

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

GOVERNOR'S BUDGET RECOMMENDATIONS

Source of Funds	FY19 Adjusted Base	FY20 Recommended	% Change Over FY19	FY21 Recommended	% Change Over FY20
PR-F	478,900	663,300	38.5	516,400	-22.1
PR-O	52,290,800	56,026,300	7.1	55,243,800	-1.4
PR-S	2,486,500	2,481,800	-0.2	2,485,100	0.1
TOTAL	55,256,200	59,171,400	7.1	58,245,300	-1.6

FULL-TIME EQUIVALENT POSITION SUMMARY

Source of Funds	FY19 Adjusted Base	FY20 Recommended	FTE Change Over FY19	FY21 Recommended	FTE Change Over FY20
PR-F	1.70	1.70	0.00	1.70	0.00
PR-O	222.14	242.14	20.00	242.14	0.00
PR-S	12.30	12.30	0.00	12.30	0.00
TOTAL	236.14	256.14	20.00	256.14	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 administrative services for boards, committees, councils and advisory committees. The department also oversees the regulation of credential holders, professional and industry standards, and safe construction of public and private buildings.

The department is comprised of five divisions. Professional Credential Processing is responsible for all credential application processing, including determination of credential eligibility and credential renewal. Policy Development provides administrative support to professional regulatory boards; serves as a liaison between the boards, councils, advisory committees and the department; and is responsible for administrative rule-making for professions and technical programs. Policy Development is also the home of the Prescription Drug Monitoring Program and the Office of Education and Examinations, which oversees continuing education, examinations and approval for schools under the Educational Approval Program. Legal Services and Compliance investigates and prosecutes complaints against licensed professionals, conducts business compliance inspections and audits, monitors compliance with disciplinary orders, and provides legal services to professional boards and the department. Industry Services provides services related to public safety, and the construction and operation of buildings. Management Services provides budget and finance, information technology, and facilities management services to the department, which includes five field offices.

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Department and board operations are funded through application, renewal and examination fees, and fees associated with required reviews of building plans and other items that are regulated under the law. A fee schedule for the application and renewal of professional credentials is set by the department with legislative oversight. Examination and other department fees are set by statute and administrative rule.

MISSION

The mission of the department is to promote economic growth and stability while protecting the citizens of Wisconsin as designated by statute.

PROGRAMS, GOALS, OBJECTIVES AND ACTIVITIES

Note: Goals, objectives and activities have been revised.

Program 1: Professional Regulation and Administrative Services

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 ensure 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 electronic business services to focus the department's resources on 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 a confidential program for impaired professionals – Professional Assistance Procedure.

Objective/Activity: Conduct reviews to screen, investigate and take legal action with respect to complaints to ensure compliance with policies of the credentialing authority.

Safety and Professional Services

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

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

Program 2: Regulation of Industry, Safety and Buildings

Goal: The department will promote safety in amusement venues and swimming pools as well as constructed public and private buildings in Wisconsin.

Objective/Activity: Develop and implement regulations, and provide services (e.g., plan review and inspection) and education which promote the construction of pools, public and private buildings, and operation of amusement venues according to code.

PERFORMANCE MEASURES

2017 AND 2018 GOALS AND ACTUALS

Prog. No.	Performance Measure	Goal 2017	Actual 2017	Goal 2018	Actual 2018
1.	On-line renewals of credential holders via the Web site.	97%	95%	97%	93%
1.	Credentialing time frame for processing – business days.	7-10	8	7-10	8
1.	Complaint processing time - percentage of complaints processed within 18 months.	95%	94%	95%	86%
1.	Audit at least 12.5% of brokers and business entities with trust accounts annually to ensure compliance with the statutes and administrative rules.				
	Auctioneer and Auction Company	10	0	10	1
	Real Estate Broker & Business Entity	120	0	120	34
	Cemetery Authority	116	105	116	105
1.	Inspections of new business establishments and entities to ensure compliance with the statutes and administrative rules. ¹				
	Barber & Cosmetology Establishments ²	10%	6%	10%	0%
	Drug Distributors	100%	100%	100%	100%
	Drug Manufacturers	100%	100%	100%	100%
	Pharmacy Locations	100%	100%	100%	100%
	Funeral Homes/Directors	100%	100%	100%	100%
1.	Develop on-line application system – positions added.	10	3	10	1

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Prog. No.	Performance Measure	Goal 2017	Actual 2017	Goal 2018	Actual 2018
2.	Building Code Effectiveness Grading Schedule rating – commercial (1-10, 1 being the best rating).	4 ³	5	N/A ³	5
2.	Percentage of plan submittal transactions via electronic plan submittal.	40%	16%	40%	19%
2.	Annual average number of days between desired plan review appointment date and actual appointment date.	13	8.4	13	9.2
2.	Complaint processing time - percentage of complaints processed within 18 months.	95%	100%	95%	94%
2.	Audit delegated municipalities and contracted enforcement agencies.	15%	18.5%	15%	16%
2.	Percentage of customer fees received by electronic payment.	25%	40.65%	25%	49%

Note: Based on fiscal year.

