

DEPARTMENT OF REGULATION AND LICENSING

GOVERNOR'S BUDGET RECOMMENDATIONS

Source of Funds	FY09 Adjusted Base	FY10 Recommended	% Change Over FY09	FY11 Recommended	% Change Over FY10
PR-O	13,083,700	15,847,100	21.1	15,847,100	0.0
TOTAL	13,083,700	15,847,100	21.1	15,847,100	0.0

FULL-TIME EQUIVALENT POSITION SUMMARY

Source of Funds	FY09 Adjusted Base	FY10 Recommended	FTE Change From FY09	FY11 Recommended	FTE Change From FY10
PR-O	114.32	127.82	13.50	127.82	0.00
TOTAL	114.32	127.82	13.50	127.82	0.00

AGENCY DESCRIPTION

The department is headed by a secretary who is appointed by the Governor with the advice and consent of the Senate. The department provides policy coordination and centralized administrative services for 64 boards, committees, councils and advisory committees, and oversees the regulation of 125 types of credentials and over 350,000 credential holders.

The department is comprised of four divisions. Professional Credentialing is responsible for all application processing including determination of credential eligibility and credential renewal. Board Services is responsible for providing support to regulatory boards including administrative support, consultation about continuing education and examination requirements for regulated professions. Management Services provides basic services such as planning, budget, accounting and information technology. Enforcement provides complaint investigations and prosecution services. Legal services and administrative hearings are directed through the Office of Legal Services.

Boards attached to the department have independent responsibility to regulate specific professions; while the department oversees those professions for which it has direct licensing authority.

Department and board operations are funded through credential application, renewal and examination fees. A fee schedule for the application and renewal of all credentials is set by the department with legislative oversight. Examination fees are set by statute and administrative rule.

MISSION

The mission of the department is to protect the citizens of Wisconsin by ensuring the safe and competent practice of licensed professionals.

PROGRAMS, GOALS, OBJECTIVES AND ACTIVITIES

Note: Goals, objectives and activities have been modified.

Program 1: Professional Regulation

Goal: The credentialing authorities will set appropriate eligibility, education, examination and experience requirements, and make this information readily available to users of services.

Objective/Activity: Provide ongoing assessment, consultation and assistance to the credentialing authorities to assure there is transparency, consistency and effectiveness in the eligibility process and continuing education process where applicable.

Objective/Activity: Promote the department's Web site and E-business services in order to focus the department's resources on higher priority needs and more direct consumer protection.

Objective/Activity: Represent Wisconsin's interests to national regulatory service agencies by participating in forums and conferences, and responding to issue surveys.

Objective/Activity: Create valid and reliable jurisprudence examinations for new professions.

Objective/Activity: Evaluate, administer and manage examination services from outside vendors, and conduct on-site performance audits.

Goal: The credentialing authorities will set and maintain practice standards essential to provide safe and effective services for consumers while weighing the effectiveness and need for changes in the profession brought about by new technology.

Objective/Activity: Provide training to credentialing authorities relative to their role.

Objective/Activity: Ensure that regulatory information is accessible through the department's Web site, press releases and other department communications.

Objective/Activity: Keep credentialing authorities informed of current developments, data, trends, legal opinions and issues related to their responsibilities.

Goal: The credentialing authorities will appropriately resolve complaints and discipline credential holders who violate professional standards.

Objective/Activity: Provide and manage an Impaired Professionals Program (IPP).

Objective/Activity: Conduct reviews to monitor the screening, investigation, legal action and hearing stages of complaints to ensure compliance with the policies of the credentialing authority.

Objective/Activity: Perform inspections and audits of business establishments and entities to ensure compliance with applicable laws and rules.

Objective/Activity: Provide training to credentialing authorities relative to their role.

Objective/Activity: Prepare reports showing the number and nature of disciplinary actions and make that information accessible on the department's Web site.

PERFORMANCE MEASURES

2007 AND 2008 GOALS AND ACTUALS

Prog. No.	Performance Measure	Goal 2007	Actual 2007	Goal 2008	Actual 2008
1.	On-line renewal of credential holders via the Web site.	25%	38.5%	30%	66.9%
1.	Increase the number of credential types for which on-line renewal is available.	108	108	111	111
1.	Number of complaints/cases resolved.	2,425	2,417	2,500	2,774
1.	Number of pending cases in the complaint-handling process.	1,800	2,120	1,750	2,083
1.	Number of new licensing examinations converted to computer-based testing (per year).	5	8	5	0 ¹
1.	Audits and inspections of business establishments and entities to ensure compliance with the statutes and administrative rules.	300	209 audits and 226 routine inspections; plus 124 inspections as part of a special barber/cosmetology enforcement initiative	310	136 audits and 209 routine inspections; plus 507 inspections as part of a special barber/cosmetology enforcement initiative
1.	Increase E-business capacity.	Implement on-line complaint filing	Forms on-line; complaint process in development	Implement digital fingerprinting Implement on-line financial reporting for charitable organizations	Complete Application done; need to verify electronic signature

Note: Based on fiscal year.

