

**Department of
ADMINISTRATION**

Secretary of Administration: GEORGE F. LIGHTBOURN, 266-1741, george.lightbourn@

Deputy Secretary: LINDA SEEMEYER, 266-1741, linda.seemeyer@

Executive Assistant: BRIAN HAYES, 266-1741, brian.hayes@

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Mailing Address: P.O. Box 7864, Madison 53707-7864.

Location: State Administration Building, 101 East Wilson Street, Madison.

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Fax: (608) 267-3842.

Internet Address: <http://www.doa.state.wi.us>

Number of Employees: 1,024.13.

Total Budget 1999-2001: \$761,472,400.

Statutory References: Sections 15.10 and 15.103; Chapter 16.

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Financial Management, Bureau of: PAUL MCMAHON, *director*, 266-1359, paul.mcmahon@

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Computer Services, Office of: JIM SCHMOLESKY, *director*, 266-1952, jim.schmolesky@

State Prosecutors Office: STUART MORSE, *director*, 267-2700, stuart.morse@

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Central Madison Bureau: JOHN WALKER, *director*, 266-1097, john.walker@

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Outstate Bureau: DAVID JALOSZYNSKI, *director*, (414) 227-4053, david.jaloszynski@

Professional Services, Bureau of: DALE DUMBLETON, *director*, 261-7067, dale.dumbleton@

Space Planning and Leasing, Bureau of: vacancy, *director*, 266-5652.

State Capitol Bureau: MICHAEL STARK, *director*, 266-1173, michael.stark@

Energy, Division of: JOHN C. MARX, *administrator*, 266-2035, john.marx@; Fax: 267-6931; P.O. Box 7868, Madison 53707-7868.

Energy Markets, Bureau of: PATRICK E. MEIER, *director*, 266-8870, pat.meier@

Energy Services, Bureau of: STEVEN K. TRYON, *director*, 266-7601, steven.tryon@

Residential Efficiency, Bureau of: vacancy, *director*, 266-6789.

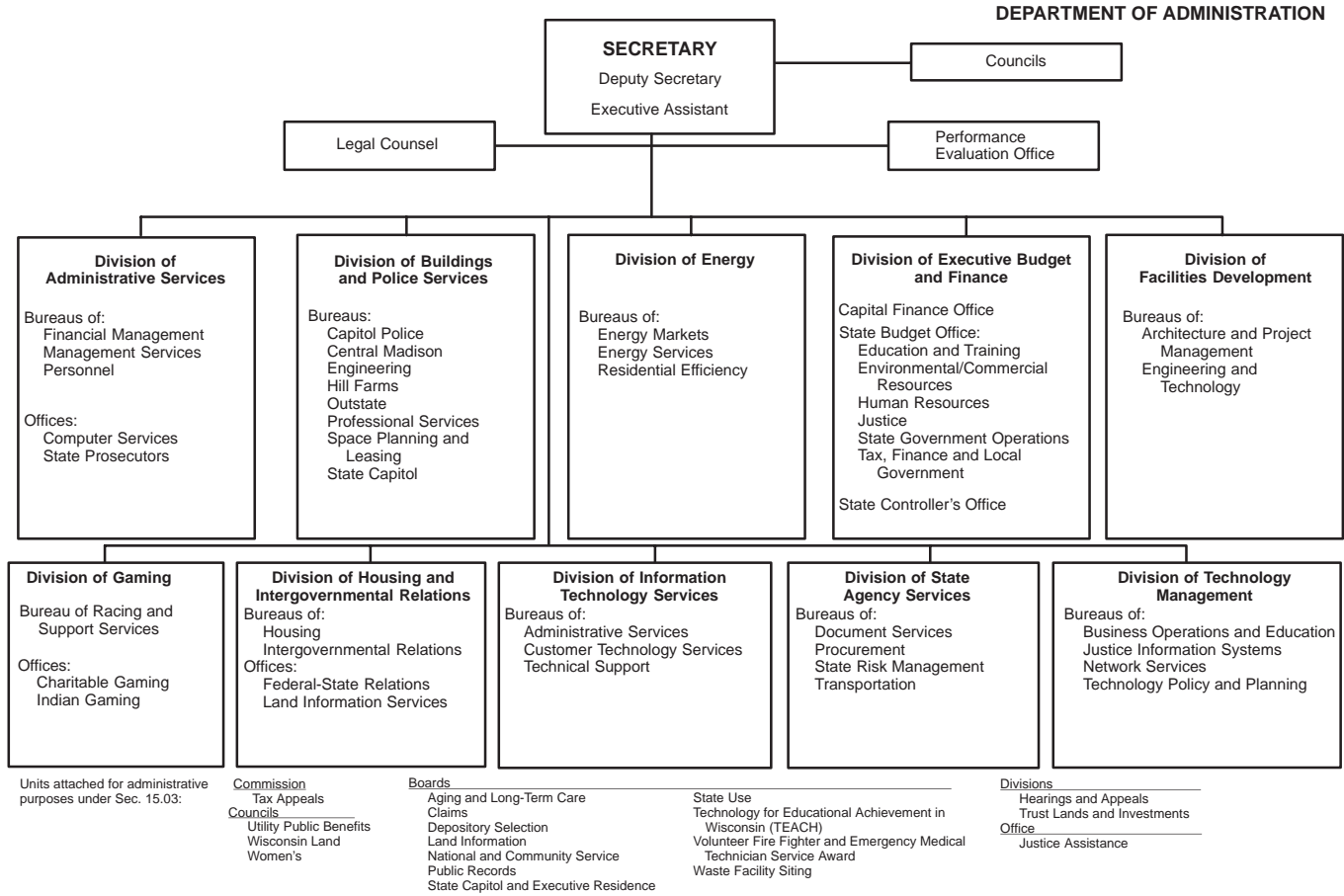
Executive Budget and Finance, Division of: DAVID P. SCHMIEDICKE, *administrator*, 266-1035, david.schmiedicke@; Fax: 267-0372; P.O. Box 7864, Madison 53707-7864.

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State Budget Office:

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State Government Operations: DAN CAUCUTT, 266-0777, dan.caucutt@

Tax, Finance and Local Government: JOHN KOSKINEN, 266-2081, john.koskinen@

State Controller's Office: WILLIAM J. RAFTERY, *state controller*, 266-1694, bill.raftery@;
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Facilities Development, Division of: ROBERT G. CRAMER, *administrator*, 266-1031, robert.cramer@; RONALD W. KROHN, *assistant to the administrator*, 266-8874, ronald.krohn@; Fax: (608) 267-2710; P.O. Box 7866, Madison 53707-7866; Internet Address: <http://www.doa.state.wi.us/dfd/dfdmain.asp>

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Engineering and Technology, Bureau of: ADEL TABRIZI, *director*, 266-3850, adel.tabrizi@

Gaming, Division of: F. SCOTT SCEPANIAC, *administrator*, 270-2555, scott.scepaniak@; LINDA MINASH, *deputy administrator*, 270-2555, linda.minash@; Fax: 270-2564; 2005 West Beltline Highway, Suite 201, P.O. Box 8979, Madison 53708-8979; Internet Address: <http://www.doa.state.wi.us/gaming>

Racing and Support Services, Bureau of: RICHARD PEDERSEN, *director*, 270-2546, richard.pedersen@

Charitable Gaming, Office of: BRIAN WHITTOW, *director*, 270-2545, brian.whittow@

Indian Gaming, Office of: LINDA MINASH, *director*, 270-2555, linda.minash@

Housing and Intergovernmental Relations, Division of: BRIAN A. SCHIMMING, *administrator*, 267-6902, brian.schimming@; THOMAS KRAUSKOPF, *deputy administrator*, 266-1691, thomas.krauskopf@; Fax: 267-6917; P.O. Box 8944, Madison 53708-8944; Internet Address: <http://www.doa.state.wi.us/dhir/doh.htm>

Housing, Bureau of: MARTY EVANSON, *director*, 267-2713, marty.evanson@

Intergovernmental Relations, Bureau of: JAMES M. LANGDON, *director*, 261-7520, james.langdon@

Federal-State Relations, Office of: JOHN M. MURRAY, *director*, 444 North Capitol Street, Suite 613, N.W., Washington, D.C. 20001, (202) 624-5870; Fax: (202) 624-5871.

Land Information Services, Office of: J. MICHAEL BLASKA, *executive director*, 267-2707, michael.blaska@; JEANNE STORM, *deputy director*, 264-6110, jeanne.storm@; Fax: 266-5519; 17 South Fairchild Street, 7th Floor, Madison; P.O. Box 1645, Madison 53701-1645.

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Customer Technology Services, Bureau of: WERNER GADE, *director*, 261-0617, werner.gade@

Technical Support, Bureau of: RON ZWEIFEL, *director*, 261-8550, ron.zweifel@

State Agency Services, Division of: vacancy, *administrator*, 266-1011; LEO TALSKY, *deputy administrator*, 266-3243, leo.talsky@; Fax: 267-0600; P.O. Box 7867, Madison 53707-7867.

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Procurement, Bureau of: MIKE CORNELL, *director*, 266-0974, mike.cornell@

State Risk Management, Bureau of: ROLLIE BOEDING, *director*, 266-1866, rollie.boeding@; P.O. Box 77008, Madison 53707-7008.

Transportation, Bureau of: JEFFERY KNIGHT, *director*, 267-7693, jeff.knight@

State Minority Business Program: GODWIN AMEGASHIE, *director*, 267-7806, godwin.amegashie@

Technology Management, Division of: SUSAN PUNTILLO, administrator, 267-0614, susan.puntillo@; Fax: 267-0626; P.O. Box 7844, Madison 53707-7844.

Business Operations and Education, Bureau of: MARILYN PIERCE, director, 267-6712, marilyn.pierce@

Justice Information Systems, Bureau of: ALISON POE, director, 264-9312, alison.poe@

Network Services, Bureau of: ROBERT STUESSY, director, 264-6186, bob.stuessy@

Technology Policy and Planning, Bureau of: BRUCE REINES, director, 266-8878, bruce.reines@

Publications: Annual Fiscal Report; Biennial Report; Budget in Brief; Capitol Budget Recommendations; Comprehensive Annual Financial Report; Continuing Disclosure Annual Report; Decisions of Tax Appeals Commission; Executive Budget; State Consolidated Housing Plan (updated annually); State of Wisconsin Telephone Directory; Wisconsin Energy News; Wisconsin Energy Statistics; Wisconsin Population Estimates.

Agency Responsibility: One of the chief duties of the Department of Administration is to provide the governor with fiscal management information and the policy alternatives required for preparation of Wisconsin's biennial budget. It analyzes administrative and fiscal issues facing the state and recommends solutions. The department also coordinates statewide planning for information technology, housing, telecommunications, energy, and land use. It regulates racing, charitable gaming, and Indian gaming. It is responsible for providing a wide range of support services to other state agencies and manages the state's buildings and leased office space. The department also maintains a federal-state relations office in Washington, D.C.

Organization: The department is administered by a secretary appointed by the governor with the advice and consent of the senate. The secretary must be appointed "on the basis of recognized interest, administrative and executive ability, training and experience in and knowledge of problems and needs in the field of administration." The department's division administrators are appointed from outside the classified service by the secretary.

Unit Functions: The *Performance Evaluation Office* in the office of the secretary provides the governor, the secretary, and other cabinet members with analyses of program and policy issues. It makes recommendations designed to improve government services to state taxpayers.

The *Division of Administrative Services* provides numerous support services to the department, including personnel, records and forms, space and property management, telecommunications, financial management, computer services, printing, purchasing, mail, and management planning. Other major functions are to develop management information systems, prepare and administer the departmental budget, provide recommendations to the secretary on policies and procedures, and perform internal audits. It pays the salaries and any associated fringe benefits for all district attorneys and their staff attorneys. It also reviews and pays the compensation of special prosecutors for the 71 district attorneys' offices. (Menominee and Shawano Counties share a district attorney.)

The *Division of Buildings and Police Services* operates and maintains 32 major buildings in seven cities throughout the state. These include the State Capitol, the Executive Residence, and state office buildings in Madison. The division is also responsible for all state real estate leasing, planning of office space, and engineering services. The Capitol Police force, which is part of this division, protects state buildings, property, and employees; manages parking for 5,000 vehicles; and provides security for the governor and other dignitaries.

The *Division of Energy* manages statewide energy planning, advises the department and the governor on state and regional energy policies, forecasts energy supply and demand, and operates the state energy information clearinghouse. Additional responsibilities include administering federal energy conservation funds and federal oil overcharge repayment funds; assisting in developing energy legislation; administering the Wisconsin Focus on Energy Program; and developing energy conservation programs.

The division also administers the federally funded Weatherization Program and the Low-Income Home Energy Assistance Program, which provide energy conservation services and assistance to qualifying low-income households. In consultation with the Council on Utility Public Benefits, the division administers the grant program for energy assistance to low-income

households and energy conservation grants for programs that promote energy efficiency, renewable resources, electric reliability, and environmental protection.

The *Division of Executive Budget and Finance* provides fiscal and policy analysis to the governor for development of executive budget proposals and assists agencies in the technical preparation of budget requests. It reviews legislation and coordinates the fiscal estimates that accompany all expenditure bills. It also advises the State of Wisconsin Building Commission and the governor on the issuance of state debt and administers finances for the Environmental Improvement Fund. The division provides organizational analysis and maintains the management information system for authorized state employee positions. It establishes accounting policies and procedures, maintains the state's central payroll and accounting systems, monitors agency internal control procedures, and produces the state's annual fiscal and financial reports.

The *Division of Facilities Development* develops and administers the state building program under the direction of the State of Wisconsin Building Commission. Its functions include state-wide facilities planning and evaluation, real estate acquisition, architectural and engineering design and consultation, management and field supervision of construction projects, energy conservation, power plant fuel management, fuels procurement, administration of state building contracts, and ensuring access to state buildings for people with disabilities.

The *Division of Gaming*, created in Section 15.103 (1m), Wisconsin Statutes, by 1997 Wisconsin Act 27, regulates racing, on-track pari-mutuel wagering and simulcasting, bingo, raffles, crane games, and Class III Indian gaming pursuant to tribal-state gaming compacts. It licenses and performs compliance audits of race track operations and bingo games and raffles conducted by non-profit, charitable, religious, fraternal, and service organizations. Supervision of race track operations include animal drug testing, monitoring and collection of taxes, and ensuring humane treatment of animals. The division sponsors the "Adopt-a-Greyhound" program. It also coordinates regulation of Indian gaming and assists the governor in developing the tribal-state gaming compacts required by federal law.

The *Division of Housing and Intergovernmental Relations*, created in Section 15.103 (2), Wisconsin Statutes, by 1989 Wisconsin Act 31, provides housing assistance to benefit low- and moderate-income households. It administers funding through the Local Housing Organization Grant Program for local organizations that offer housing opportunities and services, and it awards grants under the Fresh Start Program to local agencies to increase the housing stock and help young people obtain housing. It also administers state and federal funds to provide shelter and services to the homeless, including state-funded transitional housing grants and state shelter subsidy grants. The division channels federal funding to local authorities and organizations through various programs, including the Home Investment Partnerships and the Community Development Block Grant Programs. The division is responsible for the state-consolidated housing plan, which guides state housing assistance programs in accordance with federal funding requirements.

The division also has responsibilities in the area of intergovernmental relations. It advises the department and the governor on state and local relationships and coordinates the state's federal agenda by reviewing federal legislation and directing state lobbying efforts at the federal level through the Office of Federal-State Relations in Washington, D.C. Other duties include managing the Coastal Management Program, which focuses on environmental and economic issues related to Lakes Michigan and Superior and adjoining counties. The division provides annual population estimates for both state and municipal use, develops demographic research on housing issues and the state's changing population, and is responsible for coordinating and distributing census information.

Through the Office of Land Information Services, the division provides staff services to the Wisconsin Land Council and administers the Wisconsin Land Information program in conjunction with the Wisconsin Land Information Board. It oversees the Municipal Boundary Review Program, which examines changes in local government boundaries; issues advisory opinions on municipal annexations; and offers educational materials, environmental assessments, and mediation services. It administers the Plat Review Program, which coordinates state agency and county planning agency subdivision plat review and examines land subdivision plats and assessors' plats to ensure compliance with state surveying, mapping, and minimum layout standards. It provides consultation on geographic information systems (GIS) to government and nonprofit



Members of the Capitol Police force display the variety of uniforms they wear in the performance of their duties. These officers are assigned to enforce the law in the State Capitol and state buildings and on the adjacent grounds and streets. As part of their duties, they protect the governor and other state officers, as well as safeguarding state employees and citizens who visit state offices. (State Police photo)

groups. The division also administers comprehensive planning and transportation element grants to local governmental units under the Smart Growth Program.

The *Division of Information Technology Services*, created in Section 15.103 (3), Wisconsin Statutes, by 1991 Wisconsin Act 39, provides computer services to state agencies and may provide such services to local governments. Every executive agency, except the University of Wisconsin System, must purchase all of its computer services from the division unless otherwise authorized. The division provides computing, telecommunications, printing, and mailing services to multiple agencies within the state.

The *Division of State Agency Services* manages state government contracts and purchasing and is responsible for interdepartmental mail services, auto and air fleet transportation, risk management, records management, sale and distribution of state agency documents, and minority business contracting. In addition, the division handles municipal cooperative purchasing, contracting with work centers, federal and state surplus property disposition, and recycling and waste reduction programs for state agencies. The division manages the state's self-funded programs for state liability and property insurance and worker's compensation protection, and it assists agencies in controlling and reducing losses.

The *Division of Technology Management*, created in Section 15.103 (5), Wisconsin Statutes, by 1995 Wisconsin Act 27, oversees state government use of information technology and telecommunications services and provides a business and information planning model for all state agencies. It operates the statewide voice, data, and video telecommunications network and coordinates procurement of information technology resources. The division develops statewide information technology standards, promotes "enterprise use" (joint use of information technology by state agencies), provides training, and researches new systems. It operates the state's computing center and its print and mail services. It is also responsible for providing statewide computer sys-

tems for district attorneys and promoting and coordinating electronic information sharing among the courts, district attorneys, and justice agencies at the state and local levels.

History: The legislature created the Department of Administration in Chapter 228, Laws of 1959, and authorized it to provide centralized staff services to the governor, to assume common administrative functions for other executive agencies, and to coordinate the state's business affairs. Chapter 228 also abolished the Bureaus of Engineering, Personnel, and Purchases; the Department of Budget and Accounts; and the Division of Departmental Research in the Office of the Governor. Their functions and personnel were transferred to the new department.

Since its creation, the department has assumed additional duties. State comprehensive planning responsibilities and population estimation were added in 1967 and 1972, respectively. 1976 Executive Order 36 moved the Office of Emergency Energy Assistance from the Office of the Governor to the department's State Planning Office and broadened its responsibilities to include energy policy planning and program management. The 1989 executive budget created the Division of Housing and gave the department responsibility for grant and loan programs for low- and moderate-income housing. The 1991 executive budget created the Division of Information Technology Services to consolidate and manage the state's computer and telecommunications resources.

Other functions assigned to the department have included the Coastal Management Program (1981), low-income weatherization assistance (1991), low-income energy assistance (1995), a college tuition prepayment program (1995) (later transferred to the Office of the State Treasurer by 1999 Wisconsin Act 9), municipal boundary and plat review (1997), and the Wisconsin Fresh Start Program (1998).

Over the years, various functions have been transferred out of the department. Chapter 645, Laws of 1961, created a separate Personnel Board to review departmental decisions. Chapter 196, Laws of 1977, transferred the administration of civil service, collective bargaining, and classification and compensation to the newly created Department of Employment Relations. The Division of Emergency Government, which became part of the department in 1979, was moved to the Department of Military Affairs by 1989 Wisconsin Act 31. Regulation of mobile home dealers and mobile parks was transferred to the Department of Commerce by 1999 Wisconsin Act 9.

Gaming Regulation. 1997 Wisconsin Act 27 repealed the Wisconsin Gaming Board and created the Division of Gaming in the department to monitor gaming on Indian lands and regulate pari-mutuel wagering, racing, and charitable gaming.

Originally, the Wisconsin Constitution stated: "The legislature shall never authorize any lottery." This provision was interpreted as prohibiting all forms of gambling. Following a 1973 constitutional amendment to allow charitable bingo, the legislature enacted Chapter 156, Laws of 1973, to permit bingo games and create the Bingo Control Board in the Department of Regulation and Licensing. Charitable raffles were permitted by a 1977 constitutional amendment, and the legislature assigned their regulation to the Bingo Control Board in Chapter 426, Laws of 1977.

Pari-mutuel on-track wagering and the state lottery were permitted by constitutional amendments in 1987. The legislature created the Racing Board to regulate the sport in 1987 Wisconsin Act 354. The Wisconsin Lottery, originally operated by the Lottery Board, was created by 1987 Wisconsin Act 119.

The Wisconsin Gaming Commission, created by 1991 Wisconsin Act 269, replaced the Lottery Board and the Racing Board and also assumed responsibility for Indian gaming, charitable gaming (bingo and raffles), and crane games. The Wisconsin Gaming Board, created by 1995 Wisconsin Act 27, replaced the Gaming Commission. (That act also transferred responsibility for management of the Wisconsin Lottery to the Department of Revenue.) 1997 Wisconsin Act 27 transferred gaming duties, except for lottery regulation, to the Department of Administration.

Statutory Councils

Acid Deposition Research Council: Inactive.

The 7-member Acid Deposition Research Council makes recommendations on types and levels of funding for acid deposition research and reviews "acid rain" research. The council was created by 1985 Wisconsin Act 296, and its composition and duties are prescribed in Sections 15.107 (5) and 16.02 of the statutes.

Certification Standards Review Council: MARY CHRISTIE (commercial laboratory representative), *chairperson*; JOHN MOSER (large municipal wastewater plant representative); GILBERT WILLIAMS (small municipal wastewater plant representative); DAVID KOLLAKOWSKY (industrial laboratory representative); RUTH KLEE MARX (public water utility representative); BARBARA HILL (solid and hazardous waste disposal facility representative); RUSSELL JANESHEK (demonstrated interest in laboratory certification); vacancy (livestock farmer); BILL SONZOGNI (appointed by UW-Madison chancellor to represent Laboratory of Hygiene). (Unless otherwise designated, all are appointed by secretary of administration.)

The 9-member Certification Standards Review Council reviews the Department of Natural Resources laboratory certification and registration program and makes recommendations to the department about its programs for testing water, wastewater, waste material, soil, and hazardous waste. The council's members serve 3-year terms, and no member may serve more than two consecutive terms. The council was created by 1983 Wisconsin Act 410, and its composition and duties are prescribed in Sections 15.107 (12) and 299.11 (3) of the statutes.

Interagency Coordinating Council: PRISCILLA BORONIEC (representing Medical Assistance program, Department of Health and Family Services), *chairperson*; TOM KORPADY (secretary of employee trust funds designee); SANDRA MAHKORN (representative, health statistics unit, Department of Health and Family Services), SANDRA L.K. BREITBORDE (representative, health care information unit, Department of Health and Family Services), DAVID R. ZIMMERMAN (representative, health statistics research analysis, UW System), SANDRA KREUL (representative, Division of Technology Management, Department of Administration), EILEEN K. MALLOW (representative, Office of Commissioner of Insurance). (All but secretary of employee trust funds or designee are appointed by governor.)

Contact: TONY LANGENOHL, Office of the Governor, 264-6344.

The 7-member Interagency Coordinating Council advises and assists state agencies in coordinating the collection and dissemination of health care data, including agency budgets for data collection programs. It also establishes criteria for analyzing complaints filed against health care plans and grievances filed with health maintenance organizations. The council reports on its activities at least twice a year to the Board on Health Care Information in the Department of Health and Family Services. The six representative members serve 4-year terms. The council was created by 1995 Wisconsin Act 433, and its composition and duties are prescribed in Sections 15.107 (7) and 16.03 of the statutes.

Low-Level Radioactive Waste Council: SENATORS CHVALA, FARROW; REPRESENTATIVES BLACK, JOHNSRUD; JAMES SCHAEFER, CARYL E. TERRELL, G. JOHN WEIR (public members appointed by governor).

The 7-member Low-Level Radioactive Waste Council advises the Wisconsin representative to the Midwest Interstate Low-Level Radioactive Waste Commission, reviews commission activities, recommends alternative approaches to issues before the commission, and makes recommendations to the governor and legislature. The council was originally created by 1983 Wisconsin Act 393 and was repealed and recreated by 1989 Wisconsin Act 31. Its composition and duties are prescribed in Sections 15.107 (9) and 16.135 of the statutes. The council is scheduled to end its operations on June 30, 2002.

