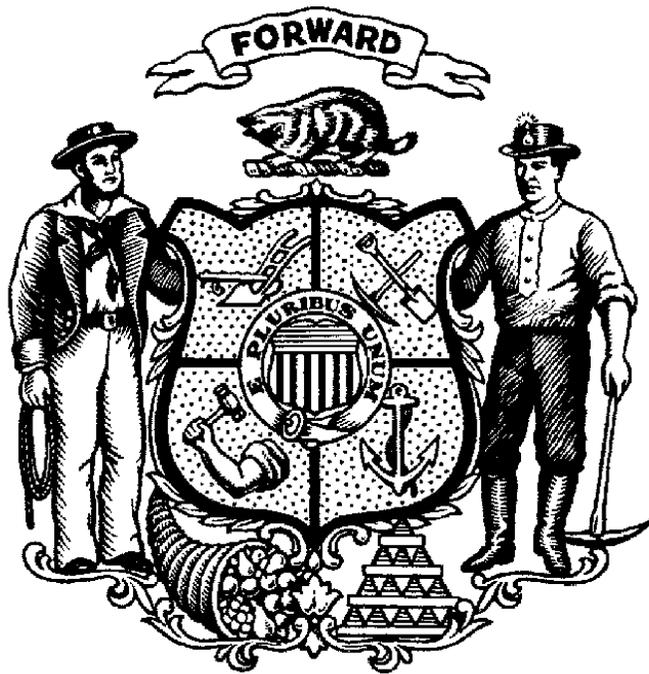


State of Wisconsin

Board on Aging and Long-Term Care



Agency Budget Request

2019 – 2021 Biennium

September 17, 2018

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STATE OF WISCONSIN
BOARD ON AGING AND LONG TERM CARE
1402 Pankratz Street, Suite 111
Madison, WI 53704-4001

Ombudsman Program (800) 815-0015
Medigap Helpline (800) 242-1060
Part D Helpline (855) 677-2783
Fax (608) 246-7001
<http://longtermcare.wi.gov>

MEMBERS of the BOARD
Barbara M. Bechtel
Michael Brooks
Tanya L. Meyer
Dr. Valerie A. Palarski
James Surprise
Dr. Dale B. Taylor

EXECUTIVE DIRECTOR
And
STATE LONG TERM
CARE OMBUDSMAN
Heather A. Bruemmer

September 17, 2018

Waylon Hurlburt, Budget Director
Department of Administration
101 E Wilson, 10th Floor
Madison, WI 53703

Dear Mr. Hurlburt,

Please find enclosed the biennial budget proposal for FY 2019-2021 as developed by the Board on Aging and Long Term Care.

The Board has prepared the budget for the Board on Aging and Long Term Care using a calculation of 100% of the 2017-2019 adjusted base and a projected zero-growth factor. We believe that this process will provide a budget that addresses the needs of this agency's clients who are consumers of long-term care services and those who are Medicare beneficiaries. We have made every effort to make the best use of program resources by utilizing budgeted revenues efficiently and effectively to fund the Board's priorities without compromising the quality of the agency's services to our clients.

Additionally, as required under 2015 Wisconsin Act 201, the Board has prepared alternative submissions that comply with the zero-percent growth and five-percent reduction mandates.

The appointed members of the Board on Aging and Long Term Care and I look forward to discussions with you and your staff as the budget process unfolds.

Thank you very much.

Sincerely,

A handwritten signature in cursive script that reads "Heather A. Bruemmer".

Heather A. Bruemmer
Executive Director and State Long Term Care Ombudsman

AGENCY DESCRIPTION

Created by the Wisconsin Legislature in 1981, the Board on Aging and Long Term Care advocates for the interests of the state's long-term care consumers and is home to two very important programs: the Long Term Care Ombudsman Program and the Medigap Helpline.

The Board on Aging and Long Term Care is enabled by Wisconsin Statute at § 16.009, *stats.* As directed by section 712 of the Older Americans Act, and following the principles identified in federal rule at sections 41 CFR 1321 and 1324, the Board promotes a coordinated and comprehensive long-term care system. In addition to advocacy provided to individual long-term care consumers, the Board monitors the development, implementation and outcome of long-term care policy; makes recommendations to the Governor, the Legislature and the Wisconsin Congressional delegation; stimulates public interest; and provides public education regarding issues affecting the delivery of long-term care. The Board receives policy direction and oversight from seven citizen board members, appointed by the Governor with the advice and consent of the State Senate. Operational control is vested in an Executive Director / State Long Term Care Ombudsman who is supported by managerial staff including Counsel to the Board, an Office Manager, an Ombudsman Supervisor, a Volunteer Program Supervisor and a Medigap Program Supervisor.

The Board sends a comprehensive biennial report to the Governor and Legislature regarding the agency's activities.

Long Term Care Ombudsman Program

The Long Term Care Ombudsman and Volunteer Ombudsman Programs provide advocacy on behalf of persons age 60 and older. The Ombudsman Program promotes consumer education and changes in policies, practices and systems to improve the quality of life and care for older adult consumers of Wisconsin's long-term care programs. Through the Ombudsman Program, persons are encouraged to voice concerns or make complaints regarding conditions that affect the quality of their lives and care in these programs and settings.

