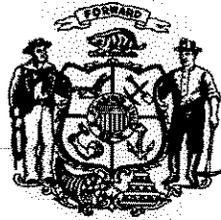


# THE STATE OF WISCONSIN

pt 12

SENATE CHAIR  
BRIAN BURKE

317-E Capitol  
P.O. Box 7882  
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ASSEMBLY CHAIR  
JOHN GARD

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## JOINT COMMITTEE ON FINANCE

June 19, 2001

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

Dear Secretary Lightbourn:

We are writing to inform you that the members of the Joint Committee on Finance have reviewed your request, received May 30, 2001, pursuant to s. 16.515/16.505, Stats., pertaining to a request from the Department of Administration.

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

Sincerely,

Handwritten signature of Brian Burke in cursive.

BRIAN BURKE  
Senate Chair

Handwritten signature of John G. Gard in cursive.

JOHN G. GARD  
Assembly Chair

BB:JG:dh

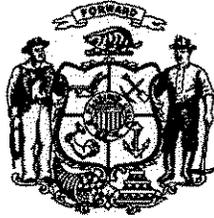
cc. Members, Joint Committee on Finance  
Robert Lang, Legislative Fiscal Bureau  
Vicky La Belle, Department of Administration

# THE STATE OF WISCONSIN

SENATE CHAIR  
BRIAN BURKE

ASSEMBLY CHAIR  
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## 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: s. 16.515/16.505, Stats., Request

Date: May 31, 2001

Attached is a copy of a request from the Department of Administration, received May 30, 2001, pursuant to s. 16.515/16.505(2), Stats., for funding due to increased postage for resale costs.

Please review the material and notify **Senator Burke** or **Representative Gard** no later than **Monday, June 18, 2001**, if you have any concerns about the request or if you would like to meet formally to consider it.

Also, please contact us if you need further information.

Attachment

BB:JG:dh



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

SCOTT McCALLUM  
GOVERNOR

GEORGE LIGHTBOURN  
SECRETARY

Office of the Secretary  
Post Office Box 7864  
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Voice (608) 266-1741  
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TTY (608) 267-9629



**Date:** May 30, 2001  
**To:** The Honorable Brian Burke, Co-Chair  
Joint Committee on Finance  
  
The Honorable John Gard, Co-Chair  
Joint Committee on Finance  
**From:** George Lightbourn, Secretary  
Department of Administration  
*George Lightbourn*  
**Subject:** S. 16.515/16.505(2) Request(s)

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

<u>AGENCY</u>	<u>DESCRIPTION</u>	<u>1999-2000</u>		<u>2000-01</u>	
		<u>AMOUNT</u>	<u>FTE</u>	<u>AMOUNT</u>	<u>FTE</u>
DOA 20.505(1)(kd)	Printing, document sales, mail distribution and record services			\$ 1,400,000 *	

\* One-time expenditure authority.

As provided in s. 16.515, the request(s) will be approved on June 20, 2001, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

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

Attachments



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

SCOTT McCALLUM  
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TTY (608) 267-9629

**Date:** May 30, 2001

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

**From:** Cynthia Dombrowski *CD*  
State Budget Office

**Subject:** Request Under s. 16.515 from the Department of Administration for  
Funding Due to Increased Postage for Resale costs

**REQUEST:**

The Department of Administration (DOA) requests a one-time expenditure authority increase of \$1,400,000 PR in Fiscal Year 2000-01 to the appropriation under s. 20.505(1)(kd), Printing, Document Sales, Mail Distribution and Record Services, for postage for resale increases.

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

The sources of revenue in the appropriation under s. 20.505(1)(kd), Printing, document sales, mail distribution and record services, are obtained from fees charged to state agencies for the production and distribution of distribution of documents.

**BACKGROUND:**

DOA operates the state's central mailing services operation which provides high-speed inserting, labeling, metering and zip code sorting services. This mail servicing function is operated out of DOA's General Services building at Thornton Avenue. In 2000-01, it is estimated that approximately 30 million pieces of out-going mail will be processed through this facility.

The appropriation under s. 20.505(1)(kd) operates several different functions including Publishing Services, Mailing Services, Document Sales, Paper Warehouse, the State Record Center, and Document Imaging. Each is treated and operated separately and recovers all costs via customer service charges.

**ANALYSIS:**

DOA has cited that increased US Postal Service rates and increased mail production volume as the basis for increased expenditure authority for Postage for Resale. Recently, several large state agencies shifted their mail inserting to DOA. The Department of Workforce Development, Department of Transportation and Department of Revenue began their shift in fiscal year 1999-2000 resulting in unanticipated increases in the amount of postage needed for operation. The following table details the amount increase needed by agency:

<b>Agency</b>	<b>1999-00</b>	<b>2000-01</b>	<b>Amount Increase</b>
DOT	\$1,207,100	\$1,997,400	\$790,300
DWD	\$1,834,700	\$3,565,500	\$1,730,800
DOR	\$363,100	\$527,800	\$164,700
<b>Total:</b>	<b>\$3,404,900</b>	<b>\$6,090,700</b>	<b>\$2,685,800</b>

Effective January 2001, the United States Postal Service increased the rate charged for first class mail from \$.33 to \$.34 and the automated rate from \$.27 to \$.28 per one-ounce piece. This 3.7% increase in the cost of postage results in an increased need of \$307,000.

Included in the appropriation is the state's Paper Warehouse account. Due to the way in which the paper and printing industry operates, the need for a centralized operation has significantly diminished. As a result, in early fiscal year 2000-01, the Paper Warehouse was discontinued. DOA has stated that it will use the remaining balance in the Paper Warehouse to off-set some of the increase needed for postage.

Mailing services operates under the provisions of s.20.903(2)(b) which authorizes accounts receivable and assets to be included for purposes of calculating appropriation balances. When this treatment is applied to mail services, a negative balance results due to the discontinuation of the Paper Warehouse operation and the additional volume incurred from the addition of DOT, DWD and DOR to mail services.

DOA does not anticipate a rate increase as a result of this request.

The following table summarizes the agency need.

Item	2000-01 Increase
USPS Rate Increase	\$307,000
Volume Increase	\$2,685,800
Paper Warehouse Discontinuation	\$-1,592,800
<b>Total:</b>	<b>\$1,400,000</b>

**RECOMMENDATION:**

Approve the request.



WISCONSIN DEPARTMENT OF  
ADMINISTRATION

SCOTT McCALLUM  
GOVERNOR  
GEORGE LIGHTBOURN  
SECRETARY

Office of the Secretary  
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Date: May 10, 2001

CC DC  
CD

To: David P. Schmiedicke, Director  
State Budget Office  
Department of Administration

From: George Lightbourn, Secretary  
Department of Administration

Subject: Request for Increased Appropriation Authority Under s.16.515

#### REQUEST

Under the provisions of s.16.515 Wis. Stats, the Department requests \$1.4 million in one-time authority in FY01 to cover unanticipated postage for resale increases. This request will increase authority in the PRS appropriation under s.20.505(1)(kd), *Printing, Document Sales, Mail Distribution and Record Services*.

