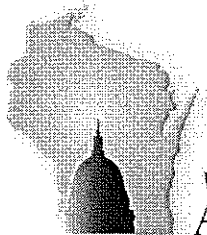




**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

2009-11 Biennial Report



**WISCONSIN DEPARTMENT OF  
ADMINISTRATION**

**SCOTT WALKER**  
GOVERNOR

**MIKE HUEBSCH**  
SECRETARY

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January 10, 2012

The Honorable Scott Walker  
Governor of Wisconsin  
State Capitol Building  
Madison, WI 53702

Wisconsin State Legislators  
State Capitol Building  
Madison, WI 53702

Dear Governor Walker and Members of the Legislature:

The attached document presents the Department of Administration's biennial report for the period ending June 30, 2011, in accordance with s. 15.04 (1) (d), Wis. Stats. The report outlines the accomplishments of the completed biennium and includes a summary of objectives for the 2011-13 biennium.

The department's achievements of the past two years reflect the tremendous challenges faced by the Department and the State of Wisconsin and the efforts of the Department's dedicated and hard-working employees. As we head through the next biennium, we recognize the need to continue to improve the effectiveness of departmental operations and programs and will continue our commitment to efficiency and cost control.

Sincerely,

Mike Huebsch  
Secretary

## **INTRODUCTION**

This report is submitted as required under Wisconsin State Statutes s. 15.04(1)(d) to report on the performance and operations of the Department during the 2009-11 biennium and to identify goals and objectives developed in the 2011-13 Biennial Budget. The Department of Administration (DOA) is also submitting a statement showing the cash balance, including receipts and disbursements, for each state fund in fiscal years 2009-10 and 2010-11 as required under Wisconsin State Statutes s. 16.401(8).

The Department of Administration (DOA) offers a wide range of services to communities and residents throughout the state, including assistance with housing and energy efficiency improvements, but its primary function is to deliver essential support services to state agencies, including the following:

- Coordinating development of the biennial state budget.
- Analyzing administrative and fiscal issues facing the state and offering alternative solutions to the Governor and other policy makers.
- Developing and implementing the State's energy policy to promote energy conservation and alternative energy programs and helping families heat and weatherize their homes through important federal and state energy programs.
- Overseeing the design, construction, maintenance and leasing of state facilities and carrying out the state building program at the direction of the State Building Commission.
- Regulating charitable and Indian gaming.
- Delivering efficient transportation, procurement, risk management and other support services.
- Promoting improved land-use planning and community development.
- Providing continuity of operations planning assistance.
- Providing administrative support services to 71 district attorney offices throughout the State, small independent state agencies, and several attached boards, offices and commissions.

## **DOA PERFORMANCE AND OPERATIONS (2009-11)**

During the 2009-11 biennium, DOA continued to focus on providing quality services to state agencies, local governments and residents throughout the state. The following are highlights of DOA's accomplishments.

**DOA provided assistance with health, safety and emergency planning.**

- Improved and re-announced the Employee Emergency Information line to better communicate information to employees should an emergency event impact the operation of the Department.
- Assisted state agencies in updating and maintaining their continuity of operations (COOP) plans and provided ongoing training.
- Developed and conducted 29 agency COOP exercises testing pandemic COOP plans, agency headquarters relocation due to tornado damage and response to a cyber-outage.
- Organized and conducted drills testing components of the State's inter-agency continuity plans including a pandemic COOP morning report drill involving 18 agencies accounting for 26,000 employee's status in November 2009 and a communications test of the State's COOP automated telephone notification system involving the top leadership of all agencies in September 2010.
- Supported the state's Incident Command System and used it to manage over 200 law enforcement agencies that assisted with protests at the State Capitol during the past year.
- Updated and created new security plans for various scenarios in the State Capitol during collective bargaining protests. Building relationships with local law enforcement partners was enhanced by all the work completed during the protests at the State Capitol, allowing state government to continue to function.
- Conducted outreach training for DOA and other state agencies in CPR & AED, safety in the workplace and active shooter training.
- Worked with experts to conduct an updated overall threat assessment of the State Capitol and other critical facilities.
- Held continuous meetings with partner agencies in the State Capitol to discuss upcoming calendars and agendas, allowing the Capitol Police to prepare proper staffing plans. Over the past year the Capitol Police used various scheduling modifications to optimize the number of staff on hand for managing the protests.

**DOA provided grants and services to local governments and residents throughout the State.**

- Distributed over \$208 million in federal energy assistance benefits and over \$56 million in state public benefits to provide energy assistance to over 454,000 low-income households during the two year biennial period.
- Distributed approximately \$219 million in federal and state funds to weatherize over 28,300 units during the two year biennial period.

- Received the remaining \$71.5 million in federal funds (total \$141.5 million since April 2009) from the American Recovery and Reinvestment Act (ARRA) for weatherization of the housing units of low-income households.
- Distributed about \$28.6 million in crisis benefit funds to more than 86,000 low-income households providing emergency or pro-active home energy benefits during the two year biennial period.
- Provided approximately \$5.9 million in funds each year to repair or replace defective heating units for about 6,500 low-income households during the two year biennial period.
- Implemented, on October 1, 2010, changes to energy services eligibility requirements from 150% of the federal poverty level to 60% of state median income to serve a larger number of low-income households.

**DOA provided effective and efficient state government services.**

- Provided administrative support to an increasing number of attached agencies, boards and commissions as a result of administrative consolidations.
- Reduced prompt payment interest penalties paid by the Department by 24%.
- Exceeded by 18% the Department's Affirmative Action goal for the percentage of women and minorities who apply for positions compared to the percentage of those in the labor force.
- Increased the number of minorities and persons with disabilities employed by the Department.
- Reduced the number of workers compensation claims by 1.5% and the total dollars paid out by 3.2%.
- Redesigned state fleet rates to save state agencies \$2.3 million annually.
- Developed a new General Records Retention Schedule for Human Resources, Facilities Management and Wisconsin school district records.
- Developed a procurement desk guide for use by state agencies and vendors.
- Successfully implemented the 2009-11 State Building program - \$1.5 billion for new construction and capital repair projects.
- Successfully completed 1,708 projects and reverted funds totaling nearly \$84 million for reallocation to other State Building Program projects and for other agency operating needs.
- Initiated energy conservation projects totaling more than \$50 million at state agency facilities with an estimated annual energy savings of \$6 million.