Regional Ombudsmen provide services to residents or tenants of a regulated long-term care setting, or who receive home and community-based services through one of the state's managed long-term care programs: Family Care, Partnership or PACE and the I Respect, I Self-Direct (IRIS) Program. The Board's Ombudsman Program investigates complaints relating to the care and treatment of clients receiving long-term care services and is available to act as mediator or advocate in efforts to resolve problems. Regional Ombudsmen provide individual case advocacy services in administrative hearings and judicial proceedings regarding managed care services or benefits. Regional Ombudsmen work with a variety of agencies and persons who have relationships with these residents, members and participants, including their families and communities; providers of long-term care services; legal representatives; medical and managed care teams; legislative representatives and other concerned parties to achieve positive client outcomes.

Volunteer Ombudsmen are resident-focused advocates who are screened, trained and matched to an assigned nursing home in their community. Volunteer Ombudsmen are recruited, trained and supervised by Regional Volunteer Coordinators and work collaboratively with Regional Ombudsman staff. Volunteer Coordinators are responsible for Volunteer Ombudsmen assigned to skilled nursing homes in 30 counties across the state. Volunteer Ombudsmen educate and empower residents to self-advocate for their rights and to assure their voice is valued and being heard.

Medigap Helpline Program

The Medigap Helpline and the Medigap Part D and Prescription Drug Helplines provide Medicare eligible consumers information and assistance regarding all forms of government-sponsored and private health insurance. The Helplines focus on Medicare and related private insurance plans, notably Medicare Supplemental policies, Medicare Advantage plans, long-term care insurance, the coordination of Military

benefits with Medicare and other health insurance options available to Medicare beneficiaries. The Medigap Helpline Program is administered by the Board on Aging and Long Term Care at no cost to the caller. There is no connection with any insurance company and the Medigap Helpline Program's counselors do not endorse or express any opinion as to the worth or value of any policy or insurance product.

Medigap counselors are required to maintain a Wisconsin insurance license. The program also utilizes the services of volunteers throughout the year to assist with the Medigap Part D and Prescription Drug Helpline and various office duties.

Access to Services Provided by the Board on Aging and Long Term Care

The Programs operated by the Board on Aging and Long Term Care provide confidential toll-free telephone numbers and an online complaint mechanism. Information about access to these methods of communication is available on posters in long term care facilities as mandated by law, as a notation on all materials sent to Medicare-eligible persons as required by federal rule, and on the Board on Aging and Long Term Care website at: <http://longtermcare.wi.gov/>.

MISSION

The mission of the Board on Aging and Long Term Care is to advocate for the interests of the state's long-term care consumers, to inform those consumers of their rights and to educate the public at large about health care systems and long-term care.

The Board is the premier resource for information and advocacy for our client population and will continue as an integral part of the ever-changing system for long-term care delivery in Wisconsin. The Board will increase its visibility by expanding its role and recognition as a leader and model of advocacy on the state and national stage.

The Board subscribes to and defends the values of: respect and dignity for the individual; protection of the right of the individual to be free from threats to health, safety and quality of life; fairness and transparency; and open, clear and consistent communication. Agency staff and volunteers provide services consistent with the spirit and intent of these values.

PROGRAMS, GOALS, OBJECTIVES AND ACTIVITIES

Note: Goals, objectives and activities have been modified

Program 1: Identifying and Addressing the Needs of the Aged and Disabled: Long Term Care Ombudsman Program

Goal: To protect the rights and promote empowerment, through systems change and self-advocacy, of persons age 60 and older who are recipients of facility-based, managed long-term care or self-directed supports services.

Objective/Activity: Identify and investigate concerns and complaints received via the BOALTC intake telephone line, the Ombudsman Program Online Complaint system, and other methods of registering a complaint.

Objective/Activity: Educate and empower residents, tenants, members, participants and others regarding rights, ombudsman function and provider responsibilities.

Objective/Activity: Educate current and new providers regarding ombudsman authority, role and function and provider responsibilities related to resident, tenant, member and participant rights.

Program 1: Identifying and Addressing the Needs of the Aged and Disabled: Long Term Care Ombudsman Program

Goal: The Board's Volunteer Ombudsman Program will encourage resident participation in scheduled resident council meetings in skilled nursing facilities in the Program's designated service area.

Objective/Activity: Volunteers will encourage and empower resident participation by inviting residents individually to attend the meetings. Volunteer Ombudsmen will attend council meetings with the permission of the residents. A Volunteer's role is to advocate for the residents' individual rights.

Program 1: Identifying and Addressing the Needs of Medicare Beneficiaries

Goal: Improve public education and outreach to consumers on issues related to Medicare, Medicare Supplemental insurance, Medicare Advantage plans, Medicare Part D (prescription drug), transitional issues from Marketplace or Medicaid programs to Medicare and related forms of insurance.

Objective/Activity: The Board will educate and empower the public via outreach efforts, including personal appearances by staff at public forums, in order to achieve the goal of making the Medigap Helpline Program a resource that is recognized by Wisconsin's Medicare beneficiaries as a reliable and trustworthy source of accurate information about Medicare Supplemental, Medicare Advantage, Part D and related insurance products. Greater statewide outreach efforts in the form of in-person contacts with local groups of Medicare-eligible individuals are being used to advance this goal.

Goal: Utilize the Medigap Volunteer Program to improve the ability of the program to provide services to more Medicare beneficiaries.

Objective/Activity: The increasing complexity of the Medicare programs and the higher demand for accurate and timely counseling from both the Medigap Helpline and Medigap Part D Helpline staff, a group of effectively trained and supervised volunteers assisting with everyday office duties including data entry, completing Medicare Part D plan-finders, and assisting in the mailroom has proven to be a way to increase the time staff are available to provide the more complex counseling that is becoming the norm. Training volunteers to be able to perform referral calls will also allow additional time for counselors to assist callers with Medicare issues.