#### BACKGROUND

Under the provisions of Section 16 Wis. Stats., DOA operates several Program Revenue Service (PRS) operations that provide goods and services to state agencies. Most services related to production and distribution of documents are funded under s.20.505(1)(kd), *Printing, Document Sales, Mail Distribution and Record Services*. Units in this appropriation include, Publishing Services, Mailing Services, Document Sales, Paper Warehouse, the State Record Center, and Document Imaging. Each of these units is treated as a separate business entity and is required to fund all operating costs through customer service charges.

Mailing Services, located at the General Services facility at Thornton Avenue, provides high-speed inserting, labeling, metering and zip code sorting services. In FY01, this unit will process over 30 million pieces of out-going mail. Mailing Services segregates expenses into two cost centers. The first covers operating costs such as salaries, rent, equipment maintenance, supplies, and depreciation. The second account is used solely to purchase postage from the US Postal Service for application via metering and inserting services. In FY00, slightly more than \$8.3 million in postage for resale was charged to this account. This fiscal year, through April, 2001, nearly \$9.1 million has been charged to the postage account with a projected FY01 total of \$10.9 million. This \$2.6 million increase is due to a combination of increased US Postal Service rates and

higher volume. Neither of these was anticipated at the time the 1999-2001 appropriation levels were set as part of the last biennial budget.

#### ANALYSIS

The need for increased expenditure authority in the Postage for Resale account is due to a combination of increased US Postal Service rates and increased mail production volume.

1. USPS. Effective January 2001, the rate for first class mail increased from \$.33 to \$.34 (3%) and the automated rate from \$.27 to \$.28 (3.7%) per 1 ounce piece. Applying the 3.7% increase to the \$8.3 million metered in FY00 results in an annualized increase of \$307,000.
2. Volume. Due to resource constraints (staff, space, and equipment), the Departments of Transportation (DOT), Workforce Development (DWD) and Revenue (DOR), have shifted most of their mail inserting to Mailing Services in DOA. DOT began their migration in late FY2000, followed by DOR and DWD in FY2001. This resulted in unanticipated increases in the Postage for Resale account as shown below:

Agency	FY00	FY01	Increase
DOT	\$ 1,207,100	\$ 1,997,400	\$ 790,300
DWD	1,834,700	3,565,500	1,730,800
DOR	363,100	527,800	164,700
Total	\$ 3,404,900	\$ 6,090,700	\$ 2,685,800

Based on the above information, Mailing Services could justify increased authority of \$2.7 million. However, the discontinuation of the Paper Warehouse unit in early FY01 resulted in an offsetting decrease in supplies and services authority. Consequently the department estimates the actual appropriation shortfall in FY01 at \$1.4 million.

#### FINANCIAL CONSIDERATIONS

Appropriation Changes. Based on Chapter 20, this request increases the FY01 expenditure authority under s.20.505(1)(kd), *Printing, Document Sales, Mail Distribution and Record Services*, by \$1.4 million from \$19,001,200 to \$20,401,200.

Program Position. Mailing Services is one of several program revenue service (PRS) programs funded within DOA's *Printing, Document Sales, Mail Distribution and Record Services*. This appropriation operates under the provisions of s.20.903(2)(b) that authorizes accounts receivable and assets to be included for purpose of calculating appropriation balances. This treatment of accounts receivable and assets is similar to accrual accounting used by the private sector. The program position is currently

May 10, 2001

Page 3 of 3

negative due to several factors including closeout costs of the Paper Warehouse operation and ramp-up costs to process the additional volume in Mailing Services.

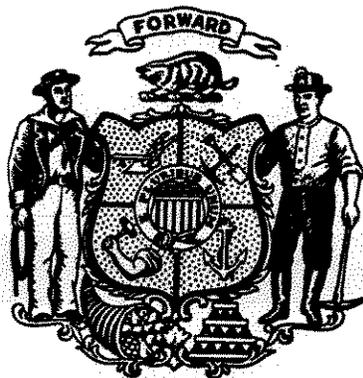
Rate Impact. This request will have no direct rate impact for state agencies. The volume increase attributed to the three major agencies identified above does not represent increased costs, as these agencies would previously have paid this amount directly to the US Postal Service. However, as noted above, the appropriation is currently negative (-\$159,000) due to other factors. Consequently, rate increases may be required for FY02. The department is currently reviewing all program revenue rates as part of its normal operating cycle. Any rate increases will be effective July 1, 2001.

#### SUMMARY

The department requests a \$1.4 million one-time increase in FY01 expenditure authority to the appropriation under s.20.505(1)(kd). This additional authority will enable the department to purchase postage for resale through the remainder of the fiscal year.

cc: Linda Seemeyer  
Brian Hayes  
Robert Cramer  
Sari King  
Paul McMahon

END

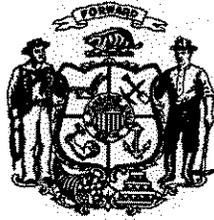


END

# THE STATE OF WISCONSIN

SENATE CHAIR  
BRIAN BURKE

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## JOINT COMMITTEE ON FINANCE

June 19, 2001

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

Dear Secretary Lightbourn:

We are writing to inform you that the members of the Joint Committee on Finance have reviewed your request, received May 30, 2001, pursuant to s. 16.515/16.505, Stats., pertaining to a request from the Department of Health and Family Services.

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

Sincerely,

Handwritten signature of Brian Burke in black ink.

BRIAN BURKE  
Senate Chair

Handwritten signature of John G. Gard in black ink.

JOHN G. GARD  
Assembly Chair

BB:JG:dh

cc. Members, Joint Committee on Finance  
Secretary Phyllis Dubé, Department of Health and Family Services  
Robert Lang, Legislative Fiscal Bureau  
Vicky La Belle, Department of Administration



## Legislative Fiscal Bureau

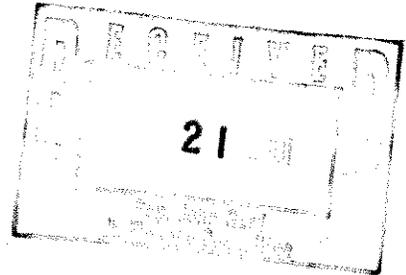
One East Main, Suite 301 • Madison, WI 53703 • (608) 266-3847 • Fax: (608) 267-6873

June 20, 2001

TO: Senator Brian Burke, Co-Chair  
Representative John Gard, Co-Chair  
Joint Committee on Finance

FROM: Bob Lang, Director

SUBJECT: S. 16.515 Request for State Mental Health Institutions -- Effect on Institutional Funding Split



On May 30, 2001, the Department of Administration submitted to the Committee a s. 16.515 request for the Department of Health and Family Services for additional PR funding and positions to staff a new, 20-bed medium security civil admissions unit at Mendota Mental Health Institute and to provide additional staffing at the Winnebago Mental Health Institute. The request would address rising populations at the Institutes. Currently, the Institutes have sufficient program revenues to support this request.

The Department of Administration recommended that 34.5 PR positions and \$134,600 PR be approved for 2000-01, and that the request for ongoing costs be added to the agency's base through the 30-day report. The estimated annual costs of supporting this request would be \$1,615,700 PR.