Small Business, Veteran-Owned Business and Minority Business Opportunities, Council on: LAMONT JONES, *chairperson*; JOHN HARRY LUM, *vice chairperson*; E. AGGO AKYEA, CAROL CALKINS, TRINA DENNIS, TED F. FETTING, WALTER R. KNIGHT, JUAN C. LANDA, DAVID LOOMIS, AUGUSTINA MURRAY, LENI M. SIKER, DONALD D. TEMPLIN, DAVID A. WILLEFORD. (All are appointed by secretary of administration.) Acting nonvoting secretary: LEO TALSKY (Department of Administration employee designated by the departmental secretary).

The 13-member Council on Small Business, Veteran-Owned Business and Minority Business Opportunities advises the department on the extent of and ways to increase participation of its constituent groups in state purchasing. Its members are appointed for 3-year terms and may not serve more than two consecutive full terms. The law prescribes minimum membership numbers for the types of businesses represented on the council: racial minority-owned (2); owned by handicapped person (1); nonprofit for rehabilitation of disabled (1); and veteran-owned (2). At least one member must represent the Department of Commerce and one the consumers. The council was created

by Chapter 419, Laws of 1977, and its name and membership were amended by 1991 Wisconsin Act 170 to include veteran-owned business. Its composition and duties are prescribed in Sections 15.107 (2) and 16.755 of the statutes.

INDEPENDENT UNITS ATTACHED FOR BUDGETING, PROGRAM COORDINATION, AND RELATED MANAGEMENT FUNCTIONS BY SECTION 15.03 OF THE STATUTES

BOARD ON AGING AND LONG-TERM CARE

Members: CHARLES ARNDT, JENNIFER Y. CLEMENTS, EUGENE I. LEHRMANN, RUTH ANN STROZINSKY, MARGARET F. TOLLAKSEN, 2 vacancies (appointed by governor with senate consent).

Executive Director: GEORGE F. POTARACKE, (608) 266-8945, george.potaracke@ltc.state.wi.us

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Fax: (608) 261-6570.

E-mail Address: boaltc@ltc.state.wi.us

Publications: Biennial Report.

Number of Employees: 27.90.

Total Budget 1999-2001: \$3,575,000.

Statutory References: Sections 15.07 (1) (b) 9., 15.105 (10), and 16.009.

Agency Responsibility: The 7-member Board on Aging and Long-Term Care reports biennially to the governor and the legislature on long-term care for the aged and disabled; state involvement in long-term care; program recommendations; and actions taken by state agencies to carry out the board's recommendations. The board monitors the development and implementation of federal, state, and local laws and regulations related to long-term care facilities. The board's ombudsman service investigates complaints from persons receiving long-term care concerning improper treatment or noncompliance with federal or state law and serves as mediator or advocate to resolve disputes between patients and institutions.

The board operates the Medigap Helpline, which provides information and counseling on various types of insurance, including health, hospital indemnity, cancer, nursing home, and long-term care and nursing home policies designed to supplement Medicare. Helpline information also covers the Health Insurance Risk-Sharing Plan (HIRSP), group insurance continuation and conversion rights, and health maintenance organization plans for Medicare beneficiaries. Beginning in January 1991, the board was required to conduct an annual survey of all practicing physicians in the state regarding their provision of Medicare services and report the results to the legislature.

The board members, who serve staggered 5-year terms, must have demonstrated a continuing interest in the problems of providing long-term care for the aged and disabled. At least four of them must be public members with no interest in or affiliation with any nursing home. The board appoints the executive director from the classified service.

The board was created by Chapter 20, Laws of 1981, which merged the Board on Aging and the Governor's Ombudsman Program for the Aging and Disabled, as the result of a legislative study. Predecessor agencies included the State Commission on Aging, created by Chapter 581, Laws of 1961, followed in 1967 (Chapters 75 and 327) by the Council on Aging in the Department of Health and Social Services, which was subsequently renamed the Board on Aging in Chapter 332, Laws of 1971.

CLAIMS BOARD

Members: ALAN LEE (Department of Justice representative designated by attorney general), *chairperson*; EDWARD MAIN (Department of Administration representative designated by secretary of administration), *secretary*; SENATOR BURKE (chairperson, Senate Committee on Finance), REPRESENTATIVE ALBERS (designated by chairperson, Assembly Committee on Finance); CHAD TAYLOR (representative of the Office of the Governor designated by governor).

Secretary: JOHN ROTHSCHILD.

Mailing Address: P.O. Box 7864, Madison 53707-7864.

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Telephone: (608) 264-9595.

Fax: (608) 267-3842.

E-mail Address: patricia.reardon@doa.state.wi.us

Number of Employees: 1.00.

Total Budget 1999-2001: \$93,200.

Statutory References: Sections 15.07 (2) (e), 15.105 (2), and 16.007.

Agency Responsibility: The 5-member Claims Board investigates and pays, denies, or makes recommendations on all money claims against the state of \$10 or more, when such claims are referred to it by the Department of Administration. The findings and recommendations of the board are reported to the legislature together with appropriate legislative proposals. No claim may be considered by the legislature until the board has made its recommendation.

Originally, the statutory procedure for making claims against the state was to file the claim with the Director of Budget and Accounts or to have a legislator introduce it as a bill. The legislature created the Claims Commission in Chapter 669, Laws of 1955, to handle these matters. Under the 1967 executive branch reorganization, the commission was renamed the Claims Board, and it absorbed the Commission for the Relief of Innocent Persons and the Judgment Debtor Relief Commission.

DEPOSITORY SELECTION BOARD

Members: JACK C. VOIGHT (state treasurer), GEORGE F. LIGHTBOURN (secretary of administration), PATRICIA LIPTON (investment board executive director).

Statutory References: Sections 15.105 (3) and 34.045.

Agency Responsibility: The 3-member Depository Selection Board, as created by Chapter 418, Laws of 1977, establishes procedures to be used by state agencies in the selection of depositories for public funds and in contracting for their banking services. The board sets minimum banking operation requirements for these institutions and assists state agencies, upon request, in selecting a depository. The board's *ex officio* members may designate others to serve in their place.

DIVISION OF HEARINGS AND APPEALS

Administrator: DAVID H. SCHWARZ, david.schwarz@dha.state.wi.us

Mailing Address: 5005 University Avenue, Suite 201, Madison 53705-5400.

Telephone: (608) 266-8007.

Fax: Madison: (608) 264-9885; Milwaukee: (414) 227-3818; Eau Claire: (715) 831-3235.

E-mail Address: dha.mail@dha.state.wi.us

Internet Address: <http://dha.state.wi.us>

Number of Employees: 50.80.

Total Budget 1999-2001: \$7,915,900.

Statutory References: Sections 15.103 (1), 50.04 (4) (e), 227.43, 301.035, and 949.11.

Publications: Probation and Parole Digest.

Agency Responsibility: The Division of Hearings and Appeals conducts quasi-judicial hearings for several state agencies. It must decide contested administrative proceedings for the Department of Natural Resources, cases arising under the Department of Justice's Crime Victim Compensation Program, and appeals related to actions of the Department of Health and Family Services. It also hears appeals from the Department of Transportation, including those related to motor vehicle dealer licenses, highway signs, motor carrier regulation, and disputes arising between motor vehicle dealers and manufacturers. The division conducts hearings for the Department of Corrections on adult probation and parole revocation and juvenile aftercare supervision.

It also handles contested cases for the Division of Economic Support in the Department of Workforce Development, the Department of Public Instruction, and the Low-Income Home Energy Assistance Program of the Department of Administration.

The secretary of administration appoints the division's administrator from the classified service. By law, the division operates independently of the department except for certain budgeting and management functions. 1983 Wisconsin Act 27 created the division by combining the Division of Natural Resources Hearings and the Division of Nursing Home Forfeiture Appeals, both of which originated with the 1977 Legislature. In 1986, the division received jurisdiction over crime victim compensation hearings and cases involving protection of human burial sites. With the creation of the Department of Corrections in 1990, the legislature transferred a portion of the Office of Administrative Hearings from the Department of Health and Social Services to the division, making the division responsible for parole, probation, and juvenile aftercare revocation. When the Office of the Commissioner of Transportation was abolished in 1993, the legislature transferred many Department of Transportation hearing functions to the division. Contested administrative hearings for the Departments of Health and Family Services and Workforce Development were transferred to the division by 1995 Wisconsin Act 370.

OFFICE OF JUSTICE ASSISTANCE

Executive Director: GERALD BAUMBACH.

Mailing Address: 131 West Wilson Street, Suite 202, Madison 53702.

Telephone: (608) 266-3323.

Fax: (608) 266-6676.

Publications: Anti-Drug Abuse Strategy; Crime and Arrests in Wisconsin; Drug Arrests in Wisconsin; Drug Data Trends; Jail Population Trends; Juvenile Justice Improvement Plan; Sexual Assaults in Wisconsin; Violence Against Women Plan; crime and arrests trend reports for counties and local jurisdictions special reports.

Number of Employees: 22.00.

Total Budget 1999-2001: \$46,074,800.

Statutory References: Sections 15.105 (19) and 16.964.

Agency Responsibility: The Office of Justice Assistance is headed by an executive director appointed by the governor. It administers a variety of federal justice assistance programs, including the Juvenile Justice and Delinquency Prevention Act, the Anti-Drug Abuse Act, the Local Law Enforcement Block Grant Program, the Juvenile Accountability Incentive Block Grant Program, and the Violence Against Women Act. The agency also operates the Statistical Analysis Center, which manages the State Uniform Crime Reporting System and serves justice system agencies through statistical reporting and other technical assistance services. It advises the governor and legislature on issues involving the criminal and juvenile justice system and provides staff services to the Governor's Commission on Law Enforcement and Crime and the Governor's Juvenile Justice Commission.

The Office of Justice Assistance originally was the Wisconsin Council on Criminal Justice, created by executive order in 1969 in the Department of Justice as the state planning body required by the federal Law Enforcement Assistance Administration. In 1971, the council was transferred by executive order to the governor's office. Chapter 418, Laws of 1977, created the council as a statutory agency in the governor's office. 1983 Wisconsin Act 27 created the council as an independent statutory body and attached it to the Department of Administration. The council was repealed and recreated under its current name by 1987 Wisconsin Act 27.

WISCONSIN LAND COUNCIL

Members: TIMOTHY M. HANNA (city representative), *chairperson*; TERRENCE MULCAHY (secretary of transportation), *vice chairperson*; ARNOLD L. CLEMENT (local government representative), *secretary*; DAVID P. SCHMIEDICKE (designated by secretary of administration), JAMES E. HARSDORF (secretary of agriculture, trade and consumer protection), MICHAEL CORRY (designated by secretary of commerce), FRANCIS FENNESSEY (designated by secretary of natural

resources), THOMAS D. OURADA (designated by secretary of revenue), TED. W. KOCH (state cartographer); DAVID FODROCI (county representative), vacancy (town representative), GORDON B. BALDWIN (UW System representative); WILLIAM J. MIELKE, MATTHEW T. MILLER, PHILIP H. SALKIN, MIKE WEHLER (public members); DANIEL S. DRAPER (nonvoting member). (All except *ex officio* members or their designees are appointed by governor.)

Executive Director: J. MICHAEL BLASKA.

Mailing Address: 17 South Fairchild Street, 7th Floor, Madison 53703-3219.

Telephone: (608) 267-2707.

Fax: (608) 266-5519.

Internet Address: <http://www.doa.state.wi.us/olis/>

Number of Employees: 4.00.

Total Budget 1999-2001: \$622,800.

Statutory References: Sections 15.107 (16) and 16.023.

Publications: Guide to Recent Comprehensive Planning Legislation; Recent Comprehensive Planning Legislation.

Agency Responsibility: The 17-member Wisconsin Land Council identifies the state's land use goals and priorities and studies current land use laws in order to recommend legislation to the governor. Studies cover coordination and conflict within state land use law, conflict between state land use law and county and municipal ordinances, and county and municipal land use ordinances that conflict with one another. The council studies local government policies and the activities of the federal government and American Indian governments that have an impact on Wisconsin's land use goals and laws. The council must establish a technical working group to study the development of a computer-based land information system. It is also required to establish a state agency resource working group, representing selected state agencies, to discuss, analyze, and address state land use issues. The council approves municipal planning grants under the Smart Growth Program.

The council includes 9 members appointed by the governor to serve 5-year terms, and the governor appoints the chairperson. The governor also appoints the nonvoting member, under Executive Order 343 (July 29, 1998). Designees appointed by agency heads must be employed by the agency and must have sufficient authority to deploy agency resources and influence agency decision making. The council is ordered to enter into a memorandum of understanding with the Land Information Board to ensure cooperation and avoid duplication of activities.

The council, which was created by 1997 Wisconsin Act 27, is scheduled to sunset on August 31, 2003, but it may make a recommendation as to whether it should continue its existence in a report due by September 1, 2002.

LAND INFORMATION BOARD

Members: TED W. KOCH (state cartographer), *chairperson*; FREDERICK J. HALFEN (public utility/private business representative), *vice chairperson*; FRANCIS FENNESSY (designated by secretary of natural resources), *secretary*; TOM SOLBERG (designated by secretary of administration), NICHOLAS J. NEHER (designated by secretary of agriculture, trade and consumer protection), THOMAS D. OURADA (designated by secretary of revenue), TANACE MATTHIESEN (designated by secretary of transportation); JAMES EHRSAM, MICHAEL J. HASSLINGER, ANN ZILLMER, vacancy (county/municipal government representatives); BERNARD J. NIEMANN, JR., 2 vacancies (public utility/private business representatives); MICHAEL J. ROMPORTL (statewide land information systems association representative). (All except *ex officio* members or their designees are appointed by governor with senate consent.)

Executive Director: J. MICHAEL BLASKA.

Mailing Address: 17 South Fairchild Street, 7th Floor, Madison 53703-3219.

Telephone: (608) 267-2707.

Fax: (608) 266-5519; Fax back service: (608) 264-7658.

Internet Addresses: <http://badger.state.wi.us/agencies/wlib>
<http://www.doa.state.wi.us/olis/>

Number of Employees: 4.00.

Total Budget 1999-2001: \$4,366,800.

Statutory References: Sections 15.07 (1) (b) 16., 15.105 (16), 16.967, and 59.88.

Publications: Historical Background to the WLIB; Instructions for County and Agency Integration Plans; Policy Objectives and Program Implementation in Light of the Enabling Legislation, 1989 Wisconsin Acts 31 and 339; Strategic Business and Information Technology Plan; Wisconsin Evaluation Survey; periodic WLIB Program Happening Newsletters.

Agency Responsibility: The 15-member Land Information Board implements the state's land information program and coordinates Wisconsin's efforts to modernize its land records. It serves as the state clearinghouse for land information and land information systems, including physical, legal, economic, and environmental information about Wisconsin's land, water, and air. It also provides technical assistance and advice to state agencies and local governments. Other duties include keeping an inventory of available land information records, providing guidelines for record modernization, and reviewing countywide modernization plans and agency land information integration plans. The board administers a grant-in-aid program for modernization projects for local governments located in counties that have established a land information office and have an approved countywide plan.

The board includes 9 members who are appointed by the governor to serve 6-year terms and must represent various geographical regions of the state. County and municipal government representatives must include at least one county board supervisor, one member of the governing body of a municipality, and one county officer active in land information management. Public utility and private business representatives must include at least one public utility member, and one member of a professional land information organization. The law requires certain nonvoting advisory board members, including the state historic preservation officer and the state geologist (or their designees), and representatives selected by the board from a regional planning commission and from county, state, and federal agencies active in land information programs.

The board, which was created by 1989 Wisconsin Act 31, is scheduled to sunset September 1, 2003.

NATIONAL AND COMMUNITY SERVICE BOARD

Members: WALTER H. KRAEMER (organized labor), *chairperson*; ELIZABETH BURMASTER (superintendent of public instruction), GEORGE F. LIGHTBOURN (secretary of administration); DORA P. ACOSTA, NATHANIEL E. ROBINSON (youth education and training representatives); MARGUITA W. FOX (older adult volunteers representative); JOANNE I. KELLY (private, nonprofit organization representative); V. THOMAS METCALFE (local government representative); MARTIN F. STEIN (business representative); JOSEPH M. ALEXANDER, TARA D. REICHWALD (youth participants); CONNIE FERRIS-BAILEY (national service program representative); DONALD F. CARRIG, WILLIAM J. KUMPE, ANTONIO M. PEREZ, HAROLD J. RECKLEBERG (general members). Nonvoting members: JAMES G. BLANEY, RAYMOND G. BOLAND, LAURA P. DEGOLIER, JENNIFER REINERT, LINDA SUNDE (state representative, CNCS). (All except *ex officio* members are appointed by governor.)

Director: THOMAS H. DEVINE.

Mailing Address: P.O. Box 8916, Madison 53708-8916.

Location: 1 West Wilson Street, Room 518, Madison.

Telephone: (608) 261-6716.

Fax: (608) 266-9313.

Number of Employees: 4.00.

Total Budget 1999-2001: \$4,538,200.

Statutory References: Sections 15.105 (24) and 16.23.

Agency Responsibility: The National and Community Service Board, created by 1993 Wisconsin Act 437, in accordance with the federal National and Community Trust Act of 1993, oversees the planning and implementation of community service programs in Wisconsin that meet previously unmet human, public safety, educational, and environmental needs. The board is

authorized to receive and distribute funds from governmental and private sources, and it acts as an intermediary between the Corporation for National and Community Service (CNCS) and local programs.

The board's voting members are limited to a maximum of 16, who are appointed to serve 3-year terms. No more than 4 of them may be state officers and employees, and no more than 9 may be members from the same political party. To the extent practicable, membership should be diverse in terms of race, national origin, age, sex, and disability. Nonvoting members appointed by the governor must include the state representative of the CNCS and may include representatives of state agencies providing community social services.

BOARD OF COMMISSIONERS OF PUBLIC LANDS

Commissioners: JAMES E. DOYLE (attorney general), DOUGLAS J. LA FOLLETTE (secretary of state), JACK C. VOIGHT (state treasurer). (All serve as *ex officio* members.)

DIVISION OF TRUST LANDS AND INVESTMENTS

Secretary: DANIEL E. WISNIEWSKI, 266-8369, dan.wisniewski@bcpl.state.wi.us; STEPHEN E. GAUGER, *deputy secretary*, 267-2233, steve.gauger@bcpl.state.wi.us

Mailing Address: P.O. Box 8943, Madison 53708-8943.

Location: 125 South Webster Street, Suite 200, Madison.

Telephone: (608) 266-1370.

Fax: (608) 267-2787.

District Office: MICHAEL PAUS, *administrator*, P.O. Box 277, 7271 Main Street, Lake Tomahawk 54539-0277, (715) 277-3366; Fax: (715) 277-3363.

Publications: *The Benefits of Land Records Modernization*; Biennial Report; *Getting to the Bottom of Submerged Lands Management*; Land Records Guide; Municipal Borrowing from the State Trust Fund Loan Program; School District Borrowing from the State Trust Fund Loan Program.

Number of Employees: 11.00.

Total Budget 1999-2001: \$2,796,100.

Constitutional Reference: Article X, Sections 2, 7, and 8.

Statutory References: Section 15.103 (4) and Chapter 24.

Agency Responsibility: As required by the Wisconsin Constitution, the 1849 Legislature created the Board of Commissioners of the School and University Lands (Chapter 24, Revised Statutes of 1849), composed of the secretary of state, the state treasurer, and the attorney general, to accept public lands granted to Wisconsin by the federal government and oversee land sales and investment of the proceeds for the benefit of "common schools", "academies and normal schools", and libraries. The board was renamed the Board of Commissioners of Public Lands in the Revised Statutes of 1878.

The board appoints a secretary to administer the Division of Trust Lands and Investments, which manages, trades, and sells public lands on behalf of the board, issues permits for use of the lands, and preserves the state's original land title and survey records. The board administers the trust funds that are derived from the sale of public lands, timber sales, property forfeitures and escheats, and fines and forfeitures collected for violations of state laws. Trust fund earnings are distributed annually to the Department of Public Instruction for school library aids and to the University of Wisconsin System. The trust fund principal may be loaned to Wisconsin municipalities, lake districts, sanitary districts, technical college districts, and school districts or placed in other investments, primarily bonds. Over the years, investment of proceeds has helped to finance not only public education facilities, but also roads, canals, railroads, and the State Capitol.

At statehood in 1848, Wisconsin possessed more than 1.4 million acres of land and, between 1852 and 1892, approximately 10 million additional acres were granted to it by the federal government. The board currently holds about 80,000 acres, and controls trust funds valued at over \$450 million.

Chapter 75, Laws of 1967, created the Division of Trust Lands and Investments, under the supervision of the Board of Commissioners of Public Lands and attached it to the Department of Natural Resources. Since then, the legislature has successively attached the division to the Department of Justice (Chapter 34, Laws of 1979), the Department of Administration (1993 Wisconsin Act 16), the Office of the State Treasurer (1995 Wisconsin Act 27), and the Department of Administration (1997 Wisconsin Act 27).

PUBLIC RECORDS BOARD

Members: RUSSELL WHITESEL (representing the joint legislative council staff director), *chairperson*; BRYAN NAAB (representing the state auditor), *vice chairperson*; MARY WOOLSEY SCHLAEFFER (representing the attorney general), *secretary*; SHARON HALVERSON (representing the governor), PETER GOTTLIEB (representing the director, state historical society), vacancy (small business representative), MICHAEL J. HASSLINGER (local government representative), vacancy (public member). (Representatives are appointed by the respective officers or the governor.)

Executive Secretary: STEVEN B. HIRSCH, steve.hirsch@doa.state.wi.us

Mailing Address: 4622 University Avenue, Room 10A, Madison 53702.

Telephone: (608) 266-2996.

Fax: (608) 266-5050.

Internet Address: <http://www.doa.state.wi.us/dsas/recordsmgt>

Publications: Biennial Report; General Schedules for Records Common to State Agencies and Local Units of Government; Records Inventory, Analysis and Scheduling Manual; Registry of State Agency Record Series Containing Personally Identifiable Information.

Statutory References: Sections 15.105 (4) and 16.61.

Agency Responsibility: The Public Records Board is responsible for the preservation of important state records, the cost-effective management of records by state agencies, and the orderly disposition of state records that have become obsolete. State agencies must have written approval from the board to dispose of records they generate or receive.

1991 Wisconsin Acts 39 and 269 directed the board to create a registry of those record series that contain personally identifiable information and made it the repository for general information about state computer matching programs.

Originally created by Chapter 316, Laws of 1947, as the Committee on Public Records and placed under the State Historical Society, the agency was transferred to the governor's office by Chapter 547, Laws of 1957. The committee was renamed the Public Records Board and attached to the Department of Administration by Chapter 75, Laws of 1967. Chapter 350, Laws of 1981, changed the board's name to the Public Records and Forms Board and added forms management to its duties. In 1995, Wisconsin Act 27 designated the board's current name and removed its forms management duties.

STATE CAPITOL AND EXECUTIVE RESIDENCE BOARD

Members: REPRESENTATIVE DUFF, *chairperson*; SENATOR RISSER, *vice chairperson*; SENATORS BURKE, SCHULTZ; REPRESENTATIVES OWENS, SCHNEIDER; BRIAN HAYES (designated by secretary of administration); JAMES SEWELL (designated by director, state historical society); DAVID SCHMIEDICKE (engineer employed by the Department of Administration and appointed by secretary); KENT C. JOHNSON (landscape architect); ANTHONY PUTTNAM, WALTER L. WILSON (architects); ROBERT E. LEWCOCK, EUGENE POTENTE, JR., DEBRA A. WOODWARD (interior designers); SHIRLEY A. PREUSS (citizen member). (All except *ex officio* members and their designees are appointed by governor.)

Statutory References: Sections 15.105 (5) and 16.83.

Agency Responsibility: The 16-member State Capitol and Executive Residence Board, created by Chapter 183, Laws of 1967, includes 7 citizen members with specified expertise, appointed by the governor to serve staggered 6-year terms. The board is responsible for setting standards for design, composition, and appropriateness of repairs, replacements, and additions to the State Capitol and Executive Residence.

STATE USE BOARD

Members: LEO C. TALSKY (Department of Administration representative); SUE ANN JONES (mental health representative, Department of Health and Family Services); SANDRA G. HALL (vocational rehabilitation representative, Department of Workforce Development); BILL G. SMITH (small business representative); NICKOLAS C. GEORGE, JR. (private business representative); JEAN A. VOGT (work center representative); TERRY V. ATWATER, DAVID M. DUMKE (public members). (All are appointed by governor.)

