

A G E N D A
Joint Fiscal Committee
Tuesday, July 11, 1995
10:00 a.m. - Legislative Lounge

- 10:00 a.m.** 1. Call to order
 2. Approval of Minutes (for February 15 and March 1 meetings)
- 10:05** *3. Banking, Insurance and Securities transfer of unencumbered balances
- 10:15** 4. Grants, positions, and related departmental requests
 a. JFO #1678 (limited service position in request with grant to
 Health Care Authority)
 *b. Other items
- 10:25** 5. Spending plan for Enhanced 9-1-1 and Lifeline activities
- 10:50** *6. Information technology projects - release of funds for satellite downlink dishes
- 11:15** *7. Revenue update
 a. Secretary of Administration Sorrell
 b. Joint Fiscal Office Revenue Consultant Richard Gebhart
- 12:00 Noon** Recess for lunch
 [A 12:15 p.m. Emergency Board meeting is scheduled for
 the 5th Floor Pavilion Conference Room]
- 1:30 p.m.** 8. FY 1996 budget issues
 *a. Action pursuant to Sec. 286(c) of Act 63 of 1995 (rescission pending
 action of Emergency Board)
 *b. Administration presentation of FY 1996 budget reduction plan
- 3:00** *9. Transportation construction project - Shelburne
- 3:30** 10. Other items
 a. Joint Fiscal Office
 (1) Representative Freidin: concerns over staff capacity to meet
 legislative demands for property tax reform analysis
 (2) Information item - Fiscal Office update
 b. Performance bonus report - information item
- 4:00** 11. Proposed future meeting dates (September 12 and November 14)
 12. Adjournment

** Written material will be either mailed separately or distributed at the meeting*

MINUTES

JOINT FISCAL COMMITTEE

Meeting of July 11, 1995

The Joint Fiscal Committee met at 10:00 a.m. in the Legislative Lounge, State House. Senator Webster, Committee Chair, presided.

Also present: Senators Ide, Krauss, Macaulay and Ready
Representatives Beyer, Campbell, Freidin, Little and Valsangiacomo

Others attending the meeting included Governor Dean; Lieutenant Governor Snelling; members of the General Assembly; Joint Fiscal Committee staff; Legislative Council staff; administration officials and staff; the general public; and representatives of the news media.

APPROVAL OF MINUTES:

1. On a motion from Representative Campbell, the Committee approved the minutes of the February 15 and March 1, 1995 meetings, as submitted.

BANKING, INSURANCE AND SECURITIES - SPECIAL FUNDS TRANSFER:

2. Commissioner Elizabeth Costle sought Committee acceptance of her certification that approximately \$2,485,000 in transfers to the General Fund of unencumbered balances in three funds under her jurisdiction will not impair the ability of her department to regulate insurance companies, banks and other financial institutions or impair its ability to secure accreditation by the National Association of Insurance Commissioners (NAIC).

Section 57(3)(A) and (B) of Act 63 of the 1995 session requires such certification to the Joint Fiscal Committee with respect to the Insurance Regulatory and Supervision Fund, the Captive Insurance Regulatory and Supervision Fund, and the Securities Regulatory and Supervision Fund. The transfer of these FY 1995 surpluses will leave a balance of \$50,000 of carry forward funds to enable the department's response to any issues which may arise in its efforts to become accredited by NAIC.

The Committee adopted a motion by Senator Ide to accept Commissioner Costle's certification.

GRANT AND POSITION REQUESTS:

3. (a) The Chair announced the administration's withdrawal of a request to establish a limited service position in connection with a grant to the Health Care Authority which the Governor had approved, in accordance with 32 V.S.A. §5(a)(2).

(b) He then referred to four grant acceptance requests which were sent to the members on July 6 and suggested that it would be appropriate for the Committee to act on them now. Those items were:

(1) JFO #1681 - U. S. Department of Agriculture \$50,000 grant to Department of Agriculture, Food and Markets, for development of an international marketing plan for regional dairy products;

(2) JFO #1682 - \$200,000 grant from the Annie Casey Foundation to Agency of Human Services and the Department of Education for improved community-state government partnerships to provide services to children and families;

(3) JFO #1683 - \$28,000 from the State Justice Institute to the Vermont Judiciary to develop a statewide training program for guardians ad litem; and

(4) JFO #1684 - \$29,670 grant to the Judiciary from the State Justice Institute, to conduct an independent outside assessment of a project to develop a model for a family oriented court.

After Representative Freidin received assurances that all four requests had received the required approvals by the Governor and other administration officials, he moved approval of said grants. The motion was adopted.

SPENDING PLAN FOR ENHANCED 9-1-1 AND LIFELINE ACTIVITIES:

4. Richard Sedano, Commissioner of the Public Service Department, and Evelyn Bailey, Executive Director of the Enhanced 9-1-1 Board, discussed and answered questions about a spending plan for the Lifeline program. The plan, mailed to the members in advance, was required by language accompanying the FY 1996 \$2,700,00 appropriation in Section 99 of Act

63 of 1995, reading:

No funds from this appropriation shall be expended for the Enhanced 911 program until a plan for such expenditure has been approved by the Joint Fiscal Committee. The Joint Fiscal Committee shall not approve such a plan unless it finds that the plan ensures distribution of funds as provided in 30 V.S.A. §7511.

The Committee was informed that, although \$2,700,000 in spending was authorized by the Legislature, the revenues generated by the Universal Service Fund (USF) in FY 1996 for the Enhanced 9-1-1 program are now estimated at \$1,900,000. Supplemented by approximately \$400,000 of anticipated carry forward special funds from the FY 1995 appropriation, the spending plan submitted for Committee action was based on a budget of \$2,300,000.

Mr. Sedano corroborated financial information summarized in a memorandum to the Committee from Deputy Fiscal Officer Douglas Williams concerning distribution of USF revenues in accordance with priorities delineated by 30 V.S.A. §7511 and set forth in Public Service Board Docket 5819, as follows:

\$ 164,282	fiscal agent under contract to Public Service Board
375,062	Vermont telecommunications relay service
2,501,043	Lifeline program
1,928,979	Enhanced 9-1-1 services
599,868	set aside for rebates

The Commissioner gave background on how the Public Service Board arrived at these figures and at the decision to order a USF charge rate of 2.0% for the coming year, and he discussed the reason for the rebates and expectations as to how they are to be administered. He also made clear that the figures for the relay service and Lifeline are based on estimates of participation in both programs; and that the board may in fact need to reexamine these numbers based on any changes in conditions during the fiscal year. That reexamination could affect the amount available for 9-1-1 services.

Much of the Committee's discussion and questions centered on possible adjustments to the program implementation schedule if less funds than anticipated should be available to meet targets, or if Lifeline demands should be greater than expected.

Representative Campbell especially was concerned about what would occur if funding does not meet expectations, and he expressed grave reservations about the whole 9-1-1 program. He observed that with the state's serious fiscal problems, expectations of appropriations reductions, and as-yet-unknown federal funding cutbacks, the demand for Lifeline services could

could increase dramatically. Mr. Sedano outlined the steps which would be taken to reserve additional monies to meet the need if the latter were to happen, and both he and Ms. Bailey described ways in which the full program might be modified or slowed down to preserve funding priorities set out in 30 V.S.A. §7511 if the USF does not generate expected revenues.

The Commissioner also noted that even a fairly substantial increase in funding needs to sustain the Lifeline program would still permit a significant opportunity for progress in implementing the Enhanced 9-1-1 program, although he conceded it would cause delays. Ms. Bailey, replying to worries expressed by Representative Campbell over the fact that the board in the meantime will have entered into various contracts to implement the program, pointed out that even if work under contracts is in progress, the standard state contract provides that work is to be carried out on the basis of availability of funds.

In the course of answering questions from Representative Freidin about funding as well as some technical aspects of the system, Ms. Bailey assured the Committee that this Enhanced 9-1-1 plan will generate no general fund obligations, with the exception of modifications to an existing facility as a Public Safety Answering Point (PSAP) and related PSAP personnel expenses for that facility. She also promised Representative Freidin that she would furnish a list of members of the Enhanced 9-1-1 Board.

Representative Little moved Joint Fiscal Committee approval of the \$2.3 million expenditure plan submitted by the Enhanced 9-1-1 Board, provided that implementation of the plan strictly observes the priorities set out in 30 V.S.A. §7511; and further provided that the Board requires all of the contractual and other binding obligations into which it enters are explicitly subject to the changes in funding that might result from compliance with those priorities. Mr. Little replied in the affirmative when asked by the Chair whether it is understood in the motion that the \$2.3 million includes the carry forward funds. The motion then was adopted by the Committee on a voice vote.

INFORMATION TECHNOLOGY PROJECTS - RELEASE OF FUNDS FOR SATELLITE DOWNLINKS:

5. Patricia Urban, Chief Information Officer for the State, requested approval of a proposed expenditure of \$177,000 in capital funds for the purchase and installation of satellite downlink equipment at 25 sites. The capital construction act of the 1995 Legislature, Act No. 62, appropriated \$212,000 in capital funds to the Secretary of Administration for the purchase of satellite video downlink equipment for use in Vermont high schools' distance learning programs.

Sec. 2(b) of that act also required that:

. . . the JITOC [Joint Information Technology Oversight Committee] and the joint fiscal committee shall approve all proposed expenditures of this appropriation after reviewing a plan for the distribution of grants to schools prepared by the chief information officer. . . .

Ms. Urban handed out and orally recapped a written nine-point summary of specifics of the distribution plan. Included in the information she presented was that the \$177,000, the amount which JITOC recently recommended be released, will support all but five of the potential thirty sites. Attached to the summary was a list of schools which as of July 11 had requested the equipment. In addition to that list, comprised of twenty public high schools and three independent ones, Ms. Urban pointed out that Committee approval of the recommended expenditure level would enable the administration to fund two additional sites in time for the fall term. In the course of her presentation she pointed out that \$35,000 of the \$212,000 appropriation remains, and she said at a later date she would seek Committee approval on distribution of that amount to five additional sites.

Senator Ready opposed taking action which would make the satellite technology available to private schools at the expense of either Vermont's public high schools or those independent schools which serve as the primary public high schools by various local districts in the state. Her opinion was that in selecting the two other sites, the administration should give priority to the public schools and the independent schools designated as such.

After discussion centering primarily on the concerns expressed by Senator Ready, the Joint Fiscal Committee adopted a motion by her to approve the release of \$177,000 for the purchase of satellite video downlink equipment at the 23 high schools listed on the attachment to Ms. Urban's report, plus two additional qualifying schools which have not yet applied; with the condition that in approving the requests for the two additional sites, the administration shall give priority to public high schools or those which function as such. The motion passed.

REVENUE UPDATE:

6. Secretary of Administration William Sorrell, accompanied by Jeffrey Carr, revenue forecaster for the administration, reported on the fiscal year 1995 revenue situation and revenue projections for FY 1996 for the general and transportation funds. They were followed by Joint Fiscal Office Revenue Analyst Richard Gebhart.

a. **Secretary of Administration:** Mr. Sorrell distributed general and transportation fund balance sheets reflecting revenue experience from fiscal 1992 through 1995 and revenue projections for FY 1996. He highlighted the fiscal 1995 column, which depicted the elements

of an expected deficit of approximately \$14.1 million. He observed that the administration's general fund revenue projection was \$683.8 million for the year, and that as of the end of March 1995 receipts were close to the fiscal year target. In the last quarter of the fiscal year, however, general fund revenue collections -- especially personal income tax -- declined substantially compared to projections. He briefly reviewed performance in each of the three months of that quarter and told the Committee that the state ended fiscal 1995 with revenues approximately \$23.5 million short of expectations for the year.

The Secretary then described how through direct applications and transfers of funds the administration was able to accommodate some of that shortfall, with the result that the deficit as of the end of June 1995 stands at about \$14.1 million. Since the transportation fund has a year-end surplus of approximately \$16.0 million, the state ended the year on a combined funds basis with a small surplus.

As a consequence of the fiscal 1995 receipts experience the administration is revising its January 1995 revenue forecast of \$726.5 million for fiscal year 1996. Mr. Sorrell went on to say that in FY 1995 personal income tax collections, the most important component of the general fund and the one he characterized as perhaps most accurately reflecting the economy, fell short of the forecast by more than \$25 million. He then briefly described the weaker-than-expected performance of other taxes. The Secretary told the Committee that the administration now is reducing its general fund revenue projection for fiscal year 1996 by \$31.1 million. He pointed out that without a change in the nearly \$730 million appropriations level, there would be a \$24.1 million deficit in FY 1996; coupling that with the \$14.1 million from FY 1995, the accumulated general fund deficit at the end of fiscal 1996 will be \$38.2 million if revenue projections hold. Even with good revenue performance in the transportation fund, the combined funds deficit at the end of the year will be substantial. Mr. Sorrell then discussed the transportation fund collections and projections.

Secretary Sorrell remarked that the administration's plans for addressing the projected deficit through spending reductions will be presented later in the meeting. In response to the Chair's request, he promised also to provide the preliminary June 30 Schedule 2 (comparative statement of revenues) and the list of direct applications he referred to at the outset of his report. [Note: Mr. Sorrell distributed these items when he addressed the Committee in the afternoon.]

Committee members questioned Mr. Sorrell and Mr. Carr about revenues and the Vermont economy. Among the inquiries was Senator Ready's as to the impact of federal tax changes on Vermont's current law personal income tax collections. Mr. Sorrell's explained that he was reluctant to speculate on the impact for Vermont without knowing what the federal changes might be or when they might take effect.

In response to questions from the Chair, both Mr. Sorrell and Mr. Carr explained why the

personal income tax is regarded as a reflection of the economy. Mr. Carr also talked about some of the dynamics of collection of this tax. As background for future discussions of the significant drop in personal income tax receipts compared to projections, various members made several requests of the administration. Representative Beyer, for instance, said it would be helpful to have information such as projected paid returns compared to actual paid returns. Senator Ready added a request that, in order to show trends, such information should be provided starting with fiscal 1993. Representative Freidin observed that adjusted gross personal income better tracks the health of the economy than do income tax receipts. Also, Representative Beyer wanted data that reflects employment shifts in Vermont in recent years from relatively high paying sectors to lower wage jobs.

b. Joint Fiscal Office: Richard Gebhart, contractual revenue analyst for the Committee, gave his assessment of Vermont's economic outlook. He distributed and amplified a written report containing highlights of the outlook for both the national and state economies; a broad summary of general and transportation fund performance in FY 1995 and the fiscal 1996 and 1997 outlooks for both funds; and revenue summaries for each fund which included actual receipts in FY 1993 and FY 1994, preliminary figures for FY 1995, and his forecasts for the current fiscal year, by tax source; and a summary of methodology.

In brief discussion, Mr. Gebhart talked about indexation and answered members' inquiries, which centered primarily on the personal income tax.

The Committee recessed at 12:20 p.m. and reconvened at 1:30 p.m.

FISCAL 1996 SPENDING RESCISSIONS AND REDUCTIONS:

7. Governor Howard Dean appeared before the Committee to outline his administration's strategy for reducing the state's projected budget deficit in fiscal 1996. [The written presentation was distributed to the Committee at the meeting, and it is on file with the official record copy of these minutes.] In describing the problem, the Governor referred to low growth rates in Vermonters' wages and the corporate income tax in recent years, and he contrasted the sluggish growth in the economy with the increases in the state budget in fiscal years 1995 and 1996. Governor Dean stressed that his administration views the state as facing a spending problem, not a revenue problem. He said he did not want to ask Vermonters to pay taxes to support what he termed unrealistic rates of growth in spending, particularly given the need to address property tax reform and federal budget cuts in the next legislative session. Instead, the plan he outlined would pay off the projected \$14.1 million FY 1995 deficit and return spending to his proposed "sustainable course." The plan called for several one-time diversions of revenues to accomplish the former, including:

\$4 million from the Health Care Special Fund, which will not be needed until FY 1998 to support Vermont's new health care expansion efforts;

Up to \$7 million from FY 1996 appropriations for Teachers and State Employee Retirement plans. The administration is of the opinion that due to dramatic increases in the stock and bond markets over the past year, These retirement funds will remain very healthy even without receiving Their full FY 1996 appropriations.

\$3.7 million to be transferred from the Transportation Stabilization Reserve to the General Fund.

To begin to restore state spending to a level affordable to the state's economy, Governor Dean proposed reducing overall spending increases in fiscal 1996 from \$44.2 million to \$19.9 million. He observed that under the plan most of the increases added in 1996 by either the administration or the Legislature will be reduced. He testified that the affected programs in general will receive more funds in fiscal 1996 than they did in 1995. The tentative list of reductions under consideration, in addition to \$1,615,498 in immediate rescissions, includes program cutbacks totaling approximately \$22.7 million and \$1.5 million in the general and transportation funds, respectively.

The Governor also told the Committee that a reduction in pay act funds marks the initiation of a process that the administration believes will result in a reduction in the state work force by 450 positions, and he outlined a series of steps and possible options to accomplish that reduction by the end of fiscal 1997.

Governor Dean referred to a list of ideas compiled from suggestions of legislators, legislative staff, administration officials, citizens and others to reduce spending to a sustainable level. He is calling on the House and Senate Appropriations Committees to identify the ones they can support and pledged that after receiving such feedback, the administration will work with the staff of the Joint Fiscal Office to develop proposals to be included in the fiscal 1996 budget adjustment and the fiscal 1997 budget.

In conclusion, the Governor stated that the state faces a \$39 to 40 million problem, combining the fiscal 1995 shortfall with the anticipated loss of revenue of approximately \$30 million. With the steps outlined, including the specific appropriations reductions, the combined FY 1995 and 1996 deficit can be lowered to \$5.9 or \$6.0 million.

After a brief discussion with the Governor prompted by Representative Freidin's inquiries concerning the role of the Legislature and opportunities for its input into the decision-making process, the Governor departed from the meeting. The Secretary of Administration,

along with Thomas Pelham, Commissioner of Finance and Management, then presented details on the fiscal 1996 budget reduction plan.

Mr. Sorrell reported to the Committee that the Emergency Board, meeting at noon on this date, concurred in his determination that anticipated general fund revenues in fiscal year 1996 will be insufficient to meet appropriation levels by an amount exceeding \$5,000,000. Section 286 (rescission authority) of Act 63 of 1995 gives the Secretary of Administration rescission authority of up to \$2,000,000 in the event of a revenue shortfall, with stipulations. Among those, in addition to the required Emergency Board action, is that the Secretary shall report to the Joint Fiscal Committee:

... a plan for all proposed rescissions, indicating the specific amounts of each item of general fund appropriation proposed to be rescinded, not to exceed a total of \$2,000,000.00. . . . The Secretary may implement the rescissions unless disapproved by the Joint Fiscal Committee within two weeks of receipt by it of the Secretary's rescission plan.

At the Chair's suggestion Mr. Sorrell agreed to consider the date of this meeting, July 11, as the onset of the two week period, although in actuality the list was sent to the Committee on July 6. The plan listed the specific appropriations to which the Secretary was applying rescissions, along with the adjusted general fund appropriations and the individual amounts of the rescissions, which totaled \$1,615,490.

The Secretary elaborated on details of the broader plan presented by the Governor and answered the members' questions about the several one-time diversions of revenues that were to be assigned to other purposes but which now are to be used to pay off the fiscal 1995 deficit. He then addressed the elements of a general and transportation fund balance sheet which were part of the Governor's written report, and he highlighted some of the specific proposals which have been submitted for savings and efficiencies in state government.

Committee members did not express objections to the rescissions which Mr. Sorrell plans to implement. Several of them had reservations, however, about various aspects of the administration's overall budget reduction strategy and strongly took issue with the approach outlined at this meeting, which one member characterized as ignoring legislative intent and priorities. An example, cited by Representative Campbell, was the planned abolishment of positions authorized by the Legislature for 1996. There were concerns that without a special session of the General Assembly, the Legislature may not have the opportunity and means to provide significant input into the decision-making process affecting fiscal 1996.

Mr. Sorrell countered that the administration is encouraging and soliciting suggestions from legislators on fiscal 1996 spending adjustments. He cited the letter to this effect, addressed

to the Chairs of the Senate and House Appropriations Committees, which was incorporated into the Governor's plan distributed earlier in the discussion.

After more discussion, the Chair asked Tax Commissioner Elizabeth Anderson to inform the Committee of the allocations she has made with respect to current use tax proration and property tax rebates. Ms. Anderson presented a written summation of rebate proration estimates and discussed a June letter she had sent to the Chair estimating current use prorations. After she answered questions from the members, the Chair expressed satisfaction that the Commissioner has made clear that if the amounts appropriated are available, the benefits in both programs will be paid out as mandated by law.

Upon conclusion of the conversation with Ms. Anderson, Representative Freidin moved adoption of the attached resolution, which he described as a mutual effort between Senator Webster and himself. In presenting the resolution, Representative Freidin stated that the Governor's plan deprives the Legislature of the discretion which it should have, and which he believes it does have, to determine the appropriations of the state. He went on to observe that by the time the General Assembly might reasonably expect to address budget adjustments, it would be too late to reverse many of the major decisions affecting Vermonters' lives that are implicit in the administration's plan.

Senator Krauss asked for clarification of the language "formally approved" in the penultimate paragraph of the resolution. Senator Webster explained that it meant the Committee was urging that, beyond the \$1.6 million in rescissions discussed earlier, no other adjustments in appropriations be made until such time as the General Assembly has acted on such changes. Senator Krauss then said he endorsed the rescissions but that he would not support the resolution because, in his estimation, it calls for a special session of the Legislature. Senator Ready disagreed and said she viewed the resolution as a positive response to the Governor's call for cooperation. Several other members also voiced their support for the Committee's taking a firm position in support of the Legislature's prerogative to make major changes in appropriations or offered opinions on the merits of a special session.

The discussion concluded with the adoption, by a show of hands, of the resolution proposed by Representative Freidin, as offered.

The Committee recessed at 3:30 p.m. and reconvened at 4:05 p.m.

[The Chair called the recess for the purpose of a convening a special meeting in accordance in 19 V.S.A. §10 g. (e) pertaining to a transportation construction improvement project. There are separate minutes of that meeting.]

The Committee reconvened at 4:05 p.m. to complete its agenda.

JOINT FISCAL OFFICE STAFF:

8. Representative Freidin told the Committee he is concerned that demands on Catherine Benham to generate information about property tax may become too great. Although additional staffing in this area would be ideal, he acknowledged that to be an unrealistic prospect in light of the state's fiscal problems. He therefore asked that the Chief Fiscal Officer, in overseeing legislative requests, remain sensitive to the demands on Ms. Benham.

After Mr. Klein pledged his and Mr. Williams' assistance in meeting the workload demands in this area, the Chair said he would be willing to participate in prioritizing any requests from legislators who are not on the appropriations or the tax-writing committees.

FUTURE MEETING DATES:

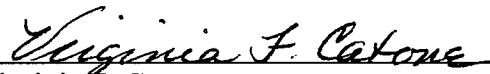
9. The next meeting was scheduled for Wednesday, September 13, with the subsequent meeting tentatively set for Tuesday, November 7. Both meetings will begin at 10:00 a.m. unless the length of the agenda requires otherwise.

REVENUE INFORMATION:

10. Representative Campbell initiated a brief discussion of the reliability, methodology and format of revenue forecasts presented to the Committee. Differing views were expressed, and the consensus seemed to favor a future discussion of the topic.

The meeting was adjourned at 4:20 p.m.

Respectfully submitted:


Virginia F. Catone

JOINT FISCAL COMMITTEE RESOLUTION

WHEREAS it is the responsibility and authority of the General Assembly, after considering the recommendations of the governor, to determine appropriations for state government, which appropriations become law after they have been expressly or tacitly approved by the governor; and

WHEREAS it is the responsibility of the governor faithfully to execute the laws so that appropriations are expended for the purposes and under the circumstances set by law; and

WHEREAS the 1996 Appropriations Act (No. 63 of the Acts of 1995, the "Act") became law with the tacit approval of the governor when he failed to return the bill to the House of Representatives with any objections that he had; and

WHEREAS the only authority that exists in law to reduce any appropriations found in the Act, while the General Assembly is not in session, appears in Sec. 286 of the Act, and that authority, limited to \$2,000,000, is now vested jointly in the governor and the Joint Fiscal Committee of the legislature; and

WHEREAS for a governor unilaterally to alter the state's appropriations and then to ask the legislature to ratify his actions retroactively, after more than half the fiscal year is over, shows disrespect for democratic process and the separation of powers; and

WHEREAS such action, even when made in the name of crisis and efficiency, is at best contrary to the spirit and intention of the Vermont Constitution, and at worst illegal and unconstitutional; and

WHEREAS the 1995-96 General Assembly met its responsibility to reach agreement upon the state's fiscal priorities for FY 96, and, therefore, to alter those priorities without legislative approval would subvert the decisions made by the General Assembly; and

WHEREAS this committee finds that the plan that the governor has presented under Sec. 286 of the Act, which calls for reductions in appropriations totaling \$1,615,490, is a reasonable set of reductions;

NOW, THEREFORE BE IT RESOLVED by the Joint Fiscal Committee of the General Assembly that the plan of the governor to reduce appropriations by \$1,615,490 under the authority of Sec. 286 of the Act, as presented at the July 11, 1995, meeting of this committee is approved; and

BE IT FURTHER RESOLVED that the committee strongly urges the governor to fulfill his responsibility to administer the 1996 Appropriations Act as enacted into law, except as modified by the plan approved by this resolution, and not further to alter the appropriations for state government until changes have been negotiated and formally approved by the elected representatives of the people of our state; and

BE IT FURTHER RESOLVED that the legislative fiscal officer is directed to send a copy of this resolution to the governor without delay.

MINUTES
JOINT FISCAL COMMITTEE
AND
CHAIRS, TRANSPORTATION COMMITTEE
July 11, 1995

Senator Stephen Webster convened a special committee comprised of Joint Fiscal Committee members and Representative Pembroke, Chair of the House Transportation Committee, and Senator Rivers, designee of Senator Mazza as Chair of the Senate Transportation Committee. The meeting took place at 3:30 p.m. in the Legislative Lounge, State House. Upon nomination by Senator Macaulay, Representative Pembroke presided over the meeting.

Also present: Senators Ide, Krauss, Macaulay, and Ready
Representatives Beyer, Campbell, Freidin, Little, and Valsangiacomo

Other attendees included administration officials and staff; legislative staff; legislators; and the press.

AUTHORITY FOR SPECIAL COMMITTEE:

1. Authority for this special committee and its purpose is set forth in 19 V.S.A. §10g(e), reading:

For the purpose of enabling the state, without delay, to take advantage of economic development proposals that increase jobs for Vermonters, a transportation project certified by the governor as essential to the economic infrastructure of the state economy, or a local economy, may be approved for construction by a committee comprised of the joint fiscal committee meeting with the chairs of the transportation committees, or their designees without explicit project authorization through an enacted transportation capital program and project development plan, in the event that such authorization is otherwise required by law.

**VERMONT TEDDY BEAR COMPANY - INTERSECTION IMPROVEMENTS,
ROUTE 7, SHELBURNE:**

2. A formal request for approval of construction of intersection improvements on Route 7 in Shelburne was submitted to the committee via a June 20 letter from Governor Dean.

As required by the statute cited above, the Governor certified that the project, which will benefit the Vermont Teddy Bear Company's expansion program, "is essential to the economic infrastructure of the state as well as that of Chittenden County." Patrick Garahan, Transportation Agency Secretary, outlined the statutory framework and provided some general background for the request.

The Secretary of the Agency of Development and Community Affairs, William C. Shouldice IV, described the improvement project, which is part of the company's relocation to a larger facility with easier access and better parking. The cost of the intersection improvements is \$238,500.

A number of committee members expressed objections to or reservations about the proposal. Senator Rivers, for instance, had concerns centering on the impact on other local projects of funding this improvement. She and others, including Senator Webster and Representative Campbell, who referred to an August 1994 memorandum from Mr. Shouldice to the Transportation Secretary about this undertaking, also suggested that the administration could and should have consulted the General Assembly or this committee sooner.

In the course of the discussion, both Mr. Garahan and Mr. Shouldice defended the process and the project. Secretary Garahan said the company proceeded with the hope and expectation of reimbursement and that the improvements are complete.

Serious doubts were also expressed by some members as to whether this project, involving road instruction improvements already accomplished for the relocation of an established Vermont business, in fact conformed to the intent implicit in 19 V.S.A. § 10 g (e) for economic development undertakings. Representative Freidin, for example, interpreted the legislation as enabling the state to act swiftly to capitalize on an opportunity for economic development that would not be possible otherwise. He suggested, since the project has been completed, that action be delayed until the next legislative session and the request for reimbursement could be weighed against other projects.

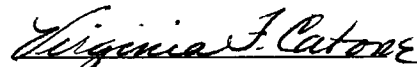
Representative Campbell expressed the opinion that to approve funding retroactively would establish a poor precedent, and he said that while he would support this project in a capital construction bill, he would not do so in the manner presented.

On the other hand, Senator Ready and Representative Beyer, while critical of the process and the administration's handling of this matter, were reluctant to penalize the Vermont Teddy Bear Company by withholding funding.

Senator Webster moved approval of the request for state funding in the amount of \$238,500 for construction of intersection improvements for the Vermont Teddy Bear Company on Route 7 in Shelburne. In so moving, the Senator noted that he personally does not support the request. The motion was put to a vote and adopted.

The meeting of the special committee was adjourned at 4:05 p.m.

Respectfully submitted:


Virginia F. Catone

HOWARD DEAN, M.D.
Governor



State of Vermont
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To: Members, Joint Fiscal Committee
From: Governor Howard Dean, M.D. 
Re: Non-sustainable Spending
Date: July 11, 1995

The Problem: There is nothing in the current Vermont economy to justify state government spending increases of 5% and 6%.