- Managed over 2,000 building projects during the biennium – some of the more noteworthy projects were: Wisconsin Interdisciplinary Research Complex – Phase 2; Charter Street Heating Plant Rebuild; UW Madison Microbial Sciences Building, Biochemistry II, Union South Redevelopment, WI Energy Institute, Chazen Museum of Art Expansion, and School of Human Ecology Addition and Renovation; UW La Crosse Centennial Hall; UW Oshkosh Sage Hall; UW Parkside Communications Arts Renovation and Addition; UW Stout Jarvis Hall Renovation and Addition; UW Superior Swenson Hall; UW Whitewater Carlson Hall Renovation; Department of Agriculture, Trade and Consumer Protection and State Lab of Hygiene Consolidated Lab; Department of Corrections Drug Abuse Treatment Facility; Department of Health Services Winnebago Female Treatment Center; Department of Military Affairs Madison Armed Forces Reserve Center; Department of Natural Resources Wild Rose Fish Hatchery.
- Reduced overall energy consumption and improved building operational efficiency in DOA managed state office buildings. Energy use was reduced by more than 20% over the 2005 base level; three office buildings received LEED-Existing Building certification; and DOA re-commissioned HVAC systems at several buildings to improve operational efficiency.
- Calculated tribal revenue amounts in accordance with state/tribal compacts and collected payments from the tribes totaling over \$100.9 million during the biennium.
- Met the goal of conducting financial audits of each tribal gaming operation on an annual basis to verify the accuracy of revenue reported to the state and payments made by each tribe. Compliance audits were conducted at each of the 27 Wisconsin tribal gaming operations during the biennium. These audits included auditing of compliance with internal controls, rules of play for table games and testing of over 3,700 gaming devices in operation.
- Maintained a secure electronic system for submission of gaming vendor application materials, resulting in increased protection of confidential information, greater efficiency in processing and cost savings due to elimination of paper applications. Nine original and 16 renewal applications for gaming-related contractor certification were processed. The Division of Gaming continues to have no backlog of applications and original applications were processed within an average of 5.8 months.
- Provided over 8,900 organizations with raffle licenses in FY10 and over 9,400 organizations in FY11. Bingo licenses were issued to approximately 460 organizations in FY10 and 486 in FY11.
- Ensured that FoodShare and Medical Assistance hearing requests were processed and administrative actions were completed in a timely manner by processing 99% of cases within required time frames.
- Ensured timely processing of Department of Corrections' hearing requests by issuing a written decision within an average of 7 days of completion of the hearing.

- Assisted local governments with development efforts:
  - The Incorporation Review Board issued two incorporation determinations in 2011. Ten communities are at various stages in the incorporation process.
  - Assisted 12 communities with their cooperative agreements.
  - Staff will have reviewed and issued opinions on 75 annexations this year.
  - Assisted owners and developers with over 120 projects in 2011. Two thirds of these have been re-development projects, making developments marketable in this tough economy.
  - Dane county has added approximately 450 new lots this year, which is an increase over the last several years.
  - The Wisconsin Platting Manual contained significant updates in 2011. Staff updates the manual as state and local land development regulations change or issues related to land development change due to the economy.
- Developed population estimates and projections for all municipalities and counties in the State.
- Calculated Municipal Services payments to local governments for police, fire and solid waste services provided to state facilities.
- Effectively worked with cabinet agencies to strengthen the government to government relationship between the State of Wisconsin and the State's eleven federally recognized Tribes. Since January 2011, over 200 meetings have taken place between the Governor, Cabinet Secretaries and agency staff with the sovereign Tribes.
- Continued to preserve access to Wisconsin's Lake Michigan and Lake Superior Coasts:
  - In 2011 the Wisconsin Coastal Management Program convened approximately 80 federal, state and local beach health stakeholders at a Lake Michigan and a Lake Superior workshop for the purposes of engaging and educating participants and disseminating information on current research, monitoring and management activities with Wisconsin's Great Lakes coastal beaches.
  - Launched the Wisconsin Marina Association in 2010 that now has over 50 marina and marine business members and 17 marinas certified as Clean Marinas, with an additional 10 marinas pledged to become certified.
  - Received a \$488,400 Coastal and Estuarine Land Conservation Program grant, allowing the Red Cliff Band, in partnership with the Bayfield Regional Conservancy, to acquire and permanently protect 88.6 acres of property that stretches over a quarter mile along Lake Superior's shoreline.

- Provided technical support to local governments for county land information plan updates:
  - Activity areas include E911 address coding, electoral and administrative boundary mapping, mapping for hazard mitigation for better disaster preparedness, digitization of parcel mapping, integration with other county departments to provide efficiencies and better service, and provision of land information on the Internet, among many other areas.
  - The grant administrator for the DOA Wisconsin Land Information Program led a team of land information professionals to update plan instructions and facilitated a county peer review process for review and approval of all 72 county plans.

**DOA implemented information technology solutions to improve state government services.**

- Transformed and streamlined the statewide biennial budget development process through implementation of a centralized budget process and system. This integrated system automates manual processes, provides a single portal for budget management, integrates with backend finance systems, enables full audit, eases reporting and provides for simultaneous iterations of budget versions for agencies, Governor's executive budget and the legislature.
- Significantly improved charitable gaming operations by automating many manual processes, streamlining payment management, automating field lottery machine audit and providing full accounting and control of the charitable program.
- Transformed federal grant transparency of expenses as a direct result of implementing systems and controls to manage the American Recovery and Reinvestment program. The new web-based reporting system supports the collection, management and full disclosure reporting of the \$3.5 billion in expenses as a result of the Stimulus bill as well as all new federal grants greater than \$25,000.
- Implemented a web-based system for agencies to manage pay adjustments for staff which streamlined agency payroll operations and provided a vehicle to implement furloughs for state employees.
- Implemented major program improvements, such as automated driver authorization, enabling fleet management to meet the 2009-11 initiative for fleet vehicle management.
- As part of the IT Service Management framework project, the Division of Enterprise Technology (DET) implemented the Desktop Software Implementation in the Asset Manager application to track DOA's IT hardware and software which will allow for more accurate and cost-effective management of licensing assets. The implementation also automated several manual tracking processes and workflows, which will both reduce staff maintenance efforts and improve inventory accuracy.