¹All conversions were achieved during 2007 and none remain to be completed.

2009, 2010 AND 2011 GOALS

Prog. No.	Performance Measure	Goal 2009	Goal 2010	Goal 2011
1.	On-line renewal of credential holders via the Web site.	35%	80%	90%
1.	Credentialing time frame for processing.	N/A	7-10 business days	7-10 business days
1.	Complaint processing time.	N/A	Reduce complaint processing time for 90% of cases to 24 months	Reduce complaint processing time for 90% of cases to 18 months
1.	Audit at least 1% of business establishments and entities annually to ensure compliance with the statutes and administrative rules. ¹			
	Auctioneer	N/A	8	8
	Auction Company	N/A	2	2
	Real Estate Broker	N/A	127	127
	Cemetery Authority	N/A	1	1
	Cemetery Preneed Seller	N/A	2	2
1.	Inspections of new business establishments and entities to ensure compliance with the statutes and administrative rules. ²			
	Beauty Salons	N/A	10%	10%
	Drug Distributors	N/A	100%	100%
	Drug Manufacturers	N/A	100%	100%
	Pharmacy Locations	N/A	100%	100%
	Funeral Homes/Directors	N/A	100%	100%
1.	Increase E-business capacity.	Improve Web site, including adding a search component	Add option for on-line application for five new professions	Add option for on-line application for an additional five new professions

Note: Based on fiscal year.

¹Types and count of current active licenses are: Auctioneer, 843 licenses; Auction Company, 184 licenses; Real Estate Broker, 12,707 licenses; Cemetery Authority, 110 licenses; and Cemetery Preneed Seller, 179 licenses.

²The number of new establishments varies from year to year. Inspection requirements are: Beauty Salons, 10% of new establishments; Drug Distributors, 100% of all new distributors; Drug Manufacturers, 100% of all new manufacturers; Pharmacy Locations, 100% of all new locations; and Funeral Homes/Directors, 100% of all new funeral homes.

DEPARTMENT OF REGULATION AND LICENSING

GOVERNOR'S BUDGET RECOMMENDATIONS

RECOMMENDATIONS

1. Across-the-Board 1 Percent Reductions
2. Medical Examining Board Direct Services
3. Administrative Law Judge Position Transfer
4. Attorney Reorganization
5. Professional Credential – Processing
6. Gifts and Grants Appropriation
7. Standard Budget Adjustments

ITEMS NOT APPROVED

8. Information Technology Contractor Conversion
9. Building Safety and Security
10. Auditor Position
11. Complaint Intake Screening
12. Investigator Positions
13. Real Estate Appraisers Complaint
14. Division of Board Services Travel

Table 1
Department Budget Summary by Funding Source (in thousands of dollars)

	ACTUAL FY08	ADJUSTED BASE FY09	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY10	FY11	FY10	FY11
PROGRAM REVENUE (2)	\$12,847.4	\$13,083.7	\$14,061.3	\$13,936.0	\$15,847.1	\$15,847.1
State Operations	12,847.4	13,083.7	14,061.3	13,936.0	15,847.1	15,847.1
TOTALS-ANNUAL	12,847.4	13,083.7	14,061.3	13,936.0	15,847.1	15,847.1
State Operations	12,847.4	13,083.7	14,061.3	13,936.0	15,847.1	15,847.1

(2) Includes Program Revenue-Service and Program Revenue-Other

Table 2
Department Position Summary by Funding Source (in FTE positions) (4)

	ADJUSTED BASE FY09	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY10	FY11	FY10	FY11
PROGRAM REVENUE (2)	114.32	125.32	125.32	127.82	127.82
TOTALS-ANNUAL	114.32	125.32	125.32	127.82	127.82

(2) Includes Program Revenue-Service and Program Revenue-Other

(4) All positions are State Operations unless otherwise specified

Table 3
Department Budget Summary by Program (in thousands of dollars)

	ACTUAL FY08	ADJUSTED BASE FY09	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY10	FY11	FY10	FY11
1. Professional regulation	\$12,847.4	\$13,083.7	\$14,061.3	\$13,936.0	\$15,847.1	\$15,847.1
TOTALS	12,847.4	13,083.7	14,061.3	13,936.0	15,847.1	15,847.1

Table 4
Department Position Summary by Program (in FTE positions) (4)

	ADJUSTED BASE FY09	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY10	FY11	FY10	FY11
1. Professional regulation	114.32	125.32	125.32	127.82	127.82
TOTALS	114.32	125.32	125.32	127.82	127.82

(4) All positions are State Operations unless otherwise specified

1. Across-the-Board 1 Percent Reductions

Source of Funds	Agency Request				Governor's Recommendation			
	FY10		FY11		FY10		FY11	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	-130,800	0.00	-130,800	0.00
TOTAL	0	0.00	0	0.00	-130,800	0.00	-130,800	0.00

The Governor recommends reducing most nonfederal appropriations by 1 percent to create additional efficiencies and balance the budget.