- * Vermonters' paychecks over the past four years have grown annually on average by only 2.2%.
- * The rate of growth of non-farm jobs over the past year has been 2.5%, with this May's growth over May, 1994 being only 1.8%.
- * Receipts from the Corporate Income Tax have grown at a rate of less than 1% per year since 1988.

Yet, in FY 1995, approved spending from the general and transportation funds was up 6.5% over FY 1994 levels. For FY 1996, the increase is 5.3%. These rates of growth are more than double the 2% - 2.5% growth of the Vermont economy and will lead to a \$39 million deficit this year unless we act promptly.

When faced with the \$65 million state deficit in 1991, Vermonters were told temporary tax increases would be used to pay off that deficit. Once the temporary taxes were sunsetted, Vermonters were promised that state spending would be kept at sustainable rates.

We are obligated to keep this commitment to Vermonters. In FY 1996 we have primarily a spending problem ---- not a revenue problem. In these slow growth economic times, we should not choose to ask Vermonters to dig deeper into their pockets to pay higher taxes to support unrealistic rates of growth in state spending. This is especially true given the need to address property tax reform and federal budget cuts in the next legislative session.

A Solution: Our two top priorities for FY 1996 are to pay off the projected \$14.1 million FY 1995 deficit and to put state spending back on a sustainable track. This effort will be difficult. Given the magnitude of the State's current problem, it is impossible to find a solution without making painful choices.

Unfortunately, Vermont's General Fund Stabilization Reserve is terribly small in comparison to that of other states (.15% vs 5.2%). Consequently, when faced with financial difficulty such as we now have, our viable options are limited.

Our plan can briefly be described as follows:

First, to pay off the deficit, we propose using one-time diversions of revenues assigned to other purposes. These include:

- \$4 million from the Health Care Special Fund. These funds will not be needed until FY 1998 to support Vermont's new health care expansion efforts.
- Up to \$7 million from FY 1996 appropriations for Teachers and State Employee retirement plans. Due to dramatic increases in the stock and bond markets over the past year, these retirement funds will remain very healthy even without receiving their full FY 1996 appropriations.
- \$3.7 million to be transferred from the Transportation Stabilization Reserve to the General Fund.

Second, to begin to restore state spending to a level affordable to Vermont's economy, we propose to reduce overall spending increases in FY 1996 from \$44.2 million to \$19.9 million. Department managers have been told that for FY 1996, there will be no Pay Act and no additional funds from the annual Budget Adjustment. The reduction of Pay Act funds initiates the process to reduce the state government workforce by 450 positions.

Even with these reductions, affected programs will still generally receive more funds in FY 1996 than were received in FY 1995. For example, Human Services, which comprises 36% of the General Fund budget, will share only 11.8% of the proposed reductions. In fact, human service programs will receive \$4.4 million more General Funds in FY 1996 over FY 1995 along with other special fund increases.

Third, to finish the job of getting state spending on a sustainable track, we are proposing a process for reducing the size of state government and making it more efficient and cost effective.

Page 3
Joint Fiscal Committee
July 11, 1995

Attached is a list of 59 ideas compiled from suggestions of legislators, legislative staff, citizens, administration officials, and others to reduce and streamline state government. Some of these ideas we can support and others we are willing to consider. We invite legislative leaders to add to this list over the coming weeks.

We ask the House and Senate Appropriations Committees, which are the first legislative steps in the annual budgetary process, to identify those ideas they can support. After receiving such legislative feedback, we will work with the staff of the Joint Fiscal Office to develop specific proposals to be included in the FY 1996 budget adjustment and FY 1997 budget proposals.

If we can agree on approximately \$6 million worth of savings and efficiencies, we return state spending to a sustainable levels. If we can find more than \$6 million in savings and efficiencies, we can begin to rebuild the General Fund rainy day reserves.

We all have a difficult job ahead of us. I hope we agree on the goals of paying off the deficit and returning Vermont to a sustainable spending path. We have put forth an earnest and straightforward proposal to achieve these goals. Over the coming weeks we will certainly disagree over some of the specific methods to achieve these goals, but we pledge to work with you in the spirit of compromise to resolve our differences.

July 10, 1995

General Fund Balance Sheet
(\$ in Millions)

	Actual Fiscal 1992	Actual Fiscal 1993	Actual Fiscal 1994	Budget Adj. Fiscal 1995	Admin Forecast Fiscal 1996
SOURCES:					
Current Law Revenue	639.1	658.7	682.2	683.8	726.5
Revenue Shortfall				(23.5)	(30.1)
New Revenues - Fees/Per Diem					0.9
Direct Applications and Transfers In	13.2	6.5	10.1	13.8	10.1
Health Care Special Fund Surplus					4.0
Lottery Advertising Reduction					0.3
Reversions - Sec of Admin & Medical Holiday				1.7	1.0
Less Property Transfer Tax transfers	(3.6)	(3.6)	(10.5)	(2.8)	(2.8)
Total Sources	648.7	661.6	681.8	673.0	709.9
USES:					
Appropriations	656.6	642.7	656.0	689.6	729.7
Sec. 286 Recission					(1.6)
Identified Spending Reductions					(22.7)
Total Uses	656.6	642.7	656.0	689.6	705.4
Operating Surplus (Deficit)	(7.9)	18.9	25.8	(16.6)	4.5
Prior Year Fund Balance	(57.2)	(65.1)	(46.2)	0.0	(14.1)
Budget Stabilization Fund transfers (to) from			(1.0)	1.0	0.0
Transfer from Transportation Fund			21.4	1.5	3.7
Ending Cumulative Fund Balance (Deficit)	(65.1)	(46.2)	0.0	(14.1)	(5.9)**
Components of Fund Balance:					
Budget Stabilization Trust Fund	0.0	0.0	1.0	0.0	0.0
Unrestricted Surplus (Deficit)	(65.1)	(46.2)	0.0	0.0	(5.9)
Ending Fund Balance	(65.1)	(46.2)	1.0	(14.1)	(5.9)**

** Balance to be achieved through FY 1996/1997 Restructuring/Efficiency efforts

Transportation Fund Balance Sheet
(\$ in Millions)

July 10, 1995

	Actual Fiscal <u>1992</u>	Actual Fiscal <u>1993</u>	Actual Fiscal <u>1994</u>	Budget Adj. Fiscal <u>1995</u>	Admin Forecast Fiscal <u>1996</u>
SOURCES:					
Current Law Revenue	133.4	138.5	144.7	149.6	154.1
Direct Applications and Transfers In	0.4	1.2	1.1	0.0	0.5
Total Sources	133.8	139.7	145.8	149.6	154.6
USES:					
Appropriations	124.7	121.9	130.6	148.8	153.0
Spending Reductions					(1.5)
Total Uses	124.7	121.9	130.6	148.8	151.5
Operating Surplus (Deficit)	9.1	17.8	15.2	0.8	3.1
Prior Year Fund Balance	(4.1)	5.0	1.2	0.0	0.0
Ending Cumulative Fund Balance (Deficit)	5.0	22.8	16.4	0.8	3.1
Transfer (to) from Budget Stabilization Fund		(14.6)	5.0	0.7	0.6
Reserve for Federal Match Waiver		(7.0)	0.0	0.0	0.0
Transfer to General Fund			(21.4)	(1.5)	(3.7)
Net Total Fund Balance	<u>5.0</u>	<u>1.2</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Components of Fund Balance:					
Budget Stabilization Trust Fund		14.6	16.6	15.9	15.3
Reserve for Federal Match Waiver		7.0	0.0	0.0	0.0
Unrestricted Surplus (Deficit)	5.0	1.2	0.0	0.0	0.0
Ending Fund Balance	<u>5.0</u>	<u>22.8</u>	<u>16.6</u>	<u>15.9</u>	<u>15.3</u>

07/10/95 : 04:24 PM :	FY 1996 : Approp :	FY 1996 : Approp :	GF/TF : 1991 - 1996 :	GF/TF : 1995 - 1996 :	GF/TF : 1995 - 1996 :	Recission :	Additional : GF :	Transportation : Fund :
Agency/Department/Program :	GF :	TF :	Growth :	Growth :	\$ Increase :		Reductions :	Reductions :
Administration Agency:								
Finance & Management	1,502,225	632,297	7.27%	3.62%	74,492	7,512	7,488	
Personnel	1,148,572	395,983	10.85%	7.20%	183,769	5,743	5,257	
General Services	1,000,518	428,195	-23.87%	1.58%	22,286	5,003	4,997	
Tax	6,449,687	238,661	9.64%	9.32%	570,470	32,248	29,752	
State Treasurer	369,713	114,811	-17.48%	7.49%	33,772		10,000	
Use Tax Reimbursement	11,344,695		-4.18%	38.01%	3,124,460		1,600,000	
Property Tax Relief Trust	32,043,040		112.14%	27.19%	6,850,000		5,300,000	
Legislative Council	836,447	209,145	33.38%	15.91%	143,538		57,500	
Legislature	2,931,937	734,063	8.84%	-0.38%	(13,878)		57,500	
Joint Fiscal Office	335,660	83,920	30.64%	4.09%	16,479		8,500	
PILOT/Montpelier Services	1,566,500	187,000	1653.50%	1305.93%	1,628,778		500,000	
Court Diversion	430,999	157,520	1.97%	-2.02%	(12,161)		100,000	
State's Attorneys	3,989,183	370,038	7.71%	4.49%	187,136	19,946	10,054	
Defender General	3,974,959	775,861	6.09%	5.36%	241,675	19,875	222,124	
Military	1,895,000		-3.22%	2.22%	41,180		41,180	
Agriculture	2,589,082	41,483	-10.31%	1.11%	28,768	12,945	17,055	
Judiciary	12,766,209	3,022,856	9.68%	3.64%	554,744	63,759	66,241	
Human Services Agency								
Secretary's Office	3,145,870		13.70%	6.15%	182,140	15,729	93,271	
Corrections	43,874,263	1,289,135	62.56%	6.28%	2,669,879	219,371	80,629	
Office of Alcohol & Drug	2,518,871		-6.83%	1.37%	34,125		80,000	
Child Welfare	117,539,235		17.21%	0.38%	442,197		1,120,000	
Child & Rehabilitation	31,300,154		36.98%	5.88%	1,738,376	156,581	316,249	
Mental Health	42,931,883		14.80%	2.89%	1,207,686	214,362	535,638	
Independence Fund	43,120		-70.11%	0.00%	0		43,120	
Commission on Women	770,633		54.20%	15.77%	105,000		100,000	
State Aid to Education	141,960,032	675,000	-3.76%	2.17%	3,029,918	300,000		
Special Ed. Formula	33,746,585	3,053,500	43.59%	10.38%	3,460,143	168,733	199,267	
Department of Education:	25,527,472	641,316	17.10%	3.77%	950,736	127,637	580,363	
Teachers' Retirement	18,000,000		20.53%	0.00%	0		5,000,000	
University of Vermont	26,741,660		-4.37%	3.88%	1,000,000	133,458	166,542	
Vermont State Colleges	15,401,441		0.90%	7.03%	1,011,072	74,840	225,160	
Vermont Student Assistance:	12,617,900		3.33%	3.84%	466,547		566,000	
Agency of Nat'l Resources	8,549,441	735,190	-24.37%	3.15%	315,971		50,000	
Agency Development & Commu:					0		549,172	
Administration	688,327	82,038	30.00%	5.32%	38,945	3,442		
Development	2,434,051		48.94%	8.72%	195,237	12,170		
Travel and Tourism	4,443,231	1,957,507	170.71%	33.03%	1,589,186	22,216		
Vermont Symphony Orchestra:	80,000		12.72%	10.00%	8,000		5,000	
VT Historical Society	200,000		-10.48%	9.94%	18,000		10,000	
Housing & Conservation Tru:			-100.00%	-100.00%	(1)		100,000	
Debt Service	59,777,346	5,109,203	27.26%	10.40%	6,110,303		25,000	
Transportation Function								1,200,000
Paving		7,175,000	-11.42%	5.02%	343,260			300,000
Pay Act	2,795,821	1,371,295	1090.06%	93.98%	2,018,935		2,795,821	
Performance Restructuring	35,000			600.00%	30,000		15,000	
State Employee Retirement							2,000,000	
TOTALS					40,561,243	1,615,490	22,693,880	1,500,000

* Does not reflect the Information Technology cut.



STATE OF VERMONT
AGENCY OF ADMINISTRATION

MEMORANDUM

TO: Agency and Department Heads

FROM: William H. Sorrell, Secretary of Administration *WHS* *[Signature]*

DATE: June 30, 1995

SUBJECT: Hiring and Position Freeze

Vermont faces serious financial problems partially driven by escalating Personal Services costs.

No single strategy will pull Vermont out of its financial dilemma. Likewise, no single strategy can bring payroll expenditures back to a sustainable level of growth. This administration has adopted a three pronged approach to fostering an efficient, high quality and affordable workforce. The components of this approach are: bending the growth curve of state employment; eliminating duplication within and creating efficiencies across departments; and eliminating non-critical state programs.

To bend the growth curve, we plan to eliminate 400-450 positions from the workforce during FY 1996 and 1997. We hope to accomplish this with no more than a reasonable number of layoffs. Departments will need to work internally in order to redesign their operations to accommodate these new staffing levels. Given this direction and our desire to downsize without undue effect on working state employees, it makes little sense to automatically fill current vacancies or unestablished positions.

Effective July 1, 1995:

1. Steps will be taken to abolish all positions authorized by the legislature for creation in FY 1994 or 1995 which have yet to be established or filled.
2. All positions authorized by the legislature for FY 1996 are "frozen" and steps will be taken to abolish them by 8/1/95 unless a compelling argument for their continuation is made to, and approved by the Office of the Secretary of Administration.

Agency and Department Heads
June 30, 1995
Page 2

3. All current vacant positions are "frozen". Permission to recruit for or fill any vacancy must be approved by the Commissioner of Personnel. After this date, no offers of employment may be made without the prior approval of the Commissioner of Personnel.

Procedures for numbers 2 and 3 will follow under separate cover.

I realize that these actions are difficult, but the looming long term state fiscal situation makes it absolutely necessary to strategically alter the manner in which we perform the functions of government. Thank you for all the hard work that will go into making these changes occur successfully.



STATE OF VERMONT
AGENCY OF ADMINISTRATION

To: Senator Thomas Macaulay², Chair
Senate Appropriations Committee

Representative Sean Campbell, Chair
House Appropriations Committee

From: William H. Sorrell^{WHS}, Secretary

Re: Savings and Efficiencies in State Government

Date: July 11, 1995

As you are well aware, Vermont must adjust its level of spending for FY 1996 and beyond to remain on a sustainable spending track. There are many ideas on how to increase the efficiency of state government and even to eliminate low priority services and programs. Oftentimes, however, these ideas do not garner the necessary political support to become implemented.

In light of current financial problems, it seems timely to consider a broad array of ideas for savings and efficiencies and to designate those that can be supported. It is important that we develop a vehicle that allows such ideas to gain the necessary exposure and support of Vermont's political leadership.

In this regard, I enclose a list of ideas we have garnered from the Administration, JFO staff, members of the legislature and members of the public. Many of these ideas we support and others we are willing to consider for implementation.

In view of the important leadership role of the House and Senate Appropriations Committees in the budget process, we invite you to seek additional ideas for this list from members of your respective Committees and fellow legislative leaders. We ask that the Appropriations Committees review these ideas and designate those which are likely to receive your Committees' support and recommendation to the full membership of the House and Senate.

Once such a designation is complete, the staff of the Department of Finance and Management can work jointly with the staff of the Joint Fiscal Office to develop more detailed budgetary proposals for savings and efficiencies. Such proposals can be included in the FY 1996 Budget Adjustment or FY 1997 Budget Act.

We look forward to working with you on this important effort and await your response to this proposal.

A List in Progress: 59 Ideas for Sustainable Spending
from Citizens, Legislators,
Administration Officials and State Employees

A. "Sustainable Spending"

- * Provide statutory language that would:
 - Limit appropriations to average personal income growth (AGI) of prior two years
 - Limit appropriations to 95% of the state's revenue estimate, the remaining 5% to be placed in stabilization reserves
- * Pass a Balanced Budget Amendment as previously proposed
- * Require the Administration and the House and Senate Appropriations Committees to annually rank by priority all programs and services listed on Form 5 of the state budget forms
- * Act on the report of the State Board of Education's Cost and Quality Commission
- * Limit formula-driven cost escalators that legislatively mandate funding levels (such as special education at 50%) to no more than inflationary growth

B. Restructuring State Government Institutions to enhance Cost Effectiveness

- * Designate senior management staff from Classified to Exempt Service status. Reduce reliance on Grade and Step salary increase and substitute utilization of merit pay system
- * Create an Agency of Public Safety and consolidate various law enforcement and inspection functions; transfer all law enforcement and inspection functions & personnel to Public Safety (Fish & Wildlife, DMV, Liquor Inspection, Labor and Industry, etc.)
- * Regionalize Judiciary functions, such as Probate and District Courts, to larger than County districts; Consolidate the administrative functions among courts; eliminate dual probate courts
- * Eliminate the Vermont Lottery Commission and transfer responsibilities to ADCA
- * Consolidate workforce education and training activities including DET, Labor and Industry, Adult Basic Education, ADCA Labor Training Program, among others

C. Redesigning Service Delivery Systems to enhance Cost Effectiveness

- * Privatize collection of fines & penalties for certain court decisions such as civil cases
- * Turn the State Hospital into a Rehabilitation Center and move the forensic population into a specially designed correctional facility; privatize VHS functions to see if non-forensic services can be provided for less than the current \$142,000 cost per patient
- * Change the current statute limiting the provision of mental health services to designated non-profits in order to enhance or create a managed care MH/MR system
- * Increase the current \$25,000 limit (set in 1977) that can be transferred between departments to allow for more management flexibility
- * Regionalize assigned counsel and public defense contracts to reduce conflicts that throw cases to expensive ad hoc lawyers. Further increase the privatization of Defender General services including appellate, juvenile, prisoners' rights office, county defender general offices, etc.
- * Institute statewide Fleet Management and Operations program utilizing a common purchasing pool and privatized automotive services
- * Privatize prisoner education programs within the Corrections Dept.
- * Allow Corrections to develop a training module of their program for treating sexual offenders and sell it to other states or run a program open to other states charging more than it costs us.
- * Wards of the State - roll Wards program into General State aid. Wards would be counted in Average Daily Membership (ADM) of district of placement and counted as 1.5 in most districts and 2.0 in districts with concentrations of Wards in the formula calculation. All current funding and billbacks would be eliminated.
- * Return Teacher Retirement obligation back to localities in a manner that eliminates state subsidies to wealthy school districts; fold current state funding into state aid formula
- * Implement use valuation and direct current use funding through the state aid formula, eliminating subsidies for wealthier communities

- * Special Education Formula - reconstruct the mainstream, extraordinary, and intensive aid components of the special education formula to increase funding predictability and recognize that some districts have more local fiscal capacity than others
- * Consolidate all education funding to local school districts (State Aid, Special Ed, Wards, etc.) into one grant and reduce associated administrative costs
- * Consider switching state employees from a defined benefit to defined contribution retirement plan
- * Examine whether consolidation of reserves for Medical, Life, Dental, Workers' Compensation, etc. will save administrative costs
- * Bring all retirement system accounting on to the state's accounting system and eliminate redundant accounting functions
- * Pursue electronic funds transfer for tax receipts and require large businesses to file and pay returns electronically.
- * Allow private vendor to provide rental cars in major travel corridors at a daily flat rate for in-state travel exceeding 100 miles a day; eliminate expense reimbursement for such trips by state employees
- * DEC: Privatize single lot subdivision certifications for waste water; reduce testing requirements performed by the Onsite Septage Program from a "review all" to a "random sampling" enforcement model.
- * Consolidate or privatize state laboratories: Health Dept., DEC, Agriculture and perhaps Public Safety.
- * Look at all property owned by the state, if not currently being used could it be sold or leased
- * Designate common service districts for all state services
- * Transfer the Governor's Highway Safety Program from DMV to Dept. of Public Safety
- * Consolidate human resource functions in certain stand alone departments in the Department of Personnel
- * Consolidate permitting function in the built environment; rely on local professional architects and engineers to certify the built environment's compliance with law; monitor professional certification work

- * Work to consolidate all permitting functions relative to the natural environment
- * Transfer policy and quasi-judicial functions of the Water Resources Board to the Environmental Board and eliminate the Water Resources Board
- * Consider consolidation of the business functions of Sheriffs, State's Attorneys, and Attorney General
- * Eliminate at least 20% of all currently existing Boards and Commissions; consolidate per diem and reimbursement administration and set common standards and rates for such reimbursements
- * Consolidate economic development functions of Dept. of Economic Dev., Agriculture, Travel and Tourism, Fish and Wildlife, Forest and Parks, and eliminate any duplicate functions and positions
- * Consider needs-based cost assessment to parents for all children placed into state custody
- * Combine local AHS crisis intake centers (SRS, OADAP, Mental Health) except Battered Women's
- * SEOO: consolidate with DSW Central Office
- * ANR: consolidate all legal services and planning functions in Central Office and eliminate duplicate positions
- * Investigate ISTEA incentive funding for improvements of public areas connected to multi-modal transportation facilities
- * Consolidate the administrative functions of the Council on the Arts, Historical Society, and VSO
- * Review, eliminate and consolidate as appropriate state sponsored information publications and newsletters

D. Eliminating/Reducing Programs and Services

- * Implement an Early Retirement option that reduces costs and permanently eliminates positions
- * Capital Budget: limit capital bill for FY 1997 to less than \$50 million
- * Eliminate/reduce VSAC guidance counseling function; reduce Vt's cost for guidance counseling from #1 in the nation to #10

- * Limit VSAC grant portability to reciprocating states or to students residing at home
- * Review eligibility for SRS services for children over 16 years of age
- * Eliminate funding for advocacy groups that do not provide a specific service directly to clients unless required by federal regulation
- * Eliminate the State Stipend for fairs
- * Reduce number/level of medicaid options
- * Special Education Formula - delete all references where the Department is directed to structure rules "without regard to cost" and reexamine all state special education mandates in excess of federal requirements. Current statute directs the Department to establish rules for funding without regard to cost
- * Promote efficiencies in transportation planning functions at AOT and the Regional Planning Commissions
- * DEC: eliminate the well driller certification program
- * Coordinate and promote efficiencies within the dispatcher network in concert with the establishment of E-911 and Public Safety Answering/Dispatching Point(s) without a reduction in the level of service



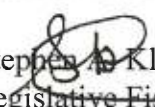
Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

**STATE OF VERMONT
JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

MEMORANDUM

TO: Joint Fiscal Committee Members

FROM: Stephen A. Klein

~~Legislative Fiscal Officer~~

DATE: June 29, 1995

SUBJECT: Joint Fiscal Committee Agenda for July 11 meeting

Enclosed are the agenda and supporting documents for the meeting scheduled for 10:00 a.m. on July 11 in the Legislative Lounge.

The administration anticipates submitting two or three additional grant acceptance requests which because of timing you will be asked to add to the agenda. We will mail those to you the week of July 3, along with any additional material relevant to agenda items which may become available in the meantime.

For your information, we received no requests from Committee members to include on the July agenda either of the grants sent to you on June 16. Yesterday was the date by which we had asked you to contact us if you wanted either of those items held for full Committee review at the July 11 meeting. Pursuant to 32 V.S.A. §5 the Governor's approval will become final 30 days from receipt of the two requests.

Please contact us if you have questions about any of the agenda items.

Enclosures

cc: W. Sorrell, Secretary of Administration
T. Pelham, Commissioner of Finance & Management

LEG:32509



Vermont...

Department of Banking, Insurance and Securities

TO: Senator Stephen Webster, Chair
Joint Fiscal Committee
FROM: Elizabeth R. Costle, Commissioner
DATE: June 29, 1995
SUBJ: Transfer of Special Revenue Funds to General Fund

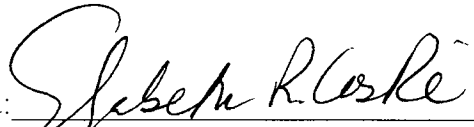
Each of the following accounts will have a surplus of revenue over expenditures at the end of Fiscal Year 1995:

<u>Appropriation</u>	<u>Fund Name</u>
0602270509	Insurance Regulatory and Supervision Fund
0602270909	Captive Insurance Regulatory and Supervision Fund
0602270809	Securities Regulatory and Supervision Fund

Pending final figures from the Department of Finance, the surplus of revenue over expenditures for the three funds is approximately \$2,535,000. After a deduction of \$50,000 of carry forward money to allow the Department to respond to issues that may arise in the course of our work to become accredited by the National Association of Insurance Commissioners, the amount available for transfer to the General Fund will be approximately \$2,485,000.

With the carry forward mentioned and a transfer to the General Fund in the amount shown above, I certify that revenue will be sufficient by the end of FY 1996 to cover all anticipated expenditures in meeting the Department's regulatory obligations and public protection responsibilities.

I further certify that this transfer of unencumbered balances will not impair the ability of this Department to provide thorough, competent, fair and effective regulation of insurance, financial service and securities companies, and that the transfer will not impair the ability to obtain and maintain accreditation by the National Association of Insurance Commissioners for this Department.

Signed: 
Elizabeth R. Costle

cc: Chair, House Commerce Committee
Chair, Senate Finance Committee

Mailing Address:

1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701



**STATE OF VERMONT
JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

MEMORANDUM

To: Members, Joint Fiscal Committee

From: Maria Belliveau *MB*

Date: June 23, 1995

Subject: JFO #1678 -Health Care Authority's Request for One Limited Service Position Associated With Donation From the David and Lucile Packard Foundation

The Health Care Authority is requesting one limited service position to develop a data system to assess services for children with special health care needs across different claims data sets. Consistent with Sec. 277(b) of Act 63 of 1995 the Health Care Authority has certified that space and equipment are available for this requested position.

The donation from the David and Lucile Packard Foundation supporting this position was sent to you in anticipation of the July 11th Joint Fiscal Committee meeting. While the grant has been reviewed and stands approved by the Committee, the statute requires that the position be authorized.



Vermont...

Department of Banking, Insurance and Securities

TO: Senator Stephen Webster, Chair
Joint Fiscal Committee
FROM: Elizabeth R. Costle, Commissioner
DATE: June 29, 1995
SUBJ: Transfer of Special Revenue Funds to General Fund

Each of the following accounts will have a surplus of revenue over expenditures at the end of Fiscal Year 1995:

<u>Appropriation</u>	<u>Fund Name</u>
0602270509	Insurance Regulatory and Supervision Fund
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Pending final figures from the Department of Finance, the surplus of revenue over expenditures for the three funds is approximately \$2,535,000 . After a deduction of \$50,000 of carry forward money to allow the Department to respond to issues that may arise in the course of our work to become accredited by the National Association of Insurance Commissioners, the amount available for transfer to the General Fund will be approximately \$2,485,000.

With the carry forward mentioned and a transfer to the General Fund in the amount shown above, I certify that revenue will be sufficient by the end of FY 1996 to cover all anticipated expenditures in meeting the Department's regulatory obligations and public protection responsibilities.

I further certify that this transfer of unencumbered balances will not impair the ability of this Department to provide thorough, competent, fair and effective regulation of insurance, financial service and securities companies, and that the transfer will not impair the ability to obtain and maintain accreditation by the National Association of Insurance Commissioners for this Department.

Signed: 
Elizabeth R. Costle

cc: Chair, House Commerce Committee
Chair, Senate Finance Committee



Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

**STATE OF VERMONT
JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

MEMORANDUM

To: Members, Joint Fiscal Committee
From: Douglas J. Williams, Deputy Fiscal Officer
Date: June 26, 1995
Subj: Enhanced 911; Expenditure Plan Approval

Act #63, Section 99 of the 1995 Session established a maximum appropriation of \$2,700,000 for the Enhanced 911 Board. However, this appropriation was made contingent upon Joint Fiscal Committee approval of a fiscal year 1996 expenditure plan. Specifically, the Joint Fiscal Committee's approval depends upon receiving assurances that revenues from the Universal Service Fund (USF) will be distributed in accordance with the priorities set forth in 30 VSA 7511. The priority order is as follows: 1st, contract costs payable to the fiscal agent; 2nd, telecommunications relay service; 3rd, lifeline program; 4th, enhanced-911; and 5th, customer rebates in high cost service areas.

On June 23, 1995 the Public Service Board ordered a Universal Service Fund charge rate of 2.0% to take effect on July 1, 1995 for fiscal year 1996. This rate is the maximum allowable charge pursuant to 30 VSA 7523. In accordance with Docket 5819, USF revenues will be distributed as follows:

a)	\$	164,282	fiscal agent
b)		375,062	relay service
c)		2,501,043	lifeline
d)		1,928,979	enhanced 911
e)		599,868	set aside for rebates

The fiscal year 1996 expenditure plan pending before the Joint Fiscal Committee totals \$2.3 million, not \$2.7 million as authorized by Act #63. This proposed spending plan is supported by \$1.9 million of USF revenue (see above) and \$400,000 of special funds carried forward from the Enhanced-911 Board fiscal year 1995 appropriation. I have reviewed the cumulative expenditures of the Enhanced-911 Board for the first eleven months of fiscal year 1995 and have determined that the estimated \$400,000 carry forward is realistic and achievable.

Recommendation:

Upon review of the Public Service Board order dated 6/23/95 and the Enhanced-911 Board submission dated 6/13/95, I find that the provisions of 30 VSA 7511 will be satisfied and that the proposed Enhanced-911 fiscal year 1996 expenditure plan is adequately funded. I recommend Joint Fiscal Committee approval of the Enhanced-911 fiscal year 1996 budget of \$2,300,000.