Mailing Address: Bureau of Procurement, Division of State Agency Services, P.O. Box 7867, Madison 53707-7867.

Telephone: (608) 266-5462.

Fax: (608) 267-0600.

Publication: Annual Report to the Secretary.

Number of Employees: 2.00.

Total Budget 1999-2001: \$281,000.

Statutory References: Sections 15.105 (22) and 16.752.

Agency Responsibility: The 8-member State Use Board was created by 1989 Wisconsin Act 345. Its members, who serve 4-year terms, oversee state purchases from work centers certified by the board. To be certified, centers must meet certain conditions: 1) the work center must make a product or provide a service the state needs; 2) it must offer these goods or services at a fair market price; and 3) it must employ individuals with severe disabilities for at least 75% of the direct labor used in providing the goods or services.

TAX APPEALS COMMISSION

Members: MARK E. MUSOLF, *chairperson*; THOMAS M. BOYKOFF, DON M. MILLIS (appointed by governor with senate consent).

Office Management Supervisor: JOSEPH P. ZIESEL, 266-9784, joe.ziesel@tac.state.wi.us

Mailing Address: 122 West Washington Avenue, Suite 800, Madison 53703.

Telephone: (608) 266-1391.

Fax: (608) 261-7060.

Number of Employees: 7.00.

Total Budget 1999-2001: \$1,179,300.

Statutory References: Sections 15.01 (2), 15.06 (1), 15.105 (1), and 73.01.

Publications: Decisions are on <http://www.wisbar.org> (under Legal Resources).

Agency Responsibility: The 3-member Tax Appeals Commission is an independent agency that hears and decides disputes between persons or entities and the Department of Revenue involving all major, state-imposed taxes. The commission also hears appeals arising under the homestead and farmland preservation tax credit programs and decides appeals of state assessments of manufacturing property or penalties for late filing. The commission conducts appeals hearings on real estate transfer fees, license fees for telephones and electric cooperatives, county sales and use taxes, and relative property values within taxation units.

The *Small Claims Division*, created in Section 15.105 (1), Wisconsin Statutes, by 1985 Wisconsin Act 29, may determine tax matters in which the amount in controversy is less than \$2,500 unless the commission decides that the matter should not be heard as a small claims case or the Department of Revenue concludes that the case has statewide significance.

The tax appeals commissioners serve staggered 6-year terms and must be experienced in tax matters. The chairperson, who is designated by the governor to serve a 2-year term, must not serve on or under any committee of a political party. Employees of the commission are appointed by the chairperson from the classified service.

The Tax Appeals Commission was created as the Board of Tax Appeals by Chapter 412, Laws of 1939. Before 1939, individuals took appeals of income and property taxes to the local county board of review with appeal permitted to the state Tax Commission. Corporations took their

appeals to the Commissioner of Taxation with appeal to the circuit court. The board was renamed the Tax Appeals Commission by Chapter 75, Laws of 1967.

TECHNOLOGY FOR EDUCATIONAL ACHIEVEMENT IN WISCONSIN (TEACH) BOARD

Members: RAYMOND ALLEN, *chairperson*; GUS W. WIRTH, JR., *vice chairperson*; L. ANNE REID (Technical College System Board member appointed by board president), *secretary*; CALVIN POTTER (designated by superintendent of public instruction), GEORGE LIGHTBOURN (secretary of administration), JONATHAN BARRY (UW Board of Regents member appointed by board president); DARYLANN WHITEMARSH (Educational Communications Board member), JAMES M. BOWEN, RODNEY G. PASCH. (Unless otherwise designated, members are appointed by governor.)

Executive Director: DORIS J. HANSON.

Mailing Address: State Administration Building, 101 East Wilson Street, 6th Floor, Madison 53702.

Telephone: (608) 261-7437.

Fax: (608) 261-7420.

Internet Address: <http://www.teachwi.state.wi.us>

Number of Employees: 6.00.

Total Budget 1999-2001: \$111,908,200.

Statutory References: Sections 15.105 (25), 44.70 to 44.72, and 196.218 (4r)

Publications: Informational brochure.

Agency Responsibility: The 9-member Technology for Educational Achievement in Wisconsin (TEACH) Board offers grants, loans, and other assistance to Wisconsin's educational institutions to aid in the installation of educational technology equipment and for training educators in the use of educational technology.

The board distributes educational technology block grants to all public school districts according to a statutory formula. It also considers funding requests from school districts, private schools, technical college districts, private colleges, CESAs, or public library boards for access to either a data line or a video link. A school district that operates more than one high school may request access to both data lines and video links. These links are provided at a fixed monthly charge, and the remaining cost is paid by the state's Universal Service Fund, derived from assessments charged to telecommunication utilities. The board may offer a subsidized loan (on which it pays 50% of the debt service) to a public school district or a public library board to cover data wiring and limited purchases of other electronic equipment. It also awards grants on a competitive basis to various consortia of CESAs, public school districts, and public library boards to train teachers or patrons in educational technology and provide technical assistance in designing educational technology systems and programs. In addition, the board assists educational institutions in gaining access to the state's system for purchasing equipment and services.

The board, which was created by 1997 Wisconsin Act 27, includes 5 members appointed by the governor to serve 4-year terms.

COUNCIL ON UTILITY PUBLIC BENEFITS

Members: BRANDON R. SCHOLZ, THELMA A. SAIS (appointed by governor); ROBERT JONES, KEITH REOPELLE (appointed by senate majority leader); THOMAS MEINZ (appointed by senate minority leader); TIM BRUER, JOHN WILSON (appointed by assembly speaker); LEE MEYERHOFER (appointed by assembly minority leader); JAY HOCHMUTH (appointed by secretary of natural resources); GEORGE LIGHTBOURN (secretary of administration); ROBERT GARVIN (appointed by public service commission chairperson).

Mailing Address: Division of Energy, P.O. Box 7868, Madison 53707-7868.

Telephone: (608) 266-9770.

Statutory References: Sections 15.107 (17) and 16.957.

The 11-member Council on Utility Public Benefits consults with the Department of Administration, which is required to develop grants for energy efficiency and conservation measures and energy assistance to low-income households, including weatherization, payment of energy bills, and early identification and prevention of energy crises. Services are provided through community action agencies, nonprofit corporations, or local governments. Grants are also awarded to nonprofit corporations for energy conservation and efficiency services, renewable resources in the least competitive sectors of the energy conservation market, and programs that promote environmental protection, electric system reliability, or rural economic development. The council was created by 1999 Wisconsin Act 9, and its members are appointed for 3-year terms.

VOLUNTEER FIRE FIGHTER AND EMERGENCY MEDICAL TECHNICIAN SERVICE AWARD BOARD

Members: GEORGE F. LIGHTBOURN (secretary of administration); ROBERT SEITZ (fire chiefs statewide organization representative); TONY KONKOL (volunteer fire fighters statewide organization representative); MELINDA ALLEN (volunteer emergency medical service technician); VERNON NEVORASKI, JON A. PFEILSTICKER, ROBERT D. SALOV (representatives of municipalities using volunteer fire fighters), AARON M. ZASOBA (individual experienced in financial planning). (All but *ex officio* members are appointed by governor.)

Mailing Address: 101 East Wilson Street, 4th Floor, Madison 53702.

Telephone: (608) 261-6580.

Number of Employees: 1.00.

Total Budget 1999-2001: \$675,000.

Statutory References: Sections 15.105 (26) and 16.25.

The 8-member Volunteer Fire Fighter and Emergency Medical Technical Service Award Board establishes administrative rules for the operation of a service awards program designed to provide monetary rewards for volunteer fire fighters and emergency medical service technicians based on their length of service to a community. The board contracts with qualified private individuals or organizations to provide investment plans and administrative services to municipalities that choose to participate in the service awards program, but the communities make their payments directly to the plan provider. The board must establish procedures for appeal of decisions by the Department of Administration or the plan providers when the decisions substantially affect the interests of individual participants. In appointing the board members, who serve 3-year terms, the governor must seek representatives from different regions of the state and from municipalities of different sizes. Representatives of the fire chiefs and volunteer fire fighters organizations must be volunteer fire fighters themselves. The board was created by 1999 Wisconsin Act 105.

WASTE FACILITY SITING BOARD

Members: CAROL CUTSHALL (designated by secretary of transportation), *acting chairperson*; ROBERT D. THOMAS (town official), *secretary*; DAVID JELINSKI (designated by secretary of agriculture, trade and consumer protection), MARTHA KERNER (designated by secretary of commerce); vacancy (town official); EDWARD F. FENHAUS (county official). (Town and county officials are appointed by governor with senate consent.)

Executive Director: PATTI WRIGHT CRONIN.

Mailing Address: 201 West Washington Avenue, 3rd Floor, Madison 53702-0001.

Telephone: (608) 267-7854.

Fax: (608) 267-3770.

Publications: Annual Report; Opinions of the Waste Facility Siting Board; Standard Notice.

Number of Employees: 1.75.

Total Budget 1999-2001: \$243,200.

Statutory References: Sections 15.07 (1) (b) 11., 15.105 (12), and 289.33.

Agency Responsibility: The 6-member Waste Facility Siting Board supervises a mandated negotiation-arbitration procedure between applicants for solid or hazardous waste facility

licenses and local committees, composed of representatives from the municipalities affected by proposed facilities. It is authorized to make final awards in arbitration hearings and can enforce legal deadlines and other obligations of applicants and local committees during the process.

Town and county officials serve staggered 3-year terms, and the governor, when making these appointments, must consider timely recommendations of the Wisconsin Towns Association and the Wisconsin Counties Association. The board appoints an executive director from outside the classified service, who is authorized to request assistance from any state agency in helping the board fulfill its duties. The board was created by Chapter 374, Laws of 1981, and was the first such agency established in the nation.

WOMEN'S COUNCIL

Members: MARY JO BAAS (public member appointed by governor), *chairperson*; SENATORS MOORE, PLACHE; REPRESENTATIVES KRAWCZYK, McCORMICK (appointed by assembly speaker); AVE BIE (designated by governor); SEVERA AUSTIN, CAROL BROOKS (public members appointed by senate president); E. VANESSA JONES, DEB JORDAHL (public members appointed by assembly speaker); JILL P. AVERILL, MARGARET FARROW, CELESTE HOZE, SARAH KIDD, vacancy (public members appointed by governor).

Executive Director: KATIE MNUK.

Mailing Address: 16 North Carroll Street, Suite 720, Madison 53703.

Telephone: (608) 266-2219.

Fax: (608) 261-2432.

Internet Address: <http://www.wwc.state.wi.us>

Publications: Numerous publications related to the council's mission.

Number of Employees: 1.00.

Total Budget 1999-2001: \$174,600.

Statutory References: Sections 15.107 (11) and 16.01.

Agency Responsibility: The 15-member Women's Council is charged with identifying barriers that prevent women in Wisconsin from participating fully and equally in all aspects of life. The council promotes public and private sector initiatives that empower women through educational opportunity; provides a clearinghouse for information relating to women's issues; works in cooperation with related groups and organizations; and promotes opportunities for partnerships with various organizations to address issues affecting Wisconsin women. The council conducts statewide hearings on issues that concern women and advises state agencies about the impact upon women of current and emerging state policies, laws, and rules.

The governor or governor's designee serves a 4-year term on the council; all other members serve 2-year terms. The governor designates one of the 6 public members as chairperson. The Women's Council was created by 1983 Wisconsin Act 27. It was preceded by a nonstatutory commission, the Governor's Commission on the Status of Women, which was created in 1964 and abolished in 1979.

**Department of
AGRICULTURE, TRADE AND CONSUMER PROTECTION**

Board of Agriculture, Trade and Consumer Protection: MICHAEL F. DUMMER, C. WILLIAM GEARY, JAMES A. HOLTE, CHARLES KNIGGE, LARRY H. LEMMENES, JOHN L. MALCHINE, WILFRID TURBA (agricultural representatives); BEVERLY ANDERSON, SHIRLEY J. LANIER (consumer representatives) (appointed by governor with senate consent).

Secretary of Agriculture, Trade and Consumer Protection: JAMES E. HARSDORF, 224-5012, james.harsdorf@

Deputy Secretary: LESLIE F. LAMB, 224-5035, les.lamb@

Executive Assistant: vacancy, 224-5016.

Wisconsin Agricultural Statistics Service: ROBERT J. BATTAGLIA, *state agricultural statistician*, 224-4838, robert.battaglia@

Administrative Law Judge: CHERYL F. DANIELS, 224-5026, cheryl.daniels@

Legal Counsel, Office of: JAMES K. MATSON, *chief counsel*, 224-5023, james.matson@

Outreach and Policy, Office of: SANDRA S. CHALMERS, *director*, 224-5001, sandy.chalmers@

For e-mail combine the user ID and the state extender: userid@datcp.state.wi.us

Mailing Address: P.O. Box 8911, Madison 53708-8911.

Location: 2811 Agriculture Drive, Madison.

Telephones: Consumer Protection Hotline: (800) 422-7128; Farmers Assistance Hotline: (800) 942-2474.

Fax: Office of the Secretary: 224-5045; Division of Agricultural Resource Management: 224-4656; Division of Animal Health: 224-4871; Division of Food Safety: 224-4710; Division of Management Services: 224-4737; Division of Marketing: 224-5110; Division of Trade and Consumer Protection: 224-4939.

Internet Address: <http://datcp.state.wi.us>

Departmental E-mail Address: datcp_web@datcp.state.wi.us

Agricultural Resource Management, Division of: NICHOLAS J. NEHER, *administrator*, 224-4567, nicholas.neher@

Agrichemical Management, Bureau of: NED T. ZUELSDORFF, *director*, 224-4550, ned.zuelsdorff@

Land and Water Resources, Bureau of: J. DAVID JELINSKI, *director*, 224-4621, dave.jelinski@

Plant Industry, Bureau of: ESTHER J. CHAPMAN, *director and assistant division administrator*, 224-4590, esther.chapman@

Animal Health, Division of: CLARENCE SIROKY, *administrator*, 224-4872, clarence.siroky@

Administrative Services, Bureau of: SHEILA M. GRAHAM, *director and assistant division administrator*, 224-4885, sheila.graham@

Animal Disease Control, Bureau of: ROBERT G. EHLENFELDT, *director*, 224-4880, robert.ehlenfeldt@

State Humane Officer: YVONNE M. BELLAY, 224-4888, yvonne.bellay@

State Veterinarian: CLARENCE SIROKY, 224-4872, clarence.siroky@

Food Safety, Division of: STEVEN B. STEINHOFF, *administrator*, 224-4701, steve.steinhoff@

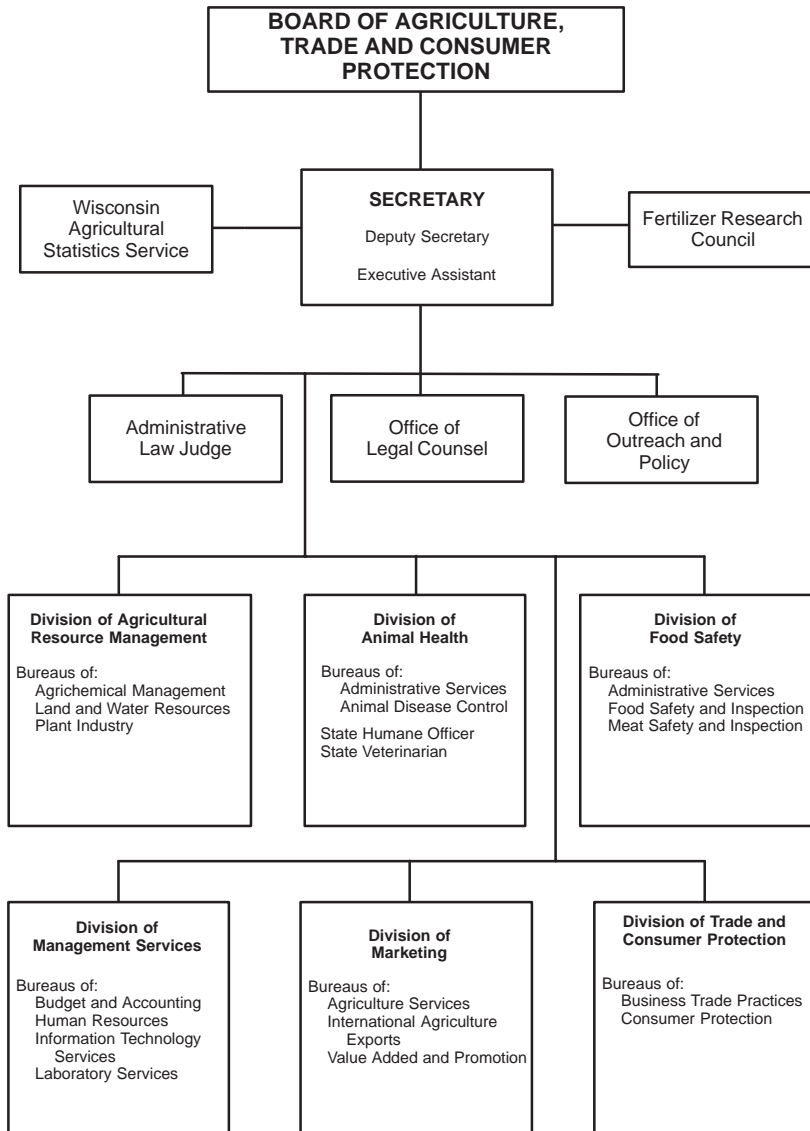
Administrative Services, Bureau of: ELIZABETH J. KOHL, *director and assistant division administrator*, 224-4702, elizabeth.kohl@

Food Safety and Inspection, Bureau of: CHARLES T. LEITZKE, *director*, 224-4711, tom.leitzke@

Meat Safety and Inspection, Bureau of: TERRY L. BURKHARDT, *director*, 224-4725, terry.burkhardt@

Management Services, Division of: SUSAN J. BUROKER, *administrator*, 224-4740, susan.buroker@

DEPARTMENT OF AGRICULTURE, TRADE AND CONSUMER PROTECTION



Unit attached for administrative purposes under Sec. 15.03: Land and Water Conservation Board

Budget and Accounting, Bureau of: BARBARA H. KNAPP, *director*, 224-4746, barb.knapp@

Human Resources, Bureau of: GEORGIA J. PEDRACINE, *director and assistant division administrator*, 224-4761, georgia.pedracine@

Information Technology Services, Bureau of: JUDITH HEIL, *director*, 224-4777, judy.heil@

Laboratory Services, Bureau of: STEVEN M. SOBEK, *director*, 267-3503, steve.sobek@

Marketing, Division of: STANLEY L. SHAW, *administrator*, 224-5104, stan.shaw@

Agriculture Services, Bureau of: JEANNE M. MEIER, *director and assistant division administrator*, 224-5046, jeanne.meier@

International Agriculture Exports, Bureau of: LAURA G. SCANDURRA, 224-5112, laura.scandurra@

Value Added and Promotion, Bureau of: WILL H. HUGHES, 224-5142, will.hughes@

Trade and Consumer Protection, Division of: WILLIAM L. OEMICHEN, *administrator*, 224-4920, william.oemichen@

Business Trade Practices, Bureau of: JOHN C. NORTON, *director*, 224-4922, john.norton@

Consumer Protection, Bureau of: MERRY FRAN TRYON, *director and assistant division administrator*, 224-4921, fran.tryon@

Publications: *Agricultural Land Sales; Chloroacetanilide Herbicide Metabolites in Wisconsin Groundwater; Complaint Guide for the Wisconsin Consumer; Cooperative Pest Survey Bulletin; Farm Transfers in Wisconsin – A Guide for Farmers; Groundwater Protection: An Evaluation of Wisconsin's Atrazine Rule; Guide to Wisconsin Cheese Factory Outlets and Tours; Landlord and Tenants: The Wisconsin Way; Preventing Senior Citizen Rip-offs; Wisconsin Agricultural Statistics; Wisconsin Dairy Plant Directory.*

Number of Employees: 734.16.

Total Budget 1999-2001: \$131,735,700.

Statutory References: Sections 15.13, 15.135, and 15.137; Chapters 88, 91-100, 127, and 136.

Agency Responsibility: The Department of Agriculture, Trade and Consumer Protection regulates agriculture, trade, and commercial activity in Wisconsin for the protection of the state's citizens. It enforces the state's primary consumer protection laws, including those relating to deceptive advertising, unfair business practices, and consumer product safety. The department oversees enforcement of Wisconsin's animal health and disease control laws and conducts a variety of programs to conserve and protect the state's vital land, water, and plant resources.

The department administers financial security programs to protect agricultural producers, facilitates the marketing of Wisconsin agricultural products in interstate and international markets, and promotes agricultural development and diversification.

Organization: The 9 members of the Board of Agriculture, Trade and Consumer Protection serve staggered 6-year terms. Of the board members, 2 must be consumer representatives and 7 must have an agricultural background. Appointments to the board must be made "without regard to party affiliation, residence or interest in any special organized group". The board directs and supervises the department, which is administered by a secretary appointed by the governor with the advice and consent of the senate. The secretary appoints the division administrators from outside the classified service.

Unit Functions: The *Division of Agricultural Resource Management* administers programs designed to protect the state's agricultural resources, as well as public health and the environment. It works to prevent agricultural practices that contaminate surface water and groundwater and jointly administers a nonpoint source pollution control program with the Department of Natural Resources. It directs programs related to farmland preservation and soil and land conservation, agricultural chemical cleanup, drainage districts, and agricultural impact statements. It regulates the sale and use of pesticides, animal feed, fertilizers, seed, and soil and plant additives and conducts programs to prevent and control plant pests, such as the gypsy moth.

The *Division of Animal Health* works closely with agricultural producers and veterinarians to diagnose, prevent, and control serious domestic animal diseases that threaten public health and the food chain. It licenses and inspects livestock dealers and markets, regulates the import and



Wisconsin continues to top the nation in cheese production. In 1999, it marketed 2.1 billion pounds of such favorites as Swiss, American, Brick, Italian, and Muenster for \$7.9 billion. (Department of Tourism)

export of livestock across state lines, acts to prevent the spread of animal diseases, and assists in the enforcement of state humane laws. It also regulates emerging industries, such as aquaculture.

The *Division of Food Safety* protects the state's food supply. From production through processing, packaging, distribution, and retail sale, the division works to ensure safe and wholesome food and to prevent fraud and misbranding in food sales. It licenses and inspects dairy plants, food and beverage processing establishments, meat slaughter and processing facilities, food warehouses, grocery stores, and other food establishments. The division inspects all dairy farms; inspects and samples food products; oversees food grading; and regulates the advertising, packaging, and labeling of food products.

The *Division of Management Services* provides administrative services to the department, including budget and accounting; facilities and fleet management; shipping, mailing, and printing; human resource management; and information technology services. The division also operates a general laboratory that provides analytical support to departmental inspection and sampling programs.

The *Division of Marketing* promotes Wisconsin agricultural products in national and international markets and fosters agricultural development and diversification in the state. It operates a state-federal market news program for dairy, poultry, fruit and vegetables, livestock, and grain. It also provides counseling and mediation services to farmers, administers a rural electric power service program with the Public Service Commission, and oversees the operation of producer-elected marketing boards that assess fees within their respective groups for promotion, research, and education related to their commodities. The division administers the "Something Special From Wisconsin" and Alice in Dairyland marketing programs, as well as the state aid programs for county and district fairs, the Livestock Breeders Association, and World Dairy Expo.

The *Division of Trade and Consumer Protection* enforces a wide range of consumer protection laws and handles nearly 200,000 consumer complaints and inquiries annually. It promulgates and enforces rules pertaining to deceptive advertising, consumer fraud, consumer product safety, landlord-tenant practices, home improvement, telecommunications, telemarketing, motor vehicle repair, fair packaging and labeling, weights and measures, and many other aspects of marketing. To promote fair and open competition in the marketplace, the division investigates and regulates unfair and anticompetitive business practices. It also monitors the financial condition and business practices of dairy plants, grain warehouses, food processing plants, and public storage warehouses in order to protect agricultural producers and depositors.

History: The Department of Agriculture, Trade and Consumer Protection traces its origins to Chapter 479, Laws of 1929, which merged two existing agencies – the Department of Agriculture (created by Chapter 413, Laws of 1915) and the Department of Markets (Chapter 571, Laws of 1921) – into the Department of Agriculture and Markets. Since 1929, the department has undergone two name changes to the Department of Agriculture in Chapter 85, Laws of 1939, and its current name in Chapter 29, Laws of 1977.

