ONE BALDWIN STREET MONTPELIER, VT 05633-5701

SEN. M. JANE KITCHEL, CHAIR REP. JANET ANCEL, VICE-CHAIR SEN. DIANE SNELLING, CLERK SEN. TIMOTHY ASHE SEN. CLAIRE AYER



TEL: (802) 828-2295 FAX: (802) 828-2483 www.leg.state.vt.us/jfo

REP. CAROLYN BRANAGAN REP. MITZI JOHNSON REP. BILL LIPPERT SEN. RICHARD SEARS REP. DAVID SHARPE

STATE OF VERMONT LEGISLATIVE JOINT FISCAL COMMITTEE

Agenda Tuesday, September 15, 2015 Room 10, State House

9:30 a.m.	А.	Call to order and approve minutes of July 27, 2015 [Approved]
9:35 a.m.	В.	 Administration's Fiscal Updates Brad Ferland, Deputy Commissioner, and Emily Byrne, Budget Director, Department of Finance & Management 1. Funds Status Closeout Report for FY2015 (A) Education; (B) Transportation; (C) General [doc] 2. General Fund and Transportation Fund Balance Reserves [32 V.S.A. § 308c(d)] [doc] 3. Report on FY2016 Budget Adjustment Pressures 4. Report on FY 2017 Budget Development Process
10:05 a.m.	C.	Request by BGS for approval on a Less Than Fair Market Value Lease to Chittenden Children's Advocacy Center for Chittenden County Unit for Special Investigations (CUSI) [29 V.S.A. § 165(h)(2)] [3 <i>docs</i>] [Approved] Michael Obuchowski, Commissioner, and Allen Palmer, Property Mgr. Specialist, Dept. of Buildings & General Services David Cahill, Executive Director, VT State's Attorney's
10:20 a.m.	D.	State Employee Retirement Incentive Report [2 docs] [Sec. B.1101.1(h) of Act 58 of 2015] Beth Pearce, Vermont State Treasurer
10:45 a.m.	E.	Vermont Economic Growth Incentive – Cost-Benefit Model - Annual Update [32 V.S.A. § 5930a(d)] [2 docs] [Approved with Tom Kavet's Recommendations] Fred Kenney, Executive Director, VT Economic Progress Council, and Ken Jones, Economic Research Analyst, Agency of Commerce & Community Development
11:00 a.m.	F.	Grant - JFO#2774 – Request from Department of Public Safety - for authorization to establish one new limited service Criminal Analyst position supported by federal Home Land Security funds. [doc] [Approved] Captain Rick Hopkins, Homeland Security Advisory, Lt. Kevin Lane, Director of the VT Intelligence Center, and Joe Flynn, Deputy Commissioner, Department of Public Safety

Joint Fiscal Committee September 15, 2015 Page **2** of **3**

11:20 a.m.
 Grant – JFO#2777 – Request from the Department of Liquor Control for a \$19,100 grant from the National Alcohol Beverage Control Association to support a study of the warehouse, and to support an education speaker at the Marijuana Awareness Conference held in October. [doc] [Split Question:

 a. Warehouse Study (10-0-0); b. Conference Speaker (7-3-0) – Both Approved]
 James Giffin, Interim Commissioner, and

Bill Goggins, Director of Enforcement, Department of Liquor Control

 11:40 a.m. H. Grant – JFO#2781 – Request from Agency of Human Services for a 3-year, \$8.9 million AA-1 grant for a SNAP ET Pilot. This includes 13 limited services positions at DCF, DOL and DAIL. [doc] [Approved] Sean Brown, Deputy Commissioner of Economic Services Division, Bobby Arnell, Benefits Program Policy Analyst, and Wendy Beinner, Operations Director for the Economic Services Division, Department for Children and Families

12:00 p.m. I. Fiscal Office Updates/Issues:

- 1. Fiscal Officer's Report Stephen Klein, Chief Fiscal Officer [doc]
- Revenue Contract Update Sara Teachout, Senior Fiscal Analyst [doc] [Approved]
- 3. Education Fund Mark Perrault, Senior Fiscal Analyst
- 4. Medicaid Update Stephanie Barrett, Associate Fiscal Officer

12:30 p.m. Adjourn

NOTE: Health Reform Oversight Committee, Room 10, State House at 1:15 p.m.

Other Report Submissions:

General Government

- I. Quarterly report on excess receipts and additional memo response from JFO. [32 V.S.A. § 511 as amended by Sec. 60 of Act 142 of 2014] [Administration] [Received]
- II. FEMA and State Match Payments for Tropical Storm Irene and Spring 2011 Flooding [Cumulative Spending in the Public Assistance Program. [Sec. E.100.1(a) of Act 179 of 2014] [Administration] [FINAL REPORT] [Received]
- III. Vermont Health Connect monthly reports. [Sec. C.106 of Act 58 of 2015] [Chief of Health Care Reform] [Received July and August]
- IV. Vermont Health Connect 2016 Renewal contingency Plan [Sec. C.106.2(a)(2) of Act 58 of 2015] [Agency of Administration] [Received]

Joint Fiscal Committee September 15, 2015 Page **3** of **3**

Commerce

- I. Joint report on the Vermont employment growth incentives [32 V.S.A. Sec. 5930b(e)] [VEPC and Tax Dept.] [Received]
- II. Joint Report on the Vermont economic advancement tax incentives [32 V.S.A. Sec. 5930a(j)] [VEPC and Tax Dept.] [Received 9-2-2015]

Human Services

- I. Health IT Fund Annual Report [32 V.S.A. § 10301(g)] [Dept. of Vermont Health Access] [Received]
- II. Report on transfer of unexpended funds for correctional services out-of-state-beds. [Sec. 81 of Act 4 of 2015] [Agencies of Administration and Human Services]
- III. Bill-Back Report for Green Mountain Care Board Expenses [Act 79, Sec. 37c(b) of 2013] [GMCB] [Received]
- IV. Ladies First Program marketing plan [Sec. E.312.1 of Act 58 of 2015] [Dept. of Health] [Received]
- V.a. Interim Report on Developmental Services and Choices for Care [Sec. E.329 of Act 58 of 2015] [DAIL] [Received]
- V.b. Interim report on Developmental Services and Choices for Care [Sec. E.329 of Act 58 of 2015] [VAADS] [Received]
- Vc. Interim report on Developmental Services and Choices for Care [Sec. E.329 of Act 58 of 2015] [VCDMHS] [Received]

Protection

I. and II. Enhanced 911 savings and position elimination report. [Sec. 16 of Act 41 of 2015] AND Enhanced 911 Board call-taking report [Sec. E.208.2 of Act 58 of 2015] [E-911 Board] [Received – Both included in one report]

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REP. CAROLYN BRANAGAN REP. MITZI JOHNSON REP. BILL LIPPERT SEN. RICHARD SEARS REP. DAVID SHARPE

STATE OF VERMONT LEGISLATIVE JOINT FISCAL COMMITTEE

Tuesday, September 15, 2015

Minutes

Members present: Representatives Ancel, Branagan, Johnson, Lippert, and Sharpe, and Senators Ashe, Ayer, Kitchel, Sears, and Snelling.

Other Attendees: Administration, Joint Fiscal Office, and Legislative Council staff, and various media, lobbyists, advocacy groups.

The Chair, Senator Kitchel, called the meeting to order at 9:42 a.m., and Senator Snelling moved to approve the July 27, 2015 minutes. Senator Sears seconded the motion, and the Committee approved it.

B. Administration's Fiscal Updates

Brad Ferland, Deputy Commissioner, and Emily Byrne, Budget Director, Department of Finance and Management, distributed three documents, and reviewed the FY2015 funds closeout for the Transportation, Education, and General Fund along with reserve balances. Mr. Ferland explained the FY2016 Budget Adjustment (BAA) agency/department meetings were underway and the FY2017 budget meetings were scheduled to begin at the end of September through October and November. Ms. Byrne explained that Medicaid ended in FY2015 with a \$30 million shortfall of which \$6 million was estimated for the BAA process.

Mr. Ferland gave an update on the FY2017 budget development process, explaining that budget instructions to agencies and departments were sent out recently. Expectations to agencies and departments were to level fund budgets. Also, backfilling positions from the retirement incentive were discouraged until more was known on where those positions were most needed. It was anticipated that pension funds, debt service, and the General Fund transfer to the Education Fund would be fully funded, and that reliance on one-time funding would decrease.

Mr. Ferland stated that budget meetings with agencies and departments would include conversations on ideas around structural changes or restructuring. Senator Ayer asked what the difference was between cuts and structural changes. Mr. Ferland responded that the Administration would encourage functional changes to department's budgets rather than Across-the-board cuts. Legislative Joint Fiscal Committee July 27, 2015 Page 2 of 8

Senator Kitchel asked what the payment was for the Accountable Care Organizations (ACO), and how much the payment would be in the BAA. Mr. Ferland responded that there was an estimated total savings of \$14.7 million of which half (\$6.7) would need to be paid back under the ACO shared savings. Stephanie Barrett, Associate Fiscal Officer, Joint Fiscal Office, added that 45% of the half (\$6.7) was the State match and the rest was Global Commitment (federal funds). Senators Snelling and Ayer requested a description on the savings methodology from the Department of Vermont Health Access.

C. Request by BGS for approval on a Less Than Fair Market Value Lease

Michael Obuchowski, Commissioner, and Allen Palmer, Property Manager Specialist, Department of Buildings and General Services (BGS), distributed three documents. The Commissioner reviewed the proposal and history of the lease and explained that the Department was seeking approval from the Committee. He added that by calendar year 2016, Act 176 of 2014 instructs the Chittenden Children's Advocacy Center for Chittenden County Unit for Special Investigation (CUSI) to develop a plan on how to come into compliance with the original lease of \$50,000.00 from \$1,000.00. In responding to Senator Kitchel's question, the Commissioner stated the Legislature had acted upon the CUSI lease three times previously. Mr. Palmer added that Act 176 required that CUSI come into compliance by 2019.

David Cahill, Executive Director, Vermont State's Attorneys, Sheriffs and Special Investigation Units, at the request of Senator Kitchel explained that his office housed CUSI and he was Chair of the Special Investigative Unit (SIU) Board. During the CUSI lease phase-in process, he planned to request, through the legislative budget process, an increase to the SIU budget to offer a program support grant to CUSI to meet its lease obligations. Senator Kitchel asked where the difference of less than fair market value lease cost was charged. Commissioner Obuchowski responded that other fee-for-space customers were making up for the difference in the payment from the CUSI lease.

Senator Kitchel asked for a motion to approve the extension of the CUSI lease proposal with the understanding that CUSI would prepare a four-year plan on how to come into compliance by 2019 as directed in Act 179 of 2014 and as requested by Representative Lippert and Senator Snelling. Senator Ayer moved to authorize the Department of Building and General Services to enter into a Less Than Fair Market Value Lease with the Chittenden Children's Advocacy Center, under the authorization of 29 V.S.A. § 165(h)(2) with the understanding that a plan be submitted to come in compliance within the next four years. Senator Sears seconded the motion. In responding to Senator Snelling's question on fee-for-space market value, Mr. Palmer explained that lease rates are adjusted according to what the market will bear, which took in consideration the geographical area. The motion passed.

Legislative Joint Fiscal Committee July 27, 2015 Page 3 of 8

D. State Employee Retirement Incentive Report

Beth Pearce, Vermont State Treasurer, distributed a report on the retirement incentive program and a list of applications by department, and then explained that the incentive was offered to over 900 State employees, 311 employees applied, and 39 employees had rescinded their applications since the Office had first submitted its original report to the Committee, leaving 272 applicants. In responding to Senator Ayer, Treasurer Pearce stated that it was anticipated there would be further employees to withdraw from the program. Representative Lippert asked that the Administration send a summary of the apportionment of the impacts in the various departments across State government once the final applicant numbers were tallied. Senator Sears expressed concern on the impacts to the Department for Children and Families with not only the retirements but also an increase in caseload that was noted by the Commissioner at another meeting. He asked the Administration to consider transferring open positions according to critical needs in the various Departments, and he encouraged the Department to create a plan on how to address a shortfall of caseworkers. Treasurer Pearce offered that the State could also stagger when State employees could exit their jobs. Commissioner Reardon added that the Administration was aware of the issue and planned to address it when final numbers were known.

E. Vermont Economic Growth Incentive (VEGI) - Cost Benefit Model - Annual Update

Fred Kenney, Executive Director, Vermont Economic Progress Council, and Ken Jones, Economic Research Analyst, Agency of Commerce and Community Development, summarized the proposed updates to the VEGI model. Mr. Kenney explained that the technical working group's charge was to ensure the correct data was used for updating the rates for the background growth for the model. Senator Kitchel asked for the working group's participants, and Representative Ancel asked if the group's make-up was consistent with the recommendations of Tom Kavet, the Legislature's Economist. Mr. Kenney confirmed the group was composed according to the recommendations of Mr. Kavet. Senator Ashe queried how many times the group would meet before disbanding. Mr. Kenney responded the group would meet about twice to discuss the background growth issue. Representative Ancel asked if the technical group would communicate areas that need further updating to the Legislature. Mr. Kenney stated that particular issue was on its current agenda. Representative Ancel moved to approve the proposed Vermont Economic Growth Incentive Cost-Benefit Model Annual Update as proposed by the Vermont Economic Progress Council, under the authorization of 32 V.S.A. § 5930a(d) with the additional amendments by Tom Kavet from his memo dated September 4, 2015. Senator Ashe seconded the motion, and the Committee approved it.

F. Grant - JFO#2774 - Department of Public Safety

Captain Rick Hopkins, Homeland Security Advisory, and Lieutenant Kevin Lane, Director of the Vermont Intelligence Center, Department of Public Safety, gave a description of the grant. Senator Kitchel asked if there were restrictions on the work performed by the grant. Legislative Joint Fiscal Committee July 27, 2015 Page 4 of 8

Captain Hopkins explained that restrictions on the use of the funding had loosened since 9/11 because the federal government foresaw the importance of the funds for local use within public safety. He added that the grant would enable the Department to hire a third person within the intelligence center to meet local, as well as State, demand.

Lieutenant Lane gave background on other avenues pursued prior to the grant application. He explained that the new position would involve a civilian to be specifically trained for functions that included time consuming analytical work, such as researching cell phone and laptop information, monitoring missing persons, and using the automated License Plate Recognition System (LPR).

Senator Snelling noted that the federal funding for the grant should not be considered sustainable and if the Department believed the limited service position was critical, it should consider building the position and funding into its budget. Captain Hopkins agreed with Senator Snelling, and stated that the Department was considering how to sustain the funding of the position. Senator Ayer asked if the Department had assessed the fusion centers where the positions were based with performance measures. Captain Hopkins responded that the Department conducted an annual assessment of the fusion centers through self-assessments validated through a federal metric by the Department of Homeland Security. Lieutenant Lane added that within the last 10 years, the assessment showed that workload for the fusion centers had gone up 40%.

Senator Ashe showed concern for the grant and asked if the increased staffing of data centers would then justify additional monitoring of the public. Lieutenant Lane responded that there was a vast amount of information already available within existing databases. It was the analyst's job to filter the data and provide it to police officers in an organized and understandable way. Joe Flynn, Deputy Commissioner, Department of Public Safety, added that the Department was requesting the same model from 2012 be used before that position was eliminated. Senator Ashe asked if the Department preferred that the data be kept internal or external in the future. Deputy Commissioner Flynn responded that, because of privacy issues, the Department would keep the data in-house as long as it was affordable.

Representative Ancel queried if there were new initiatives the position would work on for the Department. Lieutenant Lane responded that the position would help to tackle the above capacity and increasing workload. Captain Hopkins added that the position could also do a much needed outreach program for the privacy and civil liberties program. Representative Ancel asked if the Department was able to keep up with its most serious criminal workload. Captain Hopkins stated the Department kept up with priority cases but other non-priority cases may wait a longer period of time before receiving attention. The position would address those nonpriority cases. Senator Sears expressed his support for the position to also enable the staff and Department to Legislative Joint Fiscal Committee July 27, 2015 Page 5 of 8

better address complicated on-call duty schedules, he then moved to approve the establishment of a new limited service position as proposed by the Department of which funding had been previously approved in Act 58 of 2015. Representative Branagan seconded the motion. Representative Lippert asked what portion of the workload of the fusion center was terrorism and what portion was criminal activity. Captain Hopkins responded that the fusion centers have had both components prior to 9/11, but what the current setup of the fusion centers allowed was better collaboration between State and local authorities.

Representative Lippert showed concern for the grant funding, and stated that the Department could become dependent on funding that may not always be available. Senator Ashe inquired what would happen with the grant if it were delayed until the Committee's November meeting. Deputy Commissioner Flynn responded that the Department would lose valuable time to train the new employee. Senator Ashe asked why the Department did not request the position with the funding in the FY2016 budget. Deputy Commissioner Flynn responded that originally the Department had sought to fill the workload with local police but coordination and strains with local authorities made it necessary to move back to the 2012 model that had an additional in-house person. Representative Ancel inquired what would happen to the money if the position were not approved. Captain Hopkins explained that the Department would use the money for other areas within the Homeland Security grant program. In past grant funding, items such as mobile communication devices in town highway trucks and ambulances and thermal imagining cameras in volunteer fire departments were bought for local agencies. Senator Sears inquired if the funds could be used to address the backlog of DNA cases in the forensics lab. Deputy Commissioner Flynn stated he would check with the forensic lab director for an update on the backlog and whether the grant funding could be used for this purpose and then forward that information onto the Committee.

The Chair repeated the motion and the Committee approved it with Senator Ashe opposing it.

G. Grant - JFO#2777 - Department of Liquor Control

Jim Giffin, interim Commissioner, Department of Liquor Control, summarized the grant. He explained there were two pieces to the grant. The first was for a speaker on drugs and alcohol as it pertained to enforcement. He explained that the presentation had no relationship to the conversation of legalizing marijuana. The second was for assistance to evaluate the liquor warehouse for capacity and if there were reorganization ideas to allow for additional capacity. The Department was able to send back unsalable items to the distributers, and to a contractor in Tennessee for disposal. A preliminary report had been submitted by the contractor that allowed for an additional 3–5 years of capacity for the warehouse, but some adjustments such as structural issues with liquor racks would need to be addressed quickly. Senator Ayer inquired if the evaluation included the question of privatization rather than State owned. Mr. Giffin Legislative Joint Fiscal Committee July 27, 2015 Page 6 of 8

explained that the Legislature approved and appointed a Vermont Liquor Control System Modernization Evaluation Committee (VLCSMEC) to review those questions. Representative Ancel, also a member of the VLCSMEC, stated that the VLCSMEC was reviewing the possible privatization of the State's Department of Liquor Control, and showed concern for the grant having an effect on that decision. Mr. Giffin responded that the warehouse evaluation piece of the grant had been requested to address current operations issues, such as capacity and organizational methods to save funding while policy makers debate future plans of how liquor was sold. Senator Ashe asked if the study had started, and if so, what funding was used. Mr. Giffin responded that funding for the study had been appropriated but, with the grant, the State funding could be used to address the safety issues.

Representative Branagan asked if the full cost of the project would exceed the grant's \$14,000 funding. Mr. Giffin responded that the additional State funding appropriated initially for the study may be used for critical safety and security issues listed in the recommendations of the final report from the contractor. If there are areas needing legislative approval, the Department would seek language in the FY2016 Budget Adjustment proposal (BAA).

Senator Kitchel inquired about the marijuana conference and Vermont Works Prevention Coalition. Mr. Giffin responded that the grant had been written poorly along with the titling of the flyer. The Department was acting as the grant pass through entity for the presentation on Vermont Prevention Day for the Coalition. The Committee had a discussion on the speaker of the conference.

Senator Ashe moved to divide the question for the grant request. The first instance would be the question of whether to approve the request for the study of the warehouse, and the second instance would be to approve the request for the conference speaker. Whereby, Senator Ashe moved to approve the grant request in the first instance to approve the \$14,800 for the warehouse study. Representative Johnson seconded motion, and commented that the Department should keep its options open to improve efficiency of its operations.

The Chair restated the motion on the first question to approve the warehouse study funding, and the Committee approved it. The Chair then restated the motion for the second half of the question for funding of an educational speaker for 2015 Vermont Prevention Day of \$4,300. Senator Sears moved to approve funding for the educational speaker but expressed concern that it was difficult to reverse something that had already been scheduled and obligated and which should have had legislative approval for the funding. Senator Snelling seconded the motion. A discussion then ensued on the presentation and grant content. In responding to a question on the speaker's retainer fee, Mr. Giffin stated that \$800 was passed through the Coalition from the Department's operating budget. Legislative Joint Fiscal Committee July 27, 2015 Page 7 of 8

The Chair restated the motion and the Committee approved with Senator Ashe and Representatives Branagan and Sharpe voting no (7-3-0).

H. Grant JFO#2781 - Department for Children and Families

Sean Brown, Deputy Commissioner, Bobby Arnell, Benefits Program Policy Analyst, and Wendy Beinner, Operations Director for the Economic Services Division, Department for Children and Families, summarized the grant. Deputy Commissioner Brown explained that the \$8.9 million grant targets hard-to-serve people such as homeless or potential homeless, those with prior criminal records having difficulty reentering the workforce, and those with opiate or substance abuse addictions. Currently, the State is not able to use the Unemployment Insurance (UI) funds, \$10 million of federal and State matching funds, received for the purposes other than to get individuals in a realistic employment plan. The grant allows for the hiring of 13 limited services positions for the duration of the 3-year grant. In responding to Senator Kitchel's question, Deputy Commissioner Brown responded that the Department's vision was to enroll 3,000 Vermonters within control groups, with 1,500 individuals from existing services of the employment and training program, and 1,500 random individuals would be placed in a treatment group under the grant funds. There would be a clinical assessment of the participants enrolled.

Representative Sharpe moved to accept the grant and Senator Ayer seconded the motion. The Committee approved the motion with no opposed (9-0-1).

I. Fiscal Office Updates/Issues

Sara Teachout, Senior Fiscal Analyst, Joint Fiscal Office, gave an update on the revenue contract outlined in a memo provided. Stephen Klein, Chief Fiscal Officer, Joint Fiscal Office, added that Tom Kavet's rate had typically been lower than average which deterred others from applying for the position. Representative Ancel moved to approve the Joint Fiscal Office to negotiate a contract with Tom Kavet. Representative Johnson seconded the motion, and the Committee approved it.

Mark Perrault, Senior Fiscal Analyst, Joint Fiscal Office, briefed the Committee on the status of the Education Fund. He explained there had been two revisions to the Education Fund since the Legislature adjourned the 2015 session, the FY2015 closeout and the other was from a revision to the July consensus forecast. The education reserve fund may now be \$20 million for FY2017 after a reversion by the Agency of Education. Mr. Klein added that the reserve could give flexibility to the implementation of Act 46. At the request of Representative Sharpe and Branagan, Mr. Perrault stated he would send an electronic copy of the current Education Fund Outlook to them.

Mr. Klein stated there was work on the true cost of the Cadillac Tax and the Excise Tax issue. It was estimated that it could be lower than anticipated earlier. The Office was waiting for

Legislative Joint Fiscal Committee July 27, 2015 Page 8 of 8

guidance from the Internal Revenue Service (IRS). Representative Ancel inquired when the tax would be implemented, and Mr. Klein stated January 2018.

Stephanie Barrett, Associate Fiscal Officer, Joint Fiscal Office, gave an update on Medicaid funding. She explained there were two new potential issues for funding pressures. The first was an anticipated significant increase at the federal level related to Medicare buy-in. The Agency of Human Services had recently received alerts that the buy-in (Medicaid payments for Medicare premiums for eligible participants) were increasing by 50%. There could be a possible \$13-\$16 million annualized increase in FY2017 with a half-year impact beginning in the FY2016 BAA. The second issue was a new drug for Cystic Fibrosis that had a possible high annualized cost of \$12 million. Lastly, the general trending on caseload and utilization of Medicaid could be higher than the July preliminary estimate of \$30 million.

Representative Johnson moved to adjourn the meeting. The Committee adjourned at 12:53 p.m.

Respectfully Submitted,

Theresa Utton-Jerman Legislative Joint Fiscal Office



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Agency of Administration

State of Vermont Department of Finance & Management 109 State Street, Pavilion Building Montpelier, VT 05620-0401

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MEMORANDUM

TO:	Joint Fiscal Committee
CC:	Justin Johnson, Brad Ferland, Steve Klein, Stephanie Barrett and Theresa Utton-
	Jerman; The Deputy Jim Reardon, Commissioner
FROM:	Jim Reardon, Commissioner
RE:	General Fund Balance Reserve
DATE:	September 14, 2015

In accordance with 32 V.S.A. §308c (d), we hereby report that the balance in the General Fund Balance Reserve is \$6,800,000 at June 30, 2015. This balance remains in the Reserve and available for appropriation, pending legislative action during the 2016 session.

Please contact me if you require additional information.



State of Vermont

Department of Finance & Management 109 State Street, Pavilion Building Montpelier, VT 05620-0401 Agency of Administration

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MEMORANDUM

Joint Fiscal Committee
Justin Johnson, Brad Ferland, Steve Klein, Stephanie Barrett and Theresa Utton-
Jerman; DIP Depity
Jim Reardon, Commissioner
Transportation Fund Balance Reserve
September 14, 2015

In accordance with 32 V.S.A. §308c (d), we hereby report that the balance in the Transportation Fund (TF) Balance Reserve is \$1,584,986.05 at June 30, 2015.

Please contact me if you require additional information.

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REPORT TO JOINT FISCAL COMMITTEE SEPTEMBER 15, 2015 "USE OF STATE OWNED PROPERTY AT LESS THAN FAIR MARKET VALUE"

The State of Vermont has a long history of working with farmers, local municipalities and public service organizations to try and help alleviate some of their operating expenses by allowing usage of State owned property at less than Fair Market Value (FMV).

Throughout the years, the State has absorbed the cost of maintaining these facilities with the notion that it was in the best interest of Vermonters to allow these uses on State owned property at less than FMV.

In the instance of agricultural land, it was felt that the cost of paying to have the land kept open would exceed the amount lost by leasing it at less than FMV. During the past fiscal cycle, Commissioner Obuchowski was made aware that the State had been following this practice in violation of VT Statute:

Title 29 : Public Property And Supplies Chapter 005 : Department Of Buildings And General Services

§ 165. Space allocation, inventory, and use; leasing property; Commissioner's preapproval required

(h) No State-owned space in any State-owned building, structure, or other real property under the jurisdiction of the Commissioner of Buildings and General Services may be leased, occupied, or licensed for any purpose for less than its fair market value as determined by the prevailing area market prices for comparable space or property, except as follows:

(1) The Commissioner of Buildings and General Services may lease or license State-owned property under his or her jurisdiction for less than prevailing area market prices to municipalities, nonprofit organizations, school districts, or to persons whose proposed activities are determined by the Commissioner to serve a public purpose and when the term of the lease or license is less than three years.

(2) The Commissioner of Buildings and General Services may lease or license State-owned property under his or her jurisdiction for less than prevailing area market prices with the approval of the Joint Fiscal Committee when the term of the lease or license is three years or longer, or when the lease or license requested is a renewal of a lease or license issued pursuant to subdivision (1) of this subsection.





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Agency of Administration

In response to this situation,

Commissioner Obuchowski directed the Property Management Division of BGS to:

- 1. Identify and list all properties being leased or licensed at less than FMV.
- 2. Develop individual plans on a case by case basis to bring all those properties into compliance with the above listed statute as soon as possible.
- 3. To additionally identify any properties that by virtue of "special circumstances are not subject to the above listed statute.

This list and the accompanying spread sheet were drafted as a result of that directive.

Before continuing, it should be noted that for the purposes of this exercise we have used the local Fee For Space (FFS) Rate as the bench mark for FMV. This was done in an effort to be fair and sensitive to the fiscal concerns of our tenants.

Additionally, the per acre rates used when calculating the FMV for agricultural land were supplied by the Agency of Agriculture from the USDA's nationwide list of agricultural land lease rates.

- 1. License #603- This is a license for 84.3 acres of crop land leased to the Scribner Family in Middlesex. At present they are paying a rate that is \$2,46.00 less than FMV, however their current license include step rate increases that will bring them up to FMV by May 1, 2018.
- 2. License #602-This license is with the Duxbury Community Garden and the State has allowed them to place their community garden on State owned land for the past several years for \$1.00 per year. There is currently no plan in place to bring them up to FMV.
- 3. Lease #608-Between Deer Valley Farms and the State for 200 +/- acres of crop land on the former Weeks School Property in Vergennes and Ferrisburg. This lease has been ongoing for close to twenty years. When it was last written in 2011 the State used data from UVM to set the lease rate, the latest renewal used the USDA data and currently has the lease rate at \$2,600 below FMV, however the lease rate is being incrementally raised to FMV by July 1, 2018.



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Agency of Administration

4. License#615-Mickey Carvelho and the State for 12 acres of sugar bush at the SESCF in Windsor. When it was originally written at FMV, however the rates have not been raised in several years. The rates will be addressed in the next license negotiation.

- 5. License #601- Between the State and George Ashline for 45 acres of Hay land at the SESCF in Windsor. This lease is currently terminated, but we expect to reactivate it next year at FMV.
- 6. License #616- This license was written between the State and Lawes Agricultural Services for 40 +/- acres at the former Brandon Training School. At the time that it was written, the land had been laying fallow for 10-20 year and was in need of major
- 7. remediation. It was decided that the tenant would bring in equipment and reclaim the land and bring it back into production in exchange for 5 years rent. The figure was arrived upon by multiplying 40x\$44.00 per acre per year.
- 8. Lease #367- Between CUSI and the State, details re: this lease are included in our presentation.
- 9. Lease #408- When this lease was written, the State's intention was to have the Caledonia County Sheriffs up to FMV by July of 2018. However, since it was written, the FFS rate in St Johnsbury has risen considerably and we will not meet that goal until the new lease is written for July 2019.
- **10. Lease with the VFW and American Legion-** At 126 State Street in Montpelier. According to Statute originally written in 1948, the State is obliged to lease space to Veterans organizations at \$1.00 per year. See Statute below:

Title 29 : Public Property And Supprime. 3. Chapter 005 : Department Of Buildings And General Services

§ 167. Rental of state property to veterans' organizations

The commissioner of buildings and general services is hereby authorized to lease to national veterans' organizations, with established central offices in this state, the first floor of the Adams house on State Street in the city of Montpelier, or some comparable space in some other building in said city of Montpelier owned by state, federal, county or municipal government or by a private party, except the state capitol, state library, Pavilion state office building and the state office building at 120 State Street. Said lease shall be on a year-to-year basis with the right of renewal thereof by the lessee but with right of the lessor to terminate said lease upon notice of not less than six months to the said lessees. The rent shall be for the nominal sum of \$1.00 per year for each tenant organization. Space allocations to the various organizations shall be made and may be modified from time to time by the commissioner of buildings and general services.

[phone] 802-828-3390 [fax] 802-828-6501 Agency of Administration

Interior repairs and alterations shall be at the expense of the respective tenant subject to the approval of and under the supervision of the commissioner of buildings and general services and exterior repairs shall be at the expense of the state and under the supervision of the commissioner of buildings and general services. The expense of light, heat and water as proportionately allocated by the commissioner of buildings and general services shall be paid by the tenant organization into the property management fund established by section 160 of this title, expect that any costs above the proportional costs shall be paid out of the operating funds of the Vermont adjutant general. (Amended 1959, No. 328 (Adj. Sess.), § 16(b); 1987, No. 243 (Adj. Sess.), § 31, eff. June 13, 1988; 1995, No. 148 (Adj. Sess.), § 4(c)(1), eff. May 6, 1996; 1999, No. 1, § 100, eff. March 31, 1999; 1999, No. 148 (Adj. Sess.), § 42, eff. May 24, 2000; 2003, No. 63, § 28.)

- 11. Lease with the vi Arts Council-1his lease is currently 542, / /4.00 under FM v and a solution in being negotiated.
- 12. **DOL Parking lot on Green MT Dr.-** For many years the Capital Plaza Hotel has been using the DOL Parking lot as overflow parking without any written authorization to do so. It is unknown how this arrangement was arrived at or why it has been allowed to continue considering the shortage of parking spaces available to State employees in the Montpelier area.
- 13. License #610-License for a private citizen to park their car on SOV property across the street from their residence on Hopkins St in Montpelier. It is currently at \$260.00 below FMV for an unpaved space but we hope to address that in the next license.
- 14. Needleman's Bridal Shop-Hebard Building, Newport. The State has been leasing the space to Mr. Needleman at less than FMV awaiting the amendment of the Emory Hebard Condominium bylaws. The current status of that amendment is as follows;

Recently signed an extension to the P & S with Mr. Needleman. Cannot close on the property until the Declarations are amended. Have final amended Declarations and awaiting final approval from the Title Insurance company hired by Mr. Needleman. Once that is accomplished, we then can prepare for closing. Preparing for closing will require the preparation of a Certificate of Resale which the Association cannot properly prepare at this time. SOV is working to update



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Buildings & General Services Property Management Services 4 Governor Aiken Avenue Montpelier, VT 05633-7001 http://bgs.vermont.gov/propman

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financials of the Association so that these financial documents, required by closing, will be ready. Timeline: November tentatively.

- 15. Lease #488-This is listed as an atypical lease in that it resulted from the State's desire to allow the City of Rutland to have a chance to operate the Rutland Parking Garage for 3 years in a no-risk situation in hopes that at the end of the 3 years the City would be comfortable with taking over complete ownership of the facility. We are still working on that process.
- 16. Lease #1004-This lease is also atypical in that we are working to transfer ownership of this property to the City of Rutland and hope to have that transfer completed before year's end.
- 17. Lease #1004-This lease is between the USDOL and the State for the Job Corps at the former Weeks School in Vergennes. This lease dates back to the 1980's and is a 20 year lease with annual renewals. When the lease was renewed in 2012, the State essentially doubled the lease rate to the USDOL and instituted a number of new terms and conditions in the new lease. Because this is a one of a kind lease with no comparable anywhere in Vermont, it is difficult to come up with a FMV for the site considering that the USDOL is responsible for all operating expenses as well as all major maintenance costs. We have however tried to put a value on the space, that value is \$4.00 per SF per year. With the \$401,629.17 from FY 2016 rent plus the \$280,000.00 in major maintenance improvements that the USDOL is providing in FY16 we are confident that the USDOL is paying FMV for FY16.

Respectfully,

Allen Palmer BGS Property Management Services



Page 5 of 5



[phone] 802-828-3390 [fax] 802-828-6501

Allen Palmer Property Management Specialist Department of Buildings & General Services Division of Property Management

August 6, 2015

Joint Fiscal Committee

RE: Request to consider approval of Less Than Fair Market Value Lease

Dear Committee members:

Commissioner Obuchowski has requested that I prepare a memo outlining the history of the LANDLORD-TENANT relationship between the State of Vermont and the Chittenden Unit for Special Investigations (CUSI). Additionally, I want to take this opportunity to let the Committee know how much the Commissioner and I support CUSI and their important mission. This exercise is an attempt to follow the law.

CUSI is under the auspices of The Chittenden Children's Advocacy Center, Inc. and has occupied 3,907 SF of State owned space at 50 Cherry Street in Burlington since 1999.

During their tenancy, the State has charged CUSI \$1,000.00 per year in rent, while the FFS rate has ranged from \$33,639.27 in in FY 04 to \$50,673.79 in FY15. Originally it was documented through an "agreement", but more recently the State and CUSI have executed a lease outlining this arrangement.

In 2014, Commissioner Obuchowski became aware that the State's actions were in violation law since it was leasing this space to a non-State entity at less than Fair Market Value (FMV).

The State is using its Fee For Space rate for the Burlington Area to establish FMV.

The Fee for Space (FFS) program creates a square footage cost that is based on the "sum of expenses" to operate the building. Thru this mechanism the tenant rent is based on actual cost of the space. An analysis of the cost difference between what CUSI paid and what should have been paid when compared to the State's Fee For Space (FFS) Program is attached here:



Agency of Administration



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CUSI LEASE PAYMENT COMPARISON TO FFS RATES IN BURLINGTON

YEAR	CUS	PAYMENT	FF	S RATE	SF		FF	S TOTAL	PAYN	IENT DELTA	CUSI	SUBSIDY	
FY04	\$	1,000.00	\$	8.61		3,907	\$	33,639.27	\$	32,639.27	\$	32,639.27	
FY05	\$	1,000.00	\$	8.09		3,907	\$	31,607.63	s	30,607.63	\$	30,607.63	
FY06	\$	1,000.00	\$	9.60		3,907	\$	37,507.20	\$	36,507.20	\$	36,507.20	
FY07	\$	1,000.00	\$	10.25		3,907	\$	40,046.75	S	39,046.75	\$	39,046.75	
FY08	5	1,000.00	\$	10.14		3,907	\$	39,616.98	\$	38,616.98	\$	38,616.98	
FY09	\$	1,000.00	\$	11.79		3,907	\$	46,063.53	\$	45,063.53	\$	45,063.53	
FY10	\$	1,000.00	\$	13.00		3,907	\$	50,791.00	\$	49,791.00	5	49,791.00	
FY11	\$	1,000.00	\$	13.05		3,907	\$	50,986.35	\$	49,986.35	\$	49,986.35	
FY12	\$	1,000.00	\$	13.24		3,907	\$	51,728.68	s	50,728.68	S	50,728.68	
FY13	\$	1,000.00	\$	12.47		3,907	\$	48,720.29	\$	47,720.29	\$	47,720.29	
FY14	\$	1,000.00	\$	13.46		3,907	\$	52,588.22	s	51,588.22	\$	51,588.22	
FY15	\$	1,000.00	\$	12.97		3,907	\$	50,673.79	\$	49,673.79	\$	49,673.79	
													TOTAL AMOUNT OF
TOTAL	\$	12,000.00					\$	533,969.69	\$	521,969.69	\$	521,969.69	CUSI SUBSIDY

Although the CUSI lease started in 1999, THE FFS program did not develop until 2004. The Data above illustrates the amount of money that BGS has subsidised CUSI from 2004 through FY15.

As you can see, the State has subsidized CUSI's rent significantly (\$521,969.69) over the past 12 years based on a comparison of established the FFS rate and the fee CUSI paid.

In 2014, the Legislature passed the language stipulating that the State and CUSI would have a lease in place by July 1, 2015 that started CUSI on a gradual path to paying the State's FFS rate. The resulting lease called for Fair Market Value to be accomplished in incremental steps by July 1, 2018, see APPENDIX A.

Because CUSI was unable to budget for a rental increase in FY16, they returned to the Legislature and requested a stay on the language shown in APPENDIX A. In response to their plea, the Legislature passed language in ACT 26 CAPITAL APPROPRIATIONS BILL of 2015, see APPENDIX B.

In response, the SOV and CUSI have agreed that due to CUSI's inability to budget for the agreed upon rent increase in the lease executed in FY 2015, the lease rate for FY2016 would remain at \$1,000.00 per year with the proviso that CUSI present the Commissioner of BGS by March 1, 2016 with an incremental plan to bring their rent up to the State's FFS rate by July 1, 2019.



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The attached lease #376 memorializes that agreement. I request that you approve the enclosed lease as is required in 29 V.S.A. § 165(h) SEE APPENDIX C.

Thank you,

Allen Palmer

APPENDIX A.

ACT 176 of the 2013-2014 Legislative Session Sec. E.112 USE OF STATE SPACE; CLARIFICATION (a) Notwithstanding 29 V.S.A. § 165(h) the Commissioner of Buildings and General Services shall extend through June 30, 2015 the lease for space for the Chittenden Unit for Special Investigations at current payment rates. For fiscal year 2016 and beyond, the Commissioner shall consult with the Director of States' Attorneys and Sheriffs and the Director of the Chittenden Unit for Special Investigations and develop a long-term lease or fee-for-space arrangement. In the event such arrangements include a payment below prevailing market prices, it shall be presented to the Joint Fiscal Committee as required by 29 V.S.A. § 165(h) for approval at a regularly scheduled Joint Fiscal Committee meeting after September 1, 2014.





[phone] 802-828-3390 [fax] 802-828-6501 Agency of Administration

APPENDIX B.

ACT 26 CAPITAL APPROPRIATIONS BILL

No. 26 Page 24 of 45 2015 VT LEG #309636 v.1

* * * Policy * * *

* * * Buildings and General Services * * *

Sec.23. LEASING PROPERTY; FAIR MARKET VALUE

(a) It is the intent of the General Assembly that any leases for State-owned space in any Stateowned building, structure, or other real property under the jurisdiction of the Commissioner of Buildings and General Services that are in existence prior to the effective date of this act shall be renewed at fair market value by July 1, 2019.

(b) The Commissioner of Buildings and General Services shall evaluate whether to sell any Stateowned building, structure, or other real property that is being leased under fair market

APPENDIX C

29 V.S.A. § 165(h)

• (h) No State-owned space in any State-owned building, structure, or other real property under the jurisdiction of the Commissioner of Buildings and General Services may be leased, occupied, or licensed for any purpose for less than its fair market value as determined by the prevailing area market prices for comparable space or property, except as follows:

(1) The Commissioner of Buildings and General Services may lease or license State-owned property under his or her jurisdiction for less than prevailing area market prices to municipalities, nonprofit organizations, school districts, or to persons whose proposed activities are determined by the Commissioner to serve a public purpose and when the term of the lease or license is less than three years.

(2) The Commissioner of Buildings and General Services may lease or license State-owned property under his or her jurisdiction for less than prevailing area market prices with the approval of the Joint Fiscal Committee when the term of the lease or license is three years or longer, or when the lease or license requested is a renewal of a lease or license issued pursuant to subdivision (1) of this subsection.



L E A S E #376

between

THE STATE OF VERMONT DEPARTMENT OF BUILDINGS AND GENERAL SERVICES

and

Chittenden Children's Advocacy Center, Inc. For Chittenden County Unit for Special Investigations

(CUSI)

This lease, made and entered into this 27^{thay} of \underline{July} , 2015, by and between:

The State of Vermont, Department of Buildings and General Services, 2 Governor Aiken Avenue, Montpelier, VT 05633-5801, hereinafter referred to as STATE,

and

Chittenden Children's Advocacy Center, Inc. for Chittenden County Unit for Special Investigations (CUSI) 50 Cherry Street Suit 102, Burlington, Vermont 05401, hereinafter referred to as TENANT,

WITNESSETH

In consideration of the mutual covenants and agreements hereinafter set forth, the parties do covenant and agree as follows:

- 1) The STATE hereby demises and leases to the TENANT, subject to all of the conditions and terms contained herein, the following described premises, hereinafter referred to as the "leased space":
- 2) 3907 square feet of office space located on the ground floor space at the State owned building located at 50 Cherry Street in Burlington and commonly known as the FORMAC Building. THE LANDLORD acknowledges that a portion of the demised space is used by members of the CUSI task force.
- 3) TO HAVE AND TO HOLD the said leased space, with appurtenances, for the term of **ONE** (1) year commencing on July 1, 2015 for use by the TENANT.
- 4) The TENANT shall not assign this Lease and shall not sublet the leased space except with the prior written consent of the STATE, which consent shall not be unreasonably withheld.

Page 1 of 9

- Either party shall have the right to terminate this lease by giving the other party at least ninety (90) days' prior written notice of its intention to terminate. The TENANT will pay the remaining balance due on any fit-up costs in one lump sum, together with the final rental payment.
- 6) The TENANT shall pay rent to the STATE for the said leased space at the following rate:

Beginning July 1, 2019, the STATE shall have the right to adjust the rent based on the FY16 Capital

Start date	End date	Annual Cost per Square Foot	Annual Rent	Monthly Rent
07/01/2015	06/30/2016	NA	\$ 1,000.00	NA

- 9) It is further agreed that the CHITTENDEN CHILDREN'S ADVOCACY CENTER, INC. Policy Board will present to the Commissioner of BGS on or before March 1, 2016, their plan to bring CUSI into compliance with Section 23 of ACT 26, The Capital Appropriations Bill as passed by the Vermont Legislature and signed by the Governor in Legislative year 2015, see APPENDIX A.
- 10) Rental payments are to be made monthly in advance; each monthly payment is due on the first day of the month. The first month's rent will be prorated as to the actual occupancy date.
- 11) The rental payments shall be sent to:

BGS Accounting 6 Baldwin Street Montpelier, VT 05633-7401

- 12) If any monthly payment of rent is not paid in full when due, the STATE reserves the right to charge a late payment fee of fifty dollars (\$50.00), plus interest on the balance of rent due at a rate of twelve percent (12%) per annum. The State reserves the right to charge a late payment fee each and every month Tenant fails to pay rent in full when due.
- 13) In the event of a change of ownership during the term of this Lease the STATE shall notify the TENANT, by certified mail, return receipt requested, that the ownership of the property has been transferred. Said notice mailed to address listed on page 1, shall specify how, when, and to whom rental payments shall be made.
- 14) In the absence of express, written agreement between STATE and TENANT to the contrary, if TENANT holds over beyond the expiration of the lease, the state reserves the right to increase the rent to 150% of the current lease rate. Insofar as is applicable, the covenants and agreements set forth herein shall remain in force during any period of holding over.

15) The STATE shall provide to the TENANT, during its occupancy of said leased space, <u>as part of the rental</u> <u>consideration</u>. the following:

AIR CONDITIONING ELECTRICITY GENERAL INTERIOR AND EXTERIOR MAINTENANCE HEAT HOT WATER JANITORIAL SERVICES AND SUPPLIES LAWN CARE PEST CONTROL REPLACEMENT OF LIGHT BULBS SNOW REMOVAL AND SANDING OF PARKING AREA(S) SNOW REMOVAL AND SANDING OF WALKWAYS AND DOORWAYS TRASH/RECYCLING DISPOSAL WATER AND SEWER

In addition, the STATE shall provide, at the tenant's expense, the following:

VOICE/DATA INSTALLATION, OPERATION, AND REPAIR

16) It is further understood and agreed that the TENANT shall obtain and pay for the following:

RENTER'S INSURANCE

in an amount appropriate to cover TENANT'S equipment and personal property. **Prior to assuming occupancy**, the TENANT shall provide the STATE with a certificate of insurance to show that this coverage is in effect. It is the responsibility of the TENANT to maintain current certificates of insurance on file through the lease term. The acceptance of such certificates of insurance should in no way be construed as an indication of the state's opinion regarding the sufficiency of such coverage.

- 17) The STATE shall maintain the leased space in good repair and tenantable condition during the term of this lease. The phrase "good repair and tenantable condition" means maintaining the leased space in a condition which complies with Vermont's fire safety, electrical, plumbing, health, and building codes, Vermont Occupational Safety and Health Act (VOSHA) standards, applicable BGS policies, and any other applicable state or federal laws or regulations.
- 18) For the purposes of so maintaining the leased space, the STATE reserves the right, at reasonable times, to enter and inspect the leased space and to make any necessary repairs thereto.
- 19) The TENANT shall give the STATE written notice of any defects in the demised leased space. The STATE agrees to remedy the defects with due diligence. If the defect or damage arose from the act or negligence of the TENANT or of the TENANT's agents, employees, or invitees, then the STATE shall remedy the defect with due diligence and back-charge the TENANT for the reasonable cost of the repair.

- 20) TENANT agrees that all personal property brought into the leased space shall be at the sole risk of the TENANT and that the STATE shall not be liable for the theft thereof or any damage thereto occasioned from the acts of any person other than STATE, its agents, or its employees.
- 21) If the leased space is totally destroyed by fire or other causes, this lease shall terminate immediately. In the event of partial destruction or damage that renders the leased space temporarily untenantable, either party may terminate this lease by giving to the other party ten (10) days' written notice. The STATE may, if the parties so agree, repair and restore the leased space to be fully tenantable in accordance with the provisions hereof, in which case the rent shall be proportionately and fairly abated until the repairs are completed. This provision shall not be construed to excuse or relieve either party from any liability incurred as a result of such total or partial destruction or damage.
- 22) TENANT shall not place a load on any floor of the leased space exceeding the floor load per square foot which the floor was designed to carry and which is allowed by any law.
- 23) TENANT shall not permit its agents, employees, or invitees to smoke anywhere in the building or to loiter at the building entrances for the purposes of smoking. The STATE may, but shall not be required to, designate an area for smoking outside the building.
- 24) Hazardous materials:
 - a) TENANT shall not handle, process, store, release, or use any hazardous or toxic materials in or on the leased space without the express written consent of the STATE, which may be withheld at its sole discretion. TENANT shall comply in all respects with any applicable law, ordinance, regulation, or ruling relating to environmental protection or to the presence, use, generation, storage, release, containment, or disposal of hazardous or toxic materials.
 - b) TENANT shall indemnify, defend, and hold the STATE harmless from and against any and all damage, cost, loss, liability, or expense (including reasonable attorneys' fees) which may be incurred by the STATE by reason of, resulting from, or arising in any manner whatsoever out of the breach of the TENANT'S obligations contained in this paragraph.
- 25) Except as may be expressly provided in this lease, TENANT shall not make, or cause to be made, any changes to the leased space, the building, the building systems, or any part thereof without STATE'S prior written consent. Requests for such written consent shall be submitted in writing to: BGS Property Management, 4 Governor Aiken Avenue, Montpelier, VT 05633-7001 or via e-mail to any property management employee.
- 26) On or before the expiration date, TENANT shall remove from the premises, at TENANT'S expense, all tenant-owned equipment and personal property.

- 27) No later than ninety (90) days prior to the lease expiration date TENANT shall provide to the STATE a list of all renovations, alterations, or fixtures made or installed by TENANT and specify which fixtures TENANT intends to remove. TENANT shall repair any damage to the leased space that was caused by the installation or removal of said fixtures. The STATE reserves the right to require TENANT, at TENANT'S expense, to restore the leased space to its pre-lease condition OR to restore the property to its pre-lease condition and charge the TENANT for the full cost of such work.
- 28) Each of the following is a "default" by TENANT under this lease:
 - a) Failure of TENANT to pay rent when due.
 - b) Failure of TENANT to comply with any other term of this lease, and the failure continues for thirty (30) days following STATE'S written notification to TENANT of the noncompliance. If compliance cannot, with diligence, be reasonably accomplished within that 30-day period, TENANT shall have as long as is reasonably necessary to fully comply, provided that TENANT commences compliance within that 30-day period and thereafter pursues compliance to completion with diligence.
 - c) Commencement by TENANT of any legal action seeking any relief from its debts under any law, or the commencement of any such action against TENANT by a third party, if such action is not dismissed within sixty (60) days.
 - d) Appointment of a receiver, trustee, custodian, or other similar official for TENANT or for a substantial portion of TENANT'S assets.
- 29) If a default occurs, STATE may, at any time during the continuance of the default; give notice to TENANT that this lease shall terminate on the date specified in that notice, which date shall not be less than thirty (30) days from the date of notice. If STATE gives that notice, the tenancy shall expire on the date set forth in that notice. TENANT's obligations under this lease, however, survive the termination of the tenancy.
- 30) The failure of the STATE to insist upon strict performance of any of the terms, conditions, or covenants herein shall not be deemed a waiver of any rights or remedies that the STATE may have and shall not be deemed a waiver of any subsequent breach or default in the terms, conditions, and covenants contained herein.
- 31) The remedies of the STATE herein shall be cumulative and not alternative or exclusive of any other right or remedy available to the STATE.
- 32) Applicable Law: This agreement will be governed by the laws of the State of Vermont.
- 33) Independence, Liability: The TENANT will act in an independent capacity and not as officers or employees of the State.

The TENANT shall defend the State and its officers and employees against all claims or suits arising in whole or in part from any act or omission of the TENANT or of any agent of the TENANT. The State shall notify the TENANT in the event of any such claim or suit, and the TENANT shall immediately retain counsel and otherwise provide a complete defense against the entire claim or suit.

After a final judgment or settlement the TENANT may request recoupment of specific defense costs and may file suit in Washington Superior Court requesting recoupment. The TENANT shall be entitled to recoup costs only upon a showing that such costs were entirely unrelated to the defense of any claim arising from an act or omission of the TENANT.

34) Insurance: Before commencing this Lease the TENANT must provide certificates of insurance to show that the following minimum coverages are in effect, as applicable. It is the responsibility of the TENANT to maintain current certificates of insurance on file with the State through the term of the Lease; annual updates must be provided throughout the term.

<u>Workers' Compensation</u>: With respect to all operations performed, the TENANT shall carry workers' compensation insurance in accordance with the laws of the State of Vermont.

<u>General Liability and Property Damage</u>: With respect to all operations performed under the Lease, the TENANT shall carry general liability insurance having all applicable major divisions of coverage including, but not limited to:

Premises - Operation Independent Contractors' Protective Products and completed Operations Personal Injury Liability Contractual Liability

The Policy shall be on an occurrence form and limits shall not be less than:

\$1,000,000 Per Occurrence
\$1,000,000 General Aggregate
\$1,000,000 Products / completed products aggregate
\$50,000 Fire Legal Liability

<u>Automotive Liability</u>: The TENANT shall carry automotive liability insurance covering all motor vehicles, no matter the ownership status, used in connection with the Lease. Limits of coverage shall not be less than: \$500,000 combined single limit.

No warranty is made that the coverage and limits listed herein are adequate to cover and protect the interests of the Landlord for the Landlord's operations. These are solely minimums that have been set to protect the interests of the State.

TENANT shall name the State of Vermont and its officers and employees as additional insureds for liability arising out of this Agreement.

35) No Gifts or Gratuities: Other than the demised and leased Premises, TENANT shall not give title or possession of any thing of substantial value (including property, currency, travel and/or education programs) to any officer or employee of the State during the term of this Lease.

- 36) Set off: The STATE may set off any sums which the TENANT owes the STATE against any sums due to the TENANT under this agreement: provided, however, that any set off amounts due to the STATE OF VERMONT as taxes shall be in accordance with the procedures more specifically provided hereunder.
- 37) Taxes due to the STATE:
 - a) TENANT understands and acknowledges responsibility, if applicable, for compliance with State tax laws, including income tax withholding for employees performing services within the State, payment of use tax on property used within the State, corporate and/or personal income tax on income earned within the State.
 - b) TENANT certifies under the pains and penalties of perjury that, as of the date of this agreement, the TENANT is in good standing with respect to, or in full compliance with, a plan to pay any and all taxes due to the State of Vermont.
 - c) TENANT understands that final payment under this agreement may be withheld if the Commissioner of Taxes determines that the TENANT is not in good standing with respect to, or in full compliance with a plan to pay, any and all taxes due to the State of Vermont.
 - d) TENANT also understands that the STATE may set off taxes (and related penalties, interest, and fees) due to the State of Vermont, but only if the TENANT has failed to make an appeal within the time allowed by law, or an appeal has been taken and finally determined and the TENANT has no further legal recourse to contest the amounts due.
- 38) This lease represents the entire agreement between the parties on the subject matter. All prior agreements, representations, statements, negotiations, and understandings shall have no effect. This lease may not be modified or amended except by written instrument, said instrument to be executed in the same manner as this lease.
- 39) Upon execution of this agreement it is agreed that this lease agreement is binding upon the parties hereto, their heirs, administrators, executors, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto executed this Lease on the day and year first above written.

CHITTENDEN CHILDREN'S ADVOCACY CENTER, INC.

bv:

State of Vermont County, ss.

At <u>50 (herry S1.</u>, in said county and state, this <u>27</u> day of <u>54</u> <u>y</u>, 20<u>15</u>, <u>Weron) ca</u> <u>Rayligeb</u> personally appeared and acknowledged the foregoing instrument by him/her subscribed to be his/her free act and deed **Chittenden Children's Advocacy Center**, Inc.

Notary Public My commission expires: 2/10/19

STATE OF VERMONT

by:

Michael J. Obuchowski, Commissioner Buildings and General Services

State of Vermont Washington County, ss.

At Montpelier, in said county and state, this <u>day of</u>, 20, Michael J. Obuchowski personally appeared and acknowledged the foregoing instrument, by him subscribed, to be his free act and deed and the free act and deed of the STATE OF VERMONT.

Before me.

Notary Public My commission expires: 2/10/

Page 8 of 9

APPENDIX A.

ACT 26 CAPITAL APPROPRIATIONS BILL

No. 26 Page 24 of 45 2015 VT.LEG #309636 v.1

* * * Policy * * *

* * * Buildings and General Services * * *

Sec. 23. LEASING PROPERTY; FAIR MARKET VALUE

(a) It is the intent of the General Assembly that any leases for State-owned space in any State-owned building, structure, or other real property under the jurisdiction of the Commissioner of Buildings and General Services that are in existence prior to the effective date of this act shall be renewed at fair market value by July 1, 2019.
(b) The Commissioner of Buildings and General Services shall evaluate whether to sell any State-owned building, structure, or other real property that is being leased under fair market value.



Agency of Administration

State of Vermont Department of Finance & Management 109 State Street, Pavilion Building Montpelier, VT 05620-0401

[phone] 802-828-2376 [fax] 802-828-2428

MEMORANDUM

TO:	Joint Fiscal Committee
CC:	Justin Johnson, Braft Ferland, Steve Klein, Stephanie Barrett and Theresa Utton;
FROM:	Jim Reardon, Jommissioner Dent Comme
RE:	FY 2015 Close-Out - Budget Stabilization Fund Reserves
DATE:	September 15, 2015
	-

FINAL CLOSEOUT RESULTS

FY 2015 General, Transportation, TIB, and Education Fund Revenue Forecast vs. Target							
Major Fund	FY 2015	FY 2015 Target		nal vs. Target			
(\$ millions)	Final	(Jan. 19, 2015)	Amount	Percent			
General Fund	\$1,375.77	\$1,357.9	\$17.87	1.32%			
Transportation Fund	\$ 261.39	\$ 260.5	\$0.89	0.34%			
TIB (combined)	\$ 20.2	\$ 19.4	\$0.80	4.12%			
Education Fund	\$ 182.9	\$ 183.3	-\$0.40	-0.22%			

FY 2015 General Fund Closeout Summary						
General Fund (\$ millions)	FY 2015 Closeout	Explanation				
Revenue above forecast	\$17.9					
Other GF Revenue Adjustments	\$ 7.3	Additional Direct applications plus other adjustments				
To DCF for LIHEAP	(\$ 5.0)	Per 2015 Act 58 Sec. C.108(a)(1)				
To AoA to transfer to AHS for FY2015 GC Expenditures	(\$13.0)	Per 2015 Act 58 Sec. C.108(a)(2)				
To Education Fund	(\$ 1.8)	Per 32 VSA Sec.308c(a)(2)				
To State Teachers Retirement and Medical Benefits	(\$ 3.6)	Per 32 VSA Sec.308c(a)(3)				
To GF Balance Reserve	(\$ 1.8)	Per 32 VSA Sec.308c(a)				
Total Undesignated/Unreserved Funds	\$0.00					
GF Balance Reserve	\$6.80	Prior year Balance of \$5m plus EOFY2015 transfer				
GF Budget Stabilization Reserve	\$ 69.31	At full statutory 5% level.				

Transportation Fund (\$ millions)	FY 2015 Closeout	Explanation
TF Budget Stabilization Reserve	\$ 12.55	At full statutory 5% level.

	FY 2015 Closeout	Explanation					
EF Budget Stabilization Reserve	\$ 32.05	At maximum statutory 5% level.					
EF Prior Year Surplus Appropriations & Unreserved/Undesignated Balance	\$ 15.13						
FY 2016 General Fund BAA Pressures							
---	---	---	--	--	--	--	--
Amount Category (\$millions) Explanation							
Medicaid Caseload	?	Increased caseload and utilization.					
ERAF	?						
Other AHS Pressures	?	e.g. Changes in estimates for Clawback, tobacco fund receipts, 53 rd Week, ACO Payment					

FY15 Medicaid Closeout Summary

In order to ensure that spending authority would not be exceeded for the year, AHS asked HP to stop claims processing at the end of the final day for claims processing. As a result, most claims were processed, but a small portion of claims were held. This means that some FY15 claims were processed in FY16. These held claims were then incorporated into the batch for the first claims processing in FY16. The exact amount of these held claims is unknown, but is estimated in the range of \$3.3 to \$4.1 million based on an average amount of weekly claims processed during SFY15.

The total FY15 shortfall in Global Commitment (expend>budget) was \$30.37 million (this would have been higher by the held claims held). This shortfall was covered in FY15 by transfers from other appropriations where some expenses were pushed into FY16; the largest amount of transferred funds was \$25.77 million from DVHA Administration.

Once all GF revenue and transfer receipts were accounted for in mid-July, it was known that the full \$13 million year end General Fund allocation for Medicaid would be available. These funds were appropriated to F&M (not AHS), – first to meet FY15 Medicaid closeout impacts with any remaining held for Medicaid budget adjustment. F&M is requiring a very strong case for the year-end transfers to be restored. The use of these funds to date is summarized below.

FY 2015 Medicaid Closeout Summary					
			Global Commitment Funds	State Funds	
	FY 2015 Short I	Fall covered by Transfers	-\$30.4	-\$13.2	
· -	Yea	r-End Funds to Medicaid		\$13.0	
	Year-End T	ransfers restored to date	\$ 11.3	\$5.1	
	Estimated h	eld Claims (BAA impact)	\$4.1	\$1.9	
]	Balance Available	for other BAA impacts*		\$6.0	

* FY16 BAA may include additional impacts from close out transfers as BAA needs are analyzed

FY 2017 Budget Process:

FY 2017 Budget Instructions were sent to departments on August 25th. The Vantage Budget Development system is scheduled to open for use by departments by mid-September. At that time, the Vantage System will have been updated with FY 2015 fiscal year actual financial data and 6/30/2014 employee data.

Presentation of the Governor's FY 2017 Budget Recommendations will be made during the Governor's Budget Address, as yet unscheduled, in January 2016.

LIZABETH A. PEARCE STATE TREASURER

RETIREMENT DIVISION TEL: (802) 828-2305 FAX: (802) 828-5182



UNCLAIMED PROPERTY DIVISION TEL: (802) 828-2407

> Accounting Division Tel: (802) 828-2301 Fax: (802) 828-2884

STATE OF VERMONT OFFICE OF THE STATE TREASURER

TO: Joint Fiscal Committee

FROM: Beth Pearce, State Treasurer

DATE: September 8, 2015

RE: Number of individuals applying for Retirement Incentive

This letter is to apprise you of the status of the Retirement Incentive program enacted into law by the General Assembly and to request authorization to increase the retirement celling from the current level of 300 to 311.

We received 311 applications by the deadline established on August 31, 2015. In accordance with the law, a lottery was conducted on September 1, 2015 to determine which employees would be eligible to receive the incentive. We then mailed retirement packets on September 2, 2015 to the 300 selected employees. Included with the packet was all of the necessary retirement paperwork as well as employee specific estimate information. Also included was an informational bulletin explaining the process associated with the retirement incentive. A copy is attached for your reference.

Attached is a listing of 2015 Retirement Incentive applications by Agency/Department as of September 1, 2015. The Joint Fiscal Committee may, per the enabling legislation, increase the retirement ceiling past the current level of 300 applications. The decision to exceed 300 (with 3/4 of the positions held vacant) retirements under this program is a policy decision based on an analysis of the State's ability to perform key services. While the Treasurer's Office cannot make a determination as to the actual number of employees who will be interested in the retirement incentive, based on the experience in 2009 for a similar effort, we would expect that some employees will change their minds and not follow through with the retirement process. While the number of final retirements under this program will likely be less than 300, my office would need the Joint Fiscal Committee to approve the current level of 311 in order to accommodate all applications.

If the Joint Fiscal Committee at their meeting on September 15, 2015 votes to approve additional slots above 300, we will notify those remaining employees as soon as possible following the meeting.

2015 Retirement Incentive Applications by Agency/Department September 1, 2015

Agency of Commerce and Community Developmen	4
Agency of Agriculture, Food and Markets	4
Agency of Human Services	2
Agency of Natural Resources	1
Agency of Administration	1
Agency of Transportation	57
Buildings and General Services	11
Office of Child Support	6
Corrections	22
DAIL	13
DCF	31
DEC	17
Defender General	6
Financial Regulation	· 3
DII	4
DMV	14
DVHA	1
Agency of Education	9
Finance and Management	1
Fish and Wildlife	4
Forests, Parks and Recreation	6.
Health	23
Human Resources	4
Human Service Board	1
Labor	15
Libraries	5
Liquor Control	2
Lottery	1
Mental Health	7
Military	5
Natural Resources Board	· 4
Public Safety	6
Public Service	2
Public Service Board	3
Тах	13
Vet's Home	3

Total

311

ELIZABETH A. PEARCE STATE TREASURER

RETIREMENT DIVISION TEL: (802) 828-2305 FAX: (802) 828-5182



UNCLAIMED PROPERTY DIVISION TEL: (802) 828-2407

> ACCOUNTING DIVISION TEL: (802) 828-2301 FAX: (802) 828-2884

STATE OF VERMONT OFFICE OF THE STATE TREASURER

September 2, 2015

To: VT State Employees Who Were Selected in the Lottery for the 2015 Retirement Incentive From: Vermont Retirement Systems

We are writing to update you on the 2015 Retirement Incentive contained in Section B. 1104.1 of Act 58 of the 2015 Session of the Vermont General Assembly.

We received 311 applications and in accordance with the law conducted a lottery to select the initial 300 eligible employees. You were selected as part of the lottery and will receive the incentive benefits if you follow through with the retirement process outlined below.

<u>PLEASE NOTE:</u> It is important that you contact our office in writing no later than September 15, 2015, if you decide not to pursue the retirement incentive and are not planning on retiring at this time. This information is necessary in order to track the number of employees who are retiring and to offer your "slot" to an employee who was not selected in the initial lottery. If you are retiring, we encourage you to communicate with your supervisor/appointing authority as soon as possible. Please see the "Last Day of Employment and Providing Notice of Resignation" requirements discussed below.

Retirement Process

Included with this letter is an *Informational Bulletin* which provides an explanation of the many components related to retiring from the State of Vermont. We suggest that you read the information in this Bulletin carefully as it may answer some of your immediate questions about the retirement process. We have also included an FAQ from the VTHR Payroll Team.

We have also included *estimates* of your monthly retirement benefit, assuming that you stop working either September 19th or September 30th, for an effective retirement date of October 1, 2015. The reason for these two different stop work dates is that the date you elect to stop working affects the amount of your monthly retirement benefit. (Please review the enclosed estimates for more information.) You will note that the amount of your monthly benefit also depends upon which retirement *option* you select. If you provided our office with survivor data, the optional survivorship retirement benefit amounts were calculated using this data. Please refer to the *Informational Bulletin* for more information about each *option*.

The following forms are included in this packet and must be <u>completed and returned to our office no</u> later than September 30, 2015.