Excerpt from Act 63 of 1995

Sec. 99 Enhanced 911 Board

Personal services	<u>1,896,732</u> 1,409,610
Operating expenses	<u>468,444</u> 355,667
Grants	<u>334,824</u> 247,076
Total	<u>2,700,000</u> 1,992,353
Source of funds	<u>2,700,000</u>
Special funds	1,992,353
Total	<u>2,700,000</u> 1,992,353

No funds from this appropriation shall be expended for the Enhanced 911 progra
until a plan for such expenditure has been approved by the Joint Fiscal Committee.
The Joint Fiscal Committee shall not approve such a plan unless it finds that the pl
ensures distribution of funds as provided in 30 V. S. A. § 7511.



STATE OF VERMONT
ENHANCED 9-1-1 BOARD
58 EAST STATE STREET
DRAWER 20
MONTPELIER, VT 05620-6501
TEL.: 802-828-4911 FAX: 802-828-4109
TOLL FREE (VT): 1-800-342-4911
TTY/TDD (VT): 1-800-734-8390

13 June 1995

Steve Klein
Joint Fiscal Office
1 Baldwin Street
Montpelier, VT 05633-5701

Dear Mr. Klein:

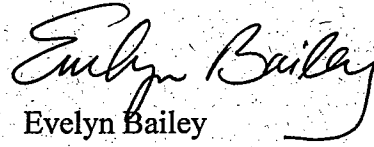
Attached is a spending plan outlining the anticipated uses to which the Enhanced 9-1-1 Board will put the \$2.3 million it requested for FY 1996. Although the Legislature approved our budget request, and additionally authorized spending up to \$2.7 million, the USF will not generate that amount for enhanced 9-1-1. It is expected to generate \$1.9 million. That, combined with our anticipated carry-over of \$300,000-\$400,000 from FY 1995, equals the amount of our FY 1996 budget request. Therefore, our spending plan reflects our budget request.

In addition to several conversations with you, the Board has worked closely with the following persons in the development of this spending plan: Larry Daum of Budget and Management, Gerard Galvin and Peter Bluhm of the PSB, Carol Martin of the PSD, Jane Kitchel of the Department of Social Welfare, and Tom Torti of the Administration.

In part, this effort was made in order to address the concerns of the Legislature regarding funding for the Lifeline Program. The Legislature wanted to ensure that funding for Lifeline applicants would not be jeopardized by the funding needs of the enhanced 9-1-1 program. The attached letter from Jane Kitchel of the Department of Social Welfare indicates the anticipated funding level for Lifeline. The USF projections presented to me by the Public Service Department indicate that the USF is expected to generate funding adequate to meet the expected needs of Lifeline, TRS, and enhanced 9-1-1. If for some reason the USF does not generate adequate funds, the funding priority of 30 V.S.A. §7511 will take over, and in that event, it is enhanced 9-1-1 that will have to bear any short-fall.

The work of the Enhanced 9-1-1 Board is proceeding quickly in order to meet statutory deadlines. The Board would appreciate anything the Joint Fiscal Committee could do to approve its spending plan as quickly as possible.

Sincerely,

A handwritten signature in cursive script that reads "Evelyn Bailey". The signature is written in dark ink and is positioned above the printed name and title.

Evelyn Bailey
Executive Director

attachment

FY 1996 SPENDING PLAN

NARRATIVE INTRODUCTION

The activities that are planned to occur during the upcoming fiscal year are as follows:

1. The Enhanced 9-1-1 Board (Board) will continue to provide information and assistance to municipalities, local 9-1-1 committees, and emergency service providers and agencies. That assistance falls into two broad categories: Geographic Information System (GIS)/database development, and the development of Municipal Plans for the identification of Public Safety Answering Points (PSAPs).
2. The Board will go out to bid early in FY 1996 for GIS mapping services. That work will continue throughout FY 1996, and is expected to conclude in FY 1997. When it is finished, a GIS suitable for use with the enhanced 9-1-1 system will have been developed, the Master Street Address Guide (MSAG), which is the fundamental database driving the enhanced 9-1-1 system, will have been completed for most of the state, and locatable addressing, which will have been piggy-backed onto this process, will be established statewide.
3. The *Municipal Plans* must be prepared and submitted by 1 August 1995. They will be evaluated by the staff, and recommendations for approval or rejection will be made to the Board at its August 1995 meeting.
4. A RFP for the system will be developed over the summer, and following finalization of the *Municipal Plans*, will be distributed to potential system providers in September 1995.
5. Due to the time constraints of our statutory deadline of 1 July 1997, we must require a fast turn around time for the bids (4-6 weeks; mid-October).

During this time a Bidders' Conference will be held. Staff will determine who, besides themselves and Board members, should assist with the bid evaluations. The ad hoc evaluation committee will be recruited, and evaluation meetings scheduled.
6. We will require 4-6 weeks to evaluate the bids, bringing us to the end of November 1995. Bids must be a not-to-exceed price.
7. The System Provider must be selected by mid-budgeting process (end of November 1995).
8. Contract negotiations must be well under way by the end of December 1995.
9. The FY 97 budget for the main implementation year must be finalized by the time the board's budget is submitted early next January.

All that should be left to do by the time the Legislature convenes in January is the final contract approval by the Agency of Administration, Attorney General, etc.

10. If this schedule proves to be realistic, there will be four to six months (January 1996 or March 1996 through June 1996) of full implementation activity carried out under the contract with the system provider. Expenditures will increase dramatically. The order of magnitude cost of the system is expected to be between \$4 and \$10 million, around 250,000 of which could be paid out during that period of time.
11. In addition to the above, all public education information and training materials for the full implementation stage must be developed in FY 96 so that they are ready for distribution by the beginning of FY 97.

We are confident that the Universal Service Fund will generate adequate funds to meet the anticipated needs of the Lifeline program, and our needs as presented in our FY 96 Budget request.

The presentation below is for our \$2.3 million FY 1996 budget request.

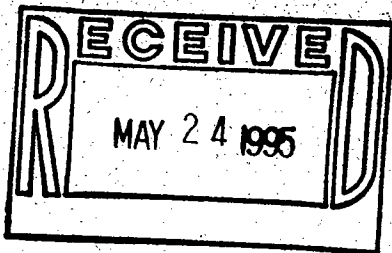
FY 1996 BUDGET ALLOCATION

	Request	Monthly Allocation
Operations		
Supplies, Materials and Parts	\$ 19,500	\$ 1,625/month
Purchased Services	\$ 116,950	\$ 9,746/month
Equipment	\$ 258,100	\$ 21,508/month
Employee Salaries & Benefits	\$ 171,580	\$ 14,298/month
Non-employee Personal Services	\$1,486,794	\$ 123,899/month
Grants	\$ 247,076	\$ 41,179/month from July-December 1995
TOTALS	\$2,300,000	\$ 212,255/month from July-December 1995 \$ 171,076/month from January-June 1996



State of Vermont

AGENCY OF HUMAN SERVICES



DEPARTMENT OF SOCIAL WELFARE
COMMISSIONER'S OFFICE
103 South Main Street
Waterbury, Vermont 05671-1201

Telephone: (802) 241-2852
Fax: (802) 241-2830

May 23, 1995

Evelyn Bailey, Executive Director
Enhanced 9-1-1 Board
58 E. State St.
Drawer 20
Montpelier, Vt. 05620-6501

Dear Ms. Bailey,

In response to your recent request regarding expenditure projections for the FY '96 Lifeline Program, the Department of Social Welfare anticipates a total of \$2,501,043 in expenditures for the program.

These projections are based on discussions with Carol Martin at the Public Service Department. We reviewed past activity within the program and agreed to these projections based on that history. The total projected expense includes \$2,414,043 in Lifeline credits and \$87,000 in administrative expense claimed by the phone companies.

Please feel free to contact Veda Lyon, our staff member assigned to Lifeline operations, should you have any additional questions about the program.

Sincerely,

M. Jane Kitchel
Commissioner

MJK/vl

FISCAL YEAR 1996 BUDGET
DEPARTMENT STRATEGIC OVERVIEW

FORM 4

DEPARTMENT: ENHANCED 9-1-1 BOARD

Mission Statement:

The Vermont Enhanced 9-1-1 Board is created by Act 197 to implement a statewide enhanced 9-1-1 system, which automatically routes the call to the appropriate answering location and which subsequently provides a display of a caller's telephone number and location, to further the safety, health and welfare of the state's citizens.

The Enhanced 9-1-1 Board is in its first few months of existence. Given its situation, it is impossible at the present time to provide the elements of a strategic overview that depend upon having an organizational history.

However, its mandate is clearly laid out in statute, and to effectively accomplish it will require it to do the following:

- * to develop standards for locatable addressing;
- * to assist participating municipalities to establish locatable addressing;
- * to develop enhanced 9-1-1 databases;
- * to develop technical and operational standards;
- * to select a network configuration to enable enhanced 9-1-1;
- * to assist participating municipalities to develop local enhanced 9-1-1 plans;
- * to develop RFP and bid the 9-1-1 system
- * to purchase and install network, database and PSAP hardware and software
- * to purchase initial data download
- * to purify, validate and check data;
- * to test the statewide system, then to turn it on;
- * to maintain, monitor, upgrade the system - add information.

FISCAL YEAR 1996 BUDGET
DEPARTMENT PROGRAMS PROFILE

FORM 5

Department Head: Evelyn Bailey, Executive Director

DEPARTMENT: ENHANCED 9-1-1 BOARD

Signature: _____

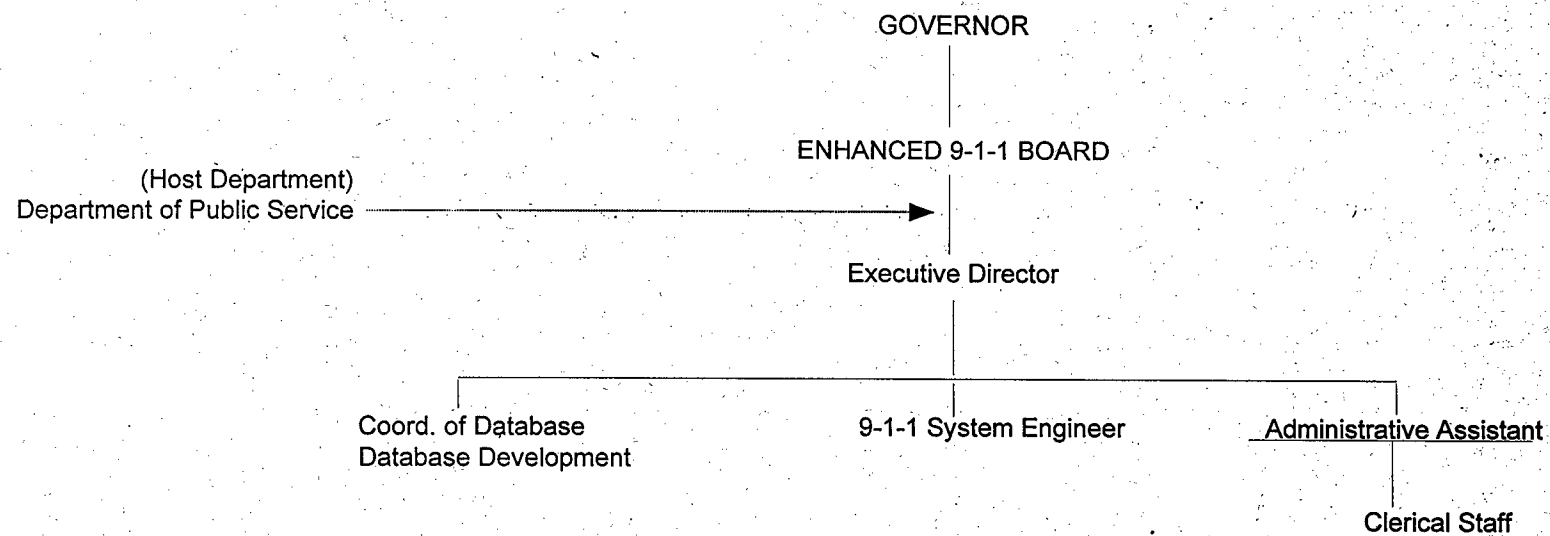
Name of Program or Service	A Brief Narrative Description of Program or Service and Major Activities Performed	General Fund \$\$	Transportation Fund \$\$	Federal Fund \$\$	All Other* Fund \$\$	# Authorized Positions	Grant Amounts
Enhanced 9-1-1 Program	Responsible for implementing a statewide enhanced 9-1-1 system by July 1, 1997						
FY 1994 Expenditures					113,587	1	0
FY 1995 Appropriation					965,735	4	0
FY 1996 Target					2,052,924	4	247,076
Total Department							
FY 1994 Actual Expenditures					113,587	1	0
FY 1995 Appropriations					965,735	4	0
FY 1996 Target					2,052,924	4	247,076

* Include all special funds, Interdepartmental transfers, etc.

FISCAL YEAR 1996 BUDGET
DEPARTMENT ORGANIZATION CHARTS

FORM 6

DEPARTMENT: ENHANCED 9-1-1 BOARD



FISCAL YEAR 1996 BUDGET
APPROPRIATION SUMMARY BY MAJOR OBJECT

FORM 10

DEPARTMENT: ENHANCED 9-1-1 BOARD

APPROPRIATION NAME: ENHANCED 9-1-1 SYSTEM

APPROPRIATION NO.: 0602383300

APPROPRIATION TITLE	FY '95 # POS.	FISCAL YEAR 1994		FISCAL YEAR 1995		FY 1996	COMMENTS
		FINAL APPROP.	ACTUAL EXPENDITURE	APPROP.	ESTIMATED EXPENDITURE	AGENCY REQUEST	
A	B	C	D	E	F	G	H
PERSONAL SERVICES	4	167,000	91,177	767,430	767,430	1,658,374	Municipal Grants for the planning for the implementation of the E9-1-1 system
OPERATING EXPENSES		28,000	22,410	198,305	198,305	394,550	
GRANTS						247,076	
OTHER							
TOTAL		195,000	113,587	965,735	965,735	2,300,000	
GENERAL		0	0	0	0	0	
TRANSPORTATION		0	0	0	0	0	
FEDERAL		0	0	0	0	0	
FISH AND WILDLIFE		0	0	0	0	0	
SPECIAL		195,000	113,587	965,735	965,735	2,300,000	
INTERDEPT. TRANSFER		0	0	0	0	0	
TOTAL		195,000	113,587	965,735	965,735	2,300,000	

**FISCAL YEAR 1996 BUDGET
APPROPRIATION RECEIPTS ESTIMATE**

FORM 11

DEPARTMENT: ENHANCED 9-1-1 BOARD

APPROPRIATION NAME: ENHANCED 9-1-1 SYSTEM

NAME OF RECEIPTS SOURCE OR APPROPRIATION ACCOUNT	F U N D	RECEIPT APPROPRIATION ACCOUNT #	FY 1994	FY 1995	FY 1996		COMMENTS
			ACTUAL RECEIPTS EXPENDED	ESTIMATED RECEIPTS EXPENDED	ESTIMATED RECEIPTS	ESTIMATED EXPENDED	
A	B	C	D	E	F	G	H
Enhanced 9-1-1 System	S	0602383300	113,587	900,000	2,300,000	2,300,000	1* Balance from FY '94
	C			65,735			
Total Special Funds			113,587	965,735	2,300,000	2,300,000	
Personal Services			80%	79%		72%	
Operating Expenses			20%	21%		17%	
Grants			0%	0%		11%	

FISCAL YEAR 1996 BUDGET
APPROPRIATION PERSONAL SERVICES DETAIL

FORM 12

DEPARTMENT: ENHANCED 9-1-1 BOARD

APPROPRIATION NAME: ENHANCED 9-1-1 SYSTEM

POSITION TITLE A	P/G B	FY 1994		FY 1995		FY 1996		COMMENTS I
		NO. POS. C	ACTUAL EXPENDITURE D	NO. POS. E	ESTIMATED EXPENDITURE F	NO. POS. G	AGENCY REQUEST H	
EMPLOYEE PERSONAL SERVICES								
SALARIES								
Director	Ex	1	27,816	1	40,600	1	43,550	
TOTAL EXEMPT		1	27,816	1	40,600	1	43,550	
Administrative Assistant	17	1		1	20,686	1	22,081	
Technical Engineer	22	1		1	27,446	1	28,794	
9-1-1 Database Administrator	22	1		1	27,446	1	28,794	
TOTAL CLASSIFIED		3	0	3	75,577	3	79,668	
Total Authorized Positions		4	27,816	4	116,177	4	123,218	
Salary Increases					1,162		1,848	Board Staff not covered by Pay Act
TOTAL SALARIES			27,816		117,339		125,066	
BENEFITS								
Social Security			0		8,976		9,568	
Insurance								
Health			1,358		21,394		22,597	
Life			20		763		313	
Dental			87		1,475		280	
Retirement			2,215		11,734		12,757	
Total Benefits			3,680		44,341		45,514	
Worker's Comp			0		350		1,000	
Unemployment Compensation			0		0		0	
Total Employee Benefits			3,680		44,691		46,514	
Total Employee Personal Services			31,496		162,030		171,580	
Non-employee Personal Services								
Per Diem			1,550		5,400		5,400	
Contractual Services			58,131		600,000		1,481,394	\$1,045,394 GIS/Database Dev.
Total Non-employee Pers. Services			59,681		605,400		1,486,794	\$36,000 Public Information, Education & Training
Gross Total Personal Services			91,177		767,430		1,658,374	\$100,000 Engineering
Net Total Personal Services			\$91,177		\$767,430		\$1,658,374	\$25,000 RFP Preparation
Source of Personal Service Funds								\$250,000 System installation, testing & training
								\$15,000 for legal counsel
								\$10,000 for Kelly Services Temp. Help
Special			100%		100%		100%	

FISCAL YEAR 1996 BUDGET
APPROPRIATION OPERATING EXPENSE DETAIL

FORM 13

DEPARTMENT: ENHANCED 9-1-1 BOARD

APPROPRIATION NAME: ENHANCED 9-1-1 SYSTEM

OBJECT AND SUB OBJECT	FY 1994	FY 1995	FY 1996	COMMENTS
	ACTUAL EXPENDITURE	ESTIMATED EXPENDITURE	AGENCY REQUEST	
A	B	C	D	E
Supplies, Materials & Parts				
206000/206010 Educational Supplies			1* 14,500	1* Workbook and video for K-3 & fire departments during fire prevention week
216000 Gasoline			0	
250100/250500 Office Supplies	1,309	5,000	5,000	
SUB-TOTAL SUPPLIES, MATERIALS & PARTS	1,309	5,000	19,500	
Purchased Services				
315000/315070 Advertising		12,000	5,000	
317000/317020 Services Purchased from CIT		3,400	1,300	
320100/320200 Dues, Subscriptions	138	2,000	2,000	
320300 Registration	3,245	2,000	2,000	
324000/324010 Employee Training Costs		5,000	5,000	
325000/325200 Freight & Express Costs	65	2,489	1,000	
330000/330100 Insurance		0	700	
337100 Postage	459	3,000	3,000	
339100/339600 Printing & Duplicating	2,823	5,000	56,700	2* - \$5,000 Operation
345200/346510 Rentals		14,250	14,250	3* - \$2,000 Bidder's Conference
350800 Repair & Maintenance - Data Processing Equipment		1,500	1,500	- \$49,700 Brochures & phone bill inserts
351300/351310 Repair & Maintenance - Motor Vehicle		0	500	
351400 Repair & Maintenance - Office Equipment		1,500	1,500	
365100 Telephone	8	5,000	5,000	3* Office Space East State Str.
371100/381501 Travel In-State	2,705	5,000	5,000	
371700/382100 Travel Out-of-State	2,963	5,000	5,000	
375000 In-state Meetings/Conferences		2,500	7,500	4* Board Meetings, Public Hearings & Bidders' Conferences
SUB-TOTAL PURCHASED SERVICES	12,406	69,639	116,950	
Equipment				
415000/416000 Data Processing Equipment		106,088	5,000	4* - 1 computer workstation
430000/431000/ Office Equipment	2,506	11,756	1,000	
432000				
450000 Other Equipment	6189.01	5,822	252,100	5* - \$1,100 1 ISDN Phone for Administrative Assistant
450520 Equipment Revolving Fund - Vehicle				- \$250,000 Network, Database & PSAP Equipment
SUB-TOTAL EQUIPMENT	8,695	123,666	258,100	- \$1,000 video player and case
TOTAL OPERATING EXPENSE	\$22,410	\$198,305	\$394,550	
Source of Operating Funds				
Federal	0%	0%	0%	
State	0%	0%	0%	
Special	0%	100%	100%	

FISCAL YEAR 1996 BUDGET
APPROPRIATION GRANTS AND "OTHER" EXPENSES DETAIL

FORM 14

DEPARTMENT: ENHANCED 9-1-1 BOARD

APPROPRIATION NAME: ENHANCED 9-1-1 SYSTEM

OBJECT CLASSIFICATIONS A	FY 1994	FY 1995	FY 1996	COMMENTS E
	ACTUAL EXPENDITURE B	ESTIMATED EXPENDITURE C	AGENCY REQUEST D	
GRANTS Miscellaneous Grants: 639200 Municipalities	0	0	247,076	

Design Access Network

July 8, 1995

Representative Sean Campbell,
Senator Tom Macaulay
Senator Stephen Webster
Members, Joint Fiscal Committee

I wish to call to your attention a number of concerns re: Vermont's E-911 efforts: Statute required the approval by the 1995 General Assembly of a specific plan for implementation for E-911, prior to proceeding.

No such plan has been prepared or approved by the General Assembly.

No opportunity was afforded during this past session for knowledgeable and concerned individual to detail the flawed planning and process which is underway by the E-911 staff and Board.

The hiring of a prior NYNEX employee to quote "engineer" the system, coupled with the continuing lack of a system description and plan, is cause for concern.

The 911 Board members selected by the Governor are, by their own admission, incapable and/or unwilling to grasp the details of necessary choices which must be made prior to bidding the system.

The "technical subcommittee" of the 911 Board has been conducting their meetings in violation of open meeting laws, and the prior chairman, Robert Martin, has gone on record as defending the practice, claiming that subcommittees are not bound by law to operate in the open. This is explicitly detailed in statute that subcommittees are to be open meetings as well.

Necessary choices of technologies for use in the system have not been made yet the Board is proceeding to go out to bid. This will create a situation where the strengths and weaknesses of the system will be discussed, or overlooked, in meetings which will be exempt from the open meeting law under the "pending contracts" provision.

The way the statute is worded the Public Service Board lacks jurisdiction to evaluate the reliability and cost implications of the choices being made by the 911 board in contracting for the system. This must be changed.

Serious issues relating to secondary and subsequent uses of personal information collected under the auspices of the 911 effort being used for other purposes, both law enforcement, surveillance and marketing, have been neglected, or intentionally provided for, by the state police and other members of the board.

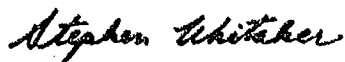
The communications officer for the Department of Public Safety, Tom Davis, is the only technologically aware board member and is using the position to steer the system in a manner which will eventually result in management of the system by the public safety agency. The Public Safety agency as a home for the 911 system was explicitly rejected by the 1994 General Assembly.

The statutes regarding information technology purchases by government (3VSA 2222) must be applied to the Enhanced 911 system, both as to planning requirements, life-cycle costs and privacy impacts. These have yet to be reviewed in the 911 effort. The Joint Information Technology Oversight Committee was created to get a handle on the multi-million dollar systems, yet this one appears to be slipping through.

The sunset for the system, effective June 30 of next year, was put in statute specifically to provide an opportunity to make sure this perpetual information technology system did not head down the wrong track. If the 911 Board is allowed to go out to bid at this time, a contract award would be the overriding legal interest and would be beyond the reach of the review by the 1996 General Assembly.

This memo does not attempt to lay out my complete analysis or all of the supporting facts. I have offered to speak with the chief of the JFO or the committee to further explain why extreme caution is in order at this time. I would welcome the opportunity.

Sincerely,



Stephen Whitaker

cc: JITOC chair, Sen. Rivers
JFO Chief
Speaker Obuchowski
Rep. Keenan



STATE OF VERMONT
JOINT FISCAL COMMITTEE
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

MEMORANDUM

To: Secretary Sorrell
From: Stephen A. Klein
Date: June 28, 1995
Subject: Rescission Consideration by the Joint Fiscal Committee

As you are aware, Section 286 rescission authority requires that the Administration present to the Joint Fiscal Committee "a plan for all proposed rescissions, indicating specific amounts in each item of general fund appropriation proposed to be rescinded, not to exceed a total of \$2,000,000." Senator Webster, Joint Fiscal Committee Chair, and other members of the JFC have asked me to relay their wish that the plan with specific rescission amounts be made available to committee members in advance of the meeting. This will enable them to review it prior to any formal action. Feel free to send it directly or if you give it to our office we will mail it to members for their review.

cc Senator Webster, Chair

Sec. 286. RESCISSION AUTHORITY

(a) In order to insure that general fund revenues received in fiscal year 1996 are adequate to meet expenditures of general funds appropriated by this act, the Secretary of Administration, with the approval of the Governor, may rescind up to a total of \$2,000,000.00 of general fund appropriations made in this act under the limitations of this section without further act of the General Assembly.

(b) If the Secretary of Administration determines that general fund revenues received or anticipated to be received in fiscal year 1996 are or will be insufficient to meet the expenditures of general funds appropriated by this act by an amount of \$5,000,000.00 or more, the Secretary shall report that determination to the Emergency Board, and if the Emergency Board concurs in that determination, the Secretary is authorized to implement rescissions in accordance with this section.

(c) Prior to implementing any rescission, the Secretary shall report to the Joint Fiscal Committee a plan for all proposed rescissions, indicating the specific amounts of each item of general fund appropriation proposed to be rescinded, not to exceed a total of \$2,000,000.00. Such plan shall take into consideration any disproportional programmatic impact of such general fund rescission due to varying federal match rates. The Secretary may implement the rescissions unless disapproved by the Joint Fiscal Committee within two weeks of receipt by it of the Secretary's rescission plan.

(d) Within each general fund appropriation to be rescinded, the Secretary of Administration shall allocate the amounts to be rescinded from personal services, operating expenses, grants and "other"; provided that no allocation shall cause a reduction of more than the lesser of one-half of one percent or \$400,000.00 in any single item, in a manner which minimizes the impact upon the delivery of services to the public and is not unduly disproportionate upon any particular single function, service, or benefit.

(e) Rescissions made to legislative or judicial branch general fund appropriations shall not exceed the overall percentage reduction in general fund appropriations caused by rescissions made in the executive branch.

(f) The rescission authority granted by this section is in addition to any other authority that the governor may have to transfer, allot, defer, rescind, or cancel appropriations.



HOWARD DEAN, M.D.
Governor

State of Vermont
OFFICE OF THE GOVERNOR
Montpelier 05609



Tel.: (802) 828-3333
Fax: (802) 828-3339
TDD: (802) 828-3345

JUN 29 1995

June 20, 1995

Chair, Joint Fiscal Committee
Chair, House Transportation Committee
Chair, Senate Transportation Committee
State House
Montpelier, VT 05602

Gentlemen:

Pursuant to 19 VSA SS 10 (g)(e), The Vermont Economic Progress Act, I am requesting your approval for construction of intersection improvements on Rt. 7 in Shelburne. These improvements were requested by the Vermont Teddy Bear Company as part of their expansion program. The cost of the requested improvements is \$238,500. This represents 3% of the total project cost of the expansion which is \$7,713,500.

Staff from the Vermont Agency of Development and Community Affairs have reviewed materials provided by the company and have made a positive finding with respect to the economic development benefits which the project will create. The Agency believes that there is a significant potential for the project to create a multiplier effect with respect to its impact on the tourism economy of the region. Vermont Agency of Transportation staff have reviewed the technical aspects of the requested intersection improvements and their attendant costs and have given their approval as well.

As required in 19 VSA ss 10 (g)(e), by this letter, I am certifying that the project is essential to the economic infrastructure of the state as well as that of Chittenden County. I am further requesting that a meeting of the Joint Fiscal Committee, supplemented by the Chairs of the House and Senate Transportation Committees, be scheduled in the near future to gain your approval of this request.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in dark ink, appearing to read "H. Dean".

Howard Dean, M.D.
Governor

NO. 89

* * * Economic Development Transportation Projects * * *

Sec. 20. 19 V.S.A. § 10b is amended to read:

§ 10b. STATEMENT OF POLICY; GENERAL

(a) The agency shall be the responsible agency of the state for the development of transportation policy. It shall develop a mission statement to reflect state transportation policy encompassing all modes of transportation, the need for transportation projects that will improve the state's economic infrastructure, as well as the use of resources in efficient, coordinated, cost effective, and environmentally sound ways.

(b) Transportation projects shall be designed to provide safe and efficient transportation and to promote economic opportunities for Vermonters and the best use of the state's natural resources, consistent with the planning goals listed in 24 V.S.A. § 4302 as amended by Act No. 200 of the Acts of 1988 (1987 Adjourned Session) and with appropriate consideration to local, regional and state agency plans.

Sec. 21. 19 V.S.A. § 10c(c) is amended to read:

(c) In choosing between improvement of existing highways and construction on new location, the agency shall weigh the following factors:

- (1) disruption to homes and businesses;
- (2) environmental impacts;
- (3) the long-range benefits attainable by designing and constructing the improvement as a limited access facility;

[and]
(4) the potential effects on the local and state economies; and

[(4)] (5) costs.