The state's concern with agriculture, food safety, business practices, and consumer fraud dates back to territorial days. In 1839, the Wisconsin Territorial Legislature prohibited the fraudulent sale of adulterated food and authorized the governor, with consent of the Legislative Council, to appoint county inspectors to certify the grade, wholesomeness, quantity, and proper packing of food. It also designated the territorial treasurer as keeper of the standards for weights and measures.

The first state agency devoted to commerce regulation and consumer protection was the office of the Treasury Agent, created by the 1867 Legislature (Chapter 176) to enforce the "hawkers and peddlers" laws of 1858. The agencies that followed were many and varied: State Veterinarian, Dairy and Food Commissioner, State Board of Agriculture, Inspector of Apiaries, State Orchard and Nursery Inspector, State Livestock Sanitary Board, State Board of Immigration, State Board of Veterinary Examiners, State Supervisor of Inspectors of Illuminating Oils, and State Humane Agent.

By 1929, these functions were all consolidated in the Department of Agriculture and Markets, which was granted broad authority to regulate food safety and labeling, unfair business practices, deceptive advertising, animal and plant health, and agricultural and marketing practices. The new department was headed by 3 full-time commissioners, appointed by the governor. In 1937, the

commissioners were replaced with a 7-member board appointed by the governor, and the board appointed a full-time director to head the department. Chapter 29, Laws of 1977, changed the name of the department to reflect its consumer protection responsibilities and it specified that one of its seven board members must be a consumer representative. 1995 Wisconsin Act 27 directed that the departmental secretary be appointed by the governor with the advice and consent of the senate, rather than by the board. The board continues to set policy for the agency.

The 1995 act, which transferred most of the Department of Justice's consumer protection functions to the department, expanded the board's membership to eight, including two consumer representatives. 1997 Wisconsin Act 95 added a ninth board member to represent agriculture.

Since 1977, the legislature has expanded the department's responsibilities related to land and water resources, pesticides, groundwater, and agricultural chemical storage. The department has assumed a major role in soil conservation, control of nonpoint source pollution, organization of drainage districts, and farmland preservation. New duties assigned by the legislature include promoting Wisconsin's agricultural products in interstate and international markets, creating marketing boards for agricultural commodities, developing agricultural diversification programs, and creating a farm mediation program.

Statutory Council

Fertilizer Research Council: Voting members: BRUCE BARGANZ, MONTY LARSON, CARL NACHREINER (industry members nominated by fertilizer industry); TOM KLAHN, ROBERT LAPACINSKI, RICHARD MORRIS (crop producing farmer representatives); vacancy (water quality expert appointed by secretary of natural resources). (All except the water quality expert are appointed jointly by secretary of agriculture, trade and consumer protection and dean of UW-Madison College of Agricultural and Life Sciences.) Nonvoting members: NICHOLAS NEHER (designated by secretary of agriculture, trade and consumer protection), PATRICK SORGE (designated by secretary of natural resources), BIRL LOWREY (designated by dean, UW-Madison College of Agricultural and Life Sciences).

Mailing Address: P.O. Box 8911, Madison 53708-8911.

Telephone: 224-4541.

The 10-member Fertilizer Research Council recommends research projects involving soil fertility, soil management, plant nutrition, surface water, and groundwater to the UW System. These projects are financed through funds generated from research fees attached to the sale or distribution of fertilizers and soil or plant additives. The council's voting members are appointed for 3-year terms and may not serve more than 2 consecutive terms. The council was created by Chapter 418, Laws of 1977, and its composition and duties are prescribed in Sections 15.137 (5) and 94.64 (8m) of the statutes.

INDEPENDENT UNIT ATTACHED FOR BUDGETING, PROGRAM COORDINATION, AND RELATED MANAGEMENT FUNCTIONS BY SECTION 15.03 OF THE STATUTES

LAND AND WATER CONSERVATION BOARD

Members: DAVID SCHMIEDICKE (designated by secretary of administration), DARRELL BAZZELL (secretary of natural resources), JAMES E. HARSDDORF (secretary of agriculture, trade and consumer protection); DON BINA, RUSSEL BROCK, PATRICK LAUGHRIN (county land conservation committee members); WILLIAM R. ELMAN (resident of city of 50,000 or more); MARK E. CUPP (representing governmental unit involved in river management); ROBERT UPHOFF (farmer); GEORGE NETTUM (representing charitable natural resources organization); RICHARD NOWACKI. (All except *ex officio* members or designees are appointed by governor with senate consent.)

Advisory Members: PATRICIA LEAVENWORTH (U.S. Department of Agriculture, Natural Resources Conservation Service); BEN BRANCEL (U.S. Department of Agriculture, Farm Service Agency); FRED MADISON (designated by dean of the UW-Madison College of Agricultural and Life Sciences); ROBIN SHEPARD (appointed by director of UW-Extension); TROY KUPHAL (designated by staff of county land conservation committees).

Statutory References: Sections 15.135 (4), 91.06, and 92.04.

Agency Responsibility: The 11-member Land and Water Conservation Board advises the secretary and department regarding soil and water conservation, animal waste management, and farmland preservation. As part of its farmland preservation duties, the board certifies agricultural preservation plans and zoning ordinances. It reviews and makes recommendations to the department on erosion control plans, animal waste management and agricultural shoreland management ordinances, county workload analyses, and applications for state aid. The board also advises the UW System annually about needed research and education programs related to soil and water conservation. It assists the Department of Natural Resources with issues related to nonpoint source pollution abatement and designates new priority watersheds.

The board's 3 county land conservation committee members are chosen by the Wisconsin Land Conservation Association, Inc., to serve 2-year terms. The 4 members who must fulfill statutorily defined categories serve staggered 4-year terms. The undesignated member serves a 2-year term. In addition, the board must invite the appointment of advisory members from agencies or organizations specified by statute.

The board was originally created as the Land Conservation Board by Chapter 346, Laws of 1981, which also abolished the Agricultural Lands Preservation Board and transferred its functions to the new board. Chapter 346 also transferred administration of the state's soil and water conservation program from the UW System to the department but continued the university's responsibility for soil and water conservation research and educational programs. 1993 Wisconsin Act 16 changed the name of the board to the Land and Water Conservation Board.



Two young Native Americans greet visitors to the Wa-Swa-Goning Ojibwa Indian Village near Lac du Flambeau. Reservations throughout northern Wisconsin welcome visitors who want to learn about Wisconsin tribes, their heritage, and the economic and agricultural aspects of tribal life. (Department of Tourism)

Department of COMMERCE

Secretary of Commerce: BRENDA J. BLANCHARD, 266-8976.

Deputy Secretary: PHILIP E. ALBERT, 267-0770, palbert@

Executive Assistant: MARTHA KERNER, 266-2125, mkerner@

General Counsel: DENNIS W. KOZICH, 266-3203, dkozich@

Legislative Liaison: CHRIS SPOONER, 266-0148, cspooner@

Science and Technology, Office of: CHERYL GAIN, *director*, 261-7721, cgain@

Mailing Address: P.O. Box 7970, Madison 53707-7970.

Location: 201 West Washington Avenue, Madison.

Telephones: 266-1018; Business hotline: (800) 435-7287.

Fax: Business: 267-2829; Eau Claire: (715) 836-2510; Green Bay: (920) 498-6313; Milwaukee: (414) 382-1754; Milwaukee Center-City Initiative: (414) 227-4064; Stevens Point: (715) 346-4277.

Publications: A variety of reports are available upon request. For information on publications, contact the Division of Marketing, Advocacy and Technology Development at 266-5381.

Internet Address: <http://www.commerce.state.wi.us>

Number of Employees: 505.05.

Total Budget 1999-2001: \$413,522,100.

Statutory References: Section 15.15; Chapter 560.

For e-mail combine the user ID and the state extender: [userid@commerce.state.wi.us](mailto:user@commerce.state.wi.us)

Administrative Services, Division of: vacancy, *administrator*, 266-3494;

Division Fax: 266-0182.

Fiscal and Procurement Services, Bureau of: BARRY WANNER, *director*, 267-7200, bwanner@

Human Resources, Bureau of: BRADLEY P. CZEBOTAR, *director*, 266-6948, bczebotar@

Information Technology Services, Bureau of: vacancy, *director*, 261-7700.

Policy and Budget Development, Bureau of: LOUIS CORNELIUS, *director*, 266-8629, lcornelius@

Community Development, Division of: MARGARET LESCRENIER, *administrator*, 264-7837, plescrenier@; Division Fax: 266-8969.

Community Finance, Bureau of: JAMES FRYMARK, *director*, 266-2742, jfrymark@

Downtown Development, Bureau of: JAMES ENGLE, *director*, 267-0766, jengle@

Enterprise Development, Bureau of: WILLIAM WHEELER, *director*, 267-2045, bwheeler@

Economic Development, Division of: TODD KEARNEY, *administrator*, 266-6675, tkearney@; vacancy, *deputy administrator*, 266-1386; Division Fax: 267-2829.

Business Development, Bureau of: JOHN STRICKER, *director*, 261-7710, jstricker@

Business Finance, Bureau of: DANA HOFFMANN, *director*, 267-2425, dhoffmann@; Fax: 264-6151.

Minority Business Development, Bureau of: vacancy, *director*, 266-8380; Fax: 267-2829.

Loan and Grant Administration, Office of: COLLEEN HOLTAN, *director*, 267-0345, choltan@; Fax: 264-6151.

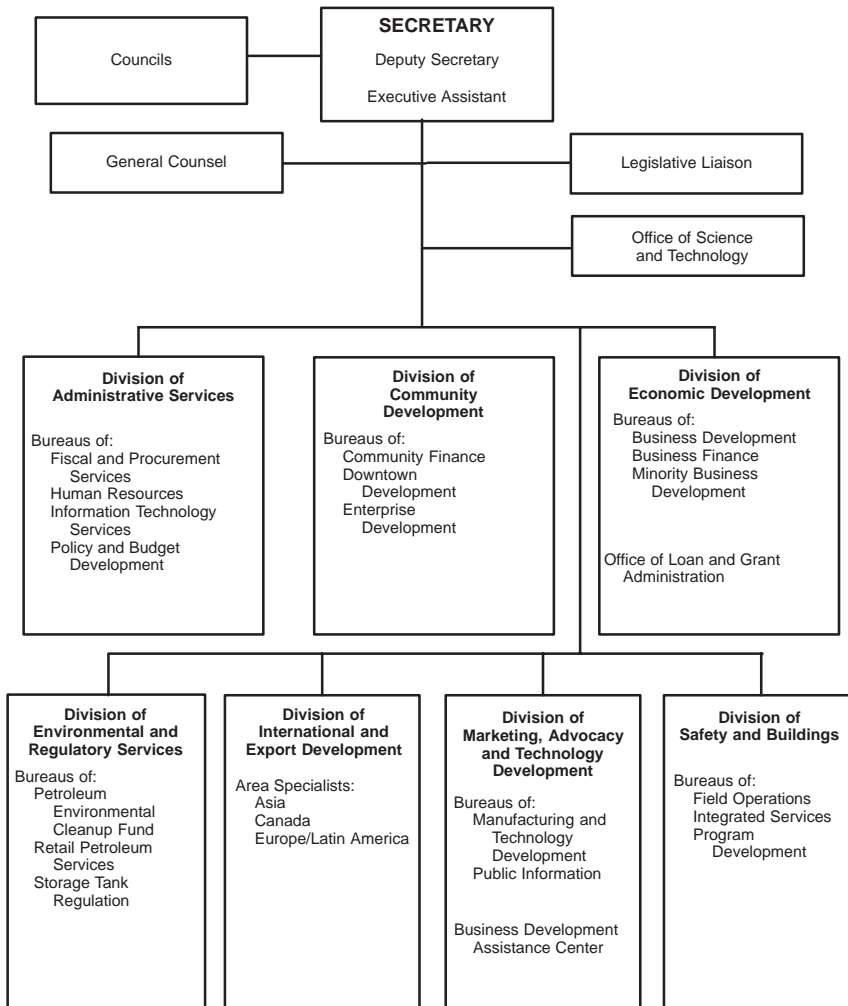
Environmental and Regulatory Services, Division of: vacancy, *administrator*, 266-9403; Division Fax: 267-1381.

Petroleum Environmental Cleanup Fund, Bureau of: vacancy, *director*; Claim Review: 267-7642; Site Review: 261-7732.

Retail Petroleum Services, Bureau of: DARLA LEGRIVE, *acting director*, 266-8076, dlegrave@

Storage Tank Regulation, Bureau of: SHELDON SCHALL, *acting director*, 266-0956, sschall@

DEPARTMENT OF COMMERCE



Units attached for administrative purposes under Sec. 15.03:
 Development Finance Board
 Minority Business Development Board
 Recycling Market Development Board
 Rural Economic Development Board

International and Export Development, Division of: MARY A. REGEL, *administrator*, 266-1767, mrege1@; Division Fax: 266-5551; Regional Trade Office Telephones: Eau Claire: (715) 833-6441; Oshkosh: (920) 303-9353; Waukesha: (262) 691-5147.

Area Specialists: Asia: BENG YEAP, 266-1480, byeap@; *Canada:* STANLEY PFRANG, 267-0639, spfrang@; *Europe/Latin America:* KIRK ROSSI, 266-7065, krossi@; *South Africa, Middle East, and India:* LOU JANOWSKI, 266-0393, ljanowski@.

Marketing, Advocacy and Technology Development, Division of: DAVID J.W. KLAUSER, *administrator*, 266-1916, dklauser@; HAMPTON H. ROTHWELL, *deputy administrator*, 267-0313; Division Fax: 267-0436.

Manufacturing and Technology Development, Bureau of: KARL F. ARPS, *director*, 266-0165, karps@

Public Information, Bureau of: TONY W. HOZENY, *public information manager*, 267-9661, thozeny@

Business Development Assistance Center: H. HAMPTON ROTHWELL, *director*, 267-0313, hrothwell@

Safety and Buildings, Division of: MICHAEL F. CORRY, *administrator*, 266-1816, mcorry@; RONALD L. BUCHHOLZ, *deputy administrator*, 266-1817, rbuchholz@;

Division Fax: 266-9946; Regional Fax: Chippewa Falls: (715) 726-2549; Green Bay: (920) 492-5604; Hayward: (715) 634-5150; La Crosse: (608) 785-9330; Shawano: (715) 524-3633; Stevens Point: (715) 345-5269; Waukesha (Pilot Court): (262) 548-8614.

Field Operations, Bureau of: DANIEL GRAHAM, *director*, 266-0056, dgraham@

Integrated Services, Bureau of: RANDALL V. BALDWIN, *director*, 267-9152, rbaldwin@

Program Development, Bureau of: ROBERT G. DUPONT, *director*, 266-8984, rdupont@

Agency Responsibility: The Department of Commerce administers the state's economic development programs and policies. It provides consultation, technical assistance, and other services for industrial and commercial expansion. The department promotes the development or relocation of new businesses within the state and the retention of existing firms, especially small or minority-owned enterprises. In addition, it encourages job creation, particularly in economically depressed areas, and helps communities draw up development plans. The agency administers federal economic assistance programs that affect local governments and businesses. It also provides financial assistance for foreign trade development and reports on state economic trends, business aid programs, and long-term development strategies. Businesses and communities may use the department's information clearinghouse for help in dealing with other state and federal agencies. The department administers and enforces laws to assure safe and sanitary conditions in public and private buildings. It also administers the relocation assistance program and regulates petroleum products and petroleum storage tank systems.

Organization: The department is directed by a secretary, who is appointed by the governor with the advice and consent of the senate. The secretary appoints the division administrators from outside the classified service.

Unit Functions: The *Office of the Secretary* coordinates economic development programs in conjunction with other state agencies, private corporations, and Forward Wisconsin, Inc., a public-private partnership that promotes Wisconsin businesses and is supported by private donations and state funding. The secretary advises the governor and legislature on state economic growth and community development.

The *Division of Administrative Services* provides internal management services to the department in the areas of information technology, telecommunications, human resources and payroll, policy and budget development, fiscal management, property and space management, and mail services.

The *Division of Community Development* administers a variety of programs to help Wisconsin communities plan, manage, and direct their own economic development. The Development Zone Program encourages private sector investment in economically depressed areas by providing tax incentives to develop employment opportunities for the unemployed and persons facing barriers to employment. The Main Street Program assists communities in revitalizing their downtown

areas. Other programs provide assistance in management, marketing, and financial analysis to entrepreneurs and small businesses in smaller communities. The Industrial Revenue Bond Program provides low-cost, long-term financing for eligible facilities. The Community-Based Economic Development Program provides funding to assist communities and community-based organizations with economic development planning, business incubator development, and business assistance services. The Brownfields Initiative provides assistance and funding to persons, businesses, development organizations, and municipalities for redevelopment and environmental remediation activities for contaminated sites where the owner cannot be located or cannot meet the cleanup costs. Through its educational loan repayment programs, the division helps medically underserved communities in both rural and urban areas recruit and retain physicians and other primary health care providers. The division also administers programs that provide financial assistance to communities for infrastructure improvements, blight elimination, and community facilities through the public facilities portion of the federally funded Community Development Block Grant Program for small cities. It also provides technical assistance and approves relocation payment plans and assistance service plans under the state's eminent domain law.

The *Division of Economic Development* administers statewide business and development programs, including those that provide information on industrial sites and opportunities for new businesses and business expansions. The division also administers many of the state's economic development financing programs, including Customized Labor Training, the Employee Ownership Loan Assistance Program, the Major Economic Development Projects Program, the Minority Business Development Program, the Rural Economic Development Program, the Technology Development Fund, the Business Development Initiative, the Wood Utilization Program, and the economic development component of the federally funded Community Development Block Grant Program for small cities. In addition, it oversees the Certified Capital Company Program, in which investors or investment pools provide venture capital to businesses unable to obtain conventional financing.

The *Division of Environmental and Regulatory Services*, created in Section 15.153 (3), Wisconsin Statutes, by 1995 Wisconsin Act 27, is responsible for sampling and testing petroleum products. It inspects existing tank systems at terminals, bulk plants, and retail and nonretail sites. The division also registers, reviews plans, and issues permits for new underground and aboveground storage tank systems. It cooperates with the Department of Natural Resources in administering the state's Petroleum Storage Environmental Cleanup Fund Awards (PECFA) program for sites environmentally damaged through petroleum contamination and supervises the remediation of low and medium priority sites.

The *Division of International and Export Development*, created in Section 15.153 (4), Wisconsin Statutes, by 1995 Wisconsin Act 27, provides counseling and technical assistance to state businesses interested in increasing sales to foreign markets. It coordinates participation in international trade shows and organizes trade missions. Wisconsin currently maintains trade offices jointly with other states or organizations or has contract trade representatives in Argentina, Brazil, Canada, Chile, Europe, Hong Kong/China, Japan, Korea, Mexico, the Middle East, and South Africa.

The *Division of Marketing, Advocacy and Technology Development* promotes the state's business climate, publicizes business developments, and provides information on the state's economy to assist expanding or relocating businesses. It provides information on resources for business start-ups, public and private financing programs, and government permits. The division helps small businesses understand and comply in a cost-effective manner with clean air regulations through the Small Business Clean Air Assistance Program and advocates the interests of small businesses through its Small Business Ombudsman Program. It helps small- and medium-sized manufacturers improve quality and productivity through its Manufacturing Assessment Program. It also assesses business safety practices and offers recommendations through the Safety Consultation Program.

The *Division of Safety and Buildings* promotes public safety, health, and welfare by administering state laws pertaining to commercial buildings, dwellings, structures, amusement rides, ski lifts, mines, and the subsystems that serve buildings, such as plumbing, private sewage, electrical service, heating, and elevators. It oversees the housing design and construction requirements of



Governor McCallum and Secretary of Commerce Blanchard present a sizeable check to the Wisconsin Women's Business Initiative Corporation (WWBIC). The grant is part of the Department of Commerce's Community-Based Economic Development initiative to assist organizations that aid businesses in creating jobs and offer business training. WWBIC is a statewide organization that assists women entrepreneurs, particularly low-income women. (Department of Commerce)

the Fair Housing Law. The division develops and enforces health and safety-related administrative rules, reviews plans for proposed construction, makes initial and follow-up inspections, issues credentials, and provides training and consulting services.

History: The state's promotion of business and economic development originated with the Division of Industrial Development, established in the governor's office by Chapter 271, Laws of 1955. The division was transferred to the newly created Department of Resource Development in 1959 and renamed the Division of Economic Development. Chapter 614, Laws of 1965, returned it to the governor's office. While in the executive office, it absorbed the Office of Economic Opportunity (1966), which had been created in the Department of Resource Development to administer the federal antipoverty programs enacted in 1964. Under the 1967 executive branch reorganization, the division became part of the Department of Local Affairs and Development, and local and regional planning functions were integrated into it.

Chapter 125, Laws of 1971, elevated the division to departmental status as the Department of Business Development. The department absorbed the Division of Tourism from the Department of Natural Resources in 1975. Under Chapter 361, Laws of 1979, the Department of Business Development was reunited with the Department of Local Affairs and Development to form the Department of Development, subsequently renamed the Department of Commerce by 1995 Wisconsin Act 27.

The department's responsibility for state tourism promotion ended with creation of the Department of Tourism by 1995 Wisconsin Act 27. Act 27 also transferred the PECFA program and the safety and buildings functions from the Department of Industry, Labor and Human Relations to the Department of Commerce.

Wisconsin was a pioneer in the use of administrative law for safety and building regulation. The 1911 Legislature created the Industrial Commission in Chapter 485 to set standards for a safe place of employment. This "safe place" statute was extended in Chapter 588, Laws of 1913, to

include public buildings, defined as “any structure used in whole or in part as a place of resort, assemblage, lodging, trade, traffic, occupancy, or use by the public, or by three or more tenants.” The commission adopted its first building code in 1914. Programs added over the years include plumbing, heating, ventilation, air conditioning, energy conservation, private on-site waste treatment systems, accessibility for people with disabilities, and electrical inspection and certification.

Other programs absorbed by the department, as a result of 1995 Wisconsin Act 27, include plat review from the Department of Agriculture, Trade and Consumer Protection; municipal boundary review from the Department of Administration; and relocation assistance under eminent domain law from the Department of Industry, Labor and Human Relations. Plat review and municipal boundary review were transferred to the Department of Administration in 1997 Wisconsin Act 27.

Statutory Councils

Automatic Fire Sprinkler System Contractors and Journeymen Council: JOHN LIPPITT (department employee), *secretary*; JEFF BATEMAN, KENNETH KRANSKI (representing licensed automatic fire sprinkler contractors); DICK HEDTKE, CHRIS SCHOENBECK (licensed journeymen automatic fire sprinkler fitters) (all appointed by secretary of commerce).

Mailing Address: P.O. Box 2689, Madison 53701-2689.

Telephone: 266-1036.

The 5-member Automatic Fire Sprinkler System Contractors and Journeymen Council reviews the content of examinations and advises the department on related matters. The council’s public members serve staggered 4-year terms. The council was created as an examining council in the Department of Health and Social Services by Chapter 255, Laws of 1971; transferred to the Department of Industry, Labor and Human Relations by Chapter 221, Laws of 1979; and transferred to the Department of Commerce by 1995 Wisconsin Act 27. The council’s duties and composition are prescribed in Sections 15.157 (9) and 145.17 (2) of the statutes.

Contractor Financial Responsibility Council: KENNETH L. LEPAK, LAWRENCE E. SCHAUDER, MARY L. SCHROEDER (on-site contractors of one- and 2-family housing); BRUCE D. McMILLER (certified building inspector employed by local government); JAMES E. CAULEY (all appointed by governor).

Mailing Address: P.O. Box 2689, Madison 53701-2689.

Telephone: 266-9292.

The 5-member Contractor Financial Responsibility Council recommends rules for promulgation by the department for certification of contractors’ financial responsibility. Council members serve staggered 3-year terms. One member cannot be a building contractor or inspector. The council was created by 1993 Wisconsin Act 126 in the Department of Industry, Labor and Human Relations and transferred to the Department of Commerce by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.157 (4) and 101.625 of the statutes.

Dwelling Code Council: LEONARD J. LINZMEIER (manufactured housing representative), *chairperson*; JEFFREY D. BECHARD, TIMOTHY IHLENFELD, WILLIAM J. ROEHR, PAUL M. WELNAK (building trade labor organization representatives); HOWARD GYGAX, BRUCE D. McMILLER, BRIAN E. WALTER, CHRISTINE E. WILSON (certified building inspectors employed by local government); MICHAEL E. CHECK, RANDOLPH J. THELEN (representatives of on-site housing contractors); KURT R. SMITH (manufactured housing representative); HAROLD F. LAST (architect, engineer, or designer); RICHARD AULTMAN, DENNIS R. DORN (construction material supply representatives); JAMES E. CAULEY, DENNIS J. O’LAUGHLIN (public members) (all appointed by governor). Nonvoting secretary: LARRY SWAZIEK (department employee appointed by secretary of commerce).

