



REQUEST TO EMERGENCY COMMISSION
STATE OF NORTH DAKOTA
 SFN 02580 (9-2007)

RECEIVED

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NOV 23 2015

SEC. OF STATE

1870

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For reference, see North Dakota Century Code, Chapter 54-16

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|-------------------------------------|--|--|
| Date 11/18/2015 | Department Number 321 | Department Name ND Department Of Veterans Affairs |
| Authorized Department Signature | Name of Contact Person Lonnie L. Wangen | Telephone Number 701-239-7165 |

PART A: BACKGROUND

1. Was any portion of this request presented to the last legislative session? (If yes, please explain legislative action in narrative) Yes No
2. Is any portion of this request a new program? (If yes, please explain in narrative) Yes No
3. Will the legislature be asked to continue this program in the next biennium? Yes No

PART B: FTE

4. Will this program require an increase in authorized FTE? Yes No
 If yes, how many?

PART C: INCREASE IN APPROPRIATION LINE ITEM

7. Will this program require state general fund money for a match in this biennium? Yes No
 If yes, estimate the amount of general fund money needed and explain its source in the narrative
8. Will this program require state general fund money in the next biennium? Yes No
 If yes, estimate the amount of general fund money needed in the next biennium.
9. Source of Funds for increased spending authority (check applicable box)
 Federal State Contingency Funds Other
10. Is this a pass-through from another agency? Yes No If yes, from which agency?
11. If this program is federally funded, will the legislature be asked to continue it if federal funds are no longer available? Yes No
 If yes, estimate the amount of general fund money needed in the next biennium.
12. Specify below the line item to be increased and the amount of the increase.

| Line Item | Amount |
|------------------|-----------|
| Veterans Affairs | 64,253.50 |

PART D: INTRA-AGENCY LINE ITEM TRANSFER

| FROM - Line Item | TO - Line Item | Amount |
|------------------|----------------|--------|
| | | |

PART E: NARRATIVE (attach separate sheets if necessary)

HB 1364 of the 64th Legislative Assembly provided appropriation from special funds derived from federal funds the sum of \$380,000, or so much of the sum as may be necessary to the department of Veterans Affairs for the purpose of purchasing vehicles for transportation - related services for veterans for the period beginning with the effective date of this act and ending June 30, 2015. The North Dakota Department of Veterans Affairs is requesting Federal funding authority to spend, in the current biennium, \$64,253.50 of Federal funds that remained at the end of the 2013-2015 biennium. This Federal funding is for transportation services only, no portion of these funds are used in any way to supplement the NDDVA budget.



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1871 #2

For reference, see North Dakota Century Code, Chapter 54-16

| | | |
|-------------------------------------|--|--|
| Date 11/18/2015 | Department Number 321 | Department Name ND Department of Veterans Affairs |
| Authorized Department Signature | Name of Contact Person Lonnie L. Wangen | Telephone Number 701-239-7165 |

PART A: BACKGROUND

1. Was any portion of this request presented to the last legislative session? (If yes, please explain legislative action in narrative) Yes No
2. Is any portion of this request a new program? (If yes, please explain in narrative) Yes No
3. Will the legislature be asked to continue this program in the next biennium? Yes No

PART B: FTE

4. Will this program require an increase in authorized FTE? Yes No
 If yes, how many?

PART C: INCREASE IN APPROPRIATION LINE ITEM

7. Will this program require state general fund money for a match in this biennium? Yes No
 If yes, estimate the amount of general fund money needed and explain its source in the narrative
8. Will this program require state general fund money in the next biennium? Yes No
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9. Source of Funds for increased spending authority (check applicable box)
 Federal State Contingency Funds Other
10. Is this a pass-through from another agency? Yes No If yes, from which agency?
11. If this program is federally funded, will the legislature be asked to continue it if federal funds are no longer available? Yes No
 If yes, estimate the amount of general fund money needed in the next biennium.
12. Specify below the line item to be increased and the amount of the increase.

| <u>Line Item</u> | <u>Amount</u> |
|------------------|----------------|
| Veterans Affairs | \$1,284,612.50 |

PART D: INTRA-AGENCY LINE ITEM TRANSFER

| <u>FROM - Line Item</u> | <u>TO - Line Item</u> | <u>Amount</u> |
|-------------------------|-----------------------|---------------|
|-------------------------|-----------------------|---------------|

PART E: NARRATIVE (attach separate sheets if necessary)

ND DVA has been awarded a Federal Grant to provide veterans who live in Highly Rural Areas with transportation to medical appointments. This is a renewal of the first grant awarded to NDDVA in October of 2014. This grant will be used to purchase wheel chair accessible vans (Through ND state contract #382) and provide funding to operate these vans to sub-recipients. The sub-recipients consist of Highly Rural ND counties and Veteran Service Organizations. Funding from this grant also provides for the reimbursement of transportation to medical appointments provided by existing ND transit providers. ND DVA is requesting authorization to accept and disburse these federal grant dollars between; October 1, 2015 through October 31, 2016. None of the federal grant funds are used by NDDVA for administrative or other expenses.