Sec. 22. 19 V.S.A. § 10g(e) is added to read:

(e) For the purpose of enabling the state, without delay, to take advantage of economic development proposals that increase jobs for Vermonters, a transportation project certified by the governor as essential to the economic infrastructure of the state economy, or a local economy, may be approved for construction by a committee comprised of the joint fiscal committee meeting with the chairs of the transportation committees, or their designees without explicit project authorization through an enacted transportation capital program and project development plan, in the event that such authorization is otherwise required by law.

Sec. 23. AUTHORIZATION TO TRANSFER FUNDS

The secretary of transportation may transfer transportation funds in a total amount not to exceed \$5,000,000.00 during each of the 1994 and 1995 fiscal years, from any and all projects authorized by the transportation capital program, in accordance with the provisions of section 10g(e) of Title 19.

* * * Market Vermont * * *

Sec. 24. MARKET VERMONT FUND; EXTENSION

Sec. 2 of Act No. 182 (1992), relating to repeal of 3 V.S.A. § 2505 (the Market Vermont Fund), is repealed.

* * * Regional Economic Development Corporations * * *

* * * Economic Development Program Evaluations and Reports * * *

Sec. 25. ALLOCATION OF REGIONAL ECONOMIC DEVELOPMENT GRANTS

Of the amounts appropriated in fiscal year 1994 for economic development, the amount of \$900,000.00 from the general fund shall be available for economic development grants awarded under 24 V.S.A. chapter 76. \$300,000.00 of such amount shall be divided evenly among each regional development corporation and the remaining \$600,000.00 shall be awarded for grants to such regional development corporations during fiscal year 1994. The recipient regional

NO. 89

economic development corporation shall match any grant amount dollar-for-dollar in cash or pledges, except that the Northern Vermont Development Association, and the Lamaille Industrial Development Corporation, shall match one dollar in cash and pledges for every two dollars in grant amount, and provided further that each corporation develops a business plan, approved by the secretary of development and community affairs, designed to promote economic development in the region. No less than \$50,000.00 of the matching grant funds shall be available for allocation to each regional development corporation, except that if a corporation applies for less than \$50,000.00, any remaining amount may be awarded to another corporation in accordance with the provisions of this section.

Sec. 26. EVALUATIONS AND REPORTS REQUIRED

The secretary of development and community affairs shall evaluate and report to the general assembly on or before January 1, 1995 on the effectiveness and efficiency of each component of this act. The evaluation and report shall include information relating to the business enterprises benefiting from the act, the classification and compensation of the jobs created, the actual and anticipated effect on state revenue, and the actual and anticipated effect on the economy of the state and the region. The secretary's report on the financial access program shall include summary information collated from participating banks concerning the gender, race, nationality, loan amount, and income of borrowers participating in the program, to the extent permitted by federal and state laws. Such financial access program information shall be collected by means of an enrollment form used by participating banks, prepared by the Vermont economic development authority, and filled out by borrowers on a voluntary basis. The evaluation and report shall also include such information relating to the effectiveness and efficiency of any component of the act as is requested by the joint fiscal committee, provided that such request is made no later than July 1, 1994. The economic development authority, in consultation with the Job Start board, the local review boards and technical assistance grantees, shall study methods to periodically and/or perpetually recapitalize the Job Start loan fund. On or before January 15, 1995 the authority shall report to the committee on ways and means the results of its study and recommendations to recapitalize the loan fund. The governor shall submit his long-term economic strategy for Vermont, together with a schedule of implementation and evaluation, on or before December 1, 1993, to the Finance Committee and General Affairs and Housing Committee of the Senate, and the Ways and Means Committee and Commerce Committee of the House.

Sec. 27. EFFECTIVE DATES

(a) Except as provided in subsections (b) and (c) of this section, this act shall take effect on July 1, 1993.

(b) This section, Secs. 2, and 3 (Vermont Industrial Development Authority), and Secs. 9 and 10 (workforce education and training) shall take effect on passage.

(c)(1) Sec. 13 (net operating loss carryback) shall be effective for loss years beginning January 1, 1993 through December 31, 1994 and shall terminate with respect to taxable years beginning January 1, 1995 and thereafter.

(2) Sec. 14 (sales and use tax rate for fuel used in manufacturing) shall be effective for purchases and uses on or after July 1, 1994. Sec. 14a (sales and use tax rate for fuel used in manufacturing) shall be effective for purchases and uses on or after July 1, 1995. Secs. 14b, 14c, and 14d (sales and use tax exemption for fuel used in manufacturing)



Mailing Address:

1 Baldwin Street

Drawer 33

Montpelier, Vermont 05633-5701

**STATE OF VERMONT
JOINT FISCAL COMMITTEE
1 Baldwin Street
Montpelier, Vermont 05633-5701**

Tel.: (802) 828-2295

MEMORANDUM

To: Members, Joint Fiscal Committee

From: Douglas J. Williams, Deputy Fiscal Officer

Date: July, 1995

Subj: Merit/Performance Bonus; Final Report

Pursuant to Act #60, Section 274 of the Acts of 1993, the Commissioner of Personnel has reported that the following state employees have received either a merit increase or bonus:

<u>NAME</u>	<u>DEPT.</u>	<u>OLD RATE</u>	<u>NEW RATE</u>	<u>% INCREASE</u>	<u>EFFECTIVE DATE</u>
Adler, A.	Environ. Bd.	\$19.66	\$21.04	7.02%	04/06/95
Gregoire, A.	Health	12.71	1,057.00	4.00%	04/10/95 (Bonus)
Whittier, E.	AOT	10.01	1,000.00	4.80%	04/24/95 (Bonus)
Moffatt, S.	Health	17.76	18.99	6.90%	04/21/95

In each case, the Commissioner of Personnel has provided an explanation of the outstanding performance which justified either the one time bonus or the base rate merit increase. A summary of each employee's achievement is on file with the Joint Fiscal Committee Personnel Officer and is available for review.

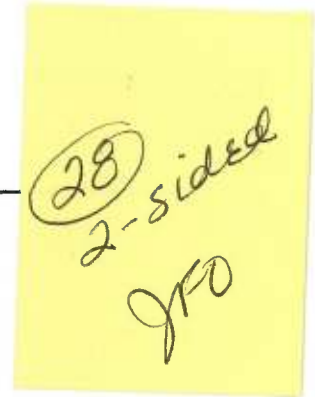


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STATE OF VERMONT
JOINT FISCAL COMMITTEE
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

To: Joint Fiscal Committee
From: Stephen Klein, Joint Fiscal Officer
Date: June 28, 1995
Subject: Fiscal office update



The changing revenues, federal budgetary actions and the resulting impact on Vermont's budget have been major areas of staff work since the session ended. Other activities included staff responsibilities for summer studies and property tax related work, finalization of the letter of intent, and preparation of materials for the Joint Fiscal Committee meeting. This memorandum summarizes some of these activities:

FEDERAL BUDGET REDUCTION/GENERAL FUND SHORTFALL

As Committee members are aware, the FY 1996 and subsequent budgets will be buffeted by two major forces. First, the FY 1995 revenue shortfall will result in a shortfall of \$15 - \$25 million or more for the 1996 fiscal year. The administration will be presenting to the Committee its approach to managing the revenue/expenditure gap on the 11th.

While the level and extent of the Federal reductions are yet to be determined, all indications are that they will have a major financial impact on Vermont's financial resources in the coming year and well into the future. The federal reductions have the potential, over time, to change the nature of what Vermont's government can and will do. Fiscal Committee members can look forward to dealing with the impact of these reductions in the coming session and in subsequent years.

During June, Maria Belliveau, Herb Olson and I have been meeting with a number of departments to discuss what specific federal reductions they face and how they see their overall operations being impacted in the years ahead. We will be preparing a summary of our findings for a fall meeting of the Committee.

We will continue to bring specific relevant material to the Committee as it becomes available.

PROPERTY TAX ACTIVITIES

As you know, House 351 is in the Senate Finance Committee and a number of legislators are at work to develop proposals for that committee's consideration. Catherine Benham and Doug Williams are fielding requests in this area. You will note on the agenda a concern about the property tax related staff workload raised by Representative Freidin for Committee discussion.

OTHER LEGISLATIVE COMMITTEE WORK

The Legislative study committees on Amtrak, health care reform, school bonding, boards and commissions, and transportation oversight are beginning their work. Staff are providing support to these efforts. The Senate Appropriations Committee met in June on education spending and has scheduled an August 3 meeting with the Agency of Natural Resources and related departments.

OTHER ACTIVITIES

We will be sending out a newsletter to all legislators to update them on revenue and expenditure related matters subsequent to the Fiscal Committee meeting. Doug Williams will be coordinating this effort.

In August, from the 23rd to the 25th, NCSL will be holding its Senior Fiscal Analyst seminar in Burlington, Vermont. This is the first time that the group has held its meeting in Vermont. Approximately 100 legislative fiscal staff and related attendees from throughout the country will be coming. Most of our staff will be attending. The sessions will focus on federal funding issues, measuring performance in government and tax related matters.

The Performance Improvement Project, approved as part of the FY 95 budget, has continued to meet. The Department of Labor and Industry has developed some specific ideas which would reduce the classifications of inspectors allowing a more generic inspection. This would avoid multiple visits by state inspectors. Other initiatives are underway in Corrections and Travel and Tourism, the other two participating departments.

FISCAL OFFICE ISSUES

There are no staff changes projected for next session. Vaughn Altemus will be returning as a session staff for Senate Appropriations. He will remain on contract for the coming year.

In FY 1995, like other departments, we absorbed the end of the year "carryover reduction" and did not take pay act. This leaves us close to our fiscal carryover target for FY 1996. The administration's proposed FY 1996 reductions may be difficult to meet if we are to maintain current staffing and legislative support. In the fall we will update the Committee on Joint Fiscal Committee and office budget issues.

Please feel free to call with any questions you might have. I will see you on the 11th.



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JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

MEMORANDUM

To: Joint Fiscal Committee Members
From: Douglas J. Williams 
Deputy Legislative Fiscal Officer
Date: July 6, 1995
Subject: July 11 Meeting - Grants and Other Agenda Information

Enclosed for consideration at next Tuesday's JFC meeting are four additional requests to accept grants plus other information which supplements the material sent to you on June 28, 1995.

Grant acceptance requests:

Summarized below are four requests to accept grant funds. These requests were received subsequent to our 6/28/95 mailing to JFC members. Your staff proposes the following procedure for addressing these requests: (1) Pursuant to agenda item #4.b (scheduled for 10:15 AM), if any member of the JFC wishes to hear testimony on these requests, any or all of them may be taken up for consideration. [Staff will arrange for appropriate witnesses to be available.] (2) If the JFC chooses not to take up these requests, they will automatically become effective thirty days from the date received in this office (7/30/95 and 8/6/95, variously).

Our staff has reviewed these items, for which grant summaries from the administration and AA1 grant acceptance requests and other information are included. The items are:

- 1. JFO #1681** - U. S. Department of Agriculture grant of \$50,000 to the Department of Agriculture, Food and Markets, for development of an international marketing plan for regional dairy products. *[JFO received 6/29/95]*

2. **JFO #1682** - \$200,000 grant from the Annie Casey Foundation to the Agency of Human Services and the Department of Education for improved community-state government partnerships to provide services to children and families. *[JFO received 6/29/95]*
3. **JFO #1683** - \$28,600 from the State Justice Institute to the Vermont Judiciary to develop a statewide training program for guardians ad litem. *[JFO received 7/5/95]*
4. **JFO #1684** - \$29,670 grant for the Judiciary from the State Justice Institute, to conduct an independent outside assessment of a project to develop a model for a family oriented court. *[JFO received 7/5/95]*

.....

For your information, the Governor's approval of the grant requests we mailed to you on June 16 (JFO #1679 - Fish & Wildlife and JFO #1680 - Libraries) is now considered final, since no member requested within the allotted time period that they be held for full Committee review.

Supplemental Information:

Agenda item #9: Enclosed is a memorandum on the Shelburne transportation project which provides additional justification for approval.

We expect additional materials on some of the other agenda items will be distributed at the meeting.

Please bring your original agenda packet and the enclosed items to the meeting with you.

Enclosures

cc: W. Sorrell, Secretary of Administration
T. Pelham, Commissioner of Finance & Management

JFO #1681

GRANT SUMMARYDATE: 6/21/95

DEPARTMENT: Agriculture

GRANT/DONATION: Grant: Northeast Dairy Export Program

JUN 29 1995

GRANTOR/DONOR:	US Department of Agriculture	50,000
	State Depts. of Agriculture	
	Massachusetts	5,000
	New York	10,000
	Pennsylvania	10,000
	Council of Northeast Farmer Cooperatives	15,000

AMOUNT/VALUE: \$50,000 Federal Funds
 \$40,000 Other (special) Funds
 \$10,000 Matching funds (in Vt. Dept. Agriculture budget)
 \$100,000 Total

POSITIONS REQUESTED (LIMITED SERVICE): None

COMMENTS:

The project is supported by U.S. Dept. of Agriculture federal funds and contributions from the Departments of Agriculture in Massachusetts, New York and Pennsylvania, as well as the Council of Northeast Farmer Cooperatives. Our current dairy marketing efforts will be expanded to include the development of international export markets for northeast dairy products.

DEPT. FINANCE AND MANAGEMENT: (INITIAL)
 SECRETARY OF ADMINISTRATION: (INITIAL)
 SENT TO JOINT FISCAL OFFICE: (DATE)

OT
 [Signature]
 6/28/95

STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

FORM AA-1
(Rev. 9-90)

Agency:
Department: Agriculture, Food and Markets
Program: Agricultural Development Division

Legal Title of Grant: Northeast Dairy Export Program
Federal Catalog No.: 10.156
Grantor and Office Address: USDA, Agricultural Marketing Service
PO Box 96456
Washington DC 20090-6456

Grant Period: From: June 15, 1995 To: June 14, 1996

Purpose of Grant: (attach additional sheets if needed)
To develop a plan for marketing regional dairy products in the most promising foreign markets.

Impact on Existing Programs if Grant is not Accepted:
Opportunity for increased producer milk prices would be lost.

Budget Information:	(1st State FY) FY 1996	(2nd State FY) FY 19	(3rd State FY) FY 19
EXPENDITURES:			
Personal Services	\$ 52,617	\$	\$
Operating Expenses	\$ 47,383	\$	\$
Other	\$	\$	\$
 TOTAL	 \$ 100,000	 \$	 \$
REVENUES:			
State Funds:			
Cash	\$ 10,000	\$	\$
In-Kind	\$	\$	\$
Federal Funds:			
(Direct Costs)	\$ 40,773	\$	\$
(Statewide Indirect)	\$ 5,075	\$	\$
(Department Indirect)	\$ 4,152	\$	\$
Other Funds:			
(source) NY, PA & MA	\$ 25,000	\$	\$
Council of Northeast Farmer Cooperatives	15,000		
 TOTAL	 \$ 100,000	 \$	 \$

	Appropriation Nos.	Amounts
Will be allocated to these		
Appropriation expenditure accounts:	0102261001	42,617
	0102261002	47,383

-over-

11. Will grant monies be spent by one or more personal service contracts?

☐ YES

☒ NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X _____

12a. Please list any requested Limited Service positions:

Titles	Number of Positions
TOTAL	

12b. Equipment and space for these positions:

☐ Is presently available.

☐ Can be obtained with available funds.

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

Leon C. Graves

(Signature)

6-15-95

(Date)

COMMISSIONER

(Title)

14. Action by Governor:

☒ Approved

☐ Rejected

[Signature]

(Signature)

(Date)

15. Secretary of Administration:

☒ Request to JFO

☐ Information to JFO

[Signature]

(Signature)

6/21/95

(Date)

16. Action by Joint Fiscal Committee:

(Dates)

☐ Request to be placed on JFC agenda

☐ Approved (not placed on agenda in 30 days)

☐ Approved by JFC

☐ Rejected by JFC

☐ Approved by Legislature

(Signature)

(Date)



United States
Department of
Agriculture

Agricultural
Marketing
Service

P.O. Box 96456
Washington, DC
20090-6456

RECEIVED

JUN 5 10 51 AM '95

U.S. DEPT. OF AGRICULTURE
FEDERAL-STATE MARKETING
IMPROVEMENT PROGRAM

May 30, 1995

Honorable Donald F. George
Acting Commissioner
Vermont Department of Agriculture,
Food and Markets
116 State Street
Montpelier, Vermont 05620-2901

Dear Acting Commissioner George:

Enclosed is a fully executed copy of agreement number 12-25-G-0166 covering the Federal-State Marketing Improvement Program entitled, The Northeast Dairy Export Program.

Sincerely,

Faith M. Ashton

Faith M. Ashton
Federal-State Marketing
Improvement Program Staff

Enclosure



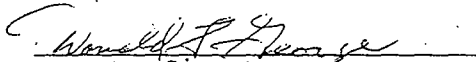
Be Resourceful. Recycle!

COOPERATIVE AGREEMENT
between the
AGRICULTURAL MARKETING SERVICE
UNITED STATES DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C. 20250
(hereinafter called the Federal Agency)
and the
State of Vermont
Department of Agriculture, Food and Markets
Montpelier, Vermont 05620-2901
(hereinafter called the State Agency)

1. Title of Agreement: The Northeast Dairy Export Program.
2. Objective: To develop a plan for marketing regional dairy products in the most promising foreign markets (includes assessment of products for sales, analysis of country candidates, trade barriers, targeting markets.)
3. Statement of Work: This cooperative agreement shall be carried out by the organizational units or officials of the Federal Agency and the Cooperator in the manner and subject to the conditions provided in the Statement of Work, Form AMS-20-2, attached hereto and made a part of this agreement.
4. Legal Authority: Agricultural Marketing Act of 1946 - Section #204, 7 U.S.C. 1623(b).
5. Revision: N/A
6. Effective Date: June 15, 1995
7. Approvals: The signatories hereby certify that they have authority to enter into said cooperative agreement.

This agreement is hereby approved for the State Agency.

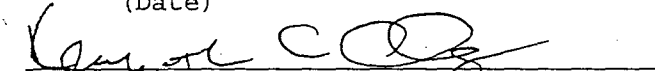
Done at Montpelier, Vermont on May 11, 1995
(City and State) (Date)


Signature

Acting Commissioner
Title

This agreement is hereby approved for the Federal Agency.

Done at Washington, D.C. on 5/25/95
(Date)


Deputy Administrator, Marketing Programs
Agricultural Marketing Service

STATEMENT OF WORK - COOPERATIVE AGREEMENT NO 12-25-G-0166

This STATEMENT OF WORK is part of the Cooperative Agreement between the Agricultural Marketing Service, United States Department of Agriculture and the State of Vermont Department of Agriculture, Food and Markets effective June 15, 1995 having the title of *The Northeast Dairy Export Program*.

I. Introduction - Federal and State employees conducting activities under terms of this agreement shall be as follows:

A. For the Federal Agency - Personnel of the Transportation and Marketing Division (TMD) of the Agricultural Marketing Service (AMS), USDA. Dr. Larry V. Summers, Staff Officer for the Federal-State Marketing Improvement Program, shall be project coordinator.

B. For the State Agency - Personnel of the Vermont Department of Agriculture, Food and Markets as required. Steve Justis, Chief, Agricultural Development shall serve as Principal Investigator. Employees shall be under the exclusive direction of the State Agency or its designee.

II Responsibilities

A. The Federal Agency will:

Assist in defraying the costs of the project by reimbursing the State Agency for expenses incurred in the conduct of the project as mutually agreed to in the amount not to exceed \$50,000 during the period of this agreement.

B. The State Agency will:

Complete the objectives, as defined in the project proposal titled, "The Northeast Dairy Export Program" and dated 2/14/95.

1. Develop a regional approach to the expansion of international export markets for Northeast dairy products.
2. Determine needs in foreign markets to encourage the use of new and existing technologies to develop new or specially adapted value-added products to meet these requirements.
3. Create an electronic database of dairy products available for export in the Northeast region, including pricing where possible, and specifications for both bulk and specialty output.
4. Keep up-to-date records on the project; provide statistical analyses of all data collected; make semi-annual reports of the progress of the work to the Federal Agency; and prepare a final report detailing all work done and results accomplished, in a form acceptable to the Federal Agency.
5. Keep a separate account of expenditures of the Federal and the match dollars and provide the Federal Agency a final *Financial Status Report*, SF-269, submitted with the final report no later than 90 days after the end of the agreement.
6. Immediately refund to the Federal Agency, at the end of the agreement, any balance of unobligated funds advanced.

V. Project Phases

The Project will have four operating phases.

Phase I: Market Plan Development

The first phase of the Project will produce a plan for marketing regional goods in the most promising foreign markets. This will entail the identification of one or two target markets with greater potential for Northeast dairy product sales. Tasks to be accomplished will include:

- Preliminary identification of regional products produced and for sale.
- Coordination of private and public sources of previous efforts and contacts in foreign countries.
- Analysis of country candidates to assess market potential for specific product categories. Factors will include demographics, economic, political, cultural and trading environment, dairy product consumption levels and trends, local pricing practices, channels of distribution.
- Identification of foreign trade barriers, tariff and non-tariff.
- Determination of the sources and extent of competition.
- Targeting of one or two countries or regions for pilot sales.

Phase 1 will conclude with the preparation and presentation of a Foreign Marketing Report by the Project staff to the Management Oversight Committee for its review and approval.

Phase 2: Inventory Preparation and Control

Rapid access to inventory availability is integral to the Northeast Export Plan. Project personnel marketing dairy products abroad must be able to quickly determine the ability of Northeast dairy cooperatives to meet identified demand with existing or new products.

Heretofore, the Northeast region has not pursued export possibilities in a co-ordinated way. Therefore, not even a rudimentary database of product information exists. During Phase 2, the Project staff, in conjunction with the participants, will collect necessary non-proprietary information on product

availability from regional dairy cooperatives in order to provide an embryonic database.

Information on uncommitted inventories and uncommitted short term production of powdered milk, butter, cheese, specialty items, etc. of each cooperative will be included. Prices (according to coop compliance) will be expressed in relationship to the USDA Northeast milk price.

Each cooperative will supply specifications on plant inventory, whether butter or cheese is packaged in bulk or in small generic bricks, whether the butter is salted or unsalted, and other information needed to respond in a timely way to international demand. The capacity of each cooperative to convert to specific packaging for specialty products in a particular country or area will be addressed.

A concise database narrative will also discuss international freight forwarding and financial considerations in generalized terms as they apply to target markets.

The database will be brought up to date once a month during the term of the Project. It will be available electronically and otherwise to Project personnel as they prospect abroad.

In addition, a flip chart will be produced that will describe the Northeast products available, with pictures, as well as a translation of basic specification information on each product into the target market languages.

Research for Phase 2, will be conducted by the Project staff in conjunction with the State Departments of Agriculture.

Phase 3: Completion of Sales

Based on the information, data, statistics and specifications obtained under Phase 1 and 2 of the project, at least one, and perhaps two, target countries, or regions, will have been identified.

The following steps will then be taken:

- Sales leads will be generated from a number of prospective sources, including USDA's Foreign Agricultural Service, State and regional export associations such as EUSAFEC, and State Agricultural Trade Offices in the targeted countries.
- Trade shows in the targeted countries will be attended as a way of contacting prospective buyers.

- Sales leads will be followed up on inside the targeted countries and potential buyers and distributors will be contacted.
- Information on product specifications, pricing and payments of dairy products will be reviewed with buyers.
- After consulting with producers, processors and prospective buyers, the salesperson will negotiate and make the sale.

Phase 4: Evaluation and Recommendations

The project will be evaluated following Phase 3, and reports will be prepared.

The evaluation will weigh:

- The effectiveness of a regional approach to the development of export markets.
- How well potential markets can be identified and foreign countries targeted.
- The ability of Northeast dairy cooperatives to meet identified demands for dairy products.
- Whether foreign buyers can be effectively identified and sales of dairy products made.
- The value of international marketing expertise gained by the dairy cooperatives through this project.

In addition, in consultation with the cooperatives and the State Departments of Agriculture, a series of recommendations will be prepared to follow up on the tasks completed during the Project.

These recommendations will focus on the following:

- Improvements needed for a regional approach to export market development.
- The most effective way that information can be developed and maintained on dairy products available in the region.
- The best approach to market development for dairy products in the future, i.e. how well trade shows work, etc.
- How long term customers for dairy products can be developed as a result of this project.

- Which types of dairy products seem to have the most potential for exports in both the short run and long term.
- How the Project can most effectively be turned to private enterprise (i.e. the dairy cooperatives) for continued administration.
- How best to transfer to the cooperatives the information gained during this Project on the realities of international dairy trade.

BUDGET

	<u>Personnel Costs</u>	<u>Oversight Man.</u>	<u>Travel</u>	<u>Admin. Supplies</u>	<u>Meetings</u>	<u>Publica tions</u>
Phase 1: Market Plan Development	\$8,000	\$1,500	\$1,000	\$1,800	\$500	
Phase 2: Inventory Preparation and Control	\$5,000		\$1,000	\$1,200	\$500	\$600
Phase 3: Completion of Sales	\$43,500	\$3,500	\$13,000	\$9,500		
Phase 4: Evaluation, Rec- ommendations	\$3,500	\$1,000	\$1,000	\$1,500	\$1,500	\$900
	<u>\$60,000</u>	<u>\$6,000</u>	<u>\$16,000</u>	<u>\$14,000</u>	<u>\$2,600</u>	<u>\$1,500</u>

	Federal Share/ Matching Share	
Personnel (\$60,000)	Federal Share \$40,000	State and Private Matching Share \$20,000
Travel (\$16,000)	\$10,000	\$6,000
Admin. (\$14,000)	_____	\$14,000
Management Oversight (\$6,000)	_____	\$6,000
Meetings (\$2,500)	_____	\$2,500
Publications (\$1,500)	_____	\$1,500
	_____	_____
	\$50,000	\$50,000

JFO #1682

GRANT SUMMARY

DATE: June 28, 1995

DEPARTMENT: Agency of Human Services/Department of Education

GRANT/DONATION: Joint Grant from the Annie Casey Foundation for improving working relationships between communities and state government thereby providing more efficient and effective services to children and families.

GRANTOR/DONOR: Annie Casey Foundation



AMOUNT/VALUE: \$200,000

JUN 29 1995

POSITIONS REQUESTED (LIMITED SERVICE):

No new staffing required. Existing personnel will be allocated to this program.

COMMENTS:

This a 5 year grant designed to help implement Vermont's Education and Human Services restructuring initiative. The grant will be managed out of the AHS Central Office. \$200,000 has been awarded for period (03/15/95 - 12/15/95) with subsequent awards of 250,000 expected in years 2-5. No Funds have been received as the date of this summary but once received, the first year award must be expended by 12/31/95. There are no General Funds involved in this program nor is there any expectation of future GF funding upon termination of the grant. However, acceptance of funds will help defray existing administration costs within those agencies affected.

DEPT. FINANCE AND MANAGEMENT: (INITIAL)
SECRETARY OF ADMINISTRATION: (INITIAL)
SENT TO JOINT FISCAL OFFICE: (DATE)

ARC 6/28/95
WFS 6/28/95
6/28/95

STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

FORM AA-1
(Rev. 9-90)

1. Agency: Agency of Human Services
2. Department: Central Office
3. Program:
4. Legal Title of Grant: Annie E. Casey Foundation - Partnership Grant
5. Federal Catalog No.: N/A
6. Grantor and Office Address: Annie E. Casey Foundation
701 St. Paul St.
Baltimore MD 21202
7. Grant Period: From: 3/15/95 To: 12/31/98

8. Purpose of Grant: (attach additional sheets if needed)
Improve community capacity to provide efficient, effective, coordinated service to children and families. Develop clear working relationships between communities and state government.

9. Impact on Existing Programs if Grant is not Accepted:

Continued fragmentation of service system.

10. Budget Information:	(1st State FY) FY 1996	(2nd State FY) FY 1997	(3rd State FY) FY 1998
EXPENDITURES:			
Personal Services	\$ 60,000	\$ 40,000	\$ 40,000
Operating Expenses	\$ 15,000	\$ 10,000	\$ 10,000
Other	\$ 250,000	\$ 200,000	\$ 200,000
TOTAL	\$ 325,000	\$ 250,000	\$ 250,000
REVENUES:			
State Funds:			
Cash	\$	\$	\$
In-Kind	\$	\$	\$
Federal Funds:			
(Direct Costs)	\$	\$	\$
(Statewide Indirect)	\$	\$	\$
(Department Indirect)	\$	\$	\$
Other Funds:			
(source) <u>Annie Casey Foundation</u>	\$ 325,000	\$ 250,000	\$ 250,000
TOTAL	\$ 325,000	\$ 250,000	\$ 250,000

Grant will be allocated to these appropriation expenditure accounts:	Appropriation Nos.	Amounts
	0103450101	\$60,000
	0103450102	15,000
	-over- 0103450106	250,000

11. Will grant monies be spent by one or more personal service contracts?

☐ YES

☒ NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X _____

12a. Please list any requested Limited Service positions:

Titles	Number of Positions
TOTAL	

12b. Equipment and space for these positions:

☐ Is presently available.

☐ Can be obtained with available funds.

