2001 DRAFTING REQUEST

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Received: 05/10/2001 Wanted: As time permits				Received By: isagerro					
				Identical to LRB:					
For: Spencer Black (608) 266-7521					By/Representing: Susan				
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May Co	ontact:				Addl. Drafters:				
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Modific	ation to COP/N	IA funds transf	er				. *		
Instruc	etions:					·			
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2001 DRAFTING REQUEST

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2001 DRAFTING REQUEST

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For: Spencer Black (608) 266-7521	By/Representing:	Susan			
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May Contact:	Addl. Drafters:				
Subject: Public Assistance - med. assist.	Extra Copies:	DAK			
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Topic:					
Modification to COP/MA funds transfer					
Instructions: See Attached					
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Sager-Rosenthal, Ivy

From:

McMurray, Susan

Sent:

Monday, April 16, 2001 12:25 PM

To: Subject: Sager-Rosenthal, Ivy FW: COP bill draft request

----Original Message-----

From: Rep.Black

Sent: Monday, April 16, 2001 11:57 AM To: 'Ivy Sager-Rosenthal@legis.state.wi.us'

Cc:

McMurray, Susan

Subject:

COP bill draft request

10:

Ivy Sager-Rosenthal

From: Rep. Spencer Black

Date: Monday, April 16, 2001

Re:

COP bill draft request

In 1993 Act 469, the legislature created a COP-MA transfer mechanism so that if there is a decline in utilization of nursing home beds by MA reciplents, the savings would be transferred to COP, subject to approval by the Joint Committee on Finance.

In the 1995-97 budget (1995 Wisconsin Act 27), this automatic transfer provision was repealed.

Please draft a bill for me to restore the automatic transfer language, minus the requirement that the Joint Committee on Finance approve the transfer.

Please call me or my aide Susan at 266-7521 if you have any questions. Thank you!

* Cxisti un s. 49.45(6v)

- if Isin most usent foody years different of days care provided in prim PA/s X avg daily cost of care maintaines - proposal to JFC to hansby the amt, HJFC rener -71997 budget -> almost the same w/ some modifications
- vetored to allow DHFS discretion

- Current law - 7 report to JFC for previous fiscal year and 1/ Kely balances.

- if utilization is, proposal to JFC expenditues for
to transful the moneys to the approp

- The ant Phansfuled must end up w/+ balance - Sec. Hansfuls art.

Sager-Rosenthal, Ivy

From:

McMurray, Susan

Sent:

Thursday, May 10, 2001 4:56 PM

To: Subject:

Sager-Rosenthal, Ivy RE: COP law modification

lvy:

The sooner the better....if possible.

Thanks!

Susan

----Original Message-----

From:

Sager-Rosenthal, Ivy

Sent:

Thursday, May 10, 2001 4:13 PM

To:

McMurray, Susan

Subject:

RE: COP law modification

Susan

I apologize for not getting back to you sooner. Yes, this proposal is "draftable". Do you need the bill by a specific date?

Please let me know.

Thanks,

lvy.

----Original Message----

From:

McMurray, Susan

Sent:

Tuesday, May 08, 2001 3:52 PM

To: Sager-Rosenthal, Ivy Cc: McMurray, Susan

Subject:

COP law modification

lvy:

A few weeks ago I asked you to prepare a bill to "restore" the MA-nursing home to COP transfer language from 1993 Wisconsin Act 469, which was repealed in 1995. You pointed out that a different COP transfer mechanism was restored in the 1997 budget. It appears 1997 Act 437 also modified the COP transfer -related language and I believe there was yet another change adopted in 1999 Act 9. It has been a challenge to keep track of this, and I may have gotten some of this wrong.

Nevertheless, here is my proposal for a new bill draft

- 1. repeal the language of 1999 Act 9
- 2. draft language similar to that of 1997 Assembly Bill 836

Would you please let me know if this would work?

Thank you very much.

