistical and other support for the project operations, and for participatory planning processes. Additional responsibilities include providing support for collaborative work within the Department of Health and Social Services and organizing staff training events including at least one major training

CORRESPONDENCE MEMORANDUM

STATE OF WISCONSIN
Department of Administration

Date: December 1, 1994
To: James R. Klauser, Secretary
Department of Administration
From: Gretchen A. Fossum, Budget Analyst
Division of Executive Budget and Policy *SAX*
Subject: s.16.505 Request by the Department of Health and Social Services

REQUEST

The Department of Health and Social Services (DHSS) requests an increase of \$110,800 PR and 1.75 FTE PR in expenditure authority in s.20.435(6)(i), gifts grants.

ANALYSIS

DHSS has received a three year grant from the Robert Wood Johnson Foundation (RWJF) for development of a managed care system for the elderly and physically disabled. RWJF funding for the three year period beginning October 1, 1994 will total \$1,110,000. To enhance the availability of additional funding for the project, DHSS has received federal approval to use RWJF funds as a match to capture federal Medical Assistance (MA) funds.

Since the developmental stage of a managed care system is labor intensive, DHSS is requesting 1.75 FTE PR position authority for the period October 1, 1994 to June 30, 1995: a systems development administrator, a program and planning analyst to develop the physical disabilities model, a program and planning analyst to develop and monitor managed care contracts and a program assistant to provide clerical support. The following table details nine month and six month PR costs for the positions:

	Nine Months	Six Months
Salary	\$51,700	\$34,500
Fringe	17,700	11,800
Supplies	16,600	16,600
Travel	15,500	11,800
Indirect costs	9,200	9,200
Total	\$110,800	\$83,900

The remaining 1.75 FTE position costs will be funded with the MA match funds.

RECOMMENDATION

Modify the request. Because of the timing of the request, provide position authority of 1.75 FTE PR and associated funding of \$83,900 PR for the six month period of January 1, 1995 through June 30.

conference. The Program Assistant will work half time on the project. Since this position will begin January 1, 1995, it is shown at 37.5% on the staff worksheet for the first year. Support for 60% of the position is requested from the Foundation and the remaining 40% will be provided by other funds. This position will be located in the Bureau of Long Term Support.

The Program and Planning Analyst 5 in the Bureau of Health Care Financing in the Division of Health will develop and monitor the contracts with the managed care programs assuring compliance with applicable federal and state laws. State Medicaid Plan amendments and Medicaid/Medicare Waiver applications will be developed as needed. This position will be the designated contact within DHSS for recipient and provider contact and have a formal role in the grievance process. This position will work cooperatively with the subcontract agencies to develop appropriate quality indicators and design appropriate fiscal incentives and safeguards. The Program and Planning Analyst position is full time. Since this position will begin January 1, 1995, it is shown at 75% on the staff worksheet for the first year. Support for 50% of the position cost is requested from the Foundation and the remaining 50% will be provided by other funds.

THE
ROBERT WOOD
JOHNSON
FOUNDATION

July 29, 1994

The Honorable Tommy G. Thompson
Governor
State of Wisconsin
P.O. Box 7863
Madison, WI 53707

Reference: Grant No. 23246

Dear Governor Thompson:

It is a pleasure to inform you that The Robert Wood Johnson Foundation has approved a grant of \$1,109,951 to the State of Wisconsin Department of Health and Social Services in three-year continued support of the development of a statewide system of managed care for the disabled and chronically ill, under the direction of Thomas E. Hamilton. This award is being made under the Foundation's program, Building Health Systems for People with Chronic Illnesses.


This grant is being made with the understanding that Foundation funding for the first year is provided for the conduct of activities that include project planning and preparation of a Medicare Waiver application to HCFA. Funding for the second year will be contingent upon submission of the waiver application to HCFA, and support for the third year is contingent upon the granting of the waiver by HCFA.

The funds are to be used in accordance with the proposal to the Foundation and the terms and conditions outlined in the Request for Project Support, dated May 12, 1994. They are also to be used in accordance with the final budget and are to be applied over the period October 1, 1994 through September 30, 1997. Our Treasurer's Office will be in touch concerning payment of this grant and reporting requirements.

If your organization wishes to issue a news release on this grant, please feel free to do so. We ask that a copy of the draft text be sent to us for our review and information in advance of dissemination. Please address the copy to the Foundation to the attention of Marc S. Kaplan in our Communications Office.

All of us at The Robert Wood Johnson Foundation wish you continued success in carrying out this important undertaking.

Sincerely,


Richard C. Reynolds, M.D.

RCR:pll

cc: Thomas E. Hamilton
Richard Lorang
Gerald Whitburn
F. Marc LaForce, M.D. Office of the Executive Vice President

WISCONSIN PARTNERSHIP PROGRAM

ROBERT WOOD JOHNSON FOUNDATION GRANT NO. 23246

GRANTEE: Wisconsin Department of Health and Social Services

Grant Period: (from 10/01/94 to 9/30/97)

Budget Period: (from 10/01/94 to 09/30/95)

Project Year: 1

I. PERSONNEL	TOTAL	RWJF SUPPORT	IN KIND SUPPORT	MA MATCH
Salary	151,686	51,766	48,154	51,766
Fringe Benefits	51,953	17,730	16,493	17,730
SUBTOTAL	203,639	69,496	64,647	69,496
II. OTHER DIRECT COSTS				
OFFICE OPERATIONS				
Supplies	2,100	1,050		1,050
Duplicating/Printing	6,176	3,088		3,088
Telephone	6,182	3,091		3,091
Postage	2,640	1,320		1,320
Equipment Rental	0	0		0
Service Agreement(s)	3,360	1,680		1,680
COMMUNICATIONS/MARKETING	0	0		0
SOFTWARE	2,940	1,470		1,470
COMPUTER TIME	7,422	3,711		3,711
MEETING COSTS	2,356	1,178		1,178
TRAVEL	31,062	15,531		15,531
SUBTOTAL	64,238	32,119	0	32,119
III. INDIRECT COSTS	18,374	9,187		9,187
IV. EQUIPMENT	7,200		3,600	3,600
V. CONSULTANTS	26,100	13,050		13,050
SUBTOTAL	319,551	123,852	68,247	127,452
CONTRACTS				
ILC - PERSONNEL	139,809	111,940	27,869	
ILC - OTHER	59,316	32,784	26,532	
ILC TOTAL	199,125	144,724	54,401	
EC - PERSONNEL	218,333	64,575	153,758	
EC - OTHER	30,123	22,623	7,500	
EC TOTAL	248,456	87,198	161,258	
UW - PERSONNEL	112,645	50,848	10,949	50,848
UW - OTHER	24,956	8,688	7,580	8,688
UW TOTAL	137,601	59,536	18,529	59,536
SUBTOTAL	585,182	291,458	234,188	59,536
TOTAL	904,733	415,310	302,435	186,988