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

Quinn T. Hagan
(Signature)

6/23/95
(Date)

(Title)

14. Action by Governor:

☐ Approved

☐ Rejected

(Signature)

(Date)

15. Secretary of Administration:

☒ Request to JFO

☐ Information to JFO

William J. Borrell
(Signature)

6/28/95
(Date)

16. Action by Joint Fiscal Committee:

(Dates)

- ☐ Request to be placed on JFC agenda
☐ Approved (not placed on agenda in 30 days)
☐ Approved by JFC
☐ Rejected by JFC
☐ Approved by Legislature

(Signature)

(Date)

701 St. Paul Street
Baltimore, MD 21202
410 547-6600
FAX 410 547-6624



The Annie E. Casey Foundation

Grant Number: 95.3305

April 5, 1995

Cornelius D. Hogan
Secretary
Vermont Agency of Human Services

Richard Mills
Commissioner
Vermont Department of Education
103 South Main Street
Waterbury, VT 05671-0204

Dear Secretary Hogan and Commissioner Mills:

This letter formally confirms the Annie E. Casey Foundation's grant of up to \$200,000 to the State of Vermont for the period March 15 to December 31, 1995. Funding is being provided to implement Vermont's education and human services restructuring initiative.

Description of Work and Products

Under this grant, and as specified in the proposal submitted to us on July 15, 1994, the budget submitted to us on February 9, 1995 and the proposal addendum submitted on March 1, 1995, we understand that the Agency of Human Services and the Department of Education will undertake the tasks listed below.

1. Develop and implement clear definitions of relationships between state and community partnerships.
2. Develop clear guidelines and performance expectations for community partnerships.
3. Begin the work necessary to develop a results-based budget for the Agency of Human Services and the Department of Education.
4. With the selected communities, develop an evaluation plan.
5. Develop and implement an interagency, state and community training and technical assistance plan.

Secretary Hogan
Commissioner Mills
April 5, 1995
Page Two

Payment Provisions

The Foundation agrees to pay the Agency for Human Services and the Department of Education up to \$200,000 under this 1995 grant. Our understanding is that this grant will be spent according to the attached budget. Any changes in this budget that exceed 15 percent of any line item, and any changes in key personnel, must be approved by the Foundation.

Under this grant, the Foundation agrees to make payments of \$100,000 on April 1, and October 1, 1995. To trigger these payments, you should submit a written request to the Foundation.

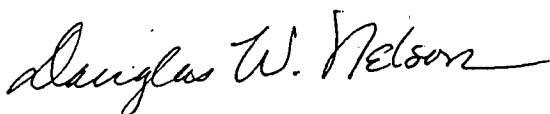
By September 1, 1995, you should provide an interim report detailing project expenditures and progress of the work through July 31, 1995. The progress report should include a description of the project objectives, activities and progress against these objectives, and problems encountered in the completion of the work as outlined in this letter of agreement. This report should address each of the items listed above. The materials should include a final draft of the policy paper which describes the relationships between the state and community partnerships and the guidelines and expectations for community partnerships. We are also requesting a report on the process Vermont will use to further develop this initiative including a description of the state interagency process, the state-local process and the public-private partnership.

A final expenditure report and a final report on the activities undertaken under this grant should be submitted by February 1, 1996. This final report should cover expenditures and activities for the entire grant period. All reports should be submitted to Kathleen Feely, the Associate Director responsible for this grant. Forms for these reports are attached. Further specific provisions of this grant are described in the attached Terms and

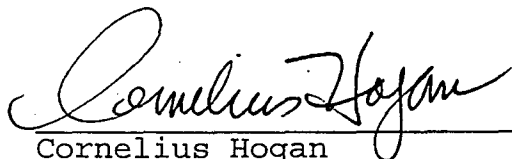
Secretary Hogan
Commissioner Mills
April 5, 1995
Page Three

On behalf of the Foundation, I look forward to a continued and productive relationship.

Sincerely,

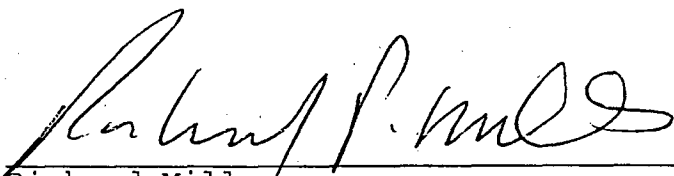


Douglas W. Nelson
Executive Director



Cornelius Hogan
Secretary, Agency of Human Services

May 3, 1995
Date



Richard Mills
Commissioner, Department of Education

June 8, 1995
Date

Attachments

**TERMS AND CONDITIONS FOR
ANNIE E. CASEY FOUNDATION GRANTS TO
PUBLIC NON-PROFIT ORGANIZATIONS**

1. All grant funds must be used only for charitable, literary, scientific or educational purposes within the meaning of Internal Revenue Code Section 170(c)(2)(B) and, more specifically, for the purposes described in the attached grant agreement and substantially in accordance with the attached approved budget. The grant funds may not be expended for any other purpose without the Foundation's prior written approval. Any funds not expended for the purposes of the grant during the grant term must be immediately returned to the Foundation.
2.
 - a. In addition to other required reports specified elsewhere in this agreement, the grantee will provide annual reports on the use of grant funds to the Foundation and a final report two months after the end of the grant period. Each report should include a narrative account of what was accomplished by the expenditure of funds (including a description of progress made towards achieving the goals of the grant) and a financial statement attested by the responsible financial officer of the grantee or a certified public accountant.
 - b. If any report is not received in a timely manner, the Foundation may withhold further grant payments until the report is received, and may terminate the grant if the report is not received within thirty (30) days following the date on which it is due.
3. Although the grant funds need not be physically segregated, such funds must be shown separately on grantee's books for ease of reference and verification. Records of receipts and expenditures under the grant, as well as copies of reports submitted to the Foundation, must be kept for at least four years following completion of the grant term. Grantee's books and records shall be made available for the Foundation's inspection at reasonable times for the purpose of making such financial audits, verifications, or program evaluations as the Foundation deems necessary concerning the grant.
4. The grantee should provide the Foundation with immediate notification of any change in its tax exempt status as soon as it occurs.
5. No part of the grant funds may be used:
 - a. to carry on propaganda, or otherwise attempt to influence legislation (within the meaning of Section 4945(d)(1) of the Internal Revenue Code);

- b. to influence the outcome of any specific public election, or to carry on, directly or indirectly, any voter registration drive (within the meaning of Section 4945(d)(2) of the Internal Revenue Code);
 - c. to make any grant which does not comply with the requirements of Sections 4945(d)(3) and (4) of the Internal Revenue Code; or
 - d. to make grants to other organizations which are not described in Section 509(a)(1), (2) or (3) of the Internal Revenue Code.
6. Grantee acknowledges that the Foundation has not earmarked any of the grant funds for any organization or individual other than grantee. Grantee agrees that it is solely responsible for the selection of any other organization to receive a portion of the proceeds of this grant. The Foundation will continue to list only the grantee's name as our grantee in our records and the grantee agrees to provide the Foundation with the progress and expenditure reports, as and when they become due, for the total grant amount paid to the grantee.
7. The foregoing conditions comply with obligations imposed on the Foundation by federal law to make reasonable efforts and establish adequate procedures to see that grant funds are spent solely for the purposes for which they were granted, and to obtain full and complete reports on how grant funds have been expended. Changes in federal law, or in regulations interpreting it, may require the Foundation to ask that more detailed reports be submitted or that other steps be taken. The Foundation will promptly inform grantee of any such changes.
8. Grantee acknowledges that the grant will not cause grantee to lose its status as a public charity as described in Section 170(b)(1)(A) of the Code, and its determination letter from the Internal Revenue Service that grantee is a public charity is still valid and has not been revoked.
9. Any violation of the foregoing conditions will require refunding to the Foundation of any amounts subject to the violation. The Foundation may discontinue, modify or withhold any payments due under this grant award or to require a refund of any unexpended grant funds if, in its sole judgment, such action is necessary to comply with the requirements of any law or regulation affecting its responsibilities under this grant award.
10. The State and Federal Courts located in Pennsylvania shall have exclusive jurisdiction over any dispute which might arise in connection with this grant, and the laws of Pennsylvania shall govern the interpretation of the terms of the grant.

THE ANNIE E. CASEY FOUNDATION

I. Expenditure Report

Grantee: _____ Grant No. _____

Project Title: _____

() Interim [6 months]

() Annual Report

Reporting Period: _____ through _____

Cost Category**	Annual Budget ⁽¹⁾	Expenditures For Period ⁽¹⁾	% Annual Budget Expended to Date
Personnel ⁽²⁾	\$	\$	%
Fringe Benefits			
Travel			
Equipment			
Supplies/Office Expenses			
Subcontract ⁽³⁾			
Consultants ⁽³⁾			
Other Direct Costs:			
Grand Total	\$	\$	%

** The Expenditure Report categories should reflect the approved grant budget

(1) Expenditures and Budget for Casey funds only

(2) Attach "Detailed Personnel Report"

(3) Attach addendum stating organization(s), purpose(s), duration and cost(s)/rate(s)

Name of Project Director

Signature

Date

Name of Project Director

Signature

Date

THE ANNIE E. CASEY FOUNDATION

II. Key Personnel Report

Grantee: _____ Grant No. _____

Project Title: _____

Reporting Period: _____ through _____

Name ⁽¹⁾	Title	Total Annual Salary	Fringe Benefits	% Time on Grant ⁽²⁾	Expenditures for Period
		\$	\$	%	\$
Total		\$	\$	%	\$

(1) Key personnel should reflect principals named in grant.

(2) If a person is not employed during the entire reporting period, please indicate the dates employed.

03/09/00 20700 200200010

THE ANNIE E. CASEY FOUNDATION

Grantee's Interim Progress Report Summary

Grantee: _____ Grant No. _____

Project Title: _____

Starting Date: _____

Reporting Period: _____ through _____

OBJECTIVES:

ACTIVITIES AND RESULTS TO DATE:

PROBLEMS/OBSTACLES:

PLANNED ACTIVITIES FOR NEXT REPORTING PERIOD:

THE ANNIE E. CASEY FOUNDATION
Grantee's Final Progress Report Summary

Grantee: _____ Grant No. _____

Project Title: _____

Starting Date: _____

Reporting Period: _____ through _____

OBJECTIVES:

ACTIVITIES AND FINAL RESULTS:

GENERAL ASSESSMENT:

GRANT SUMMARYDATE: July 3, 1995

DEPARTMENT: Judiciary

GRANT/DONATION: Vt Guardian ad Litem Training Program



GRANTOR/DONOR: State Justice Institute

JUL 5 1995

AMOUNT/VALUE: \$30,000 Grant
 15,000 Match
 45,000 Total

POSITIONS REQUESTED (LIMITED SERVICE): None

COMMENTS:

The State Justice Institute is a private, non-profit corporation established and funded by the U.S. Congress. As they are received by Vermont, the grants are considered "special funds".

DEPT. FINANCE AND MANAGEMENT: (INITIAL)
SECRETARY OF ADMINISTRATION: (INITIAL)
SENT TO JOINT FISCAL OFFICE: (DATE)

A handwritten signature, possibly "JF", is written over the date "7/5/95".

STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

FORM AA-1
(Rev. 9-90)

Agency: JUDICIARY
Department: VT SUPREME COURT, OFFICE OF THE COURT ADMINISTRATOR
Program: VERMONT FAMILY COURT

Legal Title of Grant: Vermont Guardian ad Litem Training Program
Federal Catalog No.: 95-11W-T-A-159
Grantor and Office Address: State Justice Institute, 1650 King Street, Suite 600,
Alexandria, Virginia 22314

Grant Period: From: July 15, 1995 To: July 14, 1996

Purpose of Grant: (attach additional sheets if needed)

To provide the Vermont Judiciary with funds necessary to develop a statewide training program for guardians ad litem. The grant would be used to hire an outside consultant to conduct the assessment of the current program, identify training needs and develop materials which would enable court managers to effectively train the guardians ad litem.

Impact on Existing Programs if Grant is not Accepted:

The training materials currently in existence for the gal program pre-date Family Court and are outdated. If new materials are not developed, the ability of these volunteers to effectively and competently master their duties will be in jeopardy.

Budget Information:	(1st State FY) FY 19 96	(2nd State FY) FY 19	(3rd State FY) FY 19
EXPENDITURES:			
Personal Services	\$ 39,500	\$	\$
Operating Expenses	\$ 5,500	\$	\$
Other	\$	\$	\$
TOTAL	\$ 45,000	\$	\$
REVENUES:			
State Funds:			
Cash	\$ 500	\$	\$
In-Kind	\$ 14,500	\$	\$
Federal Funds:			
(Direct Costs)	\$	\$	\$
(Statewide Indirect)	\$ 2,400	\$	\$
(Department Indirect)	\$	\$	\$
Other Funds:			
(source) _____	\$ 28,600	\$	\$
TOTAL	\$ 45,000	\$	\$

Amount will be allocated to these appropriation expenditure accounts:	Appropriation Nos.	Amounts
	0102210101	25,000
	0102210102	5,000
	TOTAL	30,000

Will grant monies be spent by one or more personal service contracts?

☒ YES

☐ NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

X

COURT ADMINISTRATOR

a. Please list any requested Limited Service positions:

Titles	Number of Positions
TOTAL	

b. Equipment and space for these positions:

☐ Is presently available.

☐ Can be obtained with available funds.

. Signature of Appointing Authority

certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Signature)

Court Administrator
(Title)

6/26/95
(Date)

. Action by Governor:

☒ Approved

☐ Rejected

(Signature)

(Date)

. Secretary of Administration:

☐ Request to JFO

☐ Information to JFO

(Signature)

(Date)

. Action by Joint Fiscal Committee: (Dates)

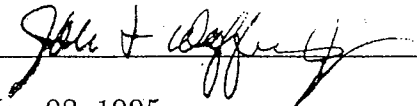
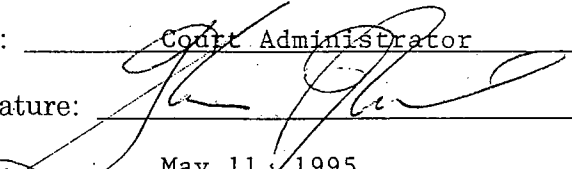
- ☐ Request to be placed on JFC agenda
- ☐ Approved (not placed on agenda in 30 days)
- ☐ Approved by JFC
- ☐ Rejected by JFC
- ☐ Approved by Legislature

(Signature)

(Date)

STATE JUSTICE INSTITUTE

AWARD

☒ Grant ☐ Contact ☐ Cooperative Agreement		Page <u>1</u> of <u>2</u>
1. Grantee Name and Address Supreme Court of Vermont 111 State Street Montpelier, Vermont 05602		3. Award Number SJI-95-11W-T-A-159
		4. Award Period 07/15/95 - 07/14/96
		5. Award Date 05/08/95
1a. Employer Identification No.	6. Award Amount \$30,000	
2. Subgrantee Name and Address	7. Type of Award ☒ Initial ☐ Supplemental ☐ Continuation ☐ Ongoing Support ☐ Other: _____	
2a. Employer Identification No.		
8. Project Title Vermont Guardian Ad Litem Training Program		
9. Special Conditions (<i>Check if applicable</i>) ☒ The above project is approved subject to such conditions or limitations as set forth on the attached <u>1</u> pages.		
STATE JUSTICE INSTITUTE APPROVAL		GRANTEE ACCEPTANCE
10. Approving SJI Official Name (typed): <u>John F. Daffron, Jr.</u> Title: <u>Chairman, Board of Directors</u> Signature: <u></u> Date: <u>May 08, 1995</u>		11. Authorized Official of Grantee Name (typed): <u>Thomas J. Lehner</u> Title: <u>Court Administrator</u> Signature: <u></u> Date: <u>May 11, 1995</u>

State Justice Institute

Chairman
JOHN F. DAFFRON, JR.
Judge
Twelfth Judicial Circuit
Chesterfield, Virginia

Vice Chairman
DAVID A. BROCK
Chief Justice
Supreme Court of New Hampshire
Concord, New Hampshire

Secretary
JANICE GRADWOHL
Judge
Lincoln, Nebraska

Executive Committee Member
TERRENCE B. ADAMSON
Kaye, Scholer, Fierman,
Hays & Handler
Washington, D.C.

JOSEPH F. BACA
Chief Justice
New Mexico Supreme Court
Santa Fe, New Mexico

ROBERT N. BALDWIN
State Court Administrator
Supreme Court of Virginia
Richmond, Virginia

VIVI L. DILWEG
Judge
Eighth Judicial Circuit
Green Bay, Wisconsin

CARLOS R. GARZA
Administrative Judge (Ret.)
Vienna, Virginia

KEITH McNAMARA
McNamara & McNamara
Columbus, Ohio

FLORENCE K. MURRAY
Justice
Supreme Court of Rhode Island
Providence, Rhode Island

SANDRA A. O'CONNOR
States Attorney
of Baltimore County
Towson, Maryland

DAVID I. TEVELIN
Executive Director

RICHARD VAN DUIZEND
Deputy Director

May 8, 1995

Mr. Thomas J. Lehner
Court Administrator
Supreme Court of Vermont
111 State Street
Montpelier, Vermont 05602

Dear Tom:

On behalf of the Board of Directors of the Institute, I am pleased to inform you that the Supreme Court of Vermont has been awarded a grant based on its application entitled "Vermont Guardian Ad Litem Training Program" as modified in the revised technical assistance application. The project has been assigned SJI Grant Number SJI-95-11W-T-A-159. Please use this number on all correspondence to the Institute regarding this grant.

Please note the Special Conditions attached to the award. The first Special Condition requires submission within 90 days after the project start date, of the selected consultant's name and qualifications for Institute approval. The second Special Condition requires submission within 90 days after the project start date, of written documentation describing how the in-kind match will be tracked and documented.

Enclosed are the original and one copy of the Grant Award together with the Institute's Grant Guideline and the forms needed for requesting grant funds and for submitting financial and progress reports 30 days after the end of each calendar quarter during the project period. Sections X. and XI. of the Guideline list the Compliance and Financial Requirements and apply to Institute grants; Section XII. specifies what changes in the project must be approved by the Institute.



Mr. Thomas J. Lehner
Page Two

Please note that the Institute's Grant Guideline requires submission of two copies of each progress report and two copies of each financial status report. Progress reports and payment requests should be mailed to the attention of the grant monitor assigned to your project. Financial status reports should be mailed to the attention of the Finance and Management Division. Because original signatures are required for both payment requests and financial status reports, these items should not be sent by fax machine.

Please sign both the original and copy of the Grant Award and return the signed copy to the Institute.

Cheryl D. Reynolds will be the grant monitor for this project. Please contact her if you have any questions. We look forward to working with you.

Best regards,

A handwritten signature in dark ink, appearing to read "D. Tevelin", is written over a horizontal line.

David I. Tevelin
Executive Director

Enclosures

SUPREME COURT OF VERMONT
Office of the Court Administrator



Tel.: (802) 828-3278
Fax: (802) 828-3457
TDD: (802) 828-3234

109 State Street
Montpelier, Vermont
05609-0701

December 28, 1994

Janice Munsterman
Program Manager
State Justice Institute
1650 King Street, Suite 600
Alexandria, Virginia 22314

Re: Technical Assistance Application- Vermont Guardian ad Litem
Training Program

Dear Janice:

I submit for consideration a proposal to provide the Vermont Judiciary with funds necessary to develop a statewide training program for guardians ad litem. These dedicated volunteers are appointed to represent the interests of children who appear in our Family Courts. A standing judicial committee, comprised of both administrative and managerial staff, will provide support and assistance toward the implementation of this project.

This grant, if approved, would be used to fund a needs assessment of the existing guardian ad litem program. Essential to this project is the hiring of an outside consultant, whose primary task is to conduct the assessment, to identify training needs and to develop materials which would enable court managers to effectively train the guardians ad litem.

Attached, you will find an SJI Form B, Certificate of State Approval, as well as Form E, the Preliminary Budget. We are requesting a technical assistance grant in the amount of \$30,000.00. An in-kind match of \$15,000.00 will be made. The entire guardian ad litem project will therefore total \$45,000.00.

Since the inception of the Family Court in October of 1990, judges have been assigning guardians ad litem on an increasing basis. Whereas guardians ad litem were previously appointed in mostly juvenile and mental health matters, they are now being assigned with increasing regularity, if not routinely, in cases involving divorce and parentage issues. Guardians ad litem are also occasionally used in District Court criminal cases to assist a defendant under the age of eighteen or to represent a victim of sexual abuse.

The role of the guardian ad litem is defined by Family Court Rules. The guardian ad litem acts as an advisor and advocate. His/her goal is to safeguard the child's best interest and rights, to ensure that the child understands his or her choices, if capable of understanding, and that the child makes the best choices possible. In divorce proceedings, the role of the guardian is expanded to include minimizing the harm suffered to the child during the breakup of the family. On occasion, guardians are called upon to facilitate a resolution of contested issues by helping parents focus on the needs of the children through informal negotiation.

Because the role of the guardian ad litem continues to expand, it is imperative that their training be consistent. Training must be provided so that guardians have the skills necessary to perform their roles effectively. The training process in a volunteer program such as this is a demanding, time-consuming process. Although there has been much in the way of program development since the Family Court opened its doors four years ago, the fourteen individual guardian ad litem programs which currently exist in this state are not being managed in a consistent manner. The quality of training varies widely.

This is, in part, because there are no current, standardized training materials to assist the Family Court Managers to use when planning their curriculum. The materials which they have been provided were developed prior to the implementation of the Family Court. These materials, which include a guardian ad litem handbook and accompanying videotapes, are now seriously outdated.

In the autumn of 1991, the Vermont Supreme Court charged a "Volunteer Implementation Committee" with the task of evaluating and making recommendations concerning the use of volunteers in the Family Court. One of the areas that this committee studied was guardians ad litem. That committee's final report, presented to the Supreme Court in December of 1993, recommended that the guardian ad litem training materials be immediately reviewed and revised.

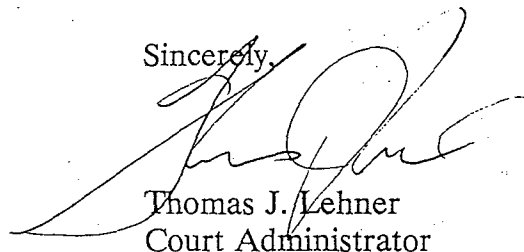
The study committee also encouraged the design of a structured program for guardians. The training program would include such topics as family dynamics, domestic violence, data collection, community resources, statutes and principles applicable to family cases, identifying children at risk, anger and hostility, sexual abuse, alcoholism and addictions, grief and loss, juvenile delinquency, underlying causes of abuse and neglect, building relationships, child development, parenting skills, gender bias, negotiation and mediation. The committee also recommended that guardians be trained to make appropriate referrals to social service agencies and that training be provided to them on ethics and confidentiality issues, mandatory reporting of abuse, liability and accountability and on their role as defined in the Family Court Rules. It is anticipated that the consultant hired to conduct the assessment would take these suggested areas of training into account when developing materials for the guardian ad litem program.

The selection of the consultant has not yet been made. If funding is approved, a formal request for proposals shall be conducted. All proposals shall be submitted to the Court Administrator. It will be the responsibility of the Court Administrator and his appointed designees to determine what relevant experience the candidate must possess, to examine the proposals and to select the most appropriate party for this project. The criteria used for selection shall include a review of the candidate's experience and skills. It is anticipated that the candidate shall have a basic knowledge of the Vermont judiciary and the guardian ad litem's role within the court system, the potential to deal effectively with a wide variety of personalities and opinions, the capability to analyse, summarize and disseminate information relating to the operation of the guardian ad litem program and the ability to offer clear recommendations on ways to improve volunteer training. It is also anticipated that the consultant shall have the ability to conduct the assessment, collect and analyze the information and begin development of resulting materials within one year of receiving the grant. (It is not anticipated that full development of the training materials will occur, but that as much as possible will be completed with existing funding.)

The Vermont Judiciary's budget does not contain specific funding for the guardian ad litem program. The Guardian ad Litem program is voluntary and although some monies are available to reimburse for mileage and minute expenses, it is, for the most part, unfunded. Because of a substantial reduction in state revenue, this office does not have staff positions available to implement this project. For these reasons, we ask that the State Justice Institute consider our request for federal funding for what we perceive as a unique and necessary program.

If you have any questions regarding this proposal, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Thomas J. Lehner', is written over the typed name and title.

Thomas J. Lehner
Court Administrator

State Justice Institute

Concept Paper Preliminary Budget

Category	SJI Funds	Cash Match	In-Kind Match
Personnel	\$ _____	\$ _____	\$ <u>14,500.00</u>
Fringe Benefits	\$ _____	\$ _____	\$ _____
Consultant/Contractual	\$ <u>25,000.00*</u>	\$ _____	\$ _____
Travel (in-state)	\$ <u>400.00</u>	\$ _____	\$ _____
Equipment	\$ _____	\$ _____	\$ _____
Supplies	\$ <u>100.00</u>	\$ _____	\$ _____
Telephone	\$ <u>175.00</u>	\$ _____	\$ _____
Postage	\$ <u>50.00</u>	\$ _____	\$ _____
Printing/Photocopying	\$ <u>1,875.00</u>	\$ _____	\$ _____
Audit	\$ _____	\$ _____	\$ _____
Other	\$ _____	\$ <u>500.00</u>	\$ _____
Indirect Costs (%)	\$ <u>2,400.00</u>	\$ _____	\$ _____
TOTAL	\$ <u>30,000.00</u>	\$ <u>500.00</u>	\$ <u>14,500.00</u>

PROJECT TOTAL

\$ 45,000.00

Financial assistance has been or will be sought for this project from the following other sources:

* includes out of state travel, if needed

BUDGET NARRATIVE

IN-KIND MATCH

14,500.00-

To be used for salaries and fringe benefits for the following positions:

An oversight committee, comprised of administrative staff from the Office of the Court Administrator and Family Court Managers, will oversee the guardian ad litem training grant. This committee will work with the consultant, providing background information, reviewing existing reports, assessing training proposals and giving ongoing support. The committee shall meet on a bi-monthly basis to review the progress of the project.

In the initial phase of the grant, it will be necessary to select a consultant. This process shall involve the services of the Court Administrator's Personnel Officer, who will advertise the position in local newspapers, review all incoming applications to be certain they meet minimum qualifications, communicate with all applicants regarding the selection process and arrange a panel to interview and select the consultant. A data entry operator, also provided by the Court Administrator's Office, will assist in entering the applications in the computer. A three person panel shall conduct the interviews and select the consultant.

Over the one year grant period, the services of the Court Administrator's Judicial Operation Coordinator will also be utilized. This person shall act as liaison between the oversight committee and the consultant and shall be a resource for the consultant throughout the grant period.

Finally, various members of the judiciary, including Judges, Family Court Managers and Juvenile Docket Clerks, shall be interviewed by the consultant in order to obtain a full picture of the current status of the guardian ad litem program. We anticipate that approximately 30-35 people shall be called away from their duties in order to provide information to the consultant for a 1 - 2 hour period.

CASH MATCH

500.00

To be used to place an advertisement in local newspapers for the RFP for the consultant.

TOTAL MATCH

15,000.00

GRANT SUMMARYDATE: July 3, 1995

DEPARTMENT: Judiciary

GRANT/DONATION: Assessment of Project to Develop a Model for Family Oriented Courts

GRANTOR/DONOR: State Justice Institute



AMOUNT/VALUE: \$29,670 Grant
 15,000 Match
 44,670 Total

JUL 5 1995

POSITIONS REQUESTED (LIMITED SERVICE): None

COMMENTS:

The State Justice Institute is a private, non-profit corporation established and funded by the U.S. Congress. As they are received by Vemront, the grants are considered "special funds".

The Consultant to the project has been pre-selected as part of the grant.

DEPT. FINANCE AND MANAGEMENT: (INITIAL)
SECRETARY OF ADMINISTRATION: (INITIAL)
SENT TO JOINT FISCAL OFFICE: (DATE)

8/5
7/5
7/5/95

STATE OF VERMONT
REQUEST FOR GRANT ACCEPTANCE
(use additional sheets as needed)

FORM AA-1
(Rev. 9-90)

Agency: JUDICIARY
Department: VT SUPREME COURT, OFFICE OF THE COURT ADMINISTRATOR
Program: VERMONT FAMILY COURT

Legal Title of Grant: Assessment of Project to Develop a Model for Family Oriented Court
Federal Catalog No.: T-95-045
Grantor and Office Address: State Justice Institute, 1650 King Street, Suite 600,
Alexandria, Virginia 22314

Grant Period: From: Aug. 1, 1995 To: March 31, 1997

Purpose of Grant: (attach additional sheets if needed)
To provide the Judiciary with funds necessary to conduct an independent outside assessment of a Project to Develop a Model for a Family Oriented Court and to train court staff to do future assessments of court projects.

Impact on Existing Programs if Grant is not Accepted:
The indicators of program effectiveness and success will not be measured, which will inhibit the ability to transfer any positive results to Family Courts in other counties.

Budget Information:	(1st State FY) FY 19 96	(2nd State FY) FY 19	(3rd State FY) FY 19
EXPENDITURES:			
Personal Services	\$ 36,630	\$	\$
Operating Expenses	\$ 8,040	\$	\$
Other	\$	\$	\$
TOTAL	\$ 44,670	\$	\$
REVENUES:			
State Funds:			
Cash	\$	\$	\$
In-Kind	\$ 15,000	\$	\$
Federal Funds:			
(Direct Costs)	\$	\$	\$
(Statewide Indirect)	\$ 2,190	\$	\$
(Department Indirect)	\$	\$	\$
Other Funds:			
(source) _____	\$ 27,480	\$	\$
TOTAL	\$ 44,670	\$	\$

Grant will be allocated to these appropriation expenditure accounts:	Appropriation Nos.	Amounts
	0102210101	\$21,630
	0102210102	8,040
	TOTAL	\$29,670

1. Will grant monies be spent by one or more personal service contracts?

☒ YES

☐ NO

If YES, signature of appointing authority here indicates intent to follow current guidelines on bidding.