Susan McMurray Hep. Black's office 266-7521

1997 Wisconsin Acts / Act 27 / 97 Wis. Act 27, s. 1932m Section 1932m. 49.45 (6v) of the statutes is created to read:

97 Wis. Act 27, s. 1932m - continued 49.45 (6v) (a) In this subsection, "facility" has the meaning given in sub. (6m) (a) 3. 97 Wis. Act 27, s. 1932m - continued (b) The department shall, by December 100 each year, submit to the joint committee on finance a report that provides information on the utilization of beds by recipients of medical assistance in facilities for the formed as a more 2 consequence as a second sequence. 97 Wis. Act 27, s. 1932m - continued (c) If the report specified in par. (b) indicates that utilization of beds by recipients of medical assistance in facilities decreased completed fiscal year, the department shall its all of the following 97 Wis. Act 27, s. 1932m - continued Multiply the difference between 97 Wis. Act 27, s. 1932m - continued For new placements under ks. 4. 97 Wis. Act 27, s. 1932m - continued Subtract the product calculated under subd. 2. From the product calculated under ou 97 Wis. Act 27, s. 1932m - continued . Multiply the difference in subd. 3. So the amount and by the dam 97 Wis. Act 27, s. 1932m - continued c) It par (c) applies, the department's report under par the shall include a proposal to transfer the analysis calle placed under part restal from the appropriation under s. 20.435 (5) (b) to the appropriation under s. 20.435 (7) (bd) for the purpose of increasing funding for the community options program under s. 46.27. The secretary shall transfer the amount identified under the proposal describing 12 working days wifer the efforces for the proposal the in97 Wis. Act 27, s. 1932m - continued

LRB-0349/1 DΛK::mfd::km

1997 - 1998 LEGISLATURE

1997 ASSEMBLY BILL 836

February 25, 1998 - Introduced by Representative Black. Referred to Joint committee on Finance.

Pg1Ln1 An Act to amend 20.435 (1) (b) and 20.435 (7) (bd); and to create 49.45 (6vm) of the statutes; relating to: transfer of funds from the medical assistance program to the long-term support community options program under certain conditions and making appropriations.

Analysis by the Legislative Reference Bureau

This bill requires that the department of health and family services (DHFS) annually, by September 1, submit to the joint committee on finance (JCF) a report on nursing home bed utilization by medical assistance recipients for the immediate prior 2 consecutive fiscal years. If the report indicates a decrease in bed utilization in the most recently completed fiscal year from the previous fiscal year, DHFS must calculate, under a formula, the difference in costs between the 2 fiscal years for the provision of the care. If a positive amount is calculated, the DHFS report to JCF must also include a proposal to transfer the amount that is the state share of medical assistance of the amount of that difference from the general purpose revenue appropriation for medical assistance to the general purpose revenue appropriation for the long-term support community options program ("COP"). If within 14 working days after submission of the report JCF does not schedule a meeting to review the action, the secretary of health and family services must so transfer the funds. Of the amount transferred, 40% would be required to be expended under that part of "COP" that is funded solely from general purpose revenues, and 60% would be required to be expended under that part of "COP" that is funded from state general purpose revenues and federal medicaid moneys.

For further information see the state and local fiscal estimate, which will be printed as an appendix to this bill.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

Pg2Ln1

Pg2Ln15

Pg3Ln1

Pg3Ln2

Pg3Ln3

Pg3Ln4

Pg3Ln5

Pg3Ln6 Pg3Ln7

Pg3Ln8

Pg3Ln9

Pg3Ln11

Pg3Ln12

Section 1. 20.435 (1) (b) of the statutes is amended to read:

20.435 (1) (b) Medical assistance program benefits. Biennially, the amounts in Pg2Ln2 the schedule to provide the state share of medical assistance program benefits Pg2Ln3 administered under s. 49.45, to provide medical assistance program benefits Pg2Ln4 administered under s. 49.45 that are not also provided under par. (o), to provide Pg2Ln5 health care coverage under s. 49.153 and to fund the pilot project under s. 46.27 (9) Pg2Ln6 and (10). Notwithstanding s. 20.002 (1), the department may transfer from this Pg2Ln7 appropriation to the appropriation under sub. (3) (kb) funds in the amount of and for Pg2Ln8 the purposes specified in s. 46.485. Notwithstanding ss. 20.001 (3) (b) and 20.002 (1), Pg2Ln9 the department may credit or deposit into this appropriation and may transfer Pg2Ln10 between fiscal years funds that it transfers from the appropriation under sub. (3) (kb) Pg2Ln11 Pg2Ln12 for the purposes specified in s. 46.485 (3r). Notwithstanding s. 20.002 (1), the department may transfer from this appropriation to the appropriation under sub. (7) Pg2Ln13 (bd) funds in the amount of and for the purposes specified in s. 49.45 (6vm). Pg2Ln14

