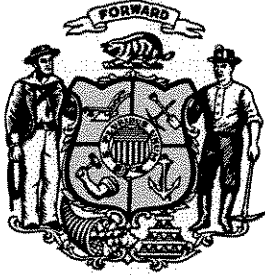


State of Wisconsin \ Elections Board



Don M. Millis
Chairperson

P.O. Box 2973
132 EAST WILSON STREET
MADISON, WISCONSIN 53701-2973
(608) 266-8005
FAX (608) 267-0500

Kevin J. Kennedy
Executive Director

April 8, 1999

The Honorable Brian Burke, Co-Chair
The Honorable John Gard, Co-Chair
Joint Legislative Committee on Finance
State Capitol
Madison, WI 53702

Dear Senator Burke and Representative Gard:

On behalf of the State Elections Board I request that the Legislative Joint Committee on Finance consider our request for supplemental funding under s.13.101 (3) (a) Stats. We have recently identified a need for an appropriation supplement. A copy of our request is enclosed. I appreciate your prompt attention to our request.

Thank you for your consideration of this request. I will be present at the Joint Finance Committee meeting to answer any questions.

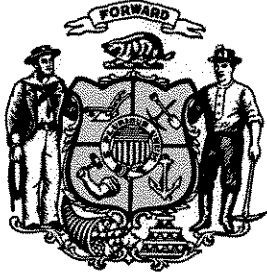
State Elections Board

A handwritten signature in cursive script that reads "Kevin J. Kennedy".

Kevin J. Kennedy
Executive Director

C: Secretary Bugher
Legislative Fiscal Bureau

State of Wisconsin \ Elections Board



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The Honorable Brian Burke, Co-Chair
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Joint Legislative Committee on Finance
State Capitol
Madison, WI 53702

Dear Senator Burke and Representative Gard:

Summary of Request

The State Elections Board has a financial emergency. The Board needs \$53,000 in additional spending authority.

The State Elections Board requests that the Joint Legislative Committee on Finance provide a one-time supplement to the agency's general program operations budget [s.20.510(1)(a)] in the amount of \$45,000 GPR. This funding will enable the agency to complete the conversion of its information technology system, SWEBIS, and the enhancement for electronic filing of campaign finance reports. The Elections Board also requests that the Committee increase the spending authority in its filing fee program revenue account [s.20.510(1)(i)] by \$8,000. These funds will be used reduce the funding shortfall.

Background

The 1997-99 Budget provided the Elections Board with \$168,400 in funding to convert its information technology system, SWEBIS, from an Ingres based application to an Oracle based application. This was required by a DOA information technology initiative to upgrade state agencies. The Joint Finance Committee released an additional \$102,800 to implement an enhancement to SWEBIS that would enable registrants to file campaign finance reports electronically. Both these amounts, which had been included in the Elections Board 1997-99 budget request, were based on estimates provided by the agency's contract programmer, Enterprise Solutions Technology Group (ESTG).

The agency has expended all of the funding allocated to this project. The contractor estimates \$63,278 left to complete the project. Of that amount, \$52,200 will be incurred for work in this fiscal year.

The agency does not have the financial resources to meet these obligations. In addition to the higher development costs the agency does not have enough funding in its salary line. The agency needs \$31,200 to meet its projected salaries for the current fiscal year. This amount includes the projected salary supplement of \$28,800 for FY9. There are a number of factors that have led to this financial emergency.

The software development project was based on estimates prepared in 1996. These estimates were based on the developer's knowledge of our design needs and the software tools available for carrying out the project. There are several factors that have increased the costs of development. Some parts of the project have taken more time to develop than estimated. For example, it took more hours to develop parts of the election administration segment because the design for election wards and reporting units was more complex than envisioned. The design tools purchased by the agency to assist the developer with electronic filing software were not compatible with the database software because the company did not supply the most current release. This added significant time to the work of the contract programmer.

The other source of the emergency shortage is in the agency salary line. Although no new positions were added, staff salaries have increased over the original budget allocation due to reclassification of the executive director position and the hiring of two new employees at a higher salary than their predecessors. The legislature reclassified the executive directors of the Elections Board and the Ethics Board in 1997 Wisconsin Act 29. The Ethics Board budget was supplemented as part of the budget adjustment bill in April 1998, but the Elections Board budget was not. This created a \$23,000 salary shortfall.

