

Multiple Agency Fiscal Note Summary

Bill Number: 5879 SB 5879 AMH ELHS H4514.1	Title: Infants, toddlers/disability
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Estimated Cash Receipts

NONE

Estimated Expenditures

Agency Name	2015-17			2017-19			2019-21		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Superintendent of Public Instruction	.1	17,000	17,000	.0	0	0	.0	0	0
Department of Early Learning	.1	38,994	38,994	.0	0	0	.0	0	0
Total	0.2	\$55,994	\$55,994	0.0	\$0	\$0	0.0	\$0	\$0

Local Gov. Courts *									
Loc School dist-SPI	Non-zero but indeterminate cost and/or savings. Please see discussion.								
Local Gov. Other **									
Local Gov. Total									

Estimated Capital Budget Impact

NONE

Prepared by: Rayanna Williams, OFM	Phone: (360) 902-0553	Date Published: Final 3/ 2/2016
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* See Office of the Administrator for the Courts judicial fiscal note

** See local government fiscal note

FNPID: 44346

Individual State Agency Fiscal Note

Bill Number: 5879 SB 5879 AMH ELHS H4514.1	Title: Infants, toddlers/disability	Agency: 350-Supt of Public Instruction
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Part I: Estimates

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No Fiscal Impact

Estimated Cash Receipts to:

NONE

Estimated Expenditures from:

	FY 2016	FY 2017	2015-17	2017-19	2019-21
FTE Staff Years	0.0	0.2	0.1	0.0	0.0
Account					
General Fund-State 001-1	0	17,000	17,000	0	0
Total \$	0	17,000	17,000	0	0

Estimated Capital Budget Impact:

NONE

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

Check applicable boxes and follow corresponding instructions:

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If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.

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If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

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Capital budget impact, complete Part IV.

☐

Requires new rule making, complete Part V.

Legislative Contact: Ashley Paintner	Phone: 360-786-7120	Date: 02/23/2016
Agency Preparation: TJ Kelly	Phone: 360 725-6301	Date: 02/25/2016
Agency Approval: TJ Kelly	Phone: 360 725-6301	Date: 02/25/2016
OFM Review: Kate Davis	Phone: (360) 902-0570	Date: 02/25/2016

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Section 3 of this bill requires OSPI to provide the Department of Early Learning (DEL) with full accounting of school district expenditures from the 2013-14 and 2014-15 school year, disaggregated by district, for birth-to-three early intervention services provided under this section.

The reported expenditures must include, but are not limited to per student allocations, per student expenditures, the number of children served, detailed information on services provided by school districts and contracted for by school districts, coordination and transition services, and administrative costs.

This must be reported by OSPI to DEL by October 1, 2016.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

None.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

OSPI estimates that it will take 0.5 FTE for three months to build a spreadsheet through which districts can report detailed information on services provided by school districts and contracted for by school districts, coordination and transition services, and administrative costs. Time would first be spent developing the format of the spreadsheet and communicating instructions with districts on how to fill out the spreadsheet to get us the data we need. As districts submit their data, staff will review it as it comes into OPSI and ask clarifying questions requesting revisions as necessary. OSPI estimates this would take 0.5 FTE for three months for a total cost of approximately \$17,000. These costs would occur in state fiscal year 2017. This work would be absorbed within current resources.

Part III: Expenditure Detail

III. A - Expenditures by Object Or Purpose

	FY 2016	FY 2017	2015-17	2017-19	2019-21
FTE Staff Years		0.2	0.1		
A-Salaries and Wages		11,126	11,126		
B-Employee Benefits		5,874	5,874		
C-Professional Service Contracts					
E-Goods and Other Services					
G-Travel					
J-Capital Outlays					
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-					
Total:	\$0	\$17,000	\$17,000	\$0	\$0

III. B - Detail: List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA

Job Classification	Salary	FY 2016	FY 2017	2015-17	2017-19	2019-21
WMS Band 2			0.2	0.1		
Total FTE's			0.2	0.1		0.0

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

Individual State Agency Fiscal Note

Revised

Bill Number: 5879 SB 5879 AMH ELHS H4514.1	Title: Infants, toddlers/disability	Agency: 357-Department of Early Learning
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Part I: Estimates

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No Fiscal Impact

Estimated Cash Receipts to:

NONE

Estimated Expenditures from:

	FY 2016	FY 2017	2015-17	2017-19	2019-21
FTE Staff Years	0.0	0.2	0.1	0.0	0.0
Account					
General Fund-State 001-1	0	38,994	38,994	0	0
Total \$	0	38,994	38,994	0	0

Estimated Capital Budget Impact:

NONE

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

Check applicable boxes and follow corresponding instructions:

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If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

☐

Capital budget impact, complete Part IV.

☐

Requires new rule making, complete Part V.