¹The number of new establishments varies from year to year. Inspection requirements are: Drug Distributors, 100% of new distributors; Drug Manufacturers, 100% of new manufacturers; Pharmacy Locations, 100% of new locations; and Funeral Homes/Directors, 100% of new funeral homes.

²The department discontinued inspection of new Barber & Cosmetology Establishments in 2017 due to no statutory requirement to conduct the inspections and staff being assigned to higher priority tasks.

³The Building Code Effective Grading Schedule is generally performed by International Standards Organization (ISO) every three years. The last rating occurred in 2016. The department had an audit in the fall of 2016. The next audit and rating will be scheduled most likely in 2019.

2019, 2020 AND 2021 GOALS

Prog. No.	Performance Measure ¹	Goal 2019 ¹	Goal 2020	Goal 2021
1.	On-line renewals of credential holders via the Web site.	97%	97%	97%
1.	Credentialing time frame for processing – business days.	7-10	7-10	7-10
1.	Complaint processing time - percentage of complaints processed within 18 months.	95%	95%	95%

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Prog. No.	Performance Measure ¹	Goal 2019 ¹	Goal 2020	Goal 2021
1.	Audit at least 12.5% of brokers and business entities with trust accounts annually to ensure compliance with the statutes and administrative rules. Auctioneer and Auction Company Real Estate Broker & Business Entity Cemetery Authority	10 130 105	10 130 105	10 130 105
1.	Inspections of new business establishments and entities to ensure compliance with the statutes and administrative rules. ² Drug Distributors Drug Manufacturers Pharmacy Locations Funeral Homes/Directors	100% 100% 100% 100%	100% 100% 100% 100%	100% 100% 100% 100%
1.	Develop on-line application system – professions added.	5	5	5
2.	Percentage of plan submittal transactions via electronic plan submittal.	20%	22%	24%
2.	Annual average number of days between desired plan review appointment date and actual appointment date for all reviewed areas.	13	13	13
2.	Complaint processing time - percentage of complaints processed within 18 months.	95%	95%	95%
2.	Audit delegated municipalities and contracted enforcement agencies.	10%	10%	10%
2.	Percentage of customer fees received by electronic payment.	55%	55%	60%

Note: Based on fiscal year.

¹Performance measures and goals for 2019 have been modified.

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

DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

GOVERNOR'S BUDGET RECOMMENDATIONS

RECOMMENDATIONS

1. Critical Operating System Upgrade
2. Improve Professional Regulation and Licensing Functions
3. Reporting Administered Naloxone to the Prescription Drug Monitoring Program
4. Opioid Naïve Alerts
5. Private On-Site Wastewater Treatment System Replacement or Rehabilitation Program
6. Repeal of Obsolete Appropriation
7. Standard Budget Adjustments

ITEMS NOT APPROVED

8. Extension of Prescription Drug Monitoring Program Project Positions
9. Elimination of Inactive Boards, Councils and Commissions

Safety and Professional Services

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

	ACTUAL FY18	ADJUSTED BASE FY19	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY20	FY21	FY20	FY21
FEDERAL REVENUE (1)	\$115.1	\$478.9	\$663.3	\$512.0	\$663.3	\$516.4
State Operations	115.1	478.9	663.3	512.0	663.3	516.4
PROGRAM REVENUE (2)	\$51,227.7	\$54,777.3	\$57,029.3	\$56,098.5	\$58,508.1	\$57,728.9
State Operations	30,556.6	33,338.6	35,590.6	34,659.8	37,069.4	36,290.2
Local Assistance	19,995.1	20,530.0	20,530.0	20,530.0	20,530.0	20,530.0
Aids to Ind. & Org.	676.0	908.7	908.7	908.7	908.7	908.7
TOTALS - ANNUAL	\$51,342.8	\$55,256.2	\$57,692.6	\$56,610.5	\$59,171.4	\$58,245.3
State Operations	30,671.7	33,817.5	36,253.9	35,171.8	37,732.7	36,806.6
Local Assistance	19,995.1	20,530.0	20,530.0	20,530.0	20,530.0	20,530.0
Aids to Ind. & Org.	676.0	908.7	908.7	908.7	908.7	908.7

(1) Includes Program Revenue-Federal and Segregated Revenue-Federal

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

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

	ADJUSTED BASE FY19	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY20	FY21	FY20	FY21
FEDERAL REVENUE (1)	1.70	1.70	1.70	1.70	1.70
PROGRAM REVENUE (2)	234.44	234.44	234.44	254.44	254.44
TOTALS - ANNUAL	236.14	236.14	236.14	256.14	256.14

(1) Includes Program Revenue-Federal and Segregated Revenue-Federal

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

(4) All positions are State Operations unless otherwise specified

Safety and Professional Services

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

	ACTUAL FY18	ADJUSTED BASE FY19	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
			FY20	FY21	FY20	FY21
1. Professional regulation and administrative services	\$13,260.0	\$15,549.9	\$15,384.4	\$15,247.6	\$16,123.1	\$15,895.6
2. Regulation of industry, safety and buildings	\$38,082.9	\$39,706.3	\$42,308.2	\$41,362.9	\$43,048.3	\$42,349.7
TOTALS	\$51,342.8	\$55,256.2	\$57,692.6	\$56,610.5	\$59,171.4	\$58,245.3