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Section 2. 20.435 (7) (bd) of the statutes is amended to read:

20.435 (7) (bd) Community options program and long-term support pilot Pg2Ln16 projects. The amounts in the schedule for assessments, case planning, services and Pg2Ln17 administration under s. 46.27 and for pilot projects for home and community-based Pg2Ln10 long-term support services under s. 46.271. Notwithstanding ss. 20.001 (3) (a) and Pg2Ln19 20.002 (1), the department may under this paragraph transfer moneys between Pg2Ln20 fiscal years. Except for moneys authorized for transfer under this appropriation or Pg2Ln21 under s. 46.27 (7) (fm) or (g), all moneys under this appropriation that are allocated under s. 46.27 and are not spent or encumbered by counties by December 31 of each year shall lapse to the general fund on the succeeding January 1 unless transferred to the next calendar year by the joint committee on finance. Notwithstanding ss. 20.001 (3) (a) and 20.002 (1), the department may credit or deposit into this appropriation funds that it transfers from the appropriation under sub. (1) (b) for the purposes specified in s. 49.45 (6vm). (le)

Section 3. 49.45 (6vm) of the statutes is created to read:

49.45 (6vm) Transfer of funds to community options program. (a) In this subsection, "facility" has the meaning given in sub. (6m) (a) 3. Pg3Ln10

> (b) The department shall, by September 1 of each year, submit to the joint committee on finance a report that provides information on the utilization of beds by

Pg3Ln13 Pg3Ln14

Pg3Ln15

recipients of medical assistance in facilities for the immediate prior 2 consecutive fiscal years.

Pg3Ln16 Pg3Ln17 Pg3Ln18 Pg3Ln19 Pg3Ln20 Pg3Ln21 Pg3Ln22 Pg3Ln23 Pg3Ln24

(c) If the report specified in par. (b) indicates that utilization of bcds by recipients of medical assistance in facilities decreased during the most recently completed fiscal year from the utilization of beds by recipients of medical assistance in facilities in the next most recently completed fiscal year, the department shall multiply the difference between the number of days of care provided to the recipients in the facilities in each of those prior 2 consecutive fiscal years by the average daily costs of care in the facilities for the most recently completed fiscal year. The average daily costs of care shall be calculated by dividing the total of medical assistance expenditures for care in facilities for the most recently completed fiscal year by the total number of days of care provided in facilities in that fiscal year.

Pg4Ln2 Pg4Ln3 Pg4Ln4 Pg4Ln5 Pg4Ln6 Pg4Ln7 Pg4Ln8

Pg4Ln1

(d) If par. (c) applies and if the amount calculated under par. (c) is positive, the department's report under par. (b) shall include a proposal to transfer an amount that equals the state share of medical assistance expenditures of the amount calculated under par. (c) from the appropriation under s. 20.435 (1) (b) to the appropriation under s. 20.435 (7) (bd) for the purpose of increasing funding for the long-term support community options program under s. 46.27. The secretary shall transfer the amount identified under the proposal if within 14 working days after the submission of the proposal the joint committee on finance does not schedule a meeting for the purpose of reviewing the proposed action.

Pg4Ln10 Pg4Ln11 Pg4Ln12

Pg4Ln9

(e) Of the amount required to be transferred by the secretary under par. (d), 40% shall be expended for services as specified under s. 46.27 (7) and 60% shall be expended for services as specified under s. 46.27 (11).

Pg4Ln13 Pg4Ln14 Pg4Ln15

submitted by the department under this subsection.

(End)

(f) The joint committee on finance may approve or modify any proposal that is



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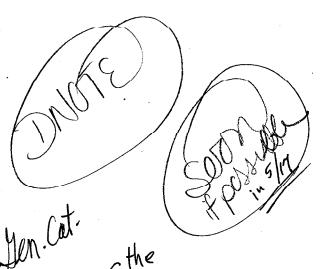
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State of Misconsin 2001 - 2002 LEGISLATURE

LRB-3287/1

ISR!/:.../

2001 BILL



AN ACT /..: relating to: transfer of funds from the medical assistance program

to the long-term support community options program under certain conditions.