Y

COURT ADMINISTRATOR

12a. Please list any requested Limited Service positions:

Titles	Number of Positions
TOTAL	

12b. Equipment and space for these positions:

☐ Is presently available.

☐ Can be obtained with available funds.

13. Signature of Appointing Authority

I certify that no funds have been expended or committed in anticipation of Joint Fiscal Committee approval of this grant.

(Signature)

Court Administrator
(Title)

6/26/95
(Date)

14. Action by Governor:

☒ Approved

☐ Rejected

(Signature)

(Date)

15. Secretary of Administration:

☐ Request to JFO

☐ Information to JFO

(Signature)

(Date)

16. Action by Joint Fiscal Committee:

(Dates)

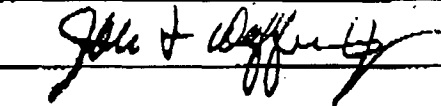
- ☐ Request to be placed on JFC agenda
- ☐ Approved (not placed on agenda in 30 days)
- ☐ Approved by JFC
- ☐ Rejected by JFC
- ☐ Approved by Legislature

(Signature)

(Date)

STATE JUSTICE INSTITUTE

AWARD

☒ Grant ☐ Contact ☐ Cooperative Agreement		Page <u>1</u> of <u>2</u>
1. Grantee Name and Address Vermont Administrative Office of the Courts Supreme Court of Vermont 111 State Street Montpelier, Vermont 05602		3. Award Number SJI-95-11W-T-A-231 4. Award Period 08/01/95 - 08/31/97 5. Award Date 06/28/95
1a. Employer Identification No.	6. Award Amount \$29,670	
2. Subgrantee Name and Address 		7. Type of Award ☒ Initial ☐ Supplemental ☐ Continuation ☐ Ongoing Support ☐ Other: _____
2a. Employer Identification No.		
8. Project Title Assessment of Project to Develop a Model for a Family Oriented Court		
9. Special Conditions (<i>Check if applicable</i>) ☒ The above project is approved subject to such conditions or limitations as set forth on the attached <u>1</u> pages.		
STATE JUSTICE INSTITUTE APPROVAL		GRANTEE ACCEPTANCE
10. Approving SJI Official Name (typed): <u>John F. Daffron, Jr.</u> Title: <u>Chairman, Board of Directors</u> Signature:  Date: <u>June 28, 1995</u>		11. Authorized Official of Grantee Name (typed): _____ Title: _____ Signature: _____ Date: _____

State Justice Institute

June 28, 1995

Chairman

JOHN F. DAFFRON, JR.
Judge
Twelfth Judicial Circuit
Chesapeake, Virginia

Vice Chairman

DAVID A. BROCK
Chief Justice
Supreme Court of New Hampshire
Concord, New Hampshire

Secretary

JANICE GRAYWOHL
Judge
Lincoln, Nebraska

Executive Committee Member

TERRANCE B. ADAMSON
Kaye, Scholer, Fierman,
Hays & Handler
Washington, D.C.

JOSEPH F. BACA

Chief Justice
New Mexico Supreme Court
Santa Fe, New Mexico

ROBERT N. BALDWIN

State Court Administrator
Supreme Court of Virginia
Richmond, Virginia

VIVIL L. DILWEG

Judge
Eighth Judicial Circuit
Green Bay, Wisconsin

CARLOS R. GARZA

Administrative Judge (Ret.)
Vienna, Virginia

KEITH McNAMARA

McNamara & McNamara
Columbus, Ohio

FLORENCE K. MURRAY

Justice
Supreme Court of Rhode Island
Providence, Rhode Island

SANDRA A. O'CONNOR

State Attorney
of Baltimore County
Towson, Maryland

DAVID A. TEVELIN

Executive Director

RICHARD VAN DUIZEND

Deputy Director

Mr. Thomas J. Lehner
Court Administrator
Supreme Court of Vermont
111 State Street
Montpelier, Vermont 05602

Dear Tom:

On behalf of the Board of Directors of the Institute, I am pleased to inform you that the Vermont Administrative Office of the Courts has been awarded a grant based on its application entitled "Assessment of Project to Develop a Model for a Family Oriented Court" as modified in your letter to me of June 1, 1995; and the telephone conversation between Mr. Lee Suskin and Ms. Janice Munsterman of June 23, 1995. The project has been assigned SJI Grant Number SJI-95-11W-T-A-231. Please use this number on all correspondence to the Institute regarding this grant.

Please note the Special Conditions attached to the award. The first Special Condition specifies that no grant funds may be drawn down to pay or reimburse consultant expenditures in excess of \$300 per day without prior written approval of the Institute. It also approves the requested consulting rate of \$600 per day for Ms. Maureen Solomon. The second Special Condition requires that records of matching contributions be maintained in auditable form.

Enclosed are the original and one copy of the Grant Award. Another copy of the award has been sent to Mr. Suskin together with the Institute's Grant Guideline and the forms needed to request grant funds and submit financial and progress reports 30 days after the end of each calendar quarter during the project period. Sections X. and XI. of the Guideline list the Compliance and Financial Requirements that apply to Institute grants; Section XII. specifies what changes in the project must be approved by the Institute. Please sign both the original and copy of the Grant Award and return the signed copy to the Institute.

Please note that the Institute's Grant Guideline requires submission of two copies of each progress report and two copies of each

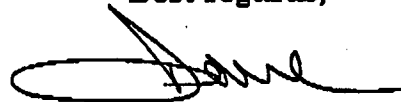
SJI

Thomas J. Lehner
Page Two

financial status report. Progress reports and payment requests should be mailed to the attention of the grant monitor assigned to your project. Financial status reports should be mailed to the attention of the Finance and Management Division. Because original signatures are required for both payment requests and financial status reports, these items should not be sent by fax machine.

Janice Munsterman will be the program manager for this project. Spencer Walker will be the finance grant manager assigned to this project. Please contact them if you have any questions. We look forward to working with you.

Best regards,

A handwritten signature in black ink, appearing to read 'David I. Tevelin', written over a horizontal line.

David I. Tevelin
Executive Director

Enclosures

cc: Lee Suskin

SUPREME COURT OF VERMONT
Office of the Court Administrator



Tel.: (802) 828-3278
Fax: (802) 828-3457
TDD: (802) 828-3234

109 State Street
Montpelier, Vermont
05609-0701

April 5, 1995

Janice Munsterman
Program Manager
State Justice Institute
1650 King Street, Suite 600
Alexandria, Virginia 22314

Re: Technical Assistance Application - Assessment of a
Project to Develop a Model for a Family Oriented Court

Dear Janice:

I submit for consideration a proposal to provide the Vermont Judiciary with funds necessary to conduct an independent outside assessment of a Project to Develop a Model for a Family Oriented Court and to train court staff to do future assessments of court projects. We are requesting a technical assistance grant in the amount of \$30,000.00. An in-kind match of \$15,000.00 will be made. The Vermont Judiciary's budget does not have sufficient money to pay a consultant. We have a clear **Need for Funding** in order to conduct this assessment.

The Vermont Judiciary has embarked on a bold effort to move the Family Court in Washington County to a higher level of service.

The Vermont Family Court was created by the Vermont Legislature in October, 1990 to enable the Judiciary to respond to the needs of families in court. The Washington County project will combine the best of what has been learned over the past four years with innovative proposals being discussed in Vermont and throughout the country. Key project elements are:

- encourage non-adversarial resolution of divorces through new court rules and procedures. In some cases, a married couple will be able to file a **Petition for Divorce** together, without one having to bring suit against the other. Some parties would be able to hire one attorney to represent both of them.

- work with the community to deliver human services to families and in particular to litigants without lawyers. Although many community human service providers throughout the country have started to collaborate, courts have for the most part been a missing piece. As part of this project, the court and attorneys will explore and develop the appropriate level of coordination between the court and the service providers.

- explore new technology that could provide meaningful information and assistance to family members. The project will examine enhanced data interchange, videoconferencing and touch-screen (computer) kiosks with video access to court and other agency staff.

- apply new case management techniques including early screening of cases and alternative disposition techniques to enable the court to schedule cases to disposition in a manner that meets the individual needs of the family members.

I enclose a copy of the **Project Description** and a copy of the Vermont Supreme Court's Experimental Rules promulgated in support of the project. The Experimental Rules are evidence of the strong **support for the project by the Supreme Court Justices.**

One important component of the project is an assessment of its impact and benefits. Pages 9 and 10 of the project description list a number of outcomes listed as indicators of project effectiveness and success. We seek assistance to conduct this assessment because we do not have the in-house skills to perform it, and, more important, because an outside, independent assessment would be more credible.

If the grant is approved, we would contract with Maureen Solomon of Denver, Colorado. Ms. Solomon has worked with the Vermont Court System on numerous occasions over the past 20 years; she is familiar with our operations and she has great respect and credibility with the judges and court staff. Also, as you know, Ms. Solomon is currently conducting an SJI funded assessment of a similar project in the Maricopa County (Arizona) Superior Court.

We would expect that Ms. Solomon would provide the following services:

- interview members of the Project Board, the Project Team and the community Family Services Collaborating Council in order to get a full understanding of the project.

- based on her interviews and a review of the "outcomes" listed in the project description, recommend to the Board specific outcomes that are measurable and attainable by December, 1996.

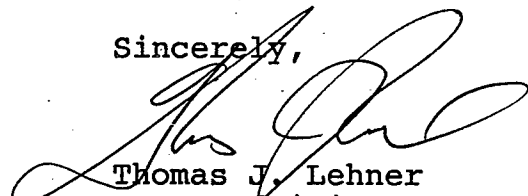
- determine data to be gathered during the project.
- consult with project staff on selection of survey population and design questionnaires.
- conduct periodic interviews, data reviews, and project reports to assess the project in progress.
- prepare a final assessment report.

We would also expect that Ms. Solomon would train court staff on how to do a continuing assessment of the project.

We have included in the attached budget \$4,000.00 to enable us to hire a temporary part-time employee to provide local support services to the consultant. The employee's duties will include gathering and compiling data necessary for Ms. Solomon to conduct her assessment.

Please contact me if you need additional information.

Sincerely,



Thomas J. Lehner
Court Administrator

Enclosures (2)

- Project Description
- Emergency Rules
- Budget
- Biographical Information of Maureen Solomon

ls

Form E

State Justice Institute
Concept Paper Preliminary Budget

Personnel	\$ 3,392.00
Fringe Benefits	\$ 237.44
Consultant/Contractual	\$ 18,000.00
Travel	\$ 5,000.00
Equipment	\$ -0-
Supplies	\$ 500.00
Telephone	\$ 200.00
Postage	\$ 50.00
Printing/Photocopying	\$ 100.00
Audit	\$ -0-
Other	\$ -0-
Indirect Costs	\$ 2,190.35

Project Total	\$ 44,569.79
Cash Match	\$ -0-
In-Kind Match	\$ 15,000.00
Amount Requested from SJI	\$ 29,569.80

29,569.79

BUDGET NARRATIVE

Personnel:

The Vermont Judiciary will hire one temporary employee for 400 hours at \$8.48 per hour to provide local support services to the consultant and to gather and compile data needed to conduct the assessment.

Fringe Benefits:

Because the assistant will be a temporary employee, our only cost is FICA.

Consultant/Contractual:

Maureen Solomon: 30 days @ \$600.00 per day

Travel:

6 roundtrip airfares from Denver, Colorado @ \$600.00 (1 four-day trip, one three-day trips and four two-day trips)	\$3,600.00
15 days lodging @ \$60.00	900.00
15 days subsistence @ \$30.00	450.00
Ground Transportation	50.00

Indirect Cost:

8% charge by Vermont Executive Branch for grant
administration

In-Kind Match

The salaries of the members of Project Board, Project Team and the salary of the Project Director for time spent assisting the consultant to conduct her assessment.

04-206-1955 11:30AM FROM M. SOL N CT MGMT CONS. TO 000202034511501

MAUREEN M. SOLOMON COURT MANAGEMENT CONSULTANT

Maureen Solomon is recognized internationally as an expert in caseload management. As a consultant to courts both here and abroad, she provides technical assistance on a project basis and develops and teaches courses on case management and delay reduction.

Ms. Solomon's career in judicial administration began in 1964 on the staff of the Executive Officer of the Los Angeles Superior Court. In 1970, following a two-year reorganization project for the courts of the District of Columbia, Mrs. Solomon joined the newly formed Institute for Court Management. In 1972, she organized her own court-management consulting business. Since that time she has consulted to courts in the U.S., Canada, Micronesia, Guam, Australia and New Zealand in the areas of management and organization, delay reduction, differential case management, case-management information systems, and juror selection and usage.

Mrs. Solomon is the author of articles and monographs on the subjects of caseload management, jury management, court information systems and differential case management. Her 1973 monograph Caseload Management in the Trial Court, commissioned and published by the American Bar Association, is considered the seminal work in the field. Recently updated and republished by the ABA under the title Caseload Management in the Trial Court: Now and for the Future, it is a standard reference on the subject.

Her teaching experience includes the Institute for Court Management (Senior Faculty), the National Judicial College, the University of Denver College of Law and judicial conferences throughout the country. In 1987, at the request of their Supreme Court, Mrs. Solomon delivered a month-long course on caseload management to judges, administrators, barristers and solicitors in Melbourne, Victoria, Australia. In 1992 she developed and presented courses at the University of Wollongong and Melbourne University. In May of this year she will present a series of workshops and seminars for the courts and law societies of New Zealand.

In 1990, Mrs. Solomon was awarded the National Center for State Courts' Distinguished Service Award for "outstanding contributions to the improvement of court administration nationally." Recently she was recognized by the National Association for Court Management, receiving their Award of Merit at the 1992 annual meeting.

EDUCATION

B.A. Psychology, University of California at Los Angeles
M.A. Public Administration, University of Southern California
Graduate Fellow, Institute for Court Management
Myers-Briggs Type Indicator® -- Certified to Administer and Interpret

RECENT PROJECTS

- Evaluation of the Domestic Relations Self-service Center and Differential Case Management System in the Superior Court of Maricopa County, Arizona (now in progress).
- Assistance to the United States District Court for the Western District of Michigan on design, implementation and evaluation of a differential case management system (DCM) for civil cases (four-year project now in progress).
- Evaluation of the coordination of trial courts in the state of California for the California Judicial Council under a grant from the State Justice Institute (second year of a two-year evaluation).
- Assistance to the U. S. District Courts of Northern Ohio and Eastern Missouri in design and implementation of differentiated case management systems (now in progress).
- Development of a model for integrating ADR into a differential case management system for the Circuit Court of Prince George's County, Maryland (now in progress).
- Development of specifications for an automated case and calendar management system for the District Courts of Galveston County, Texas (just completed).
- Design of an evaluation methodology for measuring the impact of differential case management on litigation cost and delay.
- Design of a differential case management system for civil and domestic relations cases in the Circuit Court of Kent County, Michigan.
- Redesign of civil and criminal case management systems for the Alameda County, California, Superior Court.
- Consultant to The American University-Bureau of Justice Assistance to provide implementation advice to ten selected courts in implementing differential case management for civil and criminal cases.
- Consultant to the Chief Justice and Administrative Office of the Courts of Alabama for implementation of a differential case management system in the Circuit Court of Birmingham.
- Design and presentation of workshops on effective caseload management and differential case management for state and federal courts in this country and for courts in Canada, Australia and New Zealand.



Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

**STATE OF VERMONT
JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

MEMORANDUM

To: Joint Fiscal Committee Members
From: Virginia Catone
Date: July 5, 1995
Subject: Shelburne transportation project

Attached for your information is a copy of a 1994 memorandum from William Shouldice, IV, Secretary of the Agency of Development and Community Affairs, addressed to Transportation Secretary Patrick Garahan, concerning state funding of interchange improvements near the new Vermont Teddy Bear Company site. That project is on the JFC July 11 meeting agenda (Item 9).

We received this letter too late to include with the agenda packet we mailed to the Committee on June 29.

Attachment



STATE OF VERMONT

AGENCY OF DEVELOPMENT AND COMMUNITY AFFAIRS

MONTPELIER, VERMONT 05609-0501

OFFICE OF THE SECRETARY

Tel: (802) 828-3211 Fax: 828-3383

DEPARTMENTS OF:

Economic Development 828-3221

Economic Fax No. 828-3258

Housing & Community Affairs 828-3217

DIVISIONS OF:

Administration 828-3231

Historic Preservation 828-3226

Vermont Travel Division 828-3236

Film Bureau 828-3236

Travel Fax No. 828-3233

Vermont Life Magazine 828-3241

Memorandum

To: Patrick Garahan, Secretary AOT

From: William Shouldice, IV, Secretary ADCA *WCSIV*

Date: August 15, 1994

Re: Chittenden County Transportation Project under EPA I/ Shelburne - Vermont Teddy Bear

Finding

We have completed our phase of the evaluation of the above referenced proposal. We find that there is economic necessity justifying the approval of this project under this program. If funding is not provided, the full benefit of this program to regional business, as well as travel and tourism, will not be realized. Our Agency relied upon the attached documents submitted by the applicant, which documents are to be regarded as proprietary and which should not be open to public review without the applicant's consent.

Description of the Project

The improvement is part of the Vermont Teddy Bear Company plan to move their facility to a larger building with a better access road and parking. This project addresses the volume inadequacies of their present location as well as addresses the growth trend of this company as a production facility, a retail establishment and as a tourist attraction.

The facility would be moved south of their present location to an industrial park site in Shelburne, off US 7. A new building will be constructed that could accommodate present and anticipated production. The factory tour will be designed to accommodate more people, especially bus tours (they currently do not accommodate bus tours). An access road will be built and dedicated to the municipality. As part of this development, the applicant seeks state funding of interchange improvements to the intersection of US 7 and the proposed access road. This would include turning lanes, highway widening, and other related site work. The anticipated cost of the state funded aspect would be \$238,500.

If the state does not fund this aspect, the financial resources of Vermont Teddy Bear will be drawn down to a point that it would adversely affect their advertising budget. It is our finding

that Vermont Teddy Bear advertising has a positive impact for the State as well as the regional economy. They have built a tremendous market based upon advertising to say nothing of the benefit of 66,000 people that visited the site as tourist last year.

Analysis

A. The project is essential to the local economy.

Vermont Teddy Bear not only has grown to become one of the biggest businesses of that area, they have kept their production within the State of Vermont. It should also be noted that they are dealing with a time sensitive product. It is often a holiday gift item, so their production capacity has to be designed to meet peak demand as a vital component of their ability to continue their success story.

Not only are the salaries and the purchase of materials vital to the local economy, the draw of tourists to the attraction provides local businesses with additional volume. In order to keep this business in the area as it grows, accommodations for a larger facility are essential.

This proposed facility will not only represent job preservation, but will allow for job growth that would be very difficult to accomplish otherwise. The quality of jobs created range from seasonal to manufacturing jobs to management and sales jobs.

The tax base will be increased through the improvement. The state and local governments should realize net increases.

B. The traffic conditions at the present facility represent problems at peak times. There are certain times a year when production and sales activity are greatly enhanced (ie. lead-in time to Valentine's day). Tourism has a seasonal peak in the summer and fall months. There have been times that the business has had to deal with overflow parking in order to accommodate the traffic. This has occurred in spite of aggressive measures taken by the business to encourage ride-sharing and bus utilization by employees. (They are an active participant with Ride-share).

C. Projected traffic needs and suggestions for improvements are described above as well as in detail in the attached documentation..

D. The area is zoned industrial and development should not be impeded by zoning restrictions. There is also support indicated by the Town for this development. The applicant has received a permit from AOT with regard to the improvement contemplated to US 7.

E. The improvement is part of an overall development totaling \$7,713,500 in projected costs. This improvement is a component of those projected costs. The owner will be responsible for all but \$238,500 of these costs.

DISTRIBUTION LIST
Joint Fiscal Committee Agenda Material

6/29 mailing

	<u>Full Packet</u>	<u>Agenda + Approp. Item[s]</u>	<u>Minutes</u>
JFC members	10 [1 each]		10 [1 each]
JFO:			
Catherine	1		1
Doug	1		1
Maria	1		1
Steve	1		1
Ginny	1		1
permanent file	1		2
Others:			
Secretary of Admin.:			
Secretary	1		1
Marie Carpenter	2		1
Bill Russell	1		
Herb Olson (?)			
Finance & Management:			
Commissioner	1		1
Otto Trautz	1		1
Larry Masterson			1

Agencies/depts.

✱ [with item(s) on agenda]

*Agenda for each dept.; 1-2 full sets
to be distributed item-by-item to
dept. [& super-agency head] as appropriate

Personnel [Bill Rose]

1

Legislators/others:

-Rep. Pembroke

1 + Transp. item(s)

-Sen. Delaney

1

-Speaker Michael Obuchowski

1

-Stephen Whitaker (PO 1331, Montp)

1

-extras [press, meeting]

7

+ Sen. Mazza/agenda +
 No 9 + pers. etc.)

30

23+

✱ . 9:14 (Evelyn Bailey)

• B i J (Cortle)

• Shouldice

• Garden

• Pat Urban

• Keith Care Auth

Design Access Network

July 8, 1995

Representative Sean Campbell,
Senator Tom Macaulay
Senator Stephen Webster
Members, Joint Fiscal Committee

I wish to call to your attention a number of concerns re: Vermont's E-911 efforts: Statute required the approval by the 1995 General Assembly of a specific plan for implementation for E-911, prior to proceeding.

No such plan has been prepared or approved by the General Assembly.

No opportunity was afforded during this past session for knowledgeable and concerned individual to detail the flawed planning and process which is underway by the E-911 staff and Board.

The hiring of a prior NYNEX employee to quote "engineer" the system, coupled with the continuing lack of a system description and plan, is cause for concern.

The 911 Board members selected by the Governor are, by their own admission, incapable and/or unwilling to grasp the details of necessary choices which must be made prior to bidding the system.

The "technical subcommittee" of the 911 Board has been conducting their meetings in violation of open meeting laws, and the prior chairman, Robert Martin, has gone on record as defending the practice, claiming that subcommittees are not bound by law to operate in the open. This is explicitly detailed in statute that subcommittees are to be open meetings as well.

Necessary choices of technologies for use in the system have not been made yet the Board is proceeding to go out to bid. This will create a situation where the strengths and weaknesses of the system will be discussed, or overlooked, in meetings which will be exempt from the open meeting law under the "pending contracts" provision.

The way the statute is worded the Public Service Board lacks jurisdiction to evaluate the reliability and cost implications of the choices being made by the 911 board in contracting for the system. This must be changed.

Serious issues relating to secondary and subsequent uses of personal information collected under the auspices of the 911 effort being used for other purposes, both law enforcement, surveillance and marketing, have been neglected, or intentionally provided for, by the state police and other members of the board.

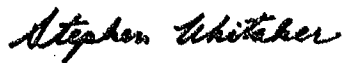
The communications officer for the Department of Public Safety, Tom Davis, is the only technologically aware board member and is using the position to steer the system in a manner which will eventually result in management of the system by the public safety agency. The Public Safety agency as a home for the 911 system was explicitly rejected by the 1994 General Assembly.

The statutes regarding information technology purchases by government (3VSA 2222) must be applied to the Enhanced 911 system, both as to planning requirements, life-cycle costs and privacy impacts. These have yet to be reviewed in the 911 effort. The Joint Information Technology Oversight Committee was created to get a handle on the multi-million dollar systems, yet this one appears to be slipping through.

The sunset for the system, effective June 30 of next year, was put in statute specifically to provide an opportunity to make sure this perpetual information technology system did not head down the wrong track. If the 911 Board is allowed to go out to bid at this time, a contract award would be the overriding legal interest and would be beyond the reach of the review by the 1996 General Assembly.

This memo does not attempt to lay out my complete analysis or all of the supporting facts. I have offered to speak with the chief of the JFO or the committee to further explain why extreme caution is in order at this time. I would welcome the opportunity.

Sincerely,



Stephen Whitaker

cc: JITOC chair, Sen. Rivers
JFO Chief
Speaker Obuchowski
Rep. Keenan

Grants requests sent to JFC on July 6 - Committee to decide whether to take them up at meeting (if not, they will automatically become effective 30 days from receipt in JFO):

1. **JFO #1681** - U. S. Department of Agriculture \$50,000 grant to Department of Agriculture, Food and Markets, for development of an international marketing plan for regional dairy products. *[JFO received 6/29/95]*
2. **JFO #1682** - \$200,000 grant from the Annie Casey Foundation to Agency of Human Services and the Department of Education for improved community-state government partnerships to provide services to children and families. *[JFO received 6/29/95]*
3. **JFO #1683** - \$28,000 from the State Justice Institute to the Vermont Judiciary to develop a statewide training program for guardians ad litem. *[JFO received 7/5/95]*
4. **JFO #1684** - \$29,670 grant to the Judiciary from the State Justice Institute, to conduct an independent outside assessment of a project to develop a model for a family oriented court. *[JFO received 7/5/95]*

N.B.: The above departments will have representatives at the meeting in case there are questions.



Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

**STATE OF VERMONT
JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

MEMORANDUM

To: Members, Joint Fiscal Committee

From: Douglas J. Williams, Deputy Fiscal Officer

Date: July 7, 1995

Subj: Fiscal Year 1996 Rescission

Enclosed for your consideration is a list of general fund rescissions proposed by the Secretary of Administration pursuant to the provisions of Act #63, Section 286. This list will be discussed at the July 11, 1995 meeting of the Joint Fiscal Committee under agenda item #8(a).

Please note that the Secretary of Administration has submitted a list which totals slightly more than \$1.6 million and that the legislative authority contained in Act #63 authorizes up to \$2 million in rescissions.



STATE OF VERMONT
AGENCY OF ADMINISTRATION

July 6, 1995

The Honorable Stephen Webster
Chair, Joint Fiscal Committee
State House
Montpelier, Vt.

Dear Senator Webster;

Pursuant to Section 286 of the 1996 Appropriations Act, I am reporting to the Joint Fiscal Committee my plan for proposed rescissions. I have determined that general fund revenues for FY 1996 will be insufficient to meet the expenditures appropriated by the General Assembly by an amount greater than \$5 million. It is clear that with incomes of Vermonters only growing at 2% to 3% that we cannot afford state spending increases in the 5% to 6% range. I will seek the concurrence of the Emergency Board with this determination at the 12:15 p.m. meeting on July 11th.

As you can see from the attached plan, I have not utilized the full \$2 million rescission authority allowed by Section 286. I would be glad to entertain any suggestions of members of your Committee for additional areas for rescission. Please have members of your Committee contact me prior to Monday noon with any such suggestions so I can amend my plan accordingly.

Please feel free to contact me with any questions. I look forward to the cooperation and perseverance of you and the members of your Committee in facing the State's current financial difficulties. Together, we must make some very unwelcome but necessary decisions. However, these decisions are necessary if we are to keep Vermont state government affordable for the taxpayers who support it.

Sincerely,

A handwritten signature in black ink, appearing to read "William H. Sorrell", written over a horizontal line.

William H. Sorrell
Secretary

Department Appropriation	Adjusted General Fund	1/2 of 1%	
Finance & Management			
Budget & Management	551,519	2,758	
Financial Operations	950,706	4,754	
	-----	-----	
	1,502,225	7,511	
Personnel	1,148,572	5,743	
General Services			
Admin Srv	23,333	117	
Central Services	77,840	389	
Purchasing	390,481	1,952	
Public records	508,864	2,544	
	-----	-----	
	1,000,518	5,003	
Tax	6,449,687	32,248	
State's Attorneys	3,989,183	19,946	
Defender General			
Public defense	2,947,263	14,736	
Assigned counsel	1,027,696	5,138	
	-----	-----	
	3,974,959	19,875	
Agriculture, food & markets			
Administration	540,153	2,701	
Agriculture development	483,744	2,419	
Animal and Dairy	1,018,817	5,094	
Plant industry, labs and consumer assurance	512,328	2,562	
State stipend	34,040	170	
	-----	-----	
	2,589,082	12,945	
Judiciary	12,751,809	63,759	1.
Human Services - Sec Off	3,145,870	15,729	
Corrections			
Administration	1,202,911	6,015	
Parole Board	172,619	863	
Corrections services	41,267,824	206,339	
Correctional education	1,230,909	6,155	
	-----	-----	
	43,874,263	219,371	
Social & Rehab Services			
Admin & Support	891,224	4,456	
Social Services	19,042,010	95,210	
Woodside	1,689,168	8,446	
Licensing & regulation	986,658	4,933	
Child care services	8,691,094	43,455	
	-----	-----	
	31,300,154	156,501	

Mental Health/Mental Retardation			
Cental Office	793,310	3,967	
Com Mental Health	16,527,737	82,639	
Com Mental Retardation	22,098,548	110,493	
Vt. State Hospital	3,452,752	17,264	
	-----	-----	
	42,872,347	214,362	
Education			
Core & Financial Services	1,395,041	6,975	
School & instructional	3,359,039	16,795	
Family & education	5,512,926	27,565	
Wards of the State	4,918,500	24,593	
Career & lifelong learning	8,089,661	40,448	
Adult basic education	2,252,305	11,262	
	-----	-----	
	25,527,472	127,637	
State Aid	141,960,032	300,000	2. & 3.
Special Ed	33,746,585	168,733	3.
UVM	26,691,660	133,458	
Vermont State Colleges	14,967,940	74,840	
DCA - Admin & Mgmt	688,327	3,442	
Economic Development			
Economic Devel.	1,931,165	9,656	
Federal procurement	73,549	368	
Vt training program	429,337	2,147	
	-----	-----	
	2,434,051	12,170	
Travel & Tourism	4,443,231	22,216	
		1,615,490	

1. If necessary, further legislative approval will be requested during the FY96 Budget Adjustment
2. Less than 1/2 of one (1) per cent.
3. These reductions will not affect formula distribution to municipalities



STATE OF VERMONT
AGENCY OF ADMINISTRATION

July 6, 1995

The Honorable Stephen Webster
Chair, Joint Fiscal Committee
State House
Montpelier, Vt.