The addition of the new unit and other staff would affect the appropriate split of indirect costs at the Institutes. Indirect costs, such as administration and housekeeping, are supported by GPR and PR expenditures according to the percentage of GPR- and PR-supported patients. Since the new unit would serve adult civil patients, who are supported by program revenues from charges to the counties, a larger proportion of indirect costs should be supported by PR. Specifically, if the new unit at Mendota is approved, GPR funding for the Institutes should be reduced by \$265,100 annually with a corresponding increase in PR expenditure authority. This adjustment would free up a total of \$530,200 GPR in the 2001-03 biennium that could be used to meet other needs in the 2001-03 biennial budget.

cc: Members, Joint Committee on Finance

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

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## 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: s. 16.515/16.505, Stats, Request

Date: May 30, 2001

Attached is a copy of a request from the Department of Administration, received May 30, 2001, pursuant to s. 16.515/16.505(2), Stats., pertaining to a request from the Department of Health and Family Services.

Please review the material and notify **Senator Burke** or **Representative Gard** no later than **Monday, June 18, 2001**, if you have any concerns about the request or if you would like to meet formally to consider it.

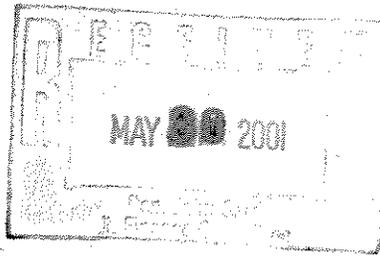
Also, please contact us if you need further information.

Attachment

BB:JG:dh



WISCONSIN DEPARTMENT OF  
ADMINISTRATION



SCOTT McCALLUM  
GOVERNOR

GEORGE LIGHTBOURN  
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Office of the Secretary  
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**Date:** May 30, 2001  
**To:** The Honorable Brian Burke, Co-Chair  
Joint Committee on Finance  
The Honorable John Gard, Co-Chair  
Joint Committee on Finance  
**From:** George Lightbourn, Secretary  
Department of Administration  
**Subject:** S. 16.515/16.505(2) Request(s)

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

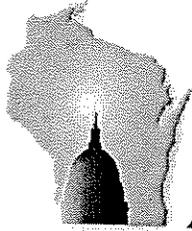
AGENCY	DESCRIPTION	1999-2000		2000-01	
		AMOUNT	FTE	AMOUNT	FTE
DHFS 20.435(2)(gk)	Institutional operations			\$ 134,600 *	

\* Ongoing annual expenditures are \$1,615,600.

As provided in s. 16.515, the request(s) will be approved on June 20, 2001, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

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

Attachments



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

SCOTT McCALLUM  
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Post Office Box 7864  
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**Date:** April 19, 2001

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

**From:** Susan Jablonsky, Budget Analyst 53  
Department of Administration

**Subject:** Request Under 16.505/515 from the Department of Health and Family Services (DHFS) for Staff for the Mental Health Institutes

**REQUEST:**

The department requests 36.5 PR permanent positions in FY01 and permanent expenditure authority of \$435,600 PR in FY01 for the Division of Care and Treatment Facilities (DCTF) in appropriation s. 20.435(2)(gk). Of this total, 28 positions and \$379,500 in expenditure authority is requested for the operation of a new, 20-bed medium security civil admissions unit at Mendota Mental Health Institute (MMHI). The remaining 8.5 PR positions will cost \$56,200 PR for staff at Winnebago Mental Health Institute (WMHI). The new unit and additional staff are required to meet the needs of the increased populations that have occurred at both mental health institutes (MHIs) in FY01. In addition, the Department requests \$1,742,500 PR in permanent expenditure authority in each year of the next biennium for the annualization of the FY01 costs.

**REVENUE SOURCES FOR APPROPRIATION:**

The source of revenue deposited in the appropriation under s. 20.435(2)(gk) is daily rates charged to counties for the cost of care of individuals who are committed under civil admissions statutes to the MHIs. Daily rates are currently \$592 at MMHI and \$511 at WMHI. The department projects increased revenues of \$4.1 million in this appropriation as the result of increased placements during FY01. No rate increase would be required at this time to fund this request.

**BACKGROUND:**

The department's Mental Health Institutes are mental health hospitals that provide mental health services to Wisconsin residents of all ages. The MHIs cannot refuse to treat patients who have been denied care in other facilities. Patients who are admitted as civil commitment patients are referred by community mental health boards and the

state receives program revenue from their county of residence. Forensic patients are referred directly by the courts, are GPR funded and include individuals being evaluated for competency to stand trial and individuals charged with a crime who have been found either incompetent to stand trial or not guilty of a crime by reason of mental defect or disease. Mendota has a base budget of \$48 million with 719 FTE and Winnebago has a base budget of \$40 million with 680 FTE.

Over the last two years, the MHIs have experienced a significant growth in population. This population growth may be attributed to a number of factors, including the following:

- A 97% increase in court-ordered inpatient competency evaluations for forensic patients since 1996. Although MHI staff complete these evaluations within 14 days or less, the average length of stay for these patients is 21 days. Counties delay returning these individuals to county jails to make it easier to coordinate efficient transportation or to ease jail crowding.
- A 16% increase in adult civil populations since July 1999. This increase appears to be the result of two factors. The first is an increase in emergency detentions (ED) from counties. Because there are waiting lists at both institutions, counties that cannot handle problematic patients try to get the person into the MHI as an ED. The second is the refusal of other psychiatric facilities and nursing homes to treat certain patients because of changes in federal regulations that restrict the use of restraint and seclusion for patient treatment. These patients are too disruptive for those facilities to handle and the MHIs are the placement of last resort.
- Increased bed occupancy by "state-at-large" patients who have no Wisconsin county of residence and therefore no party interested in developing or funding community placement. The state must bear the cost of these patients unless staff can convince the state where the person is from to take the patient back. The length of stay for these patients is often far longer than clinically warranted.

As a result of these population pressures, the MHIs have experienced an increase in the frequency of problematic behavior by patients, including bomb threats and unit disturbances, which result in the increased use of law enforcement agencies for assistance. The MHIs have also seen increased overtime costs and staff turnover, an increased frequency in security alarms and help calls, and more patient-to-staff assaults and injuries. The increased populations threaten the Department's ability to meet the new restraint and seclusion regulations as well, despite the fact that an additional 41.85 FTE were approved under s. 13.10 in July 2000.

The Department has taken a number of steps to manage the increased populations within existing resources. In particular, the Department has:

- Refused to accept voluntary admissions unless it is believed that the admitting county will convert the admission to an ED instead, to get immediate admission and services.
- Used one-time funding available in FY01 to increase the number of outpatient competency evaluations. By performing competency evaluations on an outpatient basis, the Department avoids having to admit individuals to a MHI for evaluation, which adds to its overcrowding.
- Worked with the Department of Corrections to avoid inmate psychiatric evaluation admissions under Chapter 51. Instead, DHFS staff go to the correctional facility to perform a consultation and evaluation.
- Notified counties of the population problem and asked them to consider other alternatives whenever possible.
- Notified courts of the population problem and asked them to consider outpatient evaluation rather than inpatient in all possible cases.
- Diverted the admittance of individuals with developmental disabilities who have been placed in the community from DHFS Centers for the Developmentally Disabled (DD) to an Intensive Treatment unit at a DD Center rather than admitting them to a MHI.
- Attempted, so far unsuccessfully, to get patients who are not Wisconsin residents and who have no Wisconsin county in which to claim residency returned to their state of origin.
- Used single rooms in civil admissions units to house two patients. However, due to the severity of patients' problems, this can result in increased patient-to-patient assaults.
- Requested language, which has been included in the Governor's budget recommendations, that would allow DHFS to charge counties for competency evaluation patients whose evaluation is completed but who still remain at the institution after the evaluation period.