WISCONSIN PARTNERSHIP PROGRAM

ROBERT WOOD JOHNSON FOUNDATION GRANT NO. 23246

GRANTEE:

Wisconsin Department of Health and Social Services

Grant Period: (from 10/01/94 to 9/30/97)

Budget Period: (from 10/01/95 to 09/30/96)

Project Year: 2

	TOTAL	RWJF SUPPORT	IN KIND SUPPORT	MA MATCH
I. PERSONNEL				
Salary	191,784	71,092	49,600	71,092
Fringe Benefits	65,685	24,349	16,987	24,349
SUBTOTAL	257,469	95,441	66,587	95,441
II. OTHER DIRECT COSTS				
OFFICE OPERATIONS				
Supplies	2,170	1,085		1,085
Duplicating/Printing	3,240	1,620		1,620
Telephone	5,068	2,534		2,534
Postage	2,640	1,320		1,320
Equipment Rental	0		0	0
Service Agreement(s)	3,360	1,680		1,680
COMMUNICATIONS/MARKETING				
SOFTWARE	0	0	0	0
COMPUTER TIME	7,422	3,711		3,711
MEETING COSTS	2,356	1,178		1,178
TRAVEL	36,502	18,251		18,251
SUBTOTAL	62,758	31,379	0	31,379
III. INDIRECT COSTS	22,828	11,414		11,414
IV. EQUIPMENT	0	0	0	0
V. CONSULTANTS	8,600	5,500	0	3,100
SUBTOTAL	351,655	143,734	66,587	141,334
CONTRACTS				
ILC - PERSONNEL	251,171	93,043	158,128	
ILC - OTHER	13,914	8,374	5,540	
ILC TOTAL	265,085	101,417	163,668	
EC - PERSONNEL	225,125	71,367	153,758	
EC - OTHER	18,860	11,360	7,500	
EC TOTAL	243,985	82,727	161,258	
UW - PERSONNEL	143,557	66,139	11,278	66,140
UW - OTHER	21,058	10,529	0	10,529
UW TOTAL	164,615	76,668	11,278	76,669
SUBTOTAL	673,685	260,812	336,204	76,669
TOTAL	1,025,340	404,546	402,791	218,003

WISCONSIN PARTNERSHIP PROGRAM

ROBERT WOOD JOHNSON FOUNDATION GRANT NO. 23246

GRANTEE: Wisconsin Department of Health and Social Services

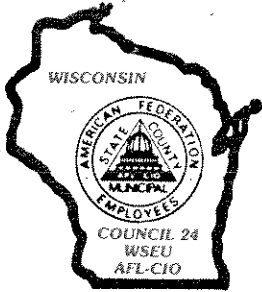
Grant Period: (from 10/01/94 to 9/30/97)

Budget Period: (from 10/01/96 to 09/30/97)

Project Year: 3

	TOTAL	RWJF SUPPORT	IN KIND SUPPORT	MA MATCH
I. PERSONNEL (Totals from Worksheet)				
Salary	164,154	56,534	51,086	56,534
Fringe Benefits	36,860	19,363	17,497	19,363
SUBTOTAL	220,377	75,897	68,583	75,897
II. OTHER DIRECT COSTS				
OFFICE OPERATIONS				
Supplies	2,254	1,127		1,127
Duplicating/Printing	8,920	4,460		4,460
Telephone	5,188	2,594		2,594
Postage	2,760	1,380		1,380
Equipment Rental	0	0		0
Service Agreement(s)	3,360	1,680		1,680
COMMUNICATIONS/MARKETING	0	0		0
SOFTWARE	0	0		0
COMPUTER TIME	7,422	3,711		3,711
MEETING COSTS	2,380	1,190		1,190
TRAVEL	35,066	17,533		17,533
SUBTOTAL	67,350	33,675		33,675
III. INDIRECT COSTS	19,722	9,861		9,861
IV. EQUIPMENT	0	0		0
V. CONSULTANTS	4,800	2,400		2,400
SUBTOTAL	312,249	121,833	68,583	121,833
CONTRACTS				
EC - PERSONNEL	252,801	78,345	174,456	
EC - OTHER	12,039	12,039		
EC TOTAL	264,840	90,384	174,456	
UW - PERSONNEL	133,264	66,632		66,632
UW - OTHER	22,576	11,288		11,288
UW TOTAL	155,840	77,920		77,920
SUBTOTAL	420,680	168,304	174,456	77,920
TOTAL	732,929	290,137	243,039	199,753

DEC 16 1994



AFSCME Council 24

AFL-CIO

WISCONSIN STATE EMPLOYEES UNION

The Union That Cares

8033 Excelsior Drive, Suite C, Madison, WI 53717

Phone (608) 836-0024

Fax (608) 836-0222

Gary Lonzo
President

Martin Beil
Executive Director

December 15, 1994

Senator Joseph Leean
Member of Joint Finance Committee
115-South
State Capitol
Madison, WI 53702

Dear Senator Leean:

Recently you received a 16.505/515 request from the Department of Health and Social Services and the Department of Administration regarding increases in appropriation and transfer of program revenue for juvenile correctional services operations and institutions. There can be absolutely no argument that the populations in these institutions have increased beyond any projection or expectation. Arguments about why the population has significantly increased should be conducted in another legislative forum. The absolute fact of life is that there are 100 more youth incarcerated in these juvenile facilities than what was budgeted for. This reality results in serious need for housing, increased staff for security and programs and modifications to physical plants to meet these needs. The volatility of residents, plus the incredible rate of staff injury and assaults, certainly supports the request for increased FTE line staff (Youth Counselors). These employees provide the life line of safety, security and are the first line of treatment and programs. If the state's goal is to provide safe and secure institutions with components of treatment, then the request for increased positions must be approved. The legislature and other policy makers have made significant investments in all three juvenile institutions (LHS, EAS and Girl's) as well as aftercare and corrective sanctions. You can't expect quality, effective programs and operations unless adequate dollars are also forthcoming. Running juvenile corrections "on the cheap" is a quick way to lose, not only credibility, but public confidence in the system.