Mailing Address: P.O. Box 2689, Madison 53701-2689.

Telephone: 267-7701.

The 17-member Dwelling Code Council reviews the rules and standards for one- and 2-family dwellings and manufactured housing. Members are appointed to 3-year terms. One public member must represent persons with disabilities. The council was created by Chapter 404, Laws of 1975, in the Department of Industry, Labor and Human Relations and transferred to the Depart-

ment of Commerce by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.157 (3), 101.62, and 101.72 of the statutes.

Main Street Programs, Council on: MARGARET LESCRENIER (designated by secretary of commerce), *chairperson*; BRIAN MCCORMICK (designated by director, state historical society); EDWARD L. WENDLAND (Wisconsin Downtown Action Council representative); TRUDY B. WALLIN (local chamber of commerce representative); SHAWN K. GRAFF (Wisconsin Trust for Historic Preservation representative); JOHN C. SPIELMANN (city, village, or town representative); CHARLES W. CAUSIER (planning profession representative); TERRANCE W. MARTIN (architectural profession); KEVIN S. TENPAS (financial community); A. WILLIAM HUELSMAN, WILLIAM R. NEUREUTHER (business community); DEAN R. AMHAUS, BEVERLY J. ANDERSON, DENNIS W. LEONG, J. FREDERIC RUF (members with expertise in downtown revitalization). (All except *ex officio* members or their designees are appointed by governor.) Nonvoting secretary: JAMES ENGLE (department employee designated by secretary of commerce).

The 15-member Council on Main Street Programs helps develop the state's Main Street Program for revitalization of business areas, reviews the program's effectiveness, and recommends municipalities for participation. Members are appointed for 3-year terms, and representative members must provide geographic diversity. At least 3 members must own or operate a business in a business area that has requested services under the Main Street Program. At least 5 members must have experience in business area revitalization combined with historical preservation. The council was created by 1987 Wisconsin Act 109, and its composition and duties are prescribed in Sections 15.157 (7), 560.081, and 560.082 of the statutes.

Multifamily Dwelling Code Council: EDWARD GRAY, WILLIAM J. ROEHR (skilled building trades labor representatives); RICHARD P. PAUR (municipal inspector from county over 50,000 population); TODD R. FAHNING (municipal inspector from county less than 50,000 population); LARRY PLUMER, EDWIN J. RUCKRIEGEL (fire service workers); BETH A. GONNERING, HARRY R. MACCO (multifamily dwelling contractors and developers); PHIL KALSCHUR, C. FREDERICK TOLSON, KERRY L. VON DROSS (materials manufacturers and finished product suppliers); CHARLES F. ALDRIAN (representing architects, engineers, and designers of multifamily housing); LINDA M. KEEGAN, CARL J. MASTAGLIO (public members, including a fair housing advocate) (all appointed by governor). Nonvoting secretary: JAMES QUAST (department employee member).

Mailing Address: P.O. Box 2689, Madison 53701-2689.

Telephone: 266-9292.

The 14-member Multifamily Dwelling Code Council advises the department on rules for multifamily dwelling construction. Members are appointed to 3-year terms. Those representing designated businesses and professions must be actively engaged in their work. At least one of the fire services representatives must be a fire chief. The council was created by 1991 Wisconsin Act 39 in the Department of Industry, Labor and Human Relations and transferred to the Department of Commerce by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.157 (12) and 101.972 of the statutes.

Petroleum Storage Environmental Cleanup Council: JAMES H. LANG, *chairperson*; MARK GIESFELDT (designated by secretary of natural resources), vacancy (designated by secretary of commerce); DONALD P. GALLO, JAMES SENGER, MARVIN I. STRAWN, vacancy. (All except *ex officio* members or their designees are nominated by the two secretaries and appointed by governor.)

Mailing Address: P.O. Box 7839, Madison 53707-7839.

Telephone: 266-7605.

The 7-member Petroleum Storage Environmental Cleanup Council advises the Department of Commerce and the Department of Natural Resources on issues related to petroleum spills, cleanup, and claims for awards. Five members are appointed for 4-year terms by the governor from nominations by the secretaries of commerce and natural resources, who must consider representatives from petroleum product transporters, manufacturers, suppliers, retailers and wholesalers, professional geologists, hydrologists and soil scientists, and environmental scientists, consultants, contractors, and engineers. The council was created by 1987 Wisconsin Act 399 in the Department of Industry, Labor and Human Relations and transferred to the Department of Com-

merce by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.157 (11) and 101.143 (8) of the statutes.

Plumbers Council: LYNITA DOCKEN (department employee), *secretary*; JOE TREML (master plumber), DON WIEDOFF (journeyman plumber) (all appointed by secretary of commerce).

Mailing Address: 4003 North Kinney Coulee Road, La Crosse 54601.

Telephone: (608) 785-9349.

The 3-member Plumbers Council advises the department about the testing and licensing of plumbers. The 2 plumber members are appointed for 2-year terms. The council was created by Chapter 327, Laws of 1967, as an examining council in the Department of Health and Social Services; renamed and moved to the Department of Industry, Labor and Human Relations by Chapter 221, Laws of 1979; and transferred to the Department of Commerce by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.157 (6) and 145.02 (4) of the statutes.

Rural Health Development Council: MARGARET LESCRENIER (designated by secretary of commerce), JOHN CHAPIN (designated by secretary of health and family services); SUSAN E. SKOCHELAK (UW Medical School); RUSSELL G. ROBERTSON (Medical College of Wisconsin, Inc.); TIMOTHY J. SIZE (Wisconsin Health and Educational Facilities Authority); vacancy (Farmers Home Administration); SCOT WALL, E. RAY WILLOUGHBY (private rural lender representatives); DANIEL N. MANDERS, CRAIG W.C. SCHMIDT (rural health care facility representatives); KENNETH M. VISTE, JR. (physician practicing in rural area); DORIS L. BAKKER (nurse practicing in rural area); LINDA S. ADRIAN (public health services representative). (All except *ex officio* members or their designees are appointed by governor with senate consent.)

The 13-member Rural Health Development Council advises the department regarding administration of the physician loan assistance program, delivery of health care and improvement of facilities in rural areas, and coordination of state and federal programs available to assist rural health facilities. Appointed members serve 5-year terms. The council was created by 1989 Wisconsin Act 317, and its composition and duties are prescribed in Sections 15.157 (8) and 560.185 of the statutes.

Small Business Environmental Council: JAMES REYNOLDS (appointed by senate president), CARL KOMMSA (appointed by senate minority leader), PATRICIA HASKINS (appointed by assembly speaker), JAY MELLI (appointed by assembly minority leader), H. HAMPTON ROTHWELL (appointed by secretary of commerce); MARK W. McDERMID (appointed by secretary of natural resources); J. ROBERT NICHOLSON, MICHAEL H. SIMPSON, PETER J. VAN HORN (representing general public and appointed by governor).

The 9-member Small Business Environmental Council advises the Department of Natural Resources on the effectiveness of assistance programs to small businesses that enable them to comply with the federal Clean Air Act. It also advises on the fairness and effectiveness of air pollution rules promulgated by the Department of Natural Resources and the U.S. Environmental Protection Agency regarding the impact on small businesses. Members are appointed to 3-year terms. The 4 members appointed by legislative officers must own or represent owners of small business stationary air pollution sources. The 3 members appointed by the governor may not own or represent small business stationary sources. The council was created by 1991 Wisconsin Act 302, and its composition and duties are prescribed in Sections 15.157 (10) and 560.11 of the statutes.

INDEPENDENT UNITS ATTACHED FOR BUDGETING, PROGRAM COORDINATION, AND RELATED MANAGEMENT FUNCTIONS BY SECTION 15.03 OF THE STATUTES

DEVELOPMENT FINANCE BOARD

Members: PHILIP E. ALBERT (designated by secretary of commerce), JENNIFER REINERT (secretary of workforce development), EDWARD CHIN (director, Technical College System Board); ROSALIE F. MORGAN (scientific community); DAVID W. OPTIZ (technical community); vacancy (labor community); WILLIAM L. ADAMANY (small business community); RANDOLF T. MYRICKS (minority business community); J. FREDERIC RUF (financial community). (All except *ex officio* members are appointed by governor.)

Statutory References: Section 15.155 (1); Chapter 560, Subchapter V.

Agency Responsibility: The 9-member Development Finance Board awards grants and loans from the Wisconsin Development Fund. Its 6 appointed members serve 2-year terms. The board may make technology grants or loans to consortiums to support research to develop new products or improve existing products or processes. Businesses may obtain customized labor training grants or loans to provide state residents with job training in new technology and industrial skills if the training is not available through existing federal, state, or local resources. Funds are available for major economic development projects that cannot secure other financing and for activities that do not fit into existing programs. Through Employee Ownership Assistance Loans, the board approves funding for feasibility studies by employee groups considering the purchase of existing businesses as an alternative to plant closings. It approves funds to reimburse small- to medium-sized businesses for costs associated with attending international trade shows. The board was created by 1987 Wisconsin Act 27.

MINORITY BUSINESS DEVELOPMENT BOARD

Members: GRACIELA W. AUBEY, ASHOK BHARGAVA, BRENDA J. BLANCHARD, JOHN W. CADOTTE, BRIAN L. GANOS, JAMES O. HUFF, PETER K. YANG (all appointed by governor).

Statutory References: Section 15.155 (3); Chapter 560, Subchapter VII.

Agency Responsibility: The Minority Business Development Board may award grants or loans to minority group members, minority businesses, or local development corporations for projects to plan a new business (early planning projects) or projects to start a new business or expand an existing business (development projects). Recipients must finance a portion of the project's cost from private funds. Department of Commerce rules governing the administration of the programs are subject to board review. Board members serve 2-year terms; the number of members is not specified by law. The board was created by 1989 Wisconsin Act 31.

RECYCLING MARKET DEVELOPMENT BOARD

Members: BRENDA J. BLANCHARD (secretary of commerce); CHARLES J. LARSCHEID, PAUL D. MAULLUCCI (responsible unit representatives); TERRENCE W. CARROLL, ROBERT A. EST (marketing experts). (All except *ex officio* members or designees are appointed by governor.)

Mailing Address: P.O. Box 7970, Madison 53707-7970.

Location: 201 West Washington Avenue, 5th Floor, Madison.

Telephone: 261-7711.

Fax: 267-2829.

Number of Employees: 2.00.

Total Budget 1999-2001: \$283,600.

Statutory References: Sections 15.155 (2) and 560.031.

Agency Responsibility: The 5-member Recycling Market Development Board promotes the development of markets for materials recovered by governmental units or solid waste management systems, as defined under Section 287.01 (9), Wisconsin Statutes. The board may provide financial assistance in the form of grants, loans, or manufacturing rebates to public or private entities that assist in marketing recovered materials. It may also fund projects to develop new markets for recovered materials. The board's 4 appointed members serve 3-year terms. Two of them must represent "responsible units", which are those municipalities, counties, or solid waste management systems that conduct recycling and solid waste management programs.

The board originally was created by 1993 Wisconsin Act 75 and attached to the Department of Administration. 1995 Wisconsin Act 27 attached it temporarily to the University of Wisconsin System and then to the Department of Commerce in October 1997. Board membership and responsibilities were revised by 1999 Wisconsin Act 9.

RURAL ECONOMIC DEVELOPMENT BOARD

Members: STAN SHAW (designated by secretary of agriculture, trade and consumer protection), PHILIP E. ALBERT (designated by secretary of commerce); SENATORS DECKER, ZIEN; REPRESENTATIVES AINSWORTH, PLOUFF; CALVIN J. FRELK, DANIEL E. KAPANKE, MICHAEL R. KRUTZA. (All except *ex officio* members or designees are appointed by governor.)

Statutory References: Sections 15.155 (4) and 560.17.

Agency Responsibility: The 9-member Rural Economic Development Board awards grants or loans to rural businesses or their affiliates that employ fewer than 50 employees to start or expand their operations. Businesses must contribute cash from a source other than the state to be eligible. Grants are also available for professional services necessary to assist in the start-up, modernization, or expansion of dairy farms. The board includes 4 legislative members who represent the majority and minority parties in each house and must be from rural districts. The 3 members appointed by the governor serve 3-year terms. Each of them must have experience operating a business located in a rural municipality, and at least one must have operated a cooperative. The board was created by 1989 Wisconsin Act 31.



Teenage girls display traditional Hmong dress at one of numerous folk festivals held in Wisconsin's urban and rural areas annually. Like previous immigrants, the Hmong have added their crafts and customs to Wisconsin's rich mixture of many cultures. (Department of Tourism)

Department of CORRECTIONS

Secretary of Corrections: JON E. LITSCHER, 240-5055, jon.litscher@

Deputy Secretary: CINDY O'DONNELL, 240-5055, cindy.odonnell@

Executive Assistant: JESSICA O'DONNELL, 240-5055, jessica.odonnell@

Legal Counsel: KEVIN POTTER, 240-5035, kevin.potter@

Legislative Liaison: ROBERT MARGOLIES, 240-5056, robert.margolies@

Public Information Director: WILLIAM J. CLAUSIUS, 240-5060, william.clausius@

Detention Facilities, Office of: MARTIN J. ORDINANS, *director*, 240-5052; Milwaukee: (414) 227-5199.

Mailing Address: P.O. Box 7925, Madison 53707-7925.

Location: 3099 East Washington Avenue, Madison 53704.

Telephone: 240-5000.

Fax: 240-3305.

Internet Address: <http://www.wi-doc.com>

Number of Employees: 8,866.95.

Total Budget 1999-2001: \$1,669,781,500.

Statutory References: Section 15.14; Chapter 301.

Address e-mail by combining the user ID and the state extender: userid@doc.state.wi.us

Management Services, Division of: CYNTHIA ARCHER, *administrator*, 240-5400, cindy.archer@; SUSAN KIDDER, *assistant administrator*, 240-5401, susan.kidder@; Division Fax: 240-3340.

Budget and Facilities Management, Bureau of: ROBERT NIKOLAY, *director*, 240-5405, robert.nikolay@

Finance and Administrative Services, Bureau of: BEVERLY BALAKHOVSKY, *director*, 240-5420, beverly.balakhovsky@

Personnel and Human Resources, Bureau of: JUNE STREVELER, *director*, 240-5406, june.streveler@

Technology Management, Bureau of: DIANE KOHN, *director*, 240-5646, diane.kohn@

Office of Procurement: HELEN MCCAIN, *supervisor*, 240-5407, helen.mccain@

Program Planning and Movement, Division of: PAMELA J. BRANDON, *administrator*, 240-5800, pamela.brandon@; ANTHONY STREVELER, *assistant administrator*, 240-5898, anthony.streveler@; Division Fax: 240-3350.

Offender Classification and Movement, Bureau of: STEPHEN M. PUCKETT, *director*, 240-5810, bill.puckett@

Offender Programs, Bureau of: SALLY TESS, *director*, 240-5820, sally.tess@

Monitoring Center: DOUGLAS MILSAP, *director*, 5706 Odana Road, Madison 53719, 273-5767, douglas.milsap@

Victim Services and Programs, Office of: COLLEEN JO WINSTON, *director*, 240-5880, colleen.winston@

Adult Institutions, Division of: RICHARD J. VERHAGEN, *administrator*, 240-5100, dick.verhagen@; MARIANNE COOKE, *assistant administrator*, 240-5103, marianne.cooke@; STEVEN B. CASPERSON, *assistant administrator*, 240-5102, steven.casperson@; Division Fax: 240-3310.

Correctional Enterprises, Bureau of: STEVEN KRONZER, *director*, 3099 East Washington Avenue, Madison 53704, 240-5200; Fax: 240-3320, kronzer@mailbag.com

Health Services, Bureau of: SHARON K. ZUNKER, *director*, 240-5121, sharon.zunker@

Education, Office of: JOHN BRUEGGEMANN, *director*, 240-5141, john.brueggemann@

Maximum Security:

Columbia Correctional Institution: PHILIP KINGSTON, warden, P.O. Box 950, Portage 53901-0950, (608) 742-9100; Fax: (608) 742-9111.

Dodge Correctional Institution: JOHN BETT, warden, P.O. Box 661, Waupun 53963-0661, (920) 324-5577; Fax: (920) 324-6297.

Green Bay Correctional Institution: DANIEL BERTRAND, warden, P.O. Box 19033, Green Bay 54307-9033, (920) 432-4877; Fax: (920) 432-5388.

Supermax Correctional Institution: GERALD BERGE, warden, P.O. Box 1000, Boscobel 53805-1000, (608) 375-5656; Fax: (608) 375-5595.

Waupun Correctional Institution: GARY MCCAUGHTRY, warden, P.O. Box 351, Waupun 53963-0351, (920) 324-5571; Fax: (920) 324-7250.

Medium Security:

Fox Lake Correctional Institution: THOMAS BORGEN, warden, P.O. Box 147, Fox Lake 53933-0147, (920) 928-3151; Fax: (920) 928-6929.

Jackson Correctional Institution: TOM KARLEN, warden, P.O. Box 232, Black River Falls 54615-0232, (715) 284-4550; Fax: (715) 284-7335.

Kettle Moraine Correctional Institution: JANE GAMBLE, warden, P.O. Box 31, Plymouth 53073-0031, (920) 526-3244; Fax: (920) 526-9320.

New Lisbon Correctional Institution: CATHY FARREY, warden, (608) 266-5066; Fax: (608) 267-2323 (scheduled to open Spring 2002).

Oshkosh Correctional Institution: JUDY SMITH, warden, P.O. Box 3530, Oshkosh 54903-3530, (920) 231-4010; Fax: (920) 236-2615.

Racine Correctional Institution: KENNETH R. MORGAN, warden, P.O. Box 900, Sturtevant 53177-0900, (262) 886-3214; Fax: (262) 886-3514.

Racine Youthful Offender Correctional Institution: DAN BUCHLER, warden, P.O. Box 2200, Racine 53401-2200, (262) 638-1999; Fax: (262) 638-1777.

Redgranite Correctional Institution: JEFFREY ENDICOTT, warden, P.O. Box 900, Redgranite 54970-0900, (920) 566-2600; Fax: (920) 566-2610.

Minimum Security:

Oakhill Correctional Institution: RONALD MALONE, warden, P.O. Box 938, Oregon 53575-0938, (608) 835-3101; Fax: (608) 835-9196.

Women:

Taycheedah Correctional Institution: JODINE DEPPISCH, warden, 751 County Road K, Fond du Lac 54935-9099, (920) 929-3800; Fax: (920) 929-2946.

Community Corrections, Division of: WILLIAM J. GROSSHANS, administrator, 240-5300; SANGER B. POWERS, JR., assistant administrator, business and records; Fax: 240-3330.

MICKEY THOMPSON, assistant administrator, Wisconsin Correctional Center System, 835-5711; Fax: 835-3175.

Black River Correctional Center: TIM NELSON, superintendent, W6898 East Staffon Road, Route #5, P.O. Box 433 C, Black River Falls 54615-0433, (715) 333-5681; Fax: (715) 333-2708.

John C. Burke Correctional Center: ART THURMER, superintendent, 900 South Madison Street, P.O. Box 900, Waupun 53963-0900, (920) 324-3460; Fax: (920) 324-4575.

Felmers Chaney Correctional Center: GARY DAVIS, superintendent, 2825 North 30th Street, Milwaukee 53210, (414) 874-1600; Fax: (414) 874-1695.

Drug Abuse Correctional Center: DENIS SUTTON, superintendent, Kempster Hall/Winnebago Mental Health Institute, North Drive, P.O. Box 36, Winnebago 54985-0036, (920) 236-2700; Fax: (920) 426-5601.

Robert E. Ellsworth Correctional Center: BARBARA POWELL, superintendent, 21425-A Spring Street, Union Grove 53182-9408, (262) 878-2392; Fax: (262) 878-4768.

Flambeau Correctional Center: LES MLSNA, superintendent, N671 County Road M, Hawkins 54530-9400, (715) 585-6394; Fax: (715) 585-6563.

Gordon Correctional Center: DAVID SIEDSCHLAG, *superintendent*, 10401 East County Road G, Gordon 54838, (715) 376-2680; Fax: (715) 376-4361.

Kenosha Correctional Center: LARRY MAHONEY, *superintendent*, 6353 14th Avenue, Kenosha 53143, (262) 653-7099; Fax: (262) 653-7241.

McNaughton Correctional Center: DAVE BURTON, *superintendent*, 8500 Rainbow Road, Lake Tomahawk 54539-9558, (715) 277-2484; Fax: (715) 277-2293.

Milwaukee Secure Detention Facility: JOHN HUSZ, *superintendent*, 1015 North 10th Street, Milwaukee 53233, (414) 229-1013; Fax: (414) 229-1033.

Milwaukee Women's Correctional Center: BEVERLY LEWIS-MOSES, *superintendent*, 525 North 17th Street, Milwaukee 53233-2190, (414) 227-4055; Fax: (414) 227-4169.

Oregon Correctional Center: BRIAN FRANSON, *superintendent*, 5140 Highway M, P.O. Box 25, Oregon 53575-0025, (608) 835-3233; Fax: (608) 835-3145.

Sanger B. Powers Correctional Center: ROBERT KENT, *superintendent*, N8375 County Line Road, Oneida 54155-9300, (920) 869-1095; Fax: (920) 869-2650.

St. Croix Correctional Center: JO SKALSKI, *superintendent*, 1859 North 4th Street, P.O. Box 36, New Richmond 54017-0036, (715) 246-6971; Fax: (715) 246-3680.

Marshall E. Sherrer Correctional Center: WANETTA CHARTIER, *superintendent*, 1318 North 14th Street, Milwaukee 53205-2596, (414) 343-5000; Fax: (414) 343-5039.

Thompson Correctional Center: JANE DIER-ZIMMEL, *superintendent*, 434 State Farm Road, Deerfield 53531-9562, (608) 423-3415; Fax: (608) 423-9852.

Winnebago Correctional Center: JAMES NAGLE, *superintendent*, P.O. Box 128, 4300 Sherman Road, Winnebago 54985-0128, (920) 424-0402; Fax: (920) 424-0430.

RON KALMUS, *assistant administrator, probation and parole*, (920) 751-4621; Fax (920) 751-4176.

Region 1: DENISE SYMDON, *chief*, 2445 Darwin Road, Suite 102, Madison 53704, 246-1967; Fax: 246-1900.

Region 2: TERI LEE DANNER, *chief*, 9531 Rayne Road, Suite 11, Sturtevant 53177-1833, (262) 884-3780; Fax: (262) 884-3799.

Region 3A: JOHN BARIAN, *chief*, 4200 North Holton Street, Milwaukee 53212, (414) 229-0670; Fax: (414) 229-0567.

Region 3B: JAN CUMMINGS, *chief*, 819 North 6th Street, Room 121, Milwaukee 53203-1675, (414) 227-4195; Fax: (414) 227-5043.

Region 4: JAMES MILLER, *chief*, 1360 American Drive, Neenah 54956, (920) 751-4623; Fax: (920) 751-4601.

Region 5: LARRY LIEGEL, *chief*, 718 West Clairemont Avenue, P.O. Box 780, Eau Claire 54702-0780, (715) 836-5508; Fax: (715) 836-2331.

Region 6: ROBERT GRUSNICK, *chief*, 56-A South Brown Street, P.O. Box 497, Rhinelander 54501-0497, (715) 365-2587; Fax: (715) 369-5255.

Region 7: ALLEN KASPRZAK, *chief*, 141 Northwest Barstow Street, Room 129, Waukesha 53186-3756, (262) 521-5157; Fax: (262) 548-8697.

Region 8: BARBARA SUTTON, *chief*, 427 East Tower Drive, Wautoma 54982-6927, (920) 787-5555; Fax: (920) 787-5589.

Juvenile Corrections, Division of: EURIAL K. JORDAN, *administrator*, 240-5901; SILVIA R. JACKSON, *deputy administrator*, 240-5902; KRISTINE KRENKE, *assistant administrator, community corrections*, 240-5903; 3099 East Washington Avenue, Madison 53704; Fax: 240-3370.