Program 1: Enhancement of Board on Aging and Long Term Care Website-Based Public Information Accuracy and Availability

Goal: Refine, simplify, expand and publicize the available information services provided by the Board on Aging and Long Term Care.

Objective/Activity: The Board's website will include up-to-date information on the agency's programs addressing issues of importance to persons in need of Long Term Care services or insurance for aging or disabled individuals.

PERFORMANCE MEASURES
BOALTC

2017 AND 2018 GOALS AND ACTUALS

Prog. No.	Performance Measure	Goal 2017	Actual 2017	Goal 2018	Actual 2018
1.	Number of complaints investigated by Ombudsmen on behalf of Long Term Care Consumers.	2,500	2,540	2,650	3,003
1.	Number of education programs given to Long Term Care consumers by ombudsman program staff.	200	179	210	188
1.	Number of education programs given to Long Term Care providers by ombudsman program staff.	105	92	110	80
1.	Number of times volunteer ombudsmen and volunteer coordinators attend resident councils with facility visits.	210	252	215	316
1.	Number of outreach presentations by Medigap Helpline program staff.	76	85	78	80
1.	Number of Medigap Program Volunteer hours provided.	1,400	1737	1,500	1,175
1.	Number of hits on the Board's Web site.	193,000	198,892	194,000	283,215

Note: Based on fiscal year

2019, 2020 AND 2021 GOALS

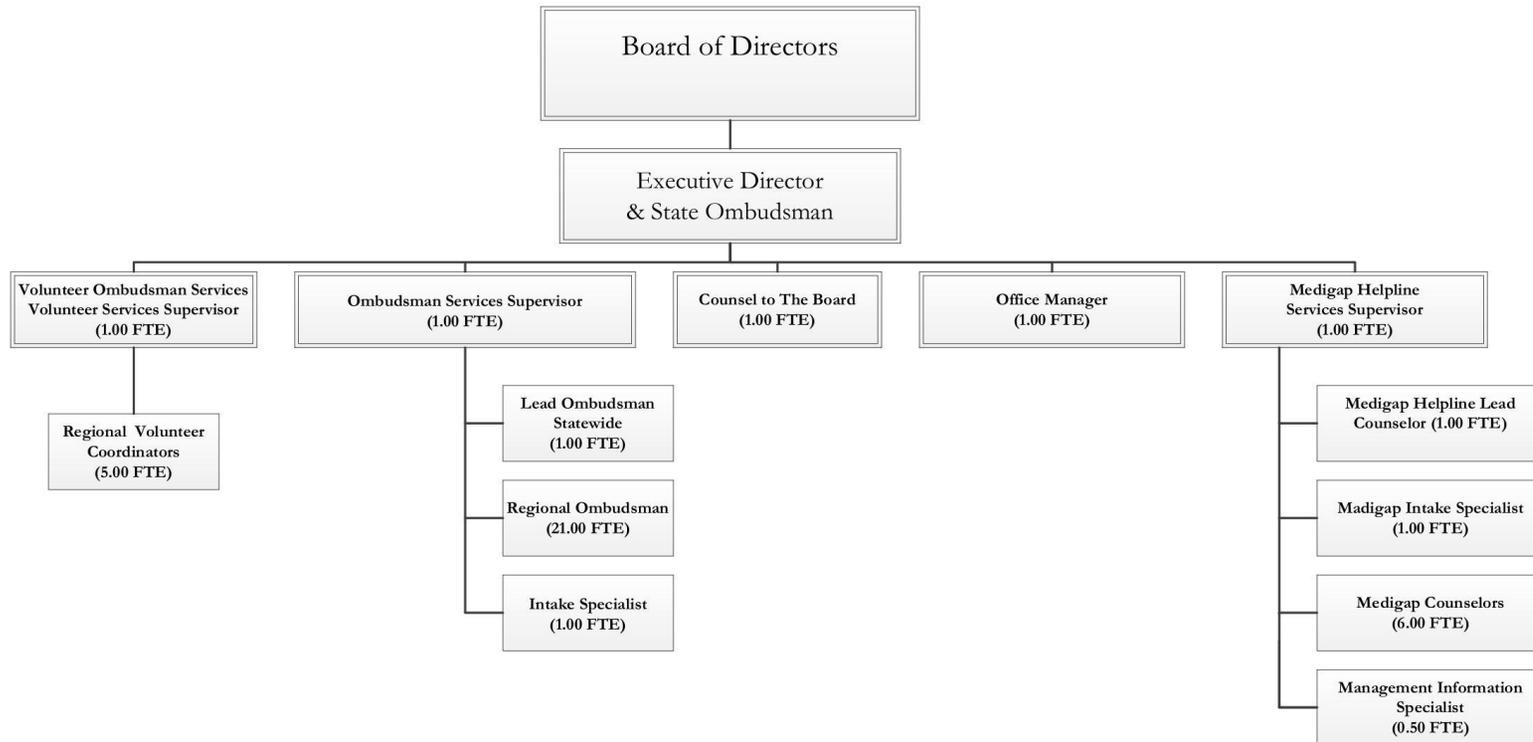
Prog. No.	Performance Measure	Goal 2019	Goal 2020	Goal 2021
1.	Number of complaints investigated by Ombudsmen on behalf of Long Term Care Consumers.	175	175	175
1.	Number of education programs given to Long Term Care consumers by ombudsman program staff.	90	95	100
1.	Number of times volunteer ombudsmen and volunteer coordinators attend resident councils with facility visits.	320	325	330
1.	Number of outreach presentations by Medigap Helpline program staff.	80	82	84
1.	Number of Medigap Program Volunteer hours provided.	1,500	1,600	1,700
1.	Number of hits on the Board's Web site.	285,000	300,000	310,000

Note: Based on fiscal year.