While these actions have provided some short-term relief to the MHIs, the department believes additional staff are needed to be able to manage the increased populations on a permanent basis.

While DCTF carefully monitors the variations of the populations, past experience has shown that they usually were able to stay within budgeted population levels near the end of the biennium. As a result, DCTF did not include a request for additional staff in its budget request. However, all of the factors noted above have contributed to

population levels that have continued to increase and that have become very difficult to manage. Staff have cited examples and, in many cases, documented cases of increased incidents of patient-to-staff assaults, increased patient-to-patient violence, increased property destruction, increased acting-out due to overcrowding, increased complaints by counties regarding treatment, increased complaints from the union, more staff injuries, and more overtime due to increased sick leave. Staff believe that the acuity level of patients is increasing and community providers are less able to deal with these more difficult cases.

DCTF proposes to open a medium security unit at MMHI for 18-20 male patients which will serve patients from both MHIs. This unit at Goodland Hall will become available this spring when a new unit for the Mendota Juvenile Treatment Center, that serves juveniles from the Department of Correction's juvenile institutions that have mental health problems, opens. The opening of an additional 20 beds would help alleviate some of the population pressures.

**ANALYSIS:**

DCTF staff have analyzed population data and have found that the trend continues to go upward based on actual populations and using a conservative assumption of growth. Although the total budgeted average daily population (ADP) is 505 for both MHIs, excluding the Mendota Juvenile Treatment Center, the population was 519 by the end of January 2001 and is projected to go up to 532 during the next biennium. They have also evaluated the trend for each type of population-forensic, child and adult. With the exception of forensic patients at Winnebago, all trends are exceeding budgeted levels. Both MHIs have waiting lists for patients to be admitted. Winnebago has 28 people on the list and Mendota has 16.

DCTF has taken a number of actions described above to limit populations. Despite these actions, populations continue to grow. Given the availability of the vacant unit at Mendota, staff believe that opening it as a unit for male civil commitments could help relieve overcrowding. They are requesting a total of 28 PR FTE for the unit as follows:

<u>Class</u>	<u># of FTE</u>
Unit Manager	1
Psychiatrist	1
Nurse Clinician 2	4
Resident Care Technician	15
Occupational Therapist	1
Occupational. Therapy Assistant	1
Social Worker.	2
Psychologist.	1
Unit Clerk	1
Custodian	1

Staff derived the total number of staff needed by reviewing the staffing patterns for medium and maximum security forensics units at Mendota. The maximum unit has 30.73 FTE and the medium unit has 25 FTE. DCTF chose a number between the 2 staffing levels since this new unit will be an admissions unit where people admitted will have more acute problems, such as emergency detentions, and thus the need for higher security.

DCTF would staff this unit on a 4-4-1 staffing pattern so that 4 resident care technicians would be available on day and evening shifts and one would be available on the night shift. This level of staffing is requested because it is expected that the population in the new unit will be complex and, in all probability, exhibit violent and aggressive behavior. In order to be able to manage these patients appropriately, it will be necessary to meet the new federal regulations for minimal restraint and seclusion while ensuring that patient and staff safety is not compromised. To accomplish this, a higher staff-to-patient ratio on the morning and afternoon shifts is required for many of these aggressive patients.

The annual cost of the staff is \$1,256,800. The request assumes the staff would be funded for the last 3 months of FY01 resulting in a staff cost of \$314,200. They have also included costs for 3 months of supplies, food, and variable non-food supplies. The total cost for staff and supplies is \$379,500.

In preparing this request, DCTF staff also reviewed turnover and vacancy rates for posted positions including resident (RCT) and psychiatric care technicians (PCT) and nurses. Mendota had fairly low turnover rates for RCTs (2%) and PCTs (5%) but they had turnover that was higher for licensed practical nurses (10%) and registered nurses (11%). Vacancy rates were also higher for the nurses-10% and 14% respectively. For RCTs, the vacancy rate was 5.9%. At Winnebago, turnover was significantly higher-16.6% overall for RCTs and nurses. However, vacancy rates were very low at 3.2%. Both MHIs have worked hard to keep positions filled by implementing such strategies

as continuous recruitment. It appears likely that with such efforts, they would be able to fill newly authorized positions.

Given the population pressures, the availability of the vacant unit, the demand for beds evidenced by waiting lists and available revenue, it appears reasonable to approve the 28 FTE for Mendota. As noted, the unit would serve both MHIs. However, the requested amount should be adjusted to provide 1 month of funding, \$126,500 PR, to account for the timing of the submission of the request.

The Department also requests an additional 8.5 PR FTE for WMHI to enable that facility to manage the population increase it is experiencing. The additional staff will include:

- 1.0 FTE Pharmacist and 1.0 Pharmacy Technician to meet the needs of the increased population at WMHI. This staff is also necessary to serve the anticipated increase in the psychiatric population at the Wisconsin Resource Center (WRC) that will result when the 237 sexual predators currently housed at WRC move to their own facility, the Sand Ridge Treatment Center, in June 2001. As the predators leave WRC, it is anticipated that an equivalent number of inmates can again be served at WRC. These inmates have heavy psychotropic medication needs and current staffing levels at the WMHI pharmacy are not sufficient to provide services to both the increased WMHI population and the anticipated increased inmate population.
- 3.5 FTE Correctional Officers to allow the conversion of the current security contract to state positions. Security services are required at MHIs by accrediting organizations and there are several standards that must be met. WMHI has traditionally provided these services by contracting with a local security agency. For the past year, these contracted services have been progressively deteriorating. DHFS has used several vendors but has not been able to find one that can meet its security needs. Problems with contractors include security staff not reporting for duty or sleeping on the job, not performing the tasks required, misusing state computer and telephone resources, and lack of training. Poor performance by these providers compromises staff and patient safety and creates failures in critical security communications, fire systems inspections, and inspections of locking systems and entries. (Funds will be transferred from supplies and services to salary and fringe for these positions and no additional expenditure authority will be required.)
- 1.0 FTE Client Rights Facilitator to deal with an increased number of patient grievances. The WMHI investigator currently has a standing backlog of approximately 310 complaints. In CY 00, MMHI had 608 patient complaints, which were addressed by two Client Rights Facilitators. By comparison, WMHI had 881 patient complaints to be addressed by one facilitator. As census pressures increase, patient grievances also increase, because of overcrowding and the

subsequent increased patient-to-patient and staff-to-patient interaction and conflict. The extent to which the Department can respond to patient grievances in a systematic and timely manner determines the likelihood that patients will not bypass the grievance process and turn to the courts to address their complaints.