1.) APPLICATION FOR RETIREMENT BENEFITS (this form must be signed in the presence of a notary)

2.) DIRECT DEPOSIT SIGN-UP FORM

- 3.) VERMONT TAX WITHHOLDING INSTRUCTIONS AND FORM
- 4.) FEDERAL TAX WITHHOLDING INSTRUCTIONS AND FORM
- 5.) VERMONT RETIREE MEDICAL INSURANCE FORM
- 6.) COORDINATION OF HEALTH INSURANCE BENEFITS FORM
- 7.) VERMONT STATE EMPLOYEES RETIREE DENTAL PLAN INFORMATION AND FORM

Retirement Seminars

We have scheduled a number of group retirement seminars to provide information about the retirement system and process beginning Thursday, September 10, 2015 and running through Friday September 18, 2015, in the 4th Floor Conference Rooms in the Pavilion Building, located at 109 State Street in Montpelier. Retirement Specialists will also be available to meet with individuals to answer specific questions during this same time period. Seating for each of these seminars is limited and you will need to call our office at 1-800-642-3191 (toll-free in Vermont) or at 802-828-2305, in order to reserve your seat. While we have scheduled numerous seminars, employees need only attend one seminar. The dates and times of the retirement seminars are as follows:

Thursday – September 10 – 8:30 AM, 10:30 AM, and 1:30 PM, conference room 428

Friday – September 11 – 8:30 AM, and 10:30 PM, Governor's conference room

Monday – September 14 – 8:30 AM, 10:30 AM, and 1:30 PM, Governor's conference room

Tuesday – September 15 – 8:30 AM, 10:30 AM, and 1:30 PM, conference room 428

Wednesday - September 16 - 8:30 AM, 10:30 AM, conference room 428

Thursday – September 17 – 8:30AM, 10:30 AM, and 1:30 PM, conference room 428

Friday - September 18 - 8:30 AM ad 10:30 AM, Governor's conference room

Last Day of Employment and Providing Notice of Resignation

You must stop working on or before September 30, 2015, in order to have an October 1, 2015, effective retirement date. Given the short time frames the Administration has agreed to waive the required two-week termination notice. Typically, a minimum of a two-week notice is required in order to be paid your full annual leave payout if your balance is greater than 160 hours. This means that employees can have all of their annual leave payout and not be limited to receiving compensation for no more than 160 annual leave hours had they not given a two week notice. We do however recommend, for departmental planning purposes, employees provide as much notice as possible to their respective

supervisor/appointing authority. Please note that if you work any time after September 30, 2015, you will be ineligible to retire effective October 1, 2015, and therefore be ineligible for the retirement incentive. The only exception to this requirement is if your Department requests approval from the Secretary of Administration to retain you in order to continue the normal operation of business. The law does allow an employer to stagger the retirement dates of multiple retiring employees if necessary to continue the normal operation of business; however no retirement date associated with the incentive shall be later than March 1, 2016. The Secretary of Administration will work with Agencies/Departments on a case by case basis for requests to extend retirement dates.

Incentive Payments

The VTHR Division will manage all payroll and tax issues associated with the incentive payments which will be paid through the normal payroll process. According to Vermont law, the payments will be made in two equal installments. The first must be made within 90 days of the retirement date and the second payment must be made within 30 days of the one year anniversary of the retirement date.

<u>**Taxes:**</u> The retirement incentive payments will be subject to Income Tax, Social Security Tax and Medicare Tax. Taxes will be assessed at a flat rate of 25% for Federal, 6.0% for State and a combined rate of 7.65% for Social Security and Medicare Tax. The retirement incentive payments are not subject to retirement tax.

The retirement incentive payments are <u>not eligible</u> to be deposited into your 457 Deferred Compensation account.

The first installment of the incentive payment will be included as wages earned on the W-2 issued in the year of retirement. The second installment, which is being deferred a year, will be included as wages earned on the W-2 issued for the year the second installment is paid.

<u>Social Security Benefits:</u> Wages which are earned in a year prior to the year they are paid usually do not affect the benefits payable under the Social Security annual earnings test. However, in order for the Social Security Administration to not include these earnings in the earnings test, these prior period amounts (second installment of incentive payment) must be reported to them as such. The VTHR Division will be filing an Employer Report of Special Wage Payment (SSA-131) with the Social Security Administration when the second installment of your retirement incentive is paid to you.

The VTHR Division strongly encourages each of you to speak directly with your tax advisor to better assess the impact these payments may have on your tax returns.

Thank you for your cooperation and patience. Please let us know if you have any questions. Retirement staff can be reached by calling 1-800-642-3191 (toll-free in Vermont) or at 802-828-2305.

2015 Retirement Incentive Applications by Agency/Department Status as of 9/14/2015 Appications Status as Withdrawn Received as of of 9/14 to Date September 1st 3 Agency of Commerce and Community Development 1 4 Agency of Agriculture. Food and Markets 4 4

Agency of Agriculture, Food and Markets		· 4		4
Agency of Human Services		2		2
Agency of Natural Resources		1		1
Agency of Administration		1		1
Agency of Transportation		57	· 7	50
Buildings and General Services	·	11		11
Office of Child Support		6	1	5
Corrections		22	2	20
DAIL	•	13	2	11
DCF		31	4	27
DEC		17	2	15
Defender General		6		6
Financial Regulation		ູ 3	1	2
DII		4	1	, 3
DMV		14	. 2	12
DVHA	· · ·	1		1
Agency of Education		9	2	7
Finance and Management		1		1
Fish and Wildlife		4		4
Forests, Parks and Recreation		6		6
Health	·	23	6	17
Human Resources		4	1.	. 3
Human Service Board		1	•	1
Labor		15	3	12
Libraries		5		5
Liquor Control		2	•	2
Lottery		1		1
Mental Health		7	1	6
Military		5		5
Natural Resources Board		4		4
Public Safety		. 6		6
Public Service	·	· 2		2
Public Service Board		3	2	`1
Тах		13	· 1	12
Vet's Home	-	3		3
Total	· .	311	39	272



Kavet, Rockler & Associates, LLC

985 Grandview Road Williamstown, Vermont 05679-9003 U.S.A. Telephone: 802-433-1360 Fax: 866-433-1360 Cellular: 802-433-1111 E-Mail: tek@kavet.net Website: www.kavetrockler.com

Memorandum

To: Steve Klein, Chief Fiscal Officer, Joint Fiscal Office

From:	Tom	Kavet	

cc: Sara Teachout, JFO

Date: September 4, 2015

Re: Review of VEGI Fiscal Cost-Benefit Model "Annual Update" Memo of 9/2/15

As requested, I have reviewed the memo from Ken Jones, Economic Research Analyst at ACCD, to Fred Kenney, VEPC Executive Director, recommending VEGI Cost-Benefit Model adjustments based on regularly updated model inputs. The model input changes were based on consensus JFO and Administration projections made with Administration Economist, Jeff Carr, consistent with the last State economic and revenue forecast in July.

Based on this review, all of the suggested changes are acceptable and normal updates to the model that will not significantly affect total State costs for the program.

One area of future potential change noted in the memo that is not normally adjusted on an annual basis was the calculation of the background growth rate by industry. This rate, which varies by industry sector, is one of the discount measures used in the Cost-Benefit Model to maximize the likelihood of some public return on the expenditure of the VEGI tax incentives.

In order to address this issue more thoroughly, at a meeting between VEPC and JFO personnel, it was suggested that a VEGI Technical Working Group be reconvened to analyze and make recommendations, if any, to changes in the background growth rate. This group would have a function and composition similar to the original VEPC TWG that developed the operational protocols for the VEGI program.

For this to happen, however, it is critical that the group be technical in orientation and unbiased. As such, it should consist only of economists and analysts and not administrative or other senior staff. Thus, the recommendation in the memo that "VEPC staff" be included in the group, along with "ACCD's economic analyst," is not advisable. In order for the group to have the best possible chance of reaching consensus recommendations, I suggest membership consisting of Ken Jones, ACCD economic analyst, Rebecca Sameroff, Tax Department senior fiscal analyst, Matt Barewicz, Labor Department economist, Susan Mesner, economist and Deputy Auditor (and original TWG member) and myself for the Joint Fiscal Office (also an original TWG member). Although anyone would be welcome to attend and observe the TWG meetings, only the above group would be voting members.

Please let me know if you or others have any questions regarding any aspect of the VEGI Cost-Benefit Model, the proposed annual Model changes or the Technical Working Group recommendation.

To: Fred Kenney, Executive Director, Vermont Economic Progress Council

From: Ken Jones, Economic Research Analyst

Date: September 2, 2015

Re: Annual Update: Fiscal Cost-Benefit Model, Calendar Year 2015

I. Background

The completion of calendar year 2014 marks the eighth full year of operations for the Vermont Employment Growth Incentive (VEGI). VEGI is the current economic development incentive program overseen by the Vermont Economic Progress Council (VEPC). VEPC has provided oversight for the state's economic development incentive programs since 1999 when the Economic Advancement Tax Incentive (EATI) program was passed by the Vermont General Assembly. The EATI program was replaced by the 2006 General Assembly with the current VEGI program. The VEGI program's original operational protocols were developed by a Technical Working Group consisting of VEPC staff and economists representing VEPC, the Legislature and the Vermont Department of Taxes. This process was undertaken to improve and correct some of the issues associated with the implementation experience with the EATI program.

II. Purpose of Memorandum

This memo is intended to document the process of the annual update of the VEGI model for use during calendar year 2015. As we have done in the past, changes in the economy necessitate annual updates of the VEGI analytical model in order to maintain the model's validity. Re-calibrating these models with new data prevents erroneous conclusions, as outdated assumptions and values of key indicators will undoubtedly lead to over-or under-estimation of the potential economic and fiscal impact of program incentives. As the Vermont economy continues on its labor market recovery from the recession of 2007-2009, the new long-term economic and fiscal consensus forecasts of the Vermont Joint Fiscal Office and the Agency of Administration continue to form the basis of the fiscal cost-benefit model assumptions and other parameters included in the model which apply to calendar year 2015. This annual update of the VEGI model incorporates all of the most recent consensus forecasts and all of the latest fiscal information available as of January 20, 2015 (e.g. the January 2015 Legislative-Administration Consensus Revenue Forecast approved by the Vermont Emergency Board on January 20, 2015). All of the key fiscal and demographic data in the model which informs the conversion from economic impact concepts into relevant fiscal data used in the cost/benefit scorekeeping have been updated.

As part of the annual update, a comprehensive review of model parameters, key economic assumptions, and mathematical calculations and formulas was also performed. Average annual industry background growth rates were reviewed and discussed, and the desirability of updating and revising these inputs was noted.

Accordingly, we recommend that the VEGI Technical Working Group be convened (to include VEPC staff and ACCD's economic analyst, JFO economist, and representatives from Tax and Labor) to review this issue.

III. Standard Annual Model Updates

a. Firm Data Page

The basic components of the analysis are entered into this page. This basic information provides context to the calculations of the model, setting high-order calibrations in order to capture such important variables as industry classification and project location. On this page, the only edit was to change the application year from 2014 to 2015 to reflect the calendar year. As a dynamic variable, this change carried through to the rest of the model.

b. Project Data and Modular Settings Page:

The Project Data Page is where the specifics regarding number of jobs, total payroll, and capital investment expenditures proposed by the applicant's project are entered. This page also contains several statistics used in the various calculations of costs and benefits found throughout the model. The Modular Settings Page consists of support calculations metrics for some the data which flows through to the Project Data Page. The following is a list of the specific items updated on these pages which are consistent with all previous annual updates.

- 1. Property Value Inflator: The property value inflator is relevant to the calculation of an applicant's benefits to state revenue, specifically in the calculation of the effects on the Education Fund. It is used to measure the growth of property values resulting from an applicant's project. The difference between education fund revenues with and without the applicant's project is calculated. As has been the practice in past model updates, this figure was obtained from the most recent Consensus Forecast for Education Fund concepts of the Legislative Joint Fiscal Office and the Agency of Administration. The prior model's figures are updated with the new forecast figures. This statistic is used in conjunction with the Projected Statewide Grand List Growth Rate. The figure is used as a projected measure of growth of the statewide grand list and used in the calculations of changes in property values as a background rate growth.
- 2. Statewide School Tax Rate for Residential and Nonresidential Property: These metrics are used in the calculation of the revenue generated from the proposed project which will be contributed to the Education Fund Based on both residential and nonresidential property improvements. The original data source for this update was the Vermont Department of Taxes (for fiscal year 2015).

- 3. State & Local Government Price Deflator: This figure is used in the calculation of various costs and benefits associated with an applicant's project. It is used in the formula which projects the growth of the various funds' costs and revenues forward in time. This figure was obtained from the same Consensus Forecast of the Legislative Joint Fiscal Office and the Agency of Administration referred to in #1 above.
- 4. Estimated per Student Grant, Estimated Special Education Per Equalized Pupil: These figures are used in the calculation of changes in education costs associated with the applicant's project. The figures are on a "per equalized pupil" basis and is used in conjunction with the changes associated in school age population related the applicant's proposed project. The data source for the near-term per pupil payment is the Vermont Department of Taxes with longer run forecast calculated exactly the same way as the Vermont Department of Taxes does for the near-term numbers using the consensus State & Local Government Price Deflator forecast by the Legislative Joint Fiscal Office and the Administration for the forecasted years as presented in #3 above.
- 5. Vermont Estimated Population: As this update takes place in an inter-censual year, the figure used in this update of the cost/benefit model is the population estimates for the state of Vermont embedded in the REMI input-output model. This figure is used when converting any of the data in the cost-benefit model into per capita figures.
- 6. FY General Fund Expenditures, FY Expenditures Fund Appropriations: These figures are used to calculate the changes in General Fund and Transportation Fund costs associated with the change in population related to an applicant's project in the most recent fiscal year. The figures are converted to a per capita basis and used in conjunction with the change in population associated with each applicant's project. The updated figures are obtained from the Vermont Department of Finance and Management and the Legislative Joint Fiscal Office.
- 7. Corporate Revenue/Nonfarm Supervisory Job: This figure is used to estimate revenues associated with a change in employment from an applicant's project. It relates levels of corporate income tax to a per job basis. This can then be used to estimate the incremental corporate income tax associated with a change in employment related to an applicant's project. This figure is obtained from the most recent total corporate tax revenue divided by the BEA's concept of employment data (and includes both full and part time jobs and also proprietors). The BEA employment series data is used as a predictor of future revenues in the model and is preferred for this model since it is the most inclusive data for proprietors and workers in the farm sector.

- 8. Per Capita Other General Fund Revenues, Per Capita Other Transportation Fund Revenues: These figures are used to capture the 'Other' category for revenues found in the General and Transportation Funds. They are converted to a per capita basis and used in conjunction with the change in population associated with an applicant's project. The updated figure is obtained from the 2014 Calendar year tax revenues divided by the population.
- 9. State Personal Income Tax Rate, State Sales & Use Tax Rate, State Gas Tax Rate, State MVP&U Tax Rate, Background Statewide Education Property Tax Rate: These figures are used to determine part of the forecasted revenues over the forecast impact period from the new demand from an applicant's proposed project. They are applied to the changes in consumption associated with an applicant's project to yield projected incremental tax revenues. These figures are obtained from the most recent fiscal year data available on total taxes received. These data are then applied to various REMI consumption items to complete the bridge between REMI economic output data and the state's fiscal cost-benefit concepts.
- c. REMI Economic Output Page

In addition to being the recipient of the output of the REMI input/output model, there are several embedded REMI control variables which are updated as part of the annual model review. Consistent with the previous year's updates, the equilibrium data from the REMI control is updated for the year of application. These variables include several consumption related factors such as overall consumption, general price indices, as well as specific price indices by consumption category. The REMI model utilized changes as annual or interim updates are provided by REMI. The current model uses REMI's PI+ Version 1.6.6.

d. Qualifying and Non-Qualifying Jobs & Wages Pages

As a result of the change in the model's base year from 2014 to 2015, the lookup function which finds the REMI input-output anticipated level of compensation by industry was updated to ensure accurate future wage levels were taken into account.

e. Present Value Calculations Page

This page calculates the present value of the total benefits and costs associated with a project. The updated present value discount rate was obtained from the analysis of the three year moving average of the Bond Buyers Index: General Obligations Bonds: 20-Years to Maturity. The data for the rolling three year average calculation was obtained from the Moody's Analytics December 2014 baseline forecast—the same underlying macro forecast that was used in the January 2015 Consensus Revenue Forecast update. This year's data resulted in a decrease in the Present Value factor from 4.5% (used during in 2014) to a 4.3% discount rate for 2015.

f. 'NAICS Row' Lookup Page

No changes have been made to this page that prescribes background growth rates. Modifications of the background growth rates is the subject recommended above for review by a VEGI Technical Group.

g. Regional Differential

The Regional Differential effect embedded within the model, governing the different economic impact of an applicant project depending on its location, remains unchanged for CY 2015. This determinant is only re-evaluated as new data becomes available from the Vermont Department of Labor, typically during the summer, and was not updated as part of the Annual Update.

Bond rates from

http://www.bondbuyer.com/apps/custom/msa_search.php?product=bbi_averages

2000	5.7
2001	5.1
2002	5.0
2003	4.7
2004	4.7
2005	4.4
2006	4.4
2007	4.4
2008	4.9
2009	4.6
2010	4.3
2011	4.5
2012	3.7
2013	4.3
2014	4.2

• . ,

ONE BALDWIN STREET MONTPELIER, VT 05633-5701



PHONE: (802) 828-2295 FAX: (802) 828-2483 WEBSITE: www.leg.state.vt.us/jfo/

JFC Steefing Mailed 8/261 Held for

STATE OF VERMONT LEGISLATIVE JOINT FISCAL OFFICE

MEMORANDUM

TO: Members, Joint Fiscal Committee

FROM: Maria Belliveau, Associate Fiscal Officer

DATE: August 10, 2015

SUBJECT: JFO #2774 Request for One Limited Service Position

The Joint Fiscal Committee received a request from the Vermont Department of Public Safety to authorize the establishment of one new limited service position. This position will be a Criminal Analyst and will be supported by Homeland Security funds.

There are currently two Criminal Analysts that support the Vermont Intelligence Center (VIC) activities and it has been determined that a third is needed in order to satisfy the required standards of performance.

Please review the enclosed materials and notify the Joint Fiscal Office (Maria Belliveau at (802) 828-5971; mbelliveau@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless you respond to the contrary by August 24, 2015 it will be assumed that you agree to consider as final the Governor's acceptance of this request.



2774

State of Vermont Department of Finance & Management 109 State Street, Pavilion Building Montpelier, VT 05620-0401

[phone] 802-828-2376 [fax] 802-828-2428

MEMORANDUM



9

TO: Justin Johnson, Secretary of Administration THRU: Jim Reardon, Commissioner of Finance and Management FROM: Emily Byrne, Budget Director RE: Limited Service Position Request from DPS for Criminal Analyst at the Vermont Intelligence Center DATE: 7/24/2015

Attached is a request for 1 limited service positions from DPS. This position is funded fully with federal dollars through the Homeland Security Grant Program (HSGP). The original grant was approved by JFC prior to 2006. The program currently has two analysts, the new position would assist with the increasing workload at the Vermont Intelligence Center; DPS has determined that this position is necessary to meet the performance requirements of the HSGP to maintain the current level of funding.

I recommend approval.

to JFO 7/27

STATE OF VERMONT Joint Fiscal Committee Review Limited Service - Grant Funded Position Request Form

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources <u>must</u> be obtained <u>prior to</u> review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report <u>must</u> be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department:	Date:
	Hopkins 802-241-5357
Request is for: Positions funded and attached to a new grant. Positions funded and attached to an existing grant approved by JFO #	2108
1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach gra DHS, Homeland Security Grant Program, $C \not\models \Box \ominus \# 97$.	
List below titles, number of positions in each title, program area, and limite based on grant award and should match information provided on the RFR) po final approval:	
Title* of Position(s) Requested # of Positions Division/Program Gra	nt Funding Period/Anticipated End Date
Criminal Analyst 1 State Police/Vermont Intelligence	Center 09/01/2015 to 08/31/2018 09/01/2014 to 08/31/2018
*Final determination of title and pay grade to be made by the Department of Human Resources (Request for Classification Review.	Classification Division upon submission and review of

3. Justification for this request as an essential grant program need:

The VIC provides full service analytical support to all law enforcement, Federal, State and Local. The increasing work load and complexity of this mission has outstripped the capability of our 2 criminal analysts. Additionally as the SOV designated Fusion Center, the VIC must meet DHS standards of performance in order for SOV to be eligible for HSGP funds. This analyst will ensure we have the capability to meet said standards.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b).

Signature of Agency Department Head Department of Human Resources Approve Denied Approved/Denied by Trinan ce_and Management Denied by Secretarly of Administration Date Approved Comments: DHR - 11/7/05 JUN 2 6 2015

Request for Classification Action

New or Vacant Positions

EXISTING Job Class/Title ONLY

Position Description Form C/Notice of Action

For Department of Personnel Use Only

	· ·	Date Received (Stamp)
Notice of Action #		
Action Taken:	· · · · · · · · · · · · · · · · · · ·	· · · · ·
New Job Title		
Current Class Code	New Class Code,	
Current Pay Grade	New Pay Grade	
Current Mgt Level B/U	OT CatEEO CatFLSA	:
New Mgt Level B/U	OT CatEEO CatFLSA	
	Date	Effective Date:
Comments:		Date Processed:
Willis Rating/Components:	Knowledge & Skills: Mental Demands Working Conditions: Total:	Accountability:

Position Information:

Incumbent: Vacant or New Position

Position Number	TRD	Current Job/Class	Title	Criminal	Intelligence	Analyst	4
r osmorrhumber,	1.00	Ounon Comondo	ride.	Ontiniui	nnongenee	1 11 101 9 91	٩

Agency/Department/Unit: Public Safety/State Police/VIC GUC: 33112

Pay Group: 33B Work Station: Williston Zip Code: 05495

Position Type: Permanent K Limited Service (end date)

Funding Source: Core Sponsored Partnership. For Partnership positions provide the funding breakdown (% General Fund, % Federal, etc.) 100% HSGP

Supervisor's Name, Title and Phone Number: Lieutenant Kevin Lane 802-872-6111

Check the type of request (new or vacant position) and complete the appropriate section.

New Position(s):

a. REQUIRED: Allocation requested: Existing Class Code Existing Job/Class Title: Criminal Intelligence Analyst

b. Position authorized by:

Request for Classification Action
Position Description Form C
Page 2

		Joint Fiscal Office – JFO # TBD Approval Date: TBD
		Legislature – Provide statutory citation (e.g. Act XX, Section XXX(x), XXXX session)
		Other (explain) Provide statutory citation if appropriate.
	Va	cant Position:
	a.	Position Number:
	b.	Date position became vacant:
	Ċ.	Current Job/Class Code: Current Job/Class Title:
	d.	REQUIRED: Requested (existing) Job/Class Code: Requested (existing) Job/Class Title:
	e,	Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes 🗌 No 🔲 If Yes, please provide detailed information:
For Al	I Re	equests:
		anticipated job duties and expectations; include all major job duties: The Vermont Intelligence
	_	C) gathers and analyzes criminal and terrorism information from all sources and multi-agency produce and disseminate relevant and actionable intelligence to the Federal, State, County and
Sector Se	_	enforcement and public and private sectors. The VIC provides multidisciplinary expertise and
		awareness to inform decision making at all levels of government in order to protect Vermont
reside	nts	and critical infrastructure from all crimes and terrorism.
priority	' wil	s to examine all aspects of criminal activity tied to, and found within the State of Vermont. The VIC I be to positively interact with all law enforcement agencies exchanging intelligence throughout the country, and the world.
L		
	_	erves as Vermont's comprehensive criminal intelligence center to assist all law enforcement with nd counterterrorism investigations and operations.
	<u></u>	

The VIC supports:

•70 Local, County and State Law Enforcement Agencies

•1,150 Full Time Sworn Officers

•780 Part-Time Officers

•All Federal Agencies in Vermont

The public and private sectors of Vermont

What We Do: The VIC provides around the clock service to all Federal, State, local law enforcement, as well as public and private sector entities, to maintain an accurate statewide threat, vulnerability, and risk assessment. The VTIAC also collects and analyzes "all-crimes" information to produce and disseminate intelligence for all law enforcement. Our goal is to identify patterns and indicators of criminal and terrorismrelated activity in the state, to enable successful prevention and enforcement action.

1. Monitor, maintain and train Vermont law enforcement officers in the CrimeNtel database. Monitor and review all entries in the system for accuracy and completeness to ensure that they conform to the Federal

Statute, 28 Code Federal Regulation Part 23, and provide corrections and updates as needed. With any active investigations that are targeted, monitor and submit subject information to New England High Intensity Drug Trafficking Area (NEHIDTA) to verify that no conflicts exist with other local, state or federal agencies and notify officers if there are conflicts. Train new officers and in service officers in CrimeNtel.

2. Assist law enforcement agencies with missing person investigations. Related tasks include: creating flyers for the public and bulletins for law enforcement on missing persons, consistently speaking with case officers (such as once every seven days or more as needed), and working with Vermont Criminal Information Center (VCIC) to ensure that their records and ours correspond. Monitor case notes from the Records Management Systems (Spillman & Valcour) to assist the officers and agencies on cases, and to keep these types of cases actively progressing.

Produce multiple products for the law enforcement community on a daily basis. Depending upon the crime, products include;

•Request for Information (RFI); this requires that ability to utilize various databases at the same time and determine that all information associated with a subject is provided and that the information is not released to unauthorized persons. The report is provided as a background to law enforcement to assist them in understanding who their subject is and what kind of activity they are involved in.

•Photo line-ups; this requires the analysis of facial features to ensure that photographs used in each line-up are consistent and does not mislead the witnesses.

Link charts; these require the ability to analyze reports and determine the connection of all persons involved in a case, and display visually those connections.

•Bulletins; this product requires strong interview and writing skills to be able to get the most relevant information from a case and relay it in a short, concise format to all levels of law enforcement and at times the public.

•Statistical Reports; This requires the ability to analyze various data sets and report them to Command Staff in written and chart form.

 Phone Toll Analysis; the ability to produce reports based on the analysis of possibly thousands of phone records.

These products are developed by providing the requestor with the most accurate and updated information with the intent to either prevent crimes from occurring or to capture the suspects. These products are produced daily.

 Prepare written and oral reports summarizing the results of analytical work which will be reviewed by the supervisor of the unit and sent to the requestor.

5. Produce threat and vulnerability assessments as requested for special events and critical infrastructure.

6. Obtain a Secret Clearance and operate in the classified information environment.

7. Conduct intelligence collection on Homeland Security matters.

8. Brief leaders at all levels of Government on criminal and terrorism intelligence.

9. Monitor various open source news outlets and social media for indications of criminal activity that have occurred or may be planned for the future. If any information indicating criminal activity is present, follow up and reach out to the responsible agency to offer assistance and request updates.

10. On-Call duty. The analysts at the VTIAC work a rotated schedule for on-call, after hour's duty. This includes being available to the law enforcement community on a 24/7 basis.

11. Operate Analytical Systems. Utilize various software and database programs at the VIC.

ACCURINT; A direct connection to over 34 billion current public records, to assist in verifying identities, detect fraud and conduct investigations.

•METCHECK (JusticeXchange); provides law enforcement with real time access to pharmacy logs from across the country in the sales of pseudoephedrine (PSE). This allows for automated checks on suspicious

purchases, buying patterns and the ability to place a "watch" on individuals who exceed the legal limits imposed by state law.

•National Criminal Information Center (NCIC); ability to run vehicle inquiries as well as criminal record checks

•Telco Solutions (TCSG); this provides contact information for cell phone carriers and subpoena information.

•CrimeReports; this program allows for crime data analysis and crime mapping capabilities.

•TipSoft; this program is supplied to the public to submit anonymous tips to law enforcement, out unit monitors and evaluates every tip that is reported utilizing this program.

 Homeland Security Information Network (HSIN); this database is provided by the Department of Homeland Security to assist states with the sharing of Criminal and Terrorism related crimes.

•New England State Police Information Network (NESPIN); this program provides the ability to research various crimes and criminal matters in the New England area. It provides various databases, such as Pawn Shop searches.

•National Missing and Unidentified Persons System (NAMUS); this is a national centralized repository and resource for missing persons and unidentified descendent records.

•License Plate Reader (LPR); this provides the ability to search license plates that have been seen by state plate readers.

•E-Trace; this program is provided by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) and allows the ability to run queries on firearms that have been recovered or stolen.

•VT Courts online; provides court records for individuals that have gone through the Vermont Courts.

•DMV Photo Retrieval; this provides the ability to pull driver license photos for any individual that may have committed a crime or is in danger.

•CrimeNtel; this is the state of Vermont's Intel database and is accessible to any sworn law enforcement officer that has attended the training.

•Financial Crimes Enforcement Network (FINCEN); this is provided by the US Department of the Treasury and allows the ability to pull financial records for subjects under investigation as well as areas to see if there is potential criminal activity is present.

•Law Enforcement Notification System (LENS); this provides recently released subjects that will be in federal probation.

•Law Enforcement On Line (LEO); this program is provided by the Federal Bureau of Investigations (FBI) and allows the ability to research crimes from around the world as well as submit reports to the Joint Terrorism Task Force (JTTF) in our state. It also provides a secure means of transmitting information to other law enforcement agencies around the world.

12. TipSoft Monitoring. VIC has been tasked with managing the TipSoft program that provides the public with an electronic / anonymous means of submitting a tip about criminal activity. Every tip that is entered is viewed, evaluated and distributed to the responsible agency.

2. Provide a brief justification/explanation of this request: The VIC provides full service analystical suport to all law enforcement in Vermont including Federal, state, local and county entities. The existing workload and increasing complexity of the mission has far outstripped the capacity of our 2 criminal analysts. Additionally as the SOV designated Fusion Center, the VIC must meet DHS standards of performance in order for the SOV to be eligible for Homeland Security Grant funds. This analyst will ensure we have the capability to meet those standards. This position is 100% grant funded by HSGP.

3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well). N/A

Personnel Administrator's Section:

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes ☐ No⊠

5. The name and title of the person who completed this form: Captain Rick Hopkins

6. Who should be contacted if there are questions about this position (provide name and phone number): Lieutenant Kevin Lane (802)872-6111

7. How many other positions are allocated to the requested class title in the department:

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.) No

Attachments:

Organizational charts are required and must indicate where the position reports.

Class specification (optional).

For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.

Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

Date

Personnel Administrator's Signature (required)*

Supervisor's Signature (required)*

Date

Erancis X. Aumand III Deputy Commissioner M. Department of Public Salety 12.00

Request for Classification Action Position Description Form C Page 6

ň

Date

CQ

Appointing Authorized Representative Signature (required)*

* Note: Attach additional information or comments if appropriate.

Vermont Intelligence Center Organizational Chart May 12, 2015



ONE BALDWIN STREET MONTPELIER, VT 05633-5701



PHONE: (802) 828-2295 FAX: (802) 828-2483 WEBSITE: www.leg.state.vt.us/jfo/

> for 1/15/15 Moeting

STATE OF VERMONT LEGISLATIVE JOINT FISCAL OFFICE

MEMORANDUM

TO: Joint Fiscal Committee Members

FROM: Maria Belliveau, Associate Fiscal Officer MK

DATE: August 24, 2015

SUBJECT: JFO #2777 – Grant from the National Alcohol Beverage Control Association to the Department of Liquor Control

The Joint Fiscal office has received a request from the Department of Liquor Control (DLC) for authority to accept a \$19,100 grant from the National Alcohol Beverage Control Association.

The grant funds will be used for two purposes. First, \$14,800 will be used to support a study of the warehouse, which was recommended by the Auditor's Office after a 2014 performance evaluation. The study will be performed by a consultant and will take a look at operations of the warehouse including efficiency of layout, layout of a new facility, sales data, and picking inventory and store areas.

The second use of the funds is \$4,300 to support an educational speaker at the Marijuana Awareness Conference that will be held in October. This conference is being hosted jointly by the DLC and the Vermont Prevention Works Coalition.

Please review the enclosed materials and notify the Joint Fiscal Office (Maria Belliveau at (802) 828-5971; mbelliveau@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless you respond to the contrary by September 8, 2015 it will be assumed that you agree to consider as final the Governor's acceptance of this request.

Sermont .

F0#2777

RECEIVED

State of Vermont Department of Finance & Management 109 State Street, Pavilion Building Montpelier, VT 05620-0401

[phone] 802-828-2376 [fax] 802-828-2428

Agency of Administration

JOINT FISCAL OFFICE

STATE OF VERMONT FINANCE & MANAGEMENT GRANT REVIEW FORM

Grant Summary:	DLC will study the operations of the warehouse including sales data, picking inventory and store areas, review and prepare layouts of efficient warehouse that includes the growth of DLC's inventory, and layout of a new facility. The grant also includes funds to support a speaker at the Marijuana Awareness Conference that will provide education on the "new marijuana in all forms, its strengths and particular issues and problems as it relates to public safety.					
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Date:		July 22, 2015				······································
Department:		Department of L	iquor Co	ntrol		
			<u></u>		ww	
Legal Title of Gran	it:	Supplemental Ed	ducation /	Award		
Federal Catalog #:		N/A				
Grant/Donor Name	e and Address:	National Alcohol Beverage Control Association, 4401 Ford Avenue Suite 700, Alexandria, Virginia 23202-1473				
Grant Period:	From:	08/01/2015	Tas	6/20/2	016	
Grant 1 eriou.	riun.	08/01/2015 To: 6/30/2016				
Grant/Donation					·····	· · · · · · · · · · · · · · · · · · ·
	SFY 1	SFY 2	SF	Y 3	Total	Comments
Grant Amount:	\$19,100	\$0	5	50	\$19,100	Includes two projects.
· .	····	r				
	# Positions	Explanation/Comments				
Position Information	on:					
Additional Comme	nts:	Funds have been provided to DLC therefore the project may begin earlier than the application suggests.				
Department of Fina	ıt			HCGEONE	5 (Initial)	
Secretary of Admini	stration				ac 8/4/15	(Initial)
Sent To Joint Fiscal	Office				5/18/15	Date



State of Vermont Department of Liquor Control 13 Green Mountain Drive Montpelier, VT 05620-4501 liquorcontrol.vermont.gov

[phone]802-828-2339[fax]802-828-1031

James Giffin, Interim Commissioner

July 17, 2015

Emily Byrne Budget & Management 109 State Street Montpelier, VT 05609

Dear Emily

Liquor control has been awarded a Supplemental Educational Award from the National Alcohol Beverage Control Association (NABCA) and we are submitting an AA-1 to be reviewed and sent on to Joint Fiscal for approval.

I am including with the grant proposal a copy of the email from NABCA letting us know it has been approved as there is some urgency to the approval from JFO. Part of the funds are dedicated for a warehouse study that is to begin next month, and the balance is for our part in a Marijuana Awareness Conference that is to be held in October. We expect the check and the award letter to arrive next week, and we will forward on to you, but we were hoping to get the ball rolling with these materials.

Please let me know if you require anything else in support of this request.

Heather Duke Financial Administrator II Vermont Liquor Control Montpelier, VT 05602

MI 2 1 2015





State of Vermont Department of Liquor Control 13 Green Mountain Drive Montpelier, VT 05620-4501 liquorcontrol.vermont.gov

[phone] 802-828-2339 [fax] 802-828-1031 James Giffin, Interim Commissioner

July 17, 2015

Justin Johnson Secretary of Administration 109 State Street Montpelier, VT 05609-0201

Dear Justin,

Please find enclosed with letter a request by the Department of Liquor Control (DLC) for approval of a one-time grant for a Supplemental Educational Award for the period 2015-2016. This award is in support of two projects which Liquor Control plans to begin shortly.

The \$19,100 grant is being offered by the National Alcohol Beverage Control Association (NABCA). There are no new positions associated with it, nor does it add to the base budget of the department.

The first part of the award is in support of a Warehouse Study project which was recommended by the Auditor's Office after our 2014 performance evaluation. The cost is 14,800 for the services of a consultant who will continue with the evaluative work currently under way. He will analyze sales data for all products, calculate pick and store areas, review and prepare layouts encompassing one years' growth, and project when a new facility will be needed, among other things. His work is expected to begin in early to mid-August, so there is some urgency to this request.

The second part of the award is for expenses in support of a Marijuana Awareness Conference that DLC is hosting jointly with the Vermont Prevention Works Coalition in October. As marijuana debate grows within the state, DLC would like to make sure those involved make a reasonable, informed decision. This funding will help to make this happen. A more complete explanation is in the grant application which is also included with this letter.

Thank you, in advance, for your approval, Respectfully,

James Giffin Interim Commissioner Vermont Liquor Control

Enclosures JG/hd

Stephanie M. O'Brien, Chair; John P. Cassarino, Julian Sbardella, Melissa D. Mazza-Paquette, Members

STATE OF VERMONT REQUEST FOR GRANT ^(*) ACCEPTANCE (Form AA-1)

. Agency:				
2. Department:	Liquor Control		····	
			······································	
3. Program:	Alcohol Education			
4. Legal Title of Grant:	2015/16 Supplemental	Education Award		
5. Federal Catalog #:	N/A	Duucation Awalu		
5. rederat Catalog #.			· · · · ·	
6. Grant/Donor Name and	Address:			
National Alcohol Be	everage Association			
4401 Ford Avenue S	Suite 700			
Alexandria, Virginia				
7. Grant Period: Fr	om: .10/ 1/2015	- 8/1 205 To: 6	5/30/2016	
		- 1 (AP)		
8. Purpose of Grant:			· O-t-l -	
	to Marijuana Awareness			- Anonst
2. Expenses related 9. Impact on existing progr	to Liquor Control Wareh		orgin in early to find	u / xugust.
	ly is necessary to DLC co		funding will be mad	le from Enterprise
Fund The Conferen	nce is a joint effort with a	nother department: if n	iot approved DLC v	will not be able to secu
the keynote speaker		notifer department, a n	iot uppio, ou, o.s.o.	
10. BUDGET INFORMAT				
10. DUDGET HUDORMAN	SFY 1	SFY 2	SFY 3	Comments
r	FY 16			Comments
			1 KY	
Expenditures:		<u> </u>	FY\$	
Personal Services	\$12,400	\$	\$	
Personal Services Operating Expenses	\$12,400 \$6,700	\$\$	\$\$	
Personal Services Operating Expenses Grants	\$12,400 \$6,700 \$	\$	\$	
Personal Services Operating Expenses Grants Tot	\$12,400 \$6,700 \$	\$\$ \$\$	\$ \$ \$	
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Page 1 of 2

Department of Finance & Management Version 1.7_6/19/2013

STATE OF VERMONT REQUEST FOR GRANT ^(*) ACCEPTANCE (Form AA-1)

[[\$.
			\$
	· · · · · · · · · · · · · · · · · · ·	Total	\$19,100
Has current fiscal year bud	lget detail been entered	into Vantage? 🛛 Yes 🗌 N	ło
PERSONAL SERVICE IN	FORMATION		
	y must initial here to ind	e or more Personal Service C icate intent to follow current co the (initial)	ontracts? 🛛 Yes 🗌 No mpetitive bidding process/policy.
12. Limited Service		· · ·	-
Position Information:	# Positions	Title	
(T) ((1)) ((1))			
Total Positions			
12a. Equipment and space positions:	for these	presently available. 🗌 Can	be obtained with available funds.
13. AUTHORIZATION A			
		I L	Z
I/we certify that no funds beyond basic application	Signature:	~ C - C K	Date:
preparation and filing costs	Title:	Cit	
have been expended or	(Comm.	ssurer DLC	
committed in anticipation of Joint Fiscal Committee	Signature:		Date:
approval of this grant, unless			
previous notification was	Title:	· · · · · · · · · · · · · · · · · · ·	
made on Form AA-1PN (if	•		
applicable):			
14. SECRETARY OF ADM			
	(Secretary or designee signatul	-time /	Departy Orbluck (15
Approved:			
15. ACTION BY GOVERN	NOR		
∧ Check One Box:			
Accepted			8/19/15
	(Governor's signature)	······································	Date:
	1/19 .		
Rejected	HI L	~~~~~	
16. DOCUMENTATION F	REQUIRED		· · · · · · · · · · · · · · · · · · ·
	Required (GRANT Documentation	· · · · · · · · · · · · · · · · · · ·
🗌 Request Memo		Notice of Donation (if any)	
Dept. project approval (in	fapplicable)	Grant (Project) Timeline (it	
Notice of Award		Request for Extension (if a	
Grant Agreement		Form AA-1PN attached (if	applicable)
Grant Budget	. ITT	Thomas A A T	·
(*) The term "orant" refers to a		ad Form AA-1 rum of money or thing of value to	he accented by any agency
department, commission, board			to accepted by any agency,

Vermont Department of Liquor Control 13 Green Mountain Drive Montpelier, Vermont 05620-4501

I cannot thank you enough for all of this.

Steve

Steven M. Waldo,

Education Investigator Vermont Department of Liquor Control 6 Baltimore Road Baltimore, Vermont 05143-9541 (802) 263-5355 <u>steve.waldo@state.vt.us</u> <u>liquorcontrol.vermont.gov</u>

From: Steve Schmidt [<u>mailto:Steve.Schmidt@nabca.org</u>] Sent: Thursday, July 16, 2015 9:25 AM To: Waldo, Steve Cc: 'Stephanie O'Brien'; Lisa Dixon Subject: Supplemental grant

Steve:

The Board of Directors has officially approved the Supplemental Award for the total amount submitted...\$19,100. Please let me know to who we should forward the check. Thanks. Steve

3

<image001.jpg> STEVEN L. SCHMIDT Sr. Vice President Public Policy and Communications

4401 Ford Avenue, Suite 700 Alexandria, VA 22302

Tele: 703.578-4200 Cell: 703-965-6941 Fax: 703-820-3551

Email: steve.schmidt@nabca.org

image003.jpg> <image004.jpg><image005.png>

NABCA	NATIONAL ALCOHOL BEVERA 2015/16 Supplement Program Application		
1. PROJECT ADMINISTRATION			
ABC Agency Vermont Departme	nt of Liquor Control		
Project Coordinator Steven M. W	aldo (alternate: Melanie Gaiotti)		
	elanie: Sergeant, Education Division)		
Address 13 Green Mountain Driv	·	Vt 05620-4501	
Street or P.O. Box	City	State Zip Code	
Daytime Telephone (802) 828-2334	Fax Number (802) 828-2803	
	<u>.us</u> (Melanie: Melanie.gaiotti@state.vt.us		
	meaner melanersubtliestate.yt.us		
2. PROJECT DESCRIPTION			
Project Title Combined Mariju	ana Awareness Conference and Liquor Cor	ntrol Warehouse study	
Project Start Date October 1,	2015 Project Com	pletion Date June 30, 2016	
Project Description (attach):(see attached)		
3. BUDGET	Income from other sources	(Itemized Project Budget (attach))	
Amount Requested from NABCA (Maximum	Marijuana Awareness Conference	\$4,300.00	
of \$25,000)	Liquor Control Warehouse Study	\$14,800.00	
\$ 19,100.00		Ś	
third party entity, a W-9 form is re is received, the agency will be info Make check payable to: Verm Mailing Address: 13 Green N	TIONS ng address of the entity to whom the awa equired before processing the grant. NABC ormed and the grant will be released to the ont Department of Liquor Control ountain Drive Vermont 05620-4501	A will obtain the W-9 form. Once the	
5. SIGNATURES		1	
		CMA-	
Signature of Project Coordinator		ABC Director/Administrator	
Steven M. Waldo, Education Invest		, Interim Commissioner Director/Administrator (Please Print)	
Name of Project Coordinator (Pleas チー (デー ア・レン	- Name OF ADC		
Date	Date	1.1.2.1.1.3	
		<u>.</u>	
		Rey	vised: 7/2015

NABCA

NATIONAL ALCOHOL BEVERAGE CONTROL ASSOCIATION 2015/16 Supplemental Education Award Program Application

The National Alcohol Beverage Control Association recognizes the importance of its role and more importantly, that of its member jurisdictions, in the areas of education/prevention of alcohol abuse and the need to support other organizations with the same goals. In addition it is critical that agencies continuously improve operations by staying informed of developments in policy, operations, and technologies related to the many aspects of their agency's operations. Lastly, cooperating and informing other key stakeholders in the agency's operations requires ongoing communication and collaboration. This supplemental grant made possible through the NABCA Education Corpus is designed to enhance and expand the efforts of the corpus by providing additional funds for education/prevention of alcohol use and other efforts designed to strengthen the member agency's operations efforts at responsibly and effectively managing the alcohol system in their jurisdiction.

Role of Member ABC Agency

As a participant in this educational effort, there are a variety of roles the member control agency may play:

- 1. Direct Administrator. This role would have the ABC receiving the money and using it to directly pay for or fund a specific prevention/education effort conducted by the agency itself.
- 2. "Pass Through" Agency. This role would include the ABC publicizing the availability of the education award to appropriate project coordinators or organizations throughout their state that would apply directly to them to receive funds. Or the ABC may identify a specific organization, which is to receive the funds and simply pass the funds through to the organization.
- 3. Convener or Facilitator. This role would include the ABC identifying leaders and key stakeholders in the community which they would bring together in a meeting to discuss the formation of community coalitions. The ABC could take on the role of facilitating the meeting or have experts present to assist in the development of community collaboration. The ABC can provide guidance and/or funding to begin and sustain a dialogue which will ultimately lead to an established coalition.
- 4. A Combination of the Above Roles. An ABC may find that a combination of above roles would be appropriate for the use of these funds.

Application Guidelines

1. Project Administration

The ABC Agency will play the primary role in project leadership. The project coordinator is the individual who will be the NABCA contact for the project. The coordinator should be closely involved with all aspects of the project through its duration.

2. Project Description

Describe the plans for spending the funds. Proposals should not exceed one page and should address each of the following in the order listed:

- Brief Summary Describe the activity the NABCA Education Award will be used to fund and the anticipated impact.
- o Criteria Describe how the activity meets each of the three criteria outlined in this brochure.

Revised: 7/2015

NABCA

NATIONAL ALCOHOL BEVERAGE CONTROL ASSOCIATION 2015/16 Supplemental Education Award Program Application

- o Time Line Indicate starting and completion dates (please include actual dates or month/year).
- Evaluation Describe the plan for evaluating the project's impact. (i.e., may include surveys, program/project reports on impact, direct feedback, etc.)
- o Continuation Outline the plan for continuation after the award funding.

3. Budget

A brief budget justification statement must accompany the proposed budget. The justification should clearly • explain why each expense is necessary for the proposed project. Monies are not to be used to supplement existing activities.

NOTE: NABCA does not "cost share" or allow funds to be used for administrative cost reimbursement.

4. Signatures

The State ABC will serve as the fiscal agent for the program, and therefore, accepts fiscal responsibility for , the funded project. The project coordinator's signature is also requested.

Final Report

Upon completion of the project, please submit a report that details the project process and products and how project strategies and objectives were met. This final report and any project materials that are produced (i.e. brochures, posters, videos, core reports, advertisements, event photos, etc.) should be sent to NABCA. This report should also include how all of the funds were expended.

See Supplemental Education Award Program Report Guidelines for further detail.

Revised: 7/2015

NATIONAL ALCOHOL BEVERAGE CONTROL ASSOCIATION 2015/16 Supplemental Education Award Program Application

Application Timelines

Award applications will be considered at any regularly scheduled Board Meeting. The deadline for consideration at the Board Meetings will be as follows:

- For the Board Meeting held September 16-20, 2015, the application must be received by NABCA no later than Monday, August 31.
- For the Board Meeting held January 6-10, 2016, the application must be received by NABCA no later than Friday, December 11.
- For the Board Meeting held May 18-21, 2016, the application must be received by NABCA no later than Friday, April 29, 2015

Please submit applications to:

NABCA Attn: Steve Schmidt, Sr. VP, Public Policy/Communications 4401 Ford Ave., Suite 700 Alexandria, Virginia 22302

You may fax your application to 703-820-3551 or email to <u>steve.schmidt@nabca.org</u>, but please mail the original application with appropriate signatures.

(Note: Awards will not be processed if a previous Supplemental Education Award has not been completed and/or a report has not been submitted to NABCA.)

Legal Disclosure

As part of all announcements made or promotional material distributed concerning activities funded by this award, recipients are requested to disclose that the activity was funded, in whole or in part, by funds from the National Alcohol Beverage Control Association. Distribution of awards is conditioned on recipient's compliance with any proposal submitted or any terms and conditions accompanying the education award. By making this award, NABCA assumes no liability for any activity undertaken by recipient using award funds.

Revised: 7/2015

Vermont Department of Liquor Control 2015/16 Supplemental Award

Project #1: Liquor Control Warehouse Study

Brief Summary -

1. Analyze sales data for all products and calculate pick area and storage space requirements for the warehouse for the next 10 years based on projected annual growth and SKU increases for 10 years. Project when new facility is required.

2. Initial site visit to tour facility to validate current warehouse layout, watch picking, receiving and shipping operation. Identity other details to prepare product storage and pick area layout. Develop AutoCAD drawing of current facility.

3. Prepare initial warehouse storage and pick area layouts which include room for approximately one year's growth in SKU's.

4. Discuss proposed layout for warehouse and make any recommended changes.

5. Finalize recommendations including pallet and case flow racking details and

specifications. Include productivity improvement ideas where appropriate. Develop

estimated cost savings from warehouse relayout and productivity improvements.

6. Review compliance with OSHA and VOSHA. Review current security.

Criteria -

- 1. Question: If possible, list other sources that funded this activity and the approximate amount that were provided.
 - There has not been any previous activity; this is a new project.
- 2. Question: What role did the Alcohol Beverage Control agency play in this activity?
 - Changes have been made over years but without a long term view or without the aid of
 efficiency studies.
- 3. Question: What were the overall results of this funded activity?
 - Given the above information, it is not possible to answer this question; it would not apply to this application.

Time Line -

2 weeks prior to project commencement	Pre-work by Consultant David Jackson, Chief of
(late July 2015)	Liquor Operations
Early August 2015	Project commencement
Due 14 days after first visit	Study and results
To be determined	Possible requirement for Phase 2

Evaluation -

Question – Describe the plan for evaluating the project's impact. (i.e., may include surveys, program/project reports on impact, direct feedback, etc.)

- 1. Report on gained efficiencies
- 2. Changes to warehouse layout and possible staffing requirements
- 3. Improved compliance with OSHA and report on security to be forwarded to Building Services
- 4. Possible phase 2 requirements if necessary

Continuation -

Changes will be made to the warehouse layout as suggested to improve efficiency. It may possibly lead to a
Phase 2 project on restructuring the warehouse, servicing agents and delivery.
Project #2: Marijuana Awareness Conference

Brief Summary:

The Vermont State Statute governing alcoholic beverages speaks to the protection of the public welfare, good order, health, peace, and safety. Toward that end, the Vermont Department of Liquor Control strives to help reduce the number of tragedies on our highways due to alcohol. The data shows we have all worked hard to reduce the number of impaired drivers on the road but the trends for drivers mixing alcohol with drugs such as marijuana has not until recently been given a closer look. Most recently it was reported in a study that driving under the impairment of both alcohol and marijuana increases the risk of a fatality 24 fold. This fact coupled with the knowledge that the potency of marijuana has increased as much as eight times in the past 20 years and now marijuana solids and liquids are being sold in states like Colorado at nearly 90% THC has caused great concern. Unfortunately, the law enforcement community, as well as those working in the communities to reduce this harm, are not adequately prepared with the knowledge of these new trends. This grant will work to significantly reduce that knowledge gap by bringing in an expert to educate all of us in Vermont.

Criteria -

- 1. We will be working collaboratively with the Vermont Prevention Works Coalition, who will be providing the funds to sponsor a two day conference for all law enforcement officers, community coalitions, health prevention specialists and community youth from around the state.
- The Vermont Department of Liquor Control (through this grant) will be contracting with national marijuana expert Officer Jermaine Galloway of Idaho to bring him to Vermont to educate all these sectors on the "new" marijuana in all its myriad forms, strengths, particular issues and problems.
- 3. We hope to better equip law enforcement and everyone in our communities as we attempt to deal with the surge in marijuana use in our state. Vermont currently leads the nation in underage use of marijuana as well as underage use of alcohol.

Time Line -	
Grant approved by NABCA	September 2015
Presenter/Trainer Agreement	October 2015
Conference held	October 26 & 27, 2015
Conference evaluations reviewed and summarized	November 2015
Final Report to NABCA	December 2015

Evaluation -

We will be creating feedback evaluation forms for all participants as well as an email distribution list that can be used to quickly update everyone as new trends develop.

Continuation -

It is the hope that this conference will be a regularly occurring gathering and sharing of information by all law enforcement and our prevention communities.



PHONE: (802) 828-2295 FAX: (802) 828-2483 WEBSITE: www.leg.state.vt.us/jfo/

Held for 9/15/15 JFC Meeting Mailed 9/11/15

STATE OF VERMONT LEGISLATIVE JOINT FISCAL OFFICE

MEMORANDUM

TO: Joint Fiscal Committee Members

FROM: Maria Belliveau, Associate Fiscal Officer

DATE: September 8, 2015

SUBJECT: JFO #2781 – Grant from the USDA to the Department of Children and Families to Assist SNAP Clients in Obtaining Unsubsidized Employment

The Joint Fiscal Office has received a request from the Department of Children and Families to accept \$2,986,460, representing the first year of a three year grant from the USDA totaling \$8,959,379, for the purpose of developing innovative employment and training programs for Supplemental Nutrition Assistance Program (SNAP) participants with mandatory work requirements. Funding for the second and third year will be included in the department's budget when submitted to the Legislature. The grant will fund the Jobs for Independence (JFI) Pilot Program which is a cross-agency partnership including the Department of Labor (DOL), the Department of Corrections (DOC), the Division of Vocational Rehabilitation (VR), as well as several community partners. The grant will be administered by the Department of Children and Families and funds 13 new limited service positions. Three of these new positions will be in DCF, five in the DOL, and five in VR.

The project has a projected start date of November 1, 2015, but beginning no later than January 1, 2016. The plan is to enroll at least 3,000 individuals within the first 16 months.

The Department of Children and Families has requested that this grant be on the agenda for the September 15, 2015 Joint Fiscal Committee meeting in order to present it and be available to answer questions. Attached is part of the packet that was submitted to the Joint Fiscal Office in support of the grant. The submission from the Administration included additional information on each of the 13 positions, which I will provide if requested. Please note that this grant is not being considered through the usual 30 day process since the Committee will take it up for consideration. STATE OF VERMONT REQUEST FOR GRANT ^(*) ACCEPTANCE (Form AA-1)

BASIC GRANT INFORM	ATION			
1. Agency:	Human Services			
2. Department:	Department of Children	n and Families	RECEL	VED
	······································	· · · · · · · · · · · · · · · · · · ·		
3. Program:	Jobs for Independence	· · · · · · · · · · · · · · · · · · ·	SEP 08	2015
	- *	····· ··· · · · · · · · · · · · · · ·	DEF US-	<u> </u>
4. Legal Title of Grant:	SNAP E&T VT 15			
5. Federal Catalog #:	10.596	·····	JOINT FISCAL	OFFICE
	- I			
6. Grant/Donor Name and USDA/FNS Department of Agrid Food and Nutrition 3101 Park Center D Alexandria, VA 223	culture Services rive 02			
7. Grant Period: Fr	om: 4/1/2015	To: 12.	/31/2018	
unsubsidized emplo 9. Impact on existing prog N/A		arnings, and eventually t	č	
10. BUDGET INFORMAT	· · · · · · · · · · · · · · · · · · ·	······································		
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 16	FY 17	FY 18	
Personal Services	\$357,528	\$378,731	\$391,256	
Operating Expenses	\$147,325	\$102,135	\$76,540	·
Grants	\$2,481,607	\$2,505,594	\$2,518,663	
Tot	al \$2,986,460	\$2,986,460	\$2,986,459	
Revenues:	· · · · · · · · · · · · · · · · · · ·			
State Funds:	\$	\$	\$	
Cash	\$.	\$	\$	
In-Kind	\$	\$	\$	
			\$	
Federal Funds:	\$	\$		
(Direct Costs)	\$2,883,191	\$2,877,148	\$2,873,649	
(Statewide Indirect)	\$6,885	\$7,287	\$7,521	
(Departmental Indirect)	\$96,384	\$102,025	\$105,289	
Other Funds:	Φ	\$	\$	
	\$	\$	<u>⊅</u>	
Grant (source)	\$	\$2,986,460	 \$2,986,459	
Tot	al \$2,986,460	\$2,980,400	\$2,980,439	
Appropriation No: 34	440010000	Amount:	\$2,986,460	
Appropriation No: 34	++0010000	Axinount.	\$	
			\$	
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		l	\$	

SEP - & 2015

STATE OF VERMONT REQUEST FOR GRANT ^(*) ACCEPTANCE (Form AA-1)

		\$	
	· · · · · · · · · · · · · · · · · · ·	\$	
		Total \$ 2,986,46	0 Ste
Has current fiscal year bud	lget detail been entered	l into Vantage? 🗌 Yes 🖂 No	
PERSONAL SERVICE IN			
		ne or more Personal Service Contracts? 🖂 እ	/es 🗌 No
		dicate intent to follow current competitive biddin	
Appointing Authority Name	e: Agreed by:	(initial)	
12. Limited Service			
Position Information:	# Positions	Title	
	3	DCF - see attached	
	5	VDOL - see attached DDAIL-VR - see attached	
	<u>_</u>		
Total Positions	13		
12a. Equipment and space positions:	for these Is	presently available. Can be obtained wit	h available funds.
13. AUTHORIZATION A	GENCY/DEPARTME	NT	
I/we certify that no funds	Signature	1	Date
beyond basic application	The floor	X	
preparation and filing costs have been expended or	Title: DCF Comm	Issioner	
committed in anticipation of			Date
Joint Fiscal Committee	Signature:	the en	Date 14/10-
approval of this grant, unless previous notification was	Title:	At Many	///
made on Form AA-1PN (if	Asts Nearth	a Seineba	
applicable):	1711-3 July	- Or U a Shi X	· · · · · · · · · · · · · · · · · · ·
14. SECRETARY OF ADD			Date:
Approved:	(Secretary or designee signatu	ne Dom	er 9/02/15-
Approved.		1 13 1	
15. ACTION BY GOVER	NOR		
Check One Box:	FK.		11
Accepted			9815
	(Governoris signature)		Date:
Rejected			
16. DOCUMENTATION I	REQUIRED		and a second
	Required	GRANT Documentation	
Request Memo		Notice of Donation (if any)	
Dept. project approval (i	f applicable)	Grant (Project) Timeline (if applicable)	
\bigotimes Notice of Award	•	Request for Extension (if applicable)	
🛛 Grant Agreement 📉 Grant Budget		Form AA-1PN attached (if applicable)	
NA Orani Dudger		nd Form AA-1	
(*) The term "grant" refers to a		sum of money or thing of value to be accepted by an	y agency.
department, commission, board			

AA-1 Grant Acceptance Section 12.

13 Limited Service Position Information

Department for Children & Families (DCF) - Economic Services (3 Positions)

1 FTE Pilot Director

1 FTE Pilot Program Manager

1 FTE Pilot Data Manager

<u>Vermont Department of Labor (VDOL) (5 Positions)</u> 5 FTE Job Center Specialist II

Department of Disabilities, Aging & Independent Living (DDAIL) – Vocational <u>Rehabilitation (VR) (5 Positions)</u> 1 FTE EAP Research and Innovative Programs Director

4 FTE EAP Program Specialist II

STATE OF VERMONT Joint Fiscal Committee Review Limited Service - Grant Funded Position Request Form

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources <u>must</u> be obtained <u>prior to</u> review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report <u>must</u> be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department:AHS, Department for Children and Families	Date:	08/24/2015
Name and Phone (of the person completing this request):		· ·
Request is for: Positions funded and attached to a new grant. Positions funded and attached to an existing grant approved by JFO #		
1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant document	:s):	
USDA, Food and Nutrition Service, the Supplemental Nutritional Assistance Program (Training (E&T) Pilot Grant.	(SNAP) Employment and

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established <u>only</u> after JFC final approval:

Title* of Position(s) Requested # o	of Positions	Division/Program	Grant Funding Period/Anticipated End Date
SNAP E&T Pilot Director	1	ESD/3SquaresVT	December 31, 2018
SNAP E&T Pilot Program Manager	1	ESD/3SquaresVT	December 31, 2018
SNAP E&T Pilot Data Manager	1	ESD/3SquaresVT	December 31, 2018

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

The SNAP E&T Pilot Grant is a short-term pilot program that aims to determine effective programs and approaches to helping SNAP recipients with work requirements obtain unsubsidized employment, increase wages, and reduce their reliance on public assistance. The creation of the three DCF positions above are necessary for the administration of the state-wide pilot, and to provide required reporting data to FNS.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b).

	8/25/15
Signature of Agency or Department Head	Date
Mong and r	9/2/15
Approved/Denied by Department of Human Resources	Date '
A113	9/8/15-
Approved/Denied by Finance and Management	Date
en ton	09/06/15
Approved/Denied by Secretary of Administration	Date
<u>Comments</u> :	SEP - 2 2015 DHR - 11/7/05
	SEP DHR - 11/7/05

STATE OF VERMONT Joint Fiscal Committee Review Limited Service - Grant Funded Position Request Form

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources <u>must</u> be obtained <u>prior to</u> review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report <u>must</u> be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department:	Vermont Dep	artment of La	abor	Date:	8/21/2015
Name and Phone (of	the person comp	pleting this req	Rose Lucent	, Dir. of WFD-VDC	L 828-4151
Request is for:					
Positions fund			nt. g grant approved by .	IFO #	
1. Name of Granting ESD, SNAP E&T	•	Grant, Grant F	unding Detail (attach	grant documents):	
2. List below titles, nu	mber of position	is in each title,	program area, and l	mited service end dat	e (information should be
based on grant award final approval:	d and should ma	tch informatio	n provided on the RF	R) position(s) will be e	stablished <u>only</u> after JFC
Title* of Position	(s) Requested	# of Positions	Division/Program	Grant Funding Perio	d/Anticipated End Date
Job Center Speci	alists II, PG 21	5	WFD/SNAP E&T	10/01/2015	5-04/30/2018

Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of * Request for Classification Review.

3. Justification for this request as an essential grant program need:

The Job Center Specialist (JSC) II works within the Vermont Department of Labor, Workforce Development Division's American Job Centers and provides case management services while promoting and delivering comprehensive services offered through the VDOL's American Job Centers to job seekers and employers. The JCS II collaborates with partner organizations and agencies to promote, whenever possible, an effective and seamless workforce-education, training and job placement system that will benefit the individual participant. The JCS II position is necessary to the successful administration of the SNAP E&T Pilot Program. The JCS II will be tasked with processing pilot participant intake, including explaining the pilot program to potential participants, obtaining informed consent from participants, performing random assignment of pilot participants, and providing the initial orientation for participants assigned to the treatment group. These positions will also be available to perform case management activities for pilot participants who are referred to the Vermont Department of Labor and assigned to participate in Workforce Innovation and Opportunity Act (WIOA) employment and training activities.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b).

Ame M. Norran, V+ Dept of Labor	8/21/15
Signature of Agency or Department Head	Date
Mohn Prul n	9/2/15
(Approved/Denied by Department of Human Resources	Date
D_1(m)10	9/8/15
Approved/Denied by Finance and Management	f Date
under Der	29/32/15
Approved/Denied by Secretary of Administration	Date



STATE OF VERMONT Joint Fiscal Committee Review Limited Service - Grant Funded Position Request Form

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources <u>must</u> be obtained <u>prior to</u> review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report <u>must</u> be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department:	Date:	August 20,2015
Name and Phone (of the person completing this request):		
Request is for: ☑Positions funded and attached to a new grant.		

Positions funded and attached to an existing grant approved by JFO #_____

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents): Federal Department of Agriculture, SNAP Employment and Training Grant

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established <u>only</u> after JFC final approval:

Title* of Position(s) Requested	<u># of Positions</u>	Division/Program	Grant Funding Period/Anticipated End Date
EAP Program Specialist II	4	DVR	SFY 18
EAP Research and Program Dir	ector 1	DVR	SFY 18

*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

The five positions are part of the program design to provide employment services for SNAP beneficiaries with significant support needs. The target population includes SNAP beneficiaries who are offenders, have substance abuse issues and/or are homeless. These positions will provide clinical assessment services to determine barriers to employment and potential support needs.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b).

Signature of Agency or Department Heal

an C

Approved/Denied by Department of Human Resources

Approver/Denied by Finance and Management

Approved/Denied by Secretary of Administration

Comments:



MR 2 C 1915

United States Department of Agriculture

Food and Nutrition Service

3101 Park Center Dr. Alexandria, VA 22302 The Honorable Ken Schatz Commissioner Department for Children and Families 103 South Main Street, 5 North Waterbury, Vermont 05671-5920

Dear Commissioner Schatz:

Congratulations! We are pleased to inform you that the U.S. Department of Agriculture Food and Nutrition Service (FNS) has approved your agency's application for a Fiscal Year 2015 Pilot Project to Reduce Dependency and Increase Work Requirements and Work Effort Under the Supplemental Nutrition Assistance Program (SNAP) (CFDA#: 10.596).

Attached please find copies of the FNS-529 Grant/Cooperative Agreement form, which provides funding for the above-referenced project, as detailed below:

Funding Amount:	\$8,959,379.00
Award Start Date:	April 1, 2015
Award End Date:	December 31, 2018

In addition, attached is a copy of the FNS Grant Terms and Conditions for this award. These Terms and Conditions will remain in full force and effect throughout the agreement period. Please note the following, as detailed in the Terms and Conditions:

- All expenditures paid for with funds provided under this award must be incurred within the period authorized above, and be in accordance with the tasks, project deliverables, and guidelines outlined in the Grant Terms and Conditions
- Only actual costs for work completed, rather than the estimates described in your grant application, may be charged to the award.
- If you establish sub-awards to carry out any of the work on your project, it is important that sub-recipients also abide by these award terms. It is your responsibility to monitor the work and expenditures of your sub-recipients.

Included is the ASAP.gov Information Request form. This form is necessary to begin the enrollment process in the online payment system, ASAP.gov, to set up the Letter of Credit by which your grant funds will be made available to you. For additional information on ASAP.gov please visit: http://www.fms.treas.gov/index1.html.

The Honorable Ken Schatz Page 2

Please have the appropriate authorizing official sign (IN BLUE INK) the FNS-529 and return to FNS, along with the ASAP.gov set up form no later than March 31, 2015. Please return the signed FNS-529 forms via e-mail, in color .pdf format to carla.garcia@fns.usda.gov.

Once we have received your signed FNS-529 form, we will sign and return one copy of the fully executed agreement to you. Please note that your fully executed FNS-529 agreement, signed by both FNS and your organization, serves as the "official grant agreement" and should be maintained in your files.

If you have any questions, please contact the Grant Officer, Carla Garcia, at (703) 305-2760 or via e-mail at <u>carla.garcia@fns.usda.gov</u>. If you have any programmatic questions, please contact the Program Officer, Jackie Windfeldt, at (703) 305-2390 or via e-mail at: jackie.windfeldt@fns.usda.gov.

Once again, congratulations on your grant award. We look forward to working with you and your staff on this project.

