



# DOA Local Government Report

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### Helping Local and Tribal Governments Save Money

The Department of Administration (DOA) is working with local and Tribal governments to help them find state programs and services that can reduce costs without reducing services. Examples of potential savings include

- utilizing state contracts to get better prices on goods and services;
- taking advantage of energy incentive programs;
- using the state's technology services to reduce costs; and
- taking advantage of human resource assistance available from the state.

If you have a group that would like to hear a presentation about the various ways the state can assist with saving, please contact Dawn Vick, Division of Intergovernmental Relations, [dawn.vick@wisconsin.gov](mailto:dawn.vick@wisconsin.gov) or call at (608) 266-7043.

You can start researching some of these opportunities on your own by visiting the Wisconsin Partnership website at <http://wisconsinpartnership.wi.gov>.

For more information on Governor Doyle's Accountability, Consolidation and Efficiency (ACE) Initiative to reduce the overall cost of delivering public services in Wisconsin, please visit the ACE website at <http://www.ace.wi.gov>.

Listed below are some of the main programs that local and Tribal governments may find useful. Please feel free to contact Dawn Vick if you need any assistance with these programs.

### Procurement Savings

Eggs are usually cheaper by the dozen and similar efficiencies can be found across a wide range of goods and services that local and Tribal governments buy every day. That's why Governor Doyle has invited them to use existing state contracts to purchase the same goods and services the state does at the same price state agencies pay.

Some examples of items the state has contracts for include: computers, pens, tires, hospital equipment, phones, phone service, vehicles, radios, copy machines, paper, lab equipment, hygiene products, accounting services, ballasts, lamps, office furniture, and janitorial supplies.

Please visit <http://vendornet.state.wi.us> to review the contracts state government currently uses to make its purchases. While many local and Tribal governments will choose to buy from local suppliers, the contracts can help them to negotiate the best available price.

### **Technology Services Available**

DOA's Division of Enterprise Technology (DET) has many services for local and Tribal governments. Services include printing and mailing, web hosting, electronic payments, video and video-conferencing, and e-learning classes for employees in a variety of subjects. Other services include access to local, long distance, and cell phone services. DET is also creating BadgerNet, an innovative technology platform which can help local and Tribal governments use state applications such as KIDS, CARES, and the TIME system. For more information on BadgerNet and other technology services that DET provides, visit <http://www.doa.state.wi.us/det>.

### **Focus on Energy Local Government Program**

Leaders in county, city, village, town, and Tribal governments are continually challenged to find ways to control costs. Implementing energy efficiency measures is a great way governments can save money without reducing services or losing productivity. While many local leaders already know about the benefits of energy efficiency, not everyone is aware of the technical expertise available to local and Tribal governments through the State of Wisconsin's Focus on Energy Local Government program.

Focus on Energy is a public-private partnership offering energy information and services to residential, business, and industrial customers throughout Wisconsin. Focus on Energy's Local Government program helps local and Tribal governments reduce their energy consumption by providing the information, training, and resources they need to make informed decisions about energy use and efficiency. The program's services for local and Tribal governments include:

- Developing an energy management plan for your facility;
- Recommending energy-saving equipment options;
- Introducing local and Tribal governments to new technologies;
- Providing financial incentives;
- Assistance in locating contractors and evaluating their proposals;
- Information, education, and training resources;
- Conducting energy surveys to identify and evaluate energy-saving opportunities for buildings, office equipment, electronics, and lighting, as well as traffic signals; and
- Conducting surveys of water and wastewater treatment facilities to identify and evaluate energy saving opportunities that could include the use of pumps, blowers, diffusers, lighting, and biogas systems.

To learn more about how Focus on Energy can help your local or Tribal governments save energy and money, call 1-800-762-7077, or visit <http://www.focusonenergy.com>.

### **Wisconsin Department of Employee Trust Funds**

Local governments can participate in employee benefit programs administered by the Wisconsin Department of Employee Trust Funds. These programs include the Wisconsin Retirement System, the Wisconsin Health Insurance Program, Life Insurance, and Income Continuation insurance. For more information regarding these programs, please visit <http://www.etf.wi.gov> and click on the "Employers" link or call the Employer Communication Center at (608) 264-7900.

### **Other Services for Local and Tribal Governments**

- Length of Service Award Program (LOSA) - [www.doa.wi.gov](http://www.doa.wi.gov) keyword: LOSA – This program assists local governments recruit and retain volunteer firefighters and emergency medical services personnel.
- State Trust Fund Loan Program - <http://bcpl.state.wi.us> - This program provides loans for community projects such as community centers, fire departments, etc.
- Federal Matching Loan Program - <http://bcpl.state.wi.us> - This program provides loans to assist with federal grants and their match requirements.
- Federal Grants - [www.grants.gov](http://www.grants.gov) - A one stop shop for federal grant opportunities.
- State Grants - [www.doa.wi.gov/dhir/wcca.asp](http://www.doa.wi.gov/dhir/wcca.asp) - A one stop shop for state grant opportunities.