- At the end of FY10, with its interagency partners, DET completed the Server Consolidation project on schedule and within the approved scope. This project consolidated servers across 20 agencies into the enterprise data center and set the stage for future consolidation efforts.
- Established ongoing reporting mechanisms with the Joint Committee on Information Policy and Technology and the IT Management Board. Additional governance efforts involved working with the IT Directors Council (ITDC) to construct and implement the Policies and Procedures for Information Technology Management, which are used to conduct agency and statewide IT planning, IT project planning and management, project monitoring, collaborative IT management, and reporting to governance groups.
- Worked with the ITDC to guide the Independent Verification and Validation (IV&V) process applied to all high-profile IT projects (those costing \$1 million-plus or otherwise considered vital by an agency). Interagency teams assembled to conduct 9 high-profile IT project on-site evaluations. In addition, 12 Technical Architecture Review Committee reviews of high-profile IT projects were conducted.
- Updated and improved internal policies and procedures related to IT Project Portfolio Management. Microsoft SharePoint and InfoPath tools were utilized to automate functions related to project and project portfolio management.
- Completed 168 IT projects in support of IT services provided by DET and/or specific agency requests.
- Implemented new business initiatives at the datacenter:
  - Housing the Milwaukee Retirement System; and
  - Disaster recovery co-location space for the State of Minnesota Department of Revenue.
- Implemented cost savings initiatives, including:
  - Server virtualization – this initiative substantially decreases future hardware and software costs; and
  - Utilized more efficient usage of data storage products, reducing backup rates from .28/gigabyte to .11/gigabyte.
- Awarded a new Vendor Managed System contract for Information Technology Supplemental staffing needs reducing vendor fees by 11.6%.
- Awarded a new voice service and long distance contract reducing state long distance costs by \$800,000 annually.

### **Delivery of Housing Assistance Programs.**

Housing programs were transferred to DOA from the former Department of Commerce effective with the 2011-13 biennial budget. While not part of DOA during the 2009-11 biennium, the accomplishments of the Division of Housing are important to note and incorporate into the Department's goals and objectives for the 2011-13 biennium.

- The Division of Housing supported a broad network of financial and technical assistance programs throughout Wisconsin to expand the supply of affordable housing, sustain a network of organizations providing services to persons with special housing needs, work toward preventing homelessness, and revitalize communities recovering from natural disasters. The Division distributed over \$157 million of financial assistance to local units of government, community based agencies, and homeless service providers encompassing over 1,000 projects statewide. Over 90% of the housing assistance benefited households with incomes that were at or below 50% of the county median income.
- For the biennium, the division held two competitive Community Development Block Grant (CDBG)-Housing grant opportunities and awarded \$14.1 million to 41 communities for housing rehabilitation, homebuyer assistance, and special affordable housing projects. All of the funds benefited households at or below 80 percent of their county's median income. CDBG housing funds, awarded regionally to ensure statewide geographic impact, provided rehabilitation and energy assistance to 509 units, homebuyer assistance to 23 households, handicapped accessibility modifications for 59 units, and addressed lead-based paint issues in 270 units.
- The CDBG-Emergency Assistance Program provided assistance for housing repair and replacement, site clean-up, infrastructure repairs, and acquisition and demolition in response to storms and flooding that occurred in FY11. Financial assistance to Waterville, Rhineland, and St Croix, Pierce, and Columbia Counties totaled over \$2 million.
- Federal Home Investment Partnership Program (HOME) funds combined with state Housing Cost Reduction Initiative (HCRI) funds provided over \$14.3 million to local units of government and housing organizations for rental and owner-occupied rehabilitation, and homebuyer assistance, and foreclosure prevention. All activities benefit low income households. HOME-Home Buyer Rehabilitation/HCRI funds provided rehabilitation and energy assistance to 741 units, homebuyer assistance to 1,112 households, handicapped accessibility modifications for 254 units, and addressed lead-based paint issues in 281 units.
- The Neighborhood Stabilization Program received an additional allocation of \$5 million in federal funding that assisted Milwaukee, Racine, Beloit, and Prairie du Chien with redeveloping and rehabilitating more than 60 foreclosed and abandoned residential properties in neighborhoods severely impacted by foreclosures.
- During the biennium, the HOME-Rental Housing Development program awarded over \$13.6 million to housing agencies for construction of low-income rental units

throughout the state. Funds assisted with completing 221 rental units including 118 handicapped accessible units. Many projects partnered with the Wisconsin Housing and Economic Development Authority's low income housing tax credits.