Legislative Contact: Ashley Paintner	Phone: 360-786-7120	Date: 02/23/2016
Agency Preparation: Christopher Stanley	Phone: (360) 725-4388	Date: 03/02/2016
Agency Approval: Mike Steenhout	Phone: (360) 725-4920	Date: 03/02/2016
OFM Review: Rayanna Williams	Phone: (360) 902-0553	Date: 03/02/2016

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Comparison of 5879 SB AMH ELHS H4514.1 to 5879 SB: The amended bill adds the expenditure accounting and reporting provision in new section 4, the rulemaking provision in section 5 and the comprehensive plan requirement in new section 6.

Description of 5879 SB AMH ELHS H4514.1:

Section 1 corrects the name of the state birth-to-three agency coordinating council, which has no fiscal impact to the Department of Early Learning (DEL).

Section 3(1) identifies DEL as the state lead agency for early intervention services, which also has no fiscal impact to DEL.

New section 4 requires DEL to provide a full accounting of Early Support for Infants and Toddlers (ESIT) expenditures from the 2013-14 and 2014-15 school years in a required plan to be submitted to the Legislature under section 6, which must also include the reported expenditures from the Office of Superintendent of Public Instruction (OSPI) required in section 3(2). An August 1, 2017 expiration date is set for section 4.

This section would create a small amount of workload for information gathering and organization.

Section 5 states that DEL has the authority to develop and adopt rules that establish minimum requirements for the services offered through the Individuals with Disabilities Education Act (IDEA) Part C programs, including allowable allocations and expenditures for transition into IDEA Part B.

This fiscal note assumes DEL will proceed with rulemaking in fiscal year 2017.

New section 6 requires DEL to develop and submit a plan to the Legislature by December 15, 2016, on comprehensive and coordinated early intervention services for all eligible children with disabilities in accordance with IDEA Part C.

This section creates workload for DEL staff, and necessary contracted services, related to plan development.

New section 7 recodifies RCW 70.195 as sections in RCW 43.215. This has no fiscal impact to DEL.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

None.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

New section 4 Expenditure Reporting: Requires approximately 8 hours of work by a Program Specialist 3 to

research and review systemic changes that will require updates to local lead agency contracts. Because this workload is less than 0.01 FTE (8 hrs ÷ 1680 hrs per FTE), the costs are not included.

Section 5 Rulemaking: \$8,549 in fiscal year 2017 for:

FTE, Salary and Benefits: 0.05 FTE (105 hours) costing \$4,873, assuming:

--74 hours for an Administrative Regulations Analyst 4 (ARA4) to perform the following tasks related to rulemaking: prepare for rule drafting, meet with the WMS3 ESIT program manager on the rules, draft and review the rules, make rulemaking notifications, participate in public rulemaking hearings, file rules and respond to public comments.

--26 hours for the 4 Commerce Specialist 4 (CS4) ESIT staff to help the ARA4 prepare for rule drafting, meet with management personnel, assist with rule drafting and review, attend public hearings and assist with public comment responses.

--2 hours for the WMS3 ESIT program administrator to meet with the ARA4 and CS4 and to review the draft rules.

--1 hour for the DEL deputy director to review the draft rules.

--2 hour for the DEL director to review the draft rules and to review public comment responses.

Goods and Services: \$1,063, including \$1,000 for meeting room rentals assuming two rulemaking meetings (\$500 per rental) and that free space would not be available.

Travel: \$1,000 for reimbursement of expenditures for DEL staff to attend rulemaking meetings, assuming one meeting in Western and one in Eastern Washington.

Intra-Agency Reimbursement: \$1,613 for indirect costs for agency administration and central services, calculated at 33.10% of direct salaries and benefits. This is for administration and management of the department including governance, executive management, fiscal operations, human resources, communications and outreach, government relations and agency information technology services. It is also for agency central services including space and utilities, data processing fees, communications, attorney general and audit services and other mandatory charges for services.

The DEL follows a robust governance structure and prioritization structure that includes multiple agencies, divisions and advisory teams. Rulemaking change requests can originate from many sources such as State legislation, Federal legislation, audit findings or stakeholder requests. Rule making changes required by legislation are given top priority and require the Department to reevaluate the priority level of other rules in the queue. The Department prioritizes rule-making changes required by legislation. Current or pending projects in the queue can be delayed, paused or reduced in scope to accommodate unanticipated system changes required by legislation.

New section 6 Comprehensive Plan: \$30,445 in fiscal year 2017 for:

FTE, Salary and Benefits: 0.16 FTE (344 hours) costing \$16,706 in fiscal year 2017 assuming:

--176 hours for the 4 CS4 ESIT staff to participate in 4 DEL internal meetings of 2 hours each to develop the comprehensive service plan, attend 2 all-day stakeholder meetings to gather plan input, and to draft the plan.

--80 hours for 1 MA5 Researcher on the department's Research Team to research effective early intervention systems in similar states, the impact of change where this occurred, the implications for Washington's system, and to make recommendations for systemic change.