### **Wisconsin Personnel Partners**

Wisconsin Personnel Partners (Partners) is a familiar entity with a new face. Partners is a program to support local and Tribal governments in the Wisconsin Office of State Employment Relations.

You may remember Partners as Wisconsin City/County Services or Wisconsin City and County Testing Services (WCCS). Since 1939 Partners has provided content-validated testing for hundreds of non-state jurisdictions.

The Wisconsin Personnel Partners program helps with Governor Doyle's ACE initiative by cutting costs for smaller governments such as villages, towns, cities, counties, Tribal governments and school districts by sharing resources with the State of Wisconsin.

In the past, the focus of its business has been publishing job announcements and providing pre-employment and promotional testing to these organizations. In 1997 Partners was given the authorization to expand its program to include a wider range of human resource services.

The program now provides consultation in areas of compensation and benefits analysis, performance management and position analysis. Recruitment services have expanded from just publishing announcements and now includes providing pre-screened applicant lists and job fair advertising options for our customers.

If you would like to find out how Wisconsin Personnel Partners can work with your organization and its human resource needs, contact (608) 266-1088, e-mail [wpp@wisconsin.gov](mailto:wpp@wisconsin.gov) or visit <http://wpp.wi.gov>.

### **Web Sites Made Easy**

With the state's web hosting service, local governments can create an effective and affordable Internet presence.

Considering all the budget constraints facing local governments, it would be understandable if many decided they simply don't have the personnel or funds to establish and maintain quality websites. But having an effective Internet presence doesn't have to be time-consuming or expensive.

DET's web hosting service includes basic site setup; an easy-to-use content management system; a search engine and site indexing; statistical reporting tools; and up to 100 MB of storage. DET support includes help with site architecture and design; website monitoring; and management of updates and patches.

As part of its mission to save Wisconsin taxpayer money at all levels of government, DET offers a cost-effective web hosting service to local governments that allows even the least tech-savvy employees to update websites. Basically, if you can type in the name of a document and use your mouse to work with drop-down menus, you can easily and quickly add and modify content on a local government website hosted by DET. You can reliably get important information out to constituents without extensive investments in staff time or training.

The base service level costs \$65 per month per server used to host the website(s). Silver, gold and platinum service tiers – with correspondingly higher service levels – are available at additional cost. Also, complex web hosting can be provided through DET's Application Hosting service.

To learn more about DET's web hosting service and find out if it makes sense for your local government, contact Bernie Mrazik at [bernie.mrazik@wisconsin.gov](mailto:bernie.mrazik@wisconsin.gov) or (608) 267-0622.

### **Energy Assistance for Citizens**

With the high cost of energy this winter, it's important for Wisconsin communities to let their residents know about programs that are available if they have difficulty paying to heat their homes or are interested in improving their home's energy efficiency. Wisconsin's Home Energy Assistance Program (WHEAP) provides assistance for heating costs, electric costs, and energy crisis situations. The program is a partnership with the state and is operated by local social and human service agencies.

WHEAP is a one-time payment each heating season (October 1 through May 15). It is intended to help pay a portion of heating costs and is not intended to pay the total annual heating cost. The amount of the heating assistance benefit varies according to household size, income level, and household heating costs. For most families, the Heating Assistance payment will be sent directly to the fuel supplier.

Weatherization helps homeowners and renters reduce energy use while increasing comfort in their homes. This program is a partnership and is operated by local community agencies.

Addressing weatherization problems can:

- Reduce home energy use;
- Improve comfort; and
- Make the home environment healthier.

After getting the results of a home energy audit, homes may receive one or more of the following energy efficiency measures:

- Insulation - Adding insulation to the attic, walls and crawl spaces helps reduce energy use and increase comfort.
- Sealing air leaks - Sealing air leaks will reduce the cold drafts caused by unwanted holes in the home's structure and may improve indoor air quality.
- Heating Systems Update - Replacing an inefficient furnace or boiler will save energy and money.
- Energy Saving Products - Installing water saving faucet aerators and showerheads, and compact fluorescent light bulbs, where applicable, will reduce your energy needs. Replacing an old refrigerator with a new ENERGY STAR qualified model will also save energy.

Residents who have questions about either of these programs can contact DOA with questions at 1-866-HEATWIS (1-866-432-8947).