- State funding totaling \$131,400 was awarded through the Manufactured Housing Rehabilitation and Recycling Program to provide critical repairs to owners of manufactured homes or to properly dispose of abandoned homes in an environmentally safe manner. Funds rehabilitated or recycled over 90 units statewide.
- Thirteen agencies throughout Wisconsin received \$1.8 million from the Home Tenant Based Rental Assistance Program to assist homeless and very low income households to become more independent and reach self-sufficiency. Funds provided rental assistance to 995 households making it possible for families to pay down consumer debt or obtain job training, education, or employment that will improve their ability to maintain permanent housing. Targeted households include families at risk of losing housing, households with children whose parents are enrolled in high school or training programs, households transitioning from W-2 or out of Supportive Housing Programs, or households fleeing domestic violence.
- During the biennium, homeless service agencies throughout the state received \$15.5 million of one-time American Recovery and Reinvestment Act funding from the Homelessness Prevention and Rapid Re-Housing Program to provide financial assistance and services to prevent households who are homeless to quickly obtain housing. Funds provided rental assistance, security deposits, housing relocation and stabilization services, and mediation, counseling and case management to 19,916 individuals and 8,360 families that would otherwise be homeless.
- U.S. Department of Housing and Urban Development (HUD) Emergency Shelter Grant and State Transitional Housing and Homelessness Prevention Program funds were made available on an annual basis in a combined application. The federal and state funds provided \$8.3 million to 123 non-profit entities that served over 16,000 households in 2010 and 17,000 households in 2011. Funds served households that are homeless or at risk of becoming homeless through renovation and rehabilitation of emergency shelters, providing essential services, and homelessness prevention activities.
- Seventy seven grants totaling more than \$3 million were provided through the State Shelter Subsidy Grant program and were awarded to local emergency shelter programs to support emergency shelter facility operations or motel vouchers for homeless persons. Awards are based on the percentage of the total number of shelter nights provided by the agency. Over 450,000 nights of shelter were provided annually.
- Over \$850,000 of federal Housing Opportunities for Persons with AIDS (HOPWA) funding was made available to provide housing and services to households affected by AIDS/HIV. AIDS Resource Center of Wisconsin (ARC/W) successfully administered these funds on a statewide basis, except for the Milwaukee Metro area and Pierce and St. Croix counties which receive HOPWA funds directly from HUD. ARC/W served over 200 households annually.

- The Wisconsin Fresh Start program for at-risk youth received \$2.2 million for 27 local project sites where houses were built for sale to low-income households. During the biennium, over 200 young people successfully completed the program, which represents a success rate of over 70 percent. Most successful participants earned their high school equivalency degree or returned to school. All enrollees improved various construction related skills and competencies and had greater than minimum wage jobs.
- The federally funded Projects for Assistance in Transition from Homelessness (PATH) program provided \$1.6 million through 14 grants for client services that included outreach, screening, diagnostic and substance abuse treatment, rehabilitation and mental health services, case management, housing and supportive services for people who have experienced long-term homelessness and have mental illness.
- The Supplemental Security Income / Social Security Disability Income Outreach, Access and Recovery (SOAR) program made 12 awards totaling \$148,000 to help individuals who are homeless and living with mental illness better coordinate supportive services and benefit assistance.
- The Shelter Plus Care Program awarded over \$478,000 to provide rental assistance for hard-to-serve homeless persons with mental illness in connection with supportive services funded from sources outside the program.
- The Wisconsin ServicePoint (WISP) Homeless Management Information System (HMIS) was expanded to over 200 agencies. This tool tracks cyclical shelter usage by specific individuals and quantifies the number of homeless individuals and families using shelters and services. Over 700 individuals, active users statewide, have been trained and are using the WISP HMIS system into which 325,000 client records have been entered. Approximately 2,500 client records are entered each month. This nationally recognized management information system is designed to provide a picture of the scope of Wisconsin's homelessness problem, improve service delivery to needy individuals and evaluate the effectiveness of those services.

#### **DOA GOALS AND OBJECTIVES DEVELOPED IN THE 2011-13 BIENNIAL BUDGET**

The Department's mission is to lead state government and, through innovative cost-effective solutions and partnerships, to grow Wisconsin. Over the next two years, DOA will maintain its commitment by promoting innovative solutions and partnerships to create jobs and grow the State's economy. The Department will continue to provide budget, management, technology and administrative services to state agencies; prepare executive budget proposals for the 2013-15 biennial budget; manage state office buildings; coordinate energy policy and programs; oversee state gaming programs; and administer the state's programs to increase affordable housing opportunities and address homelessness. DOA will focus on the following:

- Establishing a new continuity of government alternate site strategy and operation to create a more effective and efficient response during a disaster impacting the Department.
- Updating and testing all continuity of operations business service plans to remain ready for any disaster that may impact Department operations.
- Re-assessing building security and safety features to maximize effectiveness of emergency evacuations.
- Incorporating financial and human resources support for additional agencies attached to the Department for administrative purposes pursuant to the 2011-13 Biennial Budget.
- Increasing the number of women, minorities, veterans and persons with disabilities employed by the Department to reflect the percentage of individuals in those target groups throughout Wisconsin (41% women, 10% minorities, 10% veterans, 10% persons with disabilities).
- Reducing prompt payment interest penalties paid by the Department by 10%.
- Updating and testing department safety plans to remain ready for emergencies.
- Conducting outreach training for DOA and other state agencies in CPR & AED, safety in the workplace and active shooter training.
- Optimizing building operations and management by reducing the overall cost of state agency occupancy through streamlined operations, improved utilization of space and reduced energy consumption.
- Achieving a yearly DET financial position for which revenues equal expenses plus 60 days operating expenses. During the current biennium DET has reduced its operating costs by more than 25 percent through consolidations, efficiencies and use of the Technical Reference Model. Meanwhile, DET revenue has increased, through implementing server consolidation, introducing additional services, and expanding the customer base. A cost recovery plan was developed and implemented beginning in January 2011.
- Implementing priority IT projects that include a self-funded Internet portal and the Transparency portal.
- Leading the nation in development and implementation of low-income energy policies that enhance the state's economy and safeguard the most vulnerable residents by:
  - Delivering quantified financial returns on public investments in energy improvements;