Sincerely,

Director Grants and Fiscal Policy Division

Moira Johnston Director Office of Employment and Training Supplemental Nutrition Assistance Program

UNITED STATES DEPARTMENT OF	1. GRANT/AGREEMENT N	0		AWARD DATE	
AGRICULTURE- FOOD AND NUTRITION	SNAP_E&T_VT_15		3/20/2015		
SERVICE	A				
GRANT/COOPERATIVE AGREEMENT	3. AUTHORITY/CFDA NUMBER Public Law 113-128/ 10.596	4. UNIVERS NUMBER (0 809376155		5. FEDERAL AWARD IDENTIFICATION NUMBE (FAIN) :	
5. FEDERAL AWARDING AGENCY JSDA, FNS	7. GRANT/AGREEMENT FO	OR	·		
8. RECIPIENT Name:	9. ACCOUNTING AND APF E3202/E3203 PCA			N6503	
Mr. Kenneth Schatz Commissioner	10. AMOUNT OF FEDERAL OBLIGATED BY THIS ACTION	L FUNDS DN	11. TOTAL A OBLIGATED	MOUNT OF FEDERAL FUND	
Vermont Department for Children Services 103 South Main St. Waterbury, VT 05671-1201	8,959,379.00 8,959,379.00 12. TOTAL AMOUNT OF THE FEDERAL AWARD				
Ken.shatz@state.vt.us			8,959,379.	00	
13. PLACE OF PERFORMANCE Statewide	14.BUDGET APPROVED BY AWARDING AGENCY 8,959,379.00				
	15. TOTAL APPROVED CO SHARING/MATCHING (WH APPLICABLE) –0		FEDERAL AW	COST RATE FOR THE VARD (PLEASE INCLUDE IF MIS RATE IS CHARGED)	
17. MAIL REQUESTS FOR REIMBURSEMENT TO	18. SPONSOR (SPONSORII	NG FNS PROGR	AM)-SNAP		
USDA/FNS (Accounting Division) Department of Agriculture Food and Nutrition Services	19. START DATE20. END DATEApril 1, 2015December 31, 2018				
3101 Park Center Drive Alexandria, VA 22302					
21. IS THIS AN R&D AWARD?-No The Grantee/Cooperator hereby assures and certifies that they wil					
the applications, acceptance, and use of Federal funds for this Fed Government-wide Guidance for Grants and Agreements) and Chap Administrative Requirements, Cost Principles, and Audit Requirem	oter II (Office of Management ents for Federal Awards); and udit Requirements for Federal	and Budget Gi I any USDA imp I Awards), 2 CF	uidance) as well plementing regu R Part 415 (Ger	as 2 CFR Part 200 (Uniforn Ilations, such as 2 CFR Part heral Program Administration	
400 (Uniform Administrative Requirements, Cost Principles, and Au Regulations), 2 CFR Part 416 (General Program Administrative Reg 2 CFR Part 418 (New Restrictions on Lobbying).					
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SNAP E&T PILOT – JOBS FOR INDEPENDENCE (JFI) AA-1 Packet:

Cover Memo . Executive Summary

AA-1 Grant Acceptance AA-1 Section 12 Attachment – List of Limited Service Positions

Notice of Award Letter Notice of Award FNS 529 Grant/Cooperative Agreement

Project Narrative – Original Grant Award Application Project Narrative Attachment B – Letter of Agreement Project Narrative Attachment C – Letters of Commitment Project Narrative Attachment D – Job Descriptions Project Narrative Attachment E – Additional Commitments

Budget Narrative Budget Information – SF424A

FNS Terms and Conditions FNS Approval for Delayed Start

DCF Limited Service Position Request Form DCF RFR's – 3 Positions

DDAIL-VR Limited Service Position Request Form DDAIL-VR RFR's – 5 Positions

VDOL Limited Service Position Request Form VDOL RFR's – 5 Positions



Department for Children and Families Economic Services Division 103 South Main Street Waterbury, VT 05671-1201 Agency of Human Services [phone] 802-241-2800 [fax] 802-241-2235 www.dcf.state.vt.us

MEMORANDUM

To: Sarah Clark, Agency of Human Services (AHS), Chief Financial Officer (CFO)

From: Sean Brown, Department for Children and Families (DCF), Deputy Commissioner

Re: Acceptance of the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Pilot Grant

Date: July 1, 2015

The Department for Children and Families (DCF) has received a federal grant issued by the United States Department of Agriculture (USDA) in order to assist individuals receiving Supplemental Nutrition Assistance Program (SNAP) benefits obtain unsubsidized employment, obtain increased earnings, and eventually transition away from public assistance. This grant will fund an employment and training (E&T) pilot project within the State of Vermont that will be administered over a three-year period utilizing \$8,959,379 in federal funding. The pilot has a projected start date of November 1, 2015, but beginning no later than January 1, 2016.

We are requesting approval to receive these funds and approval for three limited service positions. Enclosed you will find: (1) the USDA Notice of Award; (2) the USDA Notice of Award Letter; (3) The USDA Award Terms and Conditions; (3) the USDA Revised Budget Approval Letter; (4) the Jobs for Independence (JFI) Executive Summary; (5) the JFI Implementation Timeline; (6) the JFI approved budget narrative; (7) Form SF-424(a); (8) a copy of the grant application; (9) and Request for Reviews (RFRs) associated with state government staff that will be employed by the project.

It is our understanding that this AA-1 packet, once approved by the Secretary of Human Services, should be forwarded in its entirety to the Department of Human Resources (DHR). DHR will retain the original RFRs for classification action upon receipt of approval by all parties, while transmitting a copy of the RFRs and all remaining documents to Finance and Management.

We appreciate your support in moving this request forward without delay, given the very limited timeframe to implement this federally-funded project. Please let me know if you have any questions or need additional information. Thank you,

Sean Brown, Deputy Commissioner Department for Children and Families 103 South Main Street Waterbury, Vermont 05674-1201



Background

In November 2014, the Agency of Human Services (AHS), Department for Children and Families (DCF) applied for one of 10 federal grants made available under the most recent federal "Farm Bill," the Agricultural Act of 2014. These grants were authorized by the United States Congress in order for selected States to develop innovative employment and training (E&T) programs for Supplemental Nutrition Assistance Program (SNAP) participants with mandatory work requirements. These pilot programs are meant to increase the number of SNAP work registrants who obtain unsubsidized employment, increase the earned income of these individuals, and reduce their reliance on public assistance.

Vermont's Jobs For Independence (JFI) Pilot Program

Vermont's proposed pilot project, informally titled "Jobs for Independence" (JFI), was developed in order to target those Vermonters with significant barriers to employment, with the intent to provide these individuals with the supportive services necessary to assist them in finding employment and increase their income. As such, Vermont chose to focus on individuals that are homeless, those suffering and/or recovering from substance abuse or mental health problems, and those with prior criminal convictions.

Vermont developed the JFI Pilot Program through a cross-agency approach that partnered with other state agencies, including the Department of Labor (DOL), the Department of Corrections (DOC), and the Division of Vocational Rehabilitation (VR), as well as other community partners such as, the Community College of Vermont (CCV), Vermont Adult Learning (VAL), and Vermont's Community Action Agencies.

The JFI Pilot Program will be administered by DCF's Economic Services Division (ESD), but will be implemented through collaboration with many of the partners listed above. JFI has approved federal funding of \$8,959,379 to be used over the course of a three-year program, with a projected start date of November 1, 2015, but beginning no later than January 1, 2016. The program aims to enroll at least 3,000 individuals within the first 16 months of the pilot project, and will contain a "treatment" group and a "control" group in order to quantify the success of the program.

Individuals in the treatment group will receive comprehensive employment services to help assess the special needs, interests, skills, and barriers to employment on an individualized basis. Part of this original assessment will include a determination of each participant's unique barriers to employment, including whether the participant is struggling with substance abuse issues,

homelessness, or struggling to find employment due to a prior criminal conviction. Based on this assessment, the JFI Pilot Program will work with participants to develop a Comprehensive Employment Plan, which will take into account a participant's changing needs, employment goals, and support services necessary for successful job placement and increased earnings.

The JFI Program expects to use the "Progressive Employment" approach. Progressive Employment offers a sequence of low-risk opportunities for job seekers to explore and try out prospective types of work. Most Progressive Employment opportunities occur prior to a formal hire. These opportunities include interviewing, company tours, and short-term training placements. These experiences are individually designed to allow the job seeker to understand the work environment and expectations, and most importantly obtain real work experience.

Supportive services for these individuals are expected to include career readiness certificate training, adult basic education, financial education, transitional housing support, and post-employment job retention support.

Applicant: Vermont Agency of Human Services Vermont Department for Children and Families 103 South Main Street Waterbury, Vermont 05671-1201

> Primary Contact: Sean Brown Deputy Commissioner Vermont Agency of Human Services Department for Children and Families Economic Services Division 103 South Main Street Waterbury, Vermont 05671-1201

Phone: (802) 241-2803 E-mail: sean.brown@state.vt.us

Grant Program Title: Vermont's Jobs for Independence (JFI) Pilot Project

VERMONT'S JOBS FOR INDEPENDENCE

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b. Organizational Capacity

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- IX. ATTACHMENT D: JOB DESCRIPTIONS
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PROJECT NARRATIVE

I. STATEMENT OF NEED

a. Project Area Information

Vermont's Jobs for Independence (JFI) Pilot project is in response to the U.S. Department of Agriculture's Food and Nutrition Service's Request for Applications CFDA# 10.596. Vermont proposes to serve approximately 3000 individuals eligible for the Supplemental Nutrition Assistance Program (SNAP) over the life of the grant (3years). It will be a statewide project. Using a random assignment technique to establish a control group for evaluation purposes, it is estimated that approximately 1,500 of the 3,000 served will actually receive Pilot funded services; the remaining individuals will have access to all normally available SNAP-related services. Vermont is a rural state having only one Metropolitan Statistical Area (MSA). The state's entire population according to the U.S Census Bureau was estimated to be 626,630 in 2013. According to Vermont's Economic Services Division, Process and Performance Unit, in September 2014, there were 87,525 Vermonters participating in the SNAP program (3SquaresVT). That equates to over \$10 million in benefit payments based on figures from the FNS-388 report. Over time the average monthly benefit per household has been \$235.

b. Target Population

The three targeted groups in Vermont's JFI program will be: homeless adults (1,556 in Vermont as of January 28, 2014), individuals connected to the Correctional system (8,580 individuals currently within one of 4 community correctional classifications), and individuals suffering from substance abuse (9.096 individuals were treated for substance abuse in Vermont in 2013).

Vermont's Homeless Population

Each year, in accordance with the U.S. Department of Housing and Urban Development (HUD) guidelines, Vermont performs a Point-in-Time (PIT) count of individuals who are homeless within its Continuum of Care (CoC). This survey is an effort to ascertain, at one point in time, an unduplicated count of homeless Vermonters. The most recent PIT was performed the night of January 28, 2014 and was supported by the Chittenden County Continuum of Care and the Vermont Coalition to End Homelessness (the Balance of State Continuum of Care). The total number of homeless Vermonters, though believed to be far lower than the actual numbers, was found to be 1556. Of that number 8% were veterans and over 45% had a self-reported disability. According to HUD, they estimate that a 2-bedroom apartment in Vermont costs, on the average, \$1007/month. In order to support this monthly cost, without paying more than 30% of income on housing, along with paying for utilities a family would need to earn \$19.36/hour , or a little over \$40,000/year. According to the United States Census Bureau, per capita (individual) income in Vermont in 2012 was \$28,846; median household income in Vermont during the same time period and per the U.S. Census Bureau was \$54,168.

Ex-Offenders

According to the Bureau of Justice Statistics data, it is estimated that in 2008 the U.S. had between 12 and 14 million ex-offenders of working age. Many suffer from a variety of serious

difficulties as they attempt to reenter society. Among the most challenging they face is reentry into the labor market. Employment rates and earnings of ex-offenders are low, though in most cases they were low even before they were incarcerated. This is especially true for males. Low employment rates seem related to higher recidivism rates.

As of June 30, 2013, according to Vermont's Department of Corrections Facts and Figures 2013 publication, there were 8,580 individuals in the community who were represented in each of the following: Reentry, Probation, Parole, and Intermediate Sanctions. Of this population, 95% were 21 years old or older and 60% were between 26 and 49. Based on survey information, conducted between October 15, 2012 and October 14, 2014, with a 77% response rate, 50.8% of male inmates had dependent children (10.15.12—10.14.13); in 70% of those situations, the male inmates were not the primary caregiver. 61.1% of female inmates during the same time period had dependent children; 46.2% of those women were not the primary caregivers. Although the data is not available for the entire correctional community, there is data available for youth between the ages of 18-23 who are or have been incarcerated and who do not have their high school degrees. These data come from the Community High School of Vermont (CHSVT) and are included in the Facts and Figures publication. Of the youth who are not incarcerated and are in the community under the supervision of corrections, approximately 20% have had a history of special education; the percentage is much higher in the incarcerated youth population and stands at 40%.

Vermonters Suffering from Addiction and Substance Abuse

During 2013, according to the Vermont Department of Health's website, approximately 9,096 adults 18 and older were treated for substance abuse. Of that number, 5,539, or 61%, were between the ages of 18-34. Since 2010 there has been a 10% increase in numbers being treated for substance abuse. Approximately 40% of those adults treated for substance abuse were treated for alcohol abuse; a little over 44% were treated for opioid abuse.

All the individuals in the target groups have significant barriers in their lives. Many have little or intermittent work histories, no high school degree and possess at least one disability that is known, but which may not necessarily exclude them from SNAP work requirements. Many are in need of transitional housing, transportation support, and substance abuse counseling. Nearly all will need work readiness skills along with job training opportunities in order to acquire industry recognized credentials. Many will need worksite accommodations. All will have access to financial education and coaching along with assistance to restore their damaged or non-existent credit scores. Through a thorough eligibility and assessment process, the Vermont Pilot will ensure that at least 85% of the participants have a work requirement and are work registered.

c. Labor Market Information

A review of labor market statistics, including employment trends, demonstrates Vermont's economy has leveled out as of September 2014. Vermont's unemployment rate of 4.4% remains well below the national average of 5.9%. Vermont is a rural state with a diversified mix of manufacturing, private education, health care, tourism, professional services and public sector employers. Agriculture remains an important component of the state's economy, supporting trends like "Farm to Plate" initiatives and the green industrial sectors jobs. Data extracted from

Vermont's Long Term Industry Projections shows steady growth in Natural Resources, Manufacturing, Wholesale/Retail trade, education, and health services.¹ Occupational projections show growth in nursing, customer service, sales, and construction, consistent with industry trends.²

Low-income Vermonters committed to moving themselves and their families out of poverty face tremendous barriers not found in urban areas with established public infrastructures (e.g. mass transit, concentrated commercial/manufacturing zones) more diverse economic activity, affordable land and housing options, and temperate climates. The funds requested in this grant will provide resources to support self-sufficiency and family stabilization. Comprehensive assessments will uncover skills, interests, and motivations.

Occupational projections cited above are accounting for over 2000 jobs that require a high school diploma or less and 0-5 years of experience, matching the demographics of the population to be served under the grant. Jobs in Vermont increased by 1.4% in 2012 from the prior year as the local and national economy grew. This rate of change translates to an additional 3,992 jobs in the state's economy resulting in an overall total of 299,532 jobs in 2012.³

Construction continues to be an important part of the Vermont economy. Although construction was hit hard during the recession it is now showing signs of recovery and employment in this sector has increased by .8%. The state's accommodation and food service employment increased by 2.4% in 65% of our labor markets. Vermont's agricultural base has experienced a lot of changes in recent decades but held strong during the recession and showed an increase of 10.5% between 2007 and 2012. Dairy farming still dominates the state's agricultural sector and contributes to its non-durable goods manufacturing. According to the same data, it was also noted that manufacturing had a net gain of 3.3%, with the bulk of this gain in non-durable goods.

The Pilot grant will provide opportunities in the labor market by connecting candidates that have had a thorough assessment, work readiness training, and intensive case management with appropriate employers in industries that have documented growth. Employment barriers will have been addressed through the built in supports made available by the grant, allowing individuals access to increased earnings.

JOB TITLE	Job Openings due to Growth	Job Openings due to Net Replacements	Total Jobs	Education/ Experience	Hrly Wage
General and Operations Manager	26	61	87	BA + 5 years experience	49.38
Farmers, Ranchers & other Agricultural	48	77	125	HS or equivalent/>5 years	na
Managers	21	59	80	HS or equivalent/>5	42.69

¹ Occupational Projections 2012-2022 Vermont Labor Market , Vermont Statewide report

² Vermont Department of Labor, Economic and Labor Market Information – August 2014

³ Vermont Department of Labor, Economic and Labor Market Information Division Vermont Economic and Demographic Profile Series 2014

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Marketing, Research Analyst &		 		years		
Specialist	34	18	52	BA + no experience	26.52	
Accountant	31	103	134	BA + no experience	33.15	
Human Services and Social	48	63	111	HS and no experience	15.18	
Assistant Elementary Teachers	48	68	78	BA and no experience	na	
· · · · · · · · · · · · · · · · · · ·	0	70	70	BA and no experience	na	
Secondary School Teachers Substitute Teachers	1	56	57	BA and no experience	12.26	
		50		Some college and no	12.20	
Teacher's Assistant	0	127	127	exp.	13.34	
Coaches and Scouts	13	54	67	BA and no experience	na	
Registered Nurses	107	127	234	BA and no experience	30.41	
Nursing Assistant	49	60	109	Post-secondary award	13.01	
1st Line Supervisor of Food	16	49	65	HS or equivalent/>5	18.13	
Preparation Cooks	29	49	77	years Less than HS/>5 years	13.08	
Bartenders	16	67	83	Less than HS/>5 years	14.04	
Food Preparation and Servers	63	208	271	Less than HS/>5 years	10.25	
Counter Attendants	0	72	72	Less than HS/>5 years	11.42	
Waiter, Waitress	21	222	243	Less than HS/>5 years	12.95	
Dishwashers	6	73	79	Less than HS/>5 years	9.97	
Janitors and Cleaners	47	91	138	Less than HS/>5 years	12.88	
Maids and Housekeepers	60	99	159	Less than HS/>5 years	11.25	
Landscaping and Groundskeeping	57	113	170	Less than HS/>5 years	14.06	
Hairdressers	26	52	78	Post-secondary award	12.99	
Childcare Worker	51	110	161	HS or equivalent/no exp	11.56	
				Less than HS/no		
Personal Care Aides	413	61	474	experience	na	
1st Line Supervisor Retail Sales	0	101	101	HS or equivalent/>5 years	21.17	
	V			Less than HS/no		
Cashiers	10	405	415	experience	10.34	
Retail Salesperson	63	332	395	Less than HS/no experience	13	
Sales Representative -Manual,						
Technical	25	54	79	HS or equivalent/no exp	29.08	
1st Line Supervisor, Office & Admin	- 18	55	73	HS or equivalent/>5 years	25.21	
Bookkeeping and Accounting Clerks	50	56	106	HS or equivalent/no exp	17.57	
Customer Service Representative	20	83 -	103	HS or equivalent/no exp	15.76	
Hotel, Motel & Resort Clerks	16	57	73	HS or equivalent/no exp	11.85	
Receptionists	10	58	70	HS or equivalent/no exp	13.96	
	16			Less than HS/no		
Stock Clerks	0	93	93	experience	12.38	
Secretaries	58	79	137	HS or equivalent/no exp	15.5	
Carpenters	125	86	211	HS or equivalent/no exp	20.52	

Construction Laborer	29	47	76	Less than HS/no experience	14.88
Auto Technician/Mechanic	4	67	, 71	HS or equivalent/no exp	17.51
General Maintenance Worker	27	59	86	HS or equivalent/no exp	17.51
Heavy Duty Tractor-Trailer	21	76	97	Post-secondary award	19.17
				Less than HS/no	
Laborers, Material Handler	20	63 .	83	experience	13.13

Vermont Department of Labor & Economic Information www.vtLmi.info

August, 2014

II. PROJECT DESIGN

a. Employment and Training Approach

Intake, Application, and Recertification

Individuals in Vermont apply for food assistance in one of two ways. They apply online at mybenefits.vermont.gov or submit a paper application directly to the Economic Services Division (ESD). Individuals can also receive assistance in filling out an application by contacting any ESD District Office or other community partner that operated as a sub-grantee under ESD's approved Outreach Plan. Once an application has been received, a Benefits Program Specialist (BPS) contacts the applicant in order to schedule an interview and determine eligibility. These traditional means of reaching eligible SNAP recipients will remain in effect as part of Vermont's Pilot Program; however, community partners and Outreach Specialists will be specially trained in reaching those populations that are the target of the Pilot. The following chart identifies the activities and services to which current SNAP participants (control group) have access, compared to the new and additional activities and services that our Pilot's treatment group will have access to:

Overview of Intervention

The Pilot assumes that participants cannot be denied access to services that currently exist in the Vermont system. So it will be expected that participants assigned to the control group may access and utilize current services that are available. The theory of change of the Vermont Pilot is that the combination of new and tightly coordinated interagency team approach, combined with a series of supplemental services, will have a statistically significant impact on outcomes for treatment group participants. It is expected that the local interagency teams have the resources and the partnerships to facilitate a comprehensive plan. The following chart identifies the activities and services to which SNAP participants (control group) have access compared to the new and additional activities and services accessed by our Pilot's treatment group.

Treatment	Control Group
VDOL Standard employment directed case	VDOL Standard employment directed case

5.

	·	
Treatment	Control Group	
management including:Vocational assessment	management Vocational assessment	•
 Access to WIOA employment services as 	 Access to WIOA employment services as 	
resources allow	resources allow	
 Monthly follow up 	Monthly follow up	
 90 day post placement support 	• 90 day post placement support	
Referral to Pilot Interagency Team including VDOL, DCF, VR, VAL, CCV and local partners	No Team Approach	
Comprehensive needs assessment of all barriers including clinical and functional assessment	No capacity for comprehensive clinical and functional assessment	
Assignment of case lead based on assessment and	VDOL always the lead	
needs of the individual. For example, Vermont Works for Women		
Development of comprehensive plan for employment addressing:	NA	
 Vocational needs and services Non- vocational barriers to employment (e.g. untreated substance abuse). Plan for financial self sufficiency 		
Comprehensive case management if required to	NA	
proceed with comprehensive employment plan Enrollment in Governors' Career Readiness	NA	
Certificate through CCV Transitional housing support if needed	Limited availability in the community	
Training placements in real work setting (Progressive employment)	Limited availability in the community	· · ·
Direct job development and job placement services ; access to Bonding	Limited to WIOA resources and, with regard to bonding, Wagner Peyser resources	
Support with transportation to training and employment sites	NA	
Basic education and literacy/GED completion through Vermont Adult Learning	Limited availability in the community	
Financial literacy and assistance planning for economic self sufficiency	NA	
Industry recognized training and certification programs	Limited availability through WIOA	
Facilitated access to Vocational Rehabilitation for participants with a qualifying disability identified through comprehensive needs assessment	Participants may be referred if disability is identified	
Facilitated access to CCV post-secondary education and training opportunities	Participants can be referred or self-refer to CCV	
Post-employment support through resource coordination	NA	·
coordination	6	

Under the proposed Pilot project, Outreach Specialists will take the benefits application to the individual. Regionally based, they will schedule time at such locations as Probation and Parole offices and homeless shelters. Onsite they will determine an individual's eligibility to receive food assistance benefits. Individuals referred to the Vermont Department of Labor (VDOL) through the Able Bodied Adults Without Dependents (ABAWDs) program will have their eligibility coordinated by VDOL case managers.

All applicants or participants seeking to apply or recertify are screened for work registration and participation requirements at the time of eligibility determination. For those individuals whose eligibility determinations are done by an eligibility worker, the worker will help them register for work by accessing VDOL's JobLink system electronically. If an individual is determined to be a mandatory work registrant, the Benefits Program Specialist (BPS) registers the individual and informs him or her that, unless otherwise exempt, s/he must comply with work requirements in order to receive benefits.

All prospective participants not already working with case managers at VDOL will be referred to VDOL to complete the "informed consent" process.

Informed Consent

Once eligibility has been established, an individual will be asked to sign an Informed Consent form. Those that agree to signing the consent will be given an incentive payment of \$25. A further incentive will be offered to those individuals that currently have child support arrears owed to the state, and are randomly enrolled in the JFI Pilot program treatment group. For those individuals, an arrears forgiveness component will be added to the overall treatment design, wherein, a portion of that individual's child support arrears owed to the state may be forgiven if they comply with work program requirements.

Referral to VDOL, Partners and Training Activities

The overall goal of this Pilot is to reduce Supplemental Nutrition Assistance Program (SNAP) dependency and increase wages of participants. To accomplish this, participants will need to be job ready, have marketable skills, and be provided the required supports. The following is a description of how the project's partners will contribute towards achieving this goal. Job training activities will be aligned with current labor market information.

All participants in the treatment group will undergo a comprehensive, clinical assessment. The assessment will result in the writing of an individual Comprehensive Development Plan (CDP). This assessment will inform the creation of a Treatment Group (case management team). In some cases, VDOL might not be the lead case manager. For example, should it be determined that an individual has a disability s/he would be referred to Vocational Rehabilitation for support. If an individual were to be in need of basic educational tutoring s/he might be referred to Vermont Adult Learning or, depending on the individual's location, to one of the state's other adult basic education providers. The Treatment Group would, however, continue to co-case manage but a lead case manager might be identified who is not based at VDOL. This comprehensive assessment will take place at VDOL The following is a diagram of participant flow from initial outreach to creation of and referral to the Treatment group:



With funds provided by the Pilot, a software system will be purchased to facilitate case management of an individual by multiple departments/organizations. Notes on interventions provided and services accessed will be entered by the appropriate individual at the relevant organization. This way, all parties will remain current in knowing just what was being provided the participant. This will avoid potential duplication of services and a reduction of duplicative needs evaluation.

When appropriate, participants will be co-enrolled in Workforce Innovation and Opportunity Act (WIOA) programs so they can access job training activities such as work experience and, eventually, On-the-Job-Training (OJT) programs. VDOL administers not only WIOA but also administers the statewide apprenticeship program. Linkages with the apprenticeship program will be of significant help when working on job retention with the participant. The Pilot will expand the scope and reach of currently available apprenticeship programs by collaborating with partners that specialize in developing relationships with trade unions and manufacturing industries. ReSource, a community partner that has signed a letter of commitment for this Pilot, is one such partner that specializes in apprenticeship training and on-the-job training in industries that are in demand in Vermont, such as appliance repair, computer system technology, assistive technology and durable medical equipment.

In addition, the bonding program offered by VDOL will be of assistance especially when placing participants who have criminal convictions. Currently, VDOL's fidelity bonding program is used as an incentive for employers to hire individuals with criminal convictions in order to insure the employer against potential acts of dishonesty resulting in monetary loss for the employer. Vermont's JFI Pilot will expand VDOL's current bonding system to cover not only those that are hired but those that are enrolled in pre-employment activities. One of the largest obstacles facing convicted felons is overcoming an employer's potential bias and getting a proverbial "foot in the door."

In addition to assistance with worksite accommodations and, potentially, assistive technology, Vocational Rehabilitation (VR) will, when appropriate, place participants in progressive employment opportunities. Progressive employment is a promising practice developed in Vermont to assist individuals with limited or no work histories. Progressive employment provides participants options for low risk training placements in real competitive job settings. These training placements are always short term (two to eight weeks) and allow both the participant and the employer time to assess the potential match. This approach is particularly effective for offenders who may never get their foot in the door with an employer without this option.

The overall goal of the Pilot project is reduction or elimination of individuals' dependency on SNAP benefits. Job placement and increases in wages are key to achieving this overall goal, however job placement alone without ongoing support is not enough. Low-to-moderate wage workers often face challenges such as loss of childcare, transportation, and unexpected financial emergencies. These challenges may lead to tardiness and absenteeism, adversely impact workplace productivity, and result in job loss. Once employed, progam participants will continue to be supported utilizing strategies that have proven effective in supporting workers' abilities to maintain employment when faced with life and financial challenges. Working

Bridges, a nationally recognized program managed by the United Way of Chittenden County, utilizes a variety of strategies to help workers maintain employment and financial stability. Working Bridges is an employer collaborative dedicated to improving workplace productivity, retention, advancement, and financial stability for employees. The program includes a menu of services such as onsite education and training for employers about economic class in the workplace, emergency loan services, financial literacy classes, tax preparation services and resource coordinators, shared among several employers. Onsite resource coordinators help employees get the assistance they need without disrupting the employee's ability to be at work. Funding from the grant will be used to help employers fund Working Bridges services and will incentivize employers to participate in the Pilot program.

Most of the participants will be enrolled in the Governor's Career Readiness Certificate program (CRC). This is both a skill assessment program and one that teaches an individual how to interpret data, apply math for problem solving, work on a team, and utilize basic computer skills. Successful completers receive the National Career Readiness Certificate (NCRC). This 40 hour program was designed and is implemented by the Community College of Vermont.

The Community College of Vermont's Governor's Career Ready Program is designed to train participants in need of academic and/or workplace skills development including math, writing, technology, interpersonal communication, professional "soft skills", and job search skills. Participants often have limited education or career experience and one or more barrier to employment. The program provides each participant with an individualized experience in which the trainer and the participant work collaboratively to develop a game plan for career success. Through a series of assessments and individual and group activities, participants identify gaps in workplace skills and develop a plan to increase work-ready skills. The course is designed to serve all who may benefit and can be tailored to meet the needs of target populations with specific challenges including individuals with disabilities, veterans, mature workers, at risk youth, and individuals involved with the criminal justice system including incarcerated offenders, and those on probation.

The Career Readiness Program provides an opportunity for individuals to explore attainable career paths and develop necessary skills to secure employment. Through classroom based group and individualized training, participants focus on the skills most requested by Vermont businesses.

The program focuses on the following general workforce skill areas:

- resume writing and interviewing skills
- teamwork and interpersonal skills
- time and project management
- identifying trends and interpret data
- basic computer skills
- building a solid career foundation

Instruction is also provided in reading comprehension, workplace mathematics, critical thinking and problem solving. All participants are assessed using the National Career Readiness Certificate assessments, and have the opportunity to earn the NCRC, a nationally recognized

workforce credential, as well as the Governor's Career Ready Certificate. Whenever possible, the Governor's Career Ready Program is paired with an industry recognized credential, adding more value to the participant's skill set.

The program may be tailored to meet specific industry needs and introduce participants to language, topics, and skills within a specific industry sector. This allows the program to adjust to the needs of employers in a particular region of the state. The curriculum may also be adjusted to address the needs of a particular participant group, such as individuals involved in the criminal justice system, who may face additional challenges when seeking employment.

Ex-offenders and other individuals involved in the corrections system, such as drug treatment court and individuals on probation or community release, have a variety of characteristics that greatly limit their employability and earnings capacities. These include limited education and cognitive skills, and limited work experience. For instance, about 70% of offenders and ex-offenders are high school dropouts (Travis et al., 2001; Freeman, 1992). According to at least one study, about half are "functionally illiterate" (Hirsch et al., 2002).

The College's experience with this population revealed tremendous skill disparities. Work with incarcerated individuals also revealed a lack of knowledge about how to navigate the job market. Potential participants were unaware of the demands of the workforce and felt unable to create a plan to acquire employment post-release.

In addition to uncovering and developing key functional skills, the trainer works with the student to develop a list of potential employment opportunities by leveraging existing business partnerships. The college has been offering the Career Readiness Certificate class for 6 years and has established a track record of success that many employers respond to positively. The College is able to identify key employers willing to work with this population thereby increasing the overall rate of re-employment for ex-offenders.

Other partners will include several non-profit organizations such as Vermont Works for Women and ReSource. They will provide targeted job/skill training programs based on the availability of real time jobs. The comprehensive assessment done previously will identify potential career pathways for each participant. Training designed by these non-profits will align with these identified pathways.

Participants will also have the opportunity to receive financial education and coaching. An emphasis will be placed on credit restoration. "Programs working with clients in financial transition such as transitional employment, welfare-to-work, domestic violence, and prisoner reentry programs may achieve stronger outcomes if their clients are given tools to better manage their money, improve their credit scores and plan their financial futures." (Research Brief: "Financial Counseling & Access for the Financially Vulnerable," Corporation for Enterprise Development for the U.S. Department of the Treasury, April 2014). This conclusion is based on a Pilot undertaken in 2012 entitled Assessing Financial Capability Outcomes (AFCO) implemented within the New York City Parks and Recreation Department's Parks Opportunity Program. This is a program that helps welfare recipients transition off welfare dependency. "The primary finding of this study is that participants who received counseling were more likely to

stay current on debt payments....This is an important outcome as it suggests the counseling services helped clients focus on financial management, and these behaviors were maintained even after the counseling was completed." (Ibid).

In order to provide this beneficial financial counseling staff will need to be appropriately trained and equipped with the necessary tools. This training is factored into the proposed budget.

Transportation issues of all types plague rural Vermonters at all levels of the economy but nowhere does the lack of reliable, affordable transportation affect peoples' lives more than those most in need. Consumers are unable to access housing, employment, social or medical services, physical therapy, mental health counseling, parole appointments and many other activities without access to a car or public transportation. Capstone Community Action, in partnership with Vermont's welfare-to-work program (Reach Up) and Vocational Rehabilitation (VR), has developed workshops to help individuals create a transportation budget. Personal budgets are reviewed and concrete suggestions are made to identify savings. Over the years Capstone staff have located and purchased over 200 cars for Reach Up and VR consumers. This experience has resulted in the creation of infrastructure and internal processes that support Vermont's most challenged population. The SNAP Pilot will allow Vermont to expand the Capstone model.

Transitional housing support will be provided to individuals who are homeless. Among the strategies the Pilot will use is one titled "rapid rehousing". Rapid rehousing is an approach to working with homeless families and individuals which emphasizes helping them regain stability quickly in permanent housing and providing time-limited assistance to help them access mainstream supports to retain housing. Rapid rehousing is considered a "promising practice". It is endorsed by the U.S. Interagency Council on Homelessness (USICH) and has 4 key components: landlord outreach, housing-based case management (or post-lease support services), financial assistance (short or longer term), and assessment of housing barriers. Rapid rehousing programs have focused on connecting households to employment supports/systems, as well as connecting with support services.

In Vermont, there are a number of organizations working with homeless individuals and utilizing some or all of these rapid rehousing elements, including but not limited to, Community Action Agencies. Many of Vermont's rapid rehousing programs have built up relationships with landlords, risk pools to incentivize private landlords, housing-based case management, landlord/tenant mediation, and expertise on how to help households navigate the housing world.

The Department for Children and Families currently funds rapid rehousing through two main grant programs: Emergency Solutions Grant and the Community Housing Grant program. SNAP Pilot grant funds will support, among other services, housing-based (post-lease) employmentfocused case management, training on evidence-based practices related to employment support for housing and social service providers, and efforts to align homeless assistance resources across the department and agency borders. The Pilot's goal is to expand these services and to incorporate them into the larger E&T model providing a seamless and integrated set of services.

The following is a description of the Pilot's Logic Model:

Goal: To raise the number of SNAP work registrants who obtain unsubsidized employment, increase their earned income, and reduce their reliance on public assistance (p.8 of RFA). **Theory of Change:** By providing wrap around services to selected hard to serve target groups including an integrated set of services in employment placement and career improvement, financial education and coaching, and access to income supports we will be able to achieve our stated goals.

Target Population: Homeless; Probationers and Parolees; Substance abusers

INPUTS

- Statewide cadre of staff that identify, assess and refer SNAP work registrants to identified needed services
- Clinical and psychosocial assessment of individuals presenting significant barriers to employment e.g. homelessness, substance abuse issues, undiagnosed physical or mental health issues etc.
- Wrap around case management to address broader issues (poverty, psychosocial, legal etc.) that prevent engagement in employment services
- A data system that supports cross agency/organization joint case management
- Current labor market information that identifies existing jobs and in-demand industries and occupations that will grow over time by geographic area
- A job readiness program that assesses individuals' assets while preparing individuals for the world of work
- A financial literacy program that prepares individuals for wisely budgeting limited income
- Training programs that provide job skills to individuals
- Partnerships across agencies/organizations and with employers
- Funds to support these Pilot activities and resources to sustain those that work most effectively

- · · ·
- Establish core partner teams in each Agency of Human Services District including DCF, VDOL, VR, CCV and VAL

STRATEGIES

- Identify key community partners and their roles in implementing a Pilot program
- Secure resources to support staff time, needed training, and needed support services for individuals in training.
- Implement wrap around case management for participants who require intensive supports.
- Develop and use an "informed consent" form for Pilot participants
- Implement a random assignment process
- Hire new or redirect time of existing staff to identify, assess and refer SNAP work registrants to support services and appropriate training
- Plan a series of Governor's Career Readiness Certificate training programs around the state and enroll SNAP work registrants
- Identify in-demand industries and occupations and enroll Pilot participants in specific job skill training
- Develop a series of financial literacy training sessions around the state that will be required by SNAP work registrants
- Adapt an existing data management system or purchase new software that will track joint case management
- Train staff in integrated service delivery (ISD)
- Train staff on how to use joint case management software to enter, in a timely
- manner, case notes
 Replicate the "Working Bridges" model developed by the United Way of Chittenden County that provides employee and employer supports thus enhancing employment retention





b. Partnerships and Collaborative Efforts

The previous section describes many of the activities and services that will be provided and the organizations that will provide them. Letters of Commitment are attached to the proposal following the outline described in Attachment C of the RFA. The collaborative efforts described in the Letters of Commitment will enhance the services to individuals participating in the Pilot. In addition, leveraged resources are also identified.

c. Outreach, Referral, and Sanction Process

Outreach

The Pilot plans that at least 85% of the participants will be subject to work requirements and work registration. In order to accomplish this goal, efforts will be made to not only reach out to individuals, but also to organizations. Outreach specialists will contact homeless shelters and organizations that work directly with the homeless to notify individuals about the SNAP Pilot project. Probation and parole offices will be notified as will mental health and recovery centers. Staff at multiple state departments such as Vocational Rehabilitation and the Vermont

Department of Labor will be notified about the services available through this Pilot. The statewide network of community action agencies will be notified as will other training providing non-profits throughout Vermont.

These organizations and departments will then alert their participants about the SNAP Pilot and the opportunity of participating. SNAP participants with a work requirement will be targeted and volunteers will not be sanctioned for failure to comply.

The Pilot plans on serving approximately 3,000 individuals. Of that total number, 1,500 will be assigned to the treatment group; 1,500 to the control group. Based on serving 3,000 individuals over a three year period, that equates to seeing a little over 83 individuals per month. Again, half of these would be assigned to the treatment group, half to the control group.

Referral

For individuals who are seen by eligibility outreach specialists at various locations throughout the state and determined to be mandatory work registrants, they will be referred to the Vermont Department of Labor closest to where they live. Individuals who are classified as "abled bodied adults without dependents" (ABAWDs) are already referred to VDOL for work registration, assessment, and referral to appropriate activities and services.

Sanction

Within 10 days of determining that a mandatory work registrant has not provided good cause for failure to comply with mandatory work registration, the Economic Services Division (ESD) will provide the household with a Notice of Adverse Action (NOAA). Such notification will contain the proposed period of disqualification for the individual and specify that, if this action closes the assistance group, the earliest date the household may reapply is at the end of the disqualification period or correction of the failure to comply, whichever is later. The period of disqualification starts the first month following the month of closure noted in the NOAA, unless the household requests a continuance of benefits pending an appeal.

A mandatory work registrant refusing, without good cause, to comply with VDOL tasks in meeting their work requirements will be conciliated by their VDOL Case Manager in an attempt to resolve their lack of compliance. If the conciliation meeting fails, then ESD will be alerted for review of the case. ESD will determine if a sanction is warranted, and if so, will send the household a NOAA as noted in the prior paragraph.

Each household has a right to a fair hearing to appeal a denial, reduction, or termination of benefits due to a determination of failure to comply with work requirements.

Monitoring Sub-grantee Performance and Compliance with Component Requirements

The sub-recipient will complete a self-assessment tool once a year. This will be accomplished jointly by the assigned State 3SquaresVT Program Administrator and or the State 3SquaresVT Team Leaders, with results submitted to the 3SquaresVT Program Director. This self-assessment will be utilized to identify best practices and areas for improvement.

The sub-recipient staff will work closely with the State 3SquaresVT Team Leader in an integrated service delivery model. This may include attending team meetings, trainings, and workshops as requested, and case consultation meetings as requested or needed. The Sub-recipient Supervisor will meet, at a minimum, quarterly with the 3SquaresVT Team Leader and/or 3SquaresVT Program Director. The Sub-recipient must consult with the 3SquaresVT Team Leader Team Leader, the State Grant Manager, and the 3SquaresVT Program Director prior to filling any grant funded vacant positions. The State may participate in the hiring of all positions funded in part by this grant.

In the event that the case management or employment outcomes fall below 75% of the goal, the sub-recipient, in conjunction with the 3SquaresVT Team Leader and/or Program Manager will develop a corrective action plan signed by both parties and will submit it to the Grant Manager within 30 days of submission of the quarterly report that indicated that the sub-recipient's performance fell below the established minimums. Continued failure to meet the minimum requirement will result in loss of fees, and may result in the cancellation of the agreement. Ability to meet performance outcomes will be a consideration for continued or future funding.

The ESD will monitor and evaluate the Sub-recipient's performance based on the program and financial reports and correspondence with the sub-recipient. Assistance is available to the sub-recipient staff by the State Grant Manager, the 3SquaresVT Team Leader, and/or the 3SquaresVT Program Director.

d. Assessment and Placement

A comprehensive assessment will take place at VDOL and be on-going throughout a participant's enrollment in the Pilot; further initial assessment may take place at VR. Both assessment providers will work in partnership with state Employee Assistance Program (EAP) licensed social workers/clinicians to access, when appropriate, a clinical assessment. Additional EAP staff will be hired with funds from this grant. This dual approach will be modeled after one previously implemented in Vermont in partnership with the state's Office of Child Support (OCS). It allows the case manager, on an ongoing basis, to address psychosocial issues along with employment and training needs. It is believed that this in-depth approach will result in more ABAWDs obtaining and retaining meaningful employment. The EAP social workers/clinicians will address such things as the need for a medical home, medical follow-up, mental health or substance abuse services, housing search assistance or housing advocacy, transportation assistance and connections to other community providers based on the participant's needs. In general, they will address the social determinants of health.

The Department for Children and Families will establish a schedule for monitoring each partner that assesses participants and/or provides services to them. Memoranda of Understanding, grants and/or contracts will be written outlining DCF's expectations of each service provider receiving resources through this grant. Monitoring visits will occur routinely.

e. Participant Reimbursements

The Department for Children and Families, as applicant, will provide allowable, reasonable, and necessary reimbursements to participants from grant funds. Allowable costs include, but are not limited to, dependent care costs, transportation expenses, books or training manuals, uniforms

and/or clothing required for the job, personal safety items required for participation, equipment or tools required for the job, test fees, union dues, relocation expenses, licensing and bonding fees. Potentially approvable expenditures include clothing suitable for interviewing, vision correction, dental work, minor automobile repairs, and legal services.

When possible, funds to support allowable reimbursement will be leveraged from such partners as VDOL (Workforce Innovation and Opportunity Act funds and/or potentially State Apprenticeship funds) and VR. The Pilot will follow the requirements found in the relevant OMB Circulars. In general, costs are "reasonable" if they: 1) provide a program benefit generally commensurate with the costs incurred; 2) are in proportion to other program costs for the function that the costs serve; and, 3) are within the scope of employment and training. Costs are, in general, necessary if they: 1) are incurred to carry out essential functions of employment and training; 2) may not be avoided without adversely affecting program operations; 3) are a priority expenditure relative to other demands on availability of administrative resources; and 4) do not duplicate existing efforts.

Should the Pilot's partners provide reimbursements for expenditures DCF will establish a monitoring system to ensure compliance with federal regulations.

III. IMPLEMENTATION PLAN AND ORGANIZATIONAL CAPACITY

a. Implementation Plan (Timeline)

Vermont JOB for Independence (JFI) Timeline

Establish Project JFI Implementation Team DCF, VDOL, VR, CCV and Community Partner Rep	First meeting to establish Implementation Team	Executive oversight of overall project	First meeting March 2015, monthly ongoing	DCF SNAP Director		
Recruit Project JFI Project Director and Management Team	Interviews with implementation team	Project JFI Management Team hired	April 2015 to June 2015	DCF and Project JFI Implementation Team		
Develop comprehensive statewide MOUs between DCF, VDOL, CCV, VR and Community Partners	Draft MOUs developed by Implementation Team	Approval and signature of MOUs by Partners	April 2015 to June 2015	Implementation Team		
Develop contracts for JFI services with CCV and community partners	Draft contracts reviewed by implementation team	Approval and Signature by VDOL Commissioner and CCV President	June 2015 to September, 2015	Project JFI Director and Staff		
Develop comprehensive evaluation plan in close consultation with national	Consult with national evaluator on all elements of	Evaluation Plan developed and approved by	June 2015 to September, 2015	Project JFI Director and Data Manager		
evaluator	plan	national evaluator				
--	--	---	--	---	--	--
Recruit and train outreach specialists and VDOL staff performing intake and random assignment	Training procedures developed	Outreach staff hired and training delivered	July 2015 to September 2015	Project JFI Director and team		
Implement two month pre- testing period of new processes including random assignment in two sites	Identify two sites where staff are in place to allow pre- test	Pre-testing completed	July 2015 through August 2015	Project Director, Data Manager and Monitor		
Make Adjustments to processes and procedures based on results of pre-test	Collect data from test sites	Revised processes and procedures ready for full implementation	September 2015	Project Director, Data Manager and Monitor		
Establish interagency service teams in all twelve sites	Assigned State and community partner team are identified	Teams are in place and ready to accept referrals by October 1, 2015	August 2015 to September 2015	Project JFI Director, Monitor and Implementation Team		
Interagency service monthly meetings are initiated and ongoing	Project JFI Director, Implementation Team and Leadership statewide launch meeting of Project	Teams are operational in all twelve sites	September 2015 to March 2018	Project JFI Director, Monitor and Implementation Team		
Enrollment in Pilot Begins	Successful enrollment of eligible participants in all twelve sites	Enrollment over project term of a minimum of 3,000	October 1 2015 to November 2017	Project JFI Team and Implementation Team		
Monitoring of JFI Fidelity to the design and compliance with federal SNAP requirements	Development of tools to measure program compliance and fidelity across sites	Design is implemented with good fidelity to the model across sites	October 2015 to March 2018	Project JFI Monitor and Data Manager		
Required project evaluation process and outcome data is collected across sites and provided to the national evaluator.	Quarterly collection of administrative data and process data	Project provides all required data to national evaluator	October 2015 to March 2018	JFI Data Manager		
Collect Administrative Data for project evaluation post project	Quarterly collection of administrative data	Project provides long term outcome data to national evaluator	March 2018 to March 2021	Implementation Team		

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Development and	1	Vermont is able	April 2016 to	Project JFI
implementation of a	legislature,	to replicate and	March 2018	Director and
replication and	Governor's Office	sustain project		Leadership
sustainability plan	and State partners. Identification by leadership of state capacity to maintain and replicate project activities through existing resources	activities beyond term of federal assistance		Team

b. Organizational Capacity

The Vermont Department for Children and Families (DCF)

The Vermont Department for Children and Families (DCF) operates under Vermont's Agency of Human Services (AHS), and provides a wide array of programs and services. These services include adoption and foster care, child development, child protection, child support, disability determination, and the administration of economic benefits such as 3SquaresVT (Vermont's SNAP program), fuel assistance, and Reach Up (Vermont's TANF program). While each division within the department has its own priorities and areas of focus, DCF is primarily focused on reducing poverty and homelessness, eliminating hunger, improving the safety and well-being of children, youth and families, and supporting Vermont's most vulnerable citizens.

The Economic Services Division (ESD)

The Economic Services Division (ESD) is the largest division within DCF, and administers economic benefits that help Vermonters in need. It will be the primary point of Pilot implementation within the Department for Children and Families. Programs such as 3SquaresVT (Vermont's SNAP program), Emergency and General Assistance, Fuel Assistance, and Reach Up (Vermont's TANF program) provide a safety net for individuals and families in need. Many of these families and individuals are among Vermont's most vulnerable, and may be experiencing unemployment, underemployment, single parenthood, aging, disability, the death of a family member, or other life-changing events.

Pilot Operations

The Pilot director and other key staff will reside in ESD. Up to 6 Outreach Specialists will be hired to perform off-sight SNAP eligibility. Staff will be hired to perform Pilot monitoring, data management and evaluation. Outside DCF additional outreach specialists will be located in several community action agencies' offices. These community action (comm..act.) outreach specialists will assist in outreach activities, but will not be determining eligibility. Case managers will be located in VDOL offices throughout the state. Job descriptions for these key positions that will be posted have been included in Attachment D. At the state level a cross agency steering committee will be formed to assist the director with strategic planning. This will include such topics as joint case management protocols, development of key processes and procedures, cross

department/organization communication and sustainability. The steering committee will also serve in a problem-solving capacity responding to issues identified in the field.

Each region will have a treatment group as displayed in the chart on page 9. Its members will be participant assessment driven by region but will include representatives from multiple service providers.

Vermont Has Dramatically Improved Program Operations Over the Last Year, Making it a Competitive Candidate for Implementing a Pilot Project

Vermont had no management evaluation findings for FY 2012 and FY 2013; however, the following describes the steps Vermont has taken to improve its quality of program implementation.

Since FY 2013, DCF has been able to hire more eligibility workers and renew focus on training and quality control in order to dramatically improve Vermont's payment error rate. Among other efforts, DCF has (1) added a host of new trainings focused on the 3SquaresVT program for eligibility workers, supervisors, regional managers, and quality control staff; (2) implemented monthly and quarterly meetings between supervisors, policy analysts, and district representatives to specifically discuss error rate issues; (3) begun tracking error rates of individual workers to identify causes of and solutions to frequently made mistakes; (4) begun sending monthly quality control newsletters to DCF leadership, at both the central office and in the districts, notifying recipients of program areas that are giving rise to errors; and (5) increased supervisory case reviews.

As a result, Vermont has decreased its current cumulative payment error rate to a minimal 2.98% (as of the end of June 2014). Furthermore, the most recent comparative national data published by FNS shows Vermont to be the most improved State in the nation, having reduced its error rate from the previous FFY by more than 6%. Vermont also significantly improved its case and procedureal error rates during FY 2014, and is likely to receive a program performance bonus award from FNS for being the most improved State in the nation in this category of error rates as well.

With the recent improvements made to Vermont's SNAP program, detailed above, DCF. has organizationally positioned itself to be a key and effective agency to administer the JFI Pilot Program.

IV. CAPACITY TO SUPPORT INDEPENDENT EVALUATION

a. State Data Collection System

Creating a data collection and management plan for the project will be a major focus of the planning phase and early implementation of this project. Therefore the Project Data Manager, will consult extensively with the national evaluator during this period to ensure our plans are comprehensive and aligned with the plans for the national evaluation.

The State of Vermont, Agency of Human Services has the administrative data systems in place to support a comprehensive independent evaluation of the project. The State Agency partners in the

project will be able to provide rich sources of administrative data on both program participation and outcomes for both the treatment and control groups. Data sharing agreements across state agencies are either already in place or outlined in the attached letters of commitment. The primary administrative data sources available to the project are:

<u>The DCF ACCESS system</u>: This system tracks all state benefits data including SNAP, TANF, General Assistance, and Fuel Assistance.

<u>The VDOL JobLink and IDEM Systems:</u> The JobLink system tracks ABAWD job registrations and services. The IDEM system tracks participation in WIOA programs operated through VDOL.

<u>The VDOL State Unemployment Insurance data system:</u> This system collects quarterly wage data for workers for covered employment in Vermont.

<u>The DVR 911 System</u>: The DVR 911 tracks participation in the State/Federal vocational rehabilitation program including disability diagnosis, services provided, service costs, consumer status over time and employment status at closure.

<u>DOC Offender Management System:</u> The DOC offender management system tracks the offender status including rate of recidivism.

<u>Community College of Vermont:</u> CCV tracks data on participation in post-secondary education and certification programs. This would include rates of participation and completion.

The project design involves an interagency team approach involving services from both state agencies and community providers. In order to track participant services and outcomes across both state government programs and non-profit community providers, the project will require a web based case tracking system. Because this system will be used by both state employees and the community, the system must be external to the State IT system and be web based. The project has priced out some existing solutions that could be easily customized for the project, and budgeted for the cost. The project data manager will consult with the national evaluator regarding existing systems and relative merits of any particular system. The project launch.

The project data manager will consult extensively with the national evaluator and state partners about which demographic, process, service, and outcome measures should be included in the case tracking system. It will be important to not have too many data elements in the web based system or that the system be too complex. The more complex and difficult to use the tracking system is the greater likelihood that data quality will be affected. Therefore, as much as possible, the project expects to use state administrative data for items such as demographics, state and federal benefits utilization, services provided through other systems (VDOL, VR, and CCV). We expect the individual State's Unemployment Insurance system to be the primary source of data on competitive employment outcomes and earnings. The web based system will primarily track the project funded services, progress benchmarks, and outcomes that will not be available through any administrative data source.

The following table outlines the data sources the project expects to use for both the process and outcome measures for the project.

Data Type	Data Sources	Available for Treatment Group	Available for Control Group		
Demographic profile at intake	 Self-report data in case tracking tool DCF ACCESS 	Yes	Yes		
State benefits status at intake	DCF ACCESS	Yes	Yes		
Corrections status at intake	DOC Offender Management System	Yes	Yes		
Employment status at intake	 Self-report data in case tracking tool VDOL UI wage data 	Yes	Yes		
Employment status prior to enrollment	• VDOL UI wage data	Yes	Yes		
Pilot Service Plan	Case Tracking Tool	Yes	NA		
Engagement in Pilot services	Case Tracking tool	Yes	NA		
Case notes	Case Tracking Tool	Yes	NA		
VDOL services provided	• VDOL administrative data	Yes	Yes		
DVR services provided	• DVR 911	Yes	Yes		
Engagement in Post- Secondary Education and	Case tracking toolCCV administrative	Yes Yes	No Yes		
training Engagement in services provided through community partners	• Case tracking tool	Yes	No		
Pilot services at closure	Case tracking tool	Yes	NA		
Employment status at closure	• Case tracking tool	Yes	NA		
State benefits received post closure (including SNAP)	DCF ACCESS	Yes	Yes		
Employment status post closure	• VDOL UI Wage Data	Yes	Yes		
Corrections status post closure	• DOC Offender Management Syt.	:			
Post-Secondary Education and Training completion post closure	Yes	Yes .			

As noted, the State already has access to data or data sharing agreements in place to collect the administrative data referenced above. In particular, the Agency of Human Services has a comprehensive data sharing agreement with VDOL to access quarterly wage data from the Unemployment Insurance System. This data is used regularly for both programmatic reasons and program evaluation across AHS.

Evaluation Capacity

As noted in the project design, we will enroll 3,000 eligible individuals during the grant term to be randomly assigned to the treatment and control groups. The Statement of Need identifies statewide numbers of individuals in the project's three target groups as well as the number of individuals currently receiving SNAP food assistance. In addition, last quarter over 1,700 ABAWDs were referred to VDOL for work registration. The Department believes it will be able to reach the 3,000 figure based on the target group estimates, as well as the quarterly referrals to VDOL.

The project already has agreements and approvals in place to track administrative data on project participants post SNAP closure both within the Agency of Human Services of which the Department for Children and Families is a part and with the Vermont Department of Labor. The project will consult with the national evaluator around the development of a comprehensive consent for release of information for both the treatment and control groups. The consents will be reviewed with participants at eligibility determination (intake) and prior to random assignment. The consents will explicitly allow the project to collect the data outlined in the prior table for the duration of the project and share that data on an individual level with the national evaluator.

In addition, the project will be required to have the research and evaluation design review by the Agency of Human Services' Institutional Review Board (IRB). The Vermont Agency of Human Services, in which resides the Department of Children and Families, requires that research conducted by any component of the agency involving human subjects, their health related information and/or any potential risk to human subjects, be approved before the research is begun. The Agency IRB reviews applications concerning research on human subjects or their protected health information when subjects are Agency clients or recipients of public services or benefits furnished by the Agency, and when the research is proposed by, affiliated with, conducted at the request of, or involves an Agency department, division, program or office.

The Vermont Agency of Human Services has institutional experience implementing randomized control trials across programs. Between 1994 and 2001, DCF implemented a random assignment study of Vermont's Welfare Restructuring Project (WRP). DCF contracted with Manpower Demonstration Research Corporation (MDRC) as an outside evaluator for the study. Between 1994 and 1996, welfare applicants and recipients were assigned at random to WRP or to the Aid to Needy Families with Children (ANFC) group, which remained subject to the prior welfare rules. (A third group received WRP's incentives but was not subject to the work requirement.) WRP's effects were estimated by comparing how the groups fared over a six-year follow-up period. The study produced statistically significant results showing that WRP increased employment and reduced reliance on cash assistance for single-parent families⁴.

⁴ Final Report on Vermont's Welfare Restructuring Project. MDRC 2002

More recently, the Social Security Administration (SSA) contracted with the Vermont Division of Vocational Rehabilitation to conduct a study of a graduated earned income offset for the Social Security Disability Insurance (SSDI) Program. The study was conducted between 2005 and 2009 and tested the impact of the removal of the "cash cliff" built into the program for earnings above a defined threshold. The study found that participants in the offset group were more likely to work above the defined threshold than those who participated in the control group. The results of the study were published in the Journal of Rehabilitation⁵.

⁵ http://www.ssa.gov/disabilityresearch/offsetPilot.htm



Department for Children and Families Economic Services Division 103 South Main Street Waterbury, VT 05671-1201

Agency of Human Services [phone] 802-241-2800 [fax] 802-241-2235 www.dcf.state.vt.us

ATTACHMENT B: Letter of Agreement

As an applicant for a Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) pilot project, The Vermont Department of Children and Families understands its responsibility to participate fully in the pilot's evaluation and to cooperate fully with the FNS-selected evaluation contractor and its designated agents in all aspects of the evaluation, including but not limited to:

- developing and implementing, in cooperation with FNS and the evaluation contractor, procedures and materials to ensure legally effective and prospectively obtained informed consent from participants in the evaluation sample;
- implementing a random assignment process to create treatment and control groups, designed by and supported with technical assistance from the evaluation contractor;
- providing data on employment and training services provided to participants and their outcomes (such as recruitment, enrollment, retention, completion, certification, job entry, employment retention and advancement, and earnings);
- providing access (including all necessary approvals) to administrative records maintained by the SNAP or other State agency on employment, earnings and public benefit receipt (including TANF, Medicaid, and General Assistance) of members of the evaluation sample:
- facilitating access (including updated contact information) for evaluation contractor interviews or site visits with evaluation sample participants, agency staff, and other partners or stakeholders in pilot operations;
- providing copies of relevant pilot documents, such as meeting notes, memoranda, and procedural manuals;
- working in cooperation with the evaluator to trouble-shoot and resolve issues and refine procedures to the extent feasible; and
- making all efforts to maintain the integrity of the evaluation and ensure the quality of the data provided to the contractor.

Sean Brown, Deputy Commissioner, Economic Services Division



BUDGET NARRATIVE (REVISED)

Line Item Personnel	Amount \$810,401
Pilot Director (1 FTE @ \$102,094/year x 3 years) Pilot Program Manager (1 FTE @ \$89,455/year x 3 years) Pilot Data Manager (1 FTE @ \$78,585/year x 3 years)	
Fringe	\$317,114
@45% of base salary: health care, dental, life, long term disa retirement, employee assistance program, Medicare, FICA.	ability,
Travel	\$12,000
2 trips to Washington, D.C. to attend grantee meetings @ \$1,200/trip covering round-trip airfare, lodging, food, Parking, miscellaneous	х
17,143 miles x \$.56/mile (State Standard) Mileage will be u administrative staff to travel to district offices to monitor pil State.	
Equipment	\$300,000
Software Licenses for Joint Case Management. We're exploring Custom Off the Shelf (COTS) solutions such as Social Solutions Efforts to Outcomes. Our goal is minima customization to facilitate partnership across state governme and non-profit organizations.	
Supplies	\$14,000
Laptops (8 @ \$1,000 each) to be used primarily for recruitm on-site recruiting activities, and to determine if interested po are currently receiving SNAP and are mandatory work regis \$6,000 has been allocated towards general office supplies or	otential pilot participants strants. The remaining

BUDGET NARRATIVE (REVISED), Continued

Line Item

Amount

Contractual.....\$5,855,864

VDOL.....\$1,500,075

Job Center Specialists II (5 FTEs @ \$100,005/year x 3 years) Per FTE cost includes wages and fringe. VDOL Job Center Specialists will be the lead case manager for the majority of participants. They will also be tasked with placement services once participants are trained and ready for unsubsidized job placements.

VR.....\$1,260,719

EAP Program Specialists II (4 FTEs @ \$80,888/year x 3 years) as well as an EAP Research and Innovative Programs Director (1 FTE @ \$96,686/year x 3 years). Per FTE cost includes wages and fringe. EAP Program Specialists II will provide a comprehensive psychosocial assessment of participants. EAP Research and Innovative Programs Director will oversee EAP Program Specialists II statewide.

Community Action Agencies......\$1,200,000 Recruitment Specialists (8 FTEs @\$75,000/year x 2 years) These staff will perform off-site recruitment activities, and assist potential pilot participants in filling out SNAP applications.

Other Non-profit Training, Education and Support Providers Vermont Works for Women, ReSource, Vermont Adult Learning, Community College of Vermont, other.......\$1,895,070 cumulatively

These organizations will provide job-specific training, basic education, Career readiness training (Governor's Career Readiness Certificate), general support.

Construction......\$0.00

BUDGET NARRATIVE(REVISED), continued:

Line Item Other	Amount .\$1,650,000
Subsidized Wages=\$750,000 Supportive Services=\$900,000 Wages and Support Services (this will include the \$25 Incentive will be used to train individuals and address their employment barriers so they can eventually be placed in unsubsidized jobs. Phone, Computer Usage Costs, Copying=\$3000/year x 3 years	e)
Total Direct Charges	.\$8,959,379

TOTAL......\$8,959,379

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

		i de la	SECTI	ON A -	BUDGET SUM	MAR	(1	<u>i de la composición de</u>		an an an Arthrean Anna Anna Anna Anna Anna Anna Anna An
Grant Program Function	Catalog of Federal Domestic Assistance	Estimated Unobligated Funds			New or Revised Budget				t		
or Activity (a)	Number (b)		Federal (c)	No	n-Federal (d)		Federal (e)	1	Non-Federal (f)		Total (g)
1.		\$		\$		\$		\$		\$	0.00
2. SNAP E&T PILOT	10.596		8,959,379.00								0.00
3.											0.00
4.											0.00
5. Totals		\$	8,959,379.00	\$	0.00	\$	0.00	\$	0.00	\$	0.00
			SECTIO		UDGET CATE			1990 - 1990 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 - 1990 -			
6. Object Class Categor	ies				NT PROGRAM, FI		ON OR ACTIVITY				Total (5)
a. Personnel		(1) \$	810,401.00	(2) \$		(3)	,	(4) \$		\$	810,401.00
b. Fringe Benefit:	S		317,114.00						· · · · · · · · · · · · · · · ·		317,114.00
c. Travel			12,000.00						. · · · · ·		12,000.00
d. Equipment			300,000.00						······································		300,000.00
e. Supplies		·	14,000.00								14,000.00
f. Contractual			5,855,864.00				<u></u>				5,855,864.00
. g. Construction			0.00								0.00
h. Other			1,650,000.00								1,650,000.00
i. Total Direct Ch	arges (sum of 6a-6h)		8,959,379.00		0.00		0.00		0.00		8,959,379.00
j. Indirect Charge	es										0.00
k. TOTALS (sum	of 6i and 6j)	\$	8,959,379.00	\$	0.00	\$	0.00	\$	0.00	\$	8,959,379.00
		- .		·	en al futte contrat.	1		·		- 1.1 	
7. Program Income		\$	0.00	\$	0.00	\$	0.00	\$	0.00	1	0.00 prm 424A (Rev. 7-97)

Previous Edition Usable

Prescribed by OMB Circular A-102

		SECTION	C - N	ON-FEDERAL RE	sou		<u> </u>		(1) TOTAL 0
(a) Grant Program				(b) Applicant		(c) State	(d) Other Sources		(e) TOTALS
8. \$			\$		\$		\$	\$	0.00
9.									0.00
10.		· · · · · · · · · · · · · · · · · · ·							0.00
11.		······································							
12. TOTAL (sum of lines 8-11)		······································	\$		\$		\$	0\$	0
		SECTION	D - F	ORECASTED CAS	SHI	NEEDS	ala de la trad		
		Total for 1st Year		1st Quarter		2nd Quarter	3rd Quarter		4th Quarter
13. Federal	\$	2,986,460.00	\$	746,615.00	\$	746,615.00	\$ 746,615.00	\$	746,615.00
14. Non-Federal		0.00		0.00		0.00	0.00		0.00
15. TOTAL (sum of lines 13 and 14)	\$	2,986,460.00	\$	746,615.00	\$	746,615.00	\$ 746,615.00)\$	746,615.00
SECTION E - B	UDGET	ESTIMATES OF	FEDE	ERAL FUNDS NEE	DE	D FOR BALANCE	OF THE PROJECT		
(a) Grant Program							G PERIODS (Years)		
······			ļ	(b) First		(c) Second	(d) Third		(e) Fourth
16. SNAP E&T PILOT			\$	2,986,460.00	\$	2,986,459.00	\$	\$	
17.									
18.									
19.									
20. TOTAL (sum of lines 16-19)			\$	2,986,460.00	\$	2,986,459.00	\$ 0.0	0\$	0.00
		SECTION F	- OT	HER BUDGET INF	OR	ΜΑΤΙΟΝ			
21. Direct Charges: 8,959,379.40				22. Indirect	Ch	arges: 0	······································		
23. Remarks: AHS/DCF HAS AN APPROV	/ED PU	BLIC ASSISTANC	E CC	ST ALLOCATION	PLA	N -	······································		

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INSTRUCTIONS FOR THE SF-424A

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0044), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the Catalog program title and the Catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the Catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the Catalog program title on each line in *Column* (a) and the respective Catalog number on each line in Column (b).

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

Lines 1-4, Columns (c) through (g)

For new applications, leave Column (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

For continuing grant program applications, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

For supplemental grants and changes to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

Line 5 - Show the totals for all columns used.

Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

Line 6a-i - Show the totals of Lines 6a to 6h in each column.

Line 6j - Show the amount of indirect cost.

Line 6k - Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

Line 7 - Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount, Show under the program

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INSTRUCTIONS FOR THE SF-424A (continued)

narrative statement the nature and source of income. The estimated amount of program income may be considered by the Federal grantor agency in determining the total amount of the grant.

Section C. Non-Federal Resources

Lines 8-11 Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) - Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

Column (b) - Enter the contribution to be made by the applicant.

Column (c) - Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d) - Enter the amount of cash and in-kind contributions to be made from all other sources.

Column (e) - Enter totals of Columns (b), (c), and (d).

Line 12 - Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f), Section A.

Section D. Forecasted Cash Needs

Line 13 - Enter the amount of cash needed by quarter from the grantor agency during the first year.

Line 14 - Enter the amount of cash from all other sources needed by guarter during the first year.

Line 15 - Enter the totals of amounts on Lines 13 and 14.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Lines 16-19 - Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

Line 20 - Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

Section F. Other Budget Information

Line 21 - Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

Line 22 - Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23 - Provide any other explanations or comments deemed necessary.

VERMONT AGENCY OF HUMAN SERVICES SNAP E&T Pilot Jobs for Independence (JFI) Job Description

JOB DESCRIPTION: Pilot Director

Class Definition:

Directs the implementation and administration of the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Pilot Program, which aims to help SNAP recipients obtain employment and/or increase wages. Administration of the program will occur under the Department for Children and Families (DCF), Economic Services Division (ESD). Work involves overseeing management policies and procedures, goals and objectives; review of administrative operations for conformance to Federal and State rules and regulations. Directs managers and other subordinate personnel in program planning and implementation. Exercises authority in establishing objectives, standards, and control measures for programs which are complex in scope and major in impact. Work is usually performed under the general supervision of the Deputy Commissioner or Commissioner. Must have experience in managing complex budgets and the impact of recommendations or decisions on the organizational unit policies and programs. Must have experience navigating political/public sensitivity and scrutiny, involvement in and impact on line (programmatic) functions, contacts, organizational structure and complexity, etc.