Lastly, the other recommendations in the request deal with unavoidable personnel cost. There is no way to delay, avert or have the agency "rob Peter to pay Paul". In the business community it is called the "price of operation".

We would strongly urge Joint Finance to approve this request and not force the matter to hearing. Given the current legislative re-organization and budget preparation, a hearing most likely would occur in Spring. That's too late! These issues are critical and need immediate attention.

Please feel free to contact me if you have any questions or want to discuss this further.

Sincerely,

Martin Beil
Executive Director

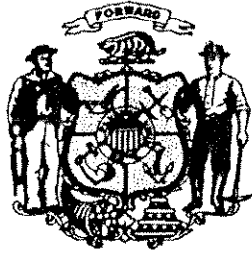
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cc: file

State of Wisconsin

SENATE CHAIR
JOE LEEAN

Room 119 South, State Capitol
P.O. Bo 7882
Madison, WI 53707-7882
Phone: 266-0751



ASSEMBLY CHAIR
BARBARA J. LINTON

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

JOINT COMMITTEE ON FINANCE

December 8, 1994

Secretary James R. Klauser
Department of Administration
101 E. Wilson Street
Madison, WI 53702

Dear Secretary Klauser:

On November, 18, 1994 a s. 16.515 request, as approved by the Department, relating to the State Laboratory of Hygiene was forwarded to the Joint Committee on Finance for its approval.

It has been decided that this item should receive further review by the Committee, and therefore, we will schedule a meeting of the Committee to consider this request.


JOE LEEAN
Senate Chair

Sincerely,


BARBARA J. LINTON
Assembly Chair

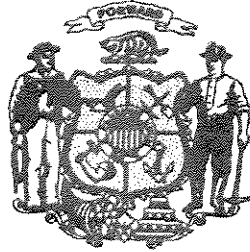
JL/BJL/ns

cc: Members, Joint Committee on Finance

State of Wisconsin

SENATE CHAIR
JOE LEEAN

Room 119 South, State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-0751



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 18, 1994

MEMO TO: MEMBERS, JOINT COMMITTEE ON FINANCE

FROM: Senator Joe Leean
Representative Barbara J. Linton
Co-Chairs, Joint Committee on Finance

Attached is a copy of a request from the Department of Administration dated November 18, 1994 pursuant to s. 16.515 and s. 16.505(2) pertaining to a request from the University of Wisconsin System.

Please review this item and notify Senator Leean's office not later than Wednesday, December 7, 1994 if you have any concerns about the request or would like the Committee to meet formally to consider it.

Also, please contact us if you need additional information.

JL:BJL:ns

Attachments

CORRESPONDENCE/MEMORANDUM

**STATE OF WISCONSIN
Department of Administration**

Date: Nov. 18, 1994

To: Honorable Joseph Leraan, Co-Chair
Honorable Barbara J. 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>1993-94</u>		<u>1994-95</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
U.W.S. 20.285(1) (i)	State Lab. of Hygiene				8.0*

* 7.0 permanent, 1.0 project.

As provided in s. 16.515, this request will be approved on Dec. 12, 1994 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 16, 1994

To: James R. Klauser, Secretary
Department of Administration

From: Marty Olle, Budget Analyst
Department of Administration

Subject: s. 16.505 Request from the University of Wisconsin System for
Positions for the State Laboratory of Hygiene

Request

The University of Wisconsin-Madison requests authorization for 8.0 FTE program revenue positions to provide laboratory services for the State Laboratory of Hygiene. Related expenditure authority increases will be managed through the allotment process since the affected fund is a continuing appropriation.

Background/Analysis

The Department of Health and Social Services, under s.146.02, has approved expanding the Newborn Screening Program by adding cystic fibrosis screening to the testing regimen on approximately 70,000 specimens per year. The Department has added this test on a pilot basis while proceeding through the rulemaking process for permanent status. The State Laboratory of Hygiene [SLH], as the provider of testing services for DHSS, began cystic fibrosis testing on July 1, 1994. Two chemists were originally hired using Cystic Fibrosis Foundation and then federal grant funds for the test development phase of the project. The positions were created by the UW under its delegated authority and should now be transferred to regular program revenue funding and position authority. Funding for the positions is generated from fees for testing services.

Growth in several other SLH program revenue operations, including environmental testing, industrial hygiene and proficiency testing, has been 23.8% over FY92 operating levels. Associated workload growth has led the SLH to request authority for 6.0 additional positions to serve these program areas. This request was part of the SLH biennial budget proposal for 1993-95. It was denied at the time due to uncertainty over revenue

availability, and has been re-submitted based on actual revenue growth, which is sufficient to fund the positions. The positions are ready for recruitment and are awaiting authorization. They include two chemists in Occupational Health, a chemist in Environmental Sciences, a chemist [project] in lead testing, a laboratory technician in Proficiency Testing and a program assistant in Proficiency Testing.

The SLH, which is administratively attached to the University of Wisconsin-Madison, has traditionally had access to the UW "pool" of program revenue positions. These positions can be transferred among the UW campuses as needed. As of November 1, 1994 there were 6,725 authorized PR-0 positions in the UW System, of which 260 [3.9%] were vacant. The UW-Madison share of the pool was 5,030 positions of which 201 [4.0%] were vacant. The SLH has position authority for 151 FTE in its program revenue fund 130. Currently none of these positions is vacant. The SLH all-funds position authority total is 294.25 with zero vacancies.

The current UW position vacancy rate is low compared with the all-funds statewide rate of 7%. Because of the low rate, there is significant competition among campuses for available positions. The UW-Madison has no uncommitted positions available, according to John Torphy, stating the SLH should request additional authority to fill the needed positions. The SLH, which is an "attached function" to the UW, contends that it has less success competing for UW pooled positions than it did several years ago. This situation may be further exacerbated by the planned construction of an off-campus building to house several of the key SLH operations. It could be argued that the SLH should have its own position authority and not rely on the UW position pool.

The two cystic fibrosis testing positions are included in the SLH 95-97 biennial budget request; the remaining positions are not. It is appropriate to consider them all for the current fiscal year, however, given the status of revenues, workload and position authority. The SLH board, which has two members representing private laboratories, supports the request.