- 1.0 FTE Facility Repair Worker and 1.0 Custodian 2 to provide additional housekeeping and maintenance that are required because of the greater wear and tear on WMHI's physical facility related to population pressures.

These additional staff would cost \$224,700 annually or \$56,200 for 3 months in FY01.

Given the justification provided by DCTF staff for these positions, it appears reasonable to approve all of the positions except for the 2 pharmacy positions. The rationale related to that request is tied to the removal of the sexual predators to Sand Ridge and the replacement of those individuals with mentally ill inmates from the Department of Corrections' institutions. However, the movement of the SVPs to Sand Ridge will be phased in on a schedule that assumes that all will have been moved by mid-November of this year. As a result, it appears premature to approve the pharmacy positions until more is known about the actual impact of serving an increased number of mentally ill inmates at the Resource Center. Approval of 6.5 PR FTE would cost \$97,700 annually or \$8,100 for 1 month in FY01.

Finally, DCTF requests that ongoing annualized expenditures be approved for the next biennium. However, ongoing expenditures cannot be authorized under s. 16.515 for the next biennium. Instead, these expenditures are added into the agency's base through the 30-day report that occurs after the budget is passed.

**RECOMMENDATION:**

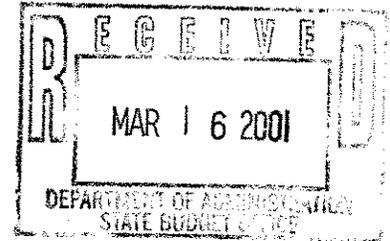
Modify the request to provide 34.5 positions and \$134,600 PR expenditure authority in FY01. Deny the request for ongoing expenditure authority of \$1,615,600 in FY02 and FY03 at this time. Ongoing costs will be added to the agency's base through the 30-day report.



State of Wisconsin  
Department of Health and Family Services

cc: JAK  
SJ

Scott McCallum, Governor  
Phyllis J. Dubé, Secretary



March 16, 2001

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

Dear Mr. Chandler:

Under the provisions of s. 16.505 and s. 16.515, the Department requests 36.5 PR permanent positions in FY 01 and permanent expenditure authority of \$435,600 PR in FY 01 for the Division of Care and Treatment Facilities in appropriation s. 20.435(2)(gk)[229]. Of this total, 28 positions and \$379,500 expenditure authority are requested for the operation of a new, 20-bed medium security civil admissions unit at Mendota Mental Health Institute (MMHI). The remainder 8.5 PR permanent positions in FY 01 and permanent expenditure authority of \$56,200 PR, is for staff at Winnebago Mental Health Institute (WMHI). The new unit and additional staff are required to meet the needs of the increased populations that have occurred at both Mental Health Institutes (MHIs) in FY 01. In addition, the Department requests \$1,306,900 PR in permanent expenditure authority in FY 02 for the annualization of the FY 01 costs.

The Source of Revenue

The source of revenue deposited in the appropriation under s. 20.435(2)(gk) is rates charged to counties for the cost of care of individuals who are committed under civil admissions statutes to the MHIs. Currently the Department projects increased revenues of \$2,560,700 for this appropriation as the result of increased placements during FY 01.

The Department's Mental Health Institutes (MHIs) are mental health hospitals that provide mental health services to Wisconsin residents of all ages. The MHIs cannot refuse to treat patients who have been denied care in other facilities. Patients who are admitted as civil commitment patients are referred by community mental health boards and funded by their county of residence through program revenue (PR). Forensic patients are referred directly by the courts, are state (GPR) funded and include individuals being evaluated for competency to stand trial and individuals charged with a crime who have been found either incompetent to stand trial or not guilty of a crime by reason of mental defect or disease.

Wisconsin.gov

Over the last two years, the Department's Mental Health Institutes have experienced a significant growth in population. This population growth may be attributed to a number of factors, including the following:

- A 97% increase in court-ordered inpatient competency evaluations for forensic patients since 1996. Although MHI staff complete these evaluations within 14 days or less, the average length of stay (LOS) for these patients is 21 days. Counties delay returning these individuals to county jails to make it easier to coordinate efficient transportation or to ease jail crowding.
- A 16% increase in adult civil populations since July 1999. This increase appears to be the result of two factors. The first is an increase in emergency detentions (EDs) from counties. The second is the refusal of other psychiatric facilities and nursing homes to treat certain patients because of changes in federal regulations that restrict the use of restraint and seclusion for patient treatment. These regulations were issued as interim regulations last summer and, as of January 1, 2001, the federal government began applying these standards in their facility surveys.
- Increased bed occupancy by state-at-large patients who have no Wisconsin county of residence and therefore no party interested in developing or funding community placement. The length of stay for these patients is often far longer than clinically warranted.

As a result of these census pressures, the MHIs have experienced an increase in the frequency of problematic behavior by patients, including bomb threats and unit disturbances, which result in the increased use of law enforcement agencies for assistance. The MHIs have also seen increased overtime costs and staff turnover, an increased frequency in security alarms and help calls, and increased staff injuries and patient-to-staff assaults and injuries. The increased populations threaten the Department's ability to meet the new restraint and seclusion regulations as well.

The Department has taken a number of steps to manage the increased populations within existing resources. In particular, the Department has:

- Refused to accept voluntary admissions unless it is believed that the admitting county will convert the admission to an ED instead, to get immediate admission and services.
- Used one-time funding available in FY 01 to increase the number of outpatient competency evaluations. By performing competency evaluations on an outpatient basis, the Department avoids having to admit individuals to an MHI for evaluation, which adds to its overcrowding. Outpatient competency evaluations are currently performed primarily in Milwaukee County.
- Worked with the Department of Corrections to avoid inmate psychiatric evaluation admissions under Chapter 51. Instead, DHFS staff go to the correctional facility to perform a consultation and evaluation.

**MMHI Comparison of Staffing a Current Unit  
(Secure Assessment and Treatment Unit [SATU])  
Against Proposed Unit Staffing**

<b>CLASS</b>	<b>Proposed Secure Civil Unit # of FTE Positions</b>	<b>SATU (Current) # of FTE Positions</b>
Unit Manager (Nurse Supervisor)	1	1
Psychiatrist*	1	2
RN (Nurse Clinician 2)	4	5.73*
PCT	0	15
RCT 2	15	0
Occupational Therapist Senior	1	1
Occupational Therapy Assistant-Obj.	1	1
Social Worker Adv.	2	2
Psychologist Ph.D.	1	1
Unit Clerk (PA 2)	1	1
Environmental Services (Custodian 2)*	1	1
Forensic Consumer Advocate LTE	0	0
<b>TOTAL</b>	<b>28</b>	<b>30.73</b>

\*The Psychiatrist position can be reduced for the proposed unit because this unit will not deal with admissions at the rate of SATU.

\*The 5.73 RN positions are the result of 1 FTE due to the HCFA allocation. We feel we can operate the proposed unit with a total of 4 RN's

\*The Environmental Services position is shared among multiple unit and other activity/office spaces, and basement space. This building has a lot of square footage.