Analysis by the Legislative Reference Bureau

Under current law, the department of health and family services (DHFS) is required to submit a report, annually, to the joint committee on finance (JCF) on the utilization of beds by medical assistance (MA) recipients in nursing homes and community—based residential facilities (CBRFs). The report must also contain information on the likely balances, expenditures, encumbrances, and carrylovers for the appropriation accounts for the MA program in the fiscal year in which the report is submitted. If DHFS finds that the utilization of beds by MA recipients is less than estimated by JCF, the legislature, and the governor in budget determinations, DHFS must also submit a proposal to JCF to transfer general purpose revenue (GPR) that is appropriated for the MA program to the long—term support community options program (COP) and the secretary of health and family services must transfer the amount. The amount transferred may not result in a deficit in the MA program at the end of the fiscal year.

This bill eliminates the requirement that the report include information on the appropriation accounts for the MA program. Instead, under the bill, the report must include information on the utilization of beds by MA recipients in nursing homes and CBRFs for the two fiscal years that immediately precede the fiscal year in which the report is submitted. The bill specifies that, if the number of beds utilized decreased, DHFS must calculate, under a formula, the difference in the cost of care for the MA recipients for the two fiscal years and submit a proposal to JCF to transfer the portion

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of the difference that is the state share of MA expenditures to the COP program. JCF may approve or modify the proposed transfer under the 14-day passive review process. The bill requires that 40% of the amount transferred be expended under the part of COP that is funded solely from GPR and that 60% of the amount transferred be expended under the part of COP that is funded from GPR and federal medicaid moneys.

For further information see the *state and local* fiscal estimate, which will be printed as an appendix to this bill.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 49.45 (6v) (b) of the statutes is amended to read:

49.45 (6v) (b) The Beginning September 1, 2002, and annually thereafter, the department shall, each year, submit to the joint committee on finance a report for the previous fiscal year, except for the 1997–98 fiscal year, that provides information on the utilization of beds by recipients of medical assistance in facilities and a discussion—and—detailed—projection—of—the—likely—balances,—expenditures, encumbrances—and—carry—over—of—currently—appropriated—amounts—in—the appropriation accounts under s. 20.435 (4) (b) and (e) for the introdicted prior 2 consecutive fiscal years.

History: 1971 c. 40 s. 93; 1971 c. 42, 125; 1971 c. 213 s. 5; 1971 c. 215, 217, 307; 1973 c. 62, 90, 147; 1973 c. 333 ss. 106g, 106h, 106j, 201w; 1975 c. 39; 1975 c. 223 s. 28; 1975 c. 224 ss. 54h, 56 to 59m; 1975 c. 383 s. 4; 1975 c. 411; 1977 c. 29, 418; 1979 c. 34 ss. 837f to 838, 2102 (20) (a); 1979 c. 102, 177, 221, 355; 1981 c. 20 ss. 839 to 854, 2202 (20) (r); 1981 c. 93, 317; 1983 a. 27 ss. 1046 to 1062m, 2200 (42); 1983 a. 245, 447, 527; 1985 a. 29 ss. 1026m to 1031d, 3200 (23), (56), 3202 (27); 1985 a. 120, 176, 269; 1985 a. 332 ss. 91, 251 (5), 253; 1985 a. 340; 1987 a. 27 ss. 989r to 1000s, 2247, 3202 (24); 1987 a. 186, 307, 339, 399; 1987 a. 403 s. 256; 1987 a. 413; 1989 a. 6; 1988 a. 31 ss. 1402 to 1452g, 2909g, 2909j; 1989 a. 107, 173, 310, 336, 351, 359; 1991 a. 22, 39, 80, 250, 269, 315, 316; 1993 a. 16 ss. 1362g to 1403, 3883; 1993 a. 27, 107, 112, 183, 212, 246, 269, 335, 356, 437, 446, 469; 1995 a. 20; 1995 a. 27 ss. 2947 to 3002r, 7299, 9126 (19), 9130 (4), 9145 (1); 1995 a. 191, 216, 225, 289, 303, 398, 417, 457; 1997 a. 3, 13, 27, 114, 175, 191, 237, 252, 293; 1999 a. 9, 63, 103, 185.

SECTION 2. 49.45 (6v) (c) of the statutes is amended to read:

49.45 (6v) (c) If the report specified in par. (b) indicates that utilization of beds by recipients of medical assistance in facilities is less than estimates for that utilization reflected in the intentions of the joint committee on finance, legislature and governor, as expressed by them in the budget determinations, the department shall include a proposal to transfer moneys from the appropriation under s. 20.435 (4) (b) to the appropriation under s. 20.435 (7) (bd) for the purpose of increasing

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funding for the community options program under s. 46.27. The amount proposed
for transfer may not reduce the balance in the appropriation account under s. 20.435

(4) (b) below an amount necessary to ensure that that appropriation account will end
the current fiscal year or the current fiscal biennium with a positive balance. The
secretary shall transfer the amount identified under the proposal.