Recommendation

Approve 2.0 permanent FTE positions for the Newborn Screening Testing program, 5.0 additional permanent FTE positions to be allocated among environmental, industrial and proficiency testing activities and 1.0 project position for lead testing.



The University of Wisconsin System

Financial Administration

780 Regent Street

P.O. Box 8010

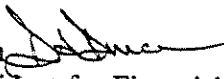
Madison, Wisconsin 53708-8010

(608) 262-1313 FAX (608) 262-3316

OCT 6 1994

DATE: October 5, 1994

TO: James R. Klauser
Secretary, Department of Administration

FROM: Deborah A. Durcan 
Assistant Vice President for Financial Administration

RE: S. 16.515/505 Request for State Laboratory of Hygiene (1994-95)

The University of Wisconsin System requests increased expenditure authority of \$1,008,036 and 8.0 additional positions for appropriation 130 under s.20.285(1)(i).

Please see the attached analysis and letter of explanation from Dr. Ronald H. Laessig, Director of the Wisconsin State Laboratory of Hygiene. This analysis details increased expenditure needs of \$.2 million for cystic fibrosis screening of 70,000 newborns each year, \$.2 million for pay plan adjustments, and \$.6 million to cover re-estimated revenue and expenses in several program areas.

Two additional program revenue positions will be needed to support the new level of newborn screening. Six additional positions have been identified to support continued growth in the program areas of Environmental Sciences, Industrial Hygiene and Proficiency Testing. Position authorization has been previously met by reallocation within UW-Madison's program revenue authorized levels. As that flexibility is no longer available, the State Lab needs these additional 8 positions.

The expenditure authority for 1993-94 proved restrictive for the State Lab, as program revenues exceeded the approved allotment by \$.5 million. While this has placed the Lab in a strong cash position, 1994-95 operations will be hampered unless expenditure authority is increased to match expected revenues. Questions regarding this request may be directed to George Ketterer (265-3831).

Attachments

cc: John Torphy Larry Wold
 Ronald Laessig Ray Marnocha
 Kathi Sell Tom Sonleitner
 Bob Andersen George Ketterer
 Floyd Rohde Kent Hill

g:\acct\gik\stohallot



WISCONSIN STATE
LABORATORY OF HYGIENE

465 Henry Mall
Madison, WI 53706
Phone: (608) 262-1293
FAX: (608) 262-3257

University of Wisconsin
Center for Health Sciences

September 15, 1994

To: Deborah Durcan, Assistant Vice President
Budget & Finance, UW System Administration

From: Ronald H. Laessig, Ph.D., Director

*McNisom
M RAL*

Re: Fund 130 program revenue allotment and position increase request for FY 1994-95

The attached documents detail allotment increases necessary to continue current operations of the State's Public Health Laboratory.

Thank you for your assistance with this request. You may direct any questions to Mark Buechner (2-7822).

cc: Larry Wold, UW Madison, Budget Planning & Analysis



**State Laboratory of Hygiene
Program Revenue Allotment and Position Request
Fund 130 - 20.285(1)(i)**

Description of request:

This program revenue allotment and position increase request consists of three parts including a new test addition to the Newborn Screening Panel (WS 146.02), a pay plan adjustment for salary and fringe benefits cost increases effective during Fiscal Year 1994-95, and a revenue and expense re-estimate for ongoing programs. The three parts of the request are summarized in the following table:

	<u>Part A</u>	<u>Part B</u>	<u>Part C</u>	
	<u>Cystic Fibrosis Newborn Test</u>	<u>Pay-Plan Increases</u>	<u>Revenue & Expense Re-estimate</u>	<u>Total</u>
Unclassified Salaries		37,180		37,180
Classified Salaries	62,000	152,129	192,000	406,129
Fringe Benefits	22,300	42,027	69,120	133,447
Supplies & Services	95,600		188,882	284,482
Permanent Property	<u>20,000</u>	_____	<u>126,798</u>	<u>146,798</u>
	199,900	231,336	576,800	1,008,036
Positions	2.0		6.0	8.0

Justification:

Part A - Newborn Screening Program Change

Increased budget authority of \$199,900 and 2.0 program revenue FTE's is requested to provide cystic fibrosis screening on approximately 70,000 specimens per year. The Department of Health and Social Services (Ws 146.02) has approved adding this test on a pilot basis while the permanent addition of the test to the program is proceeding through the rule making process. The State Laboratory of Hygiene Board approved an increase of \$3.00 per screen, effective July 1, 1994, to cover the increased costs of testing for cystic fibrosis. Pilot testing commenced in July. The testing requires two Chemists - Objective level and the addition of 2.0 FTE to the SLH's program revenue position authorization. Approval of these positions is critical to our not exceeding our authorized position level.

State Laboratory of Hygiene - Continued

Part B - Pay Plan Adjustment

Increased program revenue budget authority is requested to accommodate unclassified and classified pay plan and fringe benefits cost increases. Pay plan costs were calculated using actual rate changes for each employee and prorated for the various effective dates of the increases. Using this method, the average annual increase rate for unclassified staff was 5.41% and for classified was 4.17%. Fringe benefits cost increases are estimated at 22.2% of salaries. Continuing authority for these pay plan adjustments has been requested in our 95-97 biennial budget request.

Part C - Revenue and Expense Re-estimate

Increased program revenue budget authority is requested based on a re-estimate of revenues and expenses in several program areas. A new Breast and Cervical Cancer contract funded by the Centers for Disease Control through the Division of Health provides \$126,798 for equipment purchases for the Cytology Laboratory. This amount comprises the permanent property portion of this request.

The remainder of this request is for \$450,002 and 6.0 FTE's to accommodate continued growth in our program revenue operations. In the SLH 93-95 biennial budget submission we requested \$1,242,500 and 16.5 FTE's increased authority (FY 1994-95) for three program areas - Environmental Sciences, Industrial Hygiene, and Proficiency Testing. This request was reviewed and reduced in the Governor's recommendation, and subsequently approved at a level of \$800,000 and 6.0 FTE's. We request reconsideration and approval of \$450,000 and 6.0 FTE's at this time, based on receipts available and workload and expense trends that bear out our previous projections.

Figure 1 shows a comparison of our revenue and expense projections as submitted with the biennial budget and the actual results of 1992-93 and 1993-94 operations, and a revised projection for 1994-95. The data show total SLH program revenues and expenses higher than projected in both completed years. Fund 130 revenues are projected at \$15,350,000; current authorized budget is \$13,825,500. Fiscal Year 1993-94 fund 130 receipts were \$14,143,437, compared to budget authorization level of \$13,365,000. Approval of this request in its entirety would increase Fund 130 authorization to \$14,833,536, which is more than \$500,000 less than our budgeted revenues for Fiscal Year 1994-95.