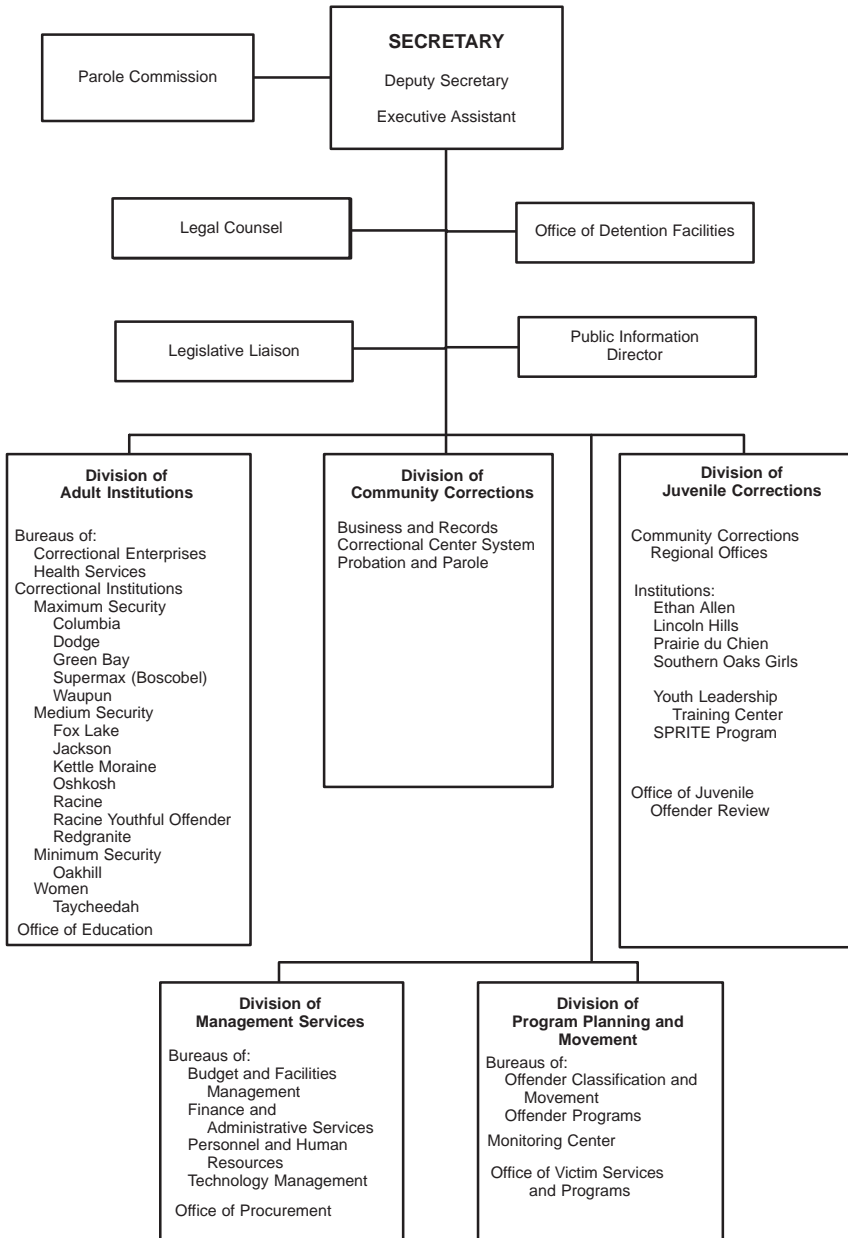
Community Corrections:

Eau Claire: 718 West Clairemont Avenue, Room 140, Eau Claire 54701-6143, (715) 552-4497.

Green Bay: 200 North Jefferson Street, Suite 134, Green Bay 54301, (920) 448-6458.

Madison: 2909 Landmark Place, Suite 104, Madison 53713, 288-3350.

DEPARTMENT OF CORRECTIONS



Milwaukee: 4200 North Holton Street, Milwaukee 53212, (414) 229-0701.

Neenah: 1356 American Drive, Neenah 54956, (920) 729-3900.

Schofield: 453 Grand Avenue, Suite A, Schofield 54476-1021, (715) 241-8890.

Spooner: 802 Northland Drive, Spooner 54801, (715) 635-5902.

Sturtevant: 9531 Rayne Road, Suite 3, Sturtevant 53177-1833, (262) 884-3748.

Wausau: 500 Forest Street, Wausau 54402-1707, (715) 847-5587.

Wisconsin Rapids: 2811 8th Street South, Suite 80, Wisconsin Rapids 54494-6281, (715) 422-5279.

Institutions:

Ethan Allen School: JEAN J. SCHNEIDER, *superintendent*, P.O. Box 900, Wales 53183-0900, (262) 646-3341; Fax: (262) 646-3761.

Lincoln Hills School: PAUL WESTERHAUS, *superintendent*, W4380 Copper Lake Road, Irma 54442-9720, (715) 536-8386; Fax (715) 536-8236.

Prairie du Chien Juvenile Correctional Facility: KYLE DAVIDSON, *superintendent*, P.O. Box 9900, Prairie du Chien 53821-9900, (608) 326-7828; Fax: (608) 326-7736.

Southern Oaks Girls School: PATRICIA J. OGREN, *superintendent*, 21425B Spring Street, Union Grove 53182-9707, (262) 878-6500; Fax: (262) 878-6520.

Youth Leadership Training Center: WILLIAM RIDGELY, *superintendent*, 204 Holden Street, Camp Douglas 54618, (608) 427-3525; Fax: (608) 427-6682.

SPRITE Program: DONALD MCKINNON, *director*, 2909 Landmark Place, Suite 104, Madison 53713, 288-3351; Fax: 288-3378.

Juvenile Offender Review, Office of: JUDITH HEINE, *director*, 240-5918.

Agency Responsibility: The Department of Corrections administers Wisconsin's state prisons, community correctional centers, and juvenile corrections programs. It supervises the custody and discipline of all prisoners in order to protect the public and seeks to rehabilitate offenders and reintegrate them into society. The department maintains 13 correctional facilities and 17 community correctional centers for adults, one facility serving nonviolent youthful offenders at Prairie du Chien, and 4 facilities for juveniles. It also supervises prisoners on probation and parole; monitors compliance with deferred prosecution programs; and may make recommendations for pardons or commutations of sentence when requested by the governor. The department maintains a register of sex offenders who are required to report by law.

Organization: The department is administered by a secretary who is appointed by the governor with the advice and consent of the senate. The secretary appoints the division administrators from outside the classified service.

Unit Functions: The *Office of Detention Facilities*, in the office of the secretary, is responsible for the inspection and evaluation of all local detention facilities, including jails, houses of correction, secure juvenile detention centers, and municipal lockups. It provides technical assistance and training on various detention issues.

The *Division of Adult Institutions* supervises adult inmates in a variety of correctional settings. Inmates are assigned to one of 6 security classifications, based on their records, backgrounds, and the risk they may pose to the public, correctional officers, and other inmates.

Security classifications include 2 levels each of maximum, medium, and minimum security. These levels determine how closely inmates are guarded, how restricted their movements are within the institution, and the programs in which they may participate. Although prisons are classified by the highest level of security for which the facility is built and administered, an individual facility may contain several security levels.

The prison program is designed to offer offenders opportunities to develop skills necessary to lead law-abiding lives upon release. Services include evaluation of an offender's background and needs and the provision of programs to meet those needs. Programs include academic and vocational education, alcohol and other drug abuse treatment, other clinical treatment, work, and religious observance. The division offers job training for inmates through Badger State Industries, which produces various items, including furniture, textiles and linens, license plates, and signs, and performs such services as printing and data entry.

The *Division of Community Corrections* supervises persons released on parole or sentenced to probation or extended supervision. The supervision is community-based to strengthen family and community ties, encourage lawful behavior, and provide local treatment programs. Probation and parole agents hold offenders accountable for their behavior, provide direct services, and refer their clients to community service agencies. They also provide investigative services to the courts, the Division of Adult Institutions, and the Parole Commission to aid in sentencing, institutional programming, and parole planning. Under limited circumstances, agents supervise juveniles released to aftercare programs and persons conditionally released from mental health facilities.

The division administers 16 minimum security correctional centers across the state. Center staff work closely with probation and parole agents to assist the transition of inmates back into the community. Center programming includes basic education, alcohol and drug counseling, work experience, and work release. The division also operates the Milwaukee Secure Detention Facility, which confines offenders who have violated conditions of community supervision as well as those participating in alcohol and other drug abuse inpatient programs.

The *Division of Juvenile Corrections*, created in Section 301.025, Wisconsin Statutes, by 1995 Wisconsin Act 27, administers programs to treat and rehabilitate delinquent youth and protect the public. It operates the state's juvenile corrections institutions and community corrections programs. Through its Juvenile Offender Review Program, the division determines whether offenders in the institutions are eligible for release, oversees the aftercare services of those who are released, and selects the participants for intensive surveillance under the Corrective Sanctions Program. The division also administers the Community Youth and Family Aids Program, which offers financial incentives to counties to divert juveniles from state institutions and into less restrictive community rehabilitation programs, and it awards grants to counties that participate in the Intensive Aftercare Program, which offers a wide range of social, educational, employment, and social assistance.

The *Division of Management Services* provides budgeting, data processing, personnel, and telecommunications services and oversees accounting, procurement, and facilities management.

The *Division of Program Planning and Movement* provides services to those divisions that directly supervise offenders. It also conducts 24-hour monitoring and reporting services for offenders who are subject to electronic monitoring in local communities. The division administers the classification system for all adult inmates to determine their program needs and security and custody levels. It develops and evaluates treatment programs for alcohol and drug abuse, sex offenders, and high risk behaviors. It also oversees victim services and programs, as well as the registration and community notification required for certain offenders. The division supervises transportation of inmates to and from out-of-state correctional facilities.

History: In Chapter 288, Laws of 1851, the legislature established a commission to locate and supervise the building and administration of a state prison. The commissioners chose Waupun as the site, and the facility was opened in 1852. Waupun housed both male and female offenders until 1933 when the Wisconsin Prison for Women opened in Taycheedah.

From 1853 to 1874 an elected state prison commissioner ran the prison. Beginning in 1874, the governor appointed three state prison commissioners to hire a warden and direct state prison operation. In 1881, prisons and other public welfare functions were placed under the supervision of the State Board of Supervision of Wisconsin Charitable, Reformatory and Penal Institutions, subsequently renamed the State Board of Control of the Wisconsin Reformatory, Charitable and Penal Institutions in 1891. Both adult and juvenile facilities came under the board's control.

By 1939, supervision of prisons, juvenile institutions, and parole and probation was moved to the Division of Corrections within the newly created Department of Public Welfare. Under the 1967 executive branch reorganization, the division became part of the Department of Health and Social Services. The division was reorganized as a separate Department of Corrections in 1989 Wisconsin Act 31, but responsibility for juvenile offenders remained with the Department of Health and Social Services until 1995 Wisconsin Act 27 transferred juvenile corrections and related services to the Department of Corrections.

Waupun was the state's only prison until 1898, when the Wisconsin State Reformatory for prisoners from 16 to 30 years-of-age opened at Green Bay. The age limitation was repealed in 1966 and the facility was renamed the Green Bay Correctional Institution in 1978. A separate facility



Administration of the state's corrections system has changed drastically in the century since the Wisconsin State Reformatory was opened at Green Bay in 1898 as the state's second prison. Today, the system houses almost 13,000 adult inmates at 13 state correctional institutions, along with placing another 6,500 inmates in correctional centers and facilities leased outside the state because of recent population increases. (Department of Corrections)

for women, the Industrial Home for Women, began operations in Taycheedah in 1921. The Wisconsin Prison for Women at Taycheedah opened in 1933. Fox Lake Correctional Institution opened in 1962. Further expansion of the state prison system occurred when Kettle Moraine Boys School was converted to an adult institution in 1975, followed by the conversion of Oregon School for Girls to a minimum security prison (Oakhill) in 1977. The Dodge Correctional Institution, which serves as reception and evaluation center for all adult felons sentenced by Wisconsin courts, opened in 1978. Rapid growth of the prison population led to the opening of the Columbia and the Oshkosh Correctional Institutions in 1986, the Racine Correctional Institution in 1991, the Jackson Correctional Institution in 1996, the super maximum security prison, located in Boscobel, in 1999, and the Redgranite Correctional Institution in 2001. An additional prison in New Lisbon is scheduled to open in spring of 2002.

While the capacity of Wisconsin prisons has grown considerably since 1986, the number of prisoners grew from just over 6,000 in 1989 to more than 17,000 in 1998. As a result, 1995 Wisconsin Act 344 authorized the department to contract with other states to house Wisconsin prisoners. 1997 Wisconsin Act 27 authorized housing state prisoners in private prisons in other states.

Wisconsin's first juvenile institution for boys opened in 1860 at Waukesha and was replaced by Kettle Moraine at Plymouth in 1963. A second facility, Wisconsin School for Boys, which was subsequently renamed the Ethan Allen School, opened at Wales in 1959. Lincoln Hills School for Boys began operations in 1970. (It was opened to girls in 1976 and the school was renamed.) The first juvenile institution for girls was established in 1875 in Milwaukee as a private agency that received state aid. The Wisconsin School for Girls, later renamed the Oregon School for Girls, opened in 1931 and closed in 1976. Girls were then sent to Lincoln Hills. In response to concerns about overcrowding at Lincoln Hills and the need for treatment programs for girls, the legislature authorized a separate facility, which opened as Southern Oaks Girls School at Union

Grove in 1994. Another juvenile facility was opened in Prairie du Chien in 1997, but it is currently used for nonviolent youthful offenders under age 21.

Probation and parole were unknown in the early years of statehood. Criminal sentences were for definite periods of time and to be fully served. Until 1860, executive pardons were the only means for early release. Chapter 324, Laws of 1860, established early releases for good behavior, known as “good time”. Calculations of good time ended with the adoption of mandatory release dates for crimes committed after May 31, 1984. Parole was first enacted in 1889, but was apparently invalidated by the Wisconsin Supreme Court. New parole provisions were enacted in 1897 for the Green Bay Reformatory and for the Waupun State Prison in Chapter 110, Laws of 1907. That law allowed the State Board of Control to parole prisoners with the governor’s approval, but the approval requirement was removed in 1947. The State Board of Control was also given supervisory responsibility for prisoners placed on probation in 1909. Currently, the Parole Commission, created in 1989, has final authority in granting discretionary paroles. Under 1997 Wisconsin Act 283, a person who is convicted of a felony committed on or after December 31, 1999, and sentenced to prison must serve a specified time in prison followed by a specified period of “extended supervision” in the community. Persons given this “bifurcated sentence” are not eligible for parole.

Statutory Commission

Parole Commission: DEIRDRE MORGAN (appointed by governor with senate consent), *chairperson*; JAYNE HACKBARTH, M. JEANNE HUIBREGTSE, FRED MELENDEZ, FRANCES PAUL, vacancy (appointed by chairperson from classified service).

Address: P.O. Box 7960, 2701 International Lane, Suite 201, Madison 53707-7960.

Telephone: 240-7280.

The 6-member Parole Commission is the final authority for granting discretionary paroles for prisoners who committed felonies before December 31, 1999. (Parole is not an option in the case of felonies committed on or after that date.) The commission conducts regularly scheduled interviews to consider the parole of inmates confined in a state correctional institution, a contracted facility, or a county house of corrections or inmates transferred to mental health institutions. The governor appoints the commission’s chairperson for a 2-year term.

The commission’s statutory predecessor, the Parole Board, was created by Chapter 221, Laws of 1979, to advise the secretary of health and social services, and its members were appointed by the secretary. The commission was created by 1989 Wisconsin Act 107. Its composition and duties are prescribed in Sections 15.145 (1) and 304.01 of the statutes.

INDEPENDENT UNIT ATTACHED FOR BUDGETING, PROGRAM COORDINATION, AND RELATED MANAGEMENT FUNCTIONS BY SECTION 15.03 OF THE STATUTES

PRISON INDUSTRIES BOARD

Members: RONALD C. ENGELKE, CAROL VOLLMER POPE, BILL G. SMITH (private business and industry representatives); LYLE A. BALISTRERI, ROBERT C. BLESSINGTON, BILL GRONLEY (private labor organization representatives); JOHN D. PHILLIPS (Technical College System representative); JON E. LITSCHER (Department of Corrections representative); CHERYL A. WEISENSEL (Department of Administration representative). (All are appointed by governor.)

Statutory References: Sections 15.145 (2) and 303.015.

Agency Responsibility: The 9-member Prison Industries Board advises Prison Industries. It develops a plan for the manufacturing and marketing of prison industry products, the provision of prison industry services, and research and development activities. No prison industry may be established or permanently closed without board approval. The board reviews the department’s budget request for Prison Industries and may make recommendations to the governor for changes. The board gives final approval for prison industry purchases exceeding \$250,000. Members are appointed for 4-year terms. It was created by 1983 Wisconsin Act 27.

EDUCATIONAL COMMUNICATIONS BOARD

Board Members: SENATOR GEORGE, *chairperson*; ROLF WEGENKE (private schools representative), *vice chairperson*; DARYLANN T. WHITEMARSH (public schools representative), *secretary*; SENATOR ROSENZWEIG; REPRESENTATIVES SCHNEIDER, UNDERHEIM; GEORGE LIGHTBOURN (secretary of administration), ELIZABETH BURMASTER (superintendent of public instruction), KATHARINE LYALL (president, UW System), EDWARD CHIN (director, Technical College System), PATRICK G. BOYLE (appointed by UW System Board of Regents), DAVID R. HILDEBRAND (president, Wisconsin Public Radio Association), DAVID HUTCHISON (educational TV coverage area representative), JOHN R. BIRKHOLZ (appointed by Technical College System Board); ARMANDO A. BRAS, V. THOMAS METCALFE (public members). (Public members and representatives of public and private schools are appointed by governor.)

Executive Director: THOMAS L. FLETMEYER, 264-9676, tfletmeyer@ecb.state.wi.us

Deputy Director: PHIL CORRIVEAU, 264-9666, pcorriveau@ecb.state.wi.us

Administrative Services, Division of: TED TOBIE, *administrator*, 264-9667, ttobie@ecb.state.wi.us

Education, Division of: JOHN ASHLEY, *administrator*, 264-9689, Fax: 264-9685, jashley@ecb.state.wi.us

Engineering Services, Division of: DENNIS BEHR, *administrator*, 264-9746, Fax: 264-9664, dbehr@ecb.state.wi.us

Public Radio, Division of: GREG SCHNIRRING, *director*, 821 University Avenue, Madison 53706, 263-4199, Fax: 263-9763, schnirring@vilas.uwex.edu

Public Television, Division of: MALCOLM BRETT, *director*, 821 University Avenue, Madison 53706, 263-9598, Fax: 263-9763, brett@vilas.uwex.edu

Mailing Address: 3319 West Beltline Highway, Madison 53713-4296.

Telephone: (608) 264-9600.

Fax: (608) 264-9664.

Internet Address: <http://www.ecb.org>

Publications: Biennial report; Interconnect Newsletter; Parade of Programs (ITV schedule for elementary/secondary schools); Telelink Newsletter; Television Program Guide; teachers' manuals and guides for instructional television programs.

Number of Employees: 94.50.

Total Budget 1999-2001: \$29,142,100.

Statutory References: Section 15.57; Chapter 39, Subchapter I.

Agency Responsibility: The Educational Communications Board oversees statewide instructional telecommunications programming and a public broadcasting system for the cultural and educational needs of the state's citizens. The board plans, constructs, and operates the state's public radio and television networks, and it is the licensee for the state's 13 public radio stations and 5 public television stations. The board shares responsibility for public broadcasting with the University of Wisconsin Board of Regents. Programming is produced through UW facilities or acquired from national, regional, state, and local sources. The board also is affiliated with public television stations licensed to Milwaukee Area Technical College, television station WSDE in Duluth, and several public radio stations.

Educational services include selection, acquisition or production, implementation, and evaluation of instructional programming and accompanying materials (CD-ROMs, manuals, and software) in cooperation with teachers in public and private schools, the Cooperative Educational Service Agencies, the Department of Public Instruction, the Technical College System, and the UW System. The board administers a telecommunication operations center and satellite facilities.

Organization: The board includes 16 members. Those appointed by the governor, the UW Board of Regents, and the Technical College System Board serve 4-year terms. The board appoints an executive director from outside the classified service. Division administrators are appointed by the executive director and may be from outside the classified service.

Unit Functions: The *Division of Administrative Services* develops operating and capital budgets and provides information technology, purchasing, personnel, and fiscal services. It also supplies administrative services to the Wisconsin Public Broadcasting Foundation, Inc., and the Wisconsin Public Radio Association.

The *Division of Education* provides instructional television and multimedia programming along with field services, on-line assistance, and other instructional services for public and private K-12 schools and higher education. It offers professional development opportunities for professional educators through the use of distance learning technologies.

The *Division of Engineering Services* develops, operates, and maintains the statewide telecommunication systems used to receive and deliver instructional, educational, and cultural programming. It coordinates broadcasting from the Emergency Alert System and the National Weather Service.

The *Division of Public Radio* operates the statewide Wisconsin Public Radio service in partnership with UW-Extension. Wisconsin Public Radio service includes two networks: 1) the National Public Radio News and 2) Classical Music Network and the Wisconsin Ideas Network – both of which offer regional programming.

The *Division of Public Television* operates the statewide Wisconsin Public Television service in partnership with UW-Extension. Daytime broadcast hours are devoted to children's and instructional programming and evening hours to cultural, informational, and entertainment programs. Wisconsin Public Television delivers national programming from the Public Broadcasting Service and produces programs on topics of regional and state interest.



The Educational Communications Board produces a variety of programs to help teachers across the state keep up with their fast-changing profession. Here the crew prepares to tape a classroom segment for "Teaching Through Technology". (Educational Communications Board)

History: Wisconsin's history in educational broadcasting dates back to the oldest public radio station in the nation. The University of Wisconsin's research in "wireless" communication led to the beginning of scheduled radio broadcasting in 1919 on Station 9XM, which was renamed WHA-AM in 1922. Wisconsin made a commitment to statewide educational broadcasting in 1945. Chapter 570, Laws of 1945, created the State Radio Council to plan, produce, and transmit educational, cultural, and service programs over a statewide FM radio network. Over the next two decades, the council constructed and activated 10 radio transmitters. In Chapter 360, Laws of 1953, the council also assumed responsibility for research in educational television.

The 1967 executive branch reorganization renamed the council the Educational Broadcasting Board, created the Educational Broadcasting Division under its supervision, and attached the board and the division to the Coordinating Council for Higher Education. The name was changed to the Educational Communications Board in Chapter 276, Laws of 1969. With the demise of the Coordinating Council, the Educational Communications Board became an independent agency in Chapter 100, Laws of 1971. In 1971, the board began to extend educational television to the entire state, and it had constructed 5 UHF television stations by 1977. Signal translator facilities erected in the 1980s extended service to areas of the state beyond the reach of regular transmitters. By 1994, the board completed construction of 17 instructional television fixed service systems, which are licensed with the Federal Communications Commission. Most recently, the Educational Communications Board has begun statewide transition to digital broadcasting, in accordance with the FCC mandate to convert to the digital format by 2003.

ELECTIONS BOARD

Elections Board: JOHN P. SAVAGE (designated by Wisconsin Republican Party), *chairperson*; DAVID HALBROOKS (designated by senate majority leader), *vice chairperson*; STEVEN V. PONTO (selected by governor); CHRISTINE M. WISEMAN (designated by supreme court chief justice); R.J. JOHNSON (designated by assembly speaker); JOHN C. SCHOBBER (designated by senate minority leader); BRENDA LEWISON (designated by assembly minority leader); JERALYN WENDELBERGER (designated by Wisconsin Democratic Party) (all appointed by governor).

Executive Director: KEVIN J. KENNEDY, 266-8087, kevin.kennedy@seb.state.wi.us

Legal Counsel: GEORGE A. DUNST, 266-0136, george.dunst@seb.state.wi.us

Elections and Campaign Finance Administrator: BARBARA A. HANSEN, 267-0714, barbara.hansen@seb.state.wi.us

Elections Specialists: TOM LETKO, 266-3061, tom.letko@seb.state.wi.us; DIANE LOWE, 266-3276, diane.lowe@seb.state.wi.us

Mailing Address: P.O. Box 2973, Madison 53701-2973.

Location: 132 East Wilson Street, Suite 200, Madison.

Telephones: General office: (608) 266-8005; Election services: 266-3276; Campaign finance services: 267-7735.

Internet Address: <http://elections.state.wi.us>

Fax: (608) 267-0500.

Publications: Absentee Voting in Wisconsin Nursing Homes; biennial report; calendar of election events; various guides and checklists for candidates, political committees, election officials and clerks.