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1873 #4

For reference, see North Dakota Century Code, Chapter 54-16

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|--|--------------------------|---|
| Date 12/1/2015 | Department Number 380 | Department Name Job Service North Dakota |
| Authorized Department Signature <i>Cheri Giesen</i> | | Name of Contact Person Cheri Giesen |
| | | Telephone Number 701-328-3030 |

PART A: BACKGROUND

1. Was any portion of this request presented to the last legislative session? (If yes, please explain legislative action in narrative) Yes No

2. Is any portion of this request a new program? (If yes, please explain in narrative) Yes No

3. Will the legislature be asked to continue this program in the next biennium? Yes No

PART B: FTE

4. Will this program require an increase in authorized FTE? Yes No
 If yes, how many?

PART C: INCREASE IN APPROPRIATION LINE ITEM

7. Will this program require state general fund money for a match in this biennium? Yes No
 If yes, estimate the amount of general fund money needed and explain its source in the narrative

8. Will this program require state general fund money in the next biennium? Yes No
 If yes, estimate the amount of general fund money needed in the next biennium.

9. Source of Funds for increased spending authority (check applicable box)
 Federal State Contingency Funds Other _____

10. Is this a pass-through from another agency? Yes No If yes, from which agency? _____

11. If this program is federally funded, will the legislature be asked to continue it if federal funds are no longer available? Yes No
 If yes, estimate the amount of general fund money needed in the next biennium.

12. Specify below the line item to be increased and the amount of the increase.

| <u>Line Item</u> | <u>Amount</u> |
|---------------------------|---------------|
| 380-10 Salaries & Wages | \$190,000 |
| 380-30 Operating Expenses | \$50,000 |

PART D: INTRA-AGENCY LINE ITEM TRANSFER

| <u>FROM - Line Item</u> | <u>TO - Line Item</u> | <u>Amount</u> |
|-------------------------|-----------------------|---------------|
| | | |

PART E: NARRATIVE (attach separate sheets if necessary)

See Attached.

Job Service North Dakota is seeking emergency funding of \$240,000 to remain fully staffed through January 2016, to ensure the new automated Unemployment Insurance claims system is fully functional. This will allow Job Service to provide services to the employers and workers of North Dakota during the busiest month of the year while transitioning to a lower cost service delivery model. This need to transition is due to a serious federal funding shortfall of \$4.1 million.

Job Service is a federally funded agency. Over the last decade, federal funding has been flat to declining while operating costs have continued to increase. To deal with this reduced funding, Job Service has become more efficient with fewer resources and implemented a number of technology and business process changes. Over the last thirteen years, staffing has been reduced by 150 FTE while the number of employers and citizens served has increased.

2015 demonstrated significant workload increases. Unemployment insurance claims increased by around 40% over the previous year and currently Job Service is experiencing approximately 200 more claims per week than in 2014 at this time. January is also historically the busiest month for unemployment insurance claims due to the seasonal workers' work season coming to an end and the month of January bringing a new quarter in which wages can be used to file a claim. In addition to the "normal" increase in workload, there is an expectation that claims resulting from low oil prices will continue to increase through January. Based on historical data, we are expecting the number of claims filed in the first week of January 2016 to be well over 2,500; which is far above the typical average of 700 claims filed per week this last year.

By maintaining staffing at the already reduced level through January 2016, the success of the transition of services to an automated and regional model will be greatly enhanced. Preparations for this new sustainable service delivery model include modifying the existing internet and phone systems to increase the level of automation associated with accepting and processing unemployment insurance claims. While this automation is necessary in order to process claims with less employees, it has resulted in a number of individuals visiting our local offices looking for ways around the self-service format. This increased traffic is expected to extend through our busy period and peak in January.

Job Service has taken a number of recent cost cutting measures in an effort to deal with the budget shortfall. Some of the measures already taken are:

- Eliminated 20 FTE by offering a Voluntary Separation Incentive Program
- Automated the unemployment insurance claims taking process
- Eliminated the oil impact add-on to staff salaries
- Eliminated out-of-state travel and minimized in-state travel
- Applied for additional Federal grants
- Centralizing support activities, such as agency printing, by utilizing OMB services and print shop
- Continue to evaluate every vacancy that arises and fill only if critical

Cost saving efforts are continuing and could include items such as staff reductions and the potential discontinuation of everyday services. We understand these changes will likely negatively impact the level of customer service that can be provided, however essential services will still be provided to the citizens of North Dakota.