Examples of Work:

Establishes, directs, maintains and executes all executive functions, goals, and objectives, or service delivery of department, agency, and non-profit programs affiliated with the pilot program to meet state and federal requirements. Coordinates and directs through subordinate managers the work of staff engaged in providing a wide variety of administrative services. Works closely with management and supervisory staff of the office, department or agency and other community partners to coordinate and integrate services, resolve administrative problems and develop joint procedures. Determines appropriate staffing levels and recommends management and coordination of staff and strategic planning. Analyzes, conducts, or directs studies of systems and procedures, evaluates policies, services and systems and formulates needed improvements. Designs, develops and directs programs and activities. Determines policy in areas of the E&T Pilot program and provides input into other phases of department or agency operations. Directs and participates in the formulation and preparation of the budget and budgetary monitoring, and oversees the management of the budget and data monitoring. Provides fiscal and administrative advice to departmental or agency heads and to other senior managerial positions. Represents the Pilot Program in dealing with other departments, agencies, private businesses, and community groups and organizations. Directs and evaluates the work of the subordinate management and/or supervisory staff. Develops programs, contracts, grant agreements and memoranda of

understanding; reviews and evaluates services and procedural functions of the Pilot Program and develops corrective actions as necessary. Appears before boards, task forces, and committees to present plans, projects and policies. May serve on state task forces, committees and commissions and may provide staff support for selected groups. Reviews legislative matters relating to E&T Pilot operations. Testifies at the state level concerning proposed legislation and programs that may impact the SNAP E&T Pilot Program. Develops office, department, or agency position statements relating to the Pilot Program for presentation to governing bodies, agencies and departments. Performs special assignments as directed. Prepares complex reports and correspondence. Attends and/or conducts meetings and conferences. Has responsibility for additional components within the E&T Pilot program or functions in addition to general executive and administrative responsibilities. Performs related duties as required.

Environmental Factors:

Work is performed in a standard office, meeting, and conference settings requiring the use of computer technology for presentations and information sharing with different audiences. Some field travel may be necessary, for which private means of transportation should be available. Evening, weekend, or ovetime duty may be requested. Extensive interaction, discussion of complex material, and differences of opinions with parties, both within and outside state government can be anticipated.

Minimum Qualifications

Knowledge, Skills and Abilities:

Thorough knowledge of the principles, practices and procedures of business administration, including budget development, financial management (financial control/accounting), human resources management, control and inventory, procurement of goods and services, facility management, principles of department organization and theories of organizational development and grant/contract administration.

Thorough knowledge of reporting and administrative control procedures.

Thorough knowledge of the use of computer information systems, word processing, data base and spreadsheet software.

Considerable knowledge of moderate technological systems and programs; ability to integrate technology into the workplace in an efficient and cost-effective manner to improve office, department or agency performance.

Thorough knowledge of the principles and techniques of supervision.

Ability to understand and apply the statutes, regulations and union contracts governing administrative processes and organizational unit programs.

Ability to work under pressure with a high degree of independence; set and adhere to time constraints.

Ability to determine and establish operating needs, priorities, policies and procedures.

Ability to plan, direct and coordinate the work of others and to lead groups to consensus.

Ability to develop accurate budget projections with subsequent administration of expenditures.

Ability to analyze situations accurately, including transactional and policy problems, to develop, recommend and implement solutions, prepare comprehensive reports and persuade others to take action.

Ability to conduct investigations into sensitive or controversial issues and render objective findings and recommendations.

Ability to communicate effectively, both orally and in writing, with staff and the public.

Ability to establish and maintain effective working relationships among a variety of professional disciplines, governmental bodies, and the public.

Education and Experience:

Bachelor's degree in accounting, business or public administration, office administration or a related field AND five (5) years or more of professional-level experience performing and supervising (directly or indirectly) administrative functions for a moderate sized office, department or agency.

OR

Bachelor's degree AND six (6) years or more of professional-level experience performing and supervising (directly or indirectly) administrative functions for a moderate sized office, department or agency.

OR

Master's degree in accounting, business or public administration or a related field AND three (3) years or more of professional-level experience performing and supervising (directly or indirectly) administrative functions for a moderate sized office, department or agency.

OR

High School diploma or equivalent AND ten (10) years or more of professional-level experience performing and supervising (directly or indirectly) administrative functions for a moderate sized office, department or agency.

VERMONT AGENCY OF HUMAN SERVICES SNAP E&T Pilot Jobs for Independence (JFI) Job Description

JOB DESCRIPTION: Pilot Program Manager

Class Definition:

Provides leadership, direction, analytical, advisory, project direction, coordination and evaluation work at an expert professional level for the successful implementation and administration of an \$8.9M federal Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Pilot Program aimed at helping SNAP recipients obtain employment and/or increase wages. Administration of the program will occur under the Department for Children and Families (DCF), Economic Services Division (ESD). Duties include leading, planning, directing, developing, managing and monitoring multiple concurrent complex, large-scale projects designed to enhance SNAP recipients prospects for employment and earning capacity. Responsible for ensuring project roles, responsibilities, deliverables and outcomes are clearly defined, assigned, monitored and successfully completed within time and budget parameters and in compliance with all federal and state requirements. Organizes and directs cross-functional and cross-departmental project teams. Identifies and involves appropriate internal and external partners and stakeholders. Develops grant proposals for submission to federal funding agents. Develops and oversees performance-based grants and contracts for services provided by vendors, academic institutions, and others. Duties are performed under the general direction of a Pilot Director, and Deputy Commissioner and/or Commissioner, but with the need for significant autonomy, judgment, problem solving, discretion and independence. Most responsibilities span multiple divisions. All employees of the Agency of Human Services perform their respective functions adhering to four key practices: customer service, holistic service, strengths-based relationships and results orientation.

Examples of Work:

Leads, directs and manages new program initiatives funded through the SNAP E&T Pilot Program. Provides project leadership for major procurements, including the service delivery components or the program. Directs grant proposal submissions, including collaboration with internal and external partners and stakeholders. Identifies, obtains, synthesizes, analyzes and acts upon quantitative and qualitative data to improve operations, processes and services. Directs and provides overall project oversight to internal staff, vendors and external partners to develop evaluation projects; guides, manages and coordinates to ensure successful, timely, cost-effective project implementation and completion. Develops and manages large contracts for service providers under the pilot program. Directs and manages unanticipated special projects, as needed. Performs related duties as required.

Environmental Factors:

Duties are performed primarily in a standard office setting. Some travel may be required, for which private means of transportation must be available. Some work outside of normal office hours may be anticipated. Stress may be encountered from deadlines, responsibility for multiple concurrent and sometimes unanticipated projects, leading teams with potentially strong and sometimes conflicting opinions, and from operating in a highly publicized and public setting. Environmental Factors: Duties are performed primarily in a standard office setting. Some travel may be required, for which private means of transportation must be available. Some work outside of normal office hours may be anticipated. Stress may be encountered from deadlines and from operating in a highly publicized public setting.

Minimum Qualifications

Knowledge, Skills and Abilities:

Expert ability to lead, develop, plan, direct, implement, and manage a variety of concurrent complex cross-functional projects that typically involve multiple agencies or divisions, and often involve other State government departments and external entities.

Superior organization and project management capabilities.

Expert knowledge of public welfare programs and SNAP regulations and policies.

Considerable knowledge of pertinent SNAP rules, regulations and programs and ability to interpret and apply complex federal and state laws and regulations pertaining to federal food and nutrition and employment programs.

Considerable knowledge of federal and state food and nutriton and employment laws, regulations, and initiatives.

Advanced analytical and problem solving skills, including systems-level thinking and ability to analyze and evaluate a wide variety of data and situations and formulate creative, effective solutions.

Considerable knowledge of the principles, practices and functions of public welfare programs.

Considerable knowledge of Vermont's public welfar service delivery systems.

Ability to establish and maintain effective, collaborative working relationships with internal and external partners, including strong team building and negotiation skills.

Advanced oral and written communication skills.

Ability to work independently with minimal supervisions and make sound and balanced decisions.

Ability to perform job duties within the framework of the four key practices of the Agency of Human Services: customer service, holistic service, strengths-based relationships and results orientation.

Education and Experience:

Graduate degree in public or business administration or in a human services AND five (5) years or more at a professional level in health care administration, public or business administration, or in benefits administration.

OR

Bachelor's degree AND eight (8) years or more at a professional level in public or business administration, or in benefits administration.

VERMONT AGENCY OF HUMAN SERVICES SNAP E&T Pilot Jobs for Independence (JFI) Job Description

JOB DESCRIPTION: Pilot Data Manager

Class Definition:

Technical and administrative work at a professional level for the Department for Children and Families (DCF), Economic Services Division (ESD), to assist in the implementation and administration of an \$8.9M federal pilot program that helps Supplemental Nutrition Assistance Program (SNAP) recipients obtain employment and increase wages. Limited service position that will last throughout the three-year duration of the pilot program. Responds to requests for analyses and reporting from the administration, state legislature, federal regulators, contracted evaluators, the press, advocacy groups, and the public at-large. Work is performed under the general supervision of the Pilot Director, the Deputy Commissioner, and the Commissioner of DCF.

Examples of Work:

Must develop and manage data collection, sharing and reporting activities and projects that are crucial to the effective operations and planning for Vermont's SNAP Employment and Training (E&T) pilot program. Examples of responsibilities include: SNAP pilot enrollment and utilization trending for budget monitoring and projections; impact analysis of proposed and mandated federal and state changes regarding eligibility, benefits, and service delivery models; development and monitoring of employment and training outcomes; modeling and forecasting of projected earnings increases pre and post-implementation of pilot program; confidentiality compliant coding practices regarding protection of demographic data that is collected; performance improvement project monitoring; assuring data quality and integrity across multiple complex administrative and clinical databases; responding to and participating in state and federal audits. Must have extensive knowledge about privacy and confidentiality of public benefits data, use of administrative public welfare data for analyses, and statistics and research methods. May testify before legislative committees related to SNAP employment and training topics. Represents the department and prepares formal presentations on the pilot program for committees, study groups, professional organizations, and other agencies as requested. Performs related duties as required.

Environmental Factors:

Duties are performed principally within standard office, meeting, and conference settings requiring use of computer technology for presentations and information sharing with different audiences. Some field travel may be necessary, for which private means of transportation should

be available. Evening, weekend, or overtime duty may be requested. Extensive interaction, discussion of complex material, and differences of opinions with parties both within and outside state government can be anticipated.

Minimum Qualifications

Knowledge, Skills and Abilities:

Considerable knowledge of the SNAP program and other public welfare programs, system infrastructure, programs policy at national, regional, and state levels.

Considerable knowledge of the principles and practices of research and report development, including data collection and database management, literature review, analysis, statistical methods, and production of information products.

Considerable knowledge of the principles and practice of public administration and how to navigate within a political environment among parties with competing interests.

Working knowledge of the operations, characteristics and capabilities of automated data processing equipment and computer applications, and peripheral equipment needed to manage information.

Superior ability to collaborate with diverse parties inside and outside state government and to establish and maintain effective working relationships.

Superior ability to prepare clear and accurate reports and to effectively present complex reports to a wide range of audiences.

Ability to effectively leverage and establish productive working relationship with programmatic and other technical staff resources within the department.

Education and Experience:

Graduate degree in public administration, finance, accounting, health insurance, or health care AND at least 2 years of data collection and processing, database management, statistical analysis, narrative reporting, and information system design work at a professional level, including one year working with public benefits programs.

.OR

Bachelor's degree AND at least 4 years of data collection and processing, database management, statistical analysis, narrative reporting, and information system design work at a professional level, including one year working with public benefits programs.

OR

Associate's degree AND at least 6 years of data collection and processing, database management, statistical analysis, narrative reporting, and information system design work at a professional level, including one year working with public benefits programs.

OR

High School diploma or GED AND at least 8 years of data collection and processing, database management, statistical analysis, narrative reporting, and information system design work at a professional level, including one year working with public benefits programs.

VERMONT DEPARTMENT OF LABOR SNAP E&T Pilot Jobs for Independence (JFI) Job Description

JOB DESCRIPTION: Job Center Specialist II

Class Definition:

Assist clients with barriers to employment to obtain and maintain employment on a long-term basis by performing case management services primarily in an American Job Center district office.

Examples of Work:

The Job Center Specialist II works within the Vermont Department of Labor, Workforce Development Division, American Job Centers and provides case management services to job seekers.

Determines eligibility for federal and/or state funded programs and assists job seekers with significant barriers to employment to obtain and maintain employment on a long-term basis. With the goal of working toward securing full time unsubsidized employment for participants, will provide case management services generally focusing on one program, however, may also co-enroll in multiple programs as able and necessary.

Administers formal and informal assessments to participants to identify skills, abilities, interests and barriers to employment and develop employment plans. Barriers to employment include, but are not limited to: lack of work experience, substance addiction, limited education, limited skills and interests, minimal aptitudes, physical/mental/learning disabilities.

Review and analyze the results of assessments to identify and address specific training needs and advises participants on specific training opportunities available to them. Discuss results of assessment with participant to develop a plan of services for participants utilizing the information gained from the assessment process. Guide participants on marketing themselves to employers.

Interviews clients during stressful and sometimes emotional situations and handles them with sensitivity, fairness, and tact. Frequently encounters clients who are uncooperative, anxious,

confrontational or hostile during interview for which considerable human relations skills are required.

Advise clients on specific training opportunities, participates in the development of program training sites, develops special work or training placement opportunities for grant funded programs and provides job search skills and employability training both individually and through group sessions. Provide specific job search services such as resume preparation, interviewing skills, and networking.

Creates employability development plans with participants by analyzing results of assessment, in-depth interviews, local labor market information and employer workforce needs. Identify skills gaps and assess the education and training needs to overcome the gaps.

Monitors and revises employability plans based on participant progress, barriers and changes in needs in order to maintain or gain employment.

Negotiates federal on-the-job training contracts with employers which defray some of the costs associated with hiring and training new employees. This includes developing customized training outlines and job descriptions and negotiating reimbursement rates for training costs. Knowledgeable in all available resources and assistance through the Vermont Department of Labor and community and state partners.

Support training participants and employers in maintaining employment by monitoring progress on the job. Provide coaching, mentoring and support to participants to ensure success on the job. Identify and address specific areas of concern or training needs.

Collaborate with community partners to co-case manage participants in training programs. Negotiate shared costs associated with training of participants.

Ensure that clients are co-enrolled in all programs for which they qualify, and engage other VDOL case managers from specific programs to assist and enroll the client into applicable programs, Veterans Job Service, WIA Adult, WIA Dislocated Worker, TRADE Adjusted Worker, etc.

Document and maintain program participant service records both in hard copy and computerized form in an accurate and timely manner to ensure compliance with all state and federally mandated performance measures.

Develop and conduct effective outreach strategies to the business community to promote VDOL services and employers and community partners. Identify and compile information on training needs of area employers, act as a resource for connecting employers to training.

Promotes and delivers comprehensive services offered through the American Job Center to job seekers and employers.

To provide specialized recruitment services for new and expanding businesses which includes organizing and hosting job fairs, providing interview space and assisting in developing a recruitment strategy.

Negotiate federal on-the-job training contracts with employers, develop customized training outlines and job descriptions, negotiate reimbursement rates for training costs, monitor for compliance with federal regulations and utilize all available resources through VDOL and partner agencies.

Develop and maintain effective and cooperative relationships with community partners which mutually benefits our customers, both employers and job seekers.

Participate in community partnerships and organizations such as Workforce Investment Boards, Chamber of Commerce, Rotary, Adult Education, and Economic Development Groups as it pertains to serving the needs of local workforce development initiatives.

Assist in facilitating Rapid Response events for displaced workers.

Supports, mentors and guides Job Center Specialist I staff as requested.

Positions may market, develop, administer and monitor structured apprenticeship training programs for an assigned geographical area to produce a credentialed, skilled work force benefiting workers and employers.

Positions may implement program strategies for student outreach, recruitment, retention and advising apprentices for the VT State Apprenticeship Program. Function as a liaison between apprentices, employers, industry, apprenticeship groups and various local and state organizations.

Administer apprenticeship programs by providing technical assistance and support in processing all relevant documentation of apprentice registrations, cancellations, completions and revisions. Advise program sponsors of methods to improve training and keep them abreast of applicable state and federal laws and regulations and innovations in training plans.

Negotiate and prepare apprenticeship contracts for employers. Conduct site visits to ensure State audit guidelines are being met. Review and maintain instructor/student evaluations, lesson plans, monthly progress reports and record keeping systems.

Promote VDOL services including recruitment assistance and engaging in federal job training programs.

Collaborates with area agencies to promote a unified program effort.

Mentor, support and collaborate on case management activities.

Collaborate and consult on workforce development needs.

Environmental Factors:

Work is performed under the general direction and supervision of the VDOL Manager or Supervisor with the expectation that a significant amount of independent judgment will be exercised in the performance of the duties. Work is review by the VDOL Manager or Supervisor.

Public interaction with varying levels of stress and anxiety. Work often involves agitated and sometimes angry clients.

Minimum Qualifications

Knowledge, Skills and Abilities:

Ability to set priorities and manage workload.

Ability to demonstrate discretion, integrity, professionalism and confidentiality.

Ability to communicate effectively both verbally and in writing skills.

Ability to work effectively and collaboratively in a team.

Ability to work with diverse populations.

Ability to make decisions fairly and objectively after weighing all available information.

Ability to exercise tact in dealing with angry, hostile or disgruntled customers.

Ability to read, comprehend and implement complex procedures, policies and regulations.

Ability to develop and manage vocational plans.

Knowledge of state and community resources available to clients.

Knowledge of interviewing techniques to obtain, compile and analyze information.

Working knowledge of recruitment techniques and procedures.

Working knowledge of local area economic and employment conditions.

Working knowledge of public presentation and facilitations skills.

Proficiency in computer software applications that include email, internet and MS Office Suite.

Education and Experience:

Associate's degree AND one (1) year or more of experience in employment services, human services, human resources, vocational counseling, and two (2) years experience in direct customer services, employment services, human resources, vocational counseling or case management.

OR

High School diploma or equivalent AND five (5) years or more of experience in direct customer service, employment services, human services, human resources, vocational counseling, or closely related field.

VERMONT AGENCY OF HUMAN SERVICES SNAP E&T Pilot Jobs for Independence (JFI) Job Description

JOB DESCRIPTION: EAP Program Specialist II

Class Definition:

Counseling, coordinating and marketing work for the Division of Vocational Rehabilitation involving the implementation of employee assistance programs for entities contracting with the Division. Duties include direct service delivery, referral, employer consultation, and contract negotiation. Work is performed under the general supervision of the Employee Assistance Program Manager.

All employees of the Agency of Human Services perform their respective functions adhering to four key practices: customer service, holistic service, strengths-based relationships and results orientation.

Examples of Work: Initiates contact with employers to market services or responds to initial requests for information from employers in regard to employee assistance programs. Assists in planning, designing and implementing such programs according to the individual needs of the employer. Provides orientation for managers, EAP awareness sessions for all employees, and training for supervisors. May train personnel staff and union stewards as requested. Consults with employers and appropriate staff to resolve difficulties, assess turnover, and provide further training when needed. Provides assessment, case planning, and counseling and referral services to self-referred and employer-referred personnel. Follows up on referrals to ensure appropriateness and effectiveness of services provided. May provide group or individual counseling sessions in crises situations. Ensures that employee confidentiality is strictly maintained. Provides assistance to employers in development of measures to rectify problem situations. Prepares and maintains a variety to records and reports concerning employee assistance programs. Performs related duties as required.

Environmental Factors:

Duties are performed in a variety of office and employer workplace settings. Significant travel to employer sites may be required, for which private means of transportation must be available. Work outside of normal office hours may be required in responding to crisis situations. Dealing with people in highly emotional situations may entail some discomfort and possible danger.

Minimum Qualifications

Knowledge, Skills and Abilities:

Considerable knowledge of counseling principles, practices, and techniques.

Working knowledge of management and supervisory principles and practices.

Working knowledge of individual and group dynamics.

Working knowledge of the roles of labor organizations in employment situations.

Knowledge of the principles and practices of program design.

Ability to effectively and quickly defuse volatile situations involving groups or individuals.

Ability to establish and maintain effective working relationships.

Ability to communicate effectively, both orally and in writing.

Ability to perform job duties within the framework of the four key practices of the Agency of Human Services: customer service, holistic service, strengths-based relationships and results orientation.

Education and Experience:

Master's degree in counseling, psychology, or social work AND one (1) year or more at a professional level in counseling or social work.

Special Note: Incumbents will be required to pursue licensure as a clinical mental health counselor, clinical psychologist, or clinical social worker.

Special Requirements:

Candidates must pass any level of background investigation applicable to the position. In accordance with AHS Policy 4.02, Hiring Standards, Vermont and/or national criminal record checks, as well as DMV and adult and child abuse registry checks, as appropriate to the position under recruitment, will be conducted on candidates, with the exception of those who are current classified state employees seeking transfer, promotion or demotion into an AHS classified position or are persons exercising re-employment (RIF) rights.

VERMONT AGENCY OF HUMAN SERVICES SNAP E&T Pilot Jobs for Independence (JFI) Job Description

JOB DESCRIPTION: EAP Research and Innovative Programs Director

Class Definition:

Oversee and manage all aspects of the assessment and case management role of EAP in a statewide multi-agency, research project. Hire, train and supervise four full time clinicians statewide. Plan and coordinate the work of 8 - 12 new and existing clinical staff statewide to meet all EAP needs throughout Vermont. Act as a liaison for all EAP accounts and special projects. Work is performed under the direction of the EAP Director.

Examples of Work:

Ensure the complete and seamless integration of the EAP research and demonstration projects into the overall EAP program to maximize the efficiency and effectiveness of the projects and the overall EAP program.

Provide counseling and support to clients in the Supplemental Nutrition Assistance Program (SNAP) research project.

Serve as account liaison to all EAP employer accounts and special projects. Provide customer service to accounts. Meet with CEOs and HR directors of organizations served by the EAP program.

Coordinate and manage clinical service delivery to ensure EAP clients receive needed support and resources. Meet with staff regularly to provide support, guidance, and encouragement. Manage program referrals and case flow.

Coordinate the several ongoing research and demonstration projects of the EAP. Coordinate all research phases of projects including data collection.

Manage information technology need related to special projects and ensure that such needs are properly met.

Environmental Factors:

Duties are performed in a variety of office settings statewide. Substantial travel to outlying field offices requires private means of transportation be available. Some overnights in outlying areas are necessary.

Incumbent must be adept at responding to a wide variety of account concerns ensuring program confidence.

Minimum Qualifications:

Knowledge, Skills and Abilities

Considerable knowledge of counseling principles, practices, and techniques.

Knowledge of the principles and practices of program design.

Working knowledge of individual and group dynamics.

Working knowledge of management and supervisory principles and practices.

Ability to effectively and quickly respond to challenges.

Ability to establish and maintain effective working relationships.

Ability to communicate effectively, both orally and in writing.

Education and Experience:

Education: Master's degree in counseling, psychology, social work, public health, or related field.

Experience: Five years of related work experience. Leadership and management experience preferred.

Preferred: A license as a mental health counselor, social worker, psychologist, or family and marriage therapist is highly desired.

Special Requirements:

Candidates must pass any level of background investigation applicable to the position. In accordance with AHS Policy 4.02, Hiring Standards. Vermont and/or national criminal record checks, as well as DMV and adult and child abuse registry checks, as appropriate to the position under recruitment, will be conducted on candidates, with the exception of those who are current classified state employees seeking transfer, promotion, or demotion into an AHS classified position or are persons exercising re-employment (RIF) rights.

ATTACHMENT E: Additional Commitments

- The Department for Children and Families (DCF) commits to maintain at least as much State funding for SNAP E&T programs and optional workfare as the State expended in fiscal year (FY) 2013.
- The Department for Children and Families commits to use pilot funds to supplement, not supplant, non-federal funds for existing E&T activities and services.
- The Department for Children and Families commits to assessing work registrants participating in E&T activities outside of the pilot and counting hours engaged in these activities towards any minimum participation requirement.
- The Department for Children and Families, for projects that include mandatory subsidized or unsubsidized employment as an E&T activity, agrees to adhere to the standards of willful misconduct for failure to work.
- The Department for Children and Families commits to operate in accordance with sections 6(d) and 20 of the FNA and the implementing regulations, unless otherwise provided by the Act and the guidance in this RFA.
- The Department for Children and Families assures that at least 85% of pilot project participants will be work registrants, as identified in section 6(d) of the FNA.

Allard, Lisa

From:	Robertson, Loretta - FNS <loretta.robertson@fns.usda.gov></loretta.robertson@fns.usda.gov>
Sent:	Thursday, August 20, 2015 9:54 AM
То:	Arnell, Bobby
Cc:	Jessica Ziegler (JZiegler@mathematica-mpr.com); Cavanaugh, Martha - FNS; James
	Mabli (JMabli@mathematica-mpr.com); Julie Worthington
	(JWorthington@mathematica-mpr.com); Beinner, Wendy; Allard, Lisa; Hawkins, Rebecca
Subject:	RE: Revised Pilot Start Date (Projected for Nov. 1)
	-

Bobby,

Certainly we will approve a delayed start date. We appreciate the ambitious October 1 start date that was included in your grant application but understand the State's situation and understand that you're striving toward implementation as soon as possible. We would not consider that Vermont would be in violation of the terms of the grant due to this delayed start.

Let me know if you need additional information or clarification.

Loretta

From: Arnell, Bobby [mailto:bobby.arnell@vermont.gov]

Sent: Thursday, August 20, 2015 9:29 AM

To: Robertson, Loretta - FNS

Cc: Jessica Ziegler (<u>JZiegler@mathematica-mpr.com</u>); Cavanaugh, Martha - FNS; James Mabli (<u>JMabli@mathematica-mpr.com</u>); Julie Worthington (<u>JWorthington@mathematica-mpr.com</u>); Beinner, Wendy; Allard, Lisa; Hawkins, Rebecca **Subject:** Revised Pilot Start Date (Projected for Nov. 1)

Hi Loretta, 🚽

I hope you are doing well. As part of Vermont's AA-1 approval process to utilize these federal pilot funds, the DCF Business Office is seeking confirmation from FNS that it is acceptable if the pilot is not up and running by the October 1, 2015 start date that is listed on our original pilot grant application. Based on our recent site visit and status updates, it has been mentioned that a more realistic projected start date for the pilot will be on November 1, 2015, but in the event of further delay, further deadline extensions are not to exceed a January 1, 2016 start date.

If you could reply to this email assuring our business office that Vermont will not be in violation of the terms of the grant award in the event that the pilot is not up and running by October 1, 2015 (as stated in the original grant application), it would be appreciated. Thank you,

Bobby

Robert Arnell Policy Analyst, Food and Nutrition & Fuel Assistance Programs Agency of Human Services DCF/ESD 103 South Main Street Waterbury, Vermont 05674 C: (802) 557-1251 P: (802) 769-6242

SNAP E&T Pilot Grant Executive Summary

Background

In November 2014, the Agency of Human Services (AHS), Department for Children and Families (DCF) applied for one of 10 federal grants made available under the most recent federal "Farm Bill," the Agricultural Act of 2014. These grants were authorized by the United States Congress in order for selected States to develop innovative employment and training (E&T) programs for Supplemental Nutrition Assistance Program (SNAP) participants with mandatory work requirements. These pilot programs are meant to increase the number of SNAP work registrants who obtain unsubsidized employment, increase the earned income of these individuals, and reduce their reliance on public assistance.

Vermont's Jobs For Independence (JFI) Pilot Program

Vermont's proposed pilot project, informally titled "Jobs for Independence" (JFI), was developed in order to target those Vermonters with significant barriers to employment, with the intent to provide these individuals with the supportive services necessary to assist them in finding employment and increase their income. As such, Vermont chose to focus on individuals that are homeless, those suffering and/or recovering from substance abuse or mental health problems, and those with prior criminal convictions.

Vermont developed the JFI Pilot Program through a cross-agency approach that partnered with other state agencies, including the Department of Labor (DOL), the Department of Corrections (DOC), and the Division of Vocational Rehabilitation (VR), as well as other community partners such as, the Community College of Vermont (CCV), Capstone Community Action (Capstone), and other community action agencies and non-profit organizations throughout Vermont.

The JFI Pilot Program will be administered by DCF's Economic Services Division (ESD), but will be implemented through collaboration with many of the partners listed above. JFI has approved federal funding of \$8,959,379 to be used over the course of a three-year program, with a projected start date of November 1, 2015, but beginning no later than January 1, 2016. The program aims to enroll at least 3,000 individuals within the first 16 months of the pilot project, and will contain a "treatment" group and a "control" group in order to quantify the success of the program.

Individuals in the treatment group will receive comprehensive employment services to help assess the special needs, interests, skills, and barriers to employment on an individualized basis. Part of this original assessment will include a determination of each participant's unique barriers to employment, including whether the participant is struggling with mental health and/or
substance abuse issues, homelessness, or struggling to find employment due to a prior criminal conviction. Based on this assessment, the JFI Pilot Program will work with participants to develop a Comprehensive Employment Plan, which will take into account a participant's changing needs, employment goals, and support services necessary for successful job placement and increased earnings.

The JFI Program expects to use the "Progressive Employment" approach. Progressive Employment offers a sequence of low-risk opportunities for job seekers to explore and try out prospective types of work. Most Progressive Employment opportunities occur prior to a formal hire. These opportunities include interviewing, company tours, and short-term training placements. These experiences are individually designed to allow the job seeker to understand the work environment and expectations, and most importantly obtain real work experience.

Supportive services for these individuals are expected to include career readiness certificate training, adult basic education, financial education, transitional housing support, and post-employment job retention support.

Joint Fiscal Office

One Baldwin Street • Montpelier, VT 05633-5701 • 802) 828-2295 • Fax: 802) 828-2483

MEMORANDUM

To:	Senator Jane Kitchel, Chair,
	Representative Janet Ancel, Vice Chair,
	Members of the Joint Fiscal Committee
From:	Stephen Klein, Chief Elscal Officer
Date:	September 11, 2015
a	

Subject: September 2015 – Fiscal Officers' Report

What follows is an update of recent developments, some of which will be on the agenda for the September 15 meeting of the Joint Fiscal Committee.

1. FY2016 Revenues - The General Fund - The first two months of revenue collections continue to provide mixed results with no additional clarity for the remainder of the year. Revenues are 1% off targets. On the positive side, we are seeing sales, and meals and rooms tax collections close to the forecasted amounts. Corporate and the property transfer tax collections are ahead of forecast. Income tax continues to trail forecasts primarily in the areas of withholding and higher than expected refunds. Estate and "Other" taxes are falling short of expectations. As we have seen, the shortfall in estate tax revenues reflects the irregularity of receipts which may be offset in the next few months. Overall, August is not a month where we collect major tax receipts; however, September and October revenues should be more informative as to whether we are meeting our forecast.

2. FY2016 Revenues – The Transportation Fund – Transportation Fund receipts are trailing forecasts due to lower than estimated purchase and use tax revenues, and lower diesel and fee revenue. Overall, the fund is off \$2.4 million from a cumulative target of \$43.2 million. September revenues will be an important indicator of trends.

3. FY2015 Closeout - Education Fund

- a. At the end of last session we expected that the Education Fund would have a full 5% stabilization reserve and an \$11.5 million surplus. Post closeout, FY2015, now has a full stabilization reserve and a \$15.1 million surplus available for use in FY2016 and beyond. The increase in the surplus is primarily attributable to additional revenue from the education tax, the Medicaid transfer, and an additional transfer from the General Fund at the end of the year.
- b. We are also anticipating a larger than usual reversion in the FY2016 Budget Adjustment Act (BAA) this January. This reversion is primarily attributable to special education aid and the education payment.

4. FY2016 Budget Adjustment and FY2017 Budget Development

- a. FY2016 Budget Adjustment The Administration is beginning to develop its budget adjustment proposal. There will be some increases in Medicaid and Health Care spending due to FY2015 closing with expenditures exceeding estimates and the potential roll out of these higher costs. The pay act savings target may be an area of concern. Emily Byrne, Director of the Budget and Management Division for the Department of Finance and Management, will present other budget pressures at the Joint Fiscal Committee meeting.
- b. FY2017 Budget Development The Administration has issued budget instructions asking departments to propose budgets that are level funded, including the absorption of the cost of pay increases. This is the early stage of budget development but it is clear it will be a difficult year.
- c. FY 2017 JFO has begun the process of developing a consensus budget gap estimate with the Administration. Initially, it appears to be in the range of \$50 \$70 million. Uncertainties remain as budget pressures and federal fund changes come to light.

5. Pension Fund Returns - While numbers are not finalized, the Pension Funds' returns for Fiscal Year 2015 were essentially flat. With an assumption that investment returns will annually be from 6%-8%, this will not help with the actuarial valuations that should come out within the next month or so.

6. The Retirement Incentive Program - The initial applicants for the retirement incentive program totaled 311 people. The program assumed that there would be 300 applicants. Although the numbers may go down slightly as the process continues, the Joint Fiscal Committee is being asked to approve some additional slots so that all applicants can be accommodated. Section B.1104.1 of Act 58 of 2015 (the FY2016 budget) stated:

(g) The Joint Fiscal Committee may vote to increase the number of individuals who are eligible for the retirement incentive set forth in this section.

(h) The State Treasurer shall report the number of individuals applying for the retirement incentive set forth in this section by agency to the Joint Fiscal Committee by September 8, 2015.

Treasurer Beth Pearce will be at the meeting to propose everyone that requests the incentive over the 300 participant cap be allowed to participate.

7. Chainbridge Modeling Capacity - The Department of Taxes has approved and submitted to the IRS a proposal to change the Chainbridge tool to allow the Joint Fiscal Office Staff to do modeling without the Tax Department's manual intervention in a manner we hope will meet IRS requirements. Sara Teachout already has existing model access with 2013 data. It will be refined once late filers are incorporated in the model.

The cost of model updates and changes are split between the Tax Department and the Joint Fiscal Office. This year the costs are just over \$40,000 for the Joint Fiscal Office.

8. **REMI Modeling -** Tom Kavet is leading the effort to operationalize the REMI Tax PI model which will enable the Office to do the analysis needed for primary care single-payer as well as for other studies being done this year. The added capacity, called REMI Tax-PI, is a new tool for evaluating the total fiscal and economic effects of tax policy changes. This modeling capacity should strengthen our capacity to understand economic impacts of proposals. While the Joint Fiscal Office is taking the lead in developing the model for Vermont, the Administration plans to use it also.

9. VEGI Updates - At the meeting you are being asked to address annual VEGI model updates which are standard but need approval. There is also a proposal to create a technical working group to update or review the background growth approach that the model uses. The growth assumptions can have major implications for awards and costs to the State so it seemed that creating a technical working group was appropriate prior to submitting a proposal. The Joint Fiscal Office supports Tom Kavet's proposal as to technical group makeup that is reflected in his memorandum.

10. Results Based Budgeting and Results First - Senators Becca Balint and Jane Kitchel and Representative Peter Fagan attended the Pew-MacArthur Results First Initiative conference in Washington D.C. last month. Karen Gennette and Robin Adler Weber from the Crime Research Group (CRG) and Susan Zeller and Dru Roessle from the Administration also attended the conference. A PEW Team is coming to Vermont for follow-up meetings with the Administration and the CRG team and will be available for discussions with the Legislature the morning of September 18. You will receive a separate invitation mailing on this.

Vermont is one of 19 states and 4 counties -- for a total of 23 jurisdictions, participating in this initiative which aims to help policymakers identify costs and benefits of public policy options. To date, work in Vermont has been focused on the adult criminal justice area. Results First provides information about cost-effective policy options and assigns dollar values to the benefits that states hope to achieve. It supports and compliments the Results Based Accountability (RBA) activities that are occurring in numerous departments across state government. An issue brief on the relationship of Results First and RBA is available at http://www.leg.state.vt.us/jfo/reports/RBA-RF%20Discussion%20Brief.pdf.

11. Joint Fiscal Office Contracts

- a. Legislative Economist Contract While we did extensive advertising and four entities inquired about the contract, only Tom Kavet submitted a bid. A memorandum outlining the bid process and results has been sent to you separately. In that memorandum we are asking for your approval to negotiate a contract with Tom Kavet consistent with his bid proposal. His bid proposed two year rate commitments but we are suggesting a four year contract with lower rate growth in the later years.
- b. IT System Evaluation
 - 1. We are in the final stages of contract negotiation with an individual to help the office with evaluating state IT projects. The first project the contractor will

work with is the Case Management System in the Judiciary. Through that process, the contractor will be working with us to develop an approach to review and standardize IT project review.

- 2. Catherine Benham and I have been working with the Department of Information and Innovation to implement Sec. E.145.2 of Act 58 of 2015, which amended 22 V.S.A. § 901. This section clarified the Department of Information and Innovation's review functions. The work is targeted at creating more accessible and Legislative oriented project review materials.
- 3. The next Exchange IT Report to be produced by the Joint Fiscal Office will come out once we receive the State's report and the IVV report on the project. This should be around September 25.
- c. The Picus Team is at work on the Adequacy Study. They are in town September 9-10, and then back in November. Funding for this was contained in the Education Bill.
- d. We will be issuing a contract as required by the State House Working Group for further work and priority setting on State House security. Funding for this was in the Capital Bill of the 2015 session.

12. Other Summer Committee Work - below are some of these and current status.

- a. Act 58, Sec. E.145.1 A special committee on the utilization of information technology in government. Appointments have been made to this three-member commission, and the first meeting is scheduled for September 17th at 930 am in the AHS offices in Williston. The appointees are Michael Shirling, Retired Burlington Police Chief: John Burton, President of Network Performance Inc. (NPI); and Tim Kenny, Chief Technology Officer of My Web Grocer. The Department of Information and Innovation is coordinating the meetings.
- b. Act 58, Sec. C. 107 The appointments for a committee on government restructuring and operations has yet to be made for this three-member commission.
- c. Act 58, Sec. E.602.1 The Vermont Interactive Technologies Working Group has been working though alternatives to VIT (Theresa Utton-Jerman and Stephanie Barrett assigned).
- d. Act 54, Sec. 22 Public Employees Health Benefits; Report Working Group (Joyce Manchester and Nolan Langweil). The working group has been meeting regularly. Michael Costa is the Administrations' lead.
- e. Act 54, Sec. 18 Universal Primary Care; Report Working Group (Joyce Manchester assigned). Michael Costa is the Administrations lead. Meetings have been ongoing.

We expect to return to our building on September 28, once construction is completed. The work is due to a BGS project to replace the heating system in order to address air quality issues during the winter months. The BGS is also refinishing the floors while we are out.

MEMORANDUM

To:	Senator Kitchel, Chair; and Members of the Joint Fiscal Committee
From:	Stephen Klein, Sara Teachout, Legislative Joint Fiscal Office
Date:	September 1, 2015
Subject:	Bid Results for Revenue Forecasting Services

As of August 28th, the open period for bids for the Joint Fiscal Committee revenue forecast contract ended. Despite a fairly broad search and information process, we have received only one bid for the contract from our current provider Tom Kavet of Kavet, Rockler & Associates LLC. His proposal is a does reflect an increase from the prior contract which, was expected given that his hourly rate is below market levels. Barring committee objection it is our recommendation that we contract with him. We-I would ask the committee's approval to do so. Below are the details of the process and result:

- 1. The RFP Document: The bid solicitation was very similar to those created in the past. The solicitation includes the total amount paid for these contractual services, including interim and ad hoc services which has ranged from \$89,000 to \$134,000 over the past 5 years. In the past, we received several bids from national firms whose fixed costs were comparable but offered hourly billable rates for ad hoc services of up to \$395 or \$400 per hour. The contract information as to past payments may have dissuaded those potential bidders.
- 2. The Bid Period and Advertising and Inquiries: The bid was open from July 31th through August 28th. The information was carried the JFO web page. In addition the RFP was promoted as follows:
 - a. An advertisement was placed on the RFP Listing Page at the National Association for Business Economics <u>www.nabe.com</u>
 - b. An advertisement ran in the Burlington Free Press, but it is required to be listed in the Legals section rather than the jobs pages because it is an RFP and this may also be part of the issue.
 - c. We informally asked the Boston Fed's policy group to recommend potential economic consulting firms in New England and as a result the RFP was sent directly to the Muskie Institute at USM.
 - d. JFO Staff responded to at least 4 inquiries from potential bidders, but none of those resulted in a proposals
- **3.** The Bid Proposal: The bid proposal from Kavet, Rockler & Associates, LLC includes a overall annual estimated cost increase of 3.8-3.9% in the first two years

and annually about 3.1% in the years three through four or five. The current contract originated October 1, 2010 and went through October 1, 2014 and was extended until 2015. Below are the proposed changes in the new contract proposal.

Component	Current	Year One	Year Two	Year Three	Year Four
Base Forecast	69,400	74,400	76,800	79,320	81,900
Interim forecasts	8,600	8,600	8,600	8,800	9,000
Materials	4,400	4,000	4,000	4,300	4,600
Hourly Rates					
Base Rate (first 200 hrs)	120	125	130	134	138
Supplemental Rate 200+ hrs	100	105	110	113	117
Associate Senior Economist	N/A	75	75	80	80
Assistant Research Rate	60	40	40	45	45

Summary of Bid Proposal Rates

The contract for the base forecast is consistently near 3.3% increase for Base Forecast over the period of the contract while the Hourly Rates increase by higher percentages in the first two years – close to 4% and then increase by close to 3% for the remainder of the contract. The cost for materials decreased. The option to use an Associate Senior Economist is new, and Adam Fulton is identified as a potential resource. He is formerly a REMI employee, who in that capacity helped customize the Tax PI program specific to Vermont over the past fall for the anticipated health care analysis.

The contract also includes an optional extension for a 5th year at the following rates: Base Forecast of \$84,600, Interim Forecast at \$9,200, Materials at \$4,600, First 200 hours at \$130, above 200 at \$117 and the same rate for the Associate and Assistant.

4. Staff Recommendation: The contract is negotiated with Kavet, Rockler and Associates substantially as proposed above with the following addition: a targeted performance survey will be designed to measure the services provided to the legislature in the revenue forecasting contract. The contract would be for a four year contract with a fifth year spelled out if it were to be added.

Proposed motion:

Agenda Item I.3. – Revenue Contract Negotiation

______ moves that the Joint Fiscal Office be authorized to negotiate and sign a performance contract for up-to four years with Kavet, Rockler & Associates for revenue forecasting and economic analysis, consistent with the negotiations to date, and the recommendation of the Joint Fiscal Office provided to the Committee.

ERMO

State of Vermont Agency of Administration Department of Finance & Management Pavilion Office Building 109 State Street Montpelier, VT 05609-0201 www.state.vt.us/fin [phone] 802-828-2376 [fax] 802-828-2428 Jim Reardon, Commissioner

MEMORANDUM

TO:Joint Fiscal CommitteeFROM:Jim Reardon Commissioner of Finance & ManaDATE:July 28, 2015RE:Excess Receipts Report - 32 VSA Sec 511

In accordance with 32 VSA Sec 511, please find attached the report on Excess Receipts approved for expenditure during the fourth quarter of FY 2015 (7/1/2014 through 6/30/2015). The full text of the governing statute is provided at the end of this memo.

Review Process

The Administration goes through an extensive application and approval process for allowing expenditure of excess receipts. The form required of departments can be found at: http://finance.vermont.gov/sitcs/finance/files/pdf/forms/budget/Excess_Receipts_Form.doc (at http://finance.vermont.gov/forms under the "Budget" category). The form requires information to ensure that the approval does not overstep statutory guidelines. Requests that overstep the statutory guidelines are denied, and/or where appropriate are held for the legislative budget process.

Departments are required to provide written answers to the following questions (although only the response to the first question is entered into the VISION database):

- Reason funds are available?
- Do you anticipate additional funds from the same source available in this fiscal year and above current appropriation?
- Is this increase one-time or at an ongoing level?
- Why were funds not fully budgeted during budget development?
 - What is the current year appropriation or grant amount approved by the Joint Fiscal Committee for this fiscal year, from this source of funds for this purpose?
- If these are ongoing funds, will funds from this source be fully budgeted and appropriated next fiscal year?
- Were excess receipts requested from this source in the preceding two fiscal years? If so, explain why they were not budgeted?
- Are these excess receipts being received from another department (i.e., interdepartmental transfers)? If so, are they appropriated in that department or will excess receipts be required there as well?



- Relationship, if any, to the Budget Adjustment Act?
- Can excess receipts be used to reduce the expenditure of State funds?
- Will excess receipts establish or increase the scope of a program, committing the State at any time to expend State funds? [The form notes that in such instances, legislative approval is required.]
- What specifically will excess receipts be used for? What is the impact on programs if this excess receipt request is not approved?
- Are any of the excess receipts to be used for your department's administrative, staff or operating expenses? If so, explain.
- Is there any matching fund requirement due to excess receipts? If so, where is the match found in your budget?
- If excess receipts are earned federal receipts, is excess receipt being spent in the same (federal) program where the excess receipts are earned? If not, explain.
- Has the excess receipt been received and deposited? If no, what date are funds expected?
- If approved, when will the expenditure of this excess receipt first occur?

The VISION entry normally includes only the response to the first question – why are additional receipts available? However, for any individual Excess Receipt Request, we can provide the full paper copy of the form, listing all the department's responses.

Broad Categories of Excess Receipt Requests

Requests for expenditure of excess receipts generally fall into several broad categories:

Interdepartmental Transfers: It is not uncommon for one State department ("Department A") to purchase services from another State department ("Department B"). In that instance, Department A budgets these expenditures just as they would any other type of expenditure: by type of expenditure and by the source of revenue that will fund these expenditures. Department B also budgets these expenditures, and identifies the source of revenue as "interdepartmental transfers." This process results in a small amount of "double-booking" of spending authority but ensures that both departments have the necessary spending authority. In many cases, at the time of budget development, Department A has not yet decided from where to purchase the services in question, so Department B does not budget the interdepartmental transfer revenues. When Department A moves forward to contract for services with Department B after the budget has closed, then Department B must request an Excess Receipts approval for the additional spending authority to perform the services.

Federal Funds: Departments estimate their likely federal receipts in the fall for the upcoming budget year, meaning the estimate is as much as nine-months old at the start of the budget year, and another 12 months older by the end of the budgeted fiscal year. As a result, more recent developments may mean that the budgeted federal spending authority is insufficient, either because the current federal award for an existing grant has been increased, or there is spending authority from grants from earlier federal fiscal years that can be used in the current year. Additionally, extraordinary events – such as the federal American Recovery and Reinvestment Act (ARRA) or federal aid to Vermont due to Tropical Storm Irene – may cause large – and unanticipated -- spikes in federal receipts.

Other: There are over 200 different special funds created under State law, in which are deposited fees, user charges, penalties, specified taxes, etc. Departments estimate how much they will collect each year for each of these special funds, and base their spending plans accordingly. However, for the same reasons noted above, the actual collections for these revenues may be higher than the original budget. Excess receipts may also be used in an instance where prior-year special fund spending authority was not utilized and needs to be created again in the subsequent year (similar to a carry-forward). It should be noted that in addition to the restrictions in the excess receipts statute, each special fund has its own statutory restrictions that prevent the funds being used for other than their intended purposes and programs.

Attached Report:

The attached report is a cumulative list of approved excess receipt requests for the current fiscal year. It includes ALL the data entered in VISION for that transaction, including:

- Agency/Department name
- Appropriation name and "DeptID"
- Transaction date
- Fund source name and fund number
- Amount
- Comments in response to question: "Why are funds available?" (VISION allows for a limited number of characters per cell entry.)

The data are sorted into the three broad categories of requests discussed above.

Governing Statute:

32 V.S.A. § 511. EXCESS RECEIPTS

If any receipts including federal receipts exceed the appropriated amounts, the receipts may be allocated and expended on the approval of the commissioner of finance and management. If, however, the expenditure of those receipts will establish or increase the scope of the program, which establishment or increase will at any time commit the state to the expenditure of state funds, they may only be expended upon the approval of the legislature. Excess federal receipts, whenever possible, shall be utilized to reduce the expenditure of state funds. The commissioner of finance and management shall report to the joint fiscal committee quarterly with a cumulative list and explanation of the allocation and expenditure of such excess receipts.

Attachment

VT EXCESS RECEIPT RPT	260					
Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date	Fund Fund Name	Amount	Comments
Federal Funds (including "Regular	" ARRA) Excess Receipts:					
Treasurer's Office	US Forest Sales to Towns	1260110000	6/9/2015	5 22005 Federal Revenue Fund	117,716	Federal Money
Treasurer's Office	US Forest Sales to Towns	1260110000	4/2/2015	5 22005 Federal Revenue Fund	the second se	Federal Money
Public Safety	DPS-Criminal Justice Services	2140020000	5/13/2015	5 22005 Federal Revenue Fund	369,706	Grant funding available from federal programs
Public Safety	DPS-Emergency Management	2140030000	5/1/2015	5 22005 Federal Revenue Fund	2,664,603	Grant funding as a result of declared disasters from the Hazard mitigation grant program and the Public Assistance Grant
Public Safety	DPS-Emergency Management	2140030000	6/18/2015	5 22005 Federal Revenue Fund	1,900,000	Declared Disasters from the Hazard Mitigation Grant Program and the Public Assistance grant
Public Safety	DPS-Administration	2140060000	6/9/201	5 22005 Federal Revenue Fund	372,175	National Highway Traffic Safety Administration funding for teh Governor Highway Safety Program (GHSP)
Military	Army - 100%	2150030000	5/1/201	5 22005 Federal Revenue Fund	2.268.556	Army services rec'd more 100% federal budget authority at the end of FY14 than anticipated.
Military	MIL Vet Affairs Office	2150050000	4/15/201	5 22005 Federal Revenue Fund	18,000	defunct Education Officer position.
Crime Victims' Services Center	Victims Compensation	2160010000	12/1/2014	1 22005 Federal Revenue Fund	and the second sec	VOCA COMP Initiative 13 2013-VF-GX-K013
Crime Victims' Services Center	Victims Compensation	2160010000	12/1/2014	1 22005 Federal Revenue Fund	58,170	ARREST Grant 2013-WE-AX-0028 FY14 allocations not spent until FY1
Public Service Department	Regulation & Energy Efficiency	2240000000	11/12/2014	4 22005 Federal Revenue Fund	556,604	Years in overhead dollars received for Pipeline Safety plus 50k in ARRA revenue incorrectly posted to federal and last years of the delta between federal benefit rate and actual benefit expenses.
Green Mountain Care Board	Green Mountain Care Board	3330010000	7/31/201	4 22005 Federal Revenue Fund	1,265,952	Funds are available as a result of the Dept of Financial Regulation transferring the Federal Rate Review Grant to GMCB.
Human Services Agency	Secretary's Office Admin Costs	3400001000	8/13/201	122005 Federal Revenue Fund	2,907,000	AA1 approved during FY14 in March for the Race to the Top Early Learning Challenge grant. The grant has a term of four years. This ERR establishes spending authority for FY15.
Human Services Agency	Global Commitment	3400004000	5/29/201	5 22005 Federal Revenue Fund	19,000,000	This FF spending authority is needed in order to process the June capitation payment for DVHA.
Vermont Health Access	DVHA	3410010000	6/23/201	5 22005 Federal Revenue Fund	2,500,000	Extra CMS IAPD funding for contracted services
Vermont Health Access	DVHA-Medicaid-Long Term Care W	3410016000	6/11/201	5 22005 Federal Revenue Fund	500,000	Earned federal receipts on medical services provided
Vermont Health Access	DVHA-Medicaid-Nonwaiver Prog	3410018000	6/11/201	5 22005 Federal Revenue Fund	1,000,000	Earned federal receipts on medical services provided
Health	Administration	3420010000	6/9/201	5 22005 Federal Revenue Fund	300,000	Grants awarded from CDC, Health Resources and Services Admin • (HRSA), and Substance Abuse and Mental Health Services Admin (SAMHSA)
Health	Public Health Appropriation	3420021000	6/9/201	22005 Federal Revenue Fund	900,000	Grants awarded from CDC, Health Resources and Services Admin (HRSA), and Substance Abuse and Mental Health Services Admin (SAMHSA)
Health	Alcohol & Drug Abuse	3420060000	6/22/201	5 22005 Federal Revenue Fund	1,000,000	Grants awarded from Substance Abuse and Mental Health Services Administration.
Health	Alcohol & Drug Abuse	3420060000	6/9/201	5 22005 Federal Revenue Fund	2,100,000	Grants awarded from CDC, Health Resources and Services Admin (HRSA), and Substance Abuse and Mental Health Services Admin (SAMHSA)
Children and Familles	DCFS Admin & Support Services	3440010000	6/22/201	5 22005 Federal Revenue Fund	1,900,000	FY15 Federal earnings will exceed VISION spending authority
Children and Families	DCFS Admin & Support Services	3440010000	6/1/201	5 22005 Federal Revenue Fund	4,500,000	FY15 Federal Earnings will exceed VISION spending authority
Children and Families	DCFS Admin & Support Services	3440010000	5/8/201	5 22005 Federal Revenue Fund	1,446,635	FY15 Federal earnings will exceed VISION spending authority
Children and Families	DCFS - Family Services	3440020000	6/1/201	5 22005 Federal Revenue Fund	608,464	FY15 Federal Earnings will exceed VISION spending authority
Children and Families	DCFS - Child Development	3440030000	2/19/201	5 22005 Federal Revenue Fund	7,568,028	Race to the Top Grant Award
Children and Families	DCFS - General Assistance	3440060000	6/1/201	5 22005 Federal Revenue Fund	1,193,985	FY15 Federal Earnings will exceed VISION spending authority

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date Fund Fund Name	Amount	Gommunts.
Children and Families	DCFS - 3Squares VT Cashout	3440070000	6/1/2015 22005 Federal Revenue Fund	550,000	FY15 Federal Earnings will exceed VISION spending authority
children and Families	DCFS - Reach Up	3440080000	6/1/2015 22005 Federal Revenue Fund	134,764	FY15 Federal Earnings will exceed VISION spending authority
hildren and Familles	DCFS - LIHEAP	3440090000	4/15/2015 22005 Federal Revenue Fund	2,074,954	FFY14 Federal LIHEAP block grant award CF
Children and Families	DCFS - OEO Ofc of Economic Opp	3440100000	6/9/2015 22005 Federal Revenue Fund	121,738	FY15 Federal earnings will exceed VISION spending authority
hildren and Families	DCFS - OEO Ofc of Economic Opp	3440100000	12/12/2014 22005 Federal Revenue Fund	458,337	FY15 Federal earnings will exceed VISION spending authority
Disabilities Aging Ind. Living	Administration & Support	3460010000	6/1/2015 22005 Federal Revenue Fund	1,950,000	Higher than planned earned federal receipts - Section 110 reallotmen
Isabilities Aging Ind. Living	Advocacy & Indep Living Grants	3460020000	6/1/2015 22005 Federal Revenue Fund	- 	Higher than estimated earned federal receipts
Disabilities Aging Ind. Living	DBVI Grants	3460030000	5/19/2015 22005 Federal Revenue Fund	200,000	Higher than planned DBVI Section 110 earned receipts due to supplemental awards
lisabilities Aging Ind. Living	Vocational Rehab Grants	3460040000	3/18/2015 22005 Federal Revenue Fund	3,800,000	VR received Section 110 federal reallotment funds
an ann 1991 a 1992 an 1993 an 1997 an 1	n Benne henne geste en	• · · · · · · · · · · · · · · · · · · ·			The receipts in the Federal fund are available from the Federal
Forests, Parks & Recreation	Administration	6130010000	6/22/2015 22005 Federal Revenue Fund	400,000	Recreational Trails Program administered through the Federal Highward
· · · · · · · · ·		• • • • • • •			Office of Waters-Sold boat;Amendment to grant Great Lakes Fisherie
					Management&Support Services-Map sales; transfer to ANR CO Aug
invironmental Conservation	Management & Support Services	6140020000	4/15/2015 22005 Federal Revenue Fund	468,000	recission; fund project for geology, admin & innovation divisions. Air &
		1			Waste-Brownfields Assessment grant.
	(10) The transmission of the second	··· ···		•	Office of Waters-Sold boat; Amendment to grant Great Lakes Fisherie
	At 0.346 - 11	6140030000	4/15/2015 22005 Federal Revenue Fund	540.000	Management&Support Services-Map sales;transfer to ANR CO Aug
invironmental Conservation	Air & Waste Management Approp	6140030000	4/15/2015 22005 rederal Revenue Fund	540,000	recission; fund project for geology, admin & innovation divisions. Air 8
	-	,			Waste-Brownfields Assessment grant.
Commerce & Community Dev Agency	Administration Division	7100000000	4/3/2015 22005 Federal Revenue Fund	400,000	EPA Brownfield Revitalization Grant funding increase.
ransportation Agency	Aviation	8100000200	7/15/2014 20181 ARRA FAA-Fund	100	Funds are available from Aviation ARRA funded projects.
ransportation Agency	Rail	8100002300	9/2/2014 20183 ARRA FRA Fund	15,000	Funds are available for project - Amtrak Vermonter - RR-FY11-AR02
tublic Service Department	Regulation & Energy Efficiency	2240000000	7/24/2014 22040 ARRA Federal Fund	145,349	ARRA - State Broadband Data and Development Grant Program continues through 12/31/14.
Public Service Board	Public Service Board	2250000000	8/8/2014 22040 ARRA Federal Fund	5,793	Fund for prior year payables paid in FY15
Public Service Department	Regulation & Energy Efficiency	2240000000	12/12/2014 22041 ARRA-SEP-Revolving Loan	1.100.000	ARRA revolving loan program, started in 2011
Subtotal Federal Funds (including "R	egular" ARRA) Excess Receipts			70,019,017	
nterdepartmental Transfer Excess R	eceipts				
Administration Agency	SOA Finance	1100090000	3/16/2015 21500 Inter-Unit Transfers Fund	91,508	Carry forward from FY 2014 of unspent funds and amt billed for Pay a for the FSD. To be used to cover the Secretary's rescission in August
Buildings & Gen Serv-Prop	BGS-Fee For Space	1160550000	8/22/2014 21500 Inter-Unit Transfers Fund	6,468,339	Funds available from FEMA transfers.
Buildings & Gen Serv-Prop	BGS-Fee For Space	1160550000	7/10/2014 21500 Inter-Unit Transfers Fund	1,258,167	FEMA Transfers.
Executive Office	Governor's Office	1200010000	7/16/2014 21500 Inter-Unit Transfers Fund	461,915	New Grant - Race to the Top
ioint Fiscal Office	Joint Fiscal Committee/Office	1220000000	10/17/2014 21500 Inter-Unit Transfers Fund	75,000	Act 95 Sec. 79a: Funds moved to 21500 by AOE in prior fiscal year
and a failer to the second second	and the second sec	and the second second second	energy in a physical way while a constrained for the second reaction of the second re	1	Reimb from federal sources through IDT from Labor Relations Board
OSHA Review Board	VOSHA Review Board	128000000	5/19/2015 21500 Inter-Unit Transfers Fund	16,971	Carryforward general funds from FY14 will be spent in FY15. This to
					establish spending authority to receive the reimbursement.
	DOC Versus Dest 51/2/b)	1205100000	4/2/0015 21500 Jates Link Tennoform Fined	11 603 944	Funds from FEMA. Final SRIA money for Waterbury PW3307
Buildings & Gen Serv-Capital	BGS - Various Proj 51/2(b)	1305100022	4/2/2015 21500 Inter-Unit Transfers Fund	11,582,261	constuction costs.
Buildings & Gen Serv-Capital	BGS - Various Proj 51/2(b)	1305100022	2/11/2015 21500 Inter-Unit Transfers Fund	17,592,568	Funds available from FEMA. This is SRIA money for Waterbury PW construction costs.

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date Fund Fund Name	Amount	Comments
Buildings & Gen Serv-Capital	ACCD Projects 51/6(a)	1305100061	7/24/2014 21500 Inter-Unit Transfers Fund	17,000	Lake Champlain Bridge Programmatic Agreement Compliance with Sections III D(3) and III d(4). AOT funding made available for plaster repairs to the Chimney Point Historic site.
Buildings & Gen Serv-Capital	BGS - Various Proj 14	1405100023	9/25/2014 21500 Inter-Unit Transfers Fund	186,262	Funds available thru Dept of Public Safety for the Hazard Mitgation Grant Program. Agreement 02140-34000-057.
Attorney General's Office	Attorney General's Office	2100001000	4/3/2015 21500 Inter-Unit Transfers Fund	63,200	Funds available from reimbursements from DAIL pursuant to MOU with AGO.
Attorney General's Office	Attorney General's Office	2100001000	3/25/2015 21500 Inter-Unit Transfers Fund	75,459	\$50,000 - Act 50 (2013) Sec. E.139(b) - Grand List Litigation Assistance and \$25,459 - FY15 Budget Adjustment Act - H.82, Sec E.139.1(a)
Attorney General's Office	Attorney General's Office	2100001000	6/1/2015 21500 Inter-Unit Transfers Fund	20,000	Funds available from prior years receipts (pre-FY10) from the Dept of Justice Equitable Sharing Program from DEA seizures and also from Act 79, Sec 34 (2012) for mental health training for law enforcement.
Attorney General's Office	Attorney General's Office	2100001000	6/1/2015 21500 Inter-Unit Transfers Fund	1,672	Funds available from prior years receipts (pre-FY10) from the Dept of Justice Equitable Sharing Program from DEA seizures and also from Act 79, Sec 34 (2012) for mental health training for law enforcement
Defender General's Office	Public Defense	2110000100	5/1/2015 21500 Inter-Unit Transfers Fund	6,017	approved until FY15
State's Attomeys and Sheriffs	State's Attorneys	2130100000	8/11/2014 21500 Inter-Unit Transfers Fund	60,000	DOC has committed to help with the rollout of the Rapid Intervention Community Court Expansion.
State's Attornoys and Sheriffs	State's Attorneys	2130100000	6/23/2015 21500 Inter-Unit Transfers Fund	12.500	Training funds
State's Attorneys and Sheriffs	State's Attorneys	2130100000	2/11/2015 21500 Inter-Unit Transfers Fund	42,000	Money from DCF to pay a consultant for the State's Attorney regarding reduction of youth referred to Criminal Division.
State's Attorneys and Sheriffs	Sheriffs	2130200000	11/13/2014 21500 Inter-Unit Transfers Fund	147,200	Funds shall be used to fund Windham County Sheriffs Electronic Monitoring Pilot Program.
Public Safety	DPS-State Police	2140010000	6/18/2015:21500 Inter-Unit Transfers Fund	15,000	AOT Work Zone Law Enforcement Contract
Public Safety	DPS-Criminal Justice Services	2140020000	6/1/2015 21500 Inter-Unit Transfers Fund	20,000	OPS indirect rate being applied to Federal and Special Funds
Public Safety	DPS-Criminal Justice Services	2140020000	10/7/2014 21500 Inter-Unit Transfers Fund	90,000	DPS indirect rate being applied to federal and special funds
Public Safety	DPS-Emergency Management	2140030000	2/18/2015 21500 Inter-Unit Transfers Fund	260,000	Federal Disaster declaration 4022 for Irene, VTrans agreement with DPS for the allowable Management Costs of the Recovery Officers.
Public Safety	DPS-Administration	2140060000	5/19/2015 21500 Inter-Unit Transfers Fund	552,385	Highway safety grant program moved to VTRANS so the portion of work that is still being completed at DPS is now being funded by and interdepartmental transfer.
Crime Victims' Services Center	Victims Compensation	2160010000	4/2/2015 21500 Inter-Unit Transfers Fund	78,426	Inter-Dept transfers funds that were not included in the FY15 budget
Agriculture, Food&Mrkts Agency	Food Safety/Consumer Assurance	2200020000	5/26/2015 21500 Inter-Unit Transfers Fund	6,922	Dog licensure fees
Agriculture, Food&Mrkts Agency	Ag Development Division	2200030000	10/31/2014 21500 Inter-Unit Transfers Fund	95,000	Clean Energy Development Fund dollars transferred to Agriculture from Public Service per 10 VSA 6523(e)(D)(2) from calendar year 2007 through calendar year 2011.
Agriculture, Food&Mrkts Agency	Ag Development Division	2200030000	10/14/2014 21500 Inter-Unit Transfers Fund	18,189	VCF grant funds from VT Community Foundation and Water Wheel Fund
Agriculture, Food&Mrkts Agency	Plant Industry, Labs & CA Div	2200040000	5/1/2015 21500 Inter-Unit Transfers Fund	139,150	MOA with DEC concerning implementation of water quality projects
Financial Regulation	Insurance Division	2210011000	6/25/2015 21500 Inter-Unit Transfers Fund	50,000	Increased Health Care Exchange level II funds from DVHA, due to an extension in the award.
Public Service Department	Regulation & Energy Efficiency	2240000000	1/29/2015 21500 Inter-Unit Transfers Fund	50,000	MOA between ANR, VTrans, & BGS to jointly promote understanding and support for increasing number of electric vehicles.
Liquor Control	DLC - Enforcement & Licensing	2300002000	10/21/2014 21500 Inter-Unit Transfers Fund	1,105	Grant reimbursement from DPS for services and equipment
Liquor Control	DLC - Enforcement & Licensing	2300002000	10/21/2014 21500 Inter-Unit Transfers Fund	54,568	Grant reimbursement from DPS for services and equipment
Human Services Agency	Administrative Management Fund	3400020000	6/1/2015121500 Inter-Unit Transfers Fund	4,000,000	The Agency will be unable to pay its obligations if the spending authority is not increased.