History: 1971 c. 40 s. 93; 1971 c. 42, 125; 1971 c. 213 s. 5; 1971 c. 215, 217, 307; 1973 c. 62, 90, 147; 1973 c. 333 ss. 106g, 106h, 106j, 201w; 1975 c. 39; 1975 c. 223 s. 28; 1975 c. 224 ss. 54h, 56 to 59m; 1975 c. 383 s. 4; 1975 c. 411; 1977 c. 29, 418; 1979 c. 34 ss. 837f to 838, 2102 (20) (a); 1979 c. 102, 177, 221, 355; 1981 c. 20 ss. 839 to 854, 2202 (20) (7); 1981 c. 93, 317; 1983 a. 27 ss. 1046 to 1062m, 2200 (42); 1983 a. 245, 447, 527; 1985 a. 29 ss. 1026m to 1031d, 3200 (23), (56), 3202 (27); 1985 a. 120, 176, 269; 1985 a. 332 ss. 91, 251 (5), 253; 1985 a. 340; 1987 a. 27 ss. 989r to 1000s, 2247, 3202 (24); 1987 a. 186, 307, 339, 399; 1987 a. 403 s. 256; 1987 a. 413; 1989 a. 6; 1989 a. 31 ss. 1402 to 1452g, 2909g, 2909i; 1989 a. 107, 173, 310, 336, 351, 359; 1991 a. 22, 39, 80, 250, 269, 315, 316; 1993 a. 16 ss. 1362g to 1403, 3883; 1993 a. 27, 107, 112, 183, 212, 246, 269, 335, 356, 437, 446, 469; 1995 a. 20; 1995 a. 27 ss. 2947 to 3002r, 7299, 9126 (19), 9130 (4), 9145 (1); 1995 a. 191, 216, 225, 289, 303, 398, 417, 457; 1997 a. 3, 13, 27, 114, 175, 191, 237, 252, 293; 1999 a. 9, 63, 103, 180, 185.

Section 3. 49.45 (6v) (d) of the statutes is created to read:

49.45 (6v) (d) If par. (c) applies and if the amount calculated under par. (c) is positive, the department's report under par. (b) shall include a proposal to transfer an amount equal to the portion of the amount calculated under par. (c) that is the state share of medical assistance expenditures from the appropriation account under s. 20.435 (4) (b) to the appropriation account under s. 20.435 (7) (bd) for the purpose of increasing funding for the long-term support community options program under If the cochairpersons of the joint tip and committee do not notify the secretary within 14 working days after the date the department submits the proposal that the committee has scheduled a meeting for the purpose of reviewing the proposal, the secretary shall transfer the amount identified under the proposal. If, within 14 working days after the date # the department submits the proposal, the on tinance cochairpersons of the joint that committee notify the secretary that the committee has scheduled a meeting for the purpose of reviewing the proposal, the secretary may transfer moneys from the appropriation account under s. 20.435 (4) (b) to the appropriation account under s. 20.435 (7) only as approved by the committee.

SECTION 4. 49.45 (6v) (e) of the statutes is created to read:

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(1)

49.45 (**6v**)

iv) In Sut

(END)

ASSEMBLY BILL 836

under s. 46.27 (7) (fm) or (g), all moneys under this appropriation that are allocated
under s. 46.27 and are not spent or encumbered by counties by December 31 of each
year shall lapse to the general fund on the succeeding January 1 unless transferred
to the next calendar year by the joint committee on finance. Notwithstanding ss.
20.001 (3) (a) and 20.002 (1), the department may credit or deposit into this
appropriation funds that it transfers from the appropriation under sub. (1) (b) for the
purposes specified in s. 49.45 (6vm).