03/02/01

*gvr/tableproposedsecurecivil*

- Notified counties of the population problem and asked them to consider other alternatives whenever possible.
- Notified courts of the population problem and asked them to consider outpatient evaluation rather than inpatient in all possible cases.
- Diverted the admittance of individuals with developmental disabilities who have been placed in the community from DHFS Centers for the Developmentally Disabled (DD) to an Intensive Treatment unit at a DD Center. In some cases, these individuals display behavioral or psychiatric problems which require treatment. The Department's policy is to divert them to short-term intensive treatment units at the Centers when indicated clinically.
- Attempted, so far unsuccessfully, to get patients who are not Wisconsin residents and who have no Wisconsin county in which to claim residency returned to their state of origin.
- Used single rooms in civil admissions units to house two patients.
- Requested language, which has been included in the Governor's Budget request, that would allow DHFS to charge counties for competency evaluation patients whose evaluation is completed if the county fails to pick them up within 24 hours of notification.

While these actions have provided some short-term relief to the MHIs, the Department must request additional staff and resources to be able to manage the increased populations on a permanent basis.

### Proposal

To meet the needs of this increased population, the Department proposes to open a civil (PR funded) unit in Goodland Hall on the MMHI campus for 18-20 male patients from both WMHI and MMHI who require a medium level of management and security. The new unit provides a "step down" or "step up" unit for these patients as they gain or regress in their treatment progress. Goodland Hall is scheduled to have a vacant unit available for use in late spring when residents of the Mendota Juvenile Treatment Center (MJTC) move into their newly constructed additional unit.

The staffing pattern for direct care staff under this request is 4-4-1 (four RCTs on both the AM and PM shifts and 1 RCT on the night shift). This level of staffing is requested because it is expected that the population in the new unit will be complex and, in all probability, exhibit violent and aggressive behavior. In order to be able to manage these patients appropriately, it will be necessary to meet the new federal regulations for minimal restraint and seclusion while ensuring that patient and staff safety is not

compromised. To accomplish this, a higher staff:patient ratio on the morning and afternoon shifts is required for many of these aggressive patients. Attachment 1 indicates the proposed staffing pattern and budget for the unit. Attachment 2 compares this staffing pattern with that of a similar unit at MMHI. In addition to staff and resources for the new unit, the Department requests \$7,500 for food and \$35,200 for variable non-food for the increased populations for the remainder of FY 01.

There is also a unit vacant at WMHI. However, that unit is in a minimum-security building and would pose increased safety risks for use with this target patient group, unless remodeling were done and much higher staff levels approved. The Department plans to implement specific procedures that will ensure that the added capacity at MMHI benefits WMHI as well.

The Department also requests an additional 8.5 PR FTE for WMHI to enable that facility to manage the population increase it is experiencing. The additional staff will include:

- 1.0 FTE Pharmacist and 1.0 Pharmacy Technician to meet the needs of the increased population at WMHI. This staff is also necessary to serve the anticipated increase in the psychiatric population at Wisconsin Resource Center that will result when the sexual predators currently housed at WRC move to their own facility in June 2001. As the predators leave WRC, it is anticipated that an additional 227 inmates can again be served at WRC. These inmates have heavy psychotropic medication needs and current staffing levels at the WMHI pharmacy are not sufficient to provide services to both the increased WMHI population and the anticipated increased inmate population.
- 3.5 FTE Correctional-Officers to allow the conversion of the current security contract to state positions. Security services are required at MHIs by accrediting organizations and there are several standards that must be met. WMHI has traditionally provided these services by contracting with a local security agency. For the past year, these contracted services have been progressively deteriorating. DHFS has used several vendors but has not been able to find one that can meet its security needs. Problems with contractors include security staff not reporting for duty or sleeping on the job, not performing the tasks required, misusing state computer and telephone resources, and lack of training. Poor performance by these providers compromises staff and patient safety and creates failures in critical security communications, fire systems inspections, and inspections of locking systems and entries. (Funds will be transferred from supplies and services to salary and fringe for these positions and no additional expenditure authority will be required.)
- 1.0 FTE Client Rights Facilitator to deal with an increased number of patient grievances. The WMHI investigator currently has a standing backlog of approximately 310 complaints. In CY 00, MMHI had 608 patient complaints, which were addressed by two Client Rights Facilitators. By comparison, WMHI had 881 patient complaints to be addressed by one facilitator. As census pressures increase, patient grievances also increase, because of overcrowding and the subsequent

increased patient-to-patient and staff-to-patient interaction and conflict. The extent to which the Department can respond to patient grievances in a systematic and timely manner determines the likelihood that patients will not bypass the grievance process and turn to the courts to address their complaints.

- 1.0 FTE Facility Repair Worker and 1.0 Custodian 2 to provide additional housekeeping and maintenance that are required because of the greater wear and tear on WMHI's physical facility related to census.

The positions and funding requested for WMHI are shown in Attachment 3.

The Department has sufficient revenue from the payments from counties for civilly-committed patients to cover the costs of this request. No rate increase would be required at this time to fund this request. (See Attachment 4.)

We would appreciate your prompt consideration of this request. If the Legislature wishes to discuss this issue before acting on the proposal, we recommend that this request be considered at the Joint Committee on Finance's March s. 13.10 meeting. Under this approach, the Legislature could take action on a timely basis to address this pressing problem.

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

Sincerely,



Phyllis Dubé  
Secretary

cc: Cindy Daggett  
Ellen Hadidian  
Laura Flood  
Mike Hughes

20

Attachment 1

MMHI Census Resource Request: New 20-Bed, Medium Security Civil Unit In Goodland Hall

Class	# of FTE	Mid-Point Hourly Salary	Annual Salary	Fringe	Total Salary/ Fringe Cost
Unit Manager (Nurse Supv.)	1	18.34	\$38,565	\$14,836	\$53,401
Psychiatrist	1	\$60.00	\$125,280	\$48,195	\$173,475
RN (Nurse Clinician 2)	4	14.14	\$160,759	\$61,844	\$222,603
RCT 2	15	\$10.93	\$342,359	\$131,705	\$474,064
Occup. Therapist Senior	1	14.14	\$40,190	\$15,461	\$55,651
Occup. Therapy Asst.-Obj	1	\$12.80	\$26,724	\$10,281	\$37,005
Social Worker Adv.	2	\$16.88	\$70,470	\$27,110	\$97,580
Psychologist Ph.D.	1	\$18.26	\$38,129	\$14,668	\$52,797
Unit Clerk (PA2)	1	\$10.90	\$22,765	\$8,758	\$31,523
Housekeeping (Custodian 2)	1	\$8.31	\$17,355	\$6,677	\$24,032
Forensic Consumer Advocate LTE	0	\$12.00	\$25,056	\$9,639	\$34,695
<b>Total Salary &amp; Fringe:</b>	<b>28</b>		<b>\$907,654</b>	<b>\$349,174</b>	<b>\$1,256,828</b>

**Additional MMHI Costs:**

- Minor remodeling: \$0
- Secure Furniture: \$70,000
- Supplies: \$20,000
- Food: \$30,084
- Variable Non-Food: \$140,940
- Total: \$261,024