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Sincerely,

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William H. Sorrell
Secretary

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**STATE OF VERMONT
JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

May 2, 1995

JOINT FISCAL COMMITTEE MEMBERS

Dear Committee Members:

With the agreement of Committee Chairman Webster, we have scheduled the first post-session meeting of the Joint Fiscal Committee for Tuesday, July 11. It will start at 10:00 a.m. in the Legislative Lounge.

The agenda will include a review of FY 1995 final revenues and an update on FY 1996 estimates; consideration of the Enhanced 911 program expenditures, and other items which require approval, including grants and possible technology related matters. You probably should plan on meeting until mid-afternoon. You will receive meeting-related materials during the next six weeks.

If you will be unable to attend the meeting please notify this office as soon as possible.

Sincerely,

A handwritten signature in blue ink, appearing to read "S. Klein", with a long horizontal flourish extending to the right.

Stephen A. Klein
Legislative Fiscal Officer

cc: Secretary Sorrell
Commissioner Pelham



Mailing Address:
1 Baldwin Street
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Montpelier, Vermont 05633-5701

**STATE OF VERMONT
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Tel.: (802) 828-2295

MEMORANDUM

To: Members, Vermont General Assembly

From: Senator Stephen Webster,
Chair, Joint Fiscal Committee *SWW*

Date: July 5, 1995

Subj: Notice of Joint Fiscal Committee Meeting

On Tuesday, July 11, 1995 the Joint Fiscal Committee will be meeting at 10:00 AM in the State House Legislative Lounge. Pursuant to the provisions of Act #62, Section 286 (attachment A), the Secretary of Administration is scheduled to present a plan for the fiscal year 1996 rescission of up to two million dollars. This presentation is tentatively scheduled for 1:30 PM.

The Joint Fiscal Committee will consider approval or disapproval of the plan only if the Emergency Board has previously concurred that fiscal year 1996 general fund revenues will be insufficient to meet expenditures in the amount of five million dollars or more. The Emergency Board is scheduled to meet at 12:15 PM on July 11, 1995 in the Pavilion Office Building, fifth floor conference room.

The Joint Fiscal Committee meeting will be the first formal legislative step to deal with the developing revenue short fall, and Lieutenant Governor Snelling, Speaker Obuchowski and I wish you to be informed of it.

Sec. 286. RESCISSION AUTHORITY

(a) In order to insure that general fund revenues received in fiscal year 1996 are adequate to meet expenditures of general funds appropriated by this act, the Secretary of Administration, with the approval of the Governor, may rescind up to a total of \$2,000,000.00 of general fund appropriations made in this act under the limitations of this section without further act of the General Assembly.

(b) If the Secretary of Administration determines that general fund revenues received or anticipated to be received in fiscal year 1996 are or will be insufficient to meet the expenditures of general funds appropriated by this act by an amount of \$5,000,000.00 or more, the Secretary shall report that determination to the Emergency Board, and if the Emergency Board concurs in that determination, the Secretary is authorized to implement rescissions in accordance with this section.

(c) Prior to implementing any rescission, the Secretary shall report to the Joint Fiscal Committee a plan for all proposed rescissions, indicating the specific amounts of each item of general fund appropriation proposed to be rescinded, not to exceed a total of \$2,000,000.00. Such plan shall take into consideration any disproportional programmatic impact of such general fund rescission due to varying federal match rates. The Secretary may implement the rescissions unless disapproved by the Joint Fiscal Committee within two weeks of receipt by it of the Secretary's rescission plan.

(d) Within each general fund appropriation to be rescinded, the Secretary of Administration shall allocate the amounts to be rescinded from personal services, operating expenses, grants and "other": provided that no allocation shall cause a reduction of more than the lesser of one-half of one percent or \$400,000.00 in any single item, in a manner which minimizes the impact upon the delivery of services to the public and is not unduly disproportionate upon any particular single function, service, or benefit.

(e) Rescissions made to legislative or judicial branch general fund appropriations shall not exceed the overall percentage reduction in general fund appropriations caused by rescissions made in the executive branch.

(f) The rescission authority granted by this section is in addition to any other authority that the governor may have to transfer, allot, defer, rescind, or cancel appropriations.



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Montpelier, Vermont 05633-5701

STATE OF VERMONT
JOINT FISCAL COMMITTEE
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

June 30, 1995

Senator Richard Mazza
279 Lake Short Drive
Colchester, Vermont 05446

Dear Senator Mazza:

Enclosed is a copy of a letter concerning construction of intersection improvements on Route 7 in Shelburne which presumably you already have received directly from Governor Dean.

To accommodate the Governor's request for timely action on this project, we have included it on the agenda for the Tuesday, July 11 meeting of the Joint Fiscal Committee. As the attached excerpt from No. 89 of the Acts of 1993 reflects, the Joint Fiscal Committee and the chairs of the Transportation Committees (or their designees) comprise the legislative committee whose approval is required for such projects.

You will note from the enclosed JFC agenda that this item is scheduled for consideration at 3:00 p.m. on the 11th. I will continue my efforts to reach you by telephone, but in any event we would appreciate your contacting the Joint Fiscal Office to confirm your attendance at the meeting or to let us know if you are designating another member of your Committee to attend in your place.

Sincerely,

A handwritten signature in cursive script that reads "Virginia Catone".

Virginia Catone
Staff Associate

Enclosures



Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

STATE OF VERMONT
JOINT FISCAL COMMITTEE
1 Baldwin Street
Montpelier, Vermont 05633-5701
Tel.: (802) 828-2295

MEMORANDUM

To: The Honorable Howard Dean, M.D., Governor
From: Stephen A. Klein, Legislative Fiscal Officer
Date: July 11, 1995
Subject: Enclosed Resolution

As directed, I am forwarding you a copy of the enclosed resolution approved by the Joint Fiscal Committee on July 11, 1995.

JOINT FISCAL COMMITTEE RESOLUTION

WHEREAS it is the responsibility and authority of the General Assembly, after considering the recommendations of the governor, to determine appropriations for state government, which appropriations become law after they have been expressly or tacitly approved by the governor; and

WHEREAS it is the responsibility of the governor faithfully to execute the laws so that appropriations are expended for the purposes and under the circumstances set by law; and

WHEREAS the 1996 Appropriations Act (No. 63 of the Acts of 1995, the "Act") became law with the tacit approval of the governor when he failed to return the bill to the House of Representatives with any objections that he had; and

WHEREAS the only authority that exists in law to reduce any appropriations found in the Act, while the General Assembly is not in session, appears in Sec. 286 of the Act, and that authority, limited to \$2,000,000, is now vested jointly in the governor and the Joint Fiscal Committee of the legislature; and

WHEREAS for a governor unilaterally to alter the state's appropriations and then to ask the legislature to ratify his actions retroactively, after more than half the fiscal year is over, shows disrespect for democratic process and the separation of powers; and

WHEREAS such action, even when made in the name of crisis and efficiency, is at best contrary to the spirit and intention of the Vermont Constitution, and at worst illegal and unconstitutional; and

WHEREAS the 1995-96 General Assembly met its responsibility to reach agreement upon the state's fiscal priorities for FY 96, and, therefore, to alter those priorities without legislative approval would subvert the decisions made by the General Assembly; and

WHEREAS this committee finds that the plan that the governor has presented under Sec. 286 of the Act, which calls for reductions in appropriations totaling \$1,615,490, is a reasonable set of reductions;

NOW, THEREFORE BE IT RESOLVED by the Joint Fiscal Committee of the General Assembly that the plan of the governor to reduce appropriations by \$1,615,490 under the authority of Sec. 286 of the Act, as presented at the July 11, 1995, meeting of this committee is approved; and

BE IT FURTHER RESOLVED that the committee strongly urges the governor to fulfill his responsibility to administer the 1996 Appropriations Act as enacted into law, except as modified by the plan approved by this resolution, and not further to alter the appropriations for state government until changes have been negotiated and formally approved by the elected representatives of the people of our state; and

BE IT FURTHER RESOLVED that the legislative fiscal officer is directed to send a copy of this resolution to the governor without delay.



STATE OF VERMONT
AGENCY OF ADMINISTRATION

July 11, 1995

TO: Members of the Joint Fiscal Committee

FROM: Patricia A. Urban, CIO

A handwritten signature in black ink, appearing to read "P.A. Urban", written over the printed name.

SUBJECT: *Request for Release of Funds for Satellite Downlinks*

The Administration requests approval of the Joint Fiscal Committee, as required by Act No. 62 of 1995, of a proposed expenditure of \$177,000 in capital funds for the purchase and installation of satellite downlink equipment at approximately 25 sites.

On June 28, 1995, the Joint Information Technology Oversight Committee (JITOC) reviewed the Administration's plan for distributing satellite downlink dishes to Vermont high schools. A copy of the Committee resolution recommending the release of \$177,000 for the installation of satellite equipment at 25 sites is attached.

Specifics of the distribution plan are as follows:

- 1) A priority of the plan is to deploy the maximum number of downlinks by the start of the academic year so that courseware can be included in the fall curriculum.
- 2) Bids were issued on June 6, 1995, and were due in the office of the CIO on July 6. The contract for the purchase and installation of the equipment will be awarded by July 14 and installation is planned to commence during the following week.
- 3) The University of Vermont has arranged for uplink facilities at WCAX-TV for the first year and is in the process of preparing the Advance Placement English and Mathematics courses.
- 4) There are currently 36 public high schools and 3 independent schools (serving as the public high school for some towns) that do not have satellite downlink equipment. (See attached list.) Two of the public schools are currently being served by a cable channel and do not require the downlink.

- 5) Of the potential 30 sites that can be accommodated by the \$212,000 in funding, 16 public schools and 2 independent schools had placed requests for equipment as of the June 28 meeting of the JITOC. That number is now 20 public high schools and 3 independent schools. (See attached list.) Since there is no real contention in terms of the potential number of schools competing for the 30 available dishes, the Administration recommends proceeding immediately with the installation of equipment at these sites in order to be ready for fall.
- 6) It is recommended that additional sites be accommodated on a one-by-one basis as requests are submitted throughout the summer until the number of schools reaches 25. At that time, the Administration will return to the JITOC to consider the remainder of the schools and to make a decision regarding the last 5 sites.
- 7) The Administration requested that the entire \$212,000 be released in order to provide for installation at all 30 sites in a timely manner. JITOC recommended release of only \$177,000, which is the amount required to support all but the last 5 sites.
- 8) JITOC requested that the Administration receive a ruling from the Department of Education regarding the eligibility of the independent schools for the distance learning programs. That ruling is attached and is generally supportive of the independent schools.

I would be happy to provide any additional information that you may require.

Legislative Council

State House; Montpelier, Vermont 05602

(802) 828-2231; Fax: (802) 828-2424

TO: Members, Joint Information Technology Oversight Committee

COPY TO: Members, Joint Fiscal Committee
Representative Constance Houston
Senator Thomas Bahre
Bruce A. Richardson; Chair, Vermont Institute for Science, Math, and
Technology Board of Directors
School Directors, Vergennes High School
Chief Executive Officer, B.F. Goodrich Co.
Richard P. Mills, Commissioner of Education
William H. Sorrell, Secretary of Administration
Patricia Urban, Deputy Secretary of Administration and Chief
Information Officer

FROM: Benjamin L. Huffman, Legislative Council

DATE: June 29, 1995

SUBJECT: Committee decisions at June 28, 1995 committee meeting.

This is to confirm the three motions adopted by the Joint Information Technology Oversight Committee (JITOC) at its meeting of June 28, 1995, held in the Legislative Lounge of the Vermont State House. Each motion was adopted by unanimous vote of the seven members present. Representative Patricia Crocker was the one member absent and not voting.

1. Spending plan for satellite video equipment purchases for Vermont high schools.

Sec. 2(b) of Act No. 62 of the Acts of 1995 appropriates \$212,000 in capital funds to the Secretary of Administration for the purchase of satellite video downlink equipment for use in distance learning programs by Vermont high schools.

The appropriation also requires that, "The JITOC shall review and the joint fiscal committee shall approve all proposed expenditures of this appropriation after reviewing a plan for the distribution of grants to schools prepared by the chief information officer in collaboration with the Vermont school superintendents' association and representatives of the University of

Vermont and the Vermont State Colleges." Pursuant to this requirement, the JITOC at its June 28 meeting reviewed a spending plan presented by the Chief Information Officer, and adopted the following recommendation to the Joint Fiscal Committee:

The JITOC recommends to the Joint Fiscal Committee (JFC):

a. That the JFC approve the release to the Secretary of Administration of \$177,000 of the \$212,000 appropriated, for use in a first round of state grants for the purchase of satellite video downlink equipment by high schools which have applied for a grant and which do not already possess such equipment.

b. That the JFC subsequently approve the release to the Secretary of Administration of the remaining \$35,000 of the appropriation for use in a second round of state grants to a final group of five high schools now without satellite video downlink equipment, after an administration proposal for the second round of grants has been reviewed by the JITOC and the JITOC has made a recommendation to the JFC concerning the proposal.

c. And that the JFC before granting its approval for use of any of the funds appropriated, decide whether high schools eligible to receive a grant should include private schools in the state which function as public high schools or receive high school students whose tuition is paid with public funds, after receiving from the Secretary of Administration a recommendation on this question by the Commissioner of Education.

2. Letter from the JITOC Chair to the Vermont Institute for Science, Math, and Technology Board of Directors.

The JITOC authorizes the Chair of the committee to write a letter on behalf of the committee to the Vermont Institute for Science, Math, and Technology (VISMT) Board of Directors, which expresses the view of the committee that, because VISMT receives grants or in-kind contributions funded by federal, state and local tax dollars, for the purpose of advancing the public educational goals of the people of Vermont, the VISMT board should choose to comply with state law regarding open meetings and public access to records, regardless of any legal right the VISMT board may have as a not-for-profit entity to not disclose to the public the contributions of donors to VISMT or the salaries of individual VISMT employees or contractors.

VERMONT HIGH SCHOOLS WITHOUT SATELLITE DOWNLINKS/DISHES

June 29, 1995

(Listing of all schools without dishes) Total = 39

<u>Town</u>	<u>Name of School</u>
Arlington	Arlington Memorial Jr/Sr High School
Barre	Spaulding High School
Bellows Falls	Bellows Falls Union High School
Bennington	Mount Anthony Union High School
Bethel	Whitcomb Jr/Sr High School
Brandon	Otter Valley Union High School
Brattleboro	Brattleboro Union High School
Bristol	Mount Abraham Union High School
Chelsea	Chelsea Elementary/High School
Chester ✓	✓ Green Mountain Union High School
Colchester	Colchester High School
Concord	Concord School
Danville	Danville School
Fair Haven	Fair Haven Union High School
Hardwick	Hazen Union Jr/Sr High School
Hyde Park	Lamoille Union Jr/Sr High School
Jacksonville	Whitingham School
Jericho	Mount Mansfield Union High School
Ludlow	Black River Jr/Sr High School
Lyndon	Lyndon Institute (independent)
Manchester	Burr & Burton Seminary (independent)
Middlebury	Middlebury Union High School
Montpelier	Montpelier High School
Moretown	Harwood Union Jr/Sr High School
Newport	North Country Union High School
North Clarendon	Mill River Union Jr/Sr High School
Orleans	Lake Region Union High School
Poultney	Poultney Jr/Sr High School
Randolph	Randolph Union Jr/Sr High School
Rochester	Rochester School
South Royalton	South Royalton Elementary/High School
Swanton	Missisquoi Valley Union Jr/Sr High School ¹
Thetford	Thetford Academy (independent)
Vergennes	Vergennes Union Jr/Sr High School
Wells River	Blue Mountain Union School
West Rutland	West Rutland School
White River Junction ✓	Hartford High School
Williamstown ✓	Williamstown High School
Wilmington	Wilmington Middle/High School

¹Missisquoi Valley receives satellite signal through Channel 1 but does not have satellite dish.

Requests for Satellite Downlinks

As of June 28, 1995

1. Mt. Mansfield Union H.S.
2. Fair Haven Union H.S.
3. Mt. Anthony Union H.S./Bennington
4. Poultney H.S.
5. Chelsea H.S.
6. Bellows Falls Union H.S.
7. Spaulding H.S./Barre
8. Vergennes Union H.S.
9. Lake Region Union H.S. /Orleans
10. So. Royalton H.S.
11. Black River H.S./Ludlow
12. Caledonia Central Supv./Danville School
13. Arlington Memorial H.S.
14. Brattleboro H.S.
15. Middlebury Union H.S.
16. Colchester H.S.

As of July 11, 1995

17. Hartford H.S./White River Jct.
18. Williamstown H.S.
19. Green Mt. H.S./Chester
20. Hazen Union Jr./Sr. H.S./Hardwick

Independents:

- | | |
|---------------------|---------------------|
| 1. Burr & Burton | 3. Lyndon Institute |
| 2. Thetford Academy | |



STATE OF VERMONT
DEPARTMENT OF EDUCATION
120 State Street
Montpelier, VT 05620-2501

July 7, 1995

Pat Urban
Deputy Secretary of Administration and
Chief Information Officer
Agency of Administration
109 State Street
Montpelier, VT 05609-0201

Re: Distance learning-satellite video

Dear Ms. Urban:

A request was made of this office for a recommendation concerning use of grant monies for satellite videos and whether those monies should also be available to private schools that function as public high schools or receive high school students via public tuition.

It is my considered opinion that certainly the independent high schools that are "designated" by various local school districts should be included as these schools are the "public high school" for those school districts. There are two other independent schools (St. Johnsbury Academy and Burr and Burton Seminary) that have historically been considered the high school for public students to attend in their towns (St. Johnsbury and Manchester and environs). I do not hesitate to similarly recommend their inclusion.

While there may be any number of other private/independent schools that receive public tuition monies to serve Vermont students, there are some impediments to recommending expansion of grant funds to them. It is my understanding that the satellite technology is to be utilized for the betterment of the educational process for Vermont students. The five Academies referenced above, have as the majority of their enrollees, Vermont students that are supported by public funds. The same may not be able to be said for other private programs. In this regard, I believe that the Joint Fiscal Committee should ask the Joint Information and Technology Committee to develop a procedure which requires applicant schools to ensure, to the maximum extent possible, that Vermont students are the majority of the applicant's student body and therefore will receive the benefit of the grants. This should be a condition precedent with an emphasis on providing grants where they can do the most good for the largest number of Vermont students.

Sincerely,

A handwritten signature in cursive script that reads "Doug Walker".
Douglas A. Walker
Acting Commissioner

GENERAL and TRANSPORTATION FUND
REVENUE OUTLOOK
FY96 through FY97

Prepared For
Vermont Joint Fiscal Office
By Richard Gebhart

July 1995

ECONOMIC OUTLOOK

U.S.

- * Latest N.E. Economic Project forecast calls for continued expansion of U.S. through 1999, a postwar record.
- * The short-term outlook appears to be slightly optimistic but still no recession is imminent.
- * Inflation remains under control - CPI changes should be between 3 & 4% per year.
- * Strong rallies in both the stock and bond markets give added evidence no recession is on the immediate horizon.

Vermont

- * Economy continues to expand. Job growth should be over 2% in 1995 and taper off by 1997.
- * The forecast embodies a turnaround in manufacturing job growth.
- * The New England region and surrounding states should continue slow recovery, a positive sign for tourism.
- * The abnormal weather conditions of last winter are not anticipated to be repeated in the future.

REVENUES

General Fund

- * FY95 collections were approximately \$25M below the January forecast. Almost the entire problem was centered in personal income tax. A combination of interactive state and federal rate changes, weaker income growth and taxpayer behavior combined to pull collections down.
- * The outlook for general fund revenues is little changed from January with the exception of personal income taxes. With taxpayers fully adjusted to past rate changes, FY96 and FY97 are each revised downward significantly.
- * On the positive side, the categories of sales & use and meals & rooms should receive a boost in FY96 because of normal winter weather
- * The large decline in FY97 for sales & use reflects the sunseting of the 5% rate.

Transportation Fund

- * Overall collections in FY95 were slightly ahead of expectations.
- * The outlook for the next two years is little changed after adjusting for the new purchase & use sunset date.
- * Normal winter weather should help gas tax receipts in FY96.

07/10/95
JUL95\EST0795
JFO

VERMONT GROSS GENERAL FUND REVENUE SUMMARY
Forecast FY 1996 Through FY 1997
(\$Millions)

CURRENT LAW

	FY 1993	%	FY 1994	%	Prel. FY 1995	%	FY 1996	%	FY 1997	%
	Actuals	Change	Actuals	Change	Actuals	Change	Forecast	Change	Forecast	Change
TOTAL TAX REVENUE:										
Personal Income	\$285.8	5.3%	\$286.5	0.2%	\$250.3	-12.6%	\$266.2	6.4%	\$285.0	7.1%
Sales & Use	\$161.3	2.7%	\$159.0	-1.4%	\$173.6	9.2%	\$183.5	5.7%	\$156.7	-14.6%
Corporate Income	\$30.1	7.5%	\$41.0	36.2%	\$45.3	10.5%	\$45.4	0.3%	\$46.6	2.7%
Meals & Rooms	\$62.5	3.3%	\$58.0	-7.2%	\$58.9	1.6%	\$64.7	9.8%	\$68.8	6.3%
Cigarette	\$13.0	0.8%	\$13.4	3.1%	\$13.9	3.7%	\$13.5	-2.6%	\$13.6	0.4%
Liquor	\$9.4	0.0%	\$8.9	-5.3%	\$8.9	0.0%	\$8.9	0.0%	\$8.9	0.0%
Insurance	\$24.8	6.4%	\$24.6	-0.8%	\$26.7	8.5%	\$28.4	6.5%	\$29.8	4.8%
Telephone Receipts	\$1.9	-71.2%	\$2.8	47.4%	\$1.0	-64.3%	\$1.1	5.2%	\$1.1	3.0%
Telephone Prop	\$9.4	0.0%	\$9.0	-4.3%	\$9.4	4.4%	\$9.5	1.0%	\$9.6	1.0%
Beverage	\$4.5	-2.2%	\$4.5	0.0%	\$4.6	2.2%	\$4.6	0.0%	\$4.6	0.0%
Electric Energy	\$4.4	-6.4%	\$4.2	-4.5%	\$4.0	-4.8%	\$3.9	-1.5%	\$3.9	-1.0%
Estate	\$6.7	-2.9%	\$22.7	238.8%	\$9.7	-57.3%	\$7.2	-25.5%	\$7.2	0.0%
Pari-Mutuel	\$0.1	-50.0%	\$0.0	-100.0%	\$0.0	0.0%	\$0.0	0.0%	\$0.0	0.0%
Property Transfer	\$10.8	5.9%	\$12.7	17.6%	\$13.3	4.7%	\$14.1	5.9%	\$14.5	3.1%
Bank Franchise	\$2.5	-16.7%	\$2.7	8.0%	\$3.0	11.1%	\$3.1	3.3%	\$3.2	2.1%
All Other Taxes	\$1.4	-17.6%	\$1.4	0.0%	\$1.4	0.0%	\$1.4	2.0%	\$1.4	1.5%
Total Taxes	\$628.8	3.1%	\$651.5	3.6%	\$624.0	-4.2%	\$655.5	5.0%	\$654.9	-0.1%
OTHER GENERAL FUND REVENUES:										
Business License	\$2.1	5.0%	\$2.3	9.5%	\$2.7	17.4%	\$2.9	5.6%	\$3.0	3.4%
Fees	\$4.2	68.0%	\$5.1	21.4%	\$5.6	9.8%	\$6.7	19.5%	\$6.9	3.5%
Services	\$0.8	-27.3%	\$0.9	12.5%	\$0.7	-22.2%	\$0.8	8.1%	\$0.8	1.0%
Fines, Forfeits	\$2.3	-11.5%	\$2.3	0.0%	\$1.7	-26.1%	\$1.7	2.5%	\$1.7	2.4%
Interest Premiums, E	\$1.1	-31.3%	\$0.8	-27.3%	\$2.9	262.5%	\$3.1	8.4%	\$3.4	9.4%
Special Assessments	\$1.7	-5.6%	\$2.1	23.5%	\$1.2	-42.9%	\$1.2	4.0%	\$1.2	3.7%
Lottery Transfer	\$16.5	-2.4%	\$16.4	-0.6%	\$20.6	25.6%	\$21.0	2.0%	\$21.4	1.9%
All Other	\$1.0	11.1%	\$1.2	20.0%	\$0.8	-33.3%	\$0.8	1.0%	\$0.8	1.0%
Total Other Revenue	\$29.7	1.0%	\$31.1	4.7%	\$36.3	16.7%	\$38.2	5.2%	\$39.2	2.6%
TOTAL GENERAL FUND	\$658.5	3.0%	\$682.6	3.7%	\$660.3	-3.3%	\$693.7	5.1%	\$694.1	0.1%

TRANSPORTATION REVENUE FUND SUMMARY

07/10/95

Forecast FY96 Through FY97

JFO

(\$ Millions)

Current Law

JUL95\TEST0795

	Actual FY1993	% Chg	Actual FY1994	% Chg	Prel. Actual FY1995	% Chg	Forecast FY1996	% Chg	Forecast FY1997	% Chg
	-----	---	-----	---	-----	---	-----	---	-----	---
REVENUES										
Gasoline	\$44.4	-2.2%	\$48.1	8.3%	\$46.2	-4.0%	\$49.0	6.1%	\$51.2	4.5%
Diesel	\$11.2	8.7%	\$10.6	-5.4%	\$11.2	5.7%	\$11.6	3.5%	\$11.8	2.1%
Purchase and Use	\$36.9	17.1%	\$39.5	7.0%	\$42.3	7.1%	\$44.1	4.3%	\$36.9	-16.3%
Other Taxes	\$1.2	9.1%	\$1.2	0.0%	\$1.3	8.3%	\$1.3	3.5%	\$1.3	0.0%
Motor Vehicle Fees	\$34.9	-3.1%	\$34.9	0.0%	\$36.2	3.7%	\$36.3	0.3%	\$36.3	0.1%
Other Revenue	\$9.8	7.7%	\$10.4	6.1%	\$12.3	18.3%	\$12.6	2.1%	\$12.2	-3.2%
	-----	---	-----	---	-----	---	-----	---	-----	---
TOTAL (Net)	\$138.4	3.7%	\$144.6	4.5%	\$149.5	3.4%	\$154.9	3.6%	\$149.7	-3.4%

=====

	FY1994	FY1995	FY1996	FY1997
	-----	-----	-----	-----
Transfers:				
Gas (To Fish & Wildlife)	---	\$0.8	\$0.8	---
Purchase & Use Refunds	---	\$2.4	\$0.2	---
TOTAL (Gross)		\$152.7	\$155.9	\$149.7

METHODOLOGY
JULY 1995

07/10/95 JUL95\METH0795

*****PERSONAL INCOME *****

FY95= \$250.3 FY95 Current Law Prel. Actual
\$10.0 FY95 Per Point @ 25%
1.064 Elas=1.016 Y=1.056

\$10.6 FY96 Per Point @ 25%
25.0 Tax Rate Full Year
\$1.2 Plus Add Back Warm Weather
FY96= \$266.2 FY96 Current Law
\$10.6 FY96 Per Point @ 25%
1.071 Elas=1.018 Y=1.057
\$11.4 FY97 Per Point @ 25%
25.0 Tax Rate Full Year
FY97= \$285.0 FY97 Current Law

07/10/95 JUL95\METH0795

*****SALES and USE *****

FY95=	\$173.6 FY95 Prel Actual @ 5% rate	
	1.056 Elas=1.000 Y=1.056	

	\$183.3 FY96 @ 5% rate	Heating Fuel
	\$0.9 Less Heating Fuel @ 2% (1 pt.)	FY94 = 5%
	\$1.1 Plus Add Back Warm Weather	FY95 = 3%
	-----	FY96 = 2%
FY96=	\$183.5 FY96 current law @ 5% rate	FY97 = 0%
	1.059 Elas=1.002 Y=1.056	

FY97=	\$194.3 FY97 @ 5% rate	
	\$35.6 Less 11 mos from 5% to 4%	
	\$2.0 Less Heating Fuel @ 0% (2 pts.)	

	\$156.7 FY97 current law @ 4% rate	

07/10/95 JUL95\METH0795

***** MEALS & ROOMS *****

FY95= \$58.9 FY95 Prel. Actuals @ 7-7-10
 1.061 Elas=1.005 Y=1.056
 \$2.2 Plus Add Back Warm Weather

FY96= \$64.7 FY96 collections @ 7-7-10 r
 1.063 Elas=1.006 Y=1.057

FY97= \$68.8 FY97 collections @ 7-7-10 r

07/10/95 JUL95\METH0795

*****Purchase & Use *****

FY95= \$42.3 FY95 Prel. Actual @ 5% rate
 1.042 Elas=0.987 Y=1.056

FY96= \$44.1 FY96 collections @ 5% rate
 1.040 Elas=0.985 Y=1.056

\$45.9 FY97 current law @ 5% rate
\$9.0 Less 11.7 Mo @ 5% rate

FY97= \$36.9 FY97 collections @ 4% rate



STATE OF VERMONT
DEPARTMENT OF TAXES
109 STATE STREET
MONTPELIER, VERMONT 05609-1401

M E M O R A N D U M

TO: Senator Stephen Webster, Chair, Joint Fiscal Committee
FROM: Betsy Anderson, Commissioner of Taxes *Betsy*
DATE: June 21, 1995
RE: Estimate of Current Use Proration

On June 13, 1995, this Department estimated that sufficient funds will be available in the use tax reimbursement fund on November 1, 1995, to pay municipalities 68% of the benefits payable under the current use program.