Number of Employees: 13.00.

Total Budget 1999-2001: \$2,632,300.

Statutory References: Section 15.61; Chapters 5-12.

Agency Responsibility: The Elections Board administers the state's election and campaign laws, investigates alleged violations of those laws, and brings civil actions to collect forfeitures. It may subpoena alleged violators or their records and notify the district attorney or attorney gen-

eral of any grounds for civil or criminal prosecution. The board also has compliance review authority over local election officials' actions relating to ballot preparation, candidate nomination, voter qualifications, and election administration. The board issues formal opinions upon request, promulgates administrative rules, and holds information and training meetings with local election officials to promote uniform election procedures.

The board administers the campaign finance registration and reporting system, which limits and requires full disclosure of contributions and disbursements made on behalf of every candidate for public office. The statutes specify which candidates, individuals, political parties, and groups must register and file detailed financial statements. Registration and reporting are required for nonresident committees that make contributions and for all individuals who make independent disbursements.

The board also administers the Wisconsin Election Campaign Fund, created by Chapter 107, Laws of 1977, to provide publicly funded grants to eligible candidates for statewide and legislative office. Candidates who apply for the grants must, with some exceptions, agree to abide by spending limits. Funding for the grants is provided from a \$1 checkoff on the state income tax form that does not affect the taxpayer's liability.

Organization: The governor appoints the Elections Board members to serve 2-year terms. The number of members may vary because, in addition to the 6 members designated by specified officials, it must include the chief officer of each political party whose candidate for governor received at least 10% of the vote in the most recent gubernatorial election. The board employs an executive director from outside the classified service to act as the chief election officer of the state. Administrative and support services are provided by the Department of Administration.

History: The Elections Board was created as an independent agency by Chapter 334, Laws of 1973. This law transferred administration of the state's election laws from the secretary of state to the board and created the campaign finance registration and reporting system.

Department of EMPLOYEE TRUST FUNDS

Employee Trust Funds Board: MARILYN J. WIGDAHL (Wisconsin Retirement Board member), *chairperson*; WAYNE E. KOESSL (Wisconsin Retirement Board member), *vice chairperson*; ROBERT M. NIENDORF (Teachers Retirement Board member), *secretary*; STEPHEN H. FRANKEL (governor's designee on Group Insurance Board); PETER FOX (secretary of employment relations); IRENA MACEK, WAYNE D. MCCAFFERY, NANCY L. THOMPSON (Teachers Retirement Board members); JOHN L. BROWN, C.F. SAYLOR (Wisconsin Retirement Board members); CYNTHIA A. VAN BOGAERT (appointed by governor to represent taxpayers), JAMES A. GRUENTZEL (annuitant, elected by annuitants), SHERRY J. BROWN (Technical College or educational support personnel employee). (Board representatives are appointed by their respective boards; the technical college or public school educational support employee is elected by the constituency groups.)

Secretary of Employee Trust Funds: ERIC O. STANCHFIELD, 266-0301, eric.stanchfield@

Deputy Secretary: DAVID C. MILLS, 266-3641, dave.mills@

Executive Assistant: DAVID E. HINRICHS, 266-3763, dave.hinrichs@

Internal Audit, Office of: ROBERT J. SCHAEFER, *director*, 266-3951, robert.schaefer@

Controller, Office of: ROBERT C. WILLETT, *director*, 266-0904, bob.willett@

Communications, Office of: JULIE A. RENEAU, *director*, 266-0222, julie.reneau@

Legal Services, Office of: ROBERT F. WEBER, 266-5804, rob.weber@

Legislation and Planning, Office of: PAMELA S. HENNING, *director*, 267-2929, pamelahenning@

Administrative Services, Division of: RHONDA L. DUNN, *administrator*, 266-9854, rhonda.dunn@

Employer Services, Division of: JEAN GILDING, *administrator*, 266-1210, jean.gilding@

Information Technology, Division of: DAVID E. HINRICHS, *executive assistant*, 266-3763, dave.hinrichs@

Insurance Services, Division of: THOMAS C. KORPADY, *administrator*, 266-0207, tom.korpady@
Retirement Services, Division of: DAVID A. STELLA, *administrator*, 267-9038, dave.stella@

Address e-mail by combining the user ID and the state extender: userid@eff.state.wi.us

Mailing Address: P.O. Box 7931, Madison 53707-7931.

Location: 801 West Badger Road, Madison.

Milwaukee Branch Office: 819 North 6th Street, Room 550, Milwaukee 53203,
 (414) 227-4294.

Telephones: 266-1071; Member services: 266-3285 (Madison) or (877) 533-5020; Telephone message center: (800) 991-5540; Self-service line: (877) 383-1888; TTY: 267-0676.

Internet Address: <http://badger.state.wi.us/agencies/etf> (includes e-mail inquiry form).

Publications: Comprehensive Annual Financial Report; *Employer Bulletin*; *Trust Fund News*; and various employer manuals and employee brochures on the Wisconsin Retirement System, the group insurance plans, the deferred compensation program, and the employee reimbursement account program.

Number of Employees: 203.85.

Total Budget 1999-2001: \$43,317,200.

Statutory References: Sections 15.16 and Chapter 40.

Agency Responsibility: The Department of Employee Trust Funds administers various employee benefit programs, including the retirement, group insurance, and deferred compensation programs and employee reimbursement accounts. It serves all state employees and teachers and most municipal employees.

Organization: The 13-member Employee Trust Funds Board provides direction and supervision to the department and the Wisconsin Retirement System (WRS). Board membership includes 2 *ex officio* members and 11 members who are appointed or elected for 4-year terms to represent employers, employees, taxpayers, and annuitants. The member appointed by the governor to represent taxpayers must have specific professional experience and cannot be a WRS participant. The board approves all administrative rules; authorizes payment of all retirement annuities, except those for disability; and hears appeals of benefit determinations. It appoints the secretary from outside the classified service, and the secretary selects the deputy from outside the service. Division and office heads are appointed from within the classified service by the secretary.

Unit Functions: The *Division of Administrative Services* provides support services for human resources, payroll, facility management, capital budget and inventory, records management, document design, telecommunications, and mail service.

The *Division of Employer Services* develops and implements the necessary policies, training, and support for employers participating in the benefit programs. It collects and reconciles data on all active members of the retirement system and provides annual statements to those who are not receiving benefits.

The *Division of Information Technology* develops and implements the department's information technology systems, coordinates technological resources, and provides technical services to the department.

The *Division of Insurance Services* is responsible for policy development and implementation of health, life, disability, and long-term care insurance; accumulated sick leave conversion credit; employee reimbursement accounts; and the Private Employer Health Care Purchasing Alliance.

The *Division of Retirement Services* develops and implements retirement policies and services for the members of the retirement system, including calculation and payment of retirement and related benefits. It also administers the deferred compensation program. The division monitors and interprets related state and federal legislation.

History: The 1891 Legislature initiated pension coverage for local government employees when it required Milwaukee to create a pension fund for retired and disabled police and fire fighters in Chapter 287. Sixteen years later, the legislature extended pension coverage to protective service employees of smaller cities through Chapter 671, Laws of 1907. The 1909 Legislature

authorized a pension system for City of Milwaukee teachers in Chapter 510; and Chapter 323, Laws of 1911, created a retirement system for those school districts throughout the rest of the state that wished to enroll their teachers. With enactment of Chapter 459, Laws of 1921, Wisconsin established a mandatory, joint contributory, statewide teachers' pension system, covering virtually all teachers in public schools (outside of Milwaukee), normal schools, and the University of Wisconsin.

The legislature first provided retirement plans for general state and municipal employees outside of Milwaukee in Chapter 175, Laws of 1943. Local fire and police pension funds were closed to new members by Chapter 206, Laws of 1947, and these employees have since been covered with the general employees. Chapter 60, Laws of 1951, created the Public Employees Social Security Fund, making Wisconsin the first state in the nation to permit some state and local government employees to be covered by Social Security.

Chapter 211, Laws of 1959, created group life and group health insurance programs for state employees, a group life insurance program for municipal employees, and the Group Insurance Board to monitor the administration of the programs. During the 1967 executive branch reorganization, the Department of Employee Trust Funds was created to administer the various retirement funds, and the Group Insurance Board was attached to it.

Chapter 280, Laws of 1975, initiated the merger of the existing, separate retirement funds that covered all publicly employed teachers in the state and all state and local public employees, except employees of the City of Milwaukee and Milwaukee County who have their own systems. The legislature transferred local police and fire pension funds to the overall general employee system in Chapter 182, Laws of 1977. The implementation of the merged Wisconsin Retirement System was completed, effective January 1, 1982, by Chapter 96, Laws of 1981.

Statutory Boards

Deferred Compensation Board: EDWARD D. MAIN, *chairperson*; PETER F. ULLRICH, *vice chairperson*; MARTIN BEIL, *secretary*; JOHN F. NELSON, J. JEAN ROGERS (appointed by governor with senate consent).

The 5-member Deferred Compensation Board establishes rules for offering deferred compensation plans to state and local employees and contracts with deferred compensation plan providers. Its members are appointed for 4-year terms. The board was created by 1989 Wisconsin Act 31, and its composition and duties are prescribed in Sections 15.165 (4) and 40.80 of the statutes.

Group Insurance Board: STEPHEN H. FRANKEL (designated by governor), *chairperson*; RANDY A. BLUMER (designated by commissioner of insurance), *vice chairperson*; CHARLES E. MCDOWELL (designated by secretary of administration), *secretary*; KAREN TIMBERLAKE (designated by attorney general), PETER FOX (secretary of employment relations), MARTIN BEIL (WRS-insured nonteacher participant); ESTHER M. OLSON (WRS-insured teacher participant); ROBERT ALESCH (retired WRS-insured participant); GALE DUSHACK (WRS-insured local government participant); C.F. SAYLOR (public member). (All except *ex officio* members are appointed by governor.)

The 10-member Group Insurance Board oversees the group health, life, income continuation, and other insurance programs offered to state employees, covered local employees, and retirees. The board's 5 appointed members serve 2-year terms. The board was created by Chapter 211, Laws of 1959, and its composition and duties are prescribed in Sections 15.165 (2) and 40.03 (6) of the statutes.

Private Employer Health Care Coverage Board: ERIC O. STANCHFIELD (nonvoting member) (secretary of employee trust funds), *chairperson*; PHYLLIS DUBÉ (nonvoting member) (secretary of health and family services), *vice chairperson*; JOHN TURCOTT (health maintenance organizations); TIM SIZE (hospitals); JAMES KROGSTAD (insurance agents); GINA ERICKSON, vacancy (employees eligible to receive coverage from an employer who employs 50 employees or less); DEWAYNE BIERMAN (insurers); JAMES JANES, CHRISTOPHER QUERAM (eligible employers who employ 50 employees or less); vacancy (physician); KENNETH CONGER, GARY MEIER (representing the public interest). (All except *ex officio* members are appointed by governor with senate consent.)

Mailing Address: P.O. 7931, Madison 53707-7931.

Telephone: 261-0731.

Fax: 261-0142.

Statutory References: 15.07 (1) (b) 22. and 15.165 (5).

Agency Responsibility: The 13-member Private Employer Health Care Coverage Board was created by 1999 Wisconsin Act 9 to oversee the Private Employer Health Care Purchasing Alliance Program. Appointed members serve 3-year terms. The board sets the criteria for administrative contracts of the program's health care coverage plans, establishes enrollment periods, and sets the commission rates that may be paid to insurance agents selling coverage. The board must submit a report no later than January 1, 2008, recommending whether the Department of Employee Trust Funds should continue its involvement with the program. The board is scheduled to sunset on January 1, 2010.

Teachers Retirement Board: WAYNE D. McCAFFERY (public school teacher), *chairperson*; ROBERT M. NIENDORF (UW System representative appointed by governor), *vice chairperson*; NANCY L. THOMPSON (school board member appointed by governor), *secretary*; LAURI R. BICKEL, SUZANNE M. DOEMEL, GERALD E. PAHL, JAMES R. TRIPP, DOROTHY VOGEL (public school teachers); LON L. MISHLER (technical college teacher); DENNIS W. PRATT (public school administrator appointed by governor); THEODORE BRATANOW (UW System representative appointed by governor); DONALD T. GANTHER (teacher annuitant); IRENA MACEK (Milwaukee teacher). (Members not appointed by governor are elected by their constituent groups.)

The 13-member Teachers Retirement Board advises the Employee Trust Funds Board about retirement matters related to teachers, recommends and must approve or reject administrative rules, authorizes payment of disability annuities for teachers, and hears appeals of staff determinations of disability. Board members serve staggered 5-year terms; the 2 UW System representatives may not be from the same campus. The board was created by Chapter 204, Laws of 1953, and its composition and duties are prescribed in Sections 15.165 (3) (a) and 40.03 (7) of the statutes.

Wisconsin Retirement Board: MARILYN J. WIGDAHL (participating state employee), *chairperson*; JOHN L. BROWN (county clerk or deputy), *vice chairperson*; C.F. SAYLOR (participating employee of local employer other than city or village), *secretary*; vacancy (city or village chief executive or governing board member); THEODORE BAUER (participating city or village finance officer); BARBARA J. ERMELING (participating city or village employee); WAYNE E. KOESSL (county or town governing body member); JEFFERSON E. DAVIS (nonparticipant representing taxpayers), LAURA ILIFF (actuary in OCI designated by commissioner of insurance). (All, except insurance commissioner or designee, are appointed by governor.)

The 9-member Wisconsin Retirement Board advises the Employee Trust Funds Board about retirement matters related to state and local general and protective employees and performs the same functions for these employees as the Teachers Retirement Board does for teachers. The board's appointed members serve staggered 5-year terms, and the municipal official and county board member are nominated by their respective statewide associations. The board was created by Chapter 96, Laws of 1981, and its composition and duties are prescribed in Sections 15.165 (3) (b) and 40.03 (8) of the statutes.



Employees produce a variety of bakery goods, including kringle, a pastry often associated with the Danish settlers of Racine. For almost a century, Wisconsin's laws have protected the right of workers to bargain collectively and work in safe environments. Wisconsin was the first state to enact a comprehensive worker's compensation law in 1911. (Department of Tourism)

EMPLOYMENT RELATIONS COMMISSION

Commissioners: JAMES R. MEIER, *chairperson*, 266-0166, james.meier@; PAUL A. HAHN, paul.hahn@; A. HENRY HEMPE, hank.hempe@ (appointed by governor with senate consent).

General Counsel and Staff Director: PETER G. DAVIS, 266-2993, peter.davis@

Supervisors: MARSHALL L. GRATZ, (414) 963-4695, marshall.gratz@; WILLIAM C. HOULIHAN, 266-0147, william.houlihan@

Mailing Address: P.O. Box 7870, Madison 53707-7870.

Location: 18 South Thornton Avenue, Madison.

Telephone: 266-1381.

Fax: 266-6930.

E-mail: werc@werc.state.wi.us

Internet Address: <http://badger.state.wi.us/agencies/werc/index.htm>

Address e-mail by combining the user ID and the agency extender: userid@werc.state.wi.us

Publications: Biennial reports; complaint procedures manual; agency decisions.

Number of Employees: 31.50.

Total Budget 1999-2001: \$5,818,600.

Statutory References: Section 15.58; Chapter 111.

Agency Responsibility: The Employment Relations Commission promotes collective bargaining and peaceful labor relations in the private and public sectors. It processes various types of labor relations cases, including elections, bargaining unit clarifications, union security referenda, mediations, interest arbitrations, grievance arbitrations, prohibited or unfair labor practices, and declaratory rulings. The commission's decisions are subject to review in state court.

In addition to mediating labor disputes, the commission provides training and assistance to parties interested in labor/management cooperation and a consensus approach to resolving labor relations issues.

Organization: The 3 full-time commissioners are chosen for staggered 6-year terms, and the governor designates one commissioner to serve as chairperson for a 2-year term. The chairperson functions as the agency administrator and is assisted by supervisors who head teams of attorney/mediators and their support staff. The general counsel reviews all complaint appeals and declaratory ruling records; prepares draft decisions for commission consideration; and serves as liaison to the legislature and to the attorney general, who represents the commission in court.

History: Chapter 51, Laws of 1937, created the Wisconsin Labor Relations Board as an independent agency in the executive branch. Chapter 57, Laws of 1939, replaced the board with the Employment Relations Board and amended state laws governing labor relations. The 1967 Legislature renamed the board the Employment Relations Commission and continued it as an independent agency.

Over the years, the legislature has expanded the rights of public employees and the duties of the commission in the area of public employment labor relations. Chapter 509, Laws of 1959, authorized municipal employees to organize and be represented by labor organizations in negotiating wages, hours, and conditions of employment. Chapter 124, Laws of 1971, gave municipal employees the right to bargain and made a municipal employer's refusal to bargain a prohibited practice. Chapters 246 and 247, Laws of 1971, established compulsory interest arbitration for police and firefighters in Milwaukee and other municipalities. Chapter 270, Laws of 1971, gave state employees the right to bargain.

Department of EMPLOYMENT RELATIONS

Secretary of Employment Relations: PETER D. FOX, 266-9820, peter.fox@

Deputy Secretary: JANET TIDWELL, 266-9672, janet.tidwell@

Executive Assistant: VICKI POOLE, 267-1023, vicki.poole@

Legal Counsel, Office of: DAVID J. VERGERONT, *chief legal counsel*, 266-0047, david.vergeront@

Information Systems, Office of: ROBERT VAN HOESEN, *director*, 267-1003.

Legislative Liaison: ELIZABETH REINWALD, 266-5316, elizabeth.reinwald@

State Employee Suggestion Program: ROBERT TOOMEY, *coordinator*, (608) 266-0664,

robert.toomey@; Program e-mail: suggest@der.state.wi.us, Program Internet address:
http://suggest.state.wi.us

Statewide Employee Assistance Program: 267-1003.

Administrative Services, Division of: ROBERT VAN HOESEN, *administrator*, 267-1003,

bob.vanhoesen@

Employee Development and Training, Office of: 266-0664.

Affirmative Action, Division of: GREGORY C. JONES, *administrator*, 266-3017, greg.jones@

Compensation and Labor Relations, Division of: JAMES A. PANKRATZ, *administrator*, 266-1860,
jim.pankratz@; MICHAEL SOEHNER, *assistant administrator*, 267-9462, michael.soehner@

Compensation, Bureau of: JOHN VINCENT, *director*, 266-1729, john.vincent@

Classification, Bureau of: LEEAN WHITE, *director*, 267-0344, leean.white@

Collective Bargaining, Bureau of: ALLEN C. COTTRELL, *director*, 257-7240, allen.cottrell@

Merit Recruitment and Selection, Division of: vacancy, *administrator*, 266-1136; JEANNE K.
BENCK, *assistant administrator*, 267-2411, jeanne.benck@

State Employment Options Program: JENNIFER GEBERT, *supervisor*, 267-2155,
jennifer.gebert@

Address e-mail by combining the user ID and the state extender: userid@der.state.wi.us
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Mailing Address: P.O. Box 7855, Madison 53707-7855.

Location: 345 West Washington Avenue, Madison.

Telephones: General: (608) 266-9820, TTY: (608) 267-1004; State job information: (608)
266-1731, TTY: (608) 266-1498.

Fax: Office of the Secretary: (608) 267-1014; General: (608) 267-1020.

Internet Address: <http://der.state.wi.us>

Publications: Affirmative Action Recruitment Resource Directory; Council on Affirmative Action Report; Current Employment Opportunities Bulletin; DER News and Views; State Employment Options Program Annual Report; A Study Guide for Employment Examinations with Wisconsin State Government; Summer Affirmative Action Report; Veterans Employment Report; W-2 Hiring Report; Wisconsin Civil Service Job Information; Written Hiring Reasons Report.

Number of Employees: 86.00.

Total Budget 1999-2001: \$12,878,500.

Statutory References: Sections 15.17 and 15.173; Chapter 111, Subchapter V, and Chapter 230.

Agency Responsibility: The Department of Employment Relations is responsible for personnel and employment relations policies and programs for state government employees. The department administers the state's classified service, which is designed to staff state governmental agencies with employees chosen on the basis of merit. It evaluates job categories, determines employee performance and training needs, and assists managers in their supervisory duties. The department sets standards for and ensures compliance with affirmative action plans. It represents the executive branch in its role as an employer under the state's employment relations statutes.

Organization: The department is administered by a secretary who is appointed by the governor with the advice and consent of the senate. The secretary appoints the administrators of the Divi-

sion of Affirmative Action and the Division of Compensation and Labor Relations from outside the classified service. The administrator of the Division of Merit Recruitment and Selection is appointed to a 5-year term by the governor with the advice and consent of the senate, based on competitive examination. The governor may appoint the administrator for subsequent 5-year terms with the senate's consent.

Unit Functions: The *Office of Legal Counsel* advises the secretary on all legal matters and represents the secretary and the administrator of the Division of Merit Recruitment and Selection in appeals before the Personnel Commission and other state or federal agencies. It also represents all state agencies in unfair labor practice cases before the Wisconsin Employment Relations Commission.

The *Statewide Employee Assistance Program* oversees the administration of the Employee Assistance Program in all state agencies, constitutional offices, and the judicial and legislative branches of government. State employees and their families receive assistance with personal or work-related problems, and the program offers training, consultation, and technical support for employers, supervisors, and union representatives who deal with the employees in a work setting.

The *Division of Administrative Services* handles the department's internal operations, including budget preparation, fiscal control, accounting, information technology, personnel and payroll services, purchasing, and policy planning and analysis. The division's Office of Employee Development and Training oversees training in basic supervisory skills and other human resource training for state supervisors, managers, and human resource professionals.

The *Division of Affirmative Action* develops and administers the state's equal employment opportunity/affirmative action program and reports annually to the governor and legislature about the affirmative action accomplishments of state agencies. It develops standards for executive agencies, the UW System, and legislative service agencies and provides staff support to the Council on Affirmative Action. The division provides technical assistance to agencies in the development and implementation of affirmative action plans, trains new supervisors, and monitors agency programs.

The *Division of Compensation and Labor Relations* develops and administers the state's classification and compensation plan. It allocates positions to classifications, assigns classifications to pay ranges, and administers the state's performance evaluation program. It also assists in state agency compliance with the federal Fair Labor Standards Act and the federal and state family and medical leave acts. The division represents the state as employer in negotiations with the labor unions that represent state employees, but the legislature must ratify all contracts. The division also serves the state in arbitration proceedings, conducts labor relations training programs for state management representatives, and coordinates the Labor-Management Cooperation Program.

The *Division of Merit Recruitment and Selection*, created in Section 15.173, Wisconsin Statutes, by 1983 Wisconsin Act 27, coordinates the hiring of classified service employees for state government. It establishes policies designed to ensure fair competition for civil service positions and carry out the recruitment and hiring of a qualified and diverse workforce. It recruits job applicants, develops and administers written examinations and other assessments to evaluate applicants, and provides lists of qualified candidates to agencies. The division also administers layoffs, transfers, and reinstatements of nonrepresented classified employees; investigates cases of potential classified service violations; administers the Wisconsin Code of Ethics for classified employees; provides training to state agencies; and provides testing services to local governments upon request. The division also handles the State Employment Options Program that assists Wisconsin Works (W-2) clients and food stamp recipients in obtaining state employment.

History: The Department of Employment Relations dates back to legislation enacted early in the century. Wisconsin created a State Civil Service Commission in Chapter 363, Laws of 1905, and declared that appointments to and promotions in the civil service would be made only according to merit. Chapter 456, Laws of 1929, reconstituted the commission as the Personnel Board within the newly created Bureau of Personnel. This structure continued for 30 years until the legislature placed the board and bureau in the new Department of Administration, created in Chapter 228, Laws of 1959.

In 1972, Governor Patrick Lucey issued an executive order creating an affirmative action unit in the Bureau of Personnel. The order also directed the head of every state agency to encourage women and minorities to apply for promotions and to designate an affirmative action officer responsible for developing an affirmative action plan.

Chapter 196, Laws of 1977, created the Department of Employment Relations and transferred to it from the Department of Administration the organizational units and functions of the Employee Relations Division, including affirmative action, personnel, collective bargaining, and human resources services.

The legislature reorganized personnel functions in 1983 Wisconsin Act 27 by assigning classification and compensation responsibility to the secretary and recruitment and examination responsibility to the statutorily created Division of Merit Recruitment and Selection. Further reorganization occurred when 1989 Wisconsin Act 31 abolished the Personnel Board, which had been an independent agency since 1978, and transferred its functions to the department.