Furthermore, the agency did not claim a salary supplement of \$16,000 to which it was entitled for 1997-98. This was due to a combination of factors: (1) There was turnover in the DOA budget analyst assigned to the agency. Under normal circumstances and in view of the salary line pressures described, the agency may have been advised to consider claiming the supplement and allowing it to carry forward into the next fiscal year in the Board's biennial appropriation. (2) The agency office manager who supervises the person responsible for filing the supplement had just started and was occupied directing a complicated agency move.

The Elections Board has a biennial budget because its costs are higher in the second year of the biennium, which coincides with the election cycle. If we had secured the additional funding in FY 8 for salaries, the money could have been used this year.

The agency has access to approximately \$8,000 in additional program revenue, but it lacks the spending authority to use it. The agency has collected \$35,200 in filing fees, but it is only authorized to spend \$27,200. The agency has not allocated the \$27,200 in available program revenue from filing fees. These funds would be used to reduce the salary shortfall.

Justification

An emergency exists because the Elections Board needs to complete the conversion of SWEBIS to carry out its basic administrative operations. The Elections Board must also complete the electronic filing software application so that registrants can file campaign finance information electronically.

There are no funds available to pay the consultant fees for the balance of the fiscal year. After applying the available filing fee revenue, the agency is an estimated \$4,000 short in its salary line and \$49,000 short in its supplies and services line. If the agency's program revenue spending authority is increased and a one-time GPR supplement of \$45,000 is authorized, the money can be used to pay these costs.

The legislature has authorized the purposes for which the funding would be used. The database conversion and electronic filing were funded by decision items in the 1997-99 agency budget.

Request

The Elections Board estimates that it will have a need for \$53,000 in additional spending authority and requests the following action to address our problem:

- 1) Increase the spending authority for the filing fee program revenue account [s.20.510(1)(i)] from \$27,200 to \$35,200 and use the full appropriation amount to fund part of the shortfall;
- 2) Authorize \$45,000 in supplemental funding for the agency's general operations [s.20.510(1)(a)] so that the agency can pay the costs of developing the electronic filing software and conversion of its program information system, SWEBIS.

Thank you for your consideration of this request. I will be present at the Joint Finance Committee meeting to answer any questions.

State Elections Board



Kevin J. Kennedy
Executive Director

STATE OF WISCONSIN

SENATE CHAIR
BRIAN BURKE

316 South, State Capitol
P.O. Box 7882
Madison, WI 53707-7882
Phone: 266-8535



ASSEMBLY CHAIR
JOHN GARD

315 North, State Capitol
P.O. Box 8952
Madison, WI 53708-8952
Phone: 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: State Elections Board IT Project Review

Date: November 16, 2000

At the Joint Committee on Finance's s. 13.10 meeting on July 12, 2000, the Committee took action on a request from the State Elections Board for additional funding for an IT project involving software conversion and electronic filing system development costs for the Board's "State of Wisconsin Elections Board Information System" (SWEBIS). The Committee adopted the following motion:

Moved by Senator Burke and seconded by Representative Gard to defer action on the Board's request for supplemental funding of software conversion and electronic filing system development costs. Direct the Board to return to the Committee under s. 13.10 when it has been determined what exact amount is required to meet existing contractor obligations, with the understanding that no funds will be provided for any contractor work performed after July 12, 2000. Provide one-time supplemental funding of \$35,000 GPR from the unreserved portion of the Committee's appropriation under s. 20.865(4)(a) to the appropriation under s. 20.510(1)(a) in fiscal year 2000-01 and direct the Board to use these funds to contract with an IT consultant for development of an IT plan for the project. Specify that the plan include an identification of the Board's immediate IT needs under the project, cost estimates for project completion, and performance benchmarks to be met by a software contractor. Require that the Department of Administration (DOA) designate a staff person to oversee the selection and work of this consultant and provide that no funds may be released

for this consultant without the approval of DOA. Direct that the consultant's report be provided to DOA and the Joint Committee on Finance no later than November 15, 2000.

As required by the Committee's action at that meeting, the Department of Administration has now submitted the required report to the Committee. A copy of that report is attached for your information.

BB:JG:dh
Attachment