- Effectively managing the Wisconsin Home Energy Assistance Program using resources from the Low-Income Heating Energy Assistance Program and Low-Income Assistance funds;
  - Effectively managing the low-income weatherization program using resources from the U.S. Department of Energy, Low-Income Heating Energy Assistance Program and Low-Income Assistance funds;
  - Providing heat benefits to 237,000 eligible households;
  - Providing electric benefits to 230,000 eligible households; and
  - Weatherizing 9,749 eligible households.
- Increasing the supply of safe and affordable housing for low-income residents in Wisconsin.
  - Maintaining a high, but non-intrusive regulatory presence and approach in the oversight of Division of Gaming programs by implementing a web-based Charitable Gaming System that will enable organizations to complete applications online and pay on-line as well with an electronic credit card payment system.
  - Maintaining high quality vendor investigations through continued process improvement while ensuring that there is no application backlog.
  - Conducting audits and compliance reviews of casinos through annual financial audits of each tribe and compliance audits of all gaming operations.
  - Continuing to ensure the timely and effective processing of over 18,000 hearing requests received from the 12 customer agencies of the Division of Hearings and Appeals.
  - Improving the operating efficiency of the Department's fleet and other major fleets.
  - Streamlining and automating the vehicle request/approval/purchase cycle to reduce administrative expense and improve vendor competition.
  - Completing the standardization of state contract terms and conditions, contract templates and bid and RFP templates for statewide agency use.
  - Developing a case study to implement a statewide e-procurement system.
  - Revamping the state's VendorNet system.
  - Developing and managing enterprise-wide contracts to generate continuing savings for state agencies and the University of Wisconsin system.
  - Automating topic specific procurement training for delivery to state agencies and vendors.

**DOA FLEXIBLE WORK SCHEDULES**

Wisconsin State Statutes s. 230.215(4) requires agencies to report on the agency's success or failure in developing and creating flexible-time work schedules, additional, permanent part-time positions and other alternative work patterns.

DOA maintains a commitment to providing flexible time and staggered-hour work schedules, permanent part-time positions, job sharing and other alternative work patterns. All DOA divisions utilize lap-top computers and dial-in connectivity for staff to work from other locations, when they cannot be in the office. Many of the Department's employees work non-standard hours, while providing quality service through a mutually satisfactory arrangement.

Reporting Required by Section 16.401(8), Wisconsin Statutes  
 Statement of Receipts & Disbursements by Fund  
 07/01/2009 - 06/30/2010