Statutory Council and Board

Affirmative Action, Council on: DAVID SCHAEFER, *chairperson*; LAURA A. MILLOT, *vice chairperson*; ROGER PULLIAM (appointed by assembly speaker), *secretary*; vacancy (appointed by senate president), vacancy (appointed by senate minority leader), JEFFREY R. MUSE (appointed by assembly minority leader); HAFEZAH AHMAD, AMOS C. ANDERSON, CRYSTAL A. BERG, LEONOR ROSAS DELEON, BRIAN D. FEARS, MAE D. KILLEBREW, JACK A. MELVIN III, ROLAND W. WETLEY, vacancy. (All are appointed by governor unless otherwise indicated.)

Contact: GREGORY C. JONES, *administrator*, Division of Affirmative Action, 266-3017.

The 15-member Council on Affirmative Action advises the secretary, evaluates affirmative action programs throughout the classified service, seeks compliance with state and federal regulations, and recommends improvements in the state's affirmative action efforts. The council must report annually to the legislature and governor. It may recommend legislation, consult with agency personnel and other interested groups, and conduct hearings. Council members serve 3-year terms. A majority of them must be public members, and a majority must represent minority persons, women, and persons with a disability. The council was created by Chapter 196, Laws of 1977, in the Department of Employment Relations. Its composition and duties are prescribed in Sections 15.177 and 230.46 of the statutes.

State Employees Suggestion Board: JIM BEHREND, KENNETH J. BERG, ROGER D. CROSS (all appointed by governor).

The 3-member State Employees Suggestion Board administers an awards program to encourage unusual and meritorious suggestions and accomplishments by state employees that promote economy and efficiency in government services. Board members are appointed for 4-year terms, and at least one of them must be a state officer or employee. The board was created by Chapter 278, Laws of 1953, as the Wisconsin State Employees Merit Award Board and renamed in 1987 Wisconsin Act 142. It has been successively located in the Bureau of Personnel, the Department of Administration, and, most recently, in the Department of Employment Relations by 1989 Wisconsin Act 31. Its composition and duties are prescribed in Sections 15.175 and 230.48 of the statutes.

ETHICS BOARD

Members: JAMES R. MORGAN, *chairperson*; PAUL M. HOLZEM, *vice chairperson*; DAVID L. McROBERTS, *secretary*; GORDON B. BALDWIN, DOROTHY JOHNSON, JOANNE R. ORR (appointed by governor with senate consent).

Executive Director: ROTH JUDD.

Mailing Address: 44 East Mifflin Street, Suite 601, Madison 53703.

Telephone: (608) 266-8123.

Fax: (608) 264-9319.

Internet Address: <http://ethics.state.wi.us>

Agency E-mail: ethics@ethics.state.wi.us

Publications: Annual Report; Digest of Opinions of the Ethics Board; guidelines on standards of conduct for state and local officials; informational guides on the lobby law; directories of licensed lobbyists and registered lobbying organizations.

Number of Employees: 6.50.

Total Budget 1999-2001: \$1,055,400.

Statutory References: Sections 15.07 (1) (c) and 15.62; Chapter 13, Subchapter III; and Chapter 19, Subchapter III.

Agency Responsibility: The 6-member Ethics Board advises state officials, lobbyists, and the public about Wisconsin's ethics code for public officials and state lobbying laws. It investigates and prosecutes violations of these laws; compiles and disseminates information about the time and money spent by businesses and organizations in lobbying activities; and lists the specific items of legislation or administrative rules that businesses and organizations attempt to influence. The board files financial interest statements of state officials, candidates, and nominees for state public office for public review and also provides advice to local units of government about the statutory standards of conduct for local officials. The board's web site offers current information about lobbying activities.

Organization: Board members serve staggered 6-year terms and must be U.S. citizens and state residents. While serving on the board and for one year prior to appointment, no member may be or have been a member of a political party or a partisan political organization or be or have been a candidate for partisan elective public office. No member may concurrently hold a local or state office or be employed by state or local government. The board appoints an executive director.

History: When Chapter 90, Laws of 1973, created the Ethics Board and the ethics code, the standards applied only to key state officials in the executive and legislative branches. Chapters 223 and 277, Laws of 1977, extended the code's application to judges and state employees, respectively. Chapter 277 also required officials to report additional information about their personal financial interests. Chapter 120, Laws of 1979, enhanced the ability of local governments to enforce codes of ethics for local officials. The 1981 Legislature applied the ethics code to board members and key employees of the currently named technical college districts and employees of the Wisconsin Housing and Economic Development Authority (Chapters 269 and 349, respectively). The code was extended to municipal judges by 1983 Wisconsin Act 27. The 1987 Legislature applied it to division administrators in the classified service, increased the penalties for code violations, and changed the standard of proof from "beyond a reasonable doubt" to "clear and convincing evidence" (1987 Wisconsin Act 365). 1991 Wisconsin Act 39 created an ethics code for local public officials of counties, cities, villages, towns, school boards, and other governmental units.

Chapter 243, Laws of 1899, established a lobbying registry to identify the subjects of lobbying efforts and report lobbying expenses. Chapter 609, Laws of 1947, required lobbyists to obtain licenses. 1989 Wisconsin Act 338 transferred regulation of lobbyists and their employers from the Office of the Secretary of State, which had performed those duties since 1977, to the Ethics Board. It broadened the definition of lobbying activity and expanded expenditure reporting requirements. 1997 Wisconsin Act 186 required organizations that employ lobbyists to identify to the Ethics Board the bill, rule, or budget topic of interest to them within 15 days of their first lobbying contact on the matter.

**Department of
FINANCIAL INSTITUTIONS**

Secretary of Financial Institutions: JOHN F. KUNDERT, 264-7800.

Deputy Secretary: TERRY W. GROSENHEIDER, 267-1718, terry.grosenheider@; Fax: 266-0440.

Executive Assistant: DAVID G. ANDERSON, 267-1719, david.anderson@

Director of Communications: KIM M. STRAKA, 264-7868, kim.straka@; Fax: 264-7868.

Financial Education, Office of: DAVID D. MANCL, *director*, 261-9540, david.mancl@; P.O. Box 7846, Madison 53707-7846; Fax: 264-7968.

Wisconsin Consumer Act: 264-7969, (800) 452-3328 in Wisconsin; P.O. Box 8041, Madison 53707-8041.

General Counsel: CHRISTOPHER GREEN, 266-7968, chris.green@; Fax: 264-7818.

Policy Advisor: LISA ROYS, 266-0450, lisa.roys@; Fax: 261-9451.

Mailing Address: P.O. Box 8861, Madison 53708-8861.

Location: 345 West Washington Avenue, 5th Floor, Madison.

Telephones: 261-9555; TDY: 266-8818.

Fax: 261-4334.

Internet Address: <http://www.wdfi.org>

Number of Employees: 145.50.

Total Budget 1999-2001: \$25,604,300.

Statutory References: Sections 15.18 and 182.01; Chapters 224, Subchapter II, and 421-427.

Address e-mail by combining the user ID and the state extender: userid@dfi.state.wi.us
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Administrative Services and Technology, Division of: WILLIAM MORRISSEY, *administrator*, william.morrissey@; P.O. Box 7876, Madison 53707-7876; Division Fax: 261-7200.

Budget and Fiscal Services, Bureau of: SUSAN J. DIETZEL, *director*, 267-0399, susan.dietzel@

Human Resources, Bureau of: vacancy, *director*, 261-2303.

Information Technology, Bureau of: JOHN AMUNDSON, *director*, 267-1714, john.amundson@

Banking, Division of: MICHAEL J. MACH, *administrator*, 266-0451, mike.mach@; P.O. Box 7876, Madison 53707-7876; Division Fax: 267-6889.

Examinations: JOHN E. HINKEL, *director*, 267-3794, john.hinkel@

Licensed Financial Services: JEAN PLALE, *director*, 266-0447, jean.plale@

Mortgage Banking: JOHN WALRATH, *director*, 266-8308, john.walrath@

Corporate and Consumer Services, Division of: RAY ALLEN, *administrator*, 264-9566, ray.allen@; P.O. Box 7846, Madison 53707-7846; Division Fax: 267-6813.

Corporations: JENNIFFER UNITAN, *director*, 264-7814, jennifer.unitan@; P.O. Box 7846, Madison 53707-7846.

Uniform Commercial Code: ELIZABETH DONNELLY, *director*, 267-6812,

elizabeth.donnelly@; P.O. Box 7847, Madison 53707-7847.

Savings Institutions, Division of: vacancy, *administrator*; P.O. Box 8306, Madison 53708-8306; Division Fax: 261-2304.

Securities, Division of: PATRICIA D. STRUCK, *administrator*, 266-3432, patricia.struck@; P.O. Box 1768, Madison 53701-1768; Division Fax: 256-1259.

Licensing and Compliance: KENNETH L. HOJNACKI, *director*, 266-7824, kenneth.hojnacki@

Registration and Enforcement: DAVID COHEN, *supervising attorney*, 266-2801, david.cohen@

Publications: Annual Report; Annual Report on Condition of Wisconsin Banks; Annual Report on Condition of Wisconsin Savings and Loan Associations and Savings Banks; Quarterly Report on Condition of Wisconsin Banks; Securities Bulletin; brochures and pamphlets on credit and consumer protection; industry bulletins, newsletters, and online forms.

Agency Responsibility: The Department of Financial Institutions regulates state-chartered banks, savings and loans associations, and savings banks, as well as various operations of the securities industry. It examines and files charters and other documents of businesses and organizations and registers and regulates mortgage bankers, mortgage brokers, and loan originators. It oversees Uniform Commercial Code filings. It also administers the Wisconsin Consumer Act and registers merchants who extend credit that carries a finance charge. The department is self-supporting through program revenue derived from fees and assessments paid by regulated entities and individuals.

Organization: The department is administered by a secretary, who is appointed by the governor with the advice and consent of the senate. The secretary appoints the administrators for four of the five divisions from outside the classified service. The administrator of the Division of Administrative Services and Technology is appointed from the classified service by the secretary.

Unit Functions: The *Office of Financial Education* in the office of the secretary provides information to the public on matters of personal finance, with an emphasis on the financial and economic literacy of Wisconsin's youth. The office also administers the Wisconsin Consumer Act. It resolves consumer complaints and advises consumers and lenders regarding their rights and responsibilities under consumer law.

The *Division of Administrative Services and Technology* provides administrative services to the department. It administers the department's budget, personnel, procurement, and information technology services.

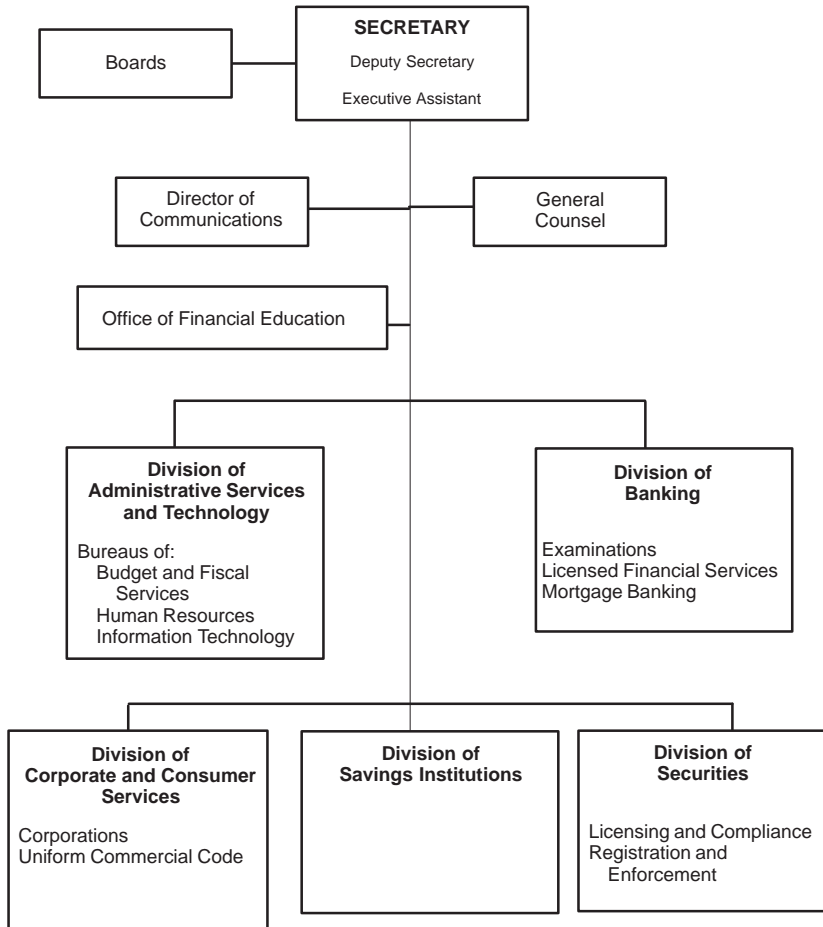
The *Division of Banking*, created in Section 15.183 (1), Wisconsin Statutes, by 1995 Wisconsin Act 27, is advised by the Banking Review Board. It regulates and supervises state-chartered banks and consumer financial service industries under statutory Chapters 220, 221, 223, and 224. In addition to chartering and regularly examining state banks, the division licenses loan companies, mortgage bankers, mortgage brokers, loan originators, collection agencies, community currency exchanges, sales finance companies, adjustment service companies, sellers of checks, insurance premium finance companies, and credit services organizations. It also regulates auto dealers' installment sales contracts. The division investigates applications for expanded banking powers, new financial products, and interstate bank acquisitions and mergers. It may conduct joint examinations with Federal Reserve System examiners and with the Federal Deposit Insurance Corporation. With Banking Review Board approval, the administrator may establish uniform rules for savings programs and fiduciary operations.

The *Division of Corporate and Consumer Services* is responsible for examining and filing business records for corporations and other organizations. It examines charters, documents that affect mergers, consolidations, and dissolutions, and reviews the annual reports of various businesses, including partnerships, corporations, limited liability companies, cooperatives, and foreign corporations. It also examines and files documents under the Uniform Commercial Code, including statements of business indebtedness, consignments, terminations, and financing statements and maintains the statewide Uniform Commercial Code lien system. The division prepares certified copies of the records in its custody and responds to inquiries about corporations and other business entities and organizations for which it has records.

The *Division of Savings Institutions*, created in Section 15.183 (2), Wisconsin Statutes, as the Division of Savings and Loan by 1995 Wisconsin Act 27 and renamed by 1999 Wisconsin Act 9, is advised by the Savings and Loan Review Board and the Savings Bank Review Board. It supervises state-chartered savings and loan associations and savings banks and enforces the laws governing them under statutory Chapters 214 and 215. It also works with other divisions and agencies that regulate depository institutions and with consumer protection offices to resolve consumer complaints. The division reviews and approves applications for acquisitions, new branches and other offices and the organization of mutual holding companies. It may rule on interstate mergers or acquisitions. It also conducts joint examinations of associations with the federal Office of Thrift Institutions and may examine savings banks with the Federal Deposit Insurance Corporation.

The *Division of Securities*, created in Section 15.183 (3), Wisconsin Statutes, by 1995 Wisconsin Act 27, regulates the sale of investment securities and franchises under statutory Chapters 551, 552, and 553. It examines and registers the offerings and may bar them from registration in the

DEPARTMENT OF FINANCIAL INSTITUTIONS



Unit attached for administrative purposes under Sec. 15.03: Office of Credit Unions

state. The division licenses and monitors the activities of broker-dealers, securities agents, investment advisers, and investment adviser representatives. It conducts field audits and investigates complaints. When violations are detected, it initiates the appropriate administrative, injunctive, or criminal action. The division also regulates corporate takeovers.

History: The Department of Financial Institutions was created in 1995 Wisconsin Act 27. The formerly independent offices of the commissioners of banking, savings and loan, and securities were reorganized as divisions and transferred to the department. In addition, Act 27 transferred the responsibility for business organization filings and the Uniform Commercial Code lien information filings to the department from the Office of the Secretary of State. The same act trans-

ferred the regulation of mortgage bankers and loan originators and solicitors to the department from the Department of Regulation and Licensing.

Banking. For the first five years of statehood, no regular commercial banks existed in Wisconsin. Prior to amendment in 1902, Article XI of the Wisconsin Constitution required that any banking law must be approved in a statewide referendum. Bank regulation began when the legislature created the Office of Bank Comptroller in Chapter 479, Laws of 1852, and the voters approved the law in 1853. That law allowed any group meeting state requirements to go into the banking business. It was designed primarily to regulate the issuance of bank notes. Bank supervision was transferred to the state treasurer in 1868 and remained with that office until 1903.

The 1902 constitutional amendment gave the legislature the power to enact general banking laws without a referendum. In Chapter 234, Laws of 1903, the legislature created the State Banking Department. The department also supervised savings and loan associations until 1947 and credit unions until 1972. Under the 1967 executive branch reorganization, the department continued as an independent agency and was renamed the Office of the Commissioner of Banking. 1995 Wisconsin Act 27 reorganized the agency as the Division of Banking and transferred it to the Department of Financial Institutions.

Savings and Loan. Attempts to register and examine savings and loan associations date back to the 1850s in Wisconsin, but there are no records of any associations incorporating under these laws. In 1876, the legislature passed Chapter 384 to require that savings banks and savings societies register with the county registers of deeds and the secretary of state. Voters approved the law in November 1876. Several associations incorporated shortly afterward. Beginning with Chapter 368, Laws of 1897, building and loan associations were regulated by the bank examiner in the state treasurer's office.

In 1903, responsibility for regulating savings and loan associations was transferred to the Banking Department. Chapter 411, Laws of 1947, moved regulation from that department to the newly created Savings and Loan Association Department. The law also created the forerunner of the current Savings and Loan Review Board. The department was renamed the Office of the Commissioner of Savings and Loan by the executive branch reorganization act in 1967. In 1991 Wisconsin Act 221, the office assumed responsibility for chartering, regulating, and examining savings banks. 1995 Wisconsin Act 27 reorganized the agency as the Division of Savings and Loan and transferred it to the Department of Financial Institutions. The division was renamed by 1999 Wisconsin Act 9.

Securities. Laws enacted by states to protect the public against securities fraud are commonly referred to as "blue sky" laws. (The term "blue sky" is believed to have originated when a judge ruled that a particular stock had about the same value as a patch of blue sky.) Wisconsin's first "blue sky" law was Chapter 756, Laws of 1913. This law was revised successively in 1919, 1933, 1941, and 1969. The current Wisconsin Uniform Securities Law was enacted as Chapter 71, Laws of 1969, and it is based upon the model Uniform Securities Act, which has been adopted in most states. From 1913 until 1939, the regulation of securities came under the jurisdiction first of the Railroad Commission (and its successor the Public Service Commission) and later the State Banking Department. The Department of Securities was created by Chapter 68, Laws of 1939, to regulate the sale of stocks, bonds, and other forms of business ownership or debt. It was renamed the Office of the Commissioner of Securities by Chapter 75, Laws of 1967. 1995 Wisconsin Act 27, reorganized the agency as the Division of Securities and transferred it to the Department of Financial Institutions.

Statutory Boards

Banking Review Board: RALPH J. TENUTA, *chairperson*; RICHARD A. BRAUN, *vice chairperson*; JAMES M. CURRAN, *secretary*; GIL HOMSTAD, E. RAY WILLOUGHBY (appointed by governor with senate consent).

The 5-member Banking Review Board advises the Division of Banking regarding the banking industry in Wisconsin and reviews the division's administrative actions. Members are appointed for staggered 5-year terms, and at least 3 of them must each have at least 5 years' banking experience. No member may act in any matter involving a bank to which that person is indebted or for which the member is an officer, director, or stockholder. The board was created by Chapter 10, Laws of Special Session 1931-32, under the State Banking Department (renamed the Office of the Commissioner of Banking in 1967), and transferred to the Department of Financial Institutions by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.185 (1) and 220.035 of the statutes.

Savings and Loan Review Board: MICHAEL MEEUWSEN, *chairperson*; DOUGLAS J. TIMMERMAN, *vice chairperson*; ALLEN J. KNUTH, *secretary*; ROBERT W. HOLMES, FREDERICK T. RIKKERS, LEE J. SCHMALZ, BARBARA J. WANZO (appointed by governor with senate consent).

The 7-member Savings and Loan Review Board advises the Division of Savings and Loan regarding savings and loan associations in Wisconsin. It reviews division orders and determinations, hears appeals on certain actions taken by the division, and may act on any matter submitted by the division. Members serve staggered 4-year terms. At least 5 of them must each have a minimum of 10 years' experience in the savings and loan business in this state. The board was created in the Savings and Loan Association Department (renamed the Office of the Commissioner of Savings and Loan in 1967) by Chapter 441, Laws of 1947, and transferred to the Department of Financial Institutions by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.185 (3) and 215.04 of the statutes.

Savings Bank Review Board: MICHAEL T. CROWLEY, JR., *chairperson*; CHARLES R. PITTELKOW, *vice chairperson*; PAUL C. ADAMSKI, BRIAN L. BEADLE, NAOMI R. ENGELEITER, BRIAN S. LEVY, ROGER F. MARTIN (appointed by governor with senate consent).

The 7-member Savings Bank Review Board advises the Division of Savings and Loan regarding savings banks in Wisconsin. It reviews the division's orders and determinations and may act on any matter submitted by the division. Upon request by any aggrieved person or savings bank, the board may hold hearings to determine if the division acted within its scope of authority. Members are appointed for 4-year terms, and at least 5 of them must each have at least 10 years' experience in the savings bank or savings and loan association business in this state. The board was created by 1991 Wisconsin Act 221 in the Office of the Commissioner of Savings and Loan and transferred to the Department of Financial Institutions by 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.185 (4), 214.78, and 214.785 of the statutes.

INDEPENDENT UNIT ATTACHED FOR BUDGETING, PROGRAM COORDINATION, AND RELATED MANAGEMENT FUNCTIONS BY SECTION 15.03 OF THE STATUTES

OFFICE OF CREDIT UNIONS

Director: GINGER LARSON, 266-8893, ginger.larson@dfi.state.wi.us; Fax: 267-0479.

Mailing Address: P.O. Box 14137, Madison 53714-0137.

Location: 345 West Washington Avenue, 3rd Floor, Madison.

Telephone: 261-9543.

Fax: 267-0479.

Internet Address: <http://www.wdfi.org>

Publications: Annual Report on Condition of Credit Unions, Financial Information Bulletin (semiannual).

Number of Employees: 23.00.

Total Budget 1999-2001: \$3,501,600.

Statutory References: Section 15.187 (7) (a); Chapter 186.

Agency Responsibility: The Office of Credit Unions regulates credit unions chartered to do business in Wisconsin. It charters new credit unions, examines credit union records and assets, consents to consolidation of credit unions within the state and, in cooperation with similar agencies in neighboring states, approves interstate mergers. If a credit union is not in compliance with state law, the office may remove its officers, suspend operations, or take possession of the credit union's business. The director is appointed by the governor and must have at least 3 years' experience either in the operation of a credit union or in a credit union supervisory agency or a combination of both. All personnel and budget requests by the office must be processed and forwarded without change by the department, unless the office requests or concurs in a change.

History: Regulation of credit unions began in 1913 (Chapter 733) when the legislature passed a law that required "cooperative credit associations" to obtain their charters from the State Banking Department. That law was repealed by Chapter 334, Laws of 1923, which required the department to charter and regulate "credit unions". The Office of the Commissioner of Credit Unions was created in Chapter 193, Laws of 1971, as a separate agency by removing the credit union division and its advisory board from the Office of the Banking Commissioner and giving it expanded powers. 1995 Wisconsin Act 27 created the Office of Credit Unions and attached it to the Department of Financial Institutions under Section 15.03, Wisconsin Statutes.

Statutory Board

Credit Union Review Board: DENNIS LOMBARD, *chairperson*; CAROL COCKSON, *vice chairperson*; LARRY ANDERSON, *secretary*; J. DAVID CHRISTENSON, GREG HILBERT (appointed by governor with senate consent).

The 5-member Credit Union Review Board advises the Office of Credit Unions regarding credit unions in Wisconsin. It reviews rules and regulations issued by the office, acts as an appeals board for persons aggrieved by any act of the office, and may require the office to submit its actions for approval. Members serve staggered 5-year terms and each must have at least 5 years' experience in credit union operations. The board was created within the State Banking Department by Chapter 411, Laws of 1947, then transferred to the Office of the Commissioner of Credit Unions in 1971, and later made part of the Office of Credit Unions in 1995 Wisconsin Act 27. Its composition and duties are prescribed in Sections 15.185 (7) (b) and 186.015 of the statutes.