I estimate that full reimbursement would cost \$14,370,885. The legislature appropriated \$11,442,695 for FY96 reimbursement, including \$98,000 from special funds. This level of funding would support an estimated proration of 80%.

I currently estimate that only \$9,819,695 will be available for reimbursement in November. I anticipate an executive branch expenditure reduction of \$1,600,000 from the general fund appropriation for FY96. I further estimate a reduction of \$23,000 in receipts from the land use change tax, due to an apparent slowdown in the development of properties in the program. This revised funding level would pay approximately 68% of the municipal claims. This compares to an FY95 proration of 59%.

I will revisit this estimate on October 1, 1995. If the amount available for expenditure differs from the \$9,819,695 I currently estimate will be available for reimbursement, the 68% proration figure could go up or down. If there is less than a 2% difference between this June 13 estimate and our calculations at that time, I will prorate benefits at 68% for the November 1 payment.

pls

c: Governor Howard Dean, M.D.
through William Sorrell, Secretary of Administration
Janet Ancel, Governor's Legal Counsel
Stearns B. Allen, Jr., Director, Property Valuation and Review

HOWARD DEAN, M.D.
Governor



State of Vermont
OFFICE OF THE GOVERNOR
Montpelier 05609



Tel.: (802) 828-3333
Fax: (802) 828-3339
TDD: (802) 828-3345

JUN 29 1995

June 20, 1995

Chair, Joint Fiscal Committee
Chair, House Transportation Committee
Chair, Senate Transportation Committee
State House
Montpelier, VT 05602

Gentlemen:

Pursuant to 19 VSA SS 10 (g)(e), The Vermont Economic Progress Act, I am requesting your approval for construction of intersection improvements on Rt. 7 in Shelburne. These improvements were requested by the Vermont Teddy Bear Company as part of their expansion program. The cost of the requested improvements is \$238,500. This represents 3% of the total project cost of the expansion which is \$7,713,500.

Staff from the Vermont Agency of Development and Community Affairs have reviewed materials provided by the company and have made a positive finding with respect to the economic development benefits which the project will create. The Agency believes that there is a significant potential for the project to create a multiplier effect with respect to its impact on the tourism economy of the region. Vermont Agency of Transportation staff have reviewed the technical aspects of the requested intersection improvements and their attendant costs and have given their approval as well.

As required in 19 VSA ss 10 (g)(e), by this letter, I am certifying that the project is essential to the economic infrastructure of the state as well as that of Chittenden County. I am further requesting that a meeting of the Joint Fiscal Committee, supplemented by the Chairs of the House and Senate Transportation Committees, be scheduled in the near future to gain your approval of this request.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in dark ink that reads "H. Dean".

Howard Dean, M.D.
Governor



Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

STATE OF VERMONT
JOINT FISCAL COMMITTEE
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295

MEMORANDUM

To: Joint Fiscal Committee Members
From: Virginia Catone
Date: July 13, 1995
Subject: September Meeting

This will serve as a reminder that at the July 11 meeting you agreed to meet next on Wednesday, September 13. The time tentatively was set for 10:00 a.m. with the understanding that it may be moved up, depending on the agenda. We will confirm the time and let you know where the meeting will be held when we send the agenda.

Please also put on your schedules Tuesday, November 7, as the tentative date for the subsequent meeting. That date will be subject to confirmation when you meet in September.

cc: Secretary of Administration Sorrell

LEG:32766



STATE OF VERMONT
AGENCY OF ADMINISTRATION

May 18, 1995

TO: Steve Klein

FROM: Pat Urban

A handwritten signature in dark ink, appearing to read "Pat", written over the printed name "Pat Urban".

SUBJECT: *July 11 Joint Fiscal Meeting*

There are items related to information technology projects requiring the action of the Joint Fiscal Committee which I wish to place on the July agenda. They are as follows:

- 1) Release of funds for Revenue System.

At the July meeting, we will request release of funds for the first phase of the revenue system. We plan to make a presentation which includes an overall description of the system, the proposal for the first phase, and a cost/benefit analysis. During the month of June, we plan to bring this matter to the Joint Information Technology Oversight Committee as required by statute. Adherence to this schedule will position us to have demonstrable deliverables for the next legislative session.

- 2) Release of funds for satellite downlink dishes.

At the July meeting we will be ready to recommend the list of schools to receive the satellite downlink dishes along with the specifications and pricing for the dishes. This will permit us to adhere to a schedule which makes this program available to the schools in time for the fall curriculum. During the month of June, we plan to bring the recommended list to the Joint Information Technology Committee as required by statute.

Please let me know if you require additional information.

.cc Betsy Anderson

THE PROBLEM

September 27, 1995

General Fund Balance Sheet
(\$ in Millions)

	Actual Fiscal 1992	Actual Fiscal 1993	Actual Fiscal 1994	Actual Fiscal 1995	Admin Forecast Fiscal 1996
SOURCES:					
Current Law Revenue	639.1	658.7	682.2	683.8	726.5
Revenue Shortfall				(23.9)	(30.1)
New Revenues - Fees/Per Diem					0.9
Direct Applications and Transfers In	13.2	6.5	10.1	13.8	10.1
Reversions - Sec of Admin & Medical Holiday				1.7	1.0
Less Property Transfer Tax transfers	(3.6)	(3.6)	(10.5)	(2.8)	(2.8)
Total Sources	648.7	661.6	681.8	672.6	705.6
USES:					
Appropriations	656.6	642.7	656.0	689.6	729.7
Total Uses	656.6	642.7	656.0	689.6	729.7
Operating Surplus (Deficit)	(7.9)	18.9	25.8	(17.0)	(24.1)
Prior Year Fund Balance	(57.2)	(65.1)	(46.2)	0.0	(14.5)
Budget Stabilization Fund transfers (to) from			(1.0)	1.0	0.0
Transfer from Transportation Fund			21.4	1.5	0.0
Ending Cumulative Fund Balance (Deficit)	(65.1)	(46.2)	0.0	(14.5)	(38.6)
Components of Fund Balance:					
Budget Stabilization Trust Fund	0.0	0.0	1.0	0.0	0.0
Unrestricted Surplus (Deficit)	(65.1)	(46.2)	0.0	0.0	(38.6)
Ending Fund Balance	(65.1)	(46.2)	1.0	(14.5)	(38.6)

Post-It™ brand fax transmittal memo 7671 # of pages = 1

To: Becky	From: Bill Jensen
Co.	Co.
Dept.	Phone #
Fax # 2483	Fax # 2428

September 27, 1995

General Fund Balance Sheet
(\$ in Millions)

	Actual Fiscal 1992	Actual Fiscal 1993	Actual Fiscal 1994	Actual Fiscal 1995	Admin Forecast Fiscal 1996
SOURCES:					
Current Law Revenue	639.1	658.7	682.2	683.8	726.5
Revenue Shortfall				(23.9)	(30.1)
New Revenues - Fees/Per Diem					0.9
Direct Applications and Transfers In	13.2	6.5	10.1	13.8	10.1
Health Care Special Fund Surplus					4.0
Lottery Advertising Reduction					0.3
Reversions - Sec of Admin & Medical Holiday				1.7	1.0
Less Property Transfer Tax transfers	(3.8)	(3.6)	(10.5)	(2.8)	(2.7)
Total Sources	648.7	661.6	681.8	672.6	710.0
USES:					
Appropriations	656.6	642.7	658.0	689.6	729.7
Sec. 286 Recission					(1.6)
Identified Spending Reductions					(22.6)
Total Uses	656.6	642.7	658.0	689.6	705.5
Operating Surplus (Deficit)	(7.9)	18.9	25.8	(17.0)	4.5
Prior Year Fund Balance	(57.2)	(65.1)	(46.2)	0.0	(14.5)
Budget Stabilization Fund transfers (to) from			(1.0)	1.0	0.0
Transfer from Transportation Fund			21.4	1.5	3.7
Ending Cumulative Fund Balance (Deficit)	(65.1)	(46.2)	0.0	(14.5)	(6.3)
Components of Fund Balance:					
Budget Stabilization Trust Fund	0.0	0.0	1.0	0.0	0.0
Unrestricted Surplus (Deficit)	(65.1)	(46.2)	0.0	0.0	(6.3)
Ending Fund Balance	(65.1)	(46.2)	1.0	(14.5)	(6.3)

Post-It™ brand fax transmittal memo 7671 # of pages 1

To Becky	From Bill Peterson
Co.	Co.
Dept.	Phone #
Fax # 2483	Fax # 2428

September 27, 1995

Transportation Fund Balance Sheet
(\$ in Millions)

	Actual Fiscal 1992	Actual Fiscal 1993	Actual Fiscal 1994	Actual Fiscal 1995	Admin Forecast Fiscal 1996
SOURCES:					
Current Law Revenue	133.4	138.5	144.7	149.9	154.1
Direct Applications and Transfers In	0.4	1.2	1.1	0.3	0.5
	-----	-----	-----	-----	-----
Total Sources	133.8	139.7	145.8	150.2	154.6
USES:					
Appropriations	124.7	121.9	130.6	148.8	153.0
Spending Reductions					(1.5)
	-----	-----	-----	-----	-----
Total Uses	124.7	121.9	130.6	148.8	151.5
	-----	-----	-----	-----	-----
Operating Surplus (Deficit)	9.1	17.8	15.2	1.4	3.1
	-----	-----	-----	-----	-----
Prior Year Fund Balance	(4.1)	5.0	1.2	0.0	0.0
	-----	-----	-----	-----	-----
Ending Cumulative Fund Balance (Deficit)	5.0	22.8	16.4	1.4	3.1
	-----	-----	-----	-----	-----
Transfer (to) from Budget Stabilization Fund		(14.6)	5.3	0.5	1.0
Reserve for Federal Match Waiver		(7.0)	0.0	0.0	0.0
Transfer to Other Funds			(0.3)	(0.4)	(0.4)
Transfer to General Fund			(21.4)	(1.5)	(3.7)
	-----	-----	-----	-----	-----
Net Total Fund Balance	5.0	1.2	0.0	0.0	0.0
	-----	-----	-----	-----	-----
Components of Fund Balance:					
Budget Stabilization Trust Fund		14.6	16.3	15.8	14.8
Reserve for Federal Match Waiver		7.0	0.0	0.0	0.0
Unrestricted Surplus (Deficit)	5.0	1.2	0.0	0.0	0.0
	-----	-----	-----	-----	-----
Ending Fund Balance	5.0	22.8	16.3	15.8	14.8

September 27, 1995

Transportation Fund Balance Sheet
(\$ in Millions)

	Actual Fiscal 1992	Actual Fiscal 1993	Actual Fiscal 1994	Actual Fiscal 1995	Admin Forecast Fiscal 1996
SOURCES:					
Current Law Revenue	133.4	138.5	144.7	149.9	154.1
Direct Applications and Transfers In	0.4	1.2	1.1	0.3	0.5
Total Sources	133.8	139.7	145.8	150.2	154.6
USES:					
Appropriations	124.7	121.9	130.6	148.8	153.0
Total Uses	124.7	121.9	130.6	148.8	153.0
Operating Surplus (Deficit)	9.1	17.8	15.2	1.4	1.6
Prior Year Fund Balance	(4.1)	5.0	1.2	0.0	0.0
Ending Cumulative Fund Balance (Deficit)	5.0	22.8	16.4	1.4	1.6
Transfer (to) from Budget Stabilization Fund		(14.6)	5.3	0.5	(1.2)
Reserve for Federal Match Waiver		(7.0)	0.0	0.0	0.0
Transfer to Other Funds			(0.3)	(0.4)	(0.4)
Transfer to General Fund			(21.4)	(1.5)	0.0
Net Total Fund Balance	5.0	1.2	0.0	0.0	0.0
Components of Fund Balance:					
Budget Stabilization Trust Fund		14.6	16.3	15.8	17.0
Reserve for Federal Match Waiver		7.0	0.0	0.0	0.0
Unrestricted Surplus (Deficit)	5.0	1.2	0.0	0.0	0.0
Ending Fund Balance	5.0	22.8	16.3	15.8	17.0



STATE OF VERMONT
AGENCY OF ADMINISTRATION

July 11, 1995

TO: Members of the Joint Fiscal Committee

FROM: Patricia A. Urban, CIO

A handwritten signature in dark ink, appearing to read "P.A. Urban", written over the printed name.

SUBJECT: *Request for Release of Funds for Satellite Downlinks*

The Administration requests approval of the Joint Fiscal Committee, as required by Act No. 62 of 1995, of a proposed expenditure of \$177,000 in capital funds for the purchase and installation of satellite downlink equipment at approximately 25 sites.

On June 28, 1995, the Joint Information Technology Oversight Committee (JITOC) reviewed the Administration's plan for distributing satellite downlink dishes to Vermont high schools. A copy of the Committee resolution recommending the release of \$177,000 for the installation of satellite equipment at 25 sites is attached.

Specifics of the distribution plan are as follows:

- 1) A priority of the plan is to deploy the maximum number of downlinks by the start of the academic year so that courseware can be included in the fall curriculum.
- 2) Bids were issued on June 6, 1995, and were due in the office of the CIO on July 6. The contract for the purchase and installation of the equipment will be awarded by July 14 and installation is planned to commence during the following week.
- 3) The University of Vermont has arranged for uplink facilities at WCAX-TV for the first year and is in the process of preparing the Advance Placement English and Mathematics courses.
- 4) There are currently 36 public high schools and 3 independent schools (serving as the public high school for some towns) that do not have satellite downlink equipment. (See attached list.) Two of the public schools are currently being served by a cable channel and do not require the downlink.

- 5) Of the potential 30 sites that can be accommodated by the \$212,000 in funding, 16 public schools and 2 independent schools had placed requests for equipment as of the June 28 meeting of the JITOC. That number is now 20 public high schools and 3 independent schools. (See attached list.) Since there is no real contention in terms of the potential number of schools competing for the 30 available dishes, the Administration recommends proceeding immediately with the installation of equipment at these sites in order to be ready for fall.
- 6) It is recommended that additional sites be accommodated on a one-by-one basis as requests are submitted throughout the summer until the number of schools reaches 25. At that time, the Administration will return to the JITOC to consider the remainder of the schools and to make a decision regarding the last 5 sites.
- 7) The Administration requested that the entire \$212,000 be released in order to provide for installation at all 30 sites in a timely manner. JITOC recommended release of only \$177,000, which is the amount required to support all but the last 5 sites.
- 8) JITOC requested that the Administration receive a ruling from the Department of Education regarding the eligibility of the independent schools for the distance learning programs. That ruling is attached and is generally supportive of the independent schools.

I would be happy to provide any additional information that you may require.

Legislative Council

State House; Montpelier, Vermont 05602

(802) 828-2231; Fax: (802) 828-2424

TO: Members, Joint Information Technology Oversight Committee

COPY TO: Members, Joint Fiscal Committee
Representative Constance Houston
Senator Thomas Bahre
Bruce A. Richardson; Chair, Vermont Institute for Science, Math, and
Technology Board of Directors
School Directors, Vergennes High School
Chief Executive Officer, B.F. Goodrich Co.
Richard P. Mills, Commissioner of Education
William H. Sorrell, Secretary of Administration
Patricia Urban, Deputy Secretary of Administration and Chief
Information Officer

FROM: Benjamin L. Huffman, Legislative Council

DATE: June 29, 1995

SUBJECT: Committee decisions at June 28, 1995 committee meeting.

This is to confirm the three motions adopted by the Joint Information Technology Oversight Committee (JITOC) at its meeting of June 28, 1995, held in the Legislative Lounge of the Vermont State House. Each motion was adopted by unanimous vote of the seven members present. Representative Patricia Crocker was the one member absent and not voting.

1. Spending plan for satellite video equipment purchases for Vermont high schools.

Sec. 2(b) of Act No. 62 of the Acts of 1995 appropriates \$212,000 in capital funds to the Secretary of Administration for the purchase of satellite video downlink equipment for use in distance learning programs by Vermont high schools.

The appropriation also requires that, "The JITOC shall review and the joint fiscal committee shall approve all proposed expenditures of this appropriation after reviewing a plan for the distribution of grants to schools prepared by the chief information officer in collaboration with the Vermont school superintendents' association and representatives of the University of

Vermont and the Vermont State Colleges." Pursuant to this requirement, the JITOC at its June 28 meeting reviewed a spending plan presented by the Chief Information Officer, and adopted the following recommendation to the Joint Fiscal Committee:

The JITOC recommends to the Joint Fiscal Committee (JFC):

a. That the JFC approve the release to the Secretary of Administration of \$177,000 of the \$212,000 appropriated, for use in a first round of state grants for the purchase of satellite video downlink equipment by high schools which have applied for a grant and which do not already possess such equipment.

b. That the JFC subsequently approve the release to the Secretary of Administration of the remaining \$35,000 of the appropriation for use in a second round of state grants to a final group of five high schools now without satellite video downlink equipment, after an administration proposal for the second round of grants has been reviewed by the JITOC and the JITOC has made a recommendation to the JFC concerning the proposal.

c. And that the JFC before granting its approval for use of any of the funds appropriated, decide whether high schools eligible to receive a grant should include private schools in the state which function as public high schools or receive high school students whose tuition is paid with public funds, after receiving from the Secretary of Administration a recommendation on this question by the Commissioner of Education.

2. Letter from the JITOC Chair to the Vermont Institute for Science, Math, and Technology Board of Directors.

The JITOC authorizes the Chair of the committee to write a letter on behalf of the committee to the Vermont Institute for Science, Math, and Technology (VISMT) Board of Directors, which expresses the view of the committee that, because VISMT receives grants or in-kind contributions funded by federal, state and local tax dollars, for the purpose of advancing the public educational goals of the people of Vermont, the VISMT board should choose to comply with state law regarding open meetings and public access to records, regardless of any legal right the VISMT board may have as a not-for-profit entity to not disclose to the public the contributions of donors to VISMT or the salaries of individual VISMT employees or contractors.

VERMONT HIGH SCHOOLS WITHOUT SATELLITE DOWNLINKS/DISHES

June 29, 1995

(Listing of all schools without dishes) TOTAL = 39

<u>Town</u>	<u>Name of School</u>
Arlington	Arlington Memorial Jr/Sr High School
Barre	Spaulding High School
Bellows Falls	Bellows Falls Union High School
Bennington	Mount Anthony Union High School
Bethel	Whitcomb Jr/Sr High School
Brandon	Otter Valley Union High School
Brattleboro	Brattleboro Union High School
Bristol	Mount Abraham Union High School
Chelsea	Chelsea Elementary/High School
Chester ✓	✓ Green Mountain Union High School
Colchester	Colchester High School
Concord	Concord School
Danville	Danville School
Fair Haven	Fair Haven Union High School
Hardwick	Hazen Union Jr/Sr High School
Hyde Park	Lamoille Union Jr/Sr High School
Jacksonville	Whitingham School
Jericho	Mount Mansfield Union High School
Ludlow	Black River Jr/Sr High School
Lyndon	Lyndon Institute (independent)
Manchester	Burr & Burton Seminary (independent)
Middlebury	Middlebury Union High School
Montpelier	Montpelier High School
Moretown	Harwood Union Jr/Sr High School
Newport	North Country Union High School
North Clarendon	Mill River Union Jr/Sr High School
Orleans	Lake Region Union High School
Poultney	Poultney Jr/Sr High School
Randolph	Randolph Union Jr/Sr High School
Rochester	Rochester School
South Royalton	South Royalton Elementary/High School
Swanton	Missisquoi Valley Union Jr/Sr High School ¹
Thetford	Thetford Academy (independent)
Vergennes	Vergennes Union Jr/Sr High School
Wells River	Blue Mountain Union School
West Rutland	West Rutland School
White River Junction ✓	Hartford High School
Williamstown ✓	Williamstown High School
Wilmington	Wilmington Middle/High School

¹Missisquoi Valley receives satellite signal through Channel 1 but does not have satellite dish.

Requests for Satellite Downlinks

As of June 28, 1995

1. Mt. Mansfield Union H.S.
2. Fair Haven Union H.S.
3. Mt. Anthony Union H.S./Bennington
4. Poultney H.S.
5. Chelsea H.S.
6. Bellows Falls Union H.S.
7. Spaulding H.S./Barre
8. Vergennes Union H.S.
9. Lake Region Union H.S. /Orleans
10. So. Royalton H.S.
11. Black River H.S./Ludlow
12. Caledonia Central Supv./Danville School
13. Arlington Memorial H.S.
14. Brattleboro H.S.
15. Middlebury Union H.S.
16. Colchester H.S.

As of July 11, 1995

17. Hartford H.S./White River Jct.
18. Williamstown H.S.
19. Green Mt. H.S./Chester
20. Hazen Union Jr./Sr. H.S./Hardwick

Independents:

- | | |
|---------------------|---------------------|
| 1. Burr & Burton | 3. Lyndon Institute |
| 2. Thetford Academy | |



STATE OF VERMONT
DEPARTMENT OF EDUCATION
120 State Street
Montpelier, VT 05620-2501

July 7, 1995

Pat Urban
Deputy Secretary of Administration and
Chief Information Officer
Agency of Administration
109 State Street
Montpelier, VT 05609-0201

100

Re: Distance learning-satellite video

Dear Ms. Urban:

A request was made of this office for a recommendation concerning use of grant monies for satellite videos and whether those monies should also be available to private schools that function as public high schools or receive high school students via public tuition.

It is my considered opinion that certainly the independent high schools that are "designated" by various local school districts should be included as these schools are the "public high school" for those school districts. There are two other independent schools (St. Johnsbury Academy and Burr and Burton Seminary) that have historically been considered the high school for public students to attend in their towns (St. Johnsbury and Manchester and environs). I do not hesitate to similarly recommend their inclusion.

While there may be any number of other private/independent schools that receive public tuition monies to serve Vermont students, there are some impediments to recommending expansion of grant funds to them. It is my understanding that the satellite technology is to be utilized for the betterment of the educational process for Vermont students. The five Academies referenced above, have as the majority of their enrollees, Vermont students that are supported by public funds. The same may not be able to be said for other private programs. In this regard, I believe that the Joint Fiscal Committee should ask the Joint Information and Technology Committee to develop a procedure which requires applicant schools to ensure, to the maximum extent possible, that Vermont students are the majority of the applicant's student body and therefore will receive the benefit of the grants. This should be a condition precedent with an emphasis on providing grants where they can do the most good for the largest number of Vermont students.

Sincerely,

A handwritten signature in cursive script that reads "Doug Walker".
Douglas A. Walker
Acting Commissioner



Mailing Address:
1 Baldwin Street
Drawer 33
Montpelier, Vermont 05633-5701

**STATE OF VERMONT
JOINT FISCAL COMMITTEE**
1 Baldwin Street
Montpelier, Vermont 05633-5701

Tel.: (802) 828-2295
May 10, 1995

William Sorrell, Secretary of Administration
State of Vermont, Pavilion Building
Montpelier, VT 05633

Dear Secretary Sorrell:

As you are aware, the next meeting of the Joint Fiscal Committee is scheduled for July 11, 1995 in the legislative lounge. While the agenda has not been finalized, this letter is to advise you of the matters before the Committee which will require action on the administration's part. Specifically these include:

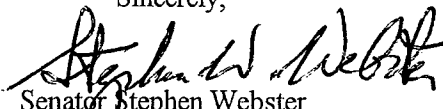
a) **A review of revenues:** We will ask you to discuss the Schedule 2, your preliminary numbers for FY 1995 and your thoughts on the FY 1996 forecast. Richard Gebhart will be present and be providing us with an update on the FY 1996 forecast he presented last January.

b) **A spending plan for E-911 and lifeline activities:** Section 99 of the budget requires Joint Fiscal approval of an E-911 spending plan prior to any spending for FY96 activities. This approval is contingent provided the plan "ensures distribution of funds as provided in 30 V.S.A. §7511" which gives priority to funding lifeline services over funding of E-911 (copy of section and statute attached). I understand some FY 1996 spending will occur prior to the July 11 meeting and will ask the Committee to allow that.

c) **Grant-related presentations:** We will try to reduce the number of grant presentations during the upcoming meeting by utilizing the 32 V.S.A. §5 language which allows approval 30 days from submission to the Joint Fiscal Committee if Committee members do not request review of a particular grant. The effectiveness of this procedure will depend in large part on the administration's timely submission of grants to the Joint Fiscal Office. Our staff also will try to better schedule grant reviews so that Commissioners spend less unnecessary waiting time.

We look forward to hearing from you and your staff at the meeting. If you have any questions please contact Stephen Klein of the Joint Fiscal Office or me.

Sincerely,


Senator Stephen Webster
Chair, Joint Fiscal Committee

cc: Vice Chair Valsangiacomo
Commissioner Pelham

H. 501

P. 55a

Sec. 99 Enhanced 911 Board

Personal services	<u>1,896,732</u> 1,409,610
Operating expenses	<u>468,444</u> 355,667
Grants	<u>334,824</u> 247,076
Total	<u>2,700,000</u> 1,992,353
Source of funds	<u>2,700,000</u>
Special funds	1,992,353
Total	<u>2,700,000</u> 1,992,353

No funds from this appropriation shall be expended for the Enhanced 911 program until a plan for such expenditure has been approved by the Joint Fiscal Committee. The Joint Fiscal Committee shall not approve such a plan unless it finds that the plan ensures distribution of funds as provided in 30 V. S. A. § 7511.

(e) The financial accounts of the fiscal agent shall be available at reasonable times to any telecommunications service provider in this state. The public service board may investigate the accounts and practices of the fiscal agent and may enter orders concerning the same.—Added 1993, No. 197 (Adj. Sess.), § 5.—Added 1993, No. 197 (Adj. Sess.), § 5.

HISTORY

Effective date. See note set out preceding § 7501 of this title.

CROSS REFERENCES

Distribution of funds, see § 7511 et seq. of this title.

Payment of universal service charge receipts to fiscal agent, see § 7524 of this title.

§ 7504. Severability

In the event that a court determines that some part of this act, or its application to a particular circumstance, violates the Constitution or laws of the United States, the remainder of this chapter shall not thereby be declared invalid.—Added 1993, No. 197 (Adj. Sess.), § 5.

HISTORY

Effective date. See note set out preceding § 7501 of this title.

Subchapter Subchapter 2. Distribution

§ 7511. Distribution generally

(a) As directed by the public service board, funds collected by the fiscal agent, and interest accruing thereon, shall be distributed as follows:

(1) To pay costs payable to the fiscal agent under its contract with the public service board.

(2) To support the Vermont telecommunications relay service in the manner provided by section 7512 of this title.

(3) To support the Vermont lifeline program in the manner provided by section 7513 of this title.

(4) To support enhanced-911 services in the manner provided by section 7514 of this title.

(5) To reduce the cost to customers of basic telecommunications service in high-cost areas, in the manner provided by section 7515 of this title.

(b) If insufficient funds exist to support all of the purposes contained in subsection (a) of this section, the public service board shall conduct an expedited proceeding to allocate the available funds, giv-

ing priority in the order listed in subsection (a).—Added 1993, No. 197 (Adj. Sess.), § 5.

HISTORY

Revision note. In subsec. (b), substituted "subsection (a) of this section" for "subsection (a)" following "contained in" to conform reference to V.S.A. style.

Effective date. See note set out preceding § 7501 of this title.

§ 7512. Telecommunications relay service

The fiscal agent shall make distributions for the Vermont telecommunications relay service to the state treasurer. The amount of the transfer shall be determined by the commissioner of public service as the amount reasonably necessary to pay the costs of a contract administered by the department of public service.—Added 1993, No. 197 (Adj. Sess.), § 5.

HISTORY

Effective date. See note set out preceding § 7501 of this title.

CROSS REFERENCES

Annual rate adjustment, see § 7523 of this title.

§ 7513. Lifeline

The fiscal agent shall make distributions for the Vermont lifeline program under section 218(c) of this title to reimburse telecommunications service providers for credits that have been granted to their customers, within annual limits approved in advance by the public service board.—Added 1993, No. 197 (Adj. Sess.), § 5.

HISTORY

Effective date. See note set out preceding § 7501 of this title.

CROSS REFERENCES

Annual rate adjustment, see § 7523 of this title.

§ 7514. Enhanced-911

The fiscal agent shall make distributions to the state treasurer, for deposit into the enhanced 911 special fund, as annually directed by the general assembly.—Added 1993, No. 197 (Adj. Sess.), § 5.

HISTORY

Effective date. See note set out preceding § 7501 of this title.

CROSS REFERENCES

Enhanced 911 special fund, see § 7054 of this title.

§ 7515. High-cost basic telecommunications service

(a) The general assembly intends that the universal service charge be used in the future as a means of keeping basic telecom-

7/28/95 rev

DISTRIBUTION LIST
Joint Fiscal Committee 7/11/95 minutes

	<u>Minutes</u>
JFC members	10
JFO:	
Catherine	
Doug	1
Maria	1
Steve	1
Ginny	1
permanent file	2
Others:	
Secretary of Admin.:	
Secretary	
Marie Carpenter	1
Bill Russell	1
Finance & Management:	
Commissioner	1
Otto Trautz	1
Larry Masterson	1
Agencies/depts.	
*Transportation - Garahan & Raylene	1 to each
*DCA - Shouldice	1
*special meeting w/ Transp.Chairs	
B&I&S - Costle	1
PSD - Sedano	1
9-1-1 - Bailey	1
Pat Urban	1
 <i>RON JUCKETT, VCIL (request)</i>	