Board on Aging and Long Term Care

Organization Chart



As of: 9/17/2018

Agency Total by Fund Source

Board on Aging and Long-Term Care

1921 Biennial Budget

		ANNUAL SUMMARY				BIENNIAL SUMMARY					
Source of Funds		Prior Year Total	Adjusted Base	1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE	Base Year Doubled (BYD)	Biennial Request	Change From (BYD)	Change From BYD %
GPR	S	\$1,417,839	\$1,471,600	\$1,485,600	\$1,485,600	19.18	19.18	\$2,943,200	\$2,971,200	\$28,000	1.0%
Total		\$1,417,839	\$1,471,600	\$1,485,600	\$1,485,600	19.18	19.18	\$2,943,200	\$2,971,200	\$28,000	1.0%
PR	S	\$1,839,629	\$1,969,600	\$1,970,000	\$1,972,500	23.32	23.32	\$3,939,200	\$3,942,500	\$3,300	0.1%
Total		\$1,839,629	\$1,969,600	\$1,970,000	\$1,972,500	23.32	23.32	\$3,939,200	\$3,942,500	\$3,300	0.1%
Grand Total		\$3,257,468	\$3,441,200	\$3,455,600	\$3,458,100	42.50	42.50	\$6,882,400	\$6,913,700	\$31,300	0.5%

Agency Total by Program

432 Board on Aging and Long-Term Care

1921 Biennial Budget

Source of Funds	ANNUAL SUMMARY						BIENNIAL SUMMARY			
	Prior Year Actual	Adjusted Base	1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE	Base Year Doubled (BYD)	Biennial Request	Change From (BYD)	Change From BYD %
01 IDENTIFICATION OF THE NEEDS OF THE AGED AND DISABLED										
Non Federal										
GPR	\$1,417,839	\$1,471,600	\$1,485,600	\$1,485,600	19.18	19.18	\$2,943,200	\$2,971,200	\$28,000	0.95%
S	\$1,417,839	\$1,471,600	\$1,485,600	\$1,485,600	19.18	19.18	\$2,943,200	\$2,971,200	\$28,000	0.95%
PR	\$1,839,629	\$1,969,600	\$1,970,000	\$1,972,500	23.32	23.32	\$3,939,200	\$3,942,500	\$3,300	0.08%
S	\$1,839,629	\$1,969,600	\$1,970,000	\$1,972,500	23.32	23.32	\$3,939,200	\$3,942,500	\$3,300	0.08%
Total - Non Federal	\$3,257,468	\$3,441,200	\$3,455,600	\$3,458,100	42.50	42.50	\$6,882,400	\$6,913,700	\$31,300	0.45%
S	\$3,257,468	\$3,441,200	\$3,455,600	\$3,458,100	42.50	42.50	\$6,882,400	\$6,913,700	\$31,300	0.45%
PGM 01 Total	\$3,257,468	\$3,441,200	\$3,455,600	\$3,458,100	42.50	42.50	\$6,882,400	\$6,913,700	\$31,300	0.45%
GPR	\$1,417,839	\$1,471,600	\$1,485,600	\$1,485,600	19.18	19.18	\$2,943,200	\$2,971,200	\$28,000	0.95%
S	\$1,417,839	\$1,471,600	\$1,485,600	\$1,485,600	19.18	19.18	\$2,943,200	\$2,971,200	\$28,000	0.95%

Agency Total by Program

432 Board on Aging and Long-Term Care

1921 Biennial Budget

PR	\$1,839,629	\$1,969,600	\$1,970,000	\$1,972,500	23.32	23.32	\$3,939,200	\$3,942,500	\$3,300	0.08%
S	\$1,839,629	\$1,969,600	\$1,970,000	\$1,972,500	23.32	23.32	\$3,939,200	\$3,942,500	\$3,300	0.08%
TOTAL 01	\$3,257,468	\$3,441,200	\$3,455,600	\$3,458,100	42.50	42.50	\$6,882,400	\$6,913,700	\$31,300	0.45%
S	\$3,257,468	\$3,441,200	\$3,455,600	\$3,458,100	42.50	42.50	\$6,882,400	\$6,913,700	\$31,300	0.45%
Agency Total	\$3,257,468	\$3,441,200	\$3,455,600	\$3,458,100	42.50	42.50	\$6,882,400	\$6,913,700	\$31,300	0.45%

Agency Total by Decision Item

Board on Aging and Long-Term Care

1921 Biennial Budget

Decision Item	1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE
2000 Adjusted Base Funding Level	\$3,441,200	\$3,441,200	42.50	42.50
3003 Full Funding of Continuing Position Salaries and Fringe Benefits	\$27,800	\$27,800	0.00	0.00
3010 Full Funding of Lease and Directed Moves Costs	(\$13,400)	(\$10,900)	0.00	0.00
TOTAL	\$3,455,600	\$3,458,100	42.50	42.50

Program Revenue

1921 Biennial Budget

	CODES	TITLES
DEPARTMENT	432	Board on Aging and Long-Term Care
PROGRAM	01	Identification of the needs of the aged and disabled
SUBPROGRAM		
NUMERIC APPROPRIATION	21	Gifts and grants