Figures 2 through 6 provide additional workload and financial information relating to the specific programs where special increases were requested in the biennial budget. Actual figures for fiscal years 1992-93 and 1993-94 are compared to the estimates used in the biennial budget. Fiscal year 1994-95 figures represent the latest estimates available.

State Laboratory of Hygiene - Continued

While some of these programs did not experience all the growth that was predicted, the total program revenue increases from these and other program areas exceeded the revenue estimates provided in the biennial budget submission by over \$1,000,000 in fiscal year 1993-94.

These higher levels of program revenues and increasing workloads require additional expenditure authority and positions to maintain quality service and reasonable turn around time on patient and environmental samples. Additional program revenues are also used to support a growing fee-exempt testing workload. Our current program revenue budget and position authorization are not sufficient to accommodate the current workload. This request includes 8.0 FTE's, which is a 5.3% increase in program revenue positions; coupled with the 6.0 position increase authorized for FY 1993-94 the increase over the previous biennium would total 9.3% (of 151 FTE's). This compares with program revenue increases of 23.8% over FY 1991-92.

State Laboratory of Hygiene

Revenues & Expenses

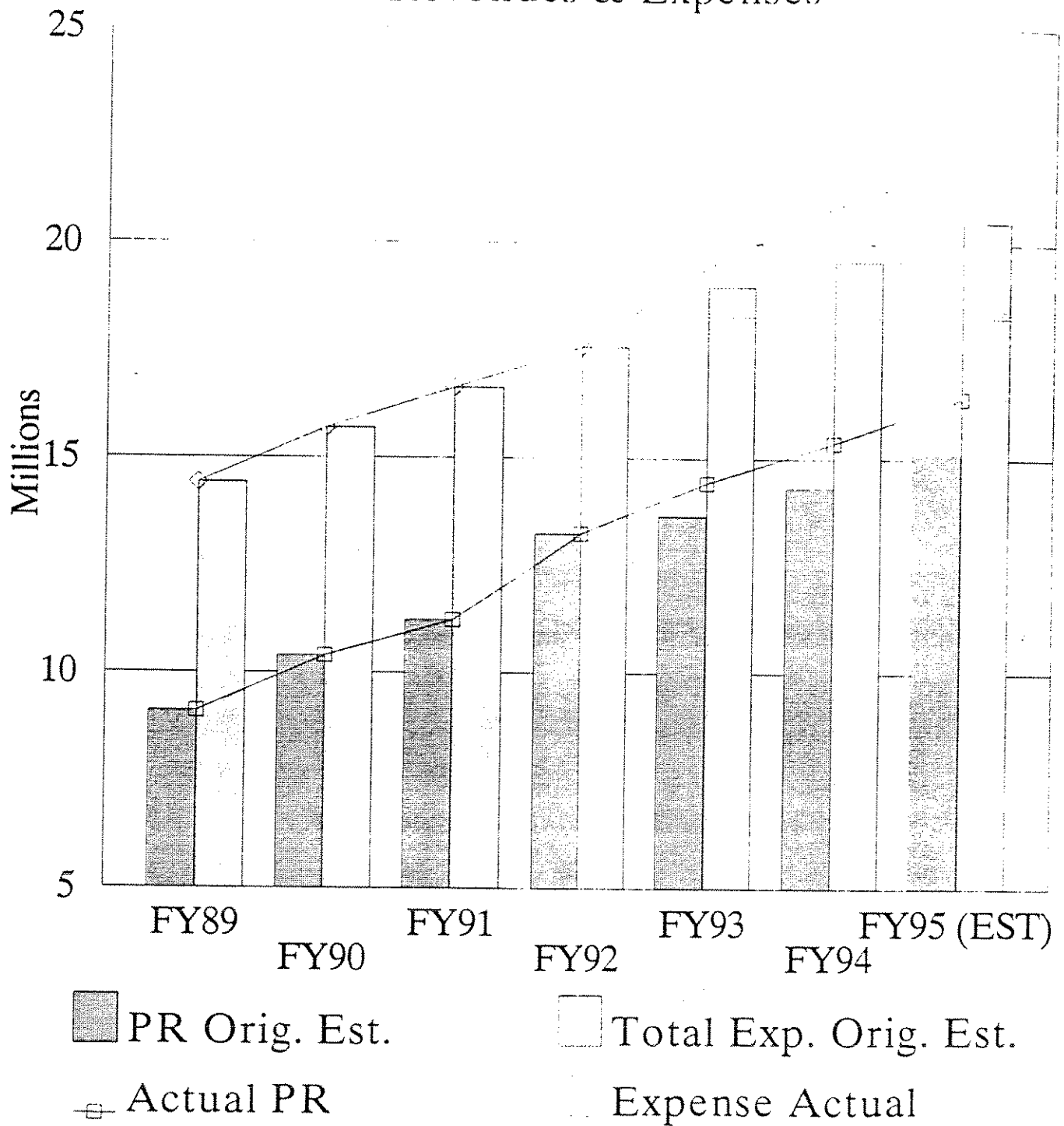


Figure 1. Revenue and expense levels as predicted in 93-95 biennial budget submission compared with actual and revised estimates.