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Dato	Fund. F	und Name	fanount :	Comments (c)
Children and Families	DCFS Admin & Support Services	3440010000	4/15/2015	21500 In	iter-Unit Transfers Fund	138,102	FY15 Inter-Unit transfer earnings will exceed VIS'ON spending au
Children and Families	DCFS - Family Service	3440020000	4/15/2015	21500 In	nter-Unit Transfers Fund		FY15 Inter-Unit transfer earnings will exceed VIS'ON spending au
Children and Families	DCFS - Child Development	3440030000	A any department of a stand of a second s	is a set of the set	ter-Unit Transfers Fund	the second se	FY15 Inter-Unit transfer earnings will exceed VISION spending at
Children and Families	DCFS - Woodside Rehab Center	3440120000	1 1 1 1 1 1 1 1 1		nter-Unit Transfers Fund		FY15 Inter-Unit transfer earnings will exceed VISION spending au
Education Agency	Education Services	5100070000	 A sub-set top of resolu- 	•	nter-Unit Transfers Fund		MOU from AHS
			IO DECIT	21000 11		1,101,110	ANR Central Office has billed and received funds from VT Gas for
Fish & Wildlife	FW Support & Field Services	612000000	8/10/0016	21500 .1-	nter-Unit Transfers Fund		
	in the opport of hold borrhood	012000000	0202010	21000 1			Agency's work on their phase II project. Fish and Wildlife portion of
and generative states and states a	the second s		i i i i i i i i i i i i i i i i i i i i				reimbursement is now being transferred.
Fish & Wildlife	FW Support & Field Services	612000000	1/15/2015	21500 In	nter-Unit Transfers Fund	22,000	Funds provided by VTRANS through a grant program to purchase
e ender and ender a second and an and a		Sector sector sector				e i suger con con o con	cameras for connectivity monitoring and linkages.
Fish & Wildlife	FW Support & Field Services	612000000	3/4/2015	21500 In	nter-Unit Transfers Fund	93,000	Increased expenditures on three current MOU's and one new MO
بالروابية والمنتقل والمراف المتحدة ال	the second s	and a second	••		and the second second second		
							Funds available from FEMA disaster assistance received in FY12
Forests, Parks & Recreation	Administration	6130010000	7/31/2014	21500 In	nter-Unit Transfers Fund	300,000	VTrans for the spring flood event as well as tropical storm Irene at
	A THE LAND LAND A MARK A	a changeach ann a stàite	ې چې مړينې ا د د د د	e The second second	مرارف المارية والمراجع المراجع المراجع المراجع المراجع		FY14 for flooding from 6/25/13-7/1/13.
Forests, Parks & Recreation	Forestry	6130020000	6/1/2015	21500 In	nter-Unit Transfers Fund	50.000	Fish & Wildlife is passing through NRCS federal grant funding to F
		0100020000	0. 112010			00,000	fund staff time for two FPR foresters.
							Funds available from DPS through the State Homeland Security C
Forests, Parks & Recreation	Forestry	6130020000	8/11/2014	21500 In	nter-Unit Transfers Fund	58,716	Program to purchase vehicles, communication equipment, safety
						1	tools and equipment to prevent and respond to catastrophic event
	and to really brack a constrained of the				· · · · · · · · · · · · · · · · · · ·		Funds available from MOU with F&W who will provide Boating
	- ·						Infrastructure Grant federal funding and Clean Vessel Act federal
Forests, Parks & Recreation	Parks	6130030000	//31/2014	21500 In	nter-Unit Transfers Fund	267,953	to FPR for the reconstruction of the outer marina at Burton Island
				1			Park.
				a		en en en la servició de la servició En la servició de la s	Grant funds from VHCB for long range land management projects
Forests, Parks & Recreation	Lands Administration	6130040000	6/1/2015	21500 In	nter-Unit Transfers Fund	50,000	interdepartmental spending authority to the land records scanning
· · · · · · · · · · · · · · · · · · ·	tart Back formal and the state of a second and		· · · · · · · · · ·	· · · · · ·	n yan menangkan yan banan dan banan dan banan dan banan dan banan dan banan dan banan banan banan banan banan b	and an an an array of the second s	Long rang Land Management Projects for reimb from VHCB have
Forests, Parks & Recreation	Lands Administration	6130040000	B/11/2014	21500 In	nter-Unit Transfers Fund	50.000	defined and are being funded by VHCB along with completion of s
······			Grinzori			50,000	old projects,
Environmental Conservation	Air & Waste Management Approp	6140030000	6/11/2016	21500 10	nter-Unit Transfers Fund	60,000	Funds from DCF to DEC for fuel tank replacements.
	All a waste management Approp	014000000	0/13/2013	21000 /11	Rei-Olik Hallbleis Fund		A set of the set of the provident set of the provident set of the set of t
Transportation Agapme	Malatanana R Ona Burnau	810000000	7/46/0014	04500	then their Terrordove Treed	405 400	Funds are available from Disaster: FEMA-4163-DR-VT. Funds w
Transportation Agency	Maintenance & Ops Bureau	8100002000	1/10/2014	21000 (1)	nter-Unit Transfers Fund	430,433	received via MOU/Grant Agreement from the Division of Emergen
	<u>.</u>	х.,		ter p	··· -		Management and Homeland Security.
Transportation Agency	Department of Motor Vehicles	8100002100	2/26/2015	21500 In	ter-Unit Transfers Fund	65.000	Funds from MOA between DMV and DEC for a Performance Parts
and a second and a second		an An an an an an an an an		1. J			Grant.
Transportation Agency	Department of Motor Vehicles	8100002100	7/15/2014	21500 In	nter-Unit Transfers Fund	74.603	Funds are available from MOU between VTRANS and DPS for two
• • • • • • • • • • • • • • • • • • •				() ()			Educational Grants.
Transportation Agency	Department of Motor Vehicles	8100002100	8/11/2014	21500	nter-Unit Transfers Fund	203,837	Funds available through MOU's between VTrans and DPS for five
			(+102014)			203,037	Enforcement Grants.
Transportation Agency	Policy and Planning	8100002200	2/19/2014	24600 -	nter-Unit Transfers Fund	00.000	Funds available from MOU betweeen VTrans and ACCD for comm
manaportation Afterioy	r oncy and manning	010002200	2/10/2013	2100010	iter-onit mansiers rund	20,000	to Strong Communities, Better Connections Program Grant.
Transportation Agency	Rail	8100002300	3/26/2015	21500 In	nter-Unit Transfers Fund	500,000	Fund from FEMA disasters DR 4140 & DR 4178.
	······································						Fund are available from VTDEC and represent their commitment (
Transportation Agency	Better Back Roads Program	8100005800	7/8/2014	21500 In	nter-Unit Transfers Fund	60.000	Better Backroads Program, specifically for the Ecosystem Restora
·							Program.
Subtotal Interdepartmental Transfe						47,661,436	

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date Fund	Fund Name	Amount	Comments
Special Fund Excess Receipts:						
Transportation Agency	Maintenance & Ops Bureau	8100002000	8/11/2014 20135	Transportation FHWA Fund	2,000,000	Funds are available from Emergency Events VT 11-1, Apr 23-May 30, 2011 severe storms and flooding and VT 11-2, Aug 27, 2011 Tropical Storm Irene.
Transportation Agency	Town Highway Bridge	8100002800	6/4/2015 20135	Transportation FHWA Fund	1,500,000	FHWA funds obligated for town highway bridge projects
Transportation Agency	Town Highway Bridge	8100002800	5/29/2015 20135	Transportation FHWA Fund	1,250,000	FHWA funds obligated for town highway bridge projects
Transportation Agency	Town Highway Bridge	8100002800	6/18/2015 20135	Transportation FHWA Fund	1,000,000	FHWA funds obligated for town highway bridge projects
Transportation Agency	Better Back Roads Program	8100005800	12/12/2014 20135	Transportation FHWA Fund	350,000	Funds are available from a Federal Stormwater Earmark
Transportation Agency	Rail	8100002300	2/5/2015 20155	Transportation-FRA Fund	3,500,000	Funds are available from a TIGER grant.
Transportation Agency	Rail	8100002300	7/31/2014 20155	Transportation-FRA Fund	124,150	Funds are available for the BI-State Intercity Rail Corridor Track 3 planning project.
Transportation Agency	Aviation	8100000200	9/2/2014 20160	Transportation Local Fund	118,216	Funds are available for four Aviation projects that have a local share that will be paid by Casella.
Transportation Agency	Rail	8100002300	7/31/2014 20160	Transportation Local Fund	62,075	Funds are available for the BI-State Intercity Rail Corridor Track 3 planning project.
Transportation Agency	Town Highway Bridge	8100002800	6/4/2015 20160	Transportation Local Fund	100,000	Local reimbursement for payroll and other charges to locally participating projects.
Transportation Agency	Town Highway Bridge	8100002800	5/14/2015 20160	Transportation Local Fund	120,000	Local reimbursement for payroll and other charges to locally participating projects
Transportation Agency	Town Highway Bridge	8100002800	6/18/2015 20160	Transportation Local Fund	100,000	Local reimbursement for payroll and other charges to locally participating projects.
Transportation Agency	Town Highway Bridge	8100002800	5/29/2015 20160	Transportation Local Fund	50,000	Local reimbursement for payroll and other charges to locally participating projects
Transportation Agency	Department of Motor Vehicles	8100002100	8/20/2014 20165	Transportation Other Fed Funds	832,500	Funds are available from grant agreement #2010-DL-T0-0006 with Homeland Security/FEMA.
Fish & Wildlife	FW Support & Field Services	6120000000	5/13/2015 20305	F&W Fund - Nondedicated	350,000	Funds are available due to increased hunting and fishing license revenues and a bund balance in the motorboat registration sub-fund.
Fish & Wildlife	FW Support & Field Services	6120000000	11/24/2014 20310	Nongame Wildlife Fund	65,000	Cash balance from SFY14 due to increased tax check off revenues and interest from estate donation.
Fish & Wildlife	FW Support & Field Services	6120000000	5/13/2015 20320	Duck Stamp Fund	100,000	Interest generated in the Duck Stamp fund.
Fish & Wildlife	FW Support & Field Services	6120000000	5/13/2015 20325	F&W Federal Revenues Fund	704,685	Funds appropriated to F&W agencies through the federal wildlife and sport fish restoration grant program.
Fish & Wildlife	FW Support & Field Services	6120000000	6/23/2015 20345	Threatened & Endangerd Species	6.000	Mitigation fee receipts have been collected
Information & Innovation	Comm & Info Technology	1105500000	10/23/2014 21005	FMS System Development Fund	186.000	Funds available as a result of the annual FMIS Dev charges that are billed to departments each year as part of the VISION charges.
Attorney General's Office	Attorney General's Office	2100001000	8/7/2014 21057	Genetic Engineered Food Label	1.498,605	Act 120 (H.112), Sec. 4 - (9 V.S.A. chapter 82A) An act relating to the tabeling of food produced with genetic engineering (GEFL)
Agriculture, Food&Mrkts Agency	Food Safety/Consumer Assurance	2200020000	6/9/2015 21060	Vt Dairy Promotion Fund	110,000	To cover pass through amount of Vermont Dairy Promotion Fund
Financial Regulation	Banking Division	2210001000	6/22/2015 21065	Financial Institut Supervision	150,000	Increased receipts in banking assesments.
Financial Regulation	Administration	2210080000		Financial Institut Supervision		increased receipts in banking assessments
Financial Regulation	Securities Division	2210031000	6/22/2015 21080	Securities Regulatory & Suprv	50,000	Increased receipts in Securities licensing
Public Safety	DPS-Fire Safety	2140040000	5/19/2015 21097	Elevator Safety Fund	164,942	Carry forward revenue from SFY14
Public Safety	DPS-Fire Safety	2140040000	6/1/2015 21125	Haz Chem & Subst Emerg Resp	67,939	Carry forward revenue from SFY14
Public Safety	DPS-State Police	2140010000	4/15/2015 21135	Vt Law Telecommunications	284,000	CF revenue from alarm registrations, false alarm responses & dispatch fees
Public Safety	DPS-State Police	2140010000	5/1/2015 21140	DUI Enforcement Special Fund	120,162	Carry forward revenue from prior year DUI receipts

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date Fund	Fund Name	Amount	Comments
Public Safety	DPS-State Police	2140010000	9/4/2014 21141	Drug Task Force	135,000	Funds available through Act 76 of 2013 Sec 2 for funding law enforcement officers on the Drug Task Force.
Attorney General's Office	Court Diversion	2100002000	7/16/2014 21142	Youth Substance Abuse Safety P	59,614	18 V.S.A. 4230a(f) - Court Diversion Youth Substance Abuse Safety Program (YSASP)
Secretary of State's Office	Secretary of State	2230010000	6/18/2015 21150	Prof Regulatory Fee Fund	208,000	OPR collects fees from applicants/licensees in order to pay for its cost o doing business.
Children and Families	DCFS - OEO Weatherization	3440110000	11/24/2014 21235	Home Weatherization Assist	2,545,520	DCF Weatherization Approp FY14 Special Fund Carry Foward.
Education Agency	Administration	5100010000	10/16/2014 21245	Post Secondary Certification	25,000	Receipts collected for Post Secondary reviews.
Education Agency	Education Services	5100070000	10/14/2014 21245	Post Secondary Certification	(25,000)	Receipts collected for Post Secondary reviews.
Education Agency	Education Services	5100070000 ·	10/14/2014 21245	Post Secondary Certification	25,000	Receipts collected for Post Secondary reviews.
						Funds to be used to fund Personal Services expense due to increased
Natural Resources Board	Natural Resources Board	6215000000	6/9/2015 21260	Act 250 Permit Fund	200,000	salary expenditures from position reclassification's, increased COLA's, and increased health care benefits.
en e		040000000	0/4 1004 5 101030	Otata Escart Dada Escard	500.000	Parks receipts are coming in higher than budgeted for the sale of Park
Forests, Parks & Recreation	Parks	6130030000	6/1/2015 212/0	State Forest Parks Fund	500,000	services
Commerce & Community Dev Agency	Administration Division	7100000000	3/9/2015 21328	Vt Center for Geographic Infor	250,000	Transfer of VCGI, Inc (outside non-profit) to state government entity, ACCD, by 3/31/15, required corporate close date.
	g					Funds are available due to final closeout of grants with unused remainin
Housing & Comm Development	Housing & Community Affairs	7110010000	12/29/2014:21330	Municipal & Regional Planning	30,525	FY14 grant balances, return of funds previously paid to municipalities. Grant award applications cross FY's for re-issue.
	A set of the	• • • •				Receipts are available from attorney fees collected pursuant to the
Attorney General's Office	Attorney General's Office	2100001000	5/26/2015 21372	AG-Tobacco Scttlement	88,500	original Tobacco Settlement or other specific and approved settlements and are use for the one-time infrastructure or other special needs costs of the office.
Forests, Parks & Recreation	Administration	6130010000	2/18/2015 21440	All Terrain Vohicles	57,000	Funds from ATV fines and registrations.
						Funds rec'd into the Acquisition of Art in State Buildings fund for Vermor
Finance & Management	Vt Council on the Arts	1110013000	5/19/2015 21445	Art Acquisition Fund	18,000	Arts Council to acquire are on behalf of the state.
Forests, Parks & Recreation	Administration	6130010000	3/25/2015 21455	Vt Recreational Trails Fund	50,000	Vermont Rec Trails funds from taxes and non-higway recreational fuel.
Natural Resources Agency	"Admin., Management & Planning	6100010000	4/15/2015 21475	Natural Resources Mgmnt	98,000	Section 248 energy project bill backs are available from a major VT Gas project.
Environmental Conservation	Water Programs Appropriation	6140040000	4/15/2015 21475	Natural Resources Mgmnt	120,000	Office of Waters-Sold boat; Amondment to grant Great Lakes Fisheries. Management&Support Services-Map sales; transfer to ANR CO Aug recission; fund project for geology, admin & innovation divisions. Air & Waste-Brownfields Assessment grant.
a production of the second	in a second s			and the second		No correction PILOT payments were made in FY13. FY13 payments
Tax	PILOT - Corrections	1140030000	12/1/2014 21485	PILOT	40,000	were made in FY14. FY14 payments were made at the beginning of FY15. Additional spending authority needed in FY15 to catch up.
Agriculture, Food&Mrkts Agency	Ag Development Division	2200030000	3/4/2015 21493	VT Working Lands Enterprise	1.262.277	Carry forward from FY14.
Forests, Parks & Recreation	Administration	6130010000	անավել հանձան հանձան հանձան հանձան հանձան անանձան անանձան անանձան հանձան հանձան հանձան հանձան հանձան հանձան հա	Snowmobile Trails	and the second second second second	Funds to be used to make pass-through grant payments to VAST
Public Safety	DPS-State Police	2140010000	5/13/2015 21505	and a start start and the second start of the second start and the	the second s	Carryforward revenue from boat registrations
Liquor Control	DLC - Administration	2300003000	e ar presances can and a contract of factories report and	Conference Fees & Donations	್ಟ್ ಕ್ರಮ ಪಾರ್ಣಕ್ರಿಗಳು	Balance still unused in fund at 6/30/14
Liquor Control	DLC - Administration	2300003000		Conference Fees & Donations	5,000	To change fund per 10/16/14 email from H. Campbell Additional fundin
Liquor Control	DLC - Administration	2300003000	10/16/2014 21525	Conference Fees & Donations	4,000	To change fund per 10/16/14 empil from H. Comphell Additional fundin
Liquor Control	DLC - Administration	2300003000	10/16/2014 21525	Conference Fees & Donations	1,000	To change fund per 10/16/14 email from H. Campbell Additional fundin

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date Fund	Fund Name	Amount	Comments
Liquor Control	DLC - Administration	2300003000	10/21/2014 21525	Conference Fees & Donations	15,000	NABCA donation for Liquor Symposium-approved by JFO FY14
Education Agency	Administration	5100010000	12/31/2014 21525	Conference Fees & Donations	14,000	Conference fees collected
Forests, Parks & Recreation	Administration	6130010000	8/11/2014 21525	Conference Fees & Donations	12,000	\$8000 - Urban & Community Forestry workshop fees and misc grants and donations, including Arbor Day donations. \$12000 - Project Learning Tree workshop fees and grants.
Forests, Parks & Recreation	Forestry	6130020000	8/11/2014 21525	Conference Fees & Donations	8,000	\$8000 - Urban & Community Forestry workshop fees and misc grants and donations, including Arbor Day donations. \$12000 - Project Learning Tree workshop fees and grants.
Forests, Parks & Recreation	Forestry	6130020000	6/1/2015 21525	Conference Fees & Donations	5,875	Conference fees and donations received for Arbor Day events
Forests, Parks & Recreation	Parks	6130030000	7/31/2014 21525	Conference Fees & Donations	27,253	opportunities provided by FPR
Economic Development	Economic Development	7120010000	11/24/2014 21525	Conference Fees & Donations	55,000	The PTAC program will be hosting a seven state regional matchmaking event that is expected to draw up to 500 participants who will pay a registration fee
Forests, Parks & Recreation	Administration	6130010000	7/31/2014 21550	Lands and Facilities Trust Fd	150,000	Funds available from license, special use permit, and timber sales.
Public Safety	DPS-Emergency Management	2140030000	6/18/2015 21555	Emergency Relief & Assist Fd	150,000	This funding is granted to locals for completing Public Assistance projects
Public Safety	DPS-Emergency Management	2140030000	9/16/2014 21555	Emergency Relief & Assist Fd	229,781	FEMA declared disaster FEMA-4163-DR. AA-1 approved JFO# 2677
Children and Families	DCFS - Reach Up	3440080000	6/18/2015 21570	Food Stamp Recoveries	90,000	Project receipt increase of \$200,000 for RU clients receiving EITC benefits and \$90,000 Food Stamp Fraud Recoveries.
Public Safety	DPS-State Police	2140010000	5/1/2015 21584	Surplus Property	44,326	Sale of vehicles at surplus property auction
Military	MIL BLDG Maint&Armory Caretkr	2150040000	4/15/2015 21584	Surplus Property	19,082	Generated through vehicle auction
Agriculture, Food&Mrkts Agency	Ag Development Division	2200030000	3/9/2015 21584	Surplus Property	17,610	Sale of the Mobile Poultry Processing Unit
Liquor Control	DLC - Enforcement & Licensing	2300002000	10/21/2014 21584	Surplus Property	15,135	May 2014 auction proceeds requested to carry forward for FY15 purchases
Liquor Control	Warehousing & Distribution	2300007000	10/21/2014:21584	Surplus Property	15,885	May 2014 auction proceeds requested to carry forward for FY15 purchases
Liquor Control	Warehousing & Distribution	2300007000	6/9/2015 21584	Surplus Property	15,657	Sale of box truck at BGS spring auction
Children and Families	DCFS - OEO Weatherization	3440110000	11/24/2014 21584	Surplus Property	9,615	DCF Weatherization Approp FY14 Special Fund Carry Foward
Offender Work Program	Admin - VT Offender Work Prog	3675001000	8/20/2014 21584	Surplus Property	7,302	Funds received from surplus property for items sold at auction
Offender Work Program	Admin - VT Offender Work Prog	3675001000	6/9/2015 21584	Surplus Property	3,240	Proceeds from Surplus for items sold at auction
Forests, Parks & Recreation	Forestry	6130020000	6/22/2015 21584	Surplus Property	11,700	The receipts in the surplus property fund are available from proceeds received from the sale of assets.
Environmental Conservation	Water Programs Appropriation	6140040000	4/15/2015 21584	Surplus Property	12,348	Office of Waters-Sold boat;Amendment to grant Great Lakes Fisheries Management&Support Services-Map sales;transfer to ANR CO Aug recission;fund project for geology, admin & innovation divisions. Air & Waste-Brownfield's Assessment grant.
Tax	Tax Operation Costs	1140010000	6/30/2015 21590	Tax-Miscellaneous Fees	60,000	Funds generated on demand basis and are available to fund the operations of the Tax Dept.
Tax	Tax Operation Costs	1140010000	6/30/2015 2159	Tax-Local Option Process Fees	100,000	Funds generated on demand basis and are available to fund the operations of the Tax Dept.
Тах	Tax Operation Costs	1140010000	6/30/2015 21594	Tax-Current Use Admin	35,000	Funds generated on demand basis and are available to fund the operations of the Tax Dept.
Buildings & Gen Serv-Gov'tal	BGS-Information Centers	1150400000	8/13/2014 21603	Motorist Aid Refreshment Prog	160,000	Funds paid by motorists at the Information Centers by donation for coffee. Funds authorized to offset the cost of coffee as well as for the costs associated with running the Information Centers.

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date	Fund	Fund Name	Amount	Comments
Buildings & Gen Serv-Gov'tat	BGS- Recycling Efforts	1150060000	9/11/201	4 21604	BGS-Recycling Efforts	30,000	Funds collected from the disposition of recycling materials and to be used for recycling efforts statewide.
Buildings & Gen Serv-Capital	BGS-Various Property Sales	0904300250		5 21613	BGS-Sale of State Land	10,025	Sale of misc properties markeling expenses. Replenish spending authority from 6/30/14.
Military	MIL Vet Affairs Office	2150050000	11/24/201		MII-Vets Cemetary Contribution	200,000	Aligns with the FY2015 Carry Forward request to support funding the construction documents for the Vt Veteran's Cemetary expansion.
Military	MIL Vet Affairs Office	2150050000	9/11/201	4 21662	Mil-Vets Cemetary Contribution	20,000	SFY15 initial approp was only loaded for 65K but VA must pay 85K of maintenance contract it has with VTC from the Cemetary Receipts Fund
Military	MIL Vet Affairs Office	2150050000	4/15/201	5 21662	Mil-Vets Cemetary Contribution	24,175	VA receives fees for interment of veterans and the fees are deposited into this account.
Agriculture, Food&Mrkts Agency	Plant Industry, Labs & CA Div	2200040000	8/20/201	4 21667	AF&M-Laboratory Testing	64,675	Funds available from AF&M lab testing fees and Ag fees from Certificat of Free Sale received on an on-going basis. To be used to cover property maint fees.
Agriculture, Food&Mrkts Agency	Plant Industry, Labs & CA Div	2200040000	8/20/201	4 21 67 1	AF&M-Agricultural Fees	67,814	Funds available from AF&M lab testing fees and Ag fees from Certificat of Free Sale received on an on-going basis. To be used to cover
Agriculiure, Food&Mrkts Agency	Plant industry, Labs & CA Div	2200040000	1		AF&M-Mosquito Control		property maint fees. Boat registration fees
Buildings & Gen Serv-Capital	VT Expo major Maint 51/14(a)	1305100141	11/24/201	4 21682	AF&M-Eastern States Building	20,000	Per 10 VSA 54 receipts made available for maintenance of the Big E Building.
Buildings & Gen Serv-Capital	VT Expo major Maint 51/14(a)	1305100141	10/16/201	4 21682	AF&M-Eastern States Building	125,000	Act 51, Sec 32 of 2013. Intent of the General Assembly that the Agenc of Agriculture redirect the money to BGS for the VT Exposition Center building upgrades in Springfield, MA.
Agriculture, Food&Mrkts Agency	Food Safety/Consumer Assurance	2200020000	4/3/201	5 21685	AF&M-Meat Handlers	4,686	Meat Handler license fees and voluntary meat inspections for red deer, deer, & elk
Enhanced 911 Board	Enhanced 911 Board	2260001000	4/22/201	5 21711	Enhanced 9-1-1 Board	1,222,000	Receipts have been saved over the past 3-4 FY's to pay for system upgrades and implementation. Amount will be used to pay Fairpoint Communications and Intrado.
Enhanced 911 Board	Enhanced 911 Board	2260001000	7/29/201	4 21711	Enhanced 9-1-1 Board	35,492	Funds are received from the PSD Universal Service Fund charted to telecom consumers.
Forests, Parks & Recreation	Vt Youth Conservation Corps	6130080000	10/8/201	4 21779	FPR-Youth Conservation Corps	300,000	Cash assistance MOA between VYCC and FPR. VYCC will reimburse FPR by the end of FY 2015
Forests, Parks & Recreation	VI Youth Conservation Corps	6130080000	8/11/201	4 21779	FPR-Youth Conservation Corps	150,000	Casj assistance MOA between VYCC and FPR. VYCC will reimburse FPR by the and of FY15.
Environmental Conservation	Management & Support Services	6140020000	4/15/201	5 21787	EC-Geological Publications	12,000	Office of Waters-Sold boat; Amendment to grant Great Lakes Fisheries. Management&Support Services-Map sales; transfer to ANR CO Aug recission; fund project for geology, admin & innovation divisions. Air & Waste-Brownfields Assessment grant.
Judiciary	Judiciary Appropriation	212000000	5/28/20	5 21811	Attorney Admission, Licensing, &	82,853	Fund balance higher than anticipated
Disabilities Aging Ind. Living	Administration & Support	3460010000	5/19/201	5-21813	VR Fees	250,000	Higher than anticipated receipts from EAP due to new companyles enrolling in the program.
Disabilities Aging Ind. Living	DBVI Grants	3460030000	6/1/20	5 21815	DAD-Vending Facilities	25,000	Higher than planned DVBI Vending Receipts
Housing & Comm Development	Housing & Community Affairs	7110010000	3/26/201	5 21819	ACCD-Mobile Home Park Laws	20,000	6254(c)
Buildings & Gen Serv-Gov'tal	BGS-Information Centers	1150400000	8/13/20	4 21822	ACCD\Tourism & Marketing Broch	225,000	Vendors pay BGS to store and display their business brochures at the State Information Centers. The amount charged is now part of the annu Fee bill request.

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Agency/Dept Name	Appropriation Name	Appropriation Deptid	Date Fund	Fund Name	Amount	Comments
Health	Public Health Appropriation	3420021000	4/22/2015 21829	HE-Third Party Reimbursement	3,000,000	VDH charges each health insurer a surcharge for the costs of the immunization program.
Health	Administration	3420010000	4/22/2015 21836	HE-AIDS Medication Rebates	100.000	Annual receipts from Ryan White funding exceeds related funding obligations.
Health	Public Health Appropriation	3420021000	4/22/2015 21836	HE-AIDS Medication Rebates	400,000	Annual receipts from Ryan White funding exceeds related funding obligations.
Corrections	Correc-Correctional Services	3480004000	6/9/2015 21843	CORR-Supervision Fees	100,000	Collection of supervision fees has exceeded FY15 spending authority
Human Resources-Gov'tal	PERSONNEL OPERATIONS	1120010000	5/14/2015 21844	PERS-Recruitment Services	35,000	Additional funding needed to cover more spend on ads statewide for recruitment services.
Public Safety	DPS-Criminal Justice Services	2140020000	4/15/2015 21857	PS-VIBRS	640,000	CF revenue from communication and VIBRS chargeback fees
Libraries	Department of Libraries	1130030000	4/22/2015 21870	Misc Special Revenue	35,000	Recorded Books offers the product OneClick Digital to Libraries. Libraries contracts with libraries around the State using a fee structure. Parlicipating libraries pay 100% of the cost.
Libranes	Department of Libraries	1130030000	9/3/2014 21870	Misc Special Revenue	77,000	Funds from Vermont Telecommunications Authority for the purpose of bringing fiber connectivity to 43 Public Libraries and some 200 other community anchor institutions.
Buildings & Gen Serv-Gov'tal	BGS-Information Centers	1150400000	8/27/2014 21870	Misc Special Revenue	85,000	Funds to be used to pay the transit company(s) for commuter bus service being used by Capitol Complex Employees.
Public Safety	DPS-State Police	2140010000	5/13/2015 21870	Misc Special Revenue	3,370	Carryforward revenue from explosive licensing fees
Human Rights Commission	Human Rights Commission	2280001000	6/1/2015 21870	Misc Special Revenue	2,890	Funds to be used to pay training related expenditures
Liquor Control	DLC - Enforcement & Licensing	2300002000	10/21/2014 21870	Misc Special Revenue	142,794	Online classroom revenue deposited in FY13 and FY14 not yet requested for spending
Liquor Control	DLC - Administration	2300003000	10/16/2014 21870	Misc Special Revenue	(5,000)	To change fund per 10/16/14 amail from H. Campbell. Additional funding for Liquor Symposium from three more sources.
Liquar Control	DLC - Administration	2300003000	10/16/2014 21870	Misc Special Revenue	(4,000)	for Liquor Symposium from three more sources
Liquor Control	DLC - Administration	2300003000	10/16/2014 21870	Misc Special Revenue	(1.000)	To change fund per 10/16/14 email from H. Campbell. Additional funding for Liquor Symposium from three more sources.
Liquor Control	DLC - Administration	2300003000	9/11/2014 21870	Misc Special Revenue	5,000	Additional funding for Liquor Symposium from three more sources
Liquor Control	DLC - Administration	2300003000	and the second se	Misc Special Revenue	No. of Concession, Name of Concession, Name of Street, Name of Str	Additional funding for Liquor Symposium from three more sources.
Liquor Control	DLC - Administration	2300003000	9/11/2014 21870	Misc Special Revenue	1,000	Additional funding for Liquor Symposium from three more sources
Human Services Agency	Secretary's Office Admin Costs	3400001000	5/8/2015 21870	Misc Special Revenue	150,000	:Carryforward of special funds cash balance from SFY14 for the VISTA program. Also, increase in VISTA program cost-share deposits for SFY15.
Human Services Agency	Develop Disabilities Council	3400009000	5/5/2015 21870	Misc Special Revenue	2,000	This specially-funded donation will help defray expenses for the Vermoni Leadership Series trainings taking place during FY15
Libraries	Department of Libraries	1130030000	8/11/2014 21883	Gates Foundation Grants		VT Fiber Connect Project
Treasurer's Office	Bond Refunding Cost	1260126000		Treas-Refunding Bond Issue		Sale of 2014 Series C Refunding Bonds
Agriculture, Food&Mrkts Agency	Ag Development Division	2200030000	10/14/2014 21889	Risk Manage Ag Producers	13,616	VCF grant funds from VT Community Foundation and Water Wheel Fun
Agriculture, Food&Mrkts Agency	Ag Development Division	2200030000	12/12/2014 21889	Risk Manage Ag Producers	26,360	JFO #2665, dated 2/4/14 - Grant from VT Community Foundation for the Farm to School Program.
State's Attomeys and Sheriffs	State's Attorneys	2130100000	5/1/2015 21891	State's Att & Sheriff-Misc	48,413	Funds are available to cover a PY Advocate Position
Children and Families	DCFS - Reach Up	3440080000		PATH-Misc Fund	200,000	Project receipt increase of \$200,000 for RU clients receiving EITC benefits and \$90,000 Food Stamp Fraud Recoveries.
Financial Regulation	Securities Division	2210031000	8/22/2014 21906	Financial Services Education	50,000	Per 9 VSA 5601(d) and (e). Donations from financial services entities.
Libraries	Department of Libraries	1130030000	2/10/2015 21908	Misc Grants Fund	7,500	Funds to facilitate the deployment of website for up to 15 public libraries in VT using customized WordPress Library Template

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Agency/Dept Name	Appropriation Name	Appropriation Deplid	Date Fund Name	Amount	Comments
Libraries	Department of Libraries	1130030000	4/22/2015 21908 Misc Grants Fund	934	Grant from the National Library of Medicine New England for the purpose of creating a website with medical and health information.
Health	Administration	3420010000	4/22/2015 21912 Evidence-Based Educ & Advert	is 92,590	Annual receipts for special fund 21912 are greater than appropriations from the fund.
Health	Public Health Appropriation	3420021000	4/22/2015 21912 Evidence-Based Educ & Advert	is 59,650	Annual receipts for special fund 21912 are greater than appropriations from the fund.
Crime Victims' Services Center	Victims Compensation	2160010000	5/19/2015 21915 Crime Victims Restitution Fund	300,000	Restitution payment projections for FY15 were under-estimated
abor	VT Department of Labor	4100500000	6/9/2015 21915 Crime Victims Restitution Fund	10,000	Benefits paid out to victims exceed this year's appropriation
Economic Development	Economic Development	7120010000	11/24/2014 21919 EB-5 Special Fund	100,000	Legal review of EB5 documents using a contract in the State Treasurer Office.
Military	MIL Vet Affairs Office	2150050000	9/15/2014 21924 Vermont Veterans Fund	47,534	Funds available from the direct donation by vermont taxpayers through their state tax forms.
Military	MIL Vet Affairs Office	2150050000	4/15/2015 21924 Vermont Veterans Fund	8,150	Generated through donations as part of state income tax filings.
Military	MIL Vet Affairs Office	2150050000	1/29/2015 21924 Vermont Veterans Fund	1,000	그렇게 한 것 같은 것
Secretary of State's Office	Secretary of State	2230010000	6/22/2015 21928 Secretary of State Services	75,000	Special Services Fund is fee based, not general fund. Our end of FY sweep to GF is on target to exceed estimates.
Secretary of State's Office	Secretary of State	2230010000	5/29/2015 21928 Secretary of State Services	149,926	Special Services Fund is fee based, not general fund. Our end of FY sweep to GF is on target to meet and possibly exceed estimates.
Secretary of State's Office	Secretary of State	2230010000	5/29/2015 21928 Secretary of State Services	180,012	Special Services Fund is fee based, not general fund. Our end of FY sweep to GF is on target to meet and possibly exceed estimates.
Military	MIL Vet Affairs Office	2150050000	12/12/2014 21975 Armed Services Scholarship Fr	d 31,104	Enacted as part of the SFY2014 Legislative bill E.219(b) to be made available for the Armed Services Scholarship Fund.
Military	MIL Vet Affairs Office	2150050000	4/15/2015 21975 Armed Services Scholarship Fr	d 503	Appropriated from Legislature
Agriculture, Food&Mrkts Agency	Large Animal Vet Loan Forgive	2200891301	1/29/2015 21992 Next Generation Initiative Fnd	387	Remaining one-time appropriations
Agriculture, Food&Mrkts Agency	Loan Forgiveness Program FY14	2200891401	1/29/2015 21992 Next Generation Initiative Fnd	30,000	Remaining one-time appropriations
Economic Development	STEM Incentive 14	7120891402	8/7/2014 21992 Next Generation Initiative Fnd	98,100	Carry Forward from FY2014
Environmental Conservation	Water Pollution Grants	6140990601	4/15/2015 31500 Natural Resources Proj Fund	16,519	Planning Grant Advances repayment Acts of 2012, No 040, Sec 7 (b) (4-5) granted 25k to Gilman Housing
Bulldings & Gen Serv-Capital	Building Communities Grants	1204000072	5/19/2015 31600 Comm & Commity Dev Proj Fu	nd 25,000	Trust, dba RuralEdge Services. Check was returned and project forfeite Funds available for future grants.
liquor Control	DLC - Enforcement & Licensing	2300002000	6/18/2015 50300 Liquor Control Fund	125,000	Deposits from 10 days June sales will not be completed until after July Funds are received through the sale of donated federal surplus propert
Buildings & Gen Serv-Prop	BGS-Federal Surplus Property	1160200000	6/1/2015 50700 Federal Surplus Property Fund	7,500	to the State, it is anticipated that sales will cover the expenditures for the fiscal year.
	· ···· · · · · · · · · · · · · · · · ·		n nan na anna an anna anna anna anna a		The All Other Insurance program purchases commercial policies for
Administration Agency	SOA - All Other insurance	1100120000	5/28/2015 56300 Risk Management - All Other	5,000	departments and agencies and bills the recipient a 5% processing fee.
	а 1971 — Марикана Сарана 1971 — Прила Парана (пр. 1971) 1971 — Прила Парана (пр. 1971)	:			These fees are used to offset staff salaries and benefits. Funds are the unexpended balance in the equipment replacement
Transportation Agency-Prop	Central Garage	8110000200	7/31/2014 57100 Highway Garage Fund	558,427	7 account at the end of FY14. Funds to be used for equip purchases per Title 19.Sec. 13(c).
Buildings & Gen Serv-Prop	BGS-Fleet Management	1160150000	4/22/2015 58200 Fleet Management	50,000	Departments are hilled for the populate of the Elect that are used in
Finance & Management-FMS	Finance & Mgmnt - FinOps	1115001000	6/30/2015 59300 Financial Management Fund	(180.000)) reverse double entry of excess receipt request ER00000909, 6/10/201
Finance & Management-FMS	Finance & Mgmnt - FinOps	1115001000	6/10/2015 59300 Financial Management Fund	180,000	Receipte come from billing for services to customer on an appual basis
Finance & Management-FMS	Finance & Mgmnt - FinOps	1115001000	6/9/2015 59300 Financial Management Fund	180,000	Dessints come from billing for populate to quotemore on and populat

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gency/Dept Name	Appropriation Name	Appropriation Deptid	Date Fund	Fund Name	Am	Sunt	Comments
luman Resources-Gov'tal	PERSONNEL OPERATIONS	1120010000	6/12/2015 59600	Human Resource Services	1	225.000	To cover cost of the DHR Workforce Development Iniative begun in January 2015
Retirement	Municpal DBP-Health Savings	1265030000	6/16/2015 60400	Vt Muni Employees' Retirement		100,000	Earnings from RetIrement Investments
Retirement	Munkpal DBP-Health Savings	1265030000	6/12/2015 60400	Vt Muni Employees' Retirement	1	50,000	Earnings from retirement investments
Subtotal Special Fund Excess Re	ceipts				<u>í</u>	33,378,048	
TOTAL:					1	51,058,502	

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State of Vermont Agency of Administration Office of the Secretary Pavilion Office Building 109 State Street Montpelier, VT 056209-0201 www.aoa.vcrmont.gov

[phone] 802-828-3322 [fax] 802-828-3320 Justin Johnson, Secretary



To:Members of the Joint Fiscal CommitteeFrom:Justin Johnson, Secretary of AdministrationDate:August 31, 2015

Subject: Report of payments required by Section E.100.1 of ActiNo. 179 of 2014 Legislative Session

Attached is the report required in Sec. E.100.1 of Act No. 179 of 2014 which states:

Sec. E.100.1 FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) AND STATE MATCH PAYMENTS FOR TROPICAL STORM IRENE AND SPRING 2011 FLOODING

- (a) The Secretary of Administration shall report to the Joint Fiscal Committee at its September 2014 and September 2015 meetings on cumulative expenditures in the prior fiscal year in the Public Assistance Program (810005500) of Federal Emergency Management Agency (FEMA) funds and associated emergency relief and assistance funds match for the damages due to Tropical Storm Irene and Spring 2011 flooding, including to the extent possible, details about the expended funds by State agency or municipality. The report shall also include, if applicable, information on any audit findings that may result in financial impacts to the State.
- (b) Reports shall be posted on the Legislative and Administration websites after submission.
- (c) 2012 Acts and Resolves No. 75, Sec. 77a(b) (quarterly reports on payments from the emergency relief and assistance fund) is repealed.

No audit findings have been discovered resulting in financial impacts to the State.

Please find attached the cumulative expenditures in the Public Assistance Program and associated emergency relief and assistance funds match for the damages due to Tropical Storm Irene and spring 2011 flooding. The report identifies expended funds by State agency and municipality.

cc:

Sue Minter, Secretary Agency of Transportation Neil Schickner, Joint Fiscal Office Lenny Leblanc, Chief Financial Officer Agency of Transportation. Aimee Pope, Budget Analyst – Finance and Management

Act 179 of 2014 Session, Section E.100.1

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Vendor Name	FEMA PA	ERAF	⊺otal
ADDISON TOWN TREASURER	16,146.41	897.02	17,043.43
AGENCY OF COMMERCE &	18,286.27	0.00	18,286.27
ALBANY TOWN TREASURER	608,383.13	52,3 98.67	660,781.80
ALBURGH TOWN TREASURER	92,359.981	15,393.33	107,753.31
ANDOVER TOWN TREASURER	266,527.19	14,807.06	281,334.25
ARLINGTON TOWN TREASURER	179,805.99	9,989.21	189,795.20
ATHENS TOWN TREASURER	131,297.82	7,294.33	138,592.15
BALTIMORE TOWN TREASURER	15,335.02	851.95	16,186.97
BARNARD TOWN TREASURER	1,239,976.93	54,698.03	1,294,674.96
BARNET TOWN TREASURER	799,997.21	176,978.55	976,975.76
BARRE CITY TREASURER	1,662,657.97	47,067.14	1,709,725.11
BARRE HISTORICAL SOCIETY	74,586.17	0.00	74,586.17
BARRE HOUSING AUTHORITY	6,809.85	0.00	6,809.85
BARRE TOWN TREASURER	279,714.92	48,398.65	328,113.57
BARTON TOWN TREASURER	25,693.16	4,228.63	29,921.79
BARTON VILLAGE TREASURER	16,015.24	889.75	16,904.99
BEECHER FALLS FIRE DEPARTMENT	6,599.60	0.00	6,599.60
BELLOWS FALLS VILLAGE TREASURER	7,293.60	405.20	7,698.80
BELVIDERE TOWN TREASURER	5,294.42	1,058.88	6,353.30
BENNINGTON TOWN TREASURER	3,932,343.11	97,937.37	
BENSON TOWN TREASURER			4,030,280.48
	145,415.92	8,078.67	153,494.59
BERLIN TOWN TREASURER	1,023,850.75	140,099.08	1,163,949.83
BETHEL TOWN SCHOOL DISTRICT	87,347.41	0.00	87,347.41
BETHEL TOWN TREASURER	5,273,872.78	205,522.78	5,479,395.56
BOLTON TOWN TREASURER	142,996.46	7,946.32	150,942.78
BRADFORD ID SCHOOL DISTRICT	3,420.00	0.00	3,420.00
BRAINTREE TOWN TREASURER	1,789,660.50	69, 839.37	1,859,499.87
BRANDON FIRE DIST # 1	53,977.21	0.00	53,977.21
BRANDON TOWN TREASURER	196,436.39	4,906.79	201,343.18
BRATTLEBORO HOUSING AUTHORITY	469,480.97	0.00	469,480.97
BRATTLEBORO TOWN TREASURER	1,341,610.1 6	41,414.30	1,383,024.46
BRIDGEWATER TOWN TREASURER	1,839,080.11	141,306.56	1,980,386.67
BRIDGEWATER VOLUNTEER FIRE DEPARTMENT	11,496.86	0.00	11,496.86
BRIDPORT TOWN TREASURER	487,359.88	2 7,075.55	514,435.43
BRIGHTON TOWN TREASURER	45,378.73	5,052.90	50,431.63
BRISTOL TOWN TREASURER	39,908.65	2,217.15	42,125.80
BROOKFIELD TOWN TREASURER	62,556.43	3,475.36	66,031.79
BROOKLINE TOWN TREASURER	38,592.80	2,144.06	40,736.86
BROWNINGTON TOWN TREASURER	977,284.29	111,680.16	1,088,964.45
BUILDINGS & GENERAL SERVICES-FEE FOR	1,681,441.87	0.00	1, 681,441.87
BUILDINGS & GENERAL SERVICES-FLEET MGT	5,615.79	0.00	5,615.79
BUILDINGS & GENERAL SVCS-PURCHASING CARD	1,220.51	0.00	1,220.51
BURLINGTON CITY TREASURER	589,804.08	22,455.27	612,259.35
CABOT TOWN TREASURER	342,375.97	66,009.54	408,385.51
CAMBRIDGE FIRE COMPANY INC	5,960.30	0.00	5,960.30
CAMBRIDGE RESCUE SQUAD	2,084.42	0.00	2,084.42
CAMBRIDGE TOWN TREASURER	47,454.93	6,248.11	53,703.04
CANAAN TOWN TREASURER	39,691.13	0.00	39,691.13
CANAAN, TOWN OF	0.00	7,938.23	7,938.23
And a second sec	115,261.89	6,403.44	121,665.33
CASTLETON TOWN TREASURER			

Vendor Name	FEMA PA	ERAF	Total
CAVENDISH FIRE DISTRICT #2	2,835.34	0.00	2 835.34
CAVENDISH TOWN TREASURER	3,242,020.64	181,737.22	3, 423,757.86
CHAMPION FIRE COMPANY #5	11,163.79	0.00	11,163.79
CHARLESTON TOWN TREASURER	328,938.84	38,214.40	367,153.24
CHELSEA TOWN TREASURER	5,886.15	327.02	6,213.17
CHESTER TOWN TREASURER	1,663,690.75	54 ,587.36	1,718,278.11
CHESTER-ANDOVER ELEM U S D #29	9,083.21	0.00	9,083.21
CHITTENDEN COUNTY TRANSPORTATION AUTH	410,042.44	35,560.26	445,602.70
CHITTENDEN TOWN TREASURER	170,800.35	9,488.91	180,289.26
CHITTENDEN VOLUNTEER FIRE DEPARTMENT	1,979.79	0.00	1,979.79
CLARENDON TOWN TREASURER	3,136.68	174.26	3,310.94
COLCHESTER TOWN TREASURER	858,905.01	124,283.67	983,188.68
COLD BROOK FIRE DISTRICT # 1	9,365.81	0.00	9,365.81
CONCORD TOWN TREASURER	612,937.84	168,165.82	781,103.66
CORINTH TOWN TREASURER	53,455.94	2,969.76	56,425.70
COVENTRY TOWN TREASURER	45,128.80	6,459.26	51,588.06
CRAFTSBURY TOWN TREASURER	38,977.67	4,361.88	43,339.55
DANBY TOWN TREASURER	122,697.59	6,816.53	129,514.12
DANBY-MT TABOR FIRE COMPANY	20,972.13	0.00	20,972.13
DANBY-MT TABOR FIRE DISTRICT #1	4,790.75	0.00	4,790.75
DANVILLE TOWN TREASURER	645,587.40	120,336.95	765,924.35
DEPARTMENT OF PUBLIC SAFETY	1,259,808.47	0.00	1,259,808.47
DEPT OF AGING AND DISABILITIES	495.00	0.00	495.00
DEPT OF CHILD & FAMILIES	6,484.50	0.00	6,484.50
DERBY TOWN TREASURER	41,415.11	6,902.51	48,317.62
DORSET TOWN TREASURER	13,240.75	735.60	13,976.35
DOVER TOWN SCHOOL DISTRICT	3,973.99	0.00.	3,973.99
DOVER TOWN TREASURER	452,907.60	2 5,161.57	478,069.17
DUMMERSTON TOWN TREASURER	52,266.11	2,903.67	55,169.78
DUXBURY TOWN TREASURER	1,440,669.87	2 91,950.95	1,732,620.82
EAST HAVEN TOWN TREASURER	312,584.28	97,165.14	409,749.42
EAST MONTPELIER TOWN TREASURER	224,984.49	40,355.20	265,339.69
EDEN TOWN TREASURER	66,292.80	11,048.81	77,341.61
ELMORE TOWN TREASURER	46,317.87	2,573.21	48,891.08
ENOSBURG TOWN TREASURER	33,275.39	3,261.76	36,537.15
ESSEX TOWN TREASURER	70,669.14	14,133.83	84,802.97
FAIR HAVEN TOWN TREASURER	1,857.41	103.19	1,960.60
FAIRFIELD TOWN TREASURER	361,707.92	72,341.60	434,049.52
FAYSTON TOWN TREASURER	39,240.08	6,220.97	45,461.05
FERRISBURGH TOWN TREASURER	89,546.29	17,909.25	107,455.54,
FISH & WILDLIFE, DEPARTMENT OF	920,225.49[0.00	920,225.49
FLETCHER TOWN TREASURER	238,312.29	3 9,718.72	278,031.01
GEORGIA TOWN TREASURER	35,896.54	7,179.31	43,075.85
GLOVER TOWN TREASURER	70,191.37	14,038.27	84,229.64
GOOD SAMARITAN HAVEN	2,682.51	0.00	2,682.51
GOSHEN TOWN TREASURER	56,080.78	5,651.85	61,732.63
GRAFTON TOWN TREASURER	2,982,919.85	283,930.29	3,266,850.14
GRANBY TOWN TREASURER	81,612.17	21,347.16;	102,959.33
GRAND ISLE TOWN TREASURER	105,237.94	17,539.66	122,777.60
GRANVILLE TOWN TREASURER	994,810.49	30,228.83	1,025,039.32
GRANVILLE VOLUNTEER FIRE DEPT. INC	3,336.76	0.0 0 ,	3,336.76

Act 179 of 2014 Session, Section E.100.1

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	FEMA PA	ERAF	Total
GREENSBORO TOWN TREASURER	46,965.41	4,317.05	51,282.46
GROTON TOWN TREASURER	613,269.46	53,313.70	666,583.16
GUILDHALL TOWN TREASURER	39,267.00	7,853.40	47,120.40
GUILFORD TOWN TREASURER	512,457.30	816.60	513,273.90
HALIFAX TOWN TREASURER	3,956,374.01	401,961.22	4,358,335.23
HANCOCK TOWN TREASURER	1,427,448.43	69,064.96	1,496,513.39
HARDWICK ELECTRIC DEPT	14,421.21	0.00	14,421.2 1
HARDWICK TOWN TREASURER	9,051.30	502.85	9,554.15
HARTFORD TOWN TREASURER	1,636,519.31	84,352.66	1,720,871.97
HARTLAND TOWN TREASURER	127,459.881	2,782.99	130,242.87
HEALTH CENTER	24,453.45	0.00	24,453.45
HIGHGATE TOWN TREASURER	23,620.98	3,936.83	27,557.81
HOLLAND TOWN TREASURER	105,184.65	10,412.84	115,597.49
HOUSING FOUNDATION INC	125,054.37	0.00	125,054.37
HUBBARDTON TOWN TREASURER	90,023.58	2 ,743.70	92,767.28
HUNTINGTON TOWN TREASURER	285,453.72	31,270.58	316,724.30
HYDE PARK TOWN TREASURER	82,711.07	1 6,542.21	99,253.28
INFORMATION & INNOVATION-CIT-TELECOMM	638.78	0.00	638.78
IRA TOWN TREASURER	4 9,84 0.5 4	2,768.92	52,609.46
IRASBURG TOWN TREASURER	69,639.66	4,578.67	74,218.33
ISLE LAMOTTE TOWN TREASURER	257,616.18	52,365.96	309,982.14
JACKSONVILLE VILLAGE ELECTRIC CO	29,904.22	0.00	29,904.22
JAMAICA TOWN TREASURER	· 3 ,104,306.07	68,642.22	3, 172,948.29
JAY TOWN TREASURER	106,264.50	9,775.25	116,039.75
JERICHO FIRE DISTRICT #1	10,284.28	0.00	10,284.28
JERICHO TOWN TREASURER	90,785.64	18,157.13	108,942.77
JOHNSON TOWN TREASURER	75,457.68	14,156.73	89,614.41
JOHNSON VILLAGE TREASURER	13,150.82	730.60	13,881.42
KILLINGTON TOWN TREASURER	1,776,775.2 3	75,137.81	1,851,913.04
KIRBY TOWN TREASURER	359,227.88	10 1,009.77	460,237.65
LAKE CHAMPLAIN MARITIME MUSEUM	2,100.00	0.00	2,100.00
LANDGROVE TOWN TREASURER	4,093.20	227.41	4,320.61
LANDMARK COLLEGE	240,460.77	0.00	240,460.77
LEICESTER TOWN TREASURER	5,435.13	301.95	5,737.08
LINCOLN TOWN TREASURER	164,124.06	9,118.01	173,242.07
LONDONDERRY TOWN TREASURER	194,942.11	10,830.12	205,772.23
LOWELL TOWN TREASURER	49,001.06	2,025.07	51,026.13
LUDLOW TOWN TREASURER	1,951,207.38	108,400.45	2,059,607.83
LUDLOW VILLAGE TREASURER	213,110.43	11,839.48	224,949.91
LUNENBURG FIRE DISTRICT #1	5,273.22	0.00	5,273.22
LUNENBURG TOWN TREASURER	601,259.27	133,012.62	734,271.89
LYNDON TOWN TREASURER	96,748.04	14,443.86	111,191.90
MAD RIVER SOLID WASTE ALLIANCE	25,983.00	0.00	25,983.00
MAIDSTONE TOWN TREASURER	52,170.44	8,695.08	60,865.52
MANCHESTER TOWN TREASURER	179,158.13	9,953.23	189,111.36
MARLBORO TOWN TREASURER	886,989.95	51,426.10	938,416.05
MARSHFIELD TOWN TREASURER	447,746.64	96,477.48	544,224.12
MENDON TOWN TREASURER	1,297,019.83	21,876.49	1,318,896.32
MENTAL HEALTH, DEPARTMENT OF	12,571.96	0.00	12,571.96
MIDDLEBURY TOWN TREASURER	64,822.69	3,601.27	68,423.96
MIDDLESEX TOWN TREASURER	72,297.53	8,868.26	81,165.79