Revenue and Expenditures	Prior Year Actuals	Base Year Estimate	1st Year Estimate	2nd Year Estimate
Opening Balance	\$41,800	\$39,500	\$38,500	\$38,500
Total Revenue	\$41,800	\$39,500	\$38,500	\$38,500
Expenditures	\$2,300	\$1,000	\$0	\$0
Total Expenditures	\$2,300	\$1,000	\$0	\$0
<u>Closing Balance</u>	\$39,500	\$38,500	\$38,500	\$38,500

Program Revenue

1921 Biennial Budget

	CODES	TITLES
DEPARTMENT	432	Board on Aging and Long-Term Care
PROGRAM	01	Identification of the needs of the aged and disabled
SUBPROGRAM		
NUMERIC APPROPRIATION	31	Contracts with other state agencies

Revenue and Expenditures	Prior Year Actuals	Base Year Estimate	1st Year Estimate	2nd Year Estimate
Opening Balance	(\$370,100)	(\$542,600)	\$0	\$0
Collected Revenue	\$1,143,900	\$1,404,100	\$1,474,800	\$1,486,100
Collection of Prior Year Account Receivable	\$0	\$552,200	\$0	\$0
Total Revenue	\$773,800	\$1,413,700	\$1,474,800	\$1,486,100
Expenditures	\$1,316,429	\$1,413,700	\$0	\$0
Health Insurance Reserves	\$0	\$0	\$4,500	\$13,800
Compensation Reserve	\$0	\$0	\$18,500	\$18,900
2000 Adjusted Base Funding Level	\$0	\$0	\$1,448,400	\$1,448,400
3003 Full Funding of Continuing Position Salaries and Fringe Benefits	\$0	\$0	\$12,200	\$12,200

3010 Full Funding of Lease and Directed Moves Costs	\$0	\$0	(\$8,800)	(\$7,200)
Total Expenditures	\$1,316,429	\$1,413,700	\$1,474,800	\$1,486,100
<u>Closing Balance</u>	(\$542,629)	\$0	\$0	\$0

Program Revenue

1921 Biennial Budget

	CODES	TITLES
DEPARTMENT	432	Board on Aging and Long-Term Care
PROGRAM	01	Identification of the needs of the aged and disabled
SUBPROGRAM		
NUMERIC APPROPRIATION	32	Insurance and other information, counseling and assistance

Revenue and Expenditures	Prior Year Actuals	Base Year Estimate	1st Year Estimate	2nd Year Estimate
Opening Balance	\$0	(\$14,600)	\$0	\$0
Collected Revenue	\$508,600	\$533,100	\$526,400	\$531,700
Collection of Prior Year Account Receivable	\$0	\$14,600	\$0	\$0
Total Revenue	\$508,600	\$533,100	\$526,400	\$531,700
Expenditures	\$523,200	\$533,100	\$0	\$0
Compensation Reserve	\$0	\$0	\$6,100	\$6,200
Health Insurance Reserves	\$0	\$0	\$2,100	\$6,400
2000 Adjusted Base Funding Level	\$0	\$0	\$521,200	\$521,200
3003 Full Funding of Continuing Position Salaries and Fringe Benefits	\$0	\$0	\$1,600	\$1,600

3010 Full Funding of Lease and Directed Moves Costs	\$0	\$0	(\$4,600)	(\$3,700)
Total Expenditures	\$523,200	\$533,100	\$526,400	\$531,700
<u>Closing Balance</u>	(\$14,600)	\$0	\$0	\$0

Decision Item (DIN) - 2000

Decision Item (DIN) Title - Adjusted Base Funding Level

NARRATIVE

Adjusted Base Funding Level

Decision Item by Line

1921 Biennial Budget

	CODES	TITLES
DEPARTMENT	432	Board on Aging and Long-Term Care
	CODES	TITLES
DECISION ITEM	2000	Adjusted Base Funding Level

Expenditure items		1st Year Cost	2nd Year Cost
01	Permanent Position Salaries	\$1,913,200	\$1,913,200
02	Turnover	\$0	\$0
03	Project Position Salaries	\$0	\$0
04	LTE/Misc. Salaries	\$0	\$0
05	Fringe Benefits	\$973,000	\$973,000
06	Supplies and Services	\$555,000	\$555,000
07	Permanent Property	\$0	\$0
08	Unalloted Reserve	\$0	\$0
09	Aids to Individuals Organizations	\$0	\$0
10	Local Assistance	\$0	\$0
11	One-time Financing	\$0	\$0
12	Debt Service	\$0	\$0
		\$0	\$0
17	Total Cost	\$3,441,200	\$3,441,200
18	Project Positions Authorized	0.00	0.00
19	Classified Positions Authorized	42.50	42.50
20	Unclassified Positions Authorized	0.00	0.00

Decision Item by Numeric

Board on Aging and Long-Term Care

Program	Decision Item/Numeric	1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE
	2000	Adjusted Base Funding Level			
01	Identification of the needs of the aged and disabled				
	01 General program operations	\$1,471,600	\$1,471,600	19.18	19.18
	31 Contracts with other state agencies	\$1,448,400	\$1,448,400	17.34	17.34
	32 Insurance and other information, counseling and assistance	\$521,200	\$521,200	5.98	5.98
	Identification of the needs of the aged and disabled SubTotal	\$3,441,200	\$3,441,200	42.50	42.50
	Adjusted Base Funding Level SubTotal	\$3,441,200	\$3,441,200	42.50	42.50
	Agency Total	\$3,441,200	\$3,441,200	42.50	42.50