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

	ADJUSTED BASE FY19	AGENCY REQUEST		GOVERNOR'S RECOMMENDATION	
		FY20	FY21	FY20	FY21
1. Professional regulation and administrative services	111.00	111.00	111.00	121.00	121.00
2. Regulation of industry, safety and buildings	125.14	125.14	125.14	135.14	135.14
TOTALS	236.14	236.14	236.14	256.14	256.14

(4) All positions are State Operations unless otherwise specified

Safety and Professional Services

1. Critical Operating System Upgrade

Source of Funds	Agency Request				Governor's Recommendations			
	FY20		FY21		FY20		FY21	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	2,995,000	0.00	2,030,000	0.00	2,995,000	0.00	2,030,000	0.00
TOTAL	2,995,000	0.00	2,030,000	0.00	2,995,000	0.00	2,030,000	0.00

The Governor recommends providing expenditure authority for the second phase of the modernization of the department's main information technology platforms. Specifically, the second phase will upgrade credentialing systems and customer portals.

2. Improve Professional Regulation and Licensing Functions

Source of Funds	Agency Request				Governor's Recommendations			
	FY20		FY21		FY20		FY21	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	1,477,300	20.00	1,969,800	20.00
TOTAL	0	0.00	0	0.00	1,477,300	20.00	1,969,800	20.00

The Governor recommends providing position and expenditure authority to investigate professional regulation violations and decrease processing times for professional licenses.

3. Reporting Administered Naloxone to the Prescription Drug Monitoring Program

Source of Funds	Agency Request				Governor's Recommendations			
	FY20		FY21		FY20		FY21	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-F	186,300	0.00	52,500	0.00	186,300	0.00	52,500	0.00
TOTAL	186,300	0.00	52,500	0.00	186,300	0.00	52,500	0.00

The Governor recommends that data exchange capabilities between the Department of Health Services' Wisconsin Ambulance Run Data System and the Prescription Drug Monitoring Program be created to ensure administered naloxone is accurately recorded in both systems.

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4. Opioid Naïve Alerts

Source of Funds	Agency Request				Governor's Recommendations			
	FY20		FY21		FY20		FY21	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-F	17,500	0.00	0	0.00	17,500	0.00	4,400	0.00
TOTAL	17,500	0.00	0	0.00	17,500	0.00	4,400	0.00

The Governor recommends the creation of opioid naïve alerts for first-time opioid prescriptions as part of the Prescription Drug Monitoring Program. These alerts will notify prescribers that the patient has likely never been prescribed opioids.

5. Private On-Site Wastewater Treatment System Replacement or Rehabilitation Program

The Governor recommends that the Private On-Site Wastewater Treatment System Replacement or Rehabilitation Program continue, and the sunset date of June 30, 2021, be eliminated.

6. Repeal of Obsolete Appropriation

Source of Funds	Agency Request				Governor's Recommendations			
	FY20		FY21		FY20		FY21	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-O	0	0.00	0	0.00	1,500	0.00	0	0.00
TOTAL	0	0.00	0	0.00	1,500	0.00	0	0.00

The Governor recommends repealing the chiropractic examination appropriation and transferring the balance to general program operations.

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7. Standard Budget Adjustments

Source of Funds	Agency Request				Governor's Recommendations			
	FY20		FY21		FY20		FY21	
	Dollars	Positions	Dollars	Positions	Dollars	Positions	Dollars	Positions
PR-F	-19,400	0.00	-19,400	0.00	-19,400	0.00	-19,400	0.00
PR-O	-738,300	0.00	-1,046,800	-5.00	-738,300	0.00	-1,046,800	-5.00
PR-S	-4,700	0.00	-1,400	0.00	-4,700	0.00	-1,400	0.00
TOTAL	-762,400	0.00	-1,067,600	-5.00	-762,400	0.00	-1,067,600	-5.00

The Governor recommends adjusting the department's base budget for: (a) turnover reduction (-\$328,000 in each year); (b) removal of noncontinuing elements from the base (-\$339,400 and -5.0 FTE positions in FY21); (c) full funding of continuing position salaries and fringe benefits (-\$501,200 in each year); and (d) full funding of lease and directed moves costs (\$66,800 in FY20 and \$101,000 in FY21).

ITEMS NOT APPROVED

The following requests are not included in the Governor's budget recommendations for the Department of Safety and Professional Services.

Decision Item	Source of Funds	FY20		FY21	
		Dollars	Positions	Dollars	Positions
8. Extension of Prescription Drug Monitoring Program Project Positions	PR-O	0	0.00	339,400	5.00
9. Elimination of Inactive Boards, Councils and Commissions	PR-O	0	0.00	0	0.00
TOTAL OF ITEMS NOT APPROVED	PR-O	0	0.00	339,400	5.00

Safety and Professional Services