Total Annual MMHI Request:

\$1,517,852

FY 01 Cost:

\$ 379,463

Winnebago / WRC Census-Related Needs

Attachment 3

Class	# of FTE	Mid-Point Hourly Salary	Annual Salary	Fringe	Total Salary/ Fringe Cost
Clients Rights Facilitator	1	\$15.59	\$32,556	\$12,524	\$45,080
Security Officers (SO2)	3.5 *	\$0.00	\$0	\$0	\$0
Pharmacist	1	\$33.99	\$70,971	\$27,303	\$98,274
Pharmacy Tech (Obj)	1	\$9.91	\$20,686	\$7,958	\$28,644
Facility Repair Worker 2	1	\$9.91	\$20,686	\$7,958	\$28,644
Housekeeper (Custodian 2)	1	\$8.31	\$17,355	\$6,677	\$24,032
<b>Total Annual Salary &amp; Fringe:</b>	<b>8.5</b>		<b>\$162,254</b>	<b>\$62,419</b>	<b>\$224,674</b>

FY 01 Costs:

\$ 56,168

Plus New MMHI Unit:

\$1,517,852

**Total Census-Related Request:**  
Total FY 01 Request:

**PRO: \$ 1,742,526**  
**36.5 FTE**  
**\$ 435,631**

\*\$88,500 will be transferred from current contract line to salary and fringe for costs of these positions.

Revenues/Expenditures - Appropriations 226, 227 and 229

Expenditure Authority

	Central Office <u>2000</u>	Mendota Mental Health Institute <u>2101</u>	Winnebago Mental Health Institute <u>2102</u>	<u>Total</u>
B-2 System	\$900,700	\$14,085,600	\$17,357,400	\$32,343,700
Restraint & Seclusion 16.515 Request	\$0	\$440,800	\$628,600	\$1,069,400
Payplan for PCTs	\$102,400			\$102,400
Payplan -- November adjusted	\$2,363,600			\$2,363,600
Payplan for 27th payroll	\$668,900			\$668,900
Payplan for LOS (estimated)	\$39,300			\$39,300
Fringe on payplan at 22.8%	\$723,700			\$723,700
Municipal Services Supplement Request	\$53,900			\$53,900
Current Request	\$0	\$379,500	\$56,200	\$435,700
	\$4,852,500	\$14,905,900	\$18,042,200	\$37,800,600
				<b>Total Revenue Need</b>

Revenue

DCTF Projection	\$17,304,900	\$24,245,500	\$41,550,400
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*END*



*END*

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

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



ASSEMBLY CHAIR  
**JOHN GARD**

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

## JOINT COMMITTEE ON FINANCE

June 19, 2001

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

Dear Secretary Lightbourn:

We are writing to inform you that the members of the Joint Committee on Finance have reviewed your request, received May 30, 2001, pursuant to s. 16.515/16.505, Stats., pertaining to a request from the Department of Justice.

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

Sincerely,

Handwritten signature of Brian Burke in cursive.

BRIAN BURKE  
Senate Chair

Handwritten signature of John G. Gard in cursive.

JOHN G. GARD  
Assembly Chair

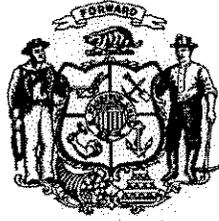
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cc. Members, Joint Committee on Finance  
Attorney General James Doyle, Department of Justice  
Robert Lang, Legislative Fiscal Bureau  
Vicky La Belle, Department of Administration

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

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



ASSEMBLY CHAIR  
**JOHN GARD**

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

## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

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

Re: s. 16.515/16.505, Stats., Request

Date: May 31, 2001

Attached is a copy of a request from the Department of Administration, received May 30, 2001, pursuant to s. 16.515/16.505(2), Stats., pertaining to a request from the Department of Justice.

Please review the material and notify **Senator Burke** or **Representative Gard** no later than **Monday, June 18, 2001**, if you have any concerns about the request or if you would like to meet formally to consider it.

Also, please contact us if you need further information.

Attachment

BB:JG:dh



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT McCALLUM**  
GOVERNOR

**GEORGE LIGHTBOURN**  
SECRETARY

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

**Date:** May 30, 2001  
**To:** The Honorable Brian Burke, Co-Chair  
Joint Committee on Finance  
The Honorable John Gard, Co-Chair  
Joint Committee on Finance  
**From:** George Lightbourn, Secretary  
Department of Administration  
**Subject:** S. 16.515/16.505(2) Request(s)

*George Lightbourn*



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

AGENCY	DESCRIPTION	1999-2000		2000-01	
		AMOUNT	FTE	AMOUNT	FTE
DOJ 20.455(2)(k)	Interagency and intra-agency assistance; investigations				0.50

As provided in s. 16.515, the request(s) will be approved on June 20, 2001, unless we are notified prior to that time that the Joint Committee on Finance wishes to meet in formal session about any of the requests.

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

Attachments

**CORRESPONDENCE MEMORANDUM**STATE OF WISCONSIN  
Department of Administration**Date:** May 30, 2001**To:** George Lightbourn, Secretary  
Department of Administration**From:** Andrew J. Statz, Budget Analyst   
State Budget Office**Subject:** Request under s. 16.505 for 0.50 FTE victim services position**REQUEST:**

The Department of Justice (DOJ) requests the authorization of 0.50 FTE *victim services specialist 2* permanent position in the Division of Criminal Investigation (DCI).

**REVENUE SOURCES FOR APPROPRIATION:**

The revenue source for the appropriation under s. 20.455 (2)(k) *Interagency and intra-agency assistance; investigations* is a federal Victim of Crime Act (VOCA) sub-grant administered by the Office of Crime Victim Services (OCVS) in DOJ.

**ANALYSIS:**

The requested position would work with the National Center for Missing and Exploited Children, affected family members, law enforcement agencies, victim service providers, and nationwide information clearinghouses. Responsibilities would include maintaining the state's information clearinghouse, monitoring the missing children's hotline, and disseminating reports of missing children. The position would focus on incidents of child enticement, child pornography, and child exploitation via the Internet.

This half-time position serves as a companion to a recently authorized federally-funded 1.0 FTE *victim services specialist 2* position in OCVS that will respond to inquiries from individuals and families seeking assistance for child victims and will work to identify barriers to improving child safety.

The position will be 100-percent funded by federal VOCA administrative funds. The exact amounts of additional PR expenditure authority in s. 20.475 (1)(h) will be determined through the DOA allotment process. Since this is a continuing appropriation, approval of the Joint Committee on Finance is required only for the position authorization. The request does not divert funding from existing uses or local programs. The funding source is stable enough to allow the position to be permanent.

**RECOMMENDATION:**

Approve the request.