Environmental Sciences

Workload Statistics

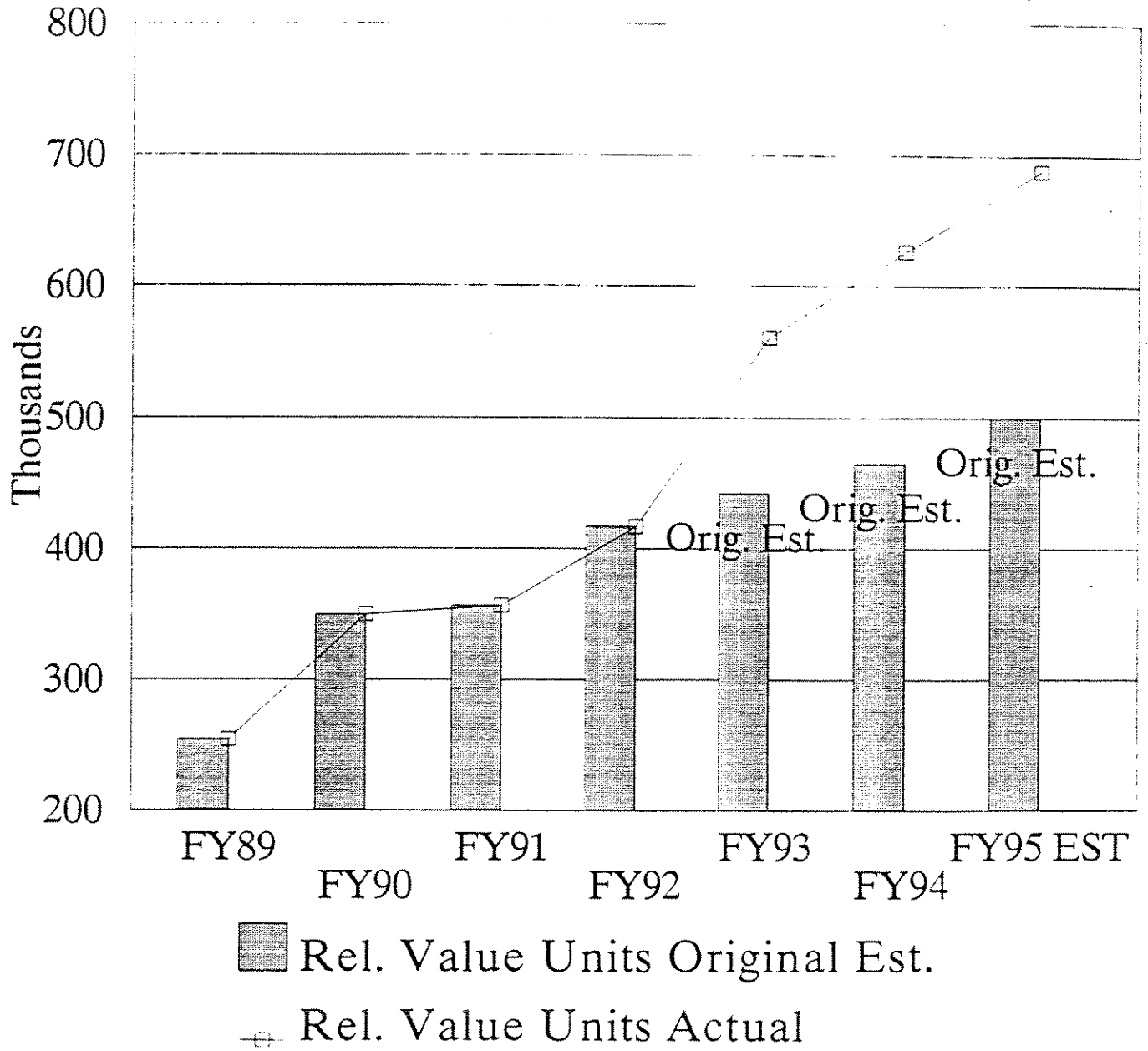


Figure 2. Workload levels as predicted in 93-95 biennial budget submission compared with actual and revised estimates.

Environmental Sciences

Program Revenues and Expenses

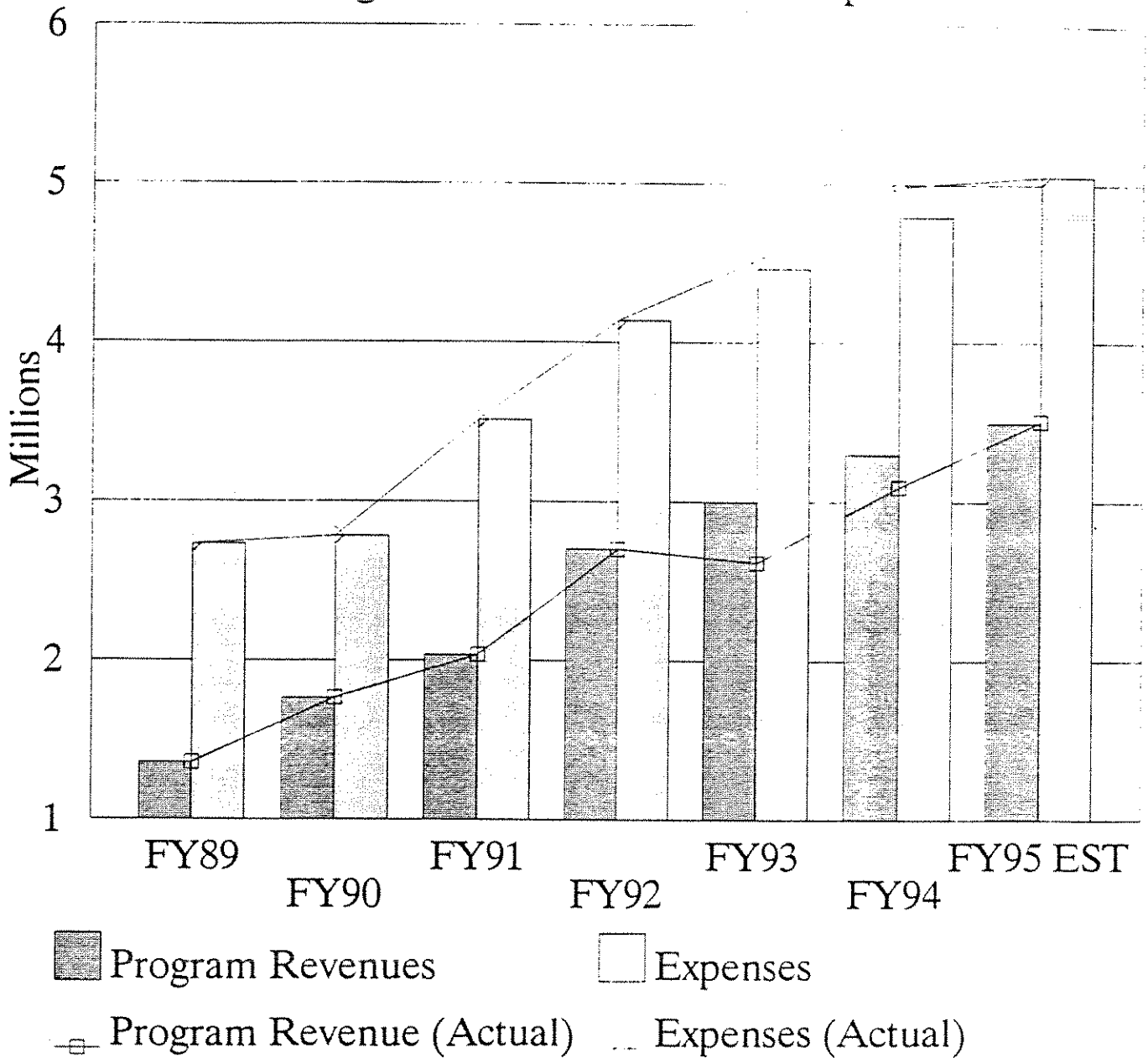


Figure 3. Revenues and expenses as predicted in 93-95 biennial budget submission compared with actual and revised estimates.