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MIDDLETOWN SPRINGS TOWN TREASURER 68,970.36 3,831.66 72,602.07 MILTARY DEPARTMENT 164,309.22 0.00 164,309.22 MILTON TOWN TREASURER 63,115.57 5,915.12 69,030.69 MONTGOMENT TOWN TREASURER 41,834.33 6,977.36 48,006.71 MONTPELIER CITY SCHOOL DIST 89,444.94 16,325.07 140,577.00 MONTPELIER CITY SCHOOL DISTRICT 900.00 0.00 900.00 MORETOWN TOWN SCHOOL DISTRICT 900.00 0.00 900.00 MORETOWN TOWN TREASURER 1913,679.12 61,602.67 1,975,481.90 MORAN TOWN TREASURER 197,818.40 30,977.66 228,755.80 MOUNT HOLLY TOWN TREASURER 197,818.40 30,977.66 228,755.80 MOUNT TABOR TOWN TREASURER 198,824 0.00 980.000 NT TABOR-DANBY HISTORICAL SOCIETY 49,862.88 0.00 980.00 NATURAL RESOURCES AGENCY 980.00 0.00 980.00 NEWBURY TOWN TREASURER 28,4476.68 24,448.42 228.92.677.16 NORTH HERO TOWN TREASURER 28,4476.66<	Vendor Name	FEMA PA	ERAF	Total
MILTON TOWN TREASURER 63,115,57 5,915,12 65,003,68 MONKTON TOWN TREASURER 41,834,33 6,972,38 48,806,71 MONTGOMERY TOWN TREASURER 68,840,44 3,824,48 72,664,92 MONTPELIER CITY SCHOOL DIST 88,444,94 16,325,07 195,770,01 MORTPELIER CITY TREASURER 28,404,24 55,641,07 340,645,31 MORETOWN TOWN SCHOOL DISTRICT 900,00 0,000 900,00 MORAN TOWN TREASURER 1913,673,12 61,802,87 1,975,481,99 MORRISTOWN TOWN TREASURER 197,818,40 30,977,85 228,775,98 MOUNT HOLLY TOWN TREASURER 75,884,44 421,68 801002 MT TABOR-DANBY HISTORICAL SOCIETY 49,862,88 0.00 49,862,88 NATURAL RESOURCES AGENCY 980,00 0.00 990,00 NEWBURY TOWN TREASURER 2,841,176,59 44,421,85,272,263 51,912,26 NEWBURY TOWN TREASURER 2,844,87 2,322,42 2,30,661,63 NEWPORT TOWN TREASURER 2,940,91 1,376,05 26,122,96 NORTH FENNINGTON VILLAGE TREASURER 2,844,967 <td>MIDDLETOWN SPRINGS TOWN TREASURER</td> <td>68,970.38</td> <td>3,831.69</td> <td>72,802.07</td>	MIDDLETOWN SPRINGS TOWN TREASURER	68,970.38	3,831.69	72,802.07
MONTON TOWN TREASURER 41,834.33 6,972.38 48,806.71 MONTGOMERY TOWN TREASURER 68,840.44 3,824.48 72,664.92 MONTPELIER CITY SCHOOL DIST 88,444.94 16,325.07 106,770.01 MORTFOWN TOWN SCHOOL DIST 284,904.24 55,641.07 340,545.31 MORETOWN TOWN SCHOOL DISTRICT 900.00 0.00 900.00 MORETOWN TOWN TREASURER 1,913,679.12 61,802.67 1,975,481.99 MORRIGOWN TOWN TREASURER 19,814.01 30,977.56 222,755.96 MOUNT HOLLY TOWN TREASURER 7,588.44 421.58 8,010.02 MUNT TABOR TOWN TREASURER 7,588.44 421.58 8,010.02 NUT TABOR TOWN TREASURER 7,988.44 421.58 8,010.02 NUEW ENGLAD KURN HATTIN HOMES 14,183.75 0.00 14,183.75 NEWE MOLAD KURN HATTIN HOMES 14,183.75 0.00 14,183.75 NORTH HEN TOWN TREASURER 2,844.87 2,222.22 2,277.16 NORTH HEN TOWN TREASURER 2,844.87 1,378.06 2,182.96 NORTH HEN TOWN TREASURER 2,849.11<	MILITARY DEPARTMENT	164,309.22	0.00	164,309.22
MONTGOMERY TOWN TREASURER 68,840.44 3,824.86 72,844.97 MONTPELIER CITY SCHOOL DIST 89,444.94 16,325.07 105,770.01 MORTETOWN TOWN SCHOOL DISTRICT 900.00 0.00 900.00 MORETOWN TOWN SCHOOL DISTRICT 900.00 0.00 900.00 MORETOWN TOWN TREASURER 191,3679.12 61,802.871 197,5481.99 MORRISTOWN TOWN TREASURER 197,818.40 30,977.65 228,795.96 MOUNT HOLLY TOWN TREASURER 7,588.44 421.75 64,822 82,322.47 MOUNT HOLLY TOWN TREASURER 7,588.44 421.75 64,823.85 8010.02 MOUNT HOLLY TOWN TREASURER 7,588.44 421.75 86,91.02 990.00 900.00 900.00 900.00 900.00 900.00 14,163.75 16,13.75 16,13.75 16,13.75 16,13.75 16,13.75 16,13.75 16,01 14,163.75 16,00 14,163.75 16,00 14,163.75 16,00 14,163.75 16,00 14,163.75 16,00 14,163.75 16,00 18,93.11 10,71.85 18,91.99	MILTON TOWN TREASURER	63,115.57	5,915.12	69,030.69
MONTPELIER CITY SCHOOL DIST 89,444,94 16,32507 105,770,01 MONTPELIER CITY TREASURER 284,904,24 65,641,07 340,545,31 MORETOWN TOWN TREASURER 1,913,679,12 61,802,87 1,975,481,99 MORGAN TOWN TREASURER 210,457,65 41,864,82 225,232,47 MORRISTOWN TOWN TREASURER 197,818,40 30,977,56 228,795,96 MOUNT HOLLY TOWN TREASURER 75,884,44 421,58 8,610,02 MOUNT TABOR TOWN TREASURER 7,588,44 421,58 8,610,02 MOUNT TABOR TOWN TREASURER 7,588,44 421,58 8,610,02 NEW END CADABY HISTORICAL SOCIETY 49,862,88 0,00 990,00 NEW END TOWN TREASURER 2,864,176,69 46,464,94 2,306,61,63 NEW FANE TOWN TREASURER 2,864,176,69 46,464,94 2,306,61,63 NORTH HERO TOWN TREASURER 2,864,176,69 46,464,94 2,306,61,63 NORTH HERO TOWN TREASURER 6,84,494 1,375,05 26,82,96 NORTH HERO TOWN TREASURER 6,84,494 9,398,81 0,00 39,389,81 0,00	MONKTON TOWN TREASURER	41,834.33	6,972.38	48,806.71
MONTPELLER CITY TREASURER 284 904 24 55 641 07 340 545 31 MORETOWN TOWN SCHOOL DISTRICT 900.00 000 900.00 900.00 MORETOWN TOWN TREASURER 1,913,679.12 61,802.87 1,75,481.99 MORRISTOWN TOWN TREASURER 197,818.40 30,977.56 228,795.96 MOUNT HOLLY TOWN TREASURER 355,834.10 16,591.17 372,425.27 MOUNT TABOR TOWN TREASURER 7,588.44 421.58 8,010.02 MUT TABOR TOWN TREASURER 7,888.44 421.58 8,010.02 NUT TABOR TOWN TREASURER 49,862.88 0.001 49,862.88 NATURAL RESOURCES AGENCY 990.00 0.00 990.00 NEWBURY TOWN TREASURER 49,074.88 2,725.38 51.801.26 NEWBURY TOWN TREASURER 2,844,176.89 44,464.44 2,930,661.63 NEWPORT TOWN TREASURER 2,844,176.89 46,464.44 2,930,661.63 NORTH BENNINGTON VILLAGE TREASURER 2,840.491 1,376.05 26,182.96 NORTH HERO TOWN TREASURER 2,840.491 1,378.05 26,282.92 NORTHHENC OUN	MONTGOMERY TOWN TREASURER	68,840.44	3,824.48	72,664.92
INORETOWN TOWN SCHOOL DISTRICT 900.00 0.00 900.00 MORETOWN TOWN TREASURER 1.913.679.12 61.802.87 1.975.481.99 MORGAN TOWN TREASURER 210.457.65 41.864.82 228.735.96 MOUNT TOUN TREASURER 355.834.10 16.591.171 372.4252.71 MOUNT TABOR TOWN TREASURER 7.588.44 421.58 8.010.02 MATURAL RESOURCES AGENCY 990.00 0.00 990.00 NATURAL RESOURCES AGENCY 990.00 0.00 990.00 NEWENGLAND KURN HATTIN HOMES 14.163.75 0.00 14.163.75 NEWENGLAND KURN HATTIN HOMES 14.976.96 46.464.94 2.930.661.63 NEWFANE TOWN TREASURER 2.844.776.69 46.464.94 2.930.661.63 NORTH BENINGTON VILLAGE TREASURER 24.404.91 1.378.05 26.182.96 NORTH HERO TOWN TREASURER 67.027.13 11.171.18 76.196.93 NORTH HERO COUNT TERASURER 16.40.676.67 55.622.24 1.696.298.91 NORTH HERO TOWN TREASURER 1.914.00 318.60 2.229.60 NORTH HERO COUNT TERASURER	MONTPELIER CITY SCHOOL DIST	89,444.94	16,325.07	105,770.01
INORETOWN TOWN SCHOOL DISTRICT 900.00 0.00 900.00 MORETOWN TOWN TREASURER 1.913.679.12 61.802.87 1.975.481.99 MORGAN TOWN TREASURER 210.457.65 41.864.82 228.735.96 MOUNT TOUN TREASURER 355.834.10 16.591.171 372.4252.71 MOUNT TABOR TOWN TREASURER 7.588.44 421.58 8.010.02 MATURAL RESOURCES AGENCY 990.00 0.00 990.00 NATURAL RESOURCES AGENCY 990.00 0.00 990.00 NEWENGLAND KURN HATTIN HOMES 14.163.75 0.00 14.163.75 NEWENGLAND KURN HATTIN HOMES 14.976.96 46.464.94 2.930.661.63 NEWFANE TOWN TREASURER 2.844.776.69 46.464.94 2.930.661.63 NORTH BENINGTON VILLAGE TREASURER 24.404.91 1.378.05 26.182.96 NORTH HERO TOWN TREASURER 67.027.13 11.171.18 76.196.93 NORTH HERO COUNT TERASURER 16.40.676.67 55.622.24 1.696.298.91 NORTH HERO TOWN TREASURER 1.914.00 318.60 2.229.60 NORTH HERO COUNT TERASURER	MONTPELIER CITY TREASURER	284,904.24	55,641.07	340, 545.31
MORGAN TOWN TREASURER 210,457,65 41,864,82 222,322,47 MORRISTOWN TOWN TREASURER 197,818,40,30,977,56 228,795,96 228,795,96 MOUNT THOLLY TOWN TREASURER 355,834,10 16,591,17 372,425,27 MOUNT TABOR TOWN TREASURER 7,588,44 421,58 8,010,02 MT TABOR TOWN TREASURER 7,688,44 421,58 8,010,00 MOUNT TABOR TOWN TREASURER 49,862,88 0.00 49,862,88 NATURAL RESOURCES AGENCY 990,00 0.00 990,00 NEW ENGLAND KURN HATTIN HOMES 14,163,75 0.00 14,163,75 NEWENDRT TOWN TREASURER 2,844,176,69 46,464,94 2,930,661,63 NORTH BENNINGTON VILLAGE TREASURER 24,804,91 1,378,05 26,182,96 NORTH HERO TOWN TREASURER 61,202,43 81,10 81,131,752 NORTH TROY VILLAGE TREASURER 16,40,676,67 25,622,24 1,689,239,391 NORTHFIELD TOWN TREASURER 1,640,676,67 25,622,24 1,689,298,91 NORTHFIELD VILLAGE TREASURER 1,810,01 318,50 2,229,50 NORTHFIELD	MORETOWN TOWN SCHOOL DISTRICT	900.00	0.00	900.00
MORRISTOWN TOWN TREASURER 197,818,40 30,977,56 228,795,96 MOUNT HOLLY TOWN TREASURER 355,834,10 16,591,17 372,425,27 MOUNT TABOR TOWN TREASURER 7,588,44 421,55 8,010,02 MT TABOR TOWN TREASURER 7,588,44 421,55 8,010,02 MATURAL RESOURCES AGENCY 990,00 0,00 990,00 NEW ENGLAND KURN HATTIN HOMES 14,163,75 0,00 14,163,75 NEWEDRY TOWN TREASURER 2,864,176,69 46,484,94 2,930,661,63 NEWPANE TOWN TREASURER 2,844,176,69 46,484,94 2,930,661,63 NORTH HENNINGTON VILLAGE TREASURER 24,804,91 1,378,05 26,182,96 NORTH HENO TOWN TREASURER 67,027,13 11,171,18 76,198,31 NORTH HENO TOWN TREASURER 1,264,43 81,00 81,317,52 NORTHHELD TOWN TREASURER 1,264,67,67 55,622,44 1,698,91 NORTHHELD TOWN TREASURER 1,911,00 318,50 2,229,50 NORTHHELD TOWN TREASURER 1,911,00 316,56,7 1,60,99 NORTHHELD TOWN TREASURER	MORETOWN TOWN TREASURER	1 ,913,679.12	61,802.87	1,975,481.99
MOUNT HOLLY TOWN TREASURER 355,834.10 16,591.17 372,425.27 MOUNT TABOR TOWN TREASURER 7,588.44 421.58 8,010.02 MUT TABOR-DANBY HISTORICAL SOCIETY 49,862.88 0.001 49,862.88 NATURAL RESOURCES AGENCY 990.00 0.00 990.00 NEW ENGLAND KURN HATTIN HOMES 14,163.75 0.001 14,163.75 NEWBURY TOWN TREASURER 2,844,176.69 46,464.94 2,930,661.63 NEWDRY TOWN TREASURER 2,480.41 1,378.05 26,182.96 NORTH BENNINGTON VILLAGE TREASURER 67,027.13 11,171.18 78,198.31 NORTH HERO COUNT TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD TOWN TREASURER 1,910 318.50 2,229.50 NORTHFIELD TOWN TREASURER 1,910 318.50 2,229.50 NORTHFIELD TOWN TREASURER 1,917.00 318.50 2,229.50 NORTHFIELD VILLAGE TREASURER 1,917.00 318.50 2,229.50 NORTHFIELD TOWN TREASURER 1,917.00 318.50 2,229.50 NORTHFIELD VILLAGE TREASURER <td< td=""><td>MORGAN TOWN TREASURER</td><td>210,457.65</td><td>41,864.82</td><td>252,322.47</td></td<>	MORGAN TOWN TREASURER	210,457.65	41,864.82	252,322.47
MOUNT TABOR TOWN TREASURER 7,588.44 421.58 6,010.02 MT TABOR-DANBY HISTORICAL SOCIETY 49,862.88 0.00 49,862.88 MATURAL RESOURCES AGENCY 990.00 0.00 990.00 NEW ENGLAND KURN HATTIN HOMES 14,163.75 0.00 14,163.75 NEWFANE TOWN TREASURER 2,841,776.69 46,444 2,306,661.63 NEWFANE TOWN TREASURER 2,841,776.69 46,444 2,306,661.63 NORTH HER TOWN TREASURER 23,449.87 2,322.29 25,772.16 NORTH HERO TOWN TREASURER 67,027.13 11,171.18 78,198.31 NORTH HERO TOWN TREASURER 61,236.43 81.09 81,317.52 NORTHHERO TOWN TREASURER 16,40,676.67 55,622.24 1,696,298.91 NORTHFIELD TOWN TREASURER 1,911.00 318.50 2,229.50 NORTHFIELD VILLAGE TREASURER 1,911.00 318.50 2,229.69 NORTHFIELD VILLAGE TREASURER 1,911.00 318.50 2,229.60 NORTHFIELD TOWN TREASURER 1,640,676.67 0.00 3,055.67 ORANGE COUNT TREASURER 1,640,67	MORRISTOWN TOWN TREASURER	197,818.40	30,977.56	228,795.96
MT TABOR-DANBY HISTORICAL SOCIETY 49,862,88 0.00 49,862,88 NATURAL RESOURCES AGENCY 990,00 0.00 990,00 NEW ENGLAND KURN HATTIN HOMES 14,163,75 0.00 14,173,75 NEWBURY TOWN TREASURER 2,844,176,69 49,644,94 2,322,29 25,772,16 NEWPORT TOWN TREASURER 23,449,87 2,322,29 25,772,16 NORTH HERO TOWN TREASURER 24,804,91 1,378,05 26,182,96 NORTH HERO TOWN TREASURER 67,027,13 11,171,18 78,198,31 NORT HERO YULLAGE TREASURER 11,236,43 81,09 81,317,52 NORT HERO YULLAGE TREASURER 67,674 5,5622,24 1,696,298,91 NORT HEILD VILLAGE TREASURER 1,640,676,67 5,610,00 91,678,09 NORT HEILD VILLAGE TREASURER 1,640,676,67 5,010,00 91,678,09 NORT HEILD VILLAGE TREASURER 1,640,676,67 0,01,30,856,67 0.00 31,850 2,229,50 NORKICH TOWN TREASURER 1,911,00 318,50 2,229,50 0,30,656,67 0.00 3,055,67 0.00 3,056,67	MOUNT HOLLY TOWN TREASURER	355,834.10	16,591.17	372,425.27
NATURAL RESOURCES AGENCY 990.00 0.00 990.00 NEW ENGLAND KURN HATTIN HOMES 14,163.75 0.00 14,163.75 NEWBURY TOWN TREASURER 40,074.88 2,726.38 51,801.26 NEWFANE TOWN TREASURER 2,884,176.69 46,484.94 2,930,661.63 NEWFANE TOWN TREASURER 23,449.87 2,322.29 25,772.16 NORTH BENNINGTON VILLAGE TREASURER 67,027.13 11,171.18 78,198.31 NORTH HERO TOWN TREASURER 67,027.13 11,171.18 78,198.31 NORTH HERO TOWN TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD TOWN TREASURER 1,911.00 318.50 2,229.50 NORTHFIELD TOWN TREASURER 1,911.00 318.50 2,229.50 NORTHO TOWN TREASURER 626,251.96 28,044.96 654.296 92 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 3,406.62 ORANGE WINDSOR SUPERVISORY UNION 49,62.61.42 4,750.24 33,296.66 ORANGE WINDSOR SUPERVISORY U	MOUNT TABOR TOWN TREASURER	7,588.44	421.58	8,010.02
NEW ENGLAND KURN HATTIN HOMES 14,163.75 0.00 14,163.75 NEWBURY TOWN TREASURER 49,074.88 2,726.38 51,801.26 NEWFANE TOWN TREASURER 2,864,176.69 46,484.94 2,930,661.63 NEWPORT TOWN TREASURER 2,844,176.69 46,484.94 2,930,661.63 NORTH BENNINGTON VILLAGE TREASURER 24,404.97 2,322.29 25,772.16 NORTH HERO TOWN TREASURER 81,236.43 81.09 81,317.52 NORTH HERO TOWN TREASURER 11,171.18 78,198.31 NORTH HERO TOWN TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 1911.00 318.50 2,229.50 NORTON TOWN TREASURER 1911.00 318.50 2,229.50 NORTON TOWN TREASURER 1911.00 318.50 2,229.50 NORANGE TOWN TREASURER 19,417.52 626,251.96 28,044.96 654,296.92 ORANGE TOWN TREASURER 19,417.02 318.50 2,229.50 0,00 3,055.67 ORANGE TOWN TREASURER 14,4163.75 6,140.21 80,297.79 PANTON TREASURER </td <td>MT TABOR-DANBY HISTORICAL SOCIETY</td> <td>49,862.88</td> <td>0.00</td> <td>49,862.88</td>	MT TABOR-DANBY HISTORICAL SOCIETY	49,862.88	0.00	49,862.88
NEWBURY TOWN TREASURER 49,074.88 2,726.38 51,801.26 NEWPANE TOWN TREASURER 2,844,176.69 46,464.94 2,332.29 25,772.16 NORTH BENNINGTON VILLAGE TREASURER 24,404.97 2,322.29 25,772.16 NORTH BENNINGTON VILLAGE TREASURER 24,804.91 1,378.05 26,82.96 NORTH TERO TOWN TREASURER 81,236.43 81.09 81,317.52 NORTHFEN COUNTIES HEALTH CARE INC 39,389.81 0.00 39,389.81 NORTHFIELD TOWN TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 1911.00 318.50 2,229.50 NORTHFIELD VILLAGE TREASURER 1911.00 318.50 2,229.50 NORWICH TOWN TREASURER 1910.00 316.50 2,229.50 NORWICH TOWN TREASURER 194.52 1,1370.70 5,454.26 ORANGE TOWN TREASURER	NATURAL RESOURCES AGENCY	990.00	0.00	990.00
NEWFANE TOWN TREASURER 2,884,176.69 46,484.94 2,930,661.63 NEWPORT TOWN TREASURER 23,449.87 2,322.29 25,772.16 NORTH BENNINGTON VILLAGE TREASURER 24,804.91 1,378.05 26,182.96 NORTH HERO TOWN TREASURER 67,027.13 11,171.18 78,198.31 NORTH HERO TOWN TREASURER 81,236.43 81.09 81,317.52 NORTHHERN COUNT TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD TOWN TREASURER 1640,676.67 55,622.94 1,696,298.91 NORTHFIELD TOWN TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 626,251.96 28,044.96 654,296.92 ORANGE COUNT Y SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,546.28 ORANGE TOWN TREASURER 28,501.42 4,750.24 33,251.66 ORANGE TOWN TREASURER 294,923.43 16,334.64 311.308.07 PANTON TOWN TREASURER 28,407.175 88,492.84 514.964.59 ORANGEL TOWN TREASURER	NEW ENGLAND KURN HATTIN HOMES	14,163.75	0.00	14,163.75
NEWPORT TOWN TREASURER 23,449.87 2,322.29 25,772.16 NORTH BENNINGTON VILLAGE TREASURER 24,804.91 1,378.05 26,182.96 NORTH HERO TOWN TREASURER 67,027.13 11,171.18 78,198.31 NORTH TROY VILLAGE TREASURER 81,236.43 81.09 81,317.52 NORTH FIELD TOWN TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTH TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTON TWEASURER 1911.00 318.50 2,229.50 NORWICH TOWN TREASURER 1911.00 318.50 2,229.50 NORWICH TOWN TREASURER 19,055.67 0.00 3,055.67 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOUN TREASURER 294,923.	NEWBURY TOWN TREASURER	49,074.88	2,726.38	51, 801. 26
NORTH BENNINGTON VILLAGE TREASURER 24,804.91 1,378.05 26,182.96 NORTH HERO TOWN TREASURER 67,027.13 11,171.18 78,198.31 NORTH TROY VILLAGE TREASURER 81,236.43 81.09 81,317.52 NORTHFERN COUNTIES HEALTH CARE INC 39,389.81 0.00 39,389.81 NORTHFIELD TOWN TREASURER 1,640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 62,621.96 28,044.96 654,296.92 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 29,4923.43 16,384.64 311,308.07 PAWLET TOWN TREASURER 29,4923.43 16,384.64 311,308.07 PAWLET VOUN TREASURER 24,691.415 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 1,459.52 PEACHAM TOWN TRE	NEWFANE TOWN TREASURER	2,884,176.69	46,484.94	2,930,661.63
NORTH HERO TOWN TREASURER 67,027.13 11,171.18 78,198.31 NORTH TROY VILLAGE TREASURER 81,236.43 81.09 81,317.52. NORTHFIELD TOWN TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD TOWN TREASURER 1640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 85,767.49 5,910.60 91,678.09 NORTON TOWN TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 626,251.96 28,044.96 654,296.92 ORANGE COUNTY SHERIFY'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,646.28 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET TOWN TREASURER 2459.52 0.00 2,459.52 PEOPLES HEALTH & WELLNESS CLINIC	NEWPORT TOWN TREASURER	23,449.87	2,322.29	25,772.16
NORTH TROY VILLAGE TREASURER 81,236.43 81.09 81,317.52 NORTHERN COUNTIES HEALTH CARE INC 39,389.81 0.00 39,389.81 NORTHFIELD TOWN TREASURER 1,640,676.67 55,622.24 1,686,298.91 NORTHFIELD VILLAGE TREASURER 85,767.49 5,910.60 91,678.09 NORTON TOWN TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 626,251.96 28,044.96 654,296.92 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,764.05 53,406.68 ORWEL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 246,471.75 88,492.84 614.964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 1,493.53 PERU TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFORD TOWN TREASURER 613,946.43 77,039.71 1,033,304.15 PEOPLES HEALTH & WELLNESS CLINIC	NORTH BENNINGTON VILLAGE TREASURER	24,804.91	1,378.05	26,182.96
NORTHERN COUNTIES HEALTH CARE INC 39,389.81 0.00; 39,389.81 NORTHFIELD TOWN TREASURER 1,640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 85,767.49 5,910.60 91,678.09 NORTON TOWN TREASURER 1,911.00 318.50 2,229.50 NORVICH TOWN TREASURER 626,251.96 28,044.96 654,229.69 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.68 7,113.70 54,546.28 ORANGE TOWN TREASURER 47,452.68 7,113.70 54,546.28 ORANGE TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 2459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 2459.52 0.00 1,493.53 PECOLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PECOLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PITTSFORD TOWN TREASURER 562,64.44	NORTH HERO TOWN TREASURER	67,027.13	11,171.18	78,198.31
NORTHERN COUNTIES HEALTH CARE INC 39,389.81 0.00, 39,389.81 NORTHFIELD TOWN TREASURER 1,640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 85,767.49 5,910.60 91,678.09 NORTON TOWN TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 626,251.96 28,044.96 654,296.92 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,546.28 ORANGE TOWN TREASURER 47,452.58 7,113.70 54,546.28 ORANGE TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 2459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 246,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PEACHAM TOWN TREASURER 562,94.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER 613,894.32 </td <td>NORTH TROY VILLAGE TREASURER</td> <td>81,236.43</td> <td>81.09</td> <td>81,317.52</td>	NORTH TROY VILLAGE TREASURER	81,236.43	81.09	81,317.52
NORTHFIELD TOWN TREASURER 1,640,676.67 55,622.24 1,696,298.91 NORTHFIELD VILLAGE TREASURER 85,767.49 5,910.60 91,678.09 NORTON TOWN TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 626,251.96 28,044.96 654,296.92 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,546.28 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,051.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 284,923.41 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PETTSFIELD TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER <	NORTHERN COUNTIES HEALTH CARE INC	5	0.00	39,389.81
NORTHFIELD VILLAGE TREASURER 85,767.49 5,910.60 91,678.09 NORTON TOWN TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 626,251.96 28,044.96 654,296.92 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,546.28 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,601.42 4,750.24 33,251.66 PAWLET VOLUNTER SURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PERU TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFIELD TOWN TREASURER 618,943.2 3,454.34 653,203.60 PLYMOUTH TOWN TREASURER 11,73,608.8	NORTHFIELD TOWN TREASURER		55,622.24	
NORTON TOWN TREASURER 1,911.00 318.50 2,229.50 NORWICH TOWN TREASURER 626,251.96 28,044.96 654,296.92 ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,546.28 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWLL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 276,913.45 15,320.75 292,234.20 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PEROPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.63 PITTSFIELD TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFORD TOWN TREASURER 1173,608.86 39,482.94 1,213,091.80 POMERT TOWN TREASURER 11,7	NORTHFIELD VILLAGE TREASURER			
ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,546.28 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 24,59.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PERU TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFIELD TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER 503,916.86 128,118.20 632,035.06 PLAINFIELD TOWN TREASURER 503,916.86 128,118.20 632,035.06 PLMOUTH TOWN TREASURER 1,173,608.86 39,482.94 1,213,091.80 POMFRET TOWN TREASURER 1	NORTON TOWN TREASURER	1,911.00	318.50	
ORANGE COUNTY SHERIFF'S DEPT 3,055.67 0.00 3,055.67 ORANGE TOWN TREASURER 47,432.58 7,113.70 54,546.28 ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PENT TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFIELD TOWN TREASURER 61,894.32 3,454.34 65,348.66 PLAINFIELD TOWN TREASURER 503,916.86 128,118.20 632,035.06 PLYMOUTH TOWN TREASURER 1,173,608.86 39,482.94 1,213,091.80 POMERET TOWN TREASURER	NORWICH TOWN TREASURER		28,044.96	
ORANGE WINDSOR SUPERVISORY UNION 49,622.63 3,784.05 53,406.68 ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PEND TOWN TREASURER 276,913.455 15,320.75 292,234.20 PITTSFIELD TOWN TREASURER 956,264.444 77,039.71 1,033.304.15 PITTSFORD TOWN TREASURER 956,264.444 77,039.71 1,033.304.15 PITTSFORD TOWN TREASURER 953,916.86 128,118.20 632,035.06 PLAINFIELD TOWN TREASURER 1,173,608.86 39,482.94 1,213,091.80 POMFRET TOWN TREASURER 1,216,53.36 6,758.52 128,411.88 POULTNEY TOWN TREASURER 1,454.30 80.79 1,535.09 POWNAL TOWN TREASURER	ORANGE COUNTY SHERIFF'S DEPT	3,055.67	0.00	
ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PERU TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFIELD TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER 61,894.32 3,454.34 65,348.66 PLAINFIELD TOWN TREASURER 503,916.86 128,118.20 632,035.06 PLAINFIELD TOWN TREASURER 1,173,608.86 39,482.94 1,213,091.80 POMFRET TOWN TREASURER 121,653.36 6,758.52 128,411.85 POULTNEY TOWN TREASURER 121,653.36 6,758.52 128,411.85 POULTNEY TOWN TREASURER 14,454.30 80.79 1,535.09 POWLET TOWN TREASURER 46	ORANGE TOWN TREASURER	47,432.58	7,113.70	54,546.28
ORWELL TOWN TREASURER 74,157.58 6,140.21 80,297.79 PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PERU TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFIELD TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER 61,894.32 3,454.34 65,348.66 PLAINFIELD TOWN TREASURER 503,916.86 128,118.20 632,035.06 PLAINFIELD TOWN TREASURER 1,173,608.86 39,482.94 1,213,091.80 POMERET TOWN TREASURER 121,653.36 6,758.52 128,411.88 POULTNEY TOWN TREASURER 121,653.36 6,758.52 128,411.88 POULTNEY TOWN TREASURER 46,311.85 190.12 46,501.97 PROCTOR TOWN TREASURER <td< td=""><td>ORANGE WINDSOR SUPERVISORY UNION</td><td>49,622.63</td><td>3,784.05</td><td>53,406.68</td></td<>	ORANGE WINDSOR SUPERVISORY UNION	49,622.63	3,784.05	53,406.68
PANTON TOWN TREASURER 28,501.42 4,750.24 33,251.66 PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PERU TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFIELD TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER 618,94.32 3,454.34 65,348.66 PLAINFIELD TOWN TREASURER 613,916.86 128,118.20 632,035.06 PLYMOUTH TOWN TREASURER 1,173,608.86 39,482.94 1,213,091.80 POMFRET TOWN TREASURER 16,631.65 128,411.88 809,510.91 POULTNEY TOWN TREASURER 14,643.0 80.79 1,535.09 POWLTNEY TOWN TREASURER 14,653.36 6,758.52 128,411.88 POULTNEY TOWN TREASURER	ORWELL TOWN TREASURER		6,140.21	80,297.79
PAWLET TOWN TREASURER 294,923.43 16,384.64 311,308.07 PAWLET VOLUNTEER FIRE DEPT 2,459.52 0.00 2,459.52 PEACHAM TOWN TREASURER 426,471.75 88,492.84 514,964.59 PEOPLES HEALTH & WELLNESS CLINIC 11,493.53 0.00 11,493.53 PERU TOWN TREASURER 276,913.45 15,320.75 292,234.20 PITTSFIELD TOWN TREASURER 956,264.44 77,039.71 1,033,304.15 PITTSFORD TOWN TREASURER 61,894.32 3,454.34 65,348.66 PLAINFIELD TOWN TREASURER 503,916.86 128,118.20 632,035.06 PLYMOUTH TOWN TREASURER 1,173,608.86 39,482.94 1,213,091.80 POMFRET TOWN TREASURER 766,905.06 42,605.85 809,510.91 POULTNEY TOWN TREASURER 14,54.30 80.79 1,535.09 POWNAL TOWN TREASURER 46,311.85 190.12 46,501.97 PROCTOR TOWN TREASURER 41,335.08 2,296.38 43,631.46 PUTNEY TOWN TREASURER 90,116.26 5,127.21 95,243.47 RANDOLPH TOWN TREASURER 695,743	PANTON TOWN TREASURER	28,501.42		
PEACHAM TOWN TREASURER426,471.7588,492.84514,964.59PEOPLES HEALTH & WELLNESS CLINIC11,493.530.0011,493.53PERU TOWN TREASURER276,913.4515,320.75292,234.20PITTSFIELD TOWN TREASURER956,264.4477,039.711,033,304.15PITTSFORD TOWN TREASURER61,894.323,454.34665,348.66PLAINFIELD TOWN TREASURER503,916.86128,118.20632,035.06PLYMOUTH TOWN TREASURER1,173,608.8639,482.941,213,091.80POMFRET TOWN TREASURER766,905.0642,605.85809,510.91POULTNEY TOWN TREASURER121,653.366,758.52128,411.88POULTNEY TOWN TREASURER1,454.3080.791,535.09POWNAL TOWN TREASURER46,311.85190.1246,501.97PROCTOR TOWN TREASURER90,116.265,127.2195,243.47RANDOLPH TOWN TREASURER695,743.6741,964.31737,707.98READING TOWN TREASURER1,666,653.11147,793.511,814,446.62READSBORO TOWN SCHOOL DISTRICT3,348.000.003,348.00	PAWLET TOWN TREASURER	294,923.43	16,384.64	311,308.07
PEOPLES HEALTH & WELLNESS CLINIC11,493.530.0011,493.53PERU TOWN TREASURER276,913.4515,320.75292,234.20PITTSFIELD TOWN TREASURER956,264.4477,039.711,033,304.15PITTSFORD TOWN TREASURER61,894.323,454.3465,348.66PLAINFIELD TOWN TREASURER503,916.86128,118.20632,035.06PLYMOUTH TOWN TREASURER1,173,608.8639,482.941,213,091.80POMFRET TOWN TREASURER766,905.0642,605.85809,510.91POULTNEY TOWN TREASURER1,454.3080.791,535.09POULTNEY VILLAGE TREASURER1,454.3080.791,535.09POWNAL TOWN TREASURER46,311.85190.1246,501.97PROCTOR TOWN TREASURER41,335.082,296.3843,631.46PUTNEY TOWN TREASURER90,116.265,127.2195,243.47RANDOLPH TOWN TREASURER695,743.6741,964.31737,707.98READING TOWN TREASURER1,666,653.11147,793.511,814,446.62READSBORO TOWN SCHOOL DISTRICT3,348.000.003,348.00	PAWLET VOLUNTEER FIRE DEPT	2,459.52	0.00	2,459.52
PERU TOWN TREASURER276,913.4515,320.75292,234.20PITTSFIELD TOWN TREASURER956,264.4477,039.711,033,304.15PITTSFORD TOWN TREASURER61,894.323,454.3465,348.66PLAINFIELD TOWN TREASURER503,916.86128,118.20632,035.06PLYMOUTH TOWN TREASURER1,173,608.8639,482.941,213,091.80POMFRET TOWN TREASURER766,905.0642,605.85809,510.91POULTNEY TOWN TREASURER121,653.366,758.52128,411.88POULTNEY VILLAGE TREASURER1,454.3080.791,535.09POWNAL TOWN TREASURER46,311.85190.1246,501.97PROCTOR TOWN TREASURER41,335.082,296.3843,631.46PUTNEY TOWN TREASURER90,116.265,127.2195,243.47RANDOLPH TOWN TREASURER1,666,653.11147,793.511,814,446.62READING TOWN TREASURER1,666,653.11147,793.511,814,446.62READSBORO TOWN SCHOOL DISTRICT3,348.000.003,348.00		426,471.75	88,492.84	514,964.59
PITTSFIELD TOWN TREASURER956,264.4477,039.711,033,304.15PITTSFORD TOWN TREASURER61,894.323,454.3465,348.66PLAINFIELD TOWN TREASURER503,916.86128,118.20632,035.06PLYMOUTH TOWN TREASURER1,173,608.8639,482.941,213,091.80POMFRET TOWN TREASURER766,905.0642,605.85809,510.91POULTNEY TOWN TREASURER121,653.366,758.52128,411.88POULTNEY TOWN TREASURER1,454.3080.791,535.09POWNAL TOWN TREASURER46,311.85190.1246,501.97PROCTOR TOWN TREASURER41,335.082,296.3843,631.46PUTNEY TOWN TREASURER90,116.265,127.2195,243.47RANDOLPH TOWN TREASURER695,743.6741,964.31737,707.98READING TOWN TREASURER1,666,653.11147,793.511,814,446.62READSBORO TOWN SCHOOL DISTRICT3,348.000.003,348.00	PEOPLES HEALTH & WELLNESS CLINIC	11,493.53,	0.00	11,493.53
PITTSFORD TOWN TREASURER61,894.323,454.3465,348.66PLAINFIELD TOWN TREASURER503,916.86128,118.20632,035.06PLYMOUTH TOWN TREASURER1,173,608.8639,482.941,213,091.80POMFRET TOWN TREASURER766,905.0642,605.85809,510.91POULTNEY TOWN TREASURER121,653.366,758.52128,411.88POULTNEY VILLAGE TREASURER1,454.3080.791,535.09POWNAL TOWN TREASURER46,311.85190.1246,501.97PROCTOR TOWN TREASURER41,335.082,296.3843,631.46PUTNEY TOWN TREASURER90,116.265,127.2195,243.47RANDOLPH TOWN TREASURER695,743.6741,964.31737,707.98READING TOWN TREASURER1,666,653.11147,793.511,814,446.62READSBORO TOWN SCHOOL DISTRICT3,348.000.003,348.00		276,913.45	15,320.75	292,234.20
PLAINFIELD TOWN TREASURER503,916.86128,118.20632,035.06PLYMOUTH TOWN TREASURER1,173,608.8639,482.941,213,091.80POMFRET TOWN TREASURER766,905.0642,605.85809,510.91POULTNEY TOWN TREASURER121,653.366,758.52128,411.88POULTNEY VILLAGE TREASURER1,454.3080.791,535.09POWNAL TOWN TREASURER46,311.85190.1246,501.97PROCTOR TOWN TREASURER41,335.082,296.3843,631.46PUTNEY TOWN TREASURER90,116.265,127.2195,243.47RANDOLPH TOWN TREASURER695,743.6741,964.31737,707.98READING TOWN TREASURER1,666,653.11147,793.511,814,446.62READSBORO TOWN SCHOOL DISTRICT3,348.000.003,348.00		956,264.44	77,039.71	1,033,304.15
PLYMOUTH TOWN TREASURER1,173,608.8639,482.941,213,091.80POMFRET TOWN TREASURER766,905.0642,605.85809,510.91POULTNEY TOWN TREASURER121,653.366,758.52128,411.88POULTNEY VILLAGE TREASURER1,454.3080.791,535.09POWNAL TOWN TREASURER46,311.85190.1246,501.97PROCTOR TOWN TREASURER41,335.082,296.3843,631.46PUTNEY TOWN TREASURER90,116.265,127.2195,243.47RANDOLPH TOWN TREASURER695,743.6741,964.31737,707.98READING TOWN TREASURER1,666,653.11147,793.511,814,446.62READSBORO TOWN SCHOOL DISTRICT3,348.000.003,348.00	PITTSFORD TOWN TREASURER	61,894.32	3,454.34	65,348.66
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POULTNEY VILLAGE TREASURER 1,454.30 80.79 1,535.09 POWNAL TOWN TREASURER 46,311.85 190.12 46,501.97 PROCTOR TOWN TREASURER 41,335.08 2,296.38 43,631.46 PUTNEY TOWN TREASURER 90,116.26 5,127.21 95,243.47 RANDOLPH TOWN TREASURER 695,743.67 41,964.31 737,707.98 READING TOWN TREASURER 1,666,653.11 147,793.51 1,814,446.62 READSBORO TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00	and a second shear the second shear a second se	766,905.06	42,605.85	809,510.91
POWNAL TOWN TREASURER 46,311.85 190.12 46,501.97 PROCTOR TOWN TREASURER 41,335.08 2,296.38 43,631.46 PUTNEY TOWN TREASURER 90,116.26 5,127.21 95,243.47 RANDOLPH TOWN TREASURER 695,743.67 41,964.31 737,707.98 READING TOWN TREASURER 1,666,653.11 147,793.51 1,814,446.62 READSBORO TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00	POULTNEY TOWN TREASURER	121,653.36	6,758.52	128,411.88
PROCTOR TOWN TREASURER 41,335.08 2,296.38 43,631.46 PUTNEY TOWN TREASURER 90,116.26 5,127.21 95,243.47 RANDOLPH TOWN TREASURER 695,743.67 41,964.31 737,707.98 READING TOWN TREASURER 1,666,653.11 147,793.51 1,814,446.62 READSBORO TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00		1,454.30	80.79	1,535.09
PUTNEY TOWN TREASURER 90,116.26 5,127.21 95,243.47 RANDOLPH TOWN TREASURER 695,743.67 41,964.31 737,707.98 READING TOWN TREASURER 1,666,653.11 147,793.51 1,814,446.62 READSBORO TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00	where the second s	46,311.85	190.12	46,501.97
RANDOLPH TOWN TREASURER 695,743.67 41,964.31 737,707.98 READING TOWN TREASURER 1,666,653.11 147,793.51 1,814,446.62 READSBORD TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00	managementation and the second se	41,335.08	2,296.38	43,631.46
READING TOWN TREASURER 1,666,653.11 147,793.51 1,814,446.62 READSBORO TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00		90,116.26	5,127.21	95,243.47
READING TOWN TREASURER 1,666,653.11 147,793.51 1,814,446.62 READSBORO TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00		695,743.67	41,964.31	737,707.98
READSBORO TOWN SCHOOL DISTRICT 3,348.00 0.00 3,348.00	READING TOWN TREASURER	1,666,653,11	147,793.51	1,814,446.62
			0.00	3,348.00
		654,850.71	6,709.5 3	661,560.24

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Vendor Name	FEMA PA	ERAF	Total
RICHFORD TOWN TREASURER	228,89 2.37	12,716.25	241,608.62
RICHMOND TOWN SCHOOL DISTRICT	203, 190.75	0.00	203,190.75
RICHMOND TOWN TREASURER	176,611.62	13,047.74	189,659.36
RIPTON TOWN TREASURER	112,740.57	6,263.36	119,003.93
ROCHESTER TOWN TREASURER	2,741,376.94	221,900.05	2,963,276.99
ROCKINGHAM TOWN TREASURER	1,956,687.86	108,704.88	2,065,392.74
ROXBURY TOWN TREASURER	1,693,079.32	166,901.41	1,859,980.73
ROYALTON FIRE DISTRICT #1	12,755.70	0.00	12,755.70
ROYALTON TOWN TREASURER	1,580,979.54	23,943.27	1,604,922.81
RUPERT TOWN TREASURER	328,207.07	228.86	328,435.93
RUTLAND CITY TREASURER	865,135.35	4 4,856.27	909,991.62
RUTLAND NORTHEAST SUPERVISORY UNION	2,136.93	0.00	2,136.93
RUTLAND TOWN TREASURER	18,921.25	1,051.19	19,972.44
RYEGATE TOWN TREASURER	58,167.72	3,231.54	61,399.26
SANDGATE TOWN TREASURER	73,436.36	4,079.80	77,516.16
SEARSBURG TOWN TREASURER	235,517.87	16,167.85	251,685.72
SHAFTSBURY TOWN TREASURER	44,084.19	2,449.12	46,533.31
SHARON TOWN TREASURER	1,211,313.77	11,356.43	1,222,670.20
SHEFFIELD TOWN TREASURER	184,761.04	10,264.52	195,025.56
SHEFFIELD-WHEELOCK FIRE DEPT	3,776.94	0.00	3,776.94
SHELBURNE TOWN TREASURER	39,980.67	811.88	40,792.55
SHERBURNE FIRE DISTRICT #1	29,180.37	0.00	29,180.37
SHOREHAM TOWN TREASURER	51,760.90	4,196.51	55,957.41
SHREWSBURY TOWN TREASURER	1,989,027.10	9,648.91	1,998,676.01
SHREWSBURY VOLUNTEER FIRE DEPARTMENT INC	0.00	8,766.00	8,766.00
SOMERSET TOWN TREASURER	39,922.89	2,217.95	42,140.84
SOUTH BURLINGTON CITY TREASURER	11,427.58	1,414.09	12,841.67
SOUTH HERO TOWN TREASURER	78,418.51	4,458.46	82,876.97
SOUTH ROYALTON VOLUNTEER FIRE DEPARTMENT	8,744.85	0.00	8,744.85
SOUTH WOODSTOCK FIRE PROTECTION	8,263.78	0.00	8,263.78
SPRINGFIELD MEDICAL CARE SYSTEMS	59,469.11	0.00	59,469.11
SPRINGFIELD TOWN TREASURER	90,798.42	5,044.35	95,842.77
ST ALBANS TOWN TREASURER	137,358.10	22,893.03	160,251.13
ST JOHNSBURY TOWN TREASURER	528,610.14	84,686.00	613,296.14
STAMFORD TOWN TREASURER	75,676.56	4,204.25	79,880.81
STANNARD TOWN TREASURER	550,946.44	56,173.56	607,120.00
STARKSBORO TOWN TREASURER	86,599.48	12,771.55	99,371.03
STOCKBRIDGE TOWN TREASURER	4,508,885.27	454,347.81	4,963,233.08
STOWE TOWN TREASURER	718,494.07	91,475.70	809,969.77
STRAFFORD TOWN TREASURER	2,303,054.85	73,069.89	2,376,124.74
STRATTON TOWN TREASURER	744,630.37	7,647.46	752,277.83
SUDBURY TOWN TREASURER	52,902.46	2,939.02	55,841.48
SUNDERLAND TOWN TREASURER	68,021.16	3,778.96	71,800.12
SUTTON TOWN TREASURER	27,040.38	1,502.24	28,542.62
SWANTON TOWN TREASURER	44,231.29	8,846.25	53,077.54
SWANTON VILLAGE TREASURER	34,319.21	0.00	34,319.21
THETFORD TOWN TREASURER	22,799.26	1,266.63	24,065.89
TINMOUTH TOWN TREASURER	16,790.32	932.80	17,723.12
TOPSHAM TOWN TREASURER	75,861.29	4,214.52	80,075.81
TOWNSHEND TOWN TREASURER	814,903.55	17,859.38	832,762.93
TUNBRIDGE TOWN TREASURER	124,097.96	6,894.33	130,992.29

Vendor Name	F EM A PA	ERAF	Total
UNDERHILL TOWN TREASURER	101,217.64	20,243.53	121,461.17
UNDERHILL-JERICHO FIRE DEPARTMENT INC	2, 442.26	0.00	2,442.26
UNIFIED DISTRICT #37	0.00	17,091.40	17,091.40
UNIFIED TOWNS & GORES	10,426.43	1,737.74	12,164.17
VERGENNES CITY TREASURER	9,79 9.58	1 ,95 9.9 2	11,759.50
VERMONT ACHIEVEMENT CENTER	28,382.48	0.00	28,382.48
VERMONT CENTER FOR CRIME VICTIM SERVICES	715.69	0.00	715.69
VERMONT ELECTRIC CO-OP INC	1,0 08,766.91	0.00	1,008,766.91
VERMONT ELECTRIC COOPERATIVE INC	185,028.89	0.00	185,028.89
VERMONT STATE ENVIRONMENTAL CONSERVATION		0.00	77,651.14
VERNON TOWN TREASURER	10,236.19	568.67	10,804.86
VERSHIRE TOWN TREASURER	113,743.72	3,401.43	1 17,145.15
VICTORY TOWN TREASURER	31,274.17	5,212.36	36,486.53
VT AGENCY OF TRANSPORTATION		871,268.72	25,918,811.13
VT CENTER FOR CRIME VICTIM SERVICES	3,578.44	0.00	3,578.44
VT DEPARTMENT OF FOREST & PARKS	396,537.171	0.00	396,537.1 7
VT DEPARTMENT OF HUMAN RESOURCES	5,989.50	0.00	5,989.50
VT STATE BUILDINGS DEPT.	52,193,876.40	0.00	52 ,193,876.40
VT STATE DEPARTMENT OF PUBLIC SAFETY	184,506.56	0.00	184,506.56
VT STATE DEPT OF AGRICULTURE, FOOD & MAR	15,315.53	0.00	15,315.53
VT STATE FOREST PARKS & RECREATION	777,012.56	0.00	777,012.56
VT STATE HEALTH DEPARTMENT	36,717.08	0.00	36,717.08
VT STATE HUMAN SERVICES SECRETARY	23,958.00	0.00	23,958.00
WAITS RIVER VALLEY UNION SCHOOL DIST #36	2,700.00	0.00	2,700.00
WAITSFIELD TOWN TREASURER	369,655.97	42,875.41	412,531.38
WALDEN TOWN TREASURER	316,421.22	5,308.15	321,729.37
WALLINGFORD FIRE DISTRICT #1	7,775.90	0.00	7,775.90
WALLINGFORD TOWN TREASURER	455,153.62	4,968.54	460,122.16
WARDSBORO TOWN TREASURER	1,982,557.91	58,220.15	2,040,778.06
WARREN TOWN TREASURER	591,153.79	32,841.87	623,995.66
WASHINGTON ELECTRIC CO-OP INC	102 ,126.42	0.00	102,126.42
WASHINGTON ELECTRIC COOP INC & NATIONAL	59,646.93	0.00	59,646.93
WASHINGTON TOWN TREASURER	52,417.44	2,912.08	55,329.52
WATERBURY TOWN TREASURER	306,777.36	17,693.86	324,471.22
WATERBURY VILLAGE TREASURER	107,478.80	5,411.00	112,889.80
WATERFORD TOWN TREASURER	436,281.58	90,496.34	526,777.92
WEATHERSFIELD TOWN TREASURER	485,294.44	26,960.81	512,255.25
WELLS TOWN TREASURER	12,039.00	668.83	12,707.83
WEST FAIRLEE TOWN TREASURER	139,137.93	7,729.89	146,867.82
WEST HAVEN TOWN TREASURER	76,984.48	4,276.92	81,261.40
WEST PAWLET VOLUNTEER FIRE DEPT INC	21,441.60	0.00	21,441.60
WEST RUTLAND TOWN TREASURER	19,176.83	1,065.39	20,242.22
WEST WINDSOR TOWN TREASURER	668,249.06	37,124.96	705,374.02
WESTFIELD TOWN TREASURER	25,354.10	2,750.32	28,104.42
WESTFORD TOWN TREASURER	5,631.04	938.50	6,569.54
WESTMINSTER FIRE DISTRICT # 3	15,636.69	0.00	15,636.69
WESTMINSTER TOWN TREASURER	727,747.81	55,514.98	783,262.79
WESTMORE TOWN TREASURER	41,850.57	2,325.03	44,175.60
WESTON COMMUNITY ASSOCIATION INC	28,958.40	0.00	28,958.40
WESTON TOWN TREASURER	383,036.25	21,175.26	404,211.51
WESTON VOLUNTEER FIRE DEPT INC	- 1,082.93	0.00	1,082.93

306,866.97 563.41 931,922.15	17,048.17 10,141.39	323,915.14
The second secon	10,141.39	
931,922.15		10,704.80
	51,773.47	983,695.62
108,720.70	20,623.05	129,343.75
46,390.59	6,705.05	53,095.64
76,265.23	0.00	76,265.23
1,342,116.09	23,578.95	1,365,695.04
23,666.17	0.00	23,666.17
1,023.53	0.00	1,023.53
2,378.21	0.00	2,378.21
13,684.14	0.00	13,684.14
646,800.82	38,858.96	685,659.78
1,066.64	0.00	1,066.64
23,029.06	0.00	23,029.06
1,212,671.86	4,161.70	1,216,833.56
20,671.58	0.00	20,671.58
184,355.22	10,241.97	194,597.19
69,341.99	11,310.46	80,652.45
346,916.92	19,243.71	366,160.63
1,934.30	0.00	1,934.30
265,503.70	8,488.59	273,992.29
34,853.02	0.00	34,853.02
4,431,338.78	226,650.48	4,657,989.26
15,100.29	0.00	15,100.29
94,010.87	5,222.83	99,233.70
29,801.79	1,655.66	31,457.45
	46,390.59 76,265.23 1,342,116.09 23,666.17 1,023.53 2,378.21 13,684.14 646,800.82 1,066.64 23,029.06 1,212,671.86 20,671.58 184,355.22 69,341.99 346,916.92 1,934.30 265,503.70 34,853.02 4,431,338.78 15,100.29 94,010.87	$\begin{array}{c cccccc} 46,390.59 & 6,705.05 \\ \hline 76,265.23 & 0.00 \\ 1,342,116.09 & 23,578.95 \\ \hline 23,666.17 & 0.00 \\ 1,023.53 & 0.00 \\ 2,378.21 & 0.00 \\ 13,684.14 & 0.00 \\ \hline 13,684.14 & 0.00 \\ 646,800.82 & 38,858.96 \\ \hline 1,066.64 & 0.00 \\ \hline 23,029.06 & 0.00 \\ 1,212,671.86 & 4,161.70 \\ \hline 20,671.58 & 0.00 \\ 184,355.22 & 10,241.97 \\ \hline 69,341.99 & 11,310.46 \\ \hline 346,916.92 & 19,243.71 \\ \hline 1,934.30 & 0.00 \\ \hline 265,503.70 & 8,488.59 \\ \hline 34,853.02 & 0.00 \\ \hline 4,431,338.78 & 226,650.48 \\ \hline 15,100.29 & 0.00 \\ \hline 94,010.87 & 5,222.83 \\ \end{array}$

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206,222,912.90 8,553,496.27 215,309,702.94

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Department of Vermont Health Access 312 Hurricane Lane Suite 201 Williston, VT 05495-2087 www.dvha.vermont.gov [phone] 802-879-5900 [Fax] 802-879-5651 Agency of Human Services

Vermont Health Connect Update on June 2015 Project Development, Operations, and Enrollment Data

Submitted to the House Committee on Health Care, Senate Committees on Health and Welfare and on Finance, Health Reform Oversight Committee, and Joint Fiscal Committee

Submitted by

Lawrence Miller, Chief of Health Care Reform Vermont Agency of Administration

> Hal Cohen, Secretary, Agency of Human Services

Steven M. Costantino, Commissioner Department of Vermont Health Access

Prepared by Vermont Health Connect at the direction of 2015 Act 58 Sec. C. 106 to deliver an update by August 1, 2015

July 22, 2015

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Project Development

Status of Deliverables Related to Fall System Upgrades

Vermont's contract with Optum to deliver fall system upgrades, including renewals functionality, went into force on July 1. The first step is to finalize a delivery schedule. A detailed list of deliverables from this schedule will be provided in the Vermont Health Connect July 2015 Report next month.

Status of Deliverables - Open

Open Deliverable	Status Update, July 1, 2015	Action to Closure
Training Materials Development Complete	In Progress and On Schedule	All training material is prioritized into three distinct categories. Critical functionality (high volume) was trained prior to implementation, followed by additional training sessions post-implementation. Priority focus is to train on fully validated processes whenever possible.
Training Complete	In Progress and On Schedule	All training material is prioritized into three distinct categories. Critical functionality (high volume) was trained prior to implementation, followed by additional training sessions post-implementation. Priority focus is to train on fully validated processes whenever possible.
Release 1 User Validation Test Complete	In Progress and On Schedule	Ongoing. As additional types of change requests are validated and incorporated into business processes and training, they are verified by end users at Vermont Health Connect, Benaissance, and the insurance issuers.

Risks - Open and Recently Mitigated

Open Risks

The following items have been identified as risks to the timing or scope of the project.

If the Department of Financial Regulation (DFR), Green Mountain Care Board (GMCB) and Department
of Vermont Health Access (DVHA) approve the 2016 rate and form applications for Dentegra Insurance
Company, Dentegra will need to be added to the marketplace as a fourth carrier in time for 2016 open
enrollment. This onboarding will significantly increase the workload of Vermont Health Connect's
Design, Development & Implementation team and Operations team. The risk is that this increased
workload could impact other work related to the fall system upgrades, which include renewals
functionality. This implementation risk is separate from the rate and form review process.

- Development, testing, and execution of a system enhancement to support business processes for corrections of operational errors and system errors that are returned from the carriers (834 errors) needs to be finalized in order to complete the most complex remaining change requests and prepare for fall system upgrades. An appropriate schedule will be developed with VHC's insurance issuer partners in July.
- Vermont Health Connect's hosting is transitioning from CGI to Optum. The timing of the data center
 migration involved in this transition poses a risk to the development timelines for fall system upgrades.
 The VHC project team and the hosting team need to remain closely aligned on schedule and upcoming
 activities to avoid any negative impacts. The Project Manager assigned to the hosting contract by the
 Health Services Enterprise Project Management Office is being included in VHC project planning
 activities to ensure this alignment occurs.

Recently Mitigated Risk (Closed in June)

The following risk that was identified in last month's report has since been mitigated:

Former Risk	Comment
Former Risk The State of Vermont has defined the scope of Optum's fall system upgrades. In addition, the State submitted the final draft contract for this work to CMS on April 15. CMS then approved the contract in late May, sending it back to the State for final review and execution in advance of the July 1 target date. Until this contract is in force,	Comment Contract met July 1 target for execution and is now in force.
however, the lack of an executed contract will be listed as a risk to the timeline for fall upgrades.	

Actions to Address State Auditor's Recommendations

On April 14, State Auditor Douglas Hoffer released a report that included a set of recommended actions for Vermont Health Connect. The following table outlines these recommendations as well as Vermont Health Connect's original response and a status update.

SAO Recommendation	Original VHC Response, April 2015	VHC Status Update, July 2015
1. Expeditiously complete	The dates for completion for the	All documents described in the column to
the VHC project	documents are:	the left relate to Release 1, Automated
management plan	Baseline Integrated Master Schedule:	Change Processing, and have been
documents for the 2015	Completed April 3	completed.
releases, including a	Requirements documentation: Completed	
scope statement,	April 5	The Integrated Master Schedule for
requirements traceability	Scope Statement: Completed April 8	Release 2, Automated Renewals, was
matrix, and test plan.	Requirements Traceability matrix: Draft	completed on July 13. The scope
	under review April 8; completion target	statement and test plan are scheduled to
	April 10	be complete on July 29, and the
	Test plan: Completion target April 14	requirements traceability matrix by
		September 15.
2. Include in future VHC	Section VII.A.6 of Agency of	The Optum contract has been amended
system development	Administration Bulletin 3.5 addresses	again (amendment 8) to add \$18 million in
contracts clauses that	Penalties and Retainage. Following	services on a time and materials basis
provide monetary	standard contracting procedures the	through the end of 2015. Risks of
consequences tied to the	project team did consider, and made a	performance are not addressed in the
contractor's	substantial effort in negotiations to obtain	contract, and will be managed through the
performance.	monetary consequences tied to	contract management process. A new
	contractor's performance. The	one-year Maintenance and Operations
	contractor was taking over work-in-	contract was entered into on June 30 with
	progress from another contractor under	Optum for a fixed monthly price; there are
	troubled conditions and the unknowns	stringent service levels and service credits
	made either fixed-price or monetary	which mimic those of the hosting
	penalty difficult to achieve at a	contract.
	responsible price. We will continue to	
	work to include those conditions in future	
	contracts wherever appropriate.	
3. Document the roles	Vermont Health Connect is now	The State has finalized job descriptions for
and responsibilities of	completing a reorganization designed to	Supervisors, Mentors, and Benefit
each of the organizations	provide improved customer service. As	Program Specialist (BPS) staff. The State is
that provide system and	part of this we are updating all	on track to complete additional job
operations support to	documentation of roles and	descriptions by the end of July. The MOU
VHC, including explicitly	responsibilities, and these will fulfill the	draft is under legal review and is on track
laying out decision-	recommendations laid out in the audit	for completion in July.
making responsibilities	report. This will include updating as	
and collaboration	needed the various project charters and	
requirements.	memoranda of understanding (MOU) that	
	govern the participation of the multiple	
	organizations involved.	

4. Include expected service levels or performance metrics in future VHC system development and premium payment processor contracts and establish mechanisms to track contractor performance against the performance levels in these agreements. Specific service levels are not generally applicable in a development contract, where monitoring of deliverables is the critical activity, but are an important component of all Hosting and Maintenance-and-Operations contracts. The new contract awaiting acceptance by the premium processing service provider does incorporate specific service level agreements; and stipulates the performance monitoring reports to be provided. Maintenance & Operations - the next contract covers the period July 1, 2015 through June 30, 2016 (State FY16). This contract is written as firm fixed price, not time and materials, and includes provisions for service level agreements, payment credits, and performance metrics. This contract was executed on June 30, 2015.

Hosting – the new contract includes payment for performance provisions for transition services, recommended service level agreements, payment credits, and performance metrics. This contract was executed on May 14, 2015 and covers the period February 1, 2015 through December 31, 2017.

Premium Processing - the next contract will include provisions for service level agreements, payment credits, and performance metrics. The vendor has reviewed and approved SLAs and performance requirements, and the contract is currently undergoing legal review prior to final sign-off. The target completion date is July 31, 2015, covering an additional year of service.
5. Establish a process and	We have begun a reconciliation process	Regarding reconciliation of 2015 cases, the
expeditiously perform	with the carriers using an interim solution	priorities are to:
reconciliations of	supported by our contractors. We will	 Use data that was collected at the end of
enrollment data between	complete all reconciliations necessary for	May (before Release 1) to identify
the VHC, Benaissance,	a successful deployment of the next	discrepancies between systems;
and the carriers' systems.	release by the end of May. The system	Analyze discrepancies to identify specific
	capability to support enrollment and	cases to be fixed;
	financial reconciliation between the VHC,	 Identify processes to correct
	Benaissance, and carrier systems is	discrepancies between VHC and
	included in the scope of the May 30th	Benaissance and VHC and the three
	release. This release will provide the	carriers;
	reporting mechanisms needed to identify	Correct root causes of discrepancies
	discrepancies across all of the systems and	identified;
	perform monthly reconciliations.	• Design, develop & implement a new
		automated reconciliation reporting
		process, working with Optum, Benaissance
		& the carriers to assure appropriate data
		formats & data exchange protocols.
		Regarding reconciliation of 2014 cases,
		work focused on bringing the balance of
		VPA dollars in the Benaissance system to
		\$0. Much progress was made as the
		current 2014 VPA balance stands at
		approximately \$20,000. We are
		sequencing the work on the non-VPA
		balance as there are two operational
		processes that must first occur: provide
		refund to some customers as needed, and
		send "late payment" notices for BCBSVT
		customers who have outstanding
		premium balances during the fourth
		quarter 2014. Once these two processes
		have been completed we will begin to
		address the non-VPA balance. The target
		is to have the 2014 non-VPA balance at \$0
		in September with the vast majority of it
		cleaned up in the month of August.

6. Establish a process and	The system capability to support	See #5 above and note that automated
expeditiously perform	enrollment and financial reconciliation	reconciliation continues to be under
reconciliations of	between the VHC, Benaissance, and	development.
enrollment data between	Medicaid systems is included in the scope	
the VHC system and the	of the May 30th release. This release will	
relevant Medicaid	provide the reporting mechanisms needed	
system(s).	to identify discrepancies across all systems	
	and allow monthly reconciliations going	
	forward. Once this occurs we will use the	
	process we are developing to reconcile	
	data to ensure that all of the individuals	
	who are eligible for and enrolled in	
	Medicaid are correctly recorded in each	
	system to ensure that claims are only paid	
	for services allowed under the enrollee's	
	specific Medicaid program.	
7. Reconsider decisions	While the cause of the most challenging	VHC has initiated discussions with its
that have complicated	billing issues today will be addressed with	payment processing and insurance issuer
the premium payment	the May 30 th release, we agree that many	partners to modify payment processing
processing function,	of the underlying policies create	methodologies to ensure payment
including the	unnecessary difficulty for customers. For	processing occurs in the most efficient
requirement that the full	example, the 100% premium paid before	manner. Further analysis of options has
premium payment be at	remittance requirement does not reflect	been deferred until 2014 and 2015
Benaissance without	common industry practice that accepts a	reconciliation activities are complete.
exception before	small shortfall as a complete payment and	
remittance to the carriers	bills the balance with the following	
and the split of the billing	month's premium. A full reconsideration	
and dunning/termination	of the premium payment processing	
processes between	function is a critical next step, with	
different organizations.	participation of the premium processor, all	
	carriers, and Medicaid. This is planned to	
	occur when the 2014 reconciliation is	
	complete so that we are in a position to	
	review the decisions with the benefit of	
	information from the reconciliation.	

8. Establish a process to terminate Dr. Dynasaur recipients in the VHC system who meet the State's termination criteria. This recommendation relates to Dr. Dynasaur recipients who are delinquent in their premium payments. The state intends to initiate a rulemaking process to revise a DCF promulgated Medicaid eligibility rule (HBEE section 64.00 Premium Rules and 70.02 Premium Obligation) to implement necessary changes relating to termination for nonpayment. Rule changes would allow for a 60-day grace period, and eliminate the requirement for past due premium payments prior to re-enrolling individuals whose coverage was terminated for nonpayment of premiums. The rulemaking process takes approximately six months from start to finish. Rulemaking is anticipated to begin in May of 2015 with scheduled completion by the end of calendar year 2015. Effective January 2014, the state started to transition enrollment and re-enrollment for MAGI Medicaid determinations into VHC. New enrollments are currently being processed in VHC, however, due to resource and system constraints, and with the approval of CMS, annual renewal of Medicaid beneficiaries has been delayed in VHC and for those still in the Legacy system, including some Dr. Dynasaur recipients. Vermont will be in compliance with standard Medicaid rules regarding nonpayment of premiums once all Dr. Dynasaur enrolled children are transitioned into VHC. The state is actively working with CMS on a migration plan to restart Medicaid renewals. The final timeline depends upon CMS approval of the plan. Programming for system functionality in VHC to terminate coverage for non-payment of premiums following a 60-day grace period is scheduled for September 2015 and implementation will be consistent with the revised rule.

VHC has completed definition of requirements for grace periods and termination of non-payment of premium for Dr. Dynasaur recipients. The State is using the contract management process to ensure that the appropriate vendor resources are available to design, deliver, and implement this functionality within the remaining VHC delivery schedule.

Development of an interim manual process has been complicated by the identification of technical and policy challenges, and a new target date for an interim process has not been identified.

The rulemaking that we originally intended to begin in May has been delayed. A separate rulemaking effort that needed to be complete prior to commencement of this change was adopted on June 30 and will go into effect on July 15. The new rulemaking effort will be started after this current rule goes into effect, with an anticipated completion in early 2016.

9. Expeditiously develop VHC financial reports to implement stronger financial controls.	The DVHA business office has worked with the contractors to get the necessary reports by the end of April 2015 in order to complete the interrelated reviews and reconciliations identified in recommendations 9, 10, and 11. The system capability to support enrollment and financial reconciliation between the VHC, Benaissance, and the carriers' systems is included in the scope of the May 30th release. This release will provide the reporting mechanisms needed to identify discrepancies across the three systems.	Revisions to the premium processing contract have been made, including a requirement for the vendor to work with the State to design and implement financial reports. The vendor has reviewed and approved SLAs and performance requirements, and the contract is currently undergoing legal review prior to final sign-off. The target completion date is July 31.
10. Obtain and review reports from Benaissance that provide detail on the makeup of the balance in the VHC bank account and monitor this account to ensure that payments are being remitted appropriately and in a timely manner.	The DVHA business office has worked with the contractors to get the necessary reports by the end of April 2015 in order to complete the interrelated reviews and reconciliations identified in recommendations 9, 10, and 11. The system capability to support enrollment and financial reconciliation between the VHC, Benaissance, and the carriers' systems is included in the scope of the May 30th release. This release will provide the reporting mechanisms needed to identify discrepancies across the three systems.	See #9 above
11. Establish a process and expeditiously perform reconciliations of payment data among the VHC, Benaissance, and the carriers' systems.	The DVHA business office has worked with the contractors to get the necessary reports by the end of April 2015 in order to complete the interrelated reviews and reconciliations identified in recommendations 9, 10, and 11. The system capability to support enrollment and financial reconciliation between the VHC, Benaissance, and the carriers' systems is included in the scope of the May 30th release. This release will provide the reporting mechanisms needed to identify discrepancies across the three systems.	See #5 above and note that automated reconciliation continues to be under development.

Operations Update

Change Processing

	louseholds Awaiting Cl	nanges		
	26-May	6-Jul	change	% change
Total	10,272	7,372	-2,900	-28%

Households Awaiting Changes (households not mutually exclusive)								
	26-May	6-Jul	change	% change				
Households with a QHP	5,141	3,875	-1,266	-25%				
Households with Medicaid	5,963	3,870	-2,093	-35%				

Using the new technology that was deployed at the end of May, Vermont Health Connect and its insurance issuer partners are continuing to ramp up their processing of changes to customer accounts. Some changes, known as "qualifying events," allow customers to sign up for health insurance or change health plans outside of the annual Open Enrollment period. Examples of qualifying events include getting married or losing job-sponsored insurance. Other changes, such as income changes, can impact the amount of financial help a customer receives. Finally, some changes are simply adjustments to personal information, such as a name change, an address change, or even a preference to be called on their cell phone instead of their home phone.

As of July 6, just under 7,400 households had change requests waiting to be processed. This marked the first time this year that Vermont Health Connect processed more change requests than it received. Even accounting for roughly 100 incoming requests per day, 2,900 fewer households were awaiting changes on July 6 than at the time of the system upgrades.

Vermont Health Connect is continuously adding to the types of changes that are being processed with each insurance issuer. Because each new category of change request needs to be validated in the insurance issuers' systems as well as in Vermont Health Connect's and its payment processor's systems, some plans have seen more changes processed than others. For example, more Medicaid plans have been processed than qualified health plans (QHP). As a result, the number of households awaiting a Medicaid change has been reduced by 37% while the queue of households awaiting a QHP change has been reduced by 28%.

The initial wave of work in the new system has also found a high number of cases that require clean-up from the old system but do not actually require changes to health insurance plans. For example, of the service requests related to Blue Cross Blue Shield of Vermont health plans that have been worked and closed, nearly three-quarters (74%) did not require updates to the Blue Cross system. While this is good news for Vermonters, in the sense that fewer households are awaiting changes to their actual coverage, the service requests from the old system still need to be researched and addressed by staff, however, regardless of whether a change ultimately needs to be processed to the insurance issuers' systems.

Customer Support Center (Maximus Call Center)



Last Month

In June, the Customer Support Center answered 28,994 calls and missed 449 for an abandon rate of 1.5 percent. The average wait time was 31 seconds. This was an increase over May (12 seconds) but an improvement over Open Enrollment (40 seconds). More than eight out of ten calls (84%) were answered in less than 30 seconds, compared to six out of ten (61%) in May 2014. More than nine out of ten calls (94%) were able to resolved without transferring.

Open Enrollment

This year's Open Enrollment ran from November 15 to February 15. The Customer Support Center answered more than 120,000 calls, an increase over the same three month period last year, while largely avoiding long waits and missed calls. Last year's Open Enrollment abandon rate of 35.7% (over the six-month period) was cut to 1.7%.

The average wait time during this year's Open Enrollment was 40 seconds. By comparison, the average wait at the HealthCare.gov call center was more than 12 times as long (eight minutes and 16 seconds).

Nearly all calls (98%) were answered in less than four minutes, compared to just over half (53%) during the first Open Enrollment. Four out of five calls (83%) were answered in less than 30 seconds.

System Performance and Traffic

Month	Unscheduled Downtime (minutes)	Availability	Avg Page Load Time (seconds)	Max Peak User	Visits
April 2015	40	99.99%	2.17	86	42,284
May 2015 0		100.00%	2	82	30,926
June 2015	0	100.00%	0.5	69	34,837

Last Month

Vermont Health Connect's systems were stable in June, achieving 100 percent availability for the second consecutive month. The availability metric measures the amount of time systems are up and running relative to the amount of time they are expected to be. Scheduled maintenance periods, such as those that occur from 1am to 5am each morning, are not counted. Vermont Health Connect closed out the second quarter of the calendar year with less than one hour of total unscheduled downtime.

Open Enrollment

Vermont Health Connect's system was stable throughout this year's open enrollment period. Of note:

- More than 270,000 website visits from November through February.
 - The three busiest days were the first weekday and last two weekdays of Open Enrollment (Monday 11/17, Thursday 2/12, and Friday 2/13).
- Only three incidents during Open Enrollment (11/15-2/15), compared to more than 400 during last year's Open Enrollment. All three were resolved the same day.
- Less than one hour of total unscheduled downtime during Open Enrollment.

Qualified Special Cases



Qualified Special Cases

Number Received and Number Pending Resolution by Week

Qualified Special Cases are cases that are escalated to a dedicated customer service team due to their complexity, medical or financial urgency, or inability to be resolved through normal channels.

Revamped training earlier this year resulted in a reduction in the number of cases that needed to be escalated. Combined with strong work by the dedicated team, the number of pending Qualified Special Cases was cut 80 percent (from 115 to 22 cases) over a nine-week period this spring. Progress continued throughout the month of May and the team ended the month with just six open cases. The process of adjusting to the new system in June saw a temporary uptick in the number of cases awaiting resolution, though still significantly lower than winter levels.

Carrier Integration



Vermont Health Connect continues to work to resolve 834 transaction and premium processing errors. An 834 is an electronic file sent from VHC to an insurance carrier with information about an individual or family's enrollment information. An 834 error indicates that this electronic file has not yet been successfully processed for some reason. Optum is assisting the State in streamlining the resolution process and identifying mechanisms for reducing the generation of errors.

Vermont Health Connect was successful in reducing the inventory of 834 errors from over 1,000 in early 2014 to approximately 20 by the end of May 2015. It is important to note that as VHC continues to enroll Vermonters into coverage there will always be some number of electronic enrollment files that have been sent but not yet fully processed. The number of 834 errors will never reach zero.

As mentioned in last month's report, major system updates can be expected to cause a temporary rise in 834 errors. Indeed, the May system upgrades were followed by an increase in errors. The vast majority of these errors were a type of error known as Service Level Agreement (SLA) errors.

SLA refers to an agreement that, within 24 hours of receiving an 834 file from Vermont Health Connect, insurance carriers will respond with either a rejection or a confirmation that coverage has been effectuated. This allows Vermont Health Connect to confirm that the information in its system and the insurers' systems is aligned. Because insurance carriers do not process files on weekends and holidays, more SLA errors tend to show up on Mondays and Tuesdays in comparison to the rest of the week.

Vermont Health Connect has identified two system issues that are causing 90 percent of recent SLA errors and has prioritized these two issues for Optum resolve. Fortunately for customers, because their coverage or change has already taken effect on the insurance carriers' systems, they can typically use their health plan benefits seamlessly while Vermont Health Connect and the carriers iron out the confirmation.

Vermont Health Connect's 834 enrollment team continues to work collaboratively with the Optum Maintenance & Operations (M&O) team to identify, issues, patterns, defects and resolutions for all 834 errors. The two teams meet every Tuesday and Thursday to address errors, error resolution and work with the carriers to address errors that might be caused by carrier systems.

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In Person Assistance

In June, the Department of Vermont Health Access (DVHA) announced the selection of five grantees representing fifteen Vermont Health Connect Navigator organizations for 2015-2016. These organizations will ensure that Vermonters in every corner of the state have access to free in-person assistance if they need help understanding health insurance or signing up for a plan.

Navigators, together with Brokers and Certified Application Counselors, form Vermont Health Connect's network of trained and certified Assisters. When combined with the health insurance marketplace's online tools and toll-free Customer Support Center, these Assisters enable Vermonters to find help online, by phone, and in-person.

Community organizations, district offices, pharmacies and other partners across the state also play an essential role in connecting Vermonters to in person assistance. The state's libraries are a key focus of this summer's outreach work. Over the last two years, Vermont Health Connect has partnered with libraries across the state to display enrollment information and host sessions with Assisters. VHC is expanding that relationship this summer. Working in conjunction with the state librarian and regional Department of Libraries staff members, VHC is engaging library directors on the types of materials, events, and support they would like to collaborate on this summer in advance of 2016 open enrollment.

Vermonters can find an Assister near them by using the directory or interactive map at <u>http://info.healthconnect.vermont.gov/find</u> or by calling 1-855-899-9600 (toll-free).

Enrollment Update

Current Coverage



A combination of reports from insurers, VHC, and the State's legacy ACCESS system suggest that Vermont is continuing to reduce its second-lowest-in-the-nation uninsured rate. The number of Vermonters covered by Vermont Health Connect Qualified Health Plans (QHPs) increased by more than 5,000 from December to June, while the number covered by Medicaid/Dr. Dynasaur increased by more than 9,000. This growth was driven by a strong turnout during the QHP Open Enrollment (November 15 to February 15) and beyond.

Of customers in QHPs:

- Over half (52%) are female,
- Nearly three in five (58%) are between the ages of 45 and 64,
- Over half (56%) are in Silver plans (see page 15 for additional selection breakdowns).

¹ Effectuated enrollments for Small Business QHP (direct enrolled) as reported by insurers to VHC. Dec. 2014 Individual QHP as reported by insurers to Center for Medicaid and Medicare Services (CMS). June 2015 Individual QHP as reported by insurers to VHC. Medicaid for Children and Adults (MCA) as reported by Vermont Health Connect and Vermont's legacy ACCESS system. MCA includes Dr. Dynasaur and CHIP but does not include Medicaid for the Aged, Blind, and Disabled (MABD).

Financial Help - Premium Assistance



Customers in Qualified Health Plans (QHP) Receiving Financial Help to Make Health Coverage More Affordable

Between Medicaid/Dr. Dynasaur and premium assistance, nearly nine out of 10 individual customers receive financial help to make health coverage more affordable.

Of individuals in private health plans (QHPs) in 2015:

- Nearly two out of three (65%) qualified for federal Advanced Premium Tax Credits (APTC).
- More than half (55%) qualified for Vermont Premium Assistance (VPA) and cost-sharing reductions (CSR).

The amount of financial help varies depending on household size and income. For example, an individual making less than \$46,680 or a family of four making less than \$95,400 a year may qualify for some assistance. Of customers receiving financial help:

- The typical (median) individual, who has an income of just under \$24,000 per year, receives approximately \$340 in APTC and VPA per month and pays \$120 for a Silver health plan that costs \$460 per month.
- The typical (median) family receives \$813 in APTC and VPA per month and pays \$495 for a plan that costs \$1,308 per month.

Financial Help - Cost-Sharing Reductions

Two out of three (67%) Vermonters who qualify for cost-sharing reductions (CSR) are taking advantage of it, by selecting a Silver Plan. One in six (18%) of these CSR-eligible customers selected a Bronze plan. The Bronze plan could save them hundreds of dollars if they don't need any medical services. If they have high medical needs, however, the Silver plan could save them thousands in out-of-pocket costs.

There are four levels of CSR, which Vermonters qualify for based on household income relative to the federal poverty level. Vermonters with lower incomes qualify for CSR levels that offer steeper reductions in out-of-pocket costs. Consider:

- The typical (median) individual receiving CSR is enrolled in a Standard Silver 87 plan with a \$600
 medical deductible and \$1,250 maximum out-of-pocket (compared to a \$1,900 medical deductible and
 \$5,100 maximum out-of-pocket in an unsubsidized Standard Silver plan).
- This individual, who has an income of just over \$21,000 per year, also receives \$362 in premium assistance, which allows them to purchase a \$466 Standard Silver plan for \$104 per month.

Vermonters who qualify for the two less generous levels of CSR could conceivably have a lower total cost in a Gold or Platinum plan, depending on their medical needs. Notably, Vermonters who qualify for the two most generous levels of CSR can expect a lower total cost in a Silver plan even if they have high medical needs. Vermont Health Connect has continued to engage CSR-eligible customers, especially those who qualify for the most generous CSR levels (Silver 87 and Silver 94), to make sure they understand how cost-sharing reductions work and what they mean for their total health care costs. These outreach efforts include:

- More customized CSR explanations included last fall on 2015 version of online Subsidy Estimator,
- CSR information in notices,
- Increased emphasis on CSR in call center staff training,
- Outbound calls during open enrollment to make sure Silver 87 and 94-eligible customers understood CSR and that this was likely their last chance to change 2015 plans (barring a qualifying event),
- Additional engagement in advance of 2016 plan selection for both new and renewing customers.

Vermont Health Connect and the State's Uninsured Rate



The percentage of uninsured Vermont residents in 2014 has decreased compared to 2009 and 2012.

The Vermont Household Health Insurance Survey (VHHIS) provides the most comprehensive look into the state of health coverage in Vermont. In January we learned that Vermont's uninsured rate was cut nearly in half over the past two years. With just 3.7% (23,000) of our population uninsured, Vermont is second in the nation in health coverage. Vermont leads the nation in terms of insuring our children, having cut the number of uninsured children in our state from nearly 2,800 in 2012 to fewer than 1,300 in 2014.

Nonetheless, until every Vermonter has quality health coverage, there will be room for improvement. With strong numbers of new applicants coming to Vermont Health Connect in 2015, Vermont is continuing to move closer to the goal of ensuring that all Vermonters are covered.

VERMONT HEALTH CONNECT JUNE 2015 DASHBOARD

COVERED VERMONTERS

INDIVIDUALS ENROLLED IN QUALIFIED HEALTH PLANS (QHP) OR MEDICAID FOR CHILDREN AND ADULTS (MCA)



Note: Effectuated enrollments for Small Business QHP (direct enrolled) as reported by insurers to VHC. Dec. 2014 Individual QHP as reported by insurers to Center for Medicaid and Medicare Services (CMS). June 2015 Individual QHP as reported by insurers to VHC. Medicaid for Children and Adults (MCA) as reported by Vermont Health Connect and Vermont's legacy ACCESS system. MCA includes Dr. Dynasaur and CHIP but does not include Medicaid for the Aged, Blind, and Disabled (MABD).

QHP INDIVIDUAL COVERAGE BY METAL LEVEL



DEMOGRAPHICS



CUSTOMER SUPPORT



FINANCIAL HELP

WHO'S RECEIVING FINANCIAL HELP TO PURCHASE A QHP AND WHAT ARE THEY PAYING FOR HEALTH CARE?



*The BCBSVT Standard Silver Plan is the most common plan.

**Note: There are four tiers of cost-sharing reductions. Depending on income, an individual in a Standard Silver CSR plan could have a deductible between \$100 and \$1,900 and a maximum out-of-pocket between \$500 and \$4,000. The median CSR customer is in a Silver 87 plan detailed above. LAWRENCE MILLER Chief of Health Care Reform



State of Vermont OFFICE OF THE GOVERNOR

Date: August 1, 2015

TO: The Joint Fiscal Office and the Office of Legislative Counsel; for further distribution to the: Health Reform Oversight Committee

Joint Fiscal Committee

House Committee on Health Care

Senate Committee on Health and Welfare

From: Lawrence Miller, Chief of Health Care Reform

RE: Vermont Health Connect 2016 Renewal Contingency Plan per Act 58 §C.106.2(a)(2)

Attached please find a summary of the Vermont Health Connect (VHC) contingency plan for renewing qualified health plans offered to individuals and families for plan year 2016. This contingency plan has been developed in consultation with Vermont Health Connect insurance issuers in accordance with 2015 Act 58 §C. 106.2(a)(2). In my opinion VHC has met this milestone.