- 36 hours for the WMS3 program administrator to participate in the meetings, to assist with plan drafting and to review the draft plan.
- 32 hours for the division assistant director who oversees the ESIT program to attend the meetings and to review and approve the draft plan.
- 16 hours for the division Administrative Assistant 3 (AA3) to prepare materials for stakeholder meetings and to follow-up with minutes and associated documents following meetings.
- 4 hours for the DEL director to review and approve the plan.

Goods and Services: \$209 for FTE-related goods and services.

Intra-Agency Reimbursement: \$5,530 for indirect costs for agency administration and central services, calculated at 33.10% of direct salaries and benefits. This is for administration and management of the department including governance, executive management, fiscal operations, human resources, communications and outreach, government relations and agency information technology services. It is also for agency central services including space and utilities, data processing fees, communications, attorney general and audit services and other mandatory charges for services.

Personal Service Contracts: \$8,000, assuming:

--\$8,000 for meeting facilitation (2 meetings x \$4,000 per meeting) for high-level facilitation for stakeholder meetings to obtain feedback on Washington's early intervention system.

This minimal work and associated costs can be absorbed within the program's existing workload.

All costs in this fiscal note are assumed to be one-time in fiscal year 2017.

Part III: Expenditure Detail

III. A - Expenditures by Object Or Purpose

	FY 2016	FY 2017	2015-17	2017-19	2019-21
FTE Staff Years		0.2	0.1		
A-Salaries and Wages		16,133	16,133		
B-Employee Benefits		5,446	5,446		
C-Professional Service Contracts		8,000	8,000		
E-Goods and Other Services		1,272	1,272		
G-Travel		1,000	1,000		
J-Capital Outlays					
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements		7,143	7,143		
9-					
Total:	\$0	\$38,994	\$38,994	\$0	\$0

III. B - Detail: *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2016	FY 2017	2015-17	2017-19	2019-21
Admin Assistant 3	42,491		0.0	0.0		
Admin Reg Analyst 4	73,137		0.0	0.0		
Commerce Specialist 4	71,317		0.1	0.0		
Deputy	130,848		0.0	0.0		
Director	152,712		0.0	0.0		
EMS Band 4	104,791		0.0	0.0		
Program Specialist 3	60,018		0.0	0.0		
WMS Band 3	89,323		0.0	0.0		
Total FTE's	724,637		0.2	0.1		0.0

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

Section 5 states that DEL has the authority to develop and adopt rules related to the provision of IDEA services. This fiscal note assumes DEL will proceed with rulemaking in fiscal year 2017. One-time costs are detailed above.

Individual State Agency Fiscal Note

Bill Number: 5879 SB 5879 AMH ELHS H4514.1	Title: Infants, toddlers/disability	Agency: SDF-School District Fiscal Note - SPI
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Part I: Estimates

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No Fiscal Impact

Estimated Cash Receipts to:

NONE

Estimated Expenditures from:

Non-zero but indeterminate cost. Please see discussion.

Estimated Capital Budget Impact:

NONE

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Legislative Contact: Ashley Paintner	Phone: 360-786-7120	Date: 02/23/2016
Agency Preparation: TJ Kelly	Phone: (360) 725-6301	Date: 02/25/2016
Agency Approval: TJ Kelly	Phone: (360) 725-6301	Date: 02/25/2016
OFM Review: Kate Davis	Phone: (360) 902-0570	Date: 02/25/2016

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Section 3 of this bill requires OSPI to provide the Department of Early Learning (DEL) with full accounting of school district expenditures from the 2013-14 and 2014-15 school year, disaggregated by district, for birth-to-three early intervention services provided under this section.

The reported expenditures must include, but are not limited to per student allocations, per student expenditures, the number of children served, detailed information on services provided by school districts and contracted for by school districts, coordination and transition services, and administrative costs.

This must be reported by OSPI to DEL by October 1, 2016.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

None.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

Depending on the size of the district, OSPI estimates that it would take between 4 hours and 24 hours of staff time split equally between classified and administrative staff for each school year per district that reported program 22 expenditures to report detailed information on services provided by school districts and contract for by school districts, coordination and transition services, and administrative costs. One hour of classified staff time in salary and fringe benefits averages \$24.69 across the state. One hour of administrative staff time in salary and fringe benefits averages \$68.17 across the state.

The low range of cost for reporting the two years worth of data would be 4 hours of classified staff time at a cost of \$98.76 and 4 hours of administrative staff time at a cost of \$272.56 for a combined per district cost of \$371.32.

The high range of cost for reporting the two years worth of data would be 24 hours of classified staff time at a cost of \$592.56 and 24 hours of administrative staff time at a cost of \$1,636.08 for a combined per district cost of \$2,228.64.

The average of these two costs equates to approximately \$1,300 per district for each district that reported program 22 expenditures.

Part III: Expenditure Detail

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.