2. Medical Examining Board Direct Services

Source of Funds	Agency Request				Governor's Recommendation			
	FY10		FY11		FY10		FY11	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	2,293,400	15.00	2,293,400	15.00
TOTAL	0	0.00	0	0.00	2,293,400	15.00	2,293,400	15.00

The Governor recommends providing expenditure and position authority for a new bureau within the department that will be responsible for licensing and enforcement activity for all Medical Examining Board professions in order to increase the regulatory presence in the state and improve efficiency in processing enforcement cases. The revenues for the new bureau will come from initial and renewal credential fees assessed to Medical Examining Board license holders.

3. Administrative Law Judge Position Transfer

Source of Funds	Agency Request				Governor's Recommendation			
	FY10		FY11		FY10		FY11	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	0	-1.00	0	-1.00
TOTAL	0	0.00	0	0.00	0	-1.00	0	-1.00

The Governor recommends transferring the administrative law judge function of the department to the Department of Administration's Division of Hearing and Appeals, which performs this function for many other agencies. See Department of Administration, Item #20.

4. Attorney Reorganization

Source of Funds	Agency Request				Governor's Recommendation			
	FY10		FY11		FY10		FY11	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	0	-1.00	0	-1.00
TOTAL	0	0.00	0	0.00	0	-1.00	0	-1.00

The Governor recommends improving the provision of state legal services by reorganizing certain vacant attorneys and legal support staff under the secretary of the Department of Administration on July 1, 2009. The Department of Administration secretary will determine the assignment of attorneys to perform enterprise legal services. To achieve this, the Governor recommends transferring 1.0 FTE vacant position to the Department of Administration. The Governor further recommends retaining the funding associated with this position in the department to purchase legal services from the Department of Administration. See Department of Administration, Item #4.

5. Professional Credential – Processing

Source of Funds	Agency Request				Governor's Recommendation			
	FY10		FY11		FY10		FY11	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	103,700	2.00	103,700	2.00	26,900	0.00	26,900	0.00
TOTAL	103,700	2.00	103,700	2.00	26,900	0.00	26,900	0.00

The Governor recommends providing funding for additional limited term employee staff during peak credential processing times.

6. Gifts and Grants Appropriation

Source of Funds	Agency Request				Governor's Recommendation			
	FY10		FY11		FY10		FY11	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	200,000	0.00	200,000	0.00	200,000	0.00	200,000	0.00
TOTAL	200,000	0.00	200,000	0.00	200,000	0.00	200,000	0.00

The Governor recommends creating a gifts and grants appropriation to allow the department to utilize gift funding it may receive.

7. Standard Budget Adjustments

Source of Funds	Agency Request				Governor's Recommendation			
	FY10		FY11		FY10		FY11	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	253,300	0.50	253,300	0.50	373,900	0.50	373,900	0.50
TOTAL	253,300	0.50	253,300	0.50	373,900	0.50	373,900	0.50

The Governor recommends adjusting the department's base budget for: (a) turnover reduction adjusted to provide more flexibility in meeting work load needs (-\$58,800 in each year); (b) full funding of continuing position salaries and fringe benefits (\$389,400 in each year); (c) ongoing s. 13.10 approvals and enacted legislation with delayed effective dates (0.5 FTE position in each year); and (d) full funding of lease and directed moves costs (\$43,300 in each year).

ITEMS NOT APPROVED

The following requests are not included in the Governor's budget recommendations for the Department of Regulation and Licensing.

Decision Item	Source of Funds	FY10		FY11	
		Dollars	Positions	Dollars	Positions
8. Information Technology Contractor Conversion	PR-O	-51,000	3.00	-51,000	3.00
9. Building Safety and Security	PR-O	171,800	1.00	48,500	1.00
10. Auditor Position	PR-O	74,300	1.00	74,300	1.00
11. Complaint Intake Screening	PR-O	24,500	0.50	24,500	0.50
12. Investigator Positions	PR-O	126,800	2.00	126,800	2.00
13. Real Estate Appraisers Complaint	PR-O	62,200	1.00	62,200	1.00
14. Division of Board Services Travel	PR-O	12,000	0.00	10,000	0.00
TOTAL OF ITEMS NOT APPROVED	PR-O	420,600	8.50	295,300	8.50