The primary goal at VHC is improved service for Vermonters. The main renewal plan offers self-service plan selection during open enrollment, with the option of easily renewing online, by phone, by paper, or by doing nothing and simply allowing the health plan to roll into a new coverage year. VHC has a contract and delivery schedule for this functionality and all parties are working diligently to meet this target. At this time, while there are noted risks, all indications are that the functionality needed for a normal renewal process will be delivered by October 1, 2015, and successfully implemented for the 2016 open enrollment period.

The attached contingency plan focuses on a scenario in which Vermont Health Connect receives no additional system functionality between now and open enrollment. To be fully prepared, Vermont Health Connect is also developing segmented contingencies for the event of partial renewals deployment. Vermont Health Connect will continue to work with its vendor and issuer partners toward the primary renewal plan, while continuing to engage in detailed contingency planning for each part of the process. To be effective as a contingency plan many elements of the primary and contingency approach, such as outreach materials, will need to be developed in parallel work streams.

The additional costs of preparing contingency materials are modest and can be managed within the existing budget but staff augmentation costs to assure successful execution of the contingency plan are not. Neither are those costs extravagant. The projected maximum of \$3.5M is 1.75% of the \$200M premium base, or around \$140 per household. For comparison, the approved fee for broker enrollment services in the small group marketplace is \$20 per enrolled employee per month, or \$240 per year.

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Vermont Health Connect 2016 Renewals Contingency Plan Summary¹

For Open Enrollment and Qualified Health Plan (QHP) Renewals for 2016, Vermont Health Connect (VHC) intends to deploy automated renewals functionality within the existing IT platform which will allow self-service plan selection during open enrollment, self-service change reporting, automated noticing, and automated QHP issuer and billing integration. VHC has a contract and schedule in place and is working with its contractors and insurance issuer partners to meet this goal.

At the same time, VHC is also engaged in comprehensive contingency planning and has developed the following "baseline" contingency plan for the unlikely event that no further functionality is delivered in time for renewals.

Under this contingency plan, VHC would process a new 2016 application for coverage on behalf of each enrollee using their most recent information available in the VHC system. Customers would also be able to request changes to their coverage via phone, paper, or online form throughout open enrollment. Change requests would be implemented using automated change of circumstance functionality after the processing of the customer's renewal application.

The advantage of the baseline contingency plan is that it is achievable from a technical perspective, using system functionality already available to us this summer, and can be operationalized with staff augmentation.

To ensure that renewed Vermonters receive invoices in a timely fashion, these applications would need to be entered by December 4, 2015. To meet this deadline, the State estimates that approximately 200 additional staff would be needed for the months of October and November. If this contingency is triggered, the State would first work with the Agency of Human Services to identify State staff from other Departments who may be utilized for this activity. The State would also negotiate with contractors to provide the staff augmentation necessary to achieve this aim on the tight deadline provided. It is estimated that these resources would cost the State up to \$3.5 million.

Risks and Mitigation Strategies

1. Customer experience

Because this renewals methodology involves the back-end submission of new customer applications, customers would not be able to access information about their renewal coverage through the online portal. Instead, VHC would make plan information available for customer browsing on its info site as well as through the call center. VHC would also provide customers with access to their renewed account online, if requested, after their renewal is processed.

¹ Act 58 (2015) Sec. C.106.2(a)(2).

2. Billing

Under this contingency plan, customers with a past-due balance for 2015 coverage would not see that amount reflected in their 2016 invoices, and automated processes to track grace periods would be compromised. To mitigate this concern, VHC would build upon the approach used during the 2015 renewals period in which separate invoices were generated for customers with past-due balances, and manual processes were employed to track grace periods. VHC would work closely with QHP issuers to improve this approach for 2016.

3. Resources and retroactivity

Due to the manual nature of the contingency plan, VHC would need to augment its staff in order to complete the renewals prior to billing for 2016. Even with augmentation, there is a risk that renewal change requests could be processed after the start of coverage.² VHC experienced a large backlog of renewal processing for the 2015 benefit year. This risk is mitigated for 2016, however, by the availability of automated change of circumstance functionality.

Conclusion

This baseline contingency plan would achieve the goal of renewing Vermonters into coverage for 2016 without any additional IT delivery. However, it is unlikely that VHC will need to trigger such a plan. Many aspects of the automated renewal functionality are already available in the VHC IT system and enhancements are on track for deployment prior to the renewals release. Therefore, VHC is also contingency planning for the event of partial renewals deployment. This includes strategies such as manual noticing if automated renewal noticing is not deployed, call center and eligibility worker change processing if self-service COC is not deployed, and report-based enrollment integration if automated Electronic Data Interchange Form 834 integration is not stabilized. VHC will continue to work with its vendor and issuer partners toward the release, while engaging in detailed contingency planning for each aspect of that deployment.

²

² Customers have until December 15 to request changes for January 1, 2016.



Vermont Employment Growth Incentive Program

Annual Report 2015

VERMONT ECONOMIC PROGRESS COUNCIL



C.I.

VERMONT DEPARTMENT OF TAXES



VEGI Program Summary

ACTUAL ECONOMIC IMPACT TO DATE (January 1, 2007 - December 31, 2013)

New Qualifying Jobs Created	
Total New Jobs (Direct & Indirect)	
New Qualifying Payroll Created	\$ 242,588,079
New Qualifying Capital Investments	\$ 623,443,521
Incentives Paid	\$ 10,406,930
Estimated Net Revenue Benefit	\$ 36,592,000

APPLICATION VOLUME (January 1, 2007–December 31, 2014)

	<u># of Applications</u>	Ince	<u>ntive Value</u>	
Applications Considered		\$	64,737,876	
Applications Denied		\$	2,198,190	
Applications Rescinded/Terminated		\$	30,005,883	
Net Approved-Active Applications		\$	32,533,803	



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Introduction



In January 2007, the Vermont Employment Growth Incentive (VEGI) program began offering incentives for business recruitment, growth and expansion in Vermont. The VEGI program provides cash payments paid from the incremental tax revenues generated by the incremental economic activity occurring because the incentives were authorized, only after the incremental jobs are actually created and investments made. To be authorized, a company must apply to the Vermont Economic Progress Council (VEPC), a citizen board that determines:

- Whether the economic activity would not occur or would occur in a significantly different and/or less desirable manner except for the incentive (But For);
- Whether the economic activity will generate more incremental tax revenue for the state than is foregone through the incentive (costbenefit modeling); and
- Whether the company and economic activity are consistent with a set of nine program guidelines.

VEGI incentives are earned over a period of up to five years and paid out over a period of up to nine years. The incentives are earned only if payroll, employment, and capital investment performance requirements are met by the company each year. If the company earns the incentive by meeting performance requirements in a particular year, the incentive earned that year is then paid out in five annual installments, if the new jobs and payroll are maintained. Once authorized by VEPC, claims for VEGI incentive installments are examined annually by the Vermont Department of Taxes.

In early 2012, <u>Good Jobs First</u>, a national policy resource center for grassroots groups and public officials that promotes corporate and government accountability in economic development, rated Vermont's VEGI program as the best in the United States for enforcement, safeguarding the taxpayer, and ensuring good job creation.

This 2015 annual report on the VEGI program presents information on all applications considered by VEPC through December 2014, the economic activity *projected* by the active projects from the start of the program on January 1, 2007 through December 31, 2019, and the actual economic activity that has occurred from January 2007 through December 31, 2013, as reported on claims filed and examined by the Tax Department.

Further information on VEPC and the VEGI program is available at: <u>accd.vermont.gov/business/start/vegi</u>. Further information on the Department of Taxes is available at: <u>www.state.vt.us/tax</u>. Statutory information on the program is contained in <u>32 V.S.A. 5930a and 5930b</u>.

Vermont Statute (32 V.S.A. §5930(b)(e) requires the following information about the program to be reported annually. The table in which each requirement is addressed in this report is noted below:

- 1. Total authorized amount of incentives during preceding year (Table 3)
- 2. Date and amount of each authorization (Table 1)
- 3. Expected years in which the authorization will be exercised (Table 1)
- 4. Whether the authorization is currently active (Table 1)
- 5. Date the authorization will expire (Table 1)

- 6. Aggregate number claims and incentives paid (Table 6)
- 7. The balance of incentives not allocated (Table 3)
- 8. Aggregate qualifying jobs created (Table 6)
- 9. Aggregate qualifying payroll created (Table 6)
- 10. Aggregate capital investments (Table 6)

Table 1 shows every application that has been considered by the Vermont Economic Progress Council (VEPC) since the January 1, 2007 inception of the Vermont Employment Growth Incentive (VEGI) program. It includes the name of the applicant company, the date the Final Application was considered (or the date the Initial Application was considered if a Final Application has not yet been filed), the authorization (or earning) period, the status of the authorization as of December 31, 2014 and a number indicating one of four reasons for the status (see Endnote 2 for explanation of each number), the maximum level of incentives considered, the estimated minimum amount of net revenues that will be generated to the State of Vermont, the location of the project, the type of economic development project, and any statutory enhancement considered for the application.

The application consideration date listed is the date a Final Application was considered if the company filed both an Initial and Final Application. If a Final Application has not yet been filed, the applicant's status is listed as "Active-Initial." Incentives are not considered authorized until a Final Application has been approved. However, the amount of incentives listed when an application has received Initial Approval is booked against the cap for the calendar year in which the project commences.

The maximum incentive amount considered is the maximum level of incentives the company could possibly earn if the project occurs. If the project status indicates a rescission or termination, the maximum incentive amount is listed for reference only in this report but the total incentive is no longer available to the company.

Table 2 summarizes the application volume, application status, the total amount of incentives considered and authorized, and the total amount and impact of incentive enhancements. It also shows the direct and indirect fiscal and economic impacts estimated by the VEGI cost-benefit model for all the economic activity projected to be undertaken by the authorized pro-



jects between 2007-2019 and the estimated incentive payments from 2008-2024.

In 2007, the General Assembly approved an enhancement to the VEGI program for companies that will create jobs in certain environmental technology sectors. Since its passage, 17 applications have been considered for the "Green VEGI" enhancement, 5 of which remain active. Due to this enhancement, incentives authorized were \$0.651 million higher and the net



In February 2013, Shannon Woodworth of Franklin began a new journey by accepting a position at Mylan Technologies, Inc after being laid off at Energizer. Mylan was authorized for VEGI incentives in 2012.

At Mylan Shannon has received education assistance to pursue her Industrial Mechanical Technician certification from Vermont Technical College, allowing advancement to senior operator.

To read Shannon's full profile click here

return to the State was decreased by \$0.594 million.

Statute also allows an enhancement for projects that will occur in areas of the State that have above average unemployment and lower than average incomes. The Council has utilized this authority for nine applications, seven of which are active. This enhancement has increased incentives by \$1 million and reduced the net return by \$0.902 million, but each authorization still had a positive net return to the State.

As the summary data in Table 2 show, the net (not including denied and rescinded/terminated) incentives authorized through December 2014 total just over \$32.5 million. These incentives can be earned by 33 companies for 37 projects planned to occur between 2007 and 2019 only if payroll, employment and capital investment performance requirements are met. Incentives are not paid out on a pro-rata basis if annual performance requirements are not met.

As **Table 2** indicates, the projects approved through December 2014 are projected to create 2,994 *new*, *direct*, *qualifying jobs* (full-time, permanent, paying over 160% of Vermont minimum wage), over \$136 million in new *qualifying payroll* (above and beyond "background growth" payroll), and *over* \$631 million in capital investments in machinery and equipment and building construction and renovation. The new jobs to be created are projected to have a weighted average wage of \$45,702 and average total compensation of \$55,835 (including benefits). This economic activity, scheduled to occur between 2007 and 2019, is the basis for the incentives calculated and the incremental revenue projected to be generated.

QUICK DATA FACT #1

HOW MUCH NET TAX REVENUE HAS THE VEGI PROGRAM GENERATED FOR VERMONT TO DATE?

\$ 36,592,000

(Estimated for 2007-2013, After Cost of Incentives Paid)



The incentives will be paid out between 2008 and 2024, only if performance requirements are met and maintained. The dollars to pay these incentives come from the incremental tax revenue these companies generate to the state when the economic activity summarized in Table 2 occurs. Each company was approved only because a determination was made that the activity would not occur, or would occur in a materially different and less desirable manner, unless the incentive was authorized (But For). Therefore, the tax revenue to pay the incentive to the companies are generated by the authorized companies and are revenues that would never have occurred, except for the incentive being approved.

In addition to the But For criteria, application consideration includes an extensive and detailed modeling of the economic and fiscal (revenue) benefits and costs to the State of Vermont. Net new revenues are generated primarily by payroll withholding taxes. But new revenues are also generated from new personal and corporate income taxes, sales and use taxes on machinery and equipment and building materials, transportation fees, property taxes, and other fees and taxes paid by the company, employees, contractors and their employees, and other companies involved in the project. The model also accounts for economic and fiscal costs to the State such as the costs of new students attending school and other additional state services that will be required.

As **Table 2** summarizes, the projects that have been approved will generate estimated new revenues to the State totaling \$83.1 million, and the revenue costs, including the incentive payments will be about \$58.6 million. In addition to the new jobs, payroll and capital investments, the State of Vermont will realize net new tax revenues totaling **\$24.5 million**. The VEGI program is a net revenue producer for the State of Vermont.

The fiscal estimates included in this report cover only the five-year earning period (revenue benefits, job creation, payroll generation, capital investments) and the nine year incentive payment period (revenue costs, incentive costs) that are included in the cost-benefit model. New revenues will continue to be generated to the State after this modeling period and jobs may continue to be created that are not accounted for in the modeling.

Table 2 also includes summary data on related and indirect economic activity that is projected to occur because of the incentives. The VEGI program is not a job retention program. However, the expansion projects approved will mean that an estimated 4,934 existing jobs will be retained. The projects will also create about 472 "non-qualifying" full-time jobs (pay below 160% of Vermont minimum wage) and over 3,094 indirect jobs throughout the state.

The projects will also generate \$38.8 million in new payroll that is considered "background" or "organic" growth payroll. The calculation of the incentive for *all* applications includes the discounting of a certain level of the new payroll that will be generated. This is considered background growth payroll or payroll that would have occurred anyway. This is done even for applications from new or start-up companies and companies that are being recruited to Vermont, neither of which ever had payroll in Vermont before the application date.

In addition to the But For and cost-benefit criteria for approval, applications are also considered against a set of nine program guidelines. One of the guidelines (Guideline 7) involves the interaction of the applicant with other Vermont companies in customer, supplier, and vendor relationships. The greater these interactions, the more indirect economic impact the incentives will have. Table 2 shows that the expected business-to-business relationships of applicants is estimated at over \$177 million each year.

Also summarized in **Table 2** is the median level of employee health care costs that are paid by the employers approved for VEGI incentives, at 75%. Further detail on this and other data related to the Program Guidelines are contained in Charts 6-16.

Table 3 summarizes the amount authorized each year against the annual program cap. It also shows the level of utilization of the authority given to the VEPC Board to increase incentive levels under 32 V.S.A. 5930b(b)(5), known as Subsection 5, which is also capped annually.

VERMONT 2015

Table 4 provides an analysis of application status and a breakdown of reasons for rescission and termination. VEPC has considered 172 applications (Initial and Final) since the inception of the VEGI program in January 2007, an average of 22 per year. The 86 applications summarized in this report are the Final Applications submitted and considered by each company (unless a Final application has not yet been submitted).

As of December 31, 2014, of the 86 projects considered, 37 (43%) are complete (2) or active (35), 44 (51%) have been rescinded/terminated, and 5 (6%) were denied. The rescissions and terminations are due primarily to projects not going forward because of the economic downturn between 2008 and 2010.

As the data in **Table 4** shows, 34 of the 49 projects authorized to begin in 2007-2010 (69%) have been terminated or rescinded. But only 10 of the 37 projects authorized between 2011-2014 (27%) have been rescinded or terminated. An indication that the economy is improving and more projects are progressing.

Table 5 provides a breakdown of the wage levels of the 2,994 projected jobs to be created by the authorized companies. This data is also shown graphically in **Chart 6**. Table 5 also provides a breakdown of the benefits offered by authorized companies and the amount of the benefit cost covered by the employer.

QUICK DATA FACT #2 HOW MANY NEW JOBS HAVE VEGI COMPANIES ACTUALLY CREATED TO DATE? (2007-2013)

Direct and Indirect New Jobs:	5,373
New Qualifying Jobs:	3,897

TABLE 1: AII INCENTIVE APPLICATIONS CONSIDERED THROUGH DECEMBER 31, 2014									
Company Name	Date Application Considered ¹	Authorization (Earning) Period		Reason ²	Maximum Incentive Considered	Minimum Net Revenue Benefit	Green, Subsection 5 Lookback Waived ³	Location	Type of Project
nk Jet Machinery of Vermont	25-Jan-07	n/a	Terminated Jan 24, 2008	14	\$ 336,055	5 -	n/a	Dorset	Startup
Diympic Precision, Inc/WIC/Town of Windsor	25-Jan-07	n/a	Terminated Sept 6, 2007	4	\$ 474,428	\$ 32	n/a	Windsor	Recruitment
Monahan SFI, LLC	15-Feb-07	n/a	TermRecap. Sept 28, 2009	3	\$ 791,277	\$	n/a	Middlebury	Plant Restart
Qimonda North America Corp.	15-Feb-07	n/a	Rescinded Mar 27, 2008	1	\$ 229,672	\$ -	n/a	So. Burl	Ret./Expansion
Rehab Gym, Inc.	22-Mar-07	n/a	Denied	5	\$ 255,439	\$	n/a	Colchester	Ret./Expansion
Applejack Art Partners	3-May-07	n/a	Terminated Oct 25, 2007	4	\$ 85,539	\$	n/a	Manchester	Recruitment
Dmni Measurement Systems	3-May-07	n/a	Terminated Mar 25, 2010	4	\$ 677.944	s -	n/a	Milton	Ret/Expansion
/ermont Timber Frames	3-May-07	n/a	Terminated Jan 16, 2013	2	\$ 156,126	s -	n/a	Bennington	Recruitment/Exp.
Battenkill Technologies, Inc.	28-Jun-07	n/a	Terminated Jun 26, 2008	4	\$ 79,054	s	n/a	Manchester	Recruitment
Burton Corporation	28-Jun-07	n/a	Terminated Mar 25, 2010	4	5 1,653,965	S .	n/a	Burlington	Ret/Expansion
	26-Jul-07	n/a	Terminated May 28, 2009		\$ 607,347	5	n/a	StAlbans	Ret/Expansion
Energizer Battery Manufacturing, Inc.	25-0d-07	n/a	Terminated Dec 8, 2009	4	\$ 182.396		n/a	Williston	Ret./Expansion
		2007 - 2011		-	\$ 1,786,828	\$ 2,129,672	n/a	Waterbury/Essex	Ret/Expansion
Green Mountain Coffee Roasters, Inc.	25-Oct-07		Completed	N/A					
Know Your Source, LLC	6-Dec-07	n/a	Denied	5	\$ 71,302 \$ 1,942,989	\$ - \$ -	n/a	Burlington	Start-up
lascoma Corporation	25-Oct-07	n/a	Rescinded Jun 26, 2008	1			Green	WRJ	Recruitment/Exp.
CNC North, Inc.	6-Mar-08	n/a	Terminated Mar 25, 2010	4	\$ 70,533	\$	n/a	Springfield	Ret/Expansion
/ermont College of Fine Arts	27-Mar-08	2008-2012	Completed	N/A	\$ 206,737	\$ 126,260	n/a	Montpelier	Start-up
sovoita, Inc.	26-Jun-08	n/a	Terminated May 28, 2009	4	\$ 568,330	\$	n/a	Rutland	Ret./Expansion
/ermont Castings Holding Company	18-Sep-08	n/a	Terminated May 28, 2009	4	\$ 488,000	\$	Green	Bethei	Ret/Expansion
New England Precision, Inc./Clifford Properties, Inc.	18-Sep-08	n/a	Terminated April 29, 2011	2	\$ 241,236	5	n/a.	Randolph	Ret./Expansion
Utility Risk Management Corp	23-Oct-08	n/a	Term - Recap November 25, 2013	3	\$ 377,371	\$	n/a	Stowe	Recruitment/Relocation
Helix Global Solutions, Inc.	4-Dec-08	n/a	Rescinded Dec 4, 2008	1	\$ 53,739	\$ -	n/a	Burlington Area	Recruitment/Exp.
Vermont Wood Energy Corp	4-Dec-08	n/a	Denied	5	\$ 293,967	\$	Green	Rutland	Start-up
Fata's Natural Alchemy	4-Dec-08	n/a	Terminated Mar 25, 2010	4	\$ 231,531	\$ Sec.	n/a	Whiting/Shoreham	Start-up
BioTek Instruments, Inc./Lionheart Technologies, Inc.	4-Dec-08	n/a	Terminated Dec 17, 2014	2	\$ 692,854	5	n/a	Wincoski	Ret./Expansion
Dominion Diagnostics, LLC	22-Jan-09	n/a	Terminated April 28, 2011	2	\$ 103,300	\$	n/a	Williston	Recruitment/Exp.
Albany College of Pharmacy	22-Jan-09	2009-2013	Active-Final	N/A	\$ 630,859	\$ 345.717	n/a	Colchester	Recruitment/Exp.
ASK-IntTag, LLC	26-Mar-09	n/a	Terminated December 5, 2013	2	\$ 553,722	S -	n/a	Essex	Recruitment/Start-up
Vermont Transformers, Inc.	26-Mar-09	n/a	Terminated May 25, 2011	3	\$ 267,569	5 -	Green	St. Albans	Recruitment/Exp.
Project Graphics, Inc.	30-Apr-09	n/a	Terminated May 24, 2012	2	\$ 230,414	s	n/a	So. Burlington	Recruitment
Durasol Awnings, Inc.	28-May-09	n/a	Terminated Mar 25, 2010	4	\$ 245,795	S	n/a	Middlebury	Ret./Expansion
Commonwealth Yogurt, Inc.	25-Jun-09	2009-2013	Active-Final		\$ 1.201.154	\$ 614.505	n/a	Brattleboro	Recruitment/Start-up
		2009-2013	Terminated July 24, 2014	N/A	\$ 243.279	s	n/a	Milton	Recruitment/Exp.
AirBoss Defense USA, Inc.	24-Sep-09			2	\$ 143,436	-	n/a	Richford	Start-up
Maple Mountain Woodworks, LLC	17-Dec-09	n/a	Term- Recap February 15, 2013	3		-			
Terry Precision Bicycles for Women, Inc.	17-Dec-09	n/a	Terminated December 5, 2013	2	\$ 126,296	\$ -	n/a	Burlington	Recruitment/Relocation
Northern Power Systems, Inc.	17-Dec-09	2009-2013	Active-Final	N/A	\$ 808,104	\$ 235,796	Green	Barre	Ret/Expansion
Green Mountain Coffee Roasters, Inc.	17-Dec-09	2009-2013	Active-Final	N/A	\$ 292,307	\$ 1,736,611	n/a	Chittenden County	Ret/Expansion
MyWebGrocer, Inc	22-Oct-09	2010-2014	Active-Final	N/A	\$ 453,475	\$ 286,587	n/a	Colchester	Ret./Expansion
SBE, Inc.	17-Dec-09	n/a	Terminated Dec 17, 2014	2	\$ 3,048,671	\$	Green	Barre	Ret./Expansion
Seldon Technologies, Inc.	17-Dec-09	n/a	Terminated June 27, 2013	2	\$ 478,396	\$	Green	Windsor	Ret./Expansion
Business Financial Publishing, Inc.	28-Jan-10	n/a	Denied	5	\$ 162,473	\$	n/a	Burlington	Start-up
New England Supply, Inc.	25-Mar-10	2010-2014	Active-Final	N/A	\$ 67,953	\$ 36,088	n/a	Williston	Start-up
The Original Vermont Wood Products, Inc.	27-May-10	n/a	Terminated Dec 8, 2011	3	\$ 100,804	\$	Sub 5	Pittsfield	Start-upU/Plant Restart
Nestminster Cracker Company, Inc.	22-Jul-10	2010-2014	Terminated Jan 22, 2014	2	\$ 236,246	\$ +	n/a	Rutland	Ret./Expansion
Revision Eyewear, Ltd.	28-Oct-10	2010-2014	Active-Final	N/A	\$ 552,193	\$ 449,056	n/a	Essex	Ret/Expansion
Drdanic Trade Association	28-Oct-10	n/a	Terminated May 24, 2012	1973	\$ 75,569	s	n/a	Brattleboro	Recruitment/Relocation
Dealer.com. Inc.	16-Dec-10	2010-2014	Active-Final	N/A	\$ 4,929,487	\$ 2,644,928	n/a	Burlington	Ret/Expansion
Pinnacle Sales Accelerators, LLC	16-Dec-10	2010-2014	TermRecap. Jan 16, 2013	3	\$ 111,635	\$ -	n/a	Burlington	Recruitment/Start-up
	16-Dec-10	2010-2014	Active-Final		\$ 305.830	5	Sub 5	Swanton	Plant Restart/Start-up
Swan Valley Cheese Company of Vermont Alpla, Inc.	16-Dec-10	2010-2014 n/a	Terminated Jul 24, 2014	N/A 4	\$ 505,830		Green	Essex	Recruitment/Exp.





TABLE 1 Continued: ALL INCENTIVE APPLICATIONS CONSIDERED THROUGH DECEMBER 31, 2014										
Company Name	Date Application Considered ¹	Authorization (Earning) Period	Status	Reason ²	Maximu Incentiv Conside	/e	Minimum Net Revenue Benefit	Green, Subsection 5 Lookback Waived ³	Location	Type of Project
Bariatrix Nutrition Corp	27-Jan-11	2011-2015	Active-Final	N/A	\$ 135	5,653	\$ 92,251	n/a	Georgia	Ret/Expansion
eCorporate English, Ltd.	25-May-11	n/a	Terminated Sept 27, 2012	3	\$ 464	4,731	\$ (e)	n/a	Middlebury	Recruitment/Exp.
NCW, Inc.	27-0ct-11	2011-2015	Active-Final	N/A	\$ 512	2,449	\$ 202,024	n/a	Manchester	Recruitment/Relocation
/SC Holdings, Inc.	27-0ct-11	2011-2015	Active-Final	N/A	\$ 150	5,913	\$ 86,727	n/a	Hinesburg	Ret/Expansion
Carbon Harvest Energy, LLC/Brattleboro Carbon Harvest, LLC	8-Dec-11	n/a	Terminated Dec 13, 2012	3	\$ 568	3,913	\$	Green	Burl/Brattleboro	Ret./Expansion
Concepts ETI, Inc	8-Dec-11	2011-2015	Active-Final	N/A	\$ 290),335	\$ 117,880	Green/LBW	Wilder	Ret./Expansion
SOH Wind Engineering, LLC	8-Dec-11	2011-2015	Active-Final	N/A	\$ 153	3,994	\$ 41,793	Green	Williston	Recruitment/Start-up
Green Mountain Coffee Roasters, Inc.	8-Dec-11	2011-2015	Active-Final	N/A	\$ 4,698	6,809	\$ 6,297,553	n/a	Essex	Ret./Expansion
Ilison Surface Technologies, Inc.	8-Dec-11	2011-2015	Active-Final	N/A	\$ 684	3,462	\$ 289,406	Sub 5	Rutland	Ret/Expansion
Skypoint Solar	8-Dec-11	n/a	Rescinded Dec 8, 2011	1	\$ 7,900	0,114	\$	Green	Burlington	Recruitment/Start-up
Franscend Quality Manufacturing, Inc.	8-Dec-11	n/a	Rescinded Dec 6, 2012	1	\$ 24	5,941	\$	Sub 5/Green	TBD	Recruitment/Start-up
lasan Carbon Composites, Inc.	8-Dec-11	n/a	Rescinded Aug 30, 2012	1	\$ 510	3,395	s -	Green	Bennington	Ret/Expansion
ermont Hard Cider Company, LLC	26-Jan-12	n/a	Rescinded Dec 8, 2012	1	\$ 260	0,176	\$	n/a	Middlebury	Ret/Expansion
Commonwealth Dairy, LLC II	25-May-12	2012-2016	Active-Final	N/A	\$ 303	3,004	\$ 277,714	n/a	Brattleboro	Ret/Expansion
Performa Limited, LLC	25-Oct-12	2012-2016	Active-Final	N/A	\$ 133	3,617	\$ 62,088	n/a	Burlington	Ret/Expansion
Dynapower	13-Dec-12	n/a	Denied	5	\$ 1,41	5,009		Green	So. Burlington	Ret/Expansion
iylan Technologies, Inc	13-Dec-12	2012-2016	Active-Final	N/A	\$ 5,73	3,506	\$ 2,786,740	n/a	St Albans	Ret/Expansion
Revision Ballistics	13-Dec-12	2012-2016	Active-Final	N/A	\$ 734	4,081	\$ -	Sub 5	Newport	Plant Restart/Start-up
Seventh Generation	13-Dec-12	2012-2016	Active-Final	N/A	\$ 454	4,728	\$ 233,150	Green	Burlington	Ret/Expansion
FCell Medical	24-Mar-11	n/a	Rescinded Dec 5, 2013	1	\$ 1,33	B,444	5 -	n/a	TBD	Recruitment/Start-up
reedom Foods	24-Oct-13	2013-2017	Active-Final	N/A	\$ 26	7,762	\$ 128,639.00	Educ Tax Stabil	Randelph	Ret/Expansion
.ogic Supply, Inc.	24-Oct-13	2013-2017	Active-Final	N/A	\$ 35	2,912	\$ 219,038	n/a	South Burlington	Ret/Expansion
NoTek Instruments, Inc./Lionheart Technologies, Inc.	5-Dec-13	2013-2017	Active-Final	N/A	\$ 32	5,111	\$ 675,788	n/a	Winooski	Ret./Expansion
Dealer.com	5-Dec-13	2013-2017	Active-Final	N/A	\$ 1,20	1,850	\$ 1,970,120	n/a	Burlington	Ret/Expansion
armer Mold & Machine	5-Dec-13	2013-2017	Active-Final	N/A	\$ 25	8,518	\$	Sub 5	No. Clarendon	Recruitment/Relocation
BM Sherman Carmel	5-Dec-13	2013-2017	Active-Final	N/A	\$ 13	6,744	\$ 15,938	Sub 5	Bennington	Ret./Expansion
ermont Packinghouse	17-Dec-14	2014-2018	Active-Final	N/A	\$ 23	3,252	\$ -	Sub 5	Springfield	Recruitment/Start-up
Cambridge Valley Machining, Inc.	28-Mar-13	2014-2018	Rescinded Dec 17, 2014	1	\$ 14	0,049	\$ -	n/a	Bennington	Recruitment/Expansion
Grown (AEG Holdings, LLC)	26-Sep-13	2014-2018	Rescinded Dec 17, 2014	1	\$ 2,01	0,364	\$ 77	Green	TBD	Recruitement/Start-up
S.S. Blodget Corp.	17-Dec-14	2014-2018	Active-Final	N/A	\$ 75	4.104	\$ 410.685	n/a	Burlington	Ret./Expansion
Ceurig Green Mountain	24-Apr-14	2014-2018	Active-Final	N/A	*	1,028	\$ 847.004	n/a	Williston	Ret/Expansion
wincraft. Inc	17-Dec-14	2014-2018	Active-Final	N/A		2,584	\$ 512,840	LBW	Essex	Ret/Expansion
Cabot Hosiery Mills. Inc	17-Dec-14	2015-2019	Active-Initial	N/A		5,192	\$ 662,165	n/a	Northfield	Ret/Expansion
Flex-A-Seal, Inc	17-Dec-14	2015-2019	Active-Initial	N/A		8,858	\$ 226,131	n/a	Essex Jct	Ret/Expansion
Vational Hanger Company, Inc	17-Dec-14	2015-2019	Active-Initial	N/A		7,668	\$	Sub 5	N. Bennington	Ret/Expansion
Precyse Solutions	17-Dec-14	2015-2019	Active-Initial	N/A		9,742	\$ 131.119	n/a	Statewide	Recruitement/Start-up



FOR ALL APPLIC	ATIONS CONSIDE	NTIVE AUTHORIZAT RED THROUGH DEC IOMIC ACTIVITY, 200	EMBER 31, 2014		
Application Count	Total Considered	Approved -	Rescinded/	Denied	
Total Applications Considered: ⁶	86	86 37 44		5	
Percent of Total Applications	N/A	43%	51%	6%	
Regular VEGI Applications:	69	32	34	3	
"Green VEGI" Applications:7	17	5	10	2	
Subsection 5 Applications:	9	7	2	0	
Lookback Waived Applications:	2	2	0	0	
Authorization Summary:		Direct Estimated Ec	onomic Impact:		
Total Incentives Considered To Date:	\$ 64,737,876	New Qualifying FT Job	s Projected:	2,994	
Total Incenitves Denied To Date:	\$ 2,198,190	New Qualifying FT Pay	roll Projected:	\$136,536,684	
Total Incentives Rescinded/Terminated to Date:	\$ 30,005,883	Weighted Average Wa	\$ 45,702		
Net Incentives Authorized to Date:	\$ 32,533,803	Average Total Compen	\$ 55,835		
Incentive Enhancements:		New Qualified Capital I	nvestment Projected:	\$630,721,841	
Increase in Incentives Due to Enhancements:		Related Estimated I	Economic Activity:		
Green VEGI	\$ 650,677	Retained Full-time Job	s: ⁸	4,934	
Subsection 5	\$ 1,090,004	Full-time Non-Qualifyir	ng Job Creation: ⁹	472	
Total	\$ 1,740,681	Indirect Job Creation:1	0	3,094	
Decrease in Net Revenue Return Due to Enhancer	nents:	Total Full-time Job Cre	eation:	6,560	
Green VEGI	\$ 594,331	New Payroll Considered	ed Background Growth: 11	\$ 38,814,964	
Subsection 5	\$ 901,534	Average Health Care F	Premium Paid by Employer: ¹²	759	
Total	\$ 1,495,865	Approximate Value of 1	VT Biz-to-Biz Interactions: ¹³	\$177,959,848	
		Direct Estimated Fis	scal Impact ¹⁴		
		Total Revenue Benefits	s to the State:	\$ 83,119,422	
		Total Revenue Costs to	o the State, Including Incentives:	\$ 58,623,386	
		Net Fiscal Return to the	e State:	\$ 24,496,036	



TABLE 3: ANNUAL AUTHORIZATION AND SUBSECTION 5 CAPS FOR APPLICATIONS CONSIDERED THROUGH DECEMBER 31, 2014 TOTAL PROJECTED INCENTIVE PAYMENTS, 2008 - 2024

	Cap Balance	\$ 12,728,540
2015	Authorizations (Earned 2015-2019; Paid out 2016-2024)	\$ 2,271,460
	Сар	\$ 15,000,000
	Cap Balance	\$ 7,509,032
2014	Authorizations (Earned 2014-2018; Paid out 2015-2023)	\$ 2,490,968
	Сар	\$ 10,000,000
	Cap Balance	\$ 7,457,103
2013	Authorizations (Earned 2013-2017; Paid out 2014-2022)	\$ 2,542,897
	Сар	\$ 10,000,000
	Cap Balance	\$ 4,641,064
2012	Authorizations (Earned 2012 - 2016; Paid out 2013 - 2021)	\$ 7,358,936
	Сар	\$ 12,000,000
	Cap Balance	\$ 11,365,385
2011	Authorizations (Earned 2011 - 2015; Paid out 2012 - 2020)	\$ 6,634,615
	Сар	\$ 18,000,000
	Cap Balance	\$ 16,691,062
2010	Authorizations (Earned 2010 - 2014; Paid out 2011 - 2019)	\$ 6,308,938
	Сар	\$ 23,000,000
	Cap Balance	\$ 7,067,576
2009	Authorizations (Earned 2009 - 2013; Paid out 2010 - 2018)	\$ 2,932,424
	Сар	\$ 10,000,000
	Cap Balance	\$ 9,793,263
2008	Authorizations (Earned 2008 - 2012; Paid out 2009 - 2017)	\$ 206,737
	Сар	\$ 10,000,000
	Cap Balance	\$ 8,213,172
2007	Authorizations (Earned 2007 - 2011; Paid out 2008 - 2016)	\$ 1,786,828
	Сар	\$ 10,000,000

Annua	al SubSection 5 Cap:	
	Cap Per Year	\$ 1,000,000
2007	SubSection 5 Utilization	\$ -
	Cap Balance	\$ 1,000,000
	Cap Per Year	\$ 1,000,000
2008	SubSection 5 Utilization	\$ -
	Cap Balance	\$ 1,000,000
	Cap Per Year	\$ 1,000,000
2009	SubSection 5 Utilization	\$ -
	Cap Balance	\$ 1,000,000
	Сар	\$ 1,000,000
2010	SubSection 5 Utilization	\$ 92,104
	Cap Balance	\$ 907,890
	Сар	\$ 1,000,000
2011	SubSection 5 Utilization	\$ 322,65
	Cap Balance	\$ 677,34
	Сар	\$ 1,000,000
2012	SubSection 5 Utilization	\$ 247,63
	Cap Balance	\$ 752,36
	Сар	\$ 1,000,000
2013	SubSection 5 Utilization	\$ 139,822
	Cap Balance	\$ 860,178
	Сар	\$ 1,000,000
2014	SubSection 5 Utilization	\$ 90,833
	Cap Balance	\$ 909,163
	Сар	\$ 1,000,000
2015	SubSection 5 Utilization	\$ 196,958
	Cap Balance	\$ 803,04

VERMONT 2015

Application Activity

TABLE 4: APPLICATION STATUS DETAIL FOR ALL APPLICATIONS CONSIDERED THROUGH DECEMBER 31, 2014

TAL FINAL APPLICATI	TAL FINAL APPLICATIONS CONSIDERED:						
VERAGE FINAL APPLIC	11						
Annual Breakdown:	Terminated/ Rescinded	Denied					
2007	13	1	11	1			
2008	11	1	8	2			
2009	13	4	9	0			
2010	12	5	6	1			
Four Year Sub Tota	l: 49	11	34	4			
		22%	69%	8%			
2011	11	7	4	0			
2012	9	5	3	1			
2013	7	6	1	0			
2014	10	8	2	0			
Four Year Subtota	l: 37	26	10	1			
		70%	27%	3%			
	Total:	37	44	5			
	Total:	43%	51%	6%			

Number	Reason
10	No Final Application submitted. Initial application rescinded. No incentives authorized.
12	Project commenced, but for a certain year, Performance Requirements were never met. Incentives terminated
8	Project commenced, but company closed or reduced employment below 90%. Incentives terminated.
14	Project commenced, but in a subsequent year company failed to file a VEGI claim. Incentives terminated.
44	Total
	Detail of Rescissions:
3	Project occurred in another state
1	Project did not occur at all
2	Project could not find capital
2	No Final Application, but project started in Vermont anyway
8	Subtotal
	Detail of Terminations:
11	Did not meet Performance Requirements by end of grace period
	4 Earned Partial Incentives
	7 No Incentives earned
13	Closure of Business
	4 Earned Partial Incentives
	4 Recapture of Incentives Required
	5 No Incentives earned
12	Failed to file claim
	0 Earned Incentives
	12 No Incentives earned
36	Subtotal



TABLE 5: PROJECTED WAGES AND BENEFITS FOR ALL ACTIVE APPLICATIONS CONSIDERED THROUGH DECEMBER 31, 2014

NOTE: ALL DATA IN THIS TABLE BASED ON 37 ACTIVE COMPANIES ONLY.										
Wage Levels: (in \$000's)	Total	25-29	30-39	40-49	50-59	60-69	70-79	80-89	90+	
Number of Jobs	2994	1111	485	389	301	276	140	223	69	
Percentage of Total Jobs	100%	37%	16%	13%	10%	9%	5%	7%	2%	
Benefits Paid by Employers:		nber Benefit		entage j Benefit	Percer	rage ntage of Paid by				
Medical Premium	3	17	10	0%	75	5%				
Dental Premium	2	.7	73	3%	63	3%	NOTE	DENEER		
Vision Premium	2	0	54%		67%		NOTE: BENEFITS AS REPORTED BY APPLICANT. IN SOME CASES, A BENEFIT MAY			
Life Insurance	2	24	65%		96%					
Short-Term/Long-Term Disability Ins.	2	20	54%		87%					
Accidental Death/Dismemberment Ins.		8		22%		100%		BE OFFERED BUT APPLICANT DID NOT REPORT IT.		
Retirement Contribution	25		6	68%		48%				
Paid Leave	- 2	22	5	7%	10	0%				
Other	2	21	50	5%	10	0%				

Actual Economic Activity

Table 6 summarizes, by calendar year, the number of claims expected and filed, the disposition of each claim. the projected *and actual* qualifying job creation, qualifying payroll generation, capital investments made, incentive payments made, and the actual net revenue benefit for the State for activity that has actually occurred between January 1, 2007 and December 31, 2013.

VEGI claims must be filed each year for the economic activity that occurred during the previous calendar year. For example, claims for activity in 2013 were filed in April 2014 and examined by the Tax Department during 2014 and incentive payments, if earned, were paid in late 2014. Therefore, there is a one year delay before the claim and actual activity data is available. This is why this report includes application data through December 2014, but actual earning and economic activity for 2007-2013.

The following details the number of claims filed for each year and the number of claims approved or delayed:

	Filed	Approved	Delayed
2007	7	4 (57%)	3 (43%)
2008	10	4 (40%)	6 (60%)
2009	18	12 (66%)	6 (44%)
2010	23	16 (70%)	7 (30%)
2011	28	19 (57%)	9 (43%)
2012	30	20 (66%)	8 (27%)
2013	33	18 (55%)	8 (24%)

Only the companies that met performance requirements were paid the \$10.4 million incentive payments shown in **Table 6**. But the projected and actual economic activity data detailed in **Table 6** are for the companies that both met and did not meet targets. Data for companies are not included once their incentives are rescinded or terminated in subsequent years. Data for companies that did not meet performance requirements are included because a company is not removed from the program if



they do not meet their requirements by the due date (December 31 of each year). These companies created jobs, generated payroll, and made capital investments, but not to the extent that met the performance measures. No incentive is paid to such a company until and unless the requirements are met. This economic activity, however, must be counted and is included in the calculation of the actual net revenue benefit to the State. If a company does not meet performance requirements within the required period after the target date, no incentive for that year can be earned or paid and any future incentives are terminated.



SUCCESS PROFILE

Mark Weidmann of Westford was hired in January 2013 by BioTek as an Assembler, after Biotek was authorized for VEGI incentives. Mark was quick to learn and came up to speed very quickly on BioTek's processes and assemblies and is now one of the "go-to" individuals to train new employees.

To read Mark's full profile, click here.

Actual Economic Activity

As **Table 6** and **Charts 1-5** indicate, actual new job creation, payroll creation and capital investments have outpaced projections in each year. As a result, the projected net revenue benefit to the State from economic activity through December 2013 is much higher than projected. The net revenue benefit was estimated at about \$14.6 million. The economic activity that has actually occurred, and the incentives installments actually paid were re-modeled using the same cost-benefit model used for the application approval process. The model estimates a **net revenue benefit to the State of \$36,592,000** for the activity that has actually occurred between 2007-2013. This means that the State has made \$9,390 in new tax revenue for each new qualifying job created by the VEGI program.

It should be noted that once a company is rescinded or terminated their economic activity is no longer included in the modeling of the revenue impact, but those companies may have contributed jobs and investments during this period. For example, a company was authorized for incentives to move from another state to Vermont and create more jobs. The move occurred, jobs were created, but not at a level that met performance requirements to earn the incentive resulting in the company being removed from the program. Therefore, economic activity occurred and new tax revenues were generated to the State, but no incentives were ever paid. There are 11 such companies that had levels of economic activity insufficient to meet performance requirements but still generating tax revenues to the state.

QUICK DATA FACT #3

HOW MUCH HAVE VEGI COMPANIES INVESTED IN VERMONT TO DATE? (2007 – 2013)

New Qualifying Payroll: New Qualifying Capital Investments: \$242.6 Million \$623.4 Million

Charts 1 through 5 graphically display the differences between the projected program economic activity and economic impact and the actual activity and impact.

VERMONT 2015

Chart 1 illustrates the projected and actual new qualifying job creation between 2007 and 2013, showing that the authorized companies have created 1,731, or 80% more new jobs than projected for this period. These are all full-time, non-owner, jobs paying above 160% of the minimum wage and providing benefits including an average 75% of the medical premium paid by the employer.

Chart 2 illustrates the difference between the projected and actual payroll created for these full-time, qualifying jobs. The actual payroll created is \$142 million or 141% more than projected.

Similarly, **Chart 3** indicates that the same companies invested \$180 million or 40% more in machinery and equipment and facilities in Vermont than projected. As **Chart 11** shows, most of the facility investment was in renovations to a company's existing facility or for reuse of existing under- or unutilized building stock in Vermont.

Chart 4 illustrates the level of incentives projected and actually paid out between 2007 and 2013 and **Chart 5** shows the difference between the projected net revenue gain for the state versus the actual net gain, which is 150% higher than projected.

QUICK DATA FACT #4

WHAT IS THE PROJECTED AND ACTUAL AVERAGE WAGE OF THE JOBS CREATED BY VEGI COMPANIES THROUGH 2013?

Projected Average Wage:	\$45,702	
Actual Average Wage:	\$56,030	

Actual Economic Activity



TABLE 6: PROJECTED AND ACTUAL ACTIVITY - SUMMARY

FOR APPLICATIONS CONSIDERED THROUGH DECEMBER 31, 2014

Claim Activity:	2007	2008	2009	2010	2011	2012	2013
Claims Expected:	7	14	22	29	34	32	34
Completed Claims Filed:	7	10	18	23	28	30	33
Incomplete Claims:	0	0	0	2	6	2	1
Claims Approved:	4	4	12	16	19	20	18
Claims Delayed:	3	6	6	7	9	8	8
Removed from Program:	0	4	4	5	7	3	1
Net Claims Included in Projected and Actual Data:	7	10	18	23	28	30	33

Projected Activity:	2007	2008	2009	2010	2011	2012	2013	TOTALS
New Qualifying Employees:	101	213	76	253	405	646	472	2166
New Qualifying Payroll:	\$ 3,438,000	\$ 6,942,837	\$ 4,569,800	\$14,750,930	\$ 18,566,786	\$ 30,761,224	\$ 21,733,673	\$100,763,250
New Qualifying Capital Investments:	\$13,677,077	\$ 11,786,270	\$14,646,000	\$23,756,656	\$ 71,204,499	\$ 171,853,840	\$ 136,912,490	\$443,836,832
Est. Incentive Installments to be Paid:	\$ 123,712	\$ 398,712	\$ 529,377	\$ 1,139,759	\$ 1,767,159	\$ 3,375,349	\$ 4,600,744	\$11,934,813
Net Revenue Benefit:	\$ 90,889	\$ 349,201	\$ 840,056	\$ 1,370,074	\$ 2,313,133	\$ 3,752,862	\$ 5,954,380	\$ 14,670,594

Actual Activity:	2007	2008	2009	2010	2011	2012	2013	TOTALS
New Qualifying Employees:	262	255	265	606	844	806	859	3897
New Qualifying Payroll:	\$ 10,621,976	\$ 9,214,052	\$ 16,137,468	\$ 34,555,726	\$ 54,269,760	\$ 62,298,865	\$ 55,490,232	\$242,588,079
New Qualifying Capital Investments:	\$ 22,546,350	\$13,388,586	\$28,100,875	\$47,475,449	\$ 121,412,913	\$ 262,489,273	\$ 128,030,075	\$623,443,521
Incentives Paid to Companies:	\$ 208,653	\$ 544,110	\$ 654,370	\$ 1,249,733	\$ 1,852,263	\$ 2,795,776	\$ 3,102,025	\$ 10,406,930
Net Revenue Benefit:	\$ 912,900	\$ 1,263,700	\$ 1,676,700	\$ 3,539,900	\$ 6,964,900	\$ 11,578,800	\$ 10,655,100	\$ 36,592,000


Actual Economic Activity



Chart 2: NEW QUALIFYING PAYROLL PROJECTED ACTUAL 141% Through 2013 \$ 100,763,250 \$ 242,588,079 MORE PAYROLL \$300,000,000 \$250,000,000 \$200,000,000 \$150,000,000 \$100,000,000 \$50,000,000 50 2007 2008 2009 2010 2011 2012 2013



Projected



Actual Economic Activity



EMPLOYMENT MULTIPLIER = 2.2 JOBS FOR EVERY JOB A VEGI COMPANY CREATES 2.2 JOBS ARE CREATED IN THE VERMONT ECONOMY

ECONOMIC MULTIPLIER = \$178 MILLION/YEAR VEGI COMPANIES SPEND \$178 MILLION EACH YEAR WITH OTHER VERMONT COMPANIES

VERMONT 2015

Supplemental Data: Active Applications

Charts 6 through 16 illustrate several interesting data points about the 37 active projects in the program. Note that the data presented in charts 6-11 and 14-16 are generated *only* by the 37 approved-active applications (not all applications ever considered) and are based on the application projections.

Charts 6 - 8 cover issues related to the program guidelines. Charts 9 - 12 show data that counters some assumptions that are often made about the program applicants and the projects that are approved. Charts 13 - 16 are related to regional distribution of incentives and jobs.

Chart 6 shows the wage ranges of the projected 2,994 new, qualifying jobs projected to be created between 2007 and 2019, in \$10,000 increments. This data relates to Guideline 2, regarding wages and benefits. While the largest segment of jobs, at 37% of total, are in the \$25,000 - \$29,000 range, the chart shows that half of the jobs will pay above \$40,000 per year. Additionally, the companies project creating only 472 jobs that will pay wages at or below the VEGI Wage Threshold (160% of Vermont minimum wage). These jobs cannot be used to calculate the VEGI incentive. This data shows that the applicants to this program are creating very well-paying jobs, the majority of which far exceed the VEGI Wage Threshold. None of the applicants projected the creation of jobs at or even near the Vermont minimum wage.

Chart 7 shows the breakdown of jobs projected to be created by various job categories. Predictably, the largest category of jobs is production, at 52% of the total. Other jobs are about equally divided between management, IT, R&D, engineering, and administration/support.

Chart 8 illustrates one aspect of the fringe benefits that are and/or will be offered by the applicant companies (related to Guideline 2). The average of the benefits ratios (benefits as percentage of total compensation) for applicants is 22%. This means that the weighted average wage paid, \$45,702, is supplemented by an average benefits package valued at \$10,133 for a total compensation of \$55,835. All approved applicant com-

panies in the VEGI program pay some portion of employee health care costs. Only one company offered less than 50% coverage by the employer at the time of application. All other companies offer 50% or more coverage. The majority of the companies (59%) cover 76% or more of health care costs for their employees.

Chart 9 shows the size of the company, by number of full-time employees, at the time of application. As the chart illustrates, the majority of the applicant companies are small- to medium-size companies, by Vermont standards. In fact, 23 (62%) of the companies had under 100 employees at the time of application, with 14 (or 38%) of those companies actually having under 20 employees. Only five applicants had 500 or more employees at the time of application. Seventy-three percent of the applicants are Vermont-based/owned companies. These are companies that were started by, and are owned by Vermonters and their families.

Chart 10 illustrates the types of economic development projects applying for incentives. It shows 16% of companies are recruitment types that are starting, expanding into or relocating to Vermont. Of these recruitments, 3 were start-ups, 1 was an expansion and 2 were relocations. Seventy percent of all projects were retention/expansion of existing Vermont companies or divisions. Another 8% were start-ups by Vermont entrepreneurs and 5% were re-starts of previously closed companies. This data, when viewed together with **Chart 9**, indicates that the VEGI program provides far more incentive percentages to the retention and expansion of small, Vermont companies as to the recruitment of small and medium-size companies to Vermont.

Chart 11 summarizes the type of facility expansions occurring because of the incentives. As the data shows, the program has been very successful in providing incentives for the acquisition and/or reuse of existing buildings in Vermont that are un- or under-utilized. This type of project represents 57% of the active projects. Another 16% did not involve any facility expansion and 22% will expand the



facility they currently occupy. A total of 95% of the projects will *not* involve building new facilities. Most will involve substantial investment in renovations to facilities, having a very positive impact on local construction companies. Two companies (5%) proposed projects that will involve new construction, but all of them will occur within existing industrial or commercial parks or within sites zoned for that purpose.

Charts 12 and 13 show the distribution of population and personal income tax by county in Vermont. These charts are included to provide some prospective to the data shown in Charts 14 -16, which show the regional distribution of the incentives by the number of active-approved applications per region (Chart 14) and by incentive dollars per region (Chart 15). There are active projects in every region of the state except Addison and Lamoille Counties. The largest number of applications are from Chittenden County, which is expected as this is the economic engine of the state, the current location of most applicants, and the desired location for most companies recruited to Vermont. VEPC staff makes every effort to educate all regional economic development practitioners about the VEGI program. VEPC staff visits all regions regularly and VEGI informational seminars were conducted in every region at the start of the program. Additionally, in accordance with Program Guideline 1, applications from outside Chittenden County can be authorized for additional incentives. However, the Council and staff have no control over where existing Vermont companies (who represent the largest pool of applicants) are located, where new companies want to locate, or from which regions applications are submitted. Additionally, regional boundaries are meaningless to employment at a company. While most employees will come from the immediate area, many Vermonters cross county and regional borders for employment. The extensive business-to-business relationships, exceeding \$178 million in value each year, also occur regardless of regional boundaries.

Chart 16 shows the regional distribution of the direct, new, qualifying jobs that are projected to be created. As with Charts 14 and 15, there is direct impact in all regions except for Addison and Lamoille Counties. However, Vermonters from all regions will fill these jobs and all regions will benefit from the job creation and capital investments. The projects that have been authorized for incentives will generate an estimated 5,373 indirect jobs all around the State and the companies estimate over \$178 million in annual business-to-business (vendor, supplier, customer, and client) interactions with other Vermont companies in all regions of the State.

QUICK DATA FACT #5

HOW MUCH HAS ACTUALLY BEEN PAID BACK TO COMPANIES IN VEGI INCENTIVES TO DATE (2007-2013)?

\$10,406,930



Cure, Lauren Whitney of Bristol was struggling to make ends meet and apprehensive to lay roots in Vermont due to job security. Hired in January 2013 as a production worker and quickly moving up to QA technician, Lauren states "The future looks promising for Vermont Smoke and Cure and I feel comfortable and confident that my job is secure." Vermont Smoke and Cure was authorized for VEGI in 2011.

To read Lauren's full profile, click here





SUCCESS PROFILE

Jackle Valazquez of Vernon was hired by Commonwealth Dairy in October of 2013 as a temporary employee. Due to her work ethic, positive attitude and attention to detail, after three months she was promoted to a full time Lab Technician in Quality Assurance where she continues to work today. Commonwealth Dairy was authorized for VEGI in 2012.

To read Jackie's full profile, click <u>here</u>





Data includes 37 Approved, Active applications only.













Data includes 37 Approved, Active applications only.









Data includes 37 Approved, Active applications only.



Performance Measures

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AS OF DECEMBER 31, 2014		2011				2012			2013			2014			2015			
	Bench	hmark		Actual	Benc	nmark		Actual	Be	enchmark		Actual	Be	nchmark	Actual ¹⁶	Be	nchmark	Actual ¹⁶
OUTCOME:					-						in r							1
For Incentive Level of:	S 1	1,767,159	\$	1,852,263	S :	3,375,349	\$	2,795,776	S	4,600,744	s	3,102,025	\$	2,490,970		\$	2,271,460	
New Qualifying Employees (NQE):		405	1	844		646		806		472		859		356			228	
New Qualifying Payroll:	\$ 18	8,566,786	\$	54,269,760	\$ 3	0,761,224	\$	62,298.865	\$	21,733,673	S	55,490,232	s	15,656,651		s	10,897,491	
New Qualifying Capital Investments	\$ 71	1,204,499	\$	121.412.913	\$ 17	,853,840	\$	262,489,273	S	136,912,490	S	128,030.075	S	130,673,320		\$	25,011,689	
Net New Revenues to State	\$ 2	2,313,133	\$	6,964,900	S	8,752,862	\$	11,578,800	S	5,954,380	\$	10,655,100	S	5,133,882		\$	3,659,996	
OUTPUT:					1											1		
Net Revenue Generated Per NQE	S	5,711	\$	8,252	s	5,809	\$	14.366	s	12,615	Ş	12,404	\$	14,421		\$	16,053	
Number of Applications Considered		25	1	22		30		9		32		9		33		8	34	
EFFICIENCY:	-	12101		Sun and	No The	de la setta	-	-		Press and					-	14	TO MARK	and an owned the
Modeling Cost Per Application (FY)	S	350	\$	620	S	325	S	1.086	S	325	S	400	s	325	\$ 40	0	1	
Budgetary Cost Per NQE	5	476	\$	213	5	422	S	223	5	425	s	210	\$	350		\$	425	

NATIONAL ACCOLADES FOR VEGI PROGRAM

GOOD JOBS FIRST

Independent studies: "Money For Something" and "Money-Back Guarantees for Taxpayers," ranked the VEGI program #1 in US for enforcement, safeguards and job creation and job quality standards.

Endnotes

1 The date indicated is the date the Final Application was considered OR THE Initial Application if a Final Application has not yet been filed. An Initial Application may have been considered at an earlier date.

21=No final application was submitted, the initial application was rescinded and no incentives were authorized. 2=Project commenced, but for a certain year, performance requirements were never met and incentives were terminated for that and future years. Some incentives may have been earned andpaid out. 3=Project commenced, but company closed or reduced employment below 90% and incentives were terminated. 4=Project commenced, but in a subsequent year company failed to file a VEGI claim and incentives were terminated. 5=Project denied and no incentives were authorized.

3"Green" indicates incentive enhancement for environmental technology companies. See 32 VSA 5930b(g). **Sub.5** indicates incentive enhancement for projects in high unemployment, low economic activity areas. See 32 VSA 5930b(b)(5). **LBW** or Look Back Waived indicates a waiver was approved of incentive reduction due to drop in employment just prior to approval date. See 32 VSA 5930a(c)(1). **Ed Tax Stabil** indicates applicant chose stabilization of incremental Education Property Tax as incentive instead of, or in addition to, cash payments.

4 Includes Initial and Final Applications.

5Rescinded: Initial Application approval was rescinded; no Final Application filed. No incentives ever authorized, earned or paid. Terminated: Authority to earn authorized incentives has been revoked. Incentives may have been earned.

6Breakdown by Green VEGI, Subsection 5 and Lookback Waived categories may not equal Total Applications Considered because applications may fit into more than one category.

7 'Green VEGI'' authorizations are those approved for environmental technology companies in accordance with 32 VSA Section 5930b(g).

8 The VEGI program cannot provide incentives for job retention. However, if a Vermont company receives incentives to expand in Vermont, an additional benefit to the State is the retention of current employment.

9VEGI incentives can only be authorized for new jobs that exceed a statutory wage threshold (160% or 140% of Vermont Minimum Wage, depending on the location). This number represents the new full-time jobs projected which will pay a wage at or under the VEGI wage threshold. The jobs occur because of the incentive, but cannot be counted toward the incentive calculation.

10 Indirect jobs are estimated by the VEGI cost-benefit model according to a multiplier factor for the particular region and sector of the project. These are the jobs created at other businesses in Vermont because of the project receiving the incentive.

Endnotes

0 70



11 All new payroll projected as new to Vermont due to the incentive, including for companies recruited to Vermont, is subject to a background growth calculation. This calculation discounts a portion of the new payroll that will be generated because of the incentive according to a factor for each business sector, thereby reducing the level of new payroll that is used to calculate the amount of incentive the applicant can earn. This payroll is considered "background" or "organic" or payroll that would have been created anyway. This number represents the amount of new payroll projected to be created in Vermont because of the incentive program, but for which no incentive will be earned or paid.

12See Chart 3 for more detail on the level of health care premium paid by employers. This number represents the average percentage of the employee health care premium paid by the applicant companies.

13 This represents an estimate of the level of interaction by applicant companies with other Vermont companies as vendors, suppliers, and customers.

14 Fiscal benefits and costs are estimated by an economic model. Majority of costs and benefits occur during the first five years of each project. The costs include not only the cost of the incentive, but also other revenue costs to the state such as new students in school and other services incurred by adding new people and buildings. Cost to pay incentive, if earned, continues for four years after the incentives are earned. Therefore, State of Vermont receives the benefit of each project before all incentive costs are incurred. The revenue benefits of the new jobs and payroll continue to accrue to the state after the five year earning period, but that benefit is not accounted for in the modeling. Therefore, the net revenue benefit is conservative.
15 Cap is \$10,000,000 for each calendar year unless increased by a year of the Emergency Paerd. Can belance adding net earning the first five year earning period.

15Cap is \$10,000,000 for each calendar year, unless increased by a vote of the Emergency Board. Cap balances do not carry forward to the next year.

16 Most data not available until next year.

Contact Us



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VEPC Board receives tour of Vermed as expansion project begins. Pictured are (left to right): Fred Kenney, VEPC Executive Director; VEPC Board Members Betsy Gentile, Brattleboro; Warren Kitzmiller, Montpelier; Stephan Morse, Newfane; Shawn Straffin, West Burke; Emma Marvin, Morrisville; Al Voegele, St. Albans; and Dave Bacon, Vice President, Vermed.

> Report Produced in-house by the staff of the Vermont Economic Progress Council and Vermont Department of Taxes © 2015 State of Vermont

Vermont Department of Taxes Taxpayer Services Division EATI Program Overview August 31, 2015

The Division has reviewed remaining EATI files and found the following:

Tax Year 2012 - Review is complete.

- 15 companies remain in the program
- 10 are in Maintenance status (They cannot earn or apply credits, but must report employment to demonstrate maintenance of jobs created, in order to avoid recapture of credits.)
- 5 have credits available to apply.
- \$141,684 credits were applied to offset tax by 3 companies.
- \$930,974 credits remain available to carry forward to future years.

Tax Year 2013 – Review is complete.

- 11 companies remain in the program
- 7 are in Maintenance status (They cannot earn or apply credits, but must report employment to demonstrate maintenance of jobs created, in order to avoid recapture of credits.)
- 4 have credits available to apply.
- \$36,135 credits were applied to offset tax by 1 company.
- \$894,839 credits remain available to carry forward to future years.

Tax Year 2014 – Has not been reviewed yet.

- 8 companies remain in the program
- 4 are in Maintenance status (They cannot earn or apply credits, but must report employment to demonstrate maintenance of jobs created, in order to avoid recapture of credits.)
- 4 have credits available to apply.
- As mentioned above, the total carry forward remaining (and therefore maximum possible tax expenditure) is \$894,839.

2015 is the last year EATI credits can be applied.

2016 is the last year the Department must review employment to confirm maintenance of jobs created.

In total:

- Approximately \$50.7 million credits were earned between 1998 and 2011.
- Approximately \$34.0 million credits have been applied to offset income tax.





Agency of Human Services



Department of Vermont Health Access Division of Health Care Reform 312 Hurricane Lane, Suite 201 Williston, VT 05495 hcr.vermont.gov [phone] 802-879-5901

MEMORANDUM

- TO: Legislative Joint Fiscal Committee
- CC: Lawrence Miller, Chief of Health Care Reform Hal Cohen, Secretary, Agency of Human Services Steven Costantino, Commissioner, Department of Vermont Health Access Robin Lunge, Health Care Reform Director Craig Jones, MD, Executive Director, Blueprint for Health Steven Maier, State HIT Coordinator
- FROM: Justin Johnson, Secretary, Agency of Administration
 - DATE: September 2, 2015
 - **RE**: Health IT-Fund Annual Report per 32 V.S.A. § 10301(g)

This memorandum serves as a report on the State Health Information Technology (HIT) Fund for State Fiscal Year (SFY) 2015 and includes a summary of all cumulative receipts and expenditures through June 30, 2015.

A year-by-year summary of the Fund's activity is included in Table 1 below, which shows a SFY15 year-end balance of \$5.49m in the Fund. This compares favorably to the SFY14 adjusted year-end balance of \$5.08m. As reported in prior years and in other venues, due to the influx of significant federal resources over the last several years, the State built a balance in the Fund, with an eye toward the day when federal resources begin to wane.

In last year's Health IT-Fund Report, a significant shortfall was estimated for SFY15 between projected expenses and projected revenues, producing a projection for the Fund to be in deficit in SFY16. As a result of careful budget planning and approvals by the Administration and the Legislature, a level Fund balance is now projected through SFY17, when the Health IT Fund portion of the Health Care Claims Tax is scheduled to sunset. The effort to balance the Fund and prevent a downward trend is critical to sustaining Health IT investments in Vermont. However, our health reform goals and initiatives make it clear that continued HIT investments will need to be made well beyond FY 17. These will be detailed in the updated and revised State HIT Plan, currently being drafted and due to be finalized by January 2016.

Table 1: HIT FUND									
SFY	Receipts	Expenditures	Balance						
SFY'09	\$1,725,505.67	\$1,404,447.01	\$321,058.66						
SFY10	\$2,462,827.92	\$127,388.62	\$2,656,497.96						
SFY11	\$2,877,846.80	\$589,401.87	\$4,944,942.89						
SFY12	\$3,467,955.96	\$1,856,814.71	\$6,556,084.14						
SFY13	\$3,122,199.00	\$2,721,643.00	\$6,956,640.14						
SFY14	\$3,273,051.91	\$5,150,204.42	\$5,079,487.63						
SFY'15	\$3,467,991.16	\$3,053,859.06*	\$5,493,619.73*						
Total	\$20,397,378.42	\$14,903,758.69							
	PROJ	ECTED	and the second is						
SFY16	\$3,300,000.00	\$3,698,211.69	\$5,095,408.04						
SFY'17	\$3,300,000.00	\$3,458,717.74	\$4,936,690.30						
SFY'18	\$0.00	\$4,581,681.58	\$355,008.72						

* SFY 15 figures may change due to year-end adjustments and reconciliations.

Historically, the State has leveraged the Health IT-Fund to match several sources of federal funds, thereby significantly increasing the impact of the Fund. From 2011 – 2014, the State's Cooperative Agreement Grant from the Office of the National Coordinator (ONC), matched 90/10 with the Health IT-Fund, providing significant funding for Health Information Exchange activities. This was the primary source of State funding for Vermont Information Technology Leaders (VITL) through a grant agreement between DVHA and VITL. Since 2014, the State has used Global Commitment funding for some HIT and related Health Information Exchange (HIE) expenses through a CMS "fair share" formula for HITECH expansion activities. Our current best information strongly indicates that these federal funding sources will continue to be available for the next 5 years or more. However, the match rates for these federal sources are lower (roughly 55/45 for Global Commitment and 75/25 for HITECH) than the 90/10 rate available in the past. As such, our need for Health IT-Funds both currently and into the future to match these federal funds is even greater than in the past.

In FY2015, The following projects/initiatives are paid for from the Health IT-Fund (See Appendix 1 for further details):

• Electronic Health Records (EHR) Incentive Program – The HITECH Act supports the EHR Incentive Program, which states can choose to participate in by establishing a state-specific Medicaid incentive program for the adoption and meaningful use of this technology. Eligible hospitals and professionals who satisfy the criteria for attestation (meaning that they have met federal requirements) can receive significant incentive payments. Vermont's program is supported by 90/10 funding from CMS with the HIT Fund covering the 10% match for program software and operations. The incentive payments themselves are 100% federal funds but are drawn down and paid out by the State. This program will run through 2021. To date this program has paid out approximately \$39,446,787 to Vermont and New Hampshire hospitals and professional providers, all of whom are registered Medicaid providers in Vermont. For more information about this program, go to: http://hcr.vermont.gov/hit/ehrip.