Decision Item by Fund Source

Board on Aging and Long-Term Care

	Source of Funds		1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE
Decision Item	2000	Adjusted Base Funding Level				
	GPR	S	\$1,471,600	\$1,471,600	19.18	19.18
	PR	S	\$1,969,600	\$1,969,600	23.32	23.32
	Total		\$3,441,200	\$3,441,200	42.50	42.50
Agency Total			\$3,441,200	\$3,441,200	42.50	42.50

Decision Item (DIN) - 3003

Decision Item (DIN) Title - Full Funding of Continuing Position Salaries and Fringe Benefits

NARRATIVE

Standard Budget Adjustment - Full Funding of Continuing Position Salaries and Fringe Benefits

Decision Item by Line

1921 Biennial Budget

	CODES	TITLES
DEPARTMENT	432	Board on Aging and Long-Term Care
	CODES	TITLES
DECISION ITEM	3003	Full Funding of Continuing Position Salaries and Fringe Benefits

Expenditure items		1st Year Cost	2nd Year Cost
01	Permanent Position Salaries	\$31,300	\$31,300
02	Turnover	\$0	\$0
03	Project Position Salaries	\$0	\$0
04	LTE/Misc. Salaries	\$0	\$0
05	Fringe Benefits	(\$3,500)	(\$3,500)
06	Supplies and Services	\$0	\$0
07	Permanent Property	\$0	\$0
08	Unalloted Reserve	\$0	\$0
09	Aids to Individuals Organizations	\$0	\$0
10	Local Assistance	\$0	\$0
11	One-time Financing	\$0	\$0
12	Debt Service	\$0	\$0
		\$0	\$0
17	Total Cost	\$27,800	\$27,800
18	Project Positions Authorized	0.00	0.00
19	Classified Positions Authorized	0.00	0.00
20	Unclassified Positions Authorized	0.00	0.00

Decision Item by Numeric

Board on Aging and Long-Term Care

Program	Decision Item/Numeric	1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE
	3003	Full Funding of Continuing Position Salaries and Fringe Benefits			
01	Identification of the needs of the aged and disabled				
	01 General program operations	\$14,000	\$14,000	0.00	0.00
	31 Contracts with other state agencies	\$12,200	\$12,200	0.00	0.00
	32 Insurance and other information, counseling and assistance	\$1,600	\$1,600	0.00	0.00
	Identification of the needs of the aged and disabled SubTotal	\$27,800	\$27,800	0.00	0.00
	Full Funding of Continuing Position Salaries and Fringe Benefits SubTotal	\$27,800	\$27,800	0.00	0.00
	Agency Total	\$27,800	\$27,800	0.00	0.00

Decision Item by Fund Source

Board on Aging and Long-Term Care

	Source of Funds		1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE
Decision Item	3003	Full Funding of Continuing Position Salaries and Fringe Benefits				
	GPR	S	\$14,000	\$14,000	0.00	0.00
	PR	S	\$13,800	\$13,800	0.00	0.00
	Total		\$27,800	\$27,800	0.00	0.00
Agency Total			\$27,800	\$27,800	0.00	0.00

Decision Item (DIN) - 3010

Decision Item (DIN) Title - Full Funding of Lease and Directed Moves Costs

NARRATIVE

Standard Budget Adjustment - Full Funding of Lease and Directed Moves Costs

Decision Item by Line

1921 Biennial Budget

	CODES	TITLES
DEPARTMENT	432	Board on Aging and Long-Term Care
	CODES	TITLES
DECISION ITEM	3010	Full Funding of Lease and Directed Moves Costs

Expenditure items		1st Year Cost	2nd Year Cost
01	Permanent Position Salaries	\$0	\$0
02	Turnover	\$0	\$0
03	Project Position Salaries	\$0	\$0
04	LTE/Misc. Salaries	\$0	\$0
05	Fringe Benefits	\$0	\$0
06	Supplies and Services	(\$13,400)	(\$10,900)
07	Permanent Property	\$0	\$0
08	Unalloted Reserve	\$0	\$0
09	Aids to Individuals Organizations	\$0	\$0
10	Local Assistance	\$0	\$0
11	One-time Financing	\$0	\$0
12	Debt Service	\$0	\$0
		\$0	\$0
17	Total Cost	(\$13,400)	(\$10,900)
18	Project Positions Authorized	0.00	0.00
19	Classified Positions Authorized	0.00	0.00
20	Unclassified Positions Authorized	0.00	0.00

Decision Item by Numeric

Board on Aging and Long-Term Care

Program	Decision Item/Numeric	1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE
	3010	Full Funding of Lease and Directed Moves Costs			
01	Identification of the needs of the aged and disabled				
	31 Contracts with other state agencies	(\$8,800)	(\$7,200)	0.00	0.00
	32 Insurance and other information, counseling and assistance	(\$4,600)	(\$3,700)	0.00	0.00
	Identification of the needs of the aged and disabled SubTotal	(\$13,400)	(\$10,900)	0.00	0.00
	Full Funding of Lease and Directed Moves Costs SubTotal	(\$13,400)	(\$10,900)	0.00	0.00
	Agency Total	(\$13,400)	(\$10,900)	0.00	0.00

Decision Item by Fund Source

Board on Aging and Long-Term Care

	Source of Funds		1st Year Total	2nd Year Total	1st Year FTE	2nd Year FTE
Decision Item	3010	Full Funding of Lease and Directed Moves Costs				
	PR	S	(\$13,400)	(\$10,900)	0.00	0.00
	Total		(\$13,400)	(\$10,900)	0.00	0.00
Agency Total			(\$13,400)	(\$10,900)	0.00	0.00

ACT 201

Proposal under s. 16.42(4)(b)2.: **0% change in each fiscal year**

FY: **FY20**

Agency: **BOALTC - 432**

Exclusions: Federal
Debt Service

Columns A-G were prepopulated for agencies to reflect state operations adjusted base and reductions agreed to by DOA and LFB. See Appendix H for instructions on how to complete these templates.