Wisconsin Occupational Health Lab Workload History

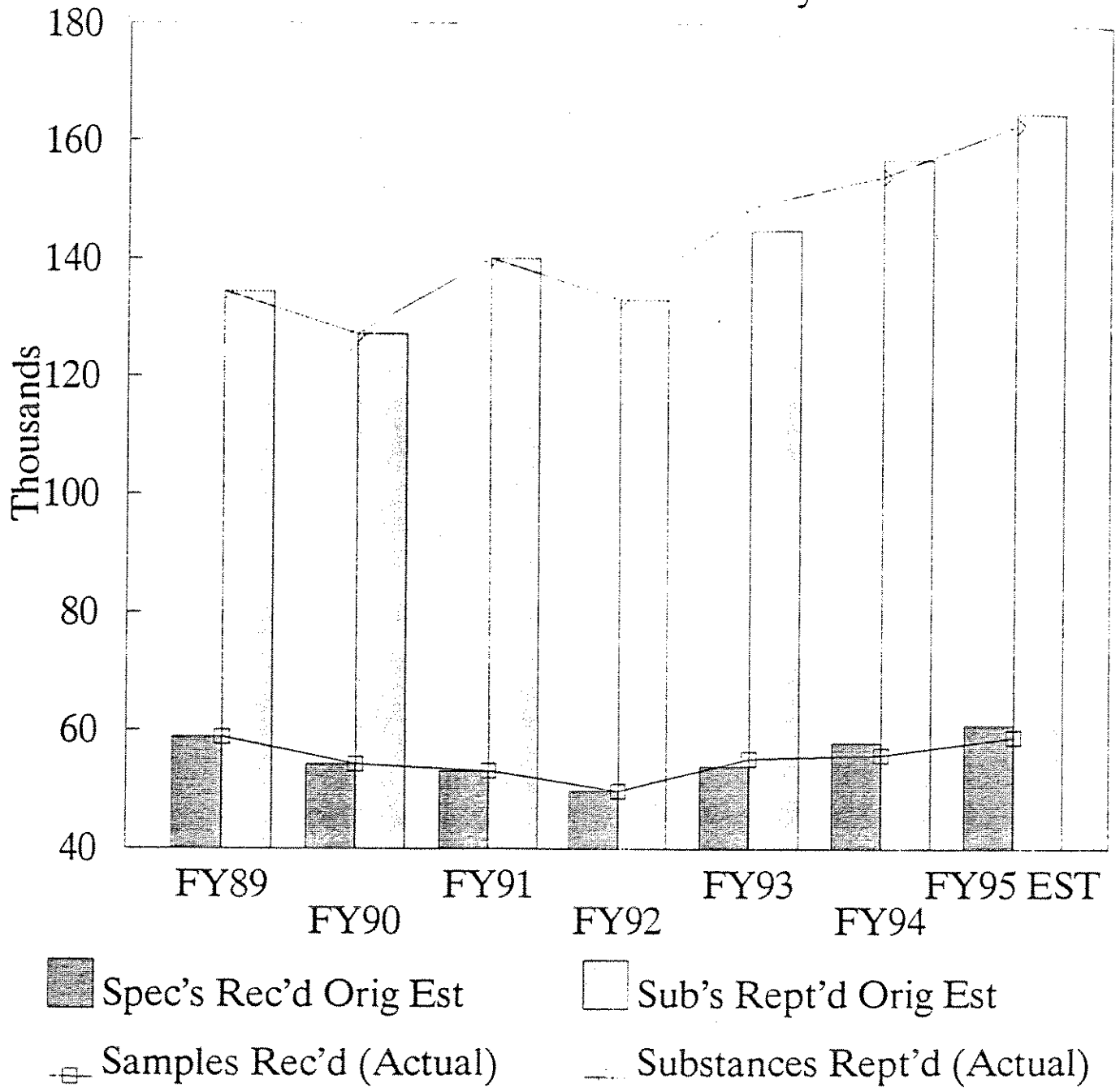


Figure 4. Workload levels as predicted in 93-95 biennial budget submission compared with actual and revised estimates.