Fund No.	Fund Name	Beginning Balance	Receipts	Disbursements	Transfer	Disbursements by Transfer	Ending Balance	Ending Balance Investment Shares
100	General	710.70	29,699,714,005.71	9,801,063,000.00	29,169,055,721.07	10,431,741,000.00	596.46	383,306,000.00
211	Transportation	935.07	3,077,551,573.13	1,721,135,000.00	2,909,397,911.74	1,889,299,000.00	596.46	585,269,000.00
212	Conservation	879.54	305,456,666.70	203,941,000.00	291,466,414.39	217,993,000.00	131.65	37,371,000.00
213	Heritage State Parks & Forests	738.10	7,373.96	141,000.00	141,317.25	7,000.00	794.81	1,288,000.00
217	Waste Management	914.80	642,167.96	586,000.00	620,758.06	608,000.00	324.70	18,809,000.00
218	Wisconsin Elections Campaign	254.28	3,176.30	0.00	(181,316.00)	184,000.00	746.58	1,244,000.00
219	Investment and Local Impact	291.85	540.85	0.00	0.00	0.00	832.70	204,000.00
220	Election Administration	265.06	5,901,061.35	3,081,000.00	3,255,656.78	5,726,000.00	689.63	15,896,000.00
222	Industrial Building Construction Loan	205.35	1,078.76	0.00	0.00	1,000.00	285.11	408,000.00
224	Self-Insured Employers Liability	57.28	20,470.07	21,000.00	22,155.82	19,000.00	371.53	180,000.00
225	Medical Assistance Trust	532.15	482,741,349.22	565,298,000.00	387,745,806.53	660,295,000.00	94.84	(267,227,000.00)
226	Work Injury Supplemental Benefits	281.98	5,002,233.47	4,857,000.00	5,744,576.29	4,114,000.00	837.16	7,876,000.00
227	Workers Compensation	976.15	2,702,013.55	11,674,000.00	1,798,929.39	12,578,000.00	80.31	2,736,000.00
229	Uninsured Employer	66.74	2,914,874.01	2,410,000.00	3,093,173.35	2,231,000.00	769.40	11,286,000.00
234	Hospital Assessment	695.00	104,562,891.97	341,323,000.00	17,026,861.22	428,884,000.00	685.75	201,763,000.00
235	Utility Public Benefits	388.13	88,404,346.69	67,770,000.00	76,865,194.07	79,309,000.00	580.75	11,377,000.00
238	Mediation	910.47	357,350.05	278,000.00	280,807.40	355,000.00	453.12	92,000.00
239	Police & Fire Protection	0.00	(5,709,049.50)	45,772,000.00	(688,703.93)	40,751,000.00	654.43	(5,021,000.00)
241	Working Lands	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250	State Capitol Restoration	329.92	191.26	90,000.00	29,500.00	1,000.00	21.18	65,000.00
257	Agricultural Chemical Cleanup	153.17	(467,205.17)	2,894,000.00	296,720.51	2,228,000.00	227.49	390,000.00
258	Farms for the Future	50.00	0.00	0.00	0.00	0.00	50.00	0.00
259	Agrichemical Management	686.52	7,995,243.81	10,288,000.00	8,832,185.19	9,451,000.00	746.24	6,524,000.00
261	Agricultural Producer Security	709.83	2,063,489.09	851,000.00	1,108,334.18	1,806,000.00	863.74	10,605,000.00
262	Public Employee Trust	579.80	34,104,066.79	60,551,000.00	39,056,333.33	55,597,000.00	313.26	7,583,000.00
264	Historical Legacy Trust	376.57	180.69	0.00	0.00	0.00	567.26	72,000.00
266	History Preservation Partnership	754.02	3,206,634.21	2,951,000.00	3,455,203.02	2,703,000.00	85.21	1,032,000.00
268	Wireless 911	511.74	(19,973,372.94)	20,005,000.00	0.00	32,000.00	138.80	32,000.00
271	Democracy Trust	0.00	0.00	0.00	0.00	0.00	0.00	0.00
272	Petroleum Inspection	610.34	21,362,197.37	65,861,000.00	26,116,876.18	60,907,000.00	131.53	1,432,000.00
274	Environmental	880.22	9,817,844.60	54,473,000.00	34,845,318.57	29,443,000.00	406.25	(10,376,000.00)
277	Dry Cleaner Environmental Response	94.11	753,863.23	2,875,000.00	702,787.17	3,026,000.00	190.17	90,000.00
278	Recycling & Renewable Energy	318.83	7,218,582.00	54,462,000.00	19,852,330.38	41,826,000.00	580.45	1,686,000.00
285	Universal Services	958.10	21,722,124.80	48,669,000.00	25,467,830.80	44,924,000.00	252.10	7,324,000.00
288	Budget Stabilization	593.44	169,583.70	0.00	0.00	170,000.00	177.14	1,471,000.00
297	Permanent Endowment	217.48	(172,449,909.76)	309,010,000.00	97,721.74	196,482,000.00	596.98	134,407,000.00
315	Bond Security and Redemption	731.78	944,642,966.23	620,771,000.00	839,025,351.90	626,389,000.00	346.11	24,300,000.00
490	State Building Trust	583.10	142,431,370.79	126,081,000.00	150,108,330.95	118,404,000.00	622.94	52,378,000.00
495	Capital Improvement	47.35	772,793,567.46	728,637,000.00	755,158,927.54	745,111,000.00	987.27	124,970,000.00
496	Lottery	37.89	271,873,138.44	260,577,000.00	260,217,162.06	292,233,000.00	14.27	39,689,000.00
531	Local Government Property Insurance	584.26	18,329,000.32	22,908,000.00	25,625,596.44	15,509,000.00	88.14	26,395,000.00
532	State Life Insurance	749.29	10,705,769.36	7,623,000.00	11,052,228.07	7,277,000.00	310.59	1,280,000.00
533	Injured Patients & Families Compensation	220.97	152,388,444.79	6,537,000.00	21,920,402.58	139,016,000.00	263.18	53,327,000.00
570	Tuition Trust	402.01	1,096,560.33	1,187,000.00	1,187,211.25	1,098,000.00	771.09	1,523,000.00
573	Environmental Improvement	46.57	343,931,448.93	148,712,000.00	291,207,983.27	201,435,000.00	532.13	249,424,000.00
582	Veterans Trust	542.70	10,895,524.79	9,122,000.00	14,748,970.85	5,089,000.00	396.64	24,234,000.00
583	Veterans Mortgage Loan Repayment	406.00	67,212,915.92	62,701,000.00	74,225,492.28	45,688,000.00	829.54	57,863,000.00
587	Transportation Infrastructure Loan	288.29	782,205.50	247,000.00	247,000.00	782,000.00	484.79	763,000.00
723	Children's Trust	871.69	43,724.99	116,000.00	115,907.68	44,000.00	688.91	40,000.00
743	Agriculture College	281.65	243,422.05	244,000.00	243,422.05	244,000.00	281.65	305,000.00
744	Common School	218.49	208,000,165.39	253,397,000.00	259,890,882.67	201,716,000.00	502.20	107,032,000.00
745	Normal School	556.14	2,329,316.72	1,622,000.00	1,782,865.03	2,369,000.00	111.83	739,000.00
746	University	971.16	20,367.97	0.00	0.00	21,000.00	339.13	24,000.00
747	Core Retirement Investment Trust	916.28	9,812,639,414.50	6,818,729,000.00	9,883,183,584.11	6,648,205,000.00	766.67	1,634,535,000.00
751	Variable Retirement Invest Trust	147.41	723,995,271.57	546,104,000.00	583,270,506.97	666,928,000.00	912.01	230,383,000.00
756	Local Government Pooled Investment	807.39	10,381,145,352.05	6,106,648,000.00	11,079,463,320.13	5,408,330,000.00	839.31	2,809,901,000.00
760	Historical Society Trust	503.72	574,316.36	635,000.00	667,603.36	542,000.00	216.72	199,000.00
763	Common School Income	81.31	32,058,027.50	130,868,000.00	31,981,871.53	130,844,000.00	437.28	2,520,000.00
767	Renewable	500.00	0.00	0.00	0.00	0.00	500.00	13,000.00
769	College Savings Program Trust	526.10	770,883.88	536,000.00	514,824.82	692,000.00	585.16	7,623,000.00
788	Support Collection Trust	460.48	938,295,633.74	212,312,000.00	941,553,806.48	209,054,000.00	287.74	17,021,000.00
875	University Trust-Principal	333.93	22,544,743.24	31,055,000.00	27,327,815.10	28,270,000.00	262.07	4,394,000.00
876	University Trust-Income	924.54	(4,492,729.56)	27,471,000.00	(5,385,921.87)	28,364,000.00	816.85	37,202,000.00
940	Investment Pool	(99,062,276.15)	27,788,464,756.37	29,705,225,000.00	27,896,248,773.83	25,646,132,000.00	(120,752,293.61)	6,484,393,000.00
<b>Totals</b>		<b>(99,032,403.82)</b>	<b>86,319,275,121.27</b>	<b>59,354,358,000.00</b>	<b>86,340,966,625.58</b>	<b>59,354,358,000.00</b>	<b>(120,723,908.13)</b>	<b>6,484,393,000.00</b>



Reporting Required by Section 16.401(8), Wisconsin Statutes  
 Statement of Receipts & Disbursements by Fund  
 07/01/2010 - 06/30/2011