- Vermont Information Technology Leaders (VITL) Health Information Exchange (HIE) Vermont statute (18 V.S.A. §9352) designates VITL, a private non-profit corporation, as the exclusive statewide Health Information Exchange for Vermont. VITL has received State funding supporting their work since 2005, some of which pays for the development and operation of the IT necessary to operate the Vermont Health Information Exchange (VHIE). VITL contracts directly with an HIE vendor (Medicity - <u>http://www.medicity.com</u>) to provide many of the necessary services. Because of VITL's legislative authority and partnership status with the State, their funding is in the form of a grant which is renewed on an annual basis. Current funding is through a mix of federal (SMHP/ IAPD, GC) and State (HIT Fund) funding. For more information about VITL, go to: <u>http://vitl.net</u>.
- VITL Regional Extension Center (REC) The ONC historically offered grants to entities establishing themselves as Regional Extension Centers (RECs) to help providers and practices select, implement, and attest for an EHR incentive payment from either the federal Medicare incentive program or the state Medicaid incentive program. VITL's REC grant expired in February 2014, but the State is supporting the continuation of this team of specialists through various initiatives including the HIT fund-purchased federal grants and the State Innovation Model (SIM) grant.
- Blueprint HIT Infrastructure The Vermont Blueprint for Health has made HIT investments for . several years to support the program's goals and requirements. The largest of these investments has been for the development and operation of a statewide clinical data registry (CDR). The current vendor for this registry is Covisint DocSite. The Blueprint also uses Health IT-Fund investments to support the program's clinical and claims data analytics. The program produces Practice Profile reports, derived from Vermont's all-payer claims database, the Vermont Healthcare Claims Uniform Reporting and Evaluation System (VHCURES), which allows individual practices to assess their utilization rates and quality of care delivered compared to local peers and to the state as a whole, giving them data to assist their quality improvement efforts. In 2014, the Blueprint introduced profiles at the hospital service area (HSA) level, which is an aggregation of the profiles for all practices within an area. These HSA Profiles provide data comparing utilization, expenditures, and quality outcomes within an individual HSA to all other HSAs and the statewide average. The regular production of timely HSA profiles across all payers and featuring Accountable Care Organization (ACO) core measures and other key population health indicators is serving as a starting point for community wide quality improvement initiatives. More information about the Blueprint and its HIT initiatives can be found in the program's Annual Report at

http://blueprintforhealth.vermont.gov/sites/blueprint/files/BlueprintPDF/AnnualReports/BlueprintAn nualReport2014Revised150731a.pdf.

- **HIT Planning and Support Grants** The State has provided a number of smaller grants for HIT planning and support services to (see Appendix 1 for further details):
 - Agencies representing the State's mental health, home health, and nursing home organizations;
 - Bi-State Primary Care Association, in support of HIT services for Federally Qualified Health Centers (FQHCs) and other health centers across the State;
 - Provider organization HIT support through small grants made available to each of the State's Health Service Areas (HSAs).

The following Figure 1 shows the **cumulative** distribution of the HIT Fund and total expenditures by initiative for SFY 2009 through 2015. The Figure has the state dollars from the HIT Fund in gold, and the corresponding **total** expenditures including federal funds in green:



Figure 1: <u>Cumulative</u> HIT Fund and Total Expenditures by HIT Initiative

In total, since 2009, the State expended \$14,903,759 from the HIT Fund to support total spending of \$85,490,139.

The following Figure 2 shows a similar distribution of the HIT Fund and total expenditures by initiative for just SFY15:



Figure 2: SFY15 HIT Fund and Total Expenditures by Initiative

In SFY15, the State expended \$3,053,859 from the HIT Fund to support total spending of \$12,143,795.

The following graph shows an anticipated depletion of the fund following the termination of the supporting claims tax in SFY17, as is called for in H.295 of the 2013 legislative session:



This graph reflects an effort to project the future HIT Fund balance under a general assumption that initiatives currently supported by the HIT Fund should continue to be supported. All data reflected in the graph through SFY15 are based on actual revenues and expenses. All future data represent a single set of assumptions basing future projections on current trends.

As a result of careful budget planning and approvals by the Administration and the legislature to increase the amounts of Global Commitment dollars eligible to be purchased with the Health IT-Fund, we are now in a position to support State HIT initiatives through SFY16 and SFY17, when the Health IT Fund portion of the Health Care Claims Tax is scheduled to sunset. The State has successfully leveraged the HIT Fund to obtain additional federal matching funds in support of covered initiatives and to put stimulus funds in the form of incentive payments into the Vermont economy. All spending has been in alignment with the intended purpose of the Fund.

We are available to answer any questions you may have about the fund, and to provide additional explanations as needed, in writing or in person.

Appendix 1: SFY 15 Grants and Contracts Supported with Health IT-Funds

The table below lists the grants and contracts supported in SFY 15 with Health IT-Funds. The amounts listed are totals for each agreement and in each case include a mix of federal and State dollars (several different federal match rates are involved depending on the funding source and eligibility criteria). Some of the agreements, as noted, span more than one fiscal year, so the totals here do not necessarily match the SFY expenditure amounts listed earlier in the report.

Grantees/ Contractors	FY 15 Agreement Amounts	Summary	Comments
Vermont Information Technology Leaders (VITL)	\$ 4,505,490.29	Grant for core operations and management of the VT Health Information Exchange Network and related products and services.	
Vermont Information Technology Leaders (VITL)	\$ 1,319,513.00	Contract for development and expansion projects for VITL and VHIE.	Total amount spans State Fiscal years
Covisint Docsite	\$ 1,275,000.00	Contract for provision and operation of Blueprint clinical data registry system to the State.	
Bi State Primary Care Association	\$ 283,800.00	Grant to provide health information technology data analysis, quality improvement, data quality, and project management support to Vermont Health centers and the State's Health Reform initiatives	
Onpoint Health Data	\$ 867,455.00	Contract for analysis and reporting regarding healthcare spending, healthcare utilization, healthcare quality measurement, and healthcare outcomes (healthcare analytic services) for the Blueprint for Health program	Total amount spans State Fiscal years
Stone Environmental, Inc.	\$ 160,000.00	Contract for operation of a web accessible database application and expanding that functionality to allow practices, project managers, and State staff to easily enter, track, and report for the Blueprint.	Total amount spans State Fiscal years
Cathedral Square Corp.	\$ 205,000.00	Grant to provide infrastructure and staffing to maintain and enhance Docsite functionality and process improvement in the Support and Services at Home (SASH) system as part of the Blueprint's electronic health information infrastructure	Total amount spans State Fiscal years

			Tratal and south
Capital Health	\$ 339,000.00	Contract that provides data quality project	Total amount
Associates		management and consulting services to the	spans State
		currently ongoing statewide end-to-end data	Fiscal years
		quality and transmission initiatives	
		(Blueprint "Sprint" and other projects).	
		Also participated in the discovery process	
		for a possible acquisition of a source code	
		license to DocSite by the State and	
		contributed expert technical resources to	
		this evaluation.	
Health Service Areas	\$ 249,000.00	The Vermont Blueprint for Health issues	Total amount
(see note below for		grants to each of the 14 Health Service	spans State
grantees) *		Areas (HSAs) in the state for local	Fiscal years
		leadership infrastructure to manage the	
		ongoing operations of the Blueprint	
		healthcare delivery system reforms and	
		related HIT requirements. These grants	
		fund project management, data and clinical	
		quality improvement and technical	
		assistance to practices for data and HIT	
		requirements.	

* Brattleboro Memorial Hospital, Central Vermont Medical Center Inc., Copley Professional Services Group, Inc., Gifford Health Care, Inc., Little Rivers Heath Care Inc., North Country Hospital and Northeastern Vermont Regional Hospital, Northwestern Medical Center, Porter Hospital, Inc., Rutland Regional Medical Center, Springfield Medical Care Systems Inc., United Health Alliance, University of Vermont Medical Center, Windsor Hospital Corporation

H.S.III.



State of Vermont Green Mountain Care Board 89 Main Street Montpelier VT 05620

Report to the Legislature

REPORT ON THE TOTAL AMOUNT OF ALL EXPENSES ELIGIBLE FOR ALLOCATION PURSUANT TO 18 V.S.A. §§ 9374(h) AND 9415 AND THE TOTAL AMOUNT ACTUALLY BILLED BACK TO REGULATED ENTITIES DURING STATE FISCAL YEAR 2015

In accordance with Act 79 of 2013, Section 37c

Submitted to the

House Committees on Health Care, Ways & Means, and Appropriations; the Senate Committees on Health & Welfare, Finance, and Appropriations; and the Joint Fiscal Committee

> Submitted by the Green Mountain Care Board & the Department of Financial Regulation

> > September 15, 2015

1

Introduction

Section 37c of Act 79 of 2013 requires that the Green Mountain Care Board (Board) and the Vermont Department of Financial Regulation (Department) submit a report showing "the total amount of all expenses eligible for allocation pursuant to 18 V.S.A. §§ 9374(h) and 9415 during the preceding state fiscal year and the total amount actually billed back to the regulated entities during the same period." 2013, No. 79, § 37c(a). This report must be submitted annually on or before September 15 to the House Committee on Health Care, the Senate Committees on Health and Welfare and on Finance, and the House and Senate Committees on Appropriations. *Id.* The Department and the Board must also provide this information to the Joint Fiscal Committee at its September meeting. *Id.* § 37c(b). This report is listed on the non-action portion of the Joint Fiscal Committee's September 15 meeting agenda, and is being submitted to satisfy that agenda item as well as § 37c(b) of Act 79.

Background

The General Assembly passed the initial legislation for this billback authority in 1996 to support the activities of the Health Care Authority . When the Health Care Authority moved into the Vermont Department of Banking, Insurance, Securities and Health Care Administration (BISCHA), the authority for this billback transferred to BISHCA (now the Department). Act 171 of 2012 authorized the Board to bill back to hospitals and insurance carriers costs of certain activities related to health care system oversight. 2012, No. 171 (adj. sess.), § 5. Accordingly, prior to the 2013 legislative session, Vermont law provided that "[e]xpenses incurred to obtain information, analyze expenditures, review hospital budgets, and for any other contracts authorized by" the Department or the Board "shall be borne as follows:"

- 40% by the State;
- 15% by the hospitals;
- 15% by nonprofit hospital and medical service corporations;
- 15% by health insurance companies; and
- 15% by health maintenance organizations.

18 V.S.A. §§ 9374(h)(1) & 9415(a). In other words, for each dollar that the State bills back pursuant to this authority, the regulated entities, as a group, must pay 60 cents, with the State remaining responsible for the other 40. That allocation has not changed and remains in effect at present.

In a February 2013 report to the Legislature,¹ the Board and the Department explained that, since the inception of this billback authority, the State has not billed back the full scope of expenses made eligible by the authorizing legislation. In response, the Legislature required this report, 2013, No. 79, § 37c, and added statutory language that affords the Board and the Department discretion over the scope and the amount of the billback. *Id.* §§ 37a, 37b (amending 18 V.S.A. §§ 9374(h), 9415). As a result, since the passage of Act 79, the Board and the Department "may determine the scope of the incurred expenses to be allocated pursuant to the [above] formula . . . if,

¹ Available at: <u>http://gmcboard.vermont.gov/sites/gmcboard/files/Billback_Rpt_020113.pdf</u>

in the Board's discretion, the expenses to be allocated are in the best interests of the regulated entities and of the State." 18 V.S.A. § 9374(h)(2); *see also* 18 V.S.A. § 9415(b) (same language for the Department).

Finally, Act 79 expanded the scope of the billback to include funding for the office of the Health Care Advocate (through June 30, 2016) and for staffing related to the publication of the hospital community reports required by 18 V.S.A. § 9405b. 2013, No. 79, §§ 37d, 50(c).

State Fiscal Year 2015 Bill Back

In state fiscal year 2015 (FY15), the Board and the Department billed back for approximately \$1,474,300.² The Board billed back for \$1,428,700, as shown in Appendix A of this report. This amount is slightly higher than the Board's projected billback amount of \$1,392,045, which was established in the Board's FY15 budget. Tables 1 and 2 below show how that amount breaks out among the hospitals and insurance companies under 18 V.S.A. §§ 9374(h)(1) and 9415.

Table 1: Hospital Assessment FY15

HOSPITAL	Amo	unt Billed for Data
Brattleboro Memorial Hospital	\$	13,410
Carlos Otis	\$	1.615
Central Vermont Medical Center	\$	28,360
Copley Hospităl	\$	12,403
University of VT Medical Center	\$	149,826
Gifford Medical Center	\$	10,422
Mt. Ascutney Hospital	.5	3,371
Northeastern V Regional Hospital	Ş	10.447
North Country Hospital	5	11.437
Northwestern Medical Center	5	19,270
Porter Medical Center	\$	13,094
Rutland Regional Medical Center	5	45,841
Southwestern Medical Center	\$	32.023
Springfield Hospital	\$	17.056
Total	\$	368,575

² This discussion focuses on the Board because the functions eligible for this billback have largely been transferred to the Board. For FY15, DFR billed back for approximately \$45,600 of expenses related to administering the hospital community reports in 18 V.S.A. § 9405b. *See* 2013, No. 79, § 50(c).

CARRIER	Amo	ount Billed for Data
Blue Cross and Blue Shield of	\$	368,575
Vermont		
The Vermont Health Plan, LLC	S S	359,972
MVP Health Plan, INC.	\$	8,603
MVP Health Insurance Company	\$	243,867
Aetna Life Insurance Company	\$	14,062
Cigna Health and Life Insurance Company	\$	63.277
Connecticut General Life Insurance Company	\$	22,672
UnitedHealtheare Insurance Company	\$	0.797
MVP Health Insurance Company of New Hampshire, INC.	\$	9,129
QCC Insurance Company	\$	2.802
State Farm Mutual Automobile Insurance Company	\$	891
New York Life Insurance Company	8	581
American Heritage Life Ins. Co.	\$	157
Golden Rule Insurance Company	. \$	55
The MEGA Life and Health Insurance Company	\$	60
Celtic Insurance Company	\$	66.
AXA Equitable Life Insurance Company	\$	38
MONY Life Insurance Company	1 <u>8</u>	
The United States Business of The Great-West Life Assessment	1	()-[
The Prudential Insurance Company of America		1.Ó
Constitution Life Insurance Company	5	10
Phoenix Life Insurance	- 5 -	11
National Benefit Life Insurance Company	\$	1
Metropolitan Life Insurance Company		
Trustmark Insurance Company	÷ \$	10
Starmount Life Insurance Company	<u>\$</u>	1
Total	\$	1,105,725

Table 2: Insurance Carrier Assessment FY15

By way of comparison, the State billed back for approximately \$395,000 in FY13 and approximately \$890,000 in FY14, and the Board's approved FY16 budget includes a projected billback amount of \$1,527,475 for FY16.

In order to help place the FY15 figures in context, Appendix A breaks out the Board's total expenses by category and shows, for each category, the maximum amount that the Board has determined could be billed back under the law. For example, of the \$2,798,378 that was actually spent on personal services in FY15, the Board determined that up to \$645,895 (includes DFR amount) was eligible to be billed back.. *See* Appendix A, middle column, lines 2-3. The next three blocks of information present analogous figures for operating expenses, grants, and contracts.

The final block, entitled "Pers Services, operating, grants, contracts," shows the maximum amount that could have been billed to regulated entities and the budgeted and actual amounts. As Appendix A shows, the Board actually billed back \$1,474,300 or approximately 63%, of the potential industry portion of \$2,341,888.

The Appendix also shows that, based on the Board's approved FY16 budget, the Board projects a budgeted industry portion of \$1,527,475 in FY16. This represents approximately 66% of the FY16 projected potential industry portion.

The increase in the industry billback portion actually billed across FY13(\$395,000), FY14 (\$845,000), and FY15 (\$1,474,300) and the budgeted increase for FY16 (\$1,527,475), demonstrate the Board's commitment to better implement the statutory intent to use billback to defray certain categories of expenses while controlling the burden on regulated entities, which ultimately gets passed on to Vermonters. To this end, the Board recognizes the need to limit the impact of these government functions on Vermonters by maximizing funding from other sources, including federal grants. To the extent a function otherwise eligible for billback is being funded through federal or other grants, the Board uses its discretion under 18 V.S.A. § 9374(h)(2) to exclude those dollars from the billback actually charged to industry. This explains, in large part, the variance shown in the last line of Appendix A.

5

Green Mountain Care Board Al Gobeille, Chair 9/15/2015

APPENDIX A

TO GMCB FY15 BILLBACK REPORT

BILLBACK DETAIL						Final
		Projected		Actual		Appropriation
		FY 2015		FY 2015		FY 2016
Total Expenses	\$	8,301,647	\$	8,567,315	\$	9,146,378
^p orsonal Services	S	2,937,171	e e	2,7.18,378	Ş	3,365,117
Total Billback	\$	612,663	\$	645,895	\$	909,842
Industry Portion	\$	367,598	\$	387,537	\$	543,922
Operating	S	363,860	Ś	373,941	\$	638,789
Total Billback	\$	91,990	\$	76,154	Ş	248,054
Industry Portion	\$	55,184	\$	45,692	\$	148,832
orants	S	437,000	Ş	399,167	5	
Rate review portion	Ş	147,50Ú	Ş	149,167	Ş	-
Total Billback portion	\$	329,500	\$	250,000	\$	-
Industry Portion	\$	173,700	\$	150,000	\$	-
Contracts	S	4,602,333	S	5,394,945	Ş	5,591,455
Gross Potential Billback*	\$	4,152,333	\$	5,394,995	Ş	5,591,455
Alternate Funding	\$	(1,500,000)	\$	(2,463,897)	\$	(2,920,486)
Net Potential Billback	\$	2,652,333	\$	2,931,098	\$	2,670,969
Total Billback	\$	1,142,831	\$	1,735,118	\$	1,391,202
Industry Portion	\$	767,831	\$	1,041,071	\$	834,721
Pers Services, operating, grants, contracts						
Total Net Potential Billback	\$	3,686,486	\$	3,903,147	Ş	3,828,865
Potential Industry Billback	\$	2,211,892	\$	2,341,888	\$	2,297,319
Budgeted Industry Billback	\$	1,557,079	\$	1,474,300	\$	1,527,475
Billback Adjusted to appropriation	\$	(165,034)				
Final billback	\$	1,392,045	\$	1,474,300	\$	1,527,475
Budgeted Industry Billback as % of Potential		63%		63.0%		66%
Variance	\$	819,847	\$	867,588	\$	769,844

Notes:

We reserve the need to change the above amounts if we develop better information.

Actual 2015 reflects amounts billed to industry based upon budgeted plans.

In FY15, the Board budgeted funding for the Health Care Advocate (HCA) within the grant line. By contrast, in FY16, this funding was budgeted within the Contractual line and will be transferred by the Board to the Agency of Administration, who will then fund the HCA. Because the Board is now making an interdepartmental transfer rather than a direct grant, we now record those dollars in the "Contracts" segment rather than the "Grants" segment above.

Report to The Vermont Legislature

Vermont Department of Health Ladies First Program 2015 – 2016 Program Outreach Plan

In Accordance with Act 58, (2015), Section E.312.1

Submitted to:	Joint Fiscal Committee
Submitted by:	Vermont Department of Health
Prepared by:	Nicole Lucas, Director of Health Systems
Report Date:	September 1, 2015



AGENCY OF HUMAN SERVICES Department of Health

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Vermont Department of Health Ladies First Program 2015 – 2016 Program Outreach Plan

Introduction

The 2015 Appropriations Act directed the Commissioner of Health to develop a marketing plan for the Ladies first Program (Act 58, 2015, Section E.312.1). The plan, due to the Joint Fiscal Committee on September 1, 2015, is required to demonstrate appropriate integration with other marketing and outreach efforts of the Department of Health. This document presents this plan and a discussion of strategies for program implementation during the upcoming years.

Program Background

The Ladies First (LF) program is funded primarily by federal funds granted to the Department of Health from the Centers for Disease Control (CDC). Depending on funding availability, LF sometimes receives funding from the Susan G. Komen Foundation of New Hampshire and Vermont. Komen funding represents a very small proportion of the program's budget. The program was awarded \$1,304,000 in CDC funds for FY16 and \$28,000 in Komen funds for the period of April 1, 2015 – March 31, 2016.

Ladies First is housed at the Department of Health central office in Burlington, VT. The program is staffed by the following positions: Program Director (.3 FTE); Program Coordinator (1.0 FTE); Case Managers (1.8 FTE); Chronic Disease Nutritionist (1.0 FTE); Data and Reporting Coordinator (1.0 FTE); and Program Administrative Assistant (1.0 FTE).

Ladies First's mission is to reduce the social, economic and individual impact of cancer and heart disease and to save lives through heart health screenings and early detection of breast and cervical cancers.

The program removes barriers to breast and cervical cancer and heart health prevention services by providing free screening, diagnostic and case management services, as well as referral to treatment available through the Breast and Cervical Cancer Treatment Program (BCCTP) at the Department of Health Access (DVHA).

Approximately 60% of members are referred to the program by their provider. Ladies First works closely with the network of Federally Qualified Health Clinics (FQHCs), Free Clinics, Planned Parenthood Clinics, and some private practices. The program provides sub-awards to FQHCs and Free Clinics through the state's grant and contract system. Ladies First sub-award dollars fund outreach, enrollment, patient navigation, care coordination, and quality improvement activities in these clinics. Ladies First and community clinic shared goals include identifying women eligible for the program, increasing preventive screening across the clinics' entire patient populations, ensuring that quality breast and cervical cancer screening and diagnostic care takes place, and increasing use of effective and sustainable health systems in partner clinics.

To reach women not being served by community clinics, LF conducts outreach and recruitment activities targeted at low income Vermont women. The goals of these outreach activities are to maximize awareness of the program, increase program enrollment and raise awareness about the importance of being screened.

Target Audience

The program serves women under 250% of the Federal Poverty Level (FPL) who face significant barriers to receiving health care. The program fulfills its mission by engaging in the following activities:

- Providing grants to Federally Qualified Health Centers (FQHCs) and Free Clinics to identify and enroll eligible women into the program;
- Funding staff time in those community clinics to conduct panel management and patient navigation activities across the entire patient population to identify clients due for screening and ensure appropriate screening and diagnostic services are completed;
- Educating providers about LF, evidenced-based guidelines, and clinical policy updates;
- Providing free clinical breast exams and mammograms to LF members and uninsured or underinsured women;
- Paying for appropriate diagnostic services LF members and uninsured or underinsured women;
- Removing cost barriers to women on Qualified Health Plans through Health Connect and other high deductible programs who face a financial barrier to care due to cost sharing, a deductibles, or other financial or access barriers by paying for co-pays and / or towards deductibles;
- Providing Case Management services to women with abnormal results;
- Providing care-transfer services from LF to the BCCTP for members with a cancer diagnosis;
- Applying outreach strategies such as radio ads, social media posts, participation at community events, and placing information in providers offices, to engage traditionally underserved and vulnerable populations around breast cancer screening.

Barriers to Conducting Outreach

A factor which greatly inhibited the program's outreach capabilities was budget restrictions from the CDC which required that the program spend at least 60% of its program budget on *direct clinical services* and the other 40% on staffing, program administration, outreach, supplies, transportation, travel and more. **This "60/40" split was eliminated for FY16;** however, it is unclear whether it will be reinstated in FY17.

Declining Screening Numbers

From approximately 2007 to present, the program has seen a consistent decline in the number of women served each year (see Table 1 below).

This has resulted in the program paying for fewer direct services (such as mammograms and pap tests), and in an increase in women enrolling in other programs such as Medicaid and Health Connect. In particular, the program saw a significant decline in 2007-2008 when Catamount Health took effect, and again in 2015 following implementation of Medicaid expansion and Vermont Health Connect Plans. Furthermore, between 2005 and 2009, the number of regional Health Department staff conducting outreach and on-the-ground community activities promoting the program declined. This was due to a reduction in program funds and restructuring of staff duties in those offices.

Year	Mammograms provided	Pap tests Provided
June 2007 – June 2008	1183 mammograms	1096 pap tests
June 2008 – June 2009	756 mammograms	647 pap tests
June 2009 – June 2010	713 mammograms	637 pap tests
June 2010 – June 2011	481 mammograms	404 pap tests
June 2011 – June 2012	421 mammograms	461 pap tests
June 2012 – June 2013	397 mammograms	339 pap tests
June 2013 – June 2014	291 mammograms	183 pap tests
June 2014 – June 2015	218 mammograms	144 pap tests

Table 1 – Ladies First Annual Screening Numbers

The numbers presented above reflect the decline in the provision of screening services by the Ladies First Program over the last several years. It should be noted that the screening rates for breast and cervical cancer did not drop significantly during this period – these numbers reflect the services <u>paid for</u> by Ladies First. During this period many women who were previously on Ladies First enrolled in Catamount Health and Vermont Health Access Plan, and later in Expanded Medicaid and Vermont Health Connect.

It should also be noted that these numbers do not reflect office visits for clinical breast exams and pelvic exams, heart health screening, care coordination and case management activities, diagnostic services, and transfer to cancer treatment that the program provides to Ladies First members.

Changing Program Policies

Three important policy changes have occurred which have had and will continue to have a significant impact on Ladies First operations:

- Effective July 1, 2014, LF obtained permission from CDC to co-enroll women on Health Connect (or other insurance programs with cost barriers) into Ladies First in order to help such women with the cost-sharing associated with diagnostic care and/or any services which present a cost barrier for a member.
- 2. Effective July 1, 2015, the program received permission to fund community clinics to conduct panel management and patient navigation activities across entire patient panels, including Medicaid women, Health Connect members, uninsured, underinsured, and Ladies First members. While the program may <u>not</u> pay for direct clinical services that Medicaid or another program covers, it can pay for navigation and other services that will ensure more women are screened and that appropriate follow up care is completed if needed.
3. Effective July 1, 2015, the 60/40 budget restriction was lifted, which will provide the program with some flexibility in conducting outreach activities.

It is anticipated that the impact of these policy changes will affect Vermont women in the following ways:

- Expanded patient navigation activities will help the program reach more women and ensure more women are screened. While Ladies First may not be paying for many more services, they will have the ability to reach many more women.
- 2. Benefits of Co-enrollment:
 - a. When a woman has moved from a screening to a diagnostic situation, she is no longer in a situation where there are no co-pays or deductibles. Ladies First can step in at that point and a) pay the co-pay; b) cover the deductible; or c) pay for the service (up to the Medicare Part B rate) and ensure payments are applied towards the deductible (NOTE: Ladies First does not cover premiums).
 - b. The Heart Health side of our program is also able to provide lifestyle services, such as free Weightwatchers or Curves Complete memberships to women who have identified with a BMI over 25 (this is a benefit that is not covered by Health Connect or private programs, and which could save the state dollars in the future).

Ladies First 2015/ 2016 Outreach and Communications Planning

HMC Media Contract

As noted above, with the program's budget restrictions being softened in FY16, Ladies First has allocated a proportion of the budget to fund a contract with a communications firm. The program is working with HMC Media of Richmond, VT (the same firm that Health Connect uses to ensure efforts are aligned) and expects to receive the following contract deliverables:

- 1. Development of an 18 month Communications and Outreach plan to include strategies for:
 - a. Social media (Facebook; twitter)
 - b. Paid media (Print media, google ads, and radio ads)
 - c. Earned media (news interviews, articles in town newspapers)
 - d. Provider Education
 - e. Community relations and special events
 - f. Alignment with Agency outreach efforts, with specific focus on Medicaid and Health Connect
- 2. Development of a promotional platform that can be used across mediums (print and electronic) to promote the program to funders and the public. It is anticipated that the promotional piece will incorporate member testimonials, highlights regarding the program's services, and why co-enrollment is important.

Public Outreach

Rack cards and collateral: In 2013, the program worked with the Department of Health Communication Office to "re-brand" the program.

Design and materials that were created included a new logo and tagline, rack cards, program brochures, letterhead and consumer website. Throughout the year program brochures and rack

Vermont Department of Health

cards are distributed to primary care providers, hospitals, community clinics, community locations (e.g. grocery stores, malls) to promote the program in public places across the state.

Free Screening Days: In FY16, the program will be working with partners to conduct or assist with three free screening days in different regions of the state. These will take place in Addison County, Bennington County, and Chittenden County. At these events all participants will be screened for Ladies First. The program will be using Komen dollars to pay for radio ads to promote the screening events in Addison and Bennington Counties and the services offered by Ladies First.

Breast Cancer conference: The program will have a table at the 2015 Annual Vermont Breast Cancer Conference. This will include an overview of the program, new services, co-enrollment, and general information about the importance of screening.

Library October promotion project: Every October (Breast Cancer Month), Ladies First partners with libraries across the state to put on Breast Cancer Awareness Displays and to promote the program's services.

Office of Local Health Facebook page outreach: Program staff work closely with the Department of Health Communications Division to promote the program via Facebook including local events, policy changes, the importance of being screened, and new services being offered.

Minority Health: Ladies First will be working with the Refugee Resettlement Project to develop an education program and culturally appropriate materials that address the importance of screenings and preventive care.

Komen Race for the Cure Events: Ladies First is a Komen grantee and attends the Komen Race for The Cure event in Manchester, VT every year. The program promotes its services at this event and liaises with breast cancer care professionals and the public regarding the program's services.

Vermont Department of Health Local Health Events: The program works with partners across the state to conduct outreach activities at other local events that are relevant to the program's mission. These events include American Cancer Society Relay for Life events, local Health Fairs facilitated by FQHCs, regional

fairs and expositions, and more.

Health System Outreach

Health Connect Collaboration: Ladies First is working with Health Connect to promote the program's services and the importance of co-enrollment with Health Connect. The program director meets with Health Connect outreach staff on a regular basis to discuss promotion of co-enrollment, training insurance navigators, and how to conduct in-reach to Health Connect

members who could be co-enrolled. Ladies First will be conducting at least one training for Health Connect navigator organizations (entities paid by the state to enroll women in Health Connect and Medicaid programs) in FY16. The program is submitting information regarding coenrollment to Health Connect navigator newsletters.

Other Insurance Navigation Outreach: The program has established a relationship with the state's largest navigator contractor, the Vermont Coalition of Clinics for the Uninsured (VCCU). Ladies First funds VCCU clinics to promote the program and ensure that when insurance navigation activities take place, women are screened for enrollment or co-enrollment with a Health Connect Program. Program staff will be visiting other insurance navigator organizations to promote co-enrollment and discuss ways to collaborate.

Enrollment Activities in community clinics: The program is currently funding outreach and inreach activities in Federally Qualified Health Centers (FQHCs). Enrollment staff have been trained and are required to screen new women for Ladies First and existing clients for coenrollment.

Department of Health Access: Ladies First is working closely with the Department of Vermont Health Access to promote the importance of breast and cervical cancer and heart health

Vermont Department of Health

screening, and to increase screening levels for Medicaid recipients. Although the program is not paying directly for Medicaid recipients to receive these screenings, it is committed to conducting outreach and in-reach activities to maximize screening in the Medicaid population. The program is currently working with Medicaid to fund part of a quality improvement position to be housed at Medicaid. It is anticipated that the position will identify Medicaid women due for screenings, will identify sub-populations in need of more intensive outreach, and will generally dedicate time to planning and quality improvement related to cancer and heart health screening in Vermont's Medicaid population.

Provider Education: Ladies First has a provider training website (separate from public/ consumer website) which provides significant information related to program policies and services, billing and coding rules, clinical algorithms, evidence based interventions, clinical policy changes, and other information of interest and relevance to the providers who serve the program. CME/ CEU eligible training modules are available on the website. Program staff also travel across the state to conduct one-on-one trainings with providers in FQHCs, private practices, and Free Clinics. The program anticipates visiting all FQHCs and Free Clinics in FY16. Since July 1, 2015, the program has visited Bennington, Rutland, Arlington, and Richford. Visits are planned to Newport, White River Junction, Saint Johnsbury, Saint Albans, and Springfield. These visits include meetings with clinics and Department of Health local staff to identify opportunities for outreach and collaboration.

Conclusion

It is anticipated that changes in federal policies affecting program activities, administration and budget regulations, will enable the program to reach significantly more women and that screening numbers will increase across the state. The program believes that co-enrollment with other insurance programs will increase, which will lead to a decrease in cost barriers associated with breast and cervical cancer diagnostic services.

The program is working closely with its key partners, including statewide community clinics (free clinics and FQHCs), Medicaid, Health Connect, hospitals, the American Cancer Society, and others, to promote Ladies First services to underserved and vulnerable populations. A portion of funding is being used to work with a communications and media firm, which will help the program plan and execute outreach strategies that align with other state programs and which will help maximize its impact in Vermont.

H.S.I.a.

Report to The Vermont Legislature

Interim Report on Developmental Services and Choices for Care

In Accordance with 2015 Acts and Resolves No. 58, An act relating to making appropriations for the support of government, Section E.329.

Submitted to:	Senator Jane Kitchel, Chair
	Representative Janet Ancel, Vice-Chair
	Senator Diane Snelling, Clerk
	Senator Tim Ashe
	Senator Claire Ayer
	Representative Carolyn Branagan
	Representative Bill Lippert
	Representative Mitzi Johnson
	Senator Dick Sears
	Representative David Sharpe
	Joint Fiscal Committee
CC:	Hal Cohen, Secretary
	Agency of Human Services
Submitted by:	Monica Caserta Hutt, Commissioner
	Department of Disabilities, Aging and Independent Living
Prepared by:	Bard Hill, Director of Policy, Planning and Analysis
Ĩ	Department of Disabilities, Aging and Independent Living
Report Date:	September 15, 2015
I.	



AGENCY OF HUMAN SERVICES Department of Disabilities, Aging and Independent Living

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This report is submitted to the Joint Fiscal Committee in accordance with Act 58 of 2015:

"Sec. E.329 INTERIM REPORT ON DEVELOPMENTAL DISABILITIES SERVICES AND CHOICES FOR CARE

(a) The Commissioner of Disabilities, Aging, and Independent Living shall provide interim reports to the Joint Fiscal Committee in September 2015 and November 2015 on:

The Choices for Care program and shall specifically address the likelihood of Adult Day programs needing to curtail services to existing clients or to cap enrollment of new clients.
 The Development Disabilities Services program on the status of caseload and utilization trends to date in the program.

(b) Reports from the Vermont Association of Adult Day Services and the Vermont Council of Developmental Disabilities and Mental Health Services with input from their service recipients shall be accepted by the Joint Fiscal Committee concurrent with the reports received under subsection (a) of this section."

A. Choices for Care Adult Day Services

Overall, on a cash basis, after two months Choices for Care spending in sfy2016 is \$1,264,309 under plan; Moderate Needs Group spending is \$120,000 under plan. It is worth noting that two months is inadequate to determine an estimate or trend for the entire fiscal year.

Choices for Care Moderate Needs Group services were expanded in SFY14-SFY15 with \$3.0 million Choices for Care reinvestments. This expansion was intended to help reduce regional wait lists and to create a 'flexible funds' option for people who want to hire their own caregivers or to purchase a limited amount of other services to meet their needs in more flexible ways, such as transportation to Adult Day.

This expansion created a 25% growth in Moderate Needs services statewide and an overall 17% increase in Adult Day Moderate Needs spending. However, the reinvestments funds were not continued in the SFY16 budget, which created a funding problem for some agencies that had significantly increased their Moderate Needs enrollments during SFY14 and SFY15.

Based on claims submitted by Adult Day providers between January 1, 2015 and June 30, 2015, DAIL staff estimate that Adult Day providers will spend about \$256,100 more than the SFY16 Moderate Needs allocations. Therefore, following previous legislative language, DAIL plans to distribute \$256,100 of the SFY15 CFC carry forward funds to off-set Moderate Needs losses for six Adult Day providers to prevent current participants from being disenrolled or a reduction in services. (Similarly, DAIL plans to distribute \$25,381 in additional Moderate Needs Group funding to two Area Agencies on Aging, and \$781,267 in additional Moderate Needs Group funding to seven Home Health Agencies.)

With the new Moderate Needs allocations of SFY15 carry forward funds, the availability of funding for High/Highest Needs Group services and Day Health Rehabilitation Services, and the low number of people reported by providers to be waiting for Adult Day services (21 statewide), DAIL staff do not anticipate the likelihood of Adult Day programs needing to curtail services to existing clients or to cap enrollment of new clients.

Due to the inclusive eligibility criteria for the Moderate Needs Group, the large number of Vermonters who are estimated to meet these criteria, and limited Moderate Needs Group funding, DAIL staff do expect waiting lists to continue to exist for other Moderate Needs Group services.

Figures 1-3 on the following pages provide detail regarding Adult Day funding, service utilization, and waiting lists.

	Initial Mod	Projected	Additional Carry	Revised
	Needs Caps	Spending	Forward Funds Based	<u>Caps</u>
Provider	<u>SFY16</u>	<u>SFY16</u>	on Projected Claims	<u>SFY16</u>
Bennington Project Independence	\$141,659	\$157,511	\$15,852	\$157,511
Brattleboro Area Adult Day Services	\$134,072	\$110,234	\$0	\$134,072
CarePartners	\$129,694	\$200,015	\$70,321	\$200,015
Elderly Services, Inc.	\$272,700	\$348,245	\$75,545	\$348,245
Gifford Medical Center and Barre Project Independence	\$190,300	\$165,398	\$0	\$190,300
Green Mountain Adult Day Services	\$10,607	\$0	\$0	\$10,607
Meeting Place	\$48,264	\$54,134	\$5,869	\$54,134
Out & About (Lamoille)	\$155,523	\$127,905	\$0	\$155,523
Oxbow Senior Independence Program,	\$25,360	\$36,521	\$11,161	\$36,521
Riverside Life Enrichment Center	\$121,863	\$71,895	\$0	\$121,863
Rutland Community Programs, Inc.	\$39,059	\$33,849	\$0	\$39,059
Springfield Hospital	\$172,800	\$141,957	\$0	\$172,800
VNA of Chittenden and Grand Isle	\$243,086	\$320,436	\$77,350	\$320,436
Total	\$1,684,987	\$1,768,100	\$256,100	\$1,941,087

Figure 1: Adult Day Moderate Needs Group Funding, Carry Forward, and Provider Caps

Source: Medicaid paid claims by dates of service, August 2015; DAIL provider allocations.

	SFY2013 7/1/12-6/30/13	SFY2014 7/1/13-6/30/14	SFY2015 7/1/14-6/30/15	Difference SFY14>SFY15
Adult Day CFC Moderate Needs*				
Total payments	\$1,551,983	\$1,483,702	\$1,730,829	17%
Total units of service	415,179	389,375	450,252	16%
Average people served per month	130	130	143	10%
Average hours per person/per month	67	62	66	5%
Adult Day CFC High/Highest Needs				
Total payments	\$3,066,392	\$3,308,580	\$2,867,314	-13%
Total units of service	824,665	869,505	744,995	-14%
Average people served per month	211	231	206	-11%
Average hours per person/per month	81	78	75	-4%
Medicaid Day Health (DHRS)		in the second		
Total payments	\$1,917,438	\$1,961,868	\$2,136,624	9%
Total units of service	517,122	517,507	559,439	8%
Average people served per month	141	143	153	7%
Average hours per person/per month	77	76	76	1%
TOTAL				
Total payments	\$6,535,813	\$6,754,150	\$6,734,767	0%
Total units of service	1,756,966	1,776,387	1,754,686	-1%
Average people served per month	482	504	502	0%
Average hours per person/per month	76	73	73	-1%

Figure 2: Adult Day Service Utilization by Type of Funding

Source: Medicaid paid claims by dates of service, August 2015; Units are 15 minutes.

* Moderate Needs Group services are limited or 'capped' by provider allocations

Figure 3: Moderate Needs Group Waiting Lists by Adult Day Provider

Provider	Jun-13	Jun-14	Aug -15
Barre Project Independence	31	0	0
Bennington Project Independence	0	0	8
CarePartners Adult Day Center	0	0	3
Elderly Services, Inc.	8	0	10
Gifford Medical Center Adult Day Center	4	0	0
Green Mountain Adult Day Svc of Orleans County	0	0	0
Interage Adult Day Services	0	0	0
Out & About/Riverside	0	0	0
Oxbow Senior Independence Program	3	0	0
Riverside Life Enrichment Center	0	0	0
Springfield Area Adult Day Services	0	0	0
The Gathering Place	0	0	0
The Meeting Place	0	0	0
VNA Chittenden/Grand Isle Adult Day	0	0	0
TOTAL Adult Day Wait List	46	0	21

Source: Provider reports submitted to DAIL.

B. Developmental Disabilities Services

The Developmental Disabilities Services caseload utilization report (Figure 4, below) is a budget-to-actual report indicating how much DDS caseload funding has been approved and allocated each month to DDS providers via the two funding committees, Equity and Public Safety. The approved funding is measured against the monthly plan (budgeted amount) each month and forecasts the DDS caseload balance at year end. The utilization report is a tool used by DAIL staff to monitor the utilization of DDS caseload. This tool is comprised of two sections:

- The top section tracks the actual monthly caseload spending compared to our spending plan. Regular DDS caseload and public safety caseload are tracked separately. The total funds budgeted for each category are as follows:
 - a) <u>Regular Caseload</u>: \$11,660,169 (\$6,577,767 of newly appropriated caseload for SFY16, \$4,098,165 of estimated returned caseload already in the base appropriation, and \$984,237 of unutilized DDS caseload left from SFY15).
 - b) <u>Public Safety</u>: \$3,040,953 (\$2,485,857 of newly appropriated caseload for SFY16 and \$555,096 of estimated returned caseload already in the base appropriation).
- 2) The bottom section tracks the caseload ('returned' caseload funds already in the base appropriation) or "revenue" that becomes available due to DDS services being terminated for various reasons like death, moving out of state, etc. When DAIL calculates an estimated DDS caseload pressure for the Governor's Recommend, we must first estimate how much caseload can be covered by the base appropriation. This "revenue" estimate used in building the caseload spending plan is tracked because fluctuations from the estimated amounts will negatively or positively affect the overall DDS caseload utilization forecast.

Through two months of state fiscal year 2016, the following DDS caseload utilization report reads as follows:

- a) <u>APPROVALS</u>: DAIL has approved funding at \$200,260 below the planned amount.
- b) <u>REVENUES</u>: DAIL has available for re-allocation \$467,848. This is \$307,696 less than the planned amount through two months. Historically, revenues are slightly behind in the early months of the fiscal year and then increase over the course of the year.
- c) <u>SUMMARY</u>: If the total spending AND total revenue equal the monthly plan amounts for the remainder of SFY16, DAIL will have over-allocated the available annualized funding by \$107,435.

<u>Conclusion</u>: It is worth noting that two months is inadequate to determine an estimate or trend for the entire fiscal year. With that said, DDS Caseload spending is not materially off from planned spending.

Figure 4: Developmental Disabilities Services caseload utilization report

8/27/2015												
FY16 Funds	\$	11,660,169			\$ 3,040,953							
APPROVALS	-	New Caseload	l-Equ	ity-HS Gr	 Public	Safe	ety	<u> </u>	Tatal Dian	Та	tal Approvad	ou par/(updoa)
		Plan		Approved	Plan		Approved	1	Total Plan	10	tal Approved	over/(under)
May-15	\$	499,997	\$	499,997	\$ 34,633	\$	34,633	\$	534,630	\$	534,630	0
Jun-15	\$	533,342	\$	533,342	\$ 118,913	\$	118,913	\$	652,255	\$	652,255	0
Jul-15	\$	752,295	\$	1,032,025	\$ 199,144	\$	-	\$	951,439	\$	1,032,025	80,586
Aug-15	\$	912,795	\$	827,636	\$ 268,917	\$	73,230	\$	1,181,713	\$	900,866	(280,847
Sep-15	\$	1,044,727	\$	-	\$ 148,362	\$	-	\$	1,193,089	\$	-	0
Oct-15	\$	811,235	\$	-	\$ 466,231	\$	-	\$	1,277,466	\$	-	0
Nov-15	\$	808,480	\$	-	\$ 536,900	\$	-	\$	1,345,379	\$	-	0
Dec-15	\$	619,664	\$		\$ 410,107	\$	14 A	\$	1,029,771	\$	-	0
Jan-16	\$	846,405	\$	*:	\$ 124,358	\$	-	\$	970,763	\$	-	0
Feb-16	\$	718,404	\$	-	\$ 134,361	\$		\$	852,765	\$	-	0
Mar-16	\$	704,306	\$	-	\$ 131,877	\$	-	\$	836,182	\$	-	0
Apr-16	\$	854,394	\$	-	\$ 235,567	\$	-	\$	1,089,960	\$	-	0
May-16	\$	1,762,049	\$		\$ 50,152	\$	34	\$	1,812,201	\$	-	0
Jun-16	\$	792,076	\$		\$ 181,431	\$		\$	973,508	\$	-	0
	\$	11,660,169	\$	2,893,000	\$ 3,040,953	\$	226,776	\$	14,701,122	\$	3,119,776	(200,260

and Approval Summary - Funds Available Compared to Funds Approved (Annualized) 10.

REVENUE		Equity	Revenue			Public Safety - Revenue				Total Plan	Total Designed	
		Plan		Received		Plan		Received		Total Plan	Total Received	over/(under)
Jul-15	\$	341,514	\$	238,166	\$	46,258	\$	-	\$	387,772	238,166	(149,606)
Aug-15	\$	341,514	\$	216,523	\$	46,258	\$	13,159	\$	387,772	229,682	(158,090)
Sep-15	\$	341,514	\$	-	\$	46,258	\$	-	\$	387,772	0	0
Oct-15	\$	341,514	\$		\$	46,258	\$		\$	387,772	0	0
Nov-15	\$	341,514	\$	•	\$	46,258	\$		\$	387,772	0	0
Dec-15	\$	341,514	\$	-	\$	46,258	\$	-	\$	387,772	0	0
Jan-16	\$	341,514	\$	-	\$	46,258	\$		\$	387,772	0	0
Feb-16	\$	341,514	\$	27	\$	46,258	\$	-	\$	387,772	0	0
Mar-16	\$	341,514	\$	-	\$	46,258	\$	-	\$	387,772	0	0
Apr-16	\$	341,514	\$	-	\$	46,258	\$		\$	387,772	0	0
May-16	\$	341,514	\$	-	\$	46,258	\$	-	\$	387,772	0	0
Jun-16	\$	341,514	\$	-	\$	46,258	\$	-	\$	387,772	0	0
	\$	4,098,165	\$	454,689	\$	555,096	\$	13,159	\$	4,653,261	\$ 467,848	(307,696)

Forecasted Ending Balance per Spending Plan \$ (107,435)

NCES	S - FY16		
Eq	uity Fund	Pub	lic Safety
	\$7,562,004		\$2,485,857
\$	2,893,000	\$	226,776
\$	-	\$	
	(\$454,689)		(\$13,159)
	\$5,123,693		\$2,272,240
	Eq \$	\$ 2,893,000 \$ - (\$454,689)	Equity Fund Pub \$7,562,004 \$ 2,893,000 \$ \$ - \$ (\$454,689)

Source: DAIL Business Office.

H.S.V.b.

Memorandum

To: Joint Fiscal Committee Members

From Vermont Association of Adult Day Services

Date: September 15, 2015

Re: MNG Report

The Vermont Association of Adult Day Services (VAADS) is submitting this report to the Joint Fiscal Committee pursuant to the requirement contained in Act 58:

Sec. E.329 INTERIM REPORT ON DEVELOPMENTAL DISABILITIES SERVICES AND CHOICES FOR CARE

(a) The Commissioner of Disabilities, Aging, and Independent Living shall provide interim reports to the Joint Fiscal Committee in September 2015 and November 2015 on:

(1) The Choices for Care program and shall specifically address the likelihood of Adult Day programs needing to curtail services to existing clients or to cap enrollment of new clients.

(2) The Development Disabilities Services program on the status of caseload and utilization trends to date in the program.

(b) Reports from the Vermont Association of Adult Days and the Vermont Council of Developmental Disabilities and Mental Health Services with input from their service recipients shall be accepted by the Joint Fiscal Committee concurrent with the reports received under subsection (a) of this section.

The attached chart sets forth

- the number of MNG clients served by VAADS programs at the end of June 2015
- the number of those same MNG clients served by at the end of August 2015
- the MNG caps for FY 2014
- the MNG caps for FY 2015
- the MNG caps for FY 2016

This chart does not address our growing wait lists and staffing needs.

At the end of July, 2015, DAIL informed us that there is about a \$1.9 million in Choices for Care SFY15 carry forward available to put back into Moderate Needs services. We are requesting that all Adult Day Programs receive at least the FY 2015 MNG funding allocations.

We appreciate DAIL recognizing the need for some programs to receive more funding than the FY 15 allocations and would ask that those allocations remain higher than the FY 15 allocations. Those programs are CarePartners and the VNA of Chittenden/Grand Isle Counties.

	100 August 2000 August 200 Aug				
Vermont Associaiton of Adult	Day Services (VAADS)			
	MNG clients	MNG clients	SF 2016	SF 2015	SF 2014
	served in June	served in June	Сар	Сар	Cap
	2015	2015 who			
Provider	2013				
		continue to be			
		served in August			
		2015			
		Construction of the second sec	0157511	¢177.255	¢141.000
Bennington Project Independence	11	9	\$157,511	\$177,355	\$141,882
Brattleboro Area Adult Day Services	9	9	\$134,072	\$167,856	\$134,310
CarePartners	15	13	\$200,015	\$162,375	\$129,941
Elderly Services, Inc.	27	27	\$348,245	\$359,000	\$272,662
Gifford Medical Center	6	4	*	\$40,131	\$48,858
Out & About/Lamoille Day Health	9	9	\$155,523	\$194,713	\$155,719
Oxbow Senior Independence Program	1	0	\$36,521	\$41,441	\$68,886
Proiect Independence	14	12	\$190,300	\$212,962	\$297,108
Riverside Life Enrichment Center	11	11	\$121,863	\$152,571	\$188,885
Rutland Community Programs, Inc.	4	4	\$39,059	\$48,901	\$52 839
Springfield Hospital	20	18	\$172,800	\$216,343	\$172,961
VNA of Chittenden/Grand Isle	26	26	\$320,436	\$304,341	\$296,514
		n na sana na s Na sana na sana			
Totals	153	142	\$1,876,345	\$2,077,989	\$1,907,726
			1. CERTEN		

* DAIL has combined Gifford and Project Independence and we request that the two remain separated. These are two separate programs that are under the Gifford hospital. One is in Barre and the other is in Randolph.

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Report to The Vermont Legislature on Developmental Services

Champlain Community Services	support of gove	with 2015 Acts and Resolves No. 58, An act relating to making appropriations for the ernment, Section E.329.INTERIM REPORT ON DEVELOPMENTAL DISABILITIES								
Clara Martin Center	(a) The Commis	CHOICES FOR CARE ssioner of Disabilities, Aging, and Independent Living shall provide interim reports to								
Counseling Service of Addison County	(2) The Develo	the Joint Fiscal Committee in September 2015 and November 2015 on: (2) The Development Disabilities Services program on the status of caseload and utilization trends to date in the program.								
Families First in Southern Vermont	(b) Reports from Developmenta	m the Vermont Association of Adult Day Services and the Vermont Council of I Disabilities and Mental Health Services with input from their service recipients shall I the Joint Fiscal Committee concurrent with the reports received under subsection								
Health Care and Rehabilitation Services of	(a) of this section									
Southeastern Vermont	Submitted to:	Senator Jane Kitchel, Chair Representative Janet Ancel, Vice-Chair								
HowardCenter		Senator Diane Snelling, Clerk								
Lamoille County Mental Health Services		Senator Tim Ashe Senator Claire Ayer Representative Carolyn Branagan								
Lincoln Street, Inc.		Representative Bill Lippert Representative Mitzi Johnson								
Northeast Kingdom Human Services		Senator Dick Sears Representative David Sharpe								
Northwestern Counseling and Support Services	CC:	Hal Cohen, Secretary Agency of Human Services								
Northeastern		Monica Caserta Hutt. Commissioner								

Northeastern Family Institute

Rutland Mental Health Services

Sterling Area Services

United Counseling Services of Bennington County

Upper Valley Services

Washington County Mental Health Services

Monica Caserta Hutt, Commissioner Department of Disabilities, Aging and Independent LivingPrepared by:Julie Tessler Vermont Council of Developmental and Mental Health ServicesReport Date:September 15, 2015The Vermont Council of Developmental and Mental Health Services concurs with the report of the Agency of Human Services on Developmental Disabilities regarding funding of new caseload. Originally, there was concern that there was not going to be sufficient funds to cover demand. Fortunately, due to 2015 carry forward and given the initial trends for utilization of these funds, it appears that the funding may be sufficient and not require rescissions from services to existing consumers or other measures that could impact individuals in need of or receiving the services. In the future the Green Mountain Self Advocates would like to further explore the question of whether individual needs are being fully met with the new administrators of the program. This could be a collaborative process with providers, consumers and other stakeholders.		Agency of Human Services
Vermont Council of Developmental and Mental Health Services Report Date: September 15, 2015 The Vermont Council of Developmental and Mental Health Services concurs with the report of the Agency of Human Services on Developmental Disabilities regarding funding of new caseload. Originally, there was concern that there was not going to be sufficient funds to cover demand. Fortunately, due to 2015 carry forward and given the initial trends for utilization of these funds, it appears that the funding may be sufficient and not require rescissions from services to existing consumers or other measures that could impact individuals in need of or receiving the services. In the future the Green Mountain Self Advocates would like to further explore the question of whether individual needs are being fully met with the new administrators of the program. This		
The Vermont Council of Developmental and Mental Health Services concurs with the report of the Agency of Human Services on Developmental Disabilities regarding funding of new caseload. Originally, there was concern that there was not going to be sufficient funds to cover demand. Fortunately, due to 2015 carry forward and given the initial trends for utilization of these funds, it appears that the funding may be sufficient and not require rescissions from services to existing consumers or other measures that could impact individuals in need of or receiving the services. In the future the Green Mountain Self Advocates would like to further explore the question of whether individual needs are being fully met with the new administrators of the program. This	Prepared by:	
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137 Elm Street, Montpelier, VT 05602 Tel: 802-223-1773 Fax: 802-223-5523 www.vermontcarepartners.org A partnership between the Vermont Care Network and the Vermont Council of Developmental and Mental Health Services

MEMBERS Champlain



State of Vermont Enhanced 9-1-1 Board 100 State Street, Ste. #400 Montpelier, VT 05620-6501 E911-info@state.vt.us

 [phone]
 802-828-4911

 [fax]
 802-828-4109

 [TTY]
 802-828-5779

 [800 VT]
 800-342-4911

Via Email Only

MEMORANDUM

TO:	Senator Jane Kitchel, Chair, Joint Fiscal Committee
	Committee Members
FROM:	Barbara Neal, E9-1-1 Executive Director
CC:	Roger Marcoux, E9-1-1 Board Chair
	Michael Smith, Consultant
DATE:	9/4/2015
RE:	Enhanced 9-1-1 Board Operational and Organizational Report

Please find attached with this cover memo the Board's report due to the Joint Fiscal Committee as required by Sec. 16 of Act 41 of 2015 (Enhanced 9-1-1 Savings and Position Elimination Report) and Sec. E.208.2 of Act 58 of 2015 (Enhanced 9-1-1 Board Call-Taking Report).

Thank you and please let me know if you have any questions or need more information.



PRESENTATION TO THE E-911 BOARD FINDINGS AND RECOMMENDATIONS REGARDING

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OPERATIONS AND MANAGEMENT

Mike Smith

September 4, 2015

INTRODUCTION



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Mr. Roger Marcoux	, Jr. , Chair	· · · · · · · · · · · · · · · · · · · ·			·	· ···· · · · · ···	· · · · · · · · · · · · · · · · · · ·	· ····				÷
E-911 Board			· · · · · · · · · · · · · · · · · · ·			-		1. 	and the Ca	.: 		
100 State Street				:								
Montpelier, VT 056	20											
			· •					-				
Dear Mr. Marcoux:		 	·	i e e e e e e e e e e e e e e e e e e e	1 1	; , ,			gu i ann an			:
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I appreciate the op	portunity to	o work with	the tea	im at E-9	11 to reviev	w the op	erations a	nd mana	gement o	f the E-91	L1 Board	1.
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The State of Vermo	ont, and in p	particular the	e E-911	Board, i	s fortunate	to have	a dedicate	d, profes	sional, an	d highly i	notivate	ed
board and employe	es guiding	the operation	ons and	managi	ng the func	tions of t	the depart	ment. Th	eir work	product.	individu	ally
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Primary Day-to-Day E-911 Board

Responsibilities

- Training and Quality Control
 - Maintain and lead comprehensive training program for call takers (call takers are employed by local PSAPs and Public Safety for the state PSAPs). Ensure that all adopted standards are met.
- Data Base Management
 - Manage, verify, and update critical information to ensure call takers have the most precise information and location of caller.
 - Installation, maintenance, and monitoring of the IT system, including the call taker station and telecommunications equipment needed to successfully operate a sophisticated E-911 system.

PSAP CALL VOLUME

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Year-Over-Year Call Volume



System Total

210,433

Projected Year-Over-Year Calls With Consolidation



Average Busiest Hour

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_	DCAD		Daia	the second second	··· · · · · · ·	Busy Hou	
	PSAP	<u>/</u> /	NO KIIC	IAST HAL	$\mathbf{Ir} = \Delta \mathbf{V} \boldsymbol{\sigma}$	RIISV HOI	Ir calls
			IVS. DUJ			DUJYIIUU	

• Derby	1700-1800	4.17
Hartford	1500-1600	1.94
• Lamoille	1500-1600	1.78
Rockingham	1700-1800	4.65
Rutland	1600-1700	6.92
Shelburne	1600-1700	2.07
St Albans	1700-1800	3.07
Williston	1600-1700	13.58

Average Avail/Logon by PSAP (December 2014 to May 2015)

	Total Live Positions A	Average Call-Taker	Average Call-Taker	
	at PSAP	Availability	Logon	Total Calls 🛛 👫 👘
Derby	4	1.71	3.15	10,993
Hartford	2	1.07	1.65	5,534
Lamoille	2	1.77	2.01	5,530
Rockingham	4	1.75	3.50	12,765
Rutland	4	1.81	3.61	17,676
Shelburne	2	1.29	1.61	6,039
St Albans	2	1.48	1.95	7,812
Williston	6	2.39	2.99	33,279
System Wide	26	12.63	20.47	99,896

The system wide total includes an additional 268 calls which are "no values."

"No value" calls are abandoned calls that are handled but are not tagged in the system in relation to a PSAP/Position for MIS purposes.

3

Staffing Sampling By Shift

Average Number of Positions Available/Logger h by Shift/ by PSAP

January 4-10 2015



Staffing Sampling by Shift

March 15-21	l 2015							
	Day S	Shift 0 7-15	Evening	g Shift 15-23	Night Shi	ft 23-03	Night Sh	ift 03-07
Williston	2.43	2.98	2.92	3.79	2.04	2.42	1.91	2.16
Rockingham	1.55	3.81	1.86	3.80	1.84	2.97	1.84	2.96
St. Albans	1.24	1.71	1.77	1.98	1.19	1.98	1.17	1.99
Shelburne	1.44	1.96	1.57	1.97	1.21	1.32	0.93	1.01
Hartford	0.97	1.95	0.96	1.93	0.92	0.98	0.83	1.10
Lamoille	1.82	2.10	2.04	2.50	1.99	2.28	1.42	1.68
Derby	1.78	3.13	1.71	3.11	1.81	2.44	1.64	2.39
Rutland	1.85	3.93	1.81	3.94	1.89	3.25	1.80	2.99
	en Sternetike 🖁							
Total	13.08	21.57	14.64	23.02	12.89	17.64	11.54	16.28

Staffing Sampling By Shift

June 7-13 2015

 Day Shift 07-15
 Evening Shift 15-23
 Night Shift 23-03
 Night Shift 03-07

 Williston
 2.39
 2.92
 2.77
 3.62
 1.87
 2.18
 1.79*
 1.95

 Rockingham
 1.48
 3.51
 1.68
 3.49
 1.88
 2.67
 1.86
 2.66

 St. Albans
 1.52
 1.83
 1.05
 1.10
 1994
 1.13
 1.99

Shelburne 1.52 2.00 1.47 1.80 1.00 0.85 1.21 1.03Hartford Lamoille 1.85 2.14 1.88 2.33 1.38 1.45 1.22 1.31Derb 2.30 Rutland 1.81 3.79 1.84 3.22 3.94 1.83 1.25 2.43

Total 13.87 21.23 14.61 22.27 11.77 15.97 10.57 14.73

Currently Available PSAP Call Takers

	17	· · · · · · · · · · · · · · · · · · ·		. .
PSAP	Day Shift	Evening Shift	Night	Night
Williston	4	4	3	2
Rockingham*	2	2	1	1
St. Albans	2	2	2	2
Shelburne	2	2	2	2
Hartford	2	2	1	1
Lamoille**	3	3	2	2
TOTAL	15	15	11	10

*Primary call takers; calls go to them first; others available to take overflow

**Lamoille's third dispatcher is paid solely from own funds

National Model Per PSAP (Call-Takers only)

	PSAP	Pre- Consolidation Equipment Positions	Pre- Consolidation Personnel National Standard	Post- Consolidation Equipment Positions	Post-Consolidation Personnel National Standard
:					
	Derby	2	10.2	0	in the second of
	Hartford	2 2	10.2	2	10.2
ł	Lamoille	2	10.2	2	10.2
	No Value	2	10.2	2	10.2 10.2
	Rockingham	2	10.2	3	15.3
	Rutland	3	15.3	0	0
•	Shelburne	2	10.2	2	10.2
	St Albans	2	10.2	2	10.2
	Williston	4	20.4	4	20.4
	System Total	21	107.1	17	86.5

Key Findings--PSAP Staffing

- Historically, approximately 14 call takers (some have a combination of call taking and dispatching duties) are available during busy shifts and approximately 20 people (call takers, other dispatchers, etc.) are logged on to the system during busy hours.
- A national model indicates that, based on the state's call volume, Vermont should have 17 call takers.

Key Findings: PSAP Staffing

- Current staffing levels for available call takers are at the average historic trends but below recommended the national model for strictly call taking positions.
- Aside from call takers during high call volume times (3 PM to 7 PM) at least 6 state dispatchers will have to be logged in and be on standby should they be needed to maintain historic logged in levels.

Key Findings: PSAP Staffing

- In FY 2016 the E-911 Board will reimburse the state public safety department and local PSAPS through the USF fund for 24 call-taker seats. Currently there aren't 24 call-taker seats that are readily available to take calls.
- As a general observation the system is operating as designed and everyone takes their responsibilities very seriously.
- There is a need to overcome lingering parochial call taking attitudes which can lead to a few of the call takers resenting taking calls outside of one's own area.
 - In fact, the system is designed as a statewide system with call-takers having statewide responsibilities during busy times. The E-911 Board pays for equipment upgrades and call taking positions to ensure a collaborative protocol is in place.

Recommendation: PSAP Staffing

- Staffing for call takers should remain at FY16 level to meet call volume demands.
 - Savings through further reductions in the number of call-takers (past the number already reduced in the recent Dept. of Public Safety reorganization) is not recommended until there is substantially more experience and data in the reconfigured structure.
Recommendation: Reimbursement

- Beginning in FY 17 examine changing the reimbursement structure from \$45,000 per call taker position to reimbursing PSAPs on a per call basis.
 - This will align incentives with desired outcomes by compensating local and state PSAPS for calls taken.

E-911 ORGANIZATION AND MANAGEMENT

Background

- Previous Secretary of Administration produced a report calling for the merger of the E-911 Board into the Department of Public Safety. Report stated that 3 to 5 positions could be eliminated and resulting savings could be achieved.
- Legislature did not mandate consolidation but required the elimination of one position and \$300K in savings.
- As a result, the E-911 Board asked for an independent examination to assess organizational effectiveness and identify potential efficiencies and savings.

Current E-911 Staffing



Findings: Merging E-911 into DPS

- Potential to eliminate 2.5 positions by merging E-911 operations with the Department of Public Safety.
- Resulting savings based of salary and benefits are estimated to be approximately \$207,000 annually.
- Secretary of Administration report appears overly optimistic in the amount of savings in a
 - merger scenario.

Findings: Merging E-911 Board into

- DPS
- A merger model would not benefit the state or local governments.
 - In a merger model the state would assume all call taking responsibility and cost.
 - Any savings in position reductions are wiped out by extra PSAP personnel costs at the state level because currently local PSAPs are paying personnel costs to the tune of approximately \$1,141,500 (\$71,500 estimate average cost of fully loaded full-time PSAP call-taker/dispatcher X 21 people minus \$360K in state reimbursement). This cost does not take into consideration any part-time PSAP call takers or the costs of additional call station costs of at either Rockingham or Williston.
 - Even with efficiencies, the cost to the state of a merger is substantial. It also wouldn't save the local PSAP substantial monies either. Still have to dispatch.
 - It would eliminate a highly effective and functional board that is cohesive in mission and direction, with perhaps something less effective.

Findings: Merger Downside

- Merger will lead to:

 Higher Cost to DPS/State
 Loss of focus
 Limited local and county control
 Will not result in needed savings for either the state or locals
 - A lose/lose scenario for stakeholders

Findings: Merger Upside

- Merger could lead to:
 - Consolidated control of decision making at the state level
- Increased nimbleness with fewer decision makers involved.
 - Less staff/ less bureaucracy

Recommendation: DPS Merger

- Recommend not pursuing the merger model.
 Findings show that the merger model does not substantially benefit state or local PSAPs.
 - Although merger may not be the model to pursue, this doesn't mean that DPS shouldn't pursue other avenues to off-set the cost of dispatching.
 - Currently there is an inequity in the state in the area of dispatching where some towns pay and others do not.
 - Dispatching is a costly endeavor and DPS should recoup costs to provide service

Sample dispatching revenues collected using 3 dispatch centers as reference (this chart is solely for illustrative purposes and does not draw on the costs of dispatching.)



*Please note that revenues in the section 6K to 10K population are tax revenues that are collected for operating a city dispatching center and are not revenues collected outside of the city for third party services. However, they do illustrate the type of revenues that are potentially available for this population grouping.

Recommendation: E-911 Board Reorganization

- Promote Barb Neal to Executive Director
- Eliminate one of the three Emergency Communications Training Coordinator
 - positions and assign public education
 - responsibilities to the remaining two positions.
- Resulted savings of approximately \$85K and reduces staffing levels from 11.5 to 10.5

Recommendation: Savings Reductions

Strategy	ings
Position elimination (see previous slide)	\$85,000
Reimbursement Reduction*	\$90,000
Budget reduction in vendor line item	\$75,000
Budget reduction in software upgrade	\$50,000

TOTAL Savings**

\$300,000

*Reimbursement is reduced to public safety because number of call-taking seats were reduced by 2 (2 X \$45K =\$90K) **This represents a 6.5% reduction in E-911 Board's FY 16 budget

Findings: Ongoing Financial Viability

- The E-911 board is funded exclusively from monies collected from the Universal Service Fund (USF). The USF is funded by a surcharge that is
- placed on the monthly bills of landline and cellular phone companies.
- With the recent addition of cellular companies paying into the USF to offset decreased revenues caused by the reduction in landline use, the fund will likely remain stable for the short term and see marginal growth in the near future.
- Funding of the E-911 board should remain stable in the short term as growth is expected to be slow and tracking with available revenue.
- However, any additional funding requirements such as higher reimbursements for PSAPs will require an increase in the USF surcharge.
 - NOTE: A half of a percent increase in the USF surcharge should generate approximately \$1.4 million. Currently it is at the statutory maximum of 2%.

Recommendation: Ongoing Financial Viability

 There is no need to raise the USF surcharge past the current 2% statutory maximum in the near term.