Wisconsin Occupational Health Lab Revenues & Expenses

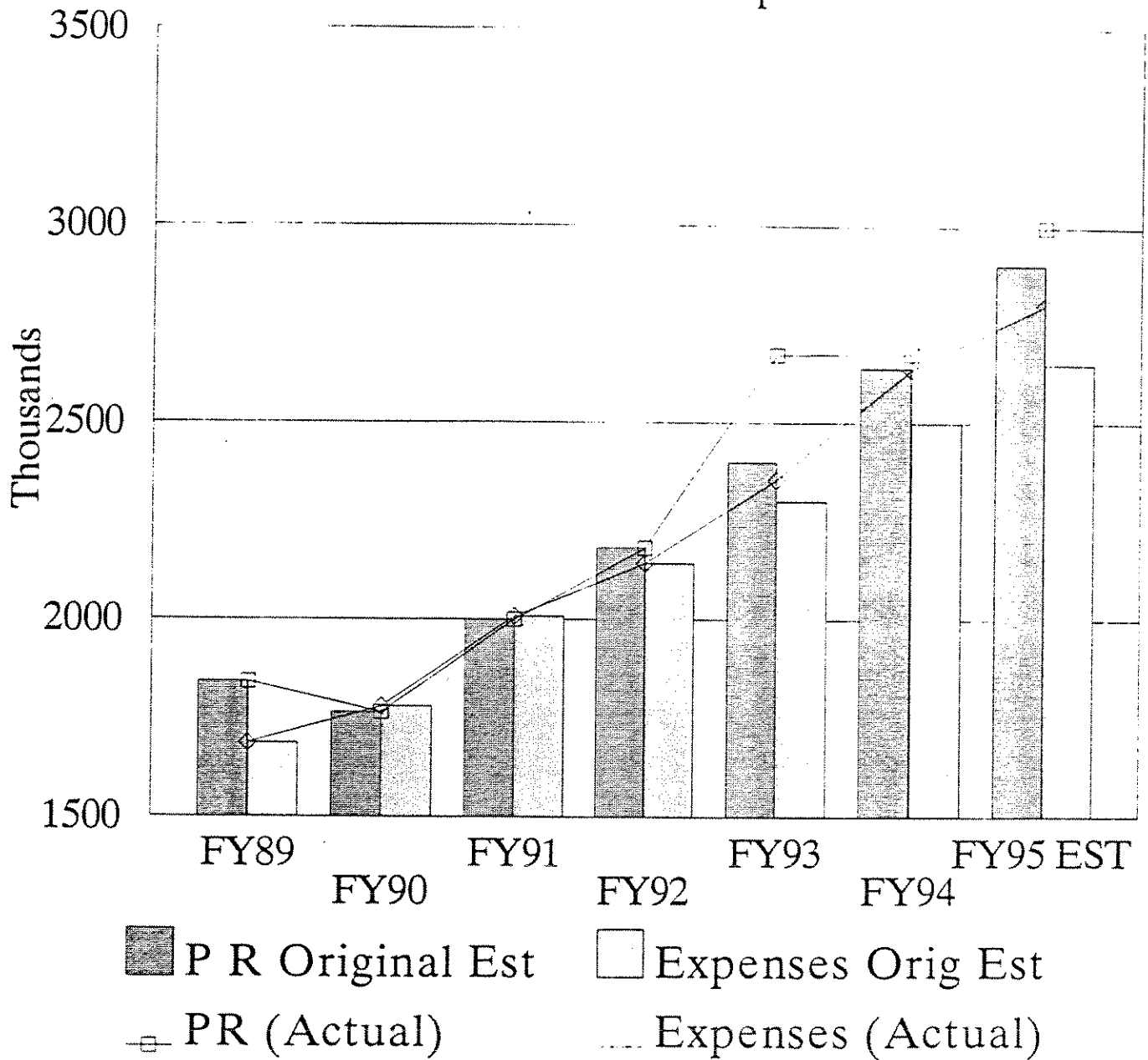


Figure 5. Revenues and expenses as predicted in 93-95 biennial budget submission compared with actual and revised estimates.

Proficiency Testing Program

Revenues and Expenses

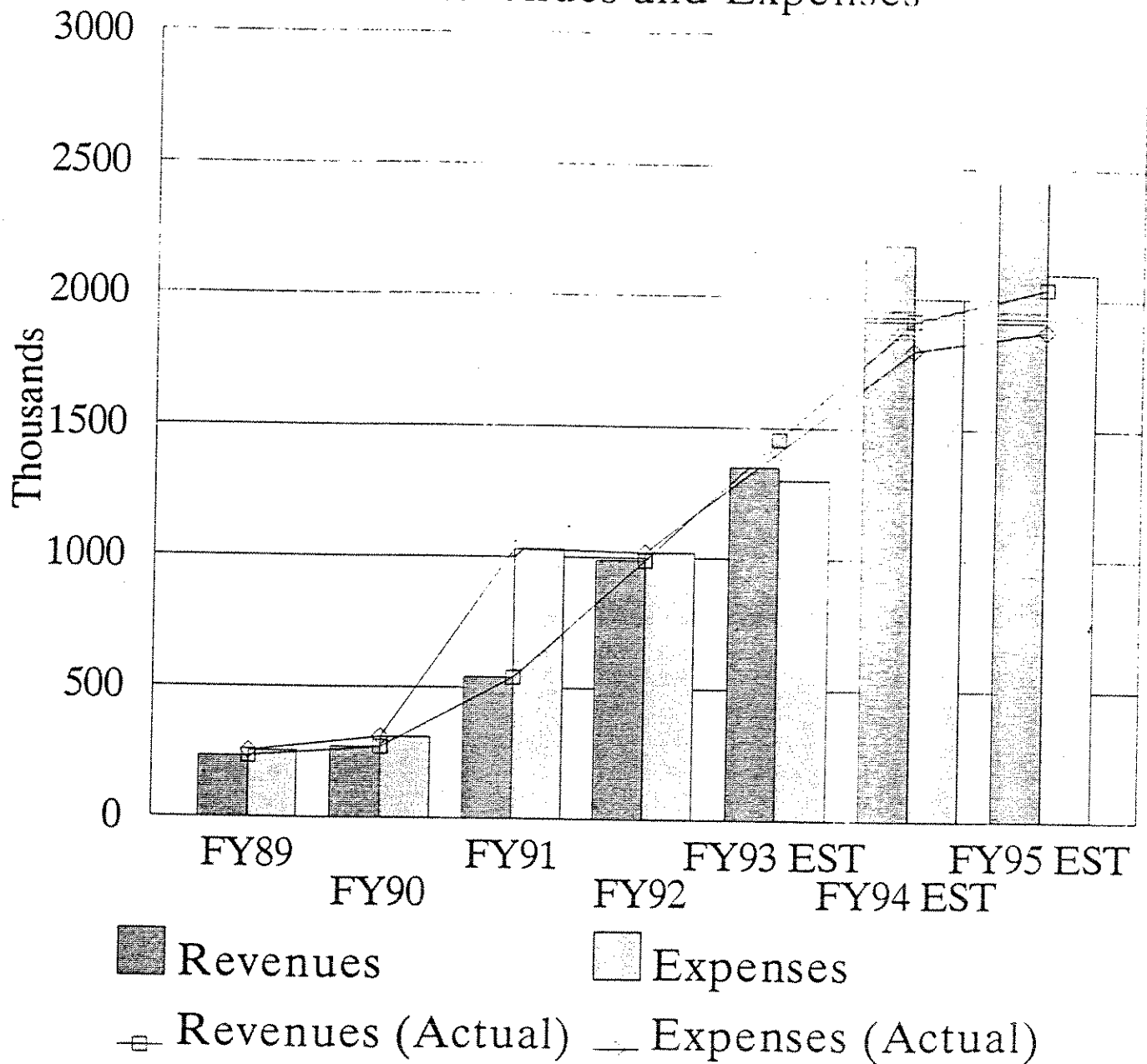


Figure 6. Revenues and expenses as predicted in 93-95 biennial budget submission compared with actual and revised estimates.