Fund No.	Fund Name	Beginning Balance	Receipts	Disbursements	Disbursements by Transfer	Ending Balance	Ending Balance Investment Shares
100	General	995.34	30,302,117,995.88	10,635,940,000.00	10,635,940,000.00	96.34	303,777,000.00
211	Transportation	586.46	3,965,723,275.14	1,940,044,000.00	2,945,384,049.48	822.11	735,606,000.00
212	Conservation	131.85	284,238,303.07	216,375,000.00	305,258,495.14	935.78	16,350,000.00
213	Heritage State Parks & Forests	784.81	7,920.65	432,000.00	431,735.75	976.71	864,000.00
217	Waste Management	324.70	4,289,781.43	4,130,000.00	4,358,277.72	808.41	16,750,000.00
218	Wisconsin Elections Campaign	746.98	174,139.04	330,000.00	330,493.43	392.19	1,088,000.00
219	Investment and Local Impact	832.70	414.14	0.00	1,000.00	246.84	205,000.00
220	Election Administration	669.63	702,515.30	2,408,000.00	2,551,357.13	827.80	14,046,000.00
222	Industrial Building Construction Loan	285.11	828.63	0.00	1,000.00	111.74	409,000.00
224	Self-Insured Employers Liability	371.53	362.31	1,000.00	1,046.88	686.96	179,000.00
225	Medical Assistance Trust	94.84	465,496,624.84	457,633,000.00	456,966,589.34	150.34	(248,697,000.00)
228	Work Injury Supplemental Benefits	837.16	3,804,113.20	2,112,000.00	2,704,903.65	46.71	9,078,000.00
227	Workers Compensation	60.31	1,340,990.33	11,434,000.00	1,461,878.45	972.19	2,614,000.00
229	Uninsured Employer	769.40	2,393,738.30	1,923,000.00	2,382,218.51	288.19	11,295,000.00
234	Hospital Assessment	665.75	264,117.27	379,120,000.00	0.00	783.02	202,047,000.00
235	Utility Public Benefits	560.75	100,316,393.81	63,816,000.00	73,868,512.46	942.10	38,125,000.00
237	Critical Access Hospital Assessment	0.00	6,770,792.12	3,603,000.00	2,76,556.05	235.07	6,494,000.00
238	Mediation	453.12	362,226.83	313,000.00	294,722.40	959.55	159,000.00
239	Police & Fire Protection	654.43	54,167,793.46	61,087,000.00	53,179,327.21	120.68	(4,032,000.00)
241	Working Lands	0.00	384,468.54	206,000.00	170.12	288.42	384,000.00
250	State Capital Restoration	21.18	8,519.25	0.00	8,000.00	540.43	73,000.00
257	Agricultural Chemical Cleanup	227.49	488,237.20	3,057,000.00	1,459,303.29	161.40	(600,000.00)
258	Farms for the Future	50.00	0.00	0.00	0.00	50.00	0.00
259	Agricultural Management	745.24	7,977,715.90	9,831,000.00	8,370,806.92	654.22	6,131,000.00
261	Agricultural Producer Security	863.74	1,893,472.03	927,000.00	1,130,780.39	1,580,000.00	11,368,000.00
262	Public Employee Trust	313.26	51,492,482.68	56,699,000.00	41,354,896.61	879.33	17,970,000.00
264	Historical Legacy Trust	567.26	145.54	0.00	0.00	712.80	72,000.00
268	History Preservation Partnership	85.21	3,648,241.43	2,868,000.00	3,788,460.85	865.69	31,000.00
268	Wireless 911	138.80	(180.94)	1,000.00	0.00	957.86	0.00
271	Democracy Trust	0.00	4,238.31	900,000.00	5,000.00	238.31	(896,000.00)
272	Petroleum Inspection	131.53	24,264,660.66	62,414,000.00	19,217,414.57	377.62	6,479,000.00
274	Environmental	406.23	47,759,103.47	56,559,000.00	50,873,877.38	632.34	(13,491,000.00)
277	Dry Cleaner Environmental Response	180.17	667,856.27	1,913,000.00	717,881.99	184.45	40,000.00
279	Recycling & Renewable Energy	580.45	23,576,912.36	33,237,000.00	8,318,497.60	985.21	16,944,000.00
281	Military Family Relief	0.00	92,776.46	0.00	92,000.00	776.46	82,000.00
285	Universal Services	252.10	26,199,588.15	40,943,000.00	29,275,909.97	930.28	4,247,000.00
286	Budget Stabilization	177.14	216,012.77	0.00	216,000.00	189.91	1,687,000.00
291	Permanent Endowment	586.98	(5,764,300.88)	134,433,000.00	0.00	286.10	128,613,000.00
315	Bond Security and Redemption	346.11	1,081,007,690.26	690,311,000.00	1,056,329,084.86	921.51	48,978,000.00
420	State Building Trust	822.84	136,757,543.20	113,643,000.00	143,006,727.73	438.41	46,130,000.00
485	Capital Improvement	997.27	1,141,631,621.17	911,662,000.00	1,176,865,224.83	383.61	89,937,000.00
521	Lottery	14.27	254,398,469.92	228,054,000.00	254,848,284.77	189.42	39,259,000.00
531	Local Government Property Insurance	88.14	43,725,425.64	43,311,000.00	48,868,980.34	533.44	21,181,000.00
532	State Life Insurance	310.56	7,839,914.25	6,781,000.00	7,781,605.54	619.29	1,338,000.00
533	Injured Patients & Families Compensation	263.18	129,662,033.25	127,646,000.00	136,558,670.32	626.11	46,530,000.00
570	Tuition Trust	771.09	549,266.98	732,000.00	731,025.94	12.13	1,342,000.00
573	Environmental Improvement	532.13	296,729,605.88	203,136,000.00	274,504,440.38	697.63	271,649,000.00
582	Veterans Trust	396.64	9,318,158.70	8,753,000.00	13,899,778.16	778.18	19,652,000.00
583	Vets Mortgage Loan Repayment	829.54	65,217,569.16	90,248,000.00	95,419,359.18	39.52	28,682,000.00
587	Transportation Infrastructure Loan	494.78	353,655.07	0.00	354,000.00	149.86	1,117,000.00
723	Children's Trust	568.91	53,473.69	55,000.00	40,348.37	813.23	63,000.00
743	Agriculture College	281.85	145,011.96	424,000.00	423,946.99	346.62	24,000.00
744	Common School	602.20	257,181,099.11	204,878,000.00	213,276,874.54	636.77	150,936,000.00
745	Normal School	111.63	5,259,726.16	5,339,000.00	4,718,858.66	979.33	1,281,000.00
746	University	338.13	19,625.65	0.00	0.00	984.78	43,000.00
747	Core Retirement Investment Trust	766.87	10,825,891,622.45	6,855,282,000.00	10,835,166,639.01	750.11	1,725,350,000.00
751	Variable Retirement Invest Trust	912.01	659,369,595.65	586,859,000.00	586,010,186.41	332.28	233,743,000.00
766	Local Government Pooled Investment	839.51	10,325,763,040.69	5,783,013,000.00	10,668,858,974.02	905.98	2,466,807,000.00
760	Historical Society Trust	216.72	489,591.74	471,000.00	462,633.09	275.37	226,000.00
763	Common School Income	437.28	35,352,187.75	212,550,000.00	34,664,346.61	248.42	3,298,000.00
767	Beneficial	500.00	0.00	0.00	0.00	500.00	13,000.00
769	College Savings Program Trust	585.16	1,636,729.55	550,000.00	619,659.13	655.58	8,640,000.00
786	Support Collection Trust	281.74	834,328,574.64	215,278,000.00	931,922,780.11	82.47	19,427,000.00
875	University Trust-Principal	262.07	23,809,311.83	22,497,000.00	20,082,797.47	776.48	8,180,000.00
876	University Trust-Income	818.95	(3,748,325.60)	24,118,000.00	1,784,913.86	577.59	31,681,000.00
940	Investment Pool	(120,752,293.61)	41,456,705,289.06	30,328,085,000.00	40,833,065,233.55	558,879,741.90	0.00
<b>Totals</b>		<b>(120,723,908.13)</b>	<b>102,494,381,934.04</b>	<b>60,599,558,000.00</b>	<b>101,814,743,368.95</b>	<b>668,914,656.96</b>	<b>6,541,005,000.00</b>