Proposed \$ and Proposed FTE columns reflect total agency proposed spending and positions for indicated fiscal year. These amounts should include standard budget adjustments (SBAs), any proposed reallocations or reductions to meet the target, and any other requests that the agency would want considered under this proposal.

Appropriations with zero dollars and zero FTEs are not loaded into the template. If you have any questions, contact your SBO analyst.

IF YOUR AGENCY PLANS TO TAKE THE SAME CUTS OVER BOTH YEARS, YOU SHOULD ONLY FILL OUT ONE GRID FOR 0% GROWTH AND ONE GRID FOR 5% REDUCTION, THEN CHANGE FY20 TO FY20 AND 21.

Agency	Appropriation		Fund Source	Adjusted Base		(See Note 1) 0% Change Target	Proposed Budget 2019-20		Item Ref.	Change from Adj Base		(See Note 2) Remove SBAs		Change from Adjusted Base after Removal of SBAs	
	Alpha	Numeric		\$	FTE		Proposed \$	Proposed FTE		\$	FTE	\$	FTE	\$	FTE
432	1a	101	GPR	1,471,600	19.18	0	1,485,600	19.18		14,000	0.00	(14,000)	0.00	0	0.00
432	1k	131	PR-S	1,448,400	17.34	0	1,450,400	17.34		2,000	0.00	(2,000)	0.00	0	0.00
432	1kb	132	PR-S	521,200	5.98	0	519,600	5.98		(1,600)	0.00	1,600	0.00	0	0.00
Totals				3,441,200	42.50	0	3,455,600	42.50		14,400	0.00	(14,400)	0.00	0	0.00

Note 1: Reduction target must be met within state operations appropriations, but may be allocated across those appropriations and fund sources.

Note 2: Amounts should be SBAs (DINs 3001 - 3011) from agency request multiplied by -1.

Target Reduction = 0

Difference = **0**
Should equal \$0

Items - Describe proposed changes (excl. SBAs) to reach target or other priorities of agency

- 1
- 2
- 3

ACT 201

Proposal under s. 16.42(4)(b)1.: 5% change in each fiscal year

FY: **FY20**

Agency: **BOALTC - 432**

Exclusions: Federal
Debt Service

Columns A-G were prepopulated for agencies to reflect state operations adjusted base and reductions agreed to by DOA and LFB. See Appendix H for instructions on how to complete these templates.

Proposed \$ and Proposed FTE columns reflect total agency proposed spending and positions for indicated fiscal year. These amounts should include standard budget adjustments (SBAs), any proposed reallocations or reductions to meet the target, and any other requests that the agency would want considered under this proposal.

1,278,300

Appropriations with zero dollars and zero FTEs are not loaded into the template. If you have any questions, contact your SBO analyst.

IF YOUR AGENCY PLANS TO TAKE THE SAME CUTS OVER BOTH YEARS, YOU SHOULD ONLY FILL OUT ONE GRID FOR 0% GROWTH AND ONE GRID FOR 5% REDUCTION, THEN CHANGE FY20 TO FY20 AND 21.

Agency	Appropriation		Fund Source	Adjusted Base		(See Note 1)	Proposed Budget 2019-20			Change from Adj Base		(See Note 2)	Change from Adjusted Base after Removal of SBAs			
	Alpha	Numeric		5% Reduction	Proposed \$	Proposed FTE	Item Ref.	\$	FTE	Remove SBAs	\$	FTE				
				Target												
432	1a	101	GPR	1,471,600	19.18	(73,600)	1,485,600	19.18				(14,000)	0.00	0	0.00	
432	1k	131	PR-S	1,448,400	17.34	(72,400)	1,278,300	17.34	1		(170,100)	0.00	(2,000)	0.00	(172,100)	0.00
432	1kb	132	PR-S	521,200	5.98	(26,100)	519,600	5.98			(1,600)	0.00	1,600	0.00	0	0.00
Totals				3,441,200	42.50	(172,100)	3,283,500	42.50			(157,700)	0.00	(14,400)	0.00	(172,100)	0.00

Note 1: Reduction target must be met within state operations appropriations, but may be allocated across those appropriations and fund sources.

Target Reduction = (172,100)

Note 2: Amounts should be SBAs (DINs 3001 - 3011) from agency request multiplied by -1.

Difference = 0
Should equal \$0

Items - Describe proposed changes (excl. SBAs) to reach target or other priorities of agency

- The advocacy and counseling services of the Board's programs are mandated by state and federal law and recognized by citizens as a valuable resource to assure that consumers of long-term care services and Medicare-related insurance products are provided with effective advocacy and reliable information. A reduction of this magnitude will significantly increase waiting times for receipt of services provided by the Board's staff and decrease the number of persons who can be directly served by the advocacy and information programs of the Board.

ACT 201

Proposal under s. 16.42(4)(b)2.: **0% change in each fiscal year**

FY: **FY21**

Agency: **BOALTC - 432**

IF YOUR AGENCY PLANS TO TAKE THE SAME CUTS OVER BOTH YEARS, YOU SHOULD ONLY FILL OUT ONE GRID FOR 0% GROWTH AND ONE GRID FOR 5% REDUCTION, THEN CHANGE FY20 TO FY20 AND 21.