AS



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

JAMES E. DOYLE  
ATTORNEY GENERAL

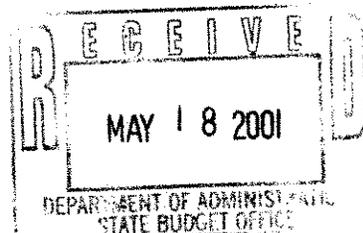
Burneatta L. Bridge  
Deputy Attorney General

123 West Washington Avenue  
P.O. Box 7857  
Madison, WI 53707-7857

Jack Benjamin  
Budget and Finance Director  
608/267-6714  
benjaminjr@doj.state.wi.us  
Fax 608/266-1656

May 16, 2001

David P. Schmiedicke  
State Budget Director  
10th Floor - Administration Building  
Madison, Wisconsin 53707



Dear Mr. Schmiedicke:

Under sec. 16.505, Wis. Stats., the Department of Justice requests permanent position authority for a 0.5 FTE Victim Services Specialist in the PR continuing appropriation under sec. 20.455 (2)(k) – *Interagency and intra-agency assistance; investigations.*

BACKGROUND

The Department of Justice receives funds through the federal Victims of Crime Act (VOCA) for Victim and Witness Assistance programs and services. Much of this funding is subgranted to local agencies to provide direct services to victims in Wisconsin. This request relates to a proposed subgrant to our Division of Criminal Investigation, similar to the way we have funded the Elder Advocate position in our Office of Crime Victim Services.

The new position will work with the National Center for Missing and Exploited Children, guardians and families of missing and exploited children, law enforcement agencies, victim service providers and state clearinghouses nationwide. The focus of this program will be on cases involving child pornography, child enticement and other incidents of child exploitation through the Internet on a statewide, national and international basis.

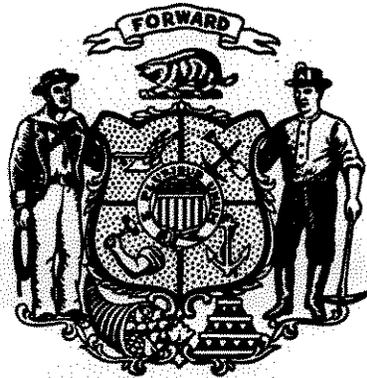
REVENUE SOURCES

The Department's Office of Crime Victim Services plans to subgrant approximately \$42,300 annually from federal VOCA moneys to fund this activity. Related spending authority in the PR continuing appropriation under (2)(k) will be requested through WiSMART.

Sincerely,

Jack Benjamin  
Budget and Finance Director

*END*



*END*

# THE STATE OF WISCONSIN

SENATE CHAIR  
**BRIAN BURKE**

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



ASSEMBLY CHAIR  
**JOHN GARD**

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## JOINT COMMITTEE ON FINANCE

June 29, 2001

The Honorable Scott McCallum  
Room 115 East - State Capitol  
Madison, Wisconsin 53702

Dear Governor McCallum:

We are writing to inform you that the Joint Committee on Finance has reviewed your proposal, received May 22, 2001, relating to the allocation of funds to the Milwaukee public schools for day care kindergarten programs and alternative education programs for fiscal year 2001-02, pursuant to s. 119.80(2), Stats.

No objections have been raised to this proposal. Accordingly, the plan is approved.

Sincerely,

A handwritten signature in black ink that reads 'Brian Burke'.

BRIAN BURKE  
Senate Chair

A handwritten signature in black ink that reads 'John G. Gard'.

JOHN G. GARD  
Assembly Chair

BB:JG:dh

Cc: Members, Joint Committee on Finance  
Robert Lang, Legislative Fiscal Bureau  
Vicky LaBelle, Department of Administration

# THE STATE OF WISCONSIN

SENATE CHAIR  
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## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

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

Date: June 18, 2001

Re: Federal Block Grant Aids to Milwaukee Public Schools

Attached is a copy of a proposal from Governor Scott McCallum, pursuant to s. 119.80(1m), Stats. It requests the allocation of funds to the Milwaukee public schools from the appropriation under s. 20.255(2)(kp), Stats., for day care kindergarten programs and alternative education programs.

As of June 15, 2001, no written comments have been received from the standing committees concerning this request. By June 30, the Committee may schedule a meeting to approve, modify and approve as modified, or reject the proposal. If the Committee does not schedule a meeting by June 30, the proposal shall be considered approved by the Committee.

Please review the material and notify **Senator Burke** or **Representative Gard** no later than **Thursday, June 28, 2001**, if you have any concerns about the request or if you would like to meet formally to consider it.

Also, please contact us if you need further information.

Attachment

BB/JG/dh



SCOTT McCALLUM

Governor  
State of Wisconsin

MAY 21 2001

May 21, 2001

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

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

Dear Senator Burke and Representative Gard:

Pursuant to s. 119.80(1m), Wisconsin Statutes, I am submitting to the Joint Committee on Finance the following proposal for the expenditure of funds in fiscal year 2001-2002 from the appropriation under s. 20.255(2)(kp), Wisconsin Statutes, Aid to Milwaukee public schools; federal block grant aids.

<b>Program</b>	<b>Proposed Funding</b>
Day care kindergarten programs	\$ 910,000
Alternative education programs	\$ 500,000
Total	\$1,410,000

The proposed allocation of funds when combined with the funds allocated by the Milwaukee Board of School Directors as required under ss. 119.71 (3), 119.74 and 119.75 (2), Wisconsin Statutes is identical to the allocation approved by the Committee in the previous eight fiscal years.

Thank you for your attention to this request. Separate letters have been sent to the appropriate standing committees.

Sincerely,

Scott McCallum  
GOVERNOR

SM/pm

## UNOFFICIAL TEXT

## Chapter 119

## 119.80



119.80

**119.80 Spending plan.**

119.80(1)



(1) The board shall submit to the governor a proposal for the expenditure of the funds in the appropriation under s. 20.255 (2) (kp) in each school year.

119.80(1m)



(1m) Annually by June 1, the governor shall submit to the joint committee on finance and to the appropriate standing committees of the legislature under s. 13.172 (3) a proposal for the expenditure of the funds in the appropriation under s. 20.255 (2) (kp) in the following school year. By June 15, each such standing committee may submit written recommendations on the proposal to the joint committee on finance.

119.80(2)



(2) By June 30, the joint committee on finance may schedule a meeting to act on the proposal. At the meeting, the committee may approve, modify and approve as modified, or reject the proposal. If the committee does not schedule a meeting by June 30, the proposal shall be considered approved by the committee.

119.80(3)



(3) Any change to a proposal approved by the joint committee on finance is subject to the committee's review and approval.

119.80(4)



(4) The department may not distribute any funds in the appropriation under s. 20.255 (2) (kp) in any fiscal year until the spending plan for that fiscal year has been approved.

119.80 - ANNOT.



**History:** 1989 a. 31; 1991 a. 39; 1993 a. 16; 1995 a. 27; 1997 a. 113; 1999 a. 9.

119.82

**119.82 Alternative educational programs for learnfare pupils.**

119.82(1)



(1)

119.82(1)(a)



(a) Upon the request of the child or the child's parent or guardian, the board shall provide an alternative educational program for any child who resides in the city and satisfies all of the following:

119.82(1)(a)1.



1. Is at least 13 years of age but not more than 18 years of age.

119.82(1)(a)2.



2. Is receiving aid to families with dependent children under s. 49.19 or is a member of a Wisconsin works group, as defined in s. 49.141 (1) (s), with a member who is participating in Wisconsin works