



OFFICE OF THE GOVERNOR

EXECUTIVE ORDER #272

Relating to the Creation of the Wisconsin Shared Services Executive Committee

WHEREAS, since 2011, a top priority of this administration has been to innovate state government operations by reducing waste, improving services, and increasing efficiency; and

WHEREAS, 2017 Wisconsin Act 59 created Wis. Stat. § 16.004(20), Shared Services Agencies, directing the Department of Administration - Division of Personnel Management to administer human resources services and payroll and benefit services to shared services agencies; and

WHEREAS, shared services models improve service delivery by providing consistent, standardized, and customer-driven services; and

WHEREAS, effective implementation of a shared services initiative is critical to providing high quality and cost-effective services to the included agencies; and

WHEREAS, such deployment requires strategic operational direction for the management of enterprise human resources services and payroll and benefits services; and

WHEREAS, an effective governance strategy is essential in achieving both economies of scale and customer satisfaction by providing a framework of accountability between the shared services provider and the supported agencies; and

WHEREAS, "shared services agencies" in this executive order are those defined in Wis. Stat. § 16.004(20);

NOW, THEREFORE, I, SCOTT WALKER, Governor of the State of Wisconsin, by the authority vested in me by the Constitution and the laws of this State, including Section 14.019 of the Wisconsin Statutes, do hereby create the Wisconsin Shared Services Executive Committee and order the following:

1. The Wisconsin Shared Services Executive Committee (the "Executive Committee") shall operate as a nonstatutory committee under Wis. Stat § 14.019 for the purpose of establishing a governance model to ensure the creation and operation of enterprise human resource services and payroll and benefits services models, strategies, cost management methodology, direction, and standards for shared services agencies.
2. The Executive Committee shall include 11 voting members and 2 non-voting members.
3. Each of the following Wisconsin cabinet agencies shall be given one voting member, which shall be either the agency's Secretary, Deputy Secretary, or Assistant Deputy Secretary:
 - a. Department of Agriculture, Trade & Consumer Protection;
 - b. Department of Children & Families;

- c. Department of Financial Institutions;
 - d. Department of Health Services;
 - e. Department of Natural Resources;
 - f. Department of Corrections;
 - g. Department of Revenue;
 - h. Department of Transportation;
 - i. Department of Safety and Professional Services;
 - j. Department of Workforce Development; and
 - k. Department of Veterans Affairs.
4. The two non-voting members shall be as follows:
 - a. The Deputy Secretary of the Department of Administration; and
 - b. A Senior Executive from the Department of Administration - Division of Personnel Management, selected by the Secretary of the Department of Administration.
 5. The Executive Committee shall elect a chair from its members.
 6. The Executive Committee shall establish a shared services business model that delivers customer-focused, cost-effective, efficient, timely, and high-quality human resources services and payroll and benefit services to all agencies.
 7. The shared services business model shall:
 - a. Respect the core missions and individual needs of agencies;
 - b. Empower agencies through a shared governance model;
 - c. Use best practices to improve services for all;
 - d. Deliver efficient, timely, high-quality services;
 - e. Emphasize consistent and bi-directional communications processes;
 - f. Establish service level agreements and performance metrics for accountability;
 - g. Maximize capacity and streamline processes;
 - h. Focus on standardizing processes;
 - i. Focus on generating long-term, sustainable savings; and
 - j. Achieve any necessary and appropriate workforce changes through realignment and attrition.
 8. The Executive Committee shall draft bylaws governing its operations to facilitate the implementation of this Order.
 9. The Executive Committee shall have the authority to create subcommittees and sub-governance groups as appropriate to meet the intent of this Order.
 10. The Department of Administration shall provide staff support for the Executive Committee.

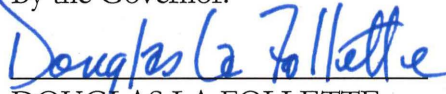


IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this eighteenth day of January in the year two thousand eighteen.



SCOTT WALKER
Governor

By the Governor:



DOUGLAS LA FOLLETTE
Secretary of State