Reporting Required by Section 16.401(8), Wisconsin Statutes  
Cash Reconciliation - June 30, 2010

Bank Balances June 30, 2010		
US Bank, Milwaukee	\$21,359,472.95	
US Bank, Madison	<u>(568.12)</u>	
Total Bank Balances June 30, 2010		21,358,904.83
Add: Deposits in Transit		
US Bank, Milwaukee	3,873.33	
US Bank, Madison	<u>568.12</u>	
Total Deposits in Transit		4,441.45
Add: Misc Bank Charges in Transit		
US Bank, Milwaukee	527,791.05	
US Bank, Madison	<u>0.00</u>	
Total Misc Bank Charges in Transit		527,791.05
Less: Misc Bank Credits in Transit		
US Bank, Milwaukee	(11,946,753.11)	
US Bank, Madison	<u>0.00</u>	
Total Misc Bank Credits in Transit		(11,946,753.11)
Less: Outstanding Checks		
US Bank, Milwaukee	(142,741,904.28)	
US Bank, Madison	<u>0.00</u>	
Total Outstanding Checks		(142,741,904.28)
Book Balance WI SCTF (as reported by DCF)	<u>12,073,611.93</u>	
		<u>12,073,611.93</u>
Calculated Book Balance June 30, 2010		<u><u>(120,723,908.13)</u></u>
Controller's Ledger Balance		
US Bank, Milwaukee	(120,723,908.13)	
US Bank, Madison	<u>0.00</u>	
Actual Book Balance June 30, 2010		<u><u>(\$120,723,908.13)</u></u>

Reporting Required by Section 16.401(8), Wisconsin Statutes  
Cash Reconciliation- June 30, 2011

Bank Balances June 30, 2011		
US Bank, Milwaukee	\$714,249,415.47	
US Bank, Madison	329.99	
Total Bank Balances June 30, 2011	<u>714,249,745.46</u>	714,249,745.46
Add: Deposits in Transit		
US Bank, Milwaukee	60,700.30	
US Bank, Madison	19.00	
Total Deposits in Transit	<u>60,719.30</u>	60,719.30
Add: Misc Bank Charges in Transit		
US Bank, Milwaukee	367,008.06	
US Bank, Madison	0.00	
Total Misc Bank Charges in Transit	<u>367,008.06</u>	367,008.06
Less: Misc Bank Credits in Transit		
US Bank, Milwaukee	(19,768,850.30)	
US Bank, Madison	(348.99)	
Total Misc Bank Credits in Transit	<u>(19,769,199.29)</u>	(19,769,199.29)
Less: Outstanding Checks		
US Bank, Milwaukee	(150,404,894.67)	
US Bank, Madison	0.00	
Total Outstanding Checks	<u>(150,404,894.67)</u>	(150,404,894.67)
Book Balance WI SCTF (as reported by DCF)	<u>14,411,278.10</u>	<u>14,411,278.10</u>
Calculated Book Balance June 30, 2011		<u><u>558,914,656.96</u></u>
Controller's Ledger Balance		
US Bank, Milwaukee	558,914,656.96	
US Bank, Madison	0.00	
Actual Book Balance June 30, 2011		<u><u>\$558,914,656.96</u></u>

Reporting Required by Section 16.401(8), Wisconsin Statutes  
Statement of Accounts Held in Trust  
(Other than State-owned Investments)

Institutions serving in a fiduciary capacity are required to have specified amounts of cash and securities on deposit with the Department of Administration. The deposits are held to assure faithful execution of trusts accepted by them.

The Department of Administration accepts and holds deposits of securities in trust from insurance companies for the protection of the policy holder of the insurer.

The Department of Administration accepts and holds deposits of securities in trust from Care Management Organizations for insolvency funding.

	<u>June 30, 2010</u>	<u>June 30, 2011</u>
In trust for Banks and Trust Companies pursuant to Section 223.02	\$6,875,000.00	\$6,500,000.00
In trust for Insurance Companies pursuant to Section 601.13	293,942,778.56	303,639,269.82
In trust for Care Management Organizations pursuant to Section 648.75	2,912,341.00	5,825,000.00
Grand Total - Custody Accounts	<u>\$303,730,119.56</u>	<u>\$315,964,269.82</u>