Agency	Appropriation		Fund Source	Adjusted Base		(See Note 1)	Proposed Budget 2020-21		Item Ref.	Change from Adj Base		(See Note 2)		Change from Adjusted Base after Removal of SBAs	
	Alpha	Numeric		\$	FTE	0% Change Target	Proposed \$	Proposed FTE		\$	FTE	Remove SBAs \$	FTE	\$	FTE
432	1a	101	GPR	1,471,600	19.18	0	1,485,600	19.18		14,000	0.00	(14,000)	0.00	0	0.00
432	1k	131	PR-S	1,448,400	17.34	0	1,452,300	17.34		3,900	0.00	(3,900)	0.00	0	0.00
432	1kb	132	PR-S	521,200	5.98	0	520,200	5.98		(1,000)	0.00	1,000	0.00	0	0.00
Totals				3,441,200	42.50	0	3,458,100	42.50		16,900	0.00	(16,900)	0.00	0	0.00

Note 1: Reduction target must be met within state operations appropriations, but may be allocated across those appropriations and fund sources.

Note 2: Amounts should be SBAs (DINs 3001 - 3011) from agency request multiplied by -1.

Target Reduction = 0

Difference = **0**
Should equal \$0

Items - Describe proposed changes (excl. SBAs) to reach target or other priorities of agency

- 1
- 2
- 3

ACT 201

Proposal under s. 16.42(4)(b)1.: 5% change in each fiscal year

FY: **FY21**

Agency: **BOALTC - 432**

IF YOUR AGENCY PLANS TO TAKE THE SAME CUTS OVER BOTH YEARS, YOU SHOULD ONLY FILL OUT ONE GRID FOR 0% GROWTH AND ONE GRID FOR 5% REDUCTION, THEN CHANGE FY20 TO FY20 AND 21.

Agency	Appropriation		Fund Source	Adjusted Base		(See Note 1)	Proposed Budget 2020-21		Item Ref.	Change from Adj Base		(See Note 2)		Change from Adjusted Base after Removal of SBAs	
	Alpha	Numeric		\$	FTE	5% Reduction Target	Proposed \$	Proposed FTE		\$	FTE	Remove SBAs	FTE	\$	FTE
432	1a	101	GPR	1,471,600	19.18	(73,600)	1,485,600	19.18		14,000	0.00	(14,000)	0.00	0	0.00
432	1k	131	PR-S	1,448,400	17.34	(72,400)	1,280,200	17.34	1	(168,200)	0.00	(3,900)	0.00	(172,100)	0.00
432	1kb	132	PR-S	521,200	5.98	(26,100)	520,200	5.98		(1,000)	0.00	1,000	0.00	0	0.00
Totals				3,441,200	42.50	(172,100)	3,286,000	42.50		(155,200)	0.00	(16,900)	0.00	(172,100)	0.00

Note 1: Reduction target must be met within state operations appropriations, but may be allocated across those appropriations and fund sources.

Note 2: Amounts should be SBAs (DINs 3001 - 3011) from agency request multiplied by -1.

Target Reduction = (172,100)

Difference = 0

Should equal \$0

Items - Describe proposed changes (excl. SBAs) to reach target or other priorities of agency

- The advocacy and counseling services of the Board's programs are mandated by state and federal law and recognized by citizens as a valuable resource to assure that consumers of long-term care services and Medicare-related insurance products are provided with effective advocacy and reliable information. A reduction of this magnitude will significantly increase waiting times for receipt of services provided by the Board's staff and decrease the number of persons who can be directly served by the advocacy and information programs of the Board.

BASE BUDGET REVIEW REPORTS

BASE BUDGET REVIEW WORKSHEET

Agency Number: 432	Agency Name: Board on Aging and Long-Term Care
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Date of Report: 9.17.18	Fiscal Years Covered: FY 2015-16, 2016-17, 2017-18
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Expenditures by quarter, including links to appropriation description and purpose, are found at the following URL [s. 16.423(3)(a) and (b)]:

<http://openbook.wi.gov/ExpenditureDetailReport.aspx>

Do all agency appropriations meet the mission of the agency and do their objectives justify their expenditures [s. 16.423 (3)(c)]? Yes

No

If No, please list the appropriations and a description why they do not meet the mission of the agency. Add rows to the table as needed.

Chapter 20 Appropriation	Title	Description

Do the objectives of all your agency appropriations justify their expenditures [s. 16.423(3)(c)]?

Yes

No

If No, please list the appropriations and a description why they do not justify their expenditures. Add rows to the table as needed.

Chapter 20 Appropriation	Title	Description

BASE BUDGET REVIEW REPORTS

Please indicate any appropriation whose minimum level of funding to achieve objectives is less than the prior fiscal year's base funding [s. 16.423(3)(d)]. Add rows to the table as needed.

Chapter 20 Appropriation	Title	Prior Fiscal Year Budget	Prior Fiscal Year Expended	Minimum Budget Needed

The agency's mission and objectives can be found in the biennial budget submission at the following URL [s. 16.423(3)(e)]:
<https://doa.wi.gov/Pages/StateFinances/CurrentBiennialBudget.aspx>. Please create an agency mission if your agency does not currently have a mission to include in its agency budget request.

OPTIONAL ANALYSIS

This section is available to agencies that want to describe why expenditures varied throughout fiscal quarters and/or years.

<i>Heather A. Bruemmer, Executive Director/State Department</i>	<i>09-17-2018</i>
Signature, Title	Date