SECTION 3. 49.45 (6vm) of the statutes is created to read:

- 49.45 (6vm) Transfer of funds to community options program. (a) In this subsection, "facility" has the meaning given in sub. (6m) (a) 3.
- (b) The department shall, by September 1 of each year, submit to the joint committee on finance a report that provides information on the utilization of beds by recipients of medical assistance in facilities for the immediate prior 2 consecutive fiscal years.
- c) If the report specified in par. (b) indicates that utilization of beds by recipients of medical assistance in facilities decreased during the most recently completed fiscal year from the utilization of beds by recipients of medical assistance in facilities in the next most recently completed fiscal year, the department shall multiply the difference between the number of days of care provided to the recipients in the facilities in each of those prior 2 consecutive fiscal years by the average daily costs of care in the facilities for the most recently completed fiscal year. The average daily costs of care shall be calculated by dividing the total of medical assistance expenditures for care in facilities for the most recently completed fiscal year by the total number of days of care provided in facilities in that fiscal year

ASSEMBLY BILL 836

(d) If par. (c) applies and if the amount calculated under par. (c) is positive, the
department's report under par. (b) shall include a proposal to transfer an amount
that equals the state share of medical assistance expenditures of the amount
calculated under par. (c) from the appropriation under s. 20.435 (1) (b) to the
appropriation under s. 20.435 (7) (bd) for the purpose of increasing funding for the
long-term support community options program under s. 46.27 The secretary shall
transfer the amount identified under the proposal if within 14 working days after the
submission of the proposal the joint committee on finance does not schedule
meeting for the purpose of reviewing the proposed action.

(d), 40% shall be expended for services as specified under s. 46.27 (7) and 60% shall be expended for services as specified under s. 46.27 (11).

(f) The joint committee on finance may approve or modify any proposal that is submitted by the department under this subsection.

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(END)

DRAFTER'S NOTE FROM THE LEGISLATIVE REFERENCE BUREAU

LRB-3287/1dn ISR::/:...

Representative Black:

This bill requires DHFS to submit the report beginning on September 1, 2002. Is this ok?

Please review the bill carefully to ensure that it is consistent with your intent. Feel free to contact me if you have questions or would like to have the bill redrafted.

Ivy G. Sager–Rosenthal Legislative Attorney Phone: (608) 261–4455

E-mail: ivy.sager-rosenthal@legis.state.wi.us

DRAFTER'S NOTE FROM THE LEGISLATIVE REFERENCE BUREAU

LRB-3287/1dn ISR:kmg:pg

May 25, 2001

Representative Black:

This bill requires DHFS to submit the report beginning on September 1, 2002. Is this OK?

Please review the bill carefully to ensure that it is consistent with your intent. Feel free to contact me if you have questions or would like to have the bill redrafted.

Ivy G. Sager–Rosenthal Legislative Attorney Phone: (608) 261–4455

E-mail: ivy.sager-rosenthal@legis.state.wi.us



STEPHEN H. MILLER CHIEF

State of Misconsin

LEGISLATIVE REFERENCE BUREAU

100 NORTH HAMILTON STREET 5TH FLOOR MADISON, WI 53701-2037

LEGAL SECTION: LEGAL FAX: (608) 266-3561 (608) 264-6948

May 25, 2001

MEMORANDUM

To:

Representative Black

From:

Ivy G. Sager-Rosenthal, Legislative Attorney

Rc:

LRB-3287/1 Modification to COP/MA funds transfer

The attached draft was prepared at your request. Please review it carefully to ensure that it is accurate and satisfies your intent. If it does and you would like it jacketed for introduction, please indicate below for which house you would like the draft jacketed and return this memorandum to our office. If you have any questions about jacketing, please call our program assistants at 266-3561. Please allow one day for jacketing.

X ____JACKET FOR ASSEMBLY _____JACKET FOR SENATE

If you have any questions concerning the attached draft, or would like to have it redrafted, please contact me at (608) 261-4455 or at the address indicated at the top of this memorandum.

If the last paragraph of the analysis states that a fiscal estimate will be prepared, the LRB will request that it be prepared after the draft is introduced. You may obtain a fiscal estimate on the attached draft before it is introduced by calling our program assistants at 266-3561. Please note that if you have previously requested that a fiscal estimate be prepared on an earlier version of this draft, you will need to call our program assistants in order to obtain a fiscal estimate on this version before it is introduced.

Please call our program assistants at 266-3561 if you have any questions regarding this memorandum.

Basford, Sarah

From:

Basford, Sarah

Sent:

Tuesday, December 04, 2001 12:14 PM

To: Subject: McMurray, Susan LRB -3287/1 & dn





01-3287/1

01-3287/1dn

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