

MINUTES OF THE MEETING
GENERAL GOVERNMENT AND HIGHWAYS SUBCOMMITTEE
50TH LEGISLATIVE SESSION
HOUSE OF REPRESENTATIVES

The meeting of the General Government and Highways Subcommittee was called to order by Chairman Rehberg on January 6, 1987 at 8:00 a.m. in Room 132 of the State Capitol.

ROLL CALL: All committee members were present.

Chairman Rehberg introduced the staff from the Office of the Legislative Fiscal Analyst (LFA): Jim Haubein, Principal Fiscal Analyst; Pam Joehler, Senior Fiscal Analyst; and Clayton Schenck, Senior Fiscal Analyst.

Flo Smith, Budget Analyst, and Doug Booker represented the Office of Budget and Program Planning (OBPP).

Organizational matters were discussed. The schedule will be followed as printed. The OBPP will be able to meet the deadlines for supplementals and, as long as they will be available, the committee will hold to the schedule.

Because of the size of the committee, a second to a motion will not be necessary.

The format for hearings will be:

1. Office of Budget and Program Planning will present their budget.
2. The Legislative Fiscal Analyst will present their budget.
3. The agencies will state their position.
4. The meeting will be opened for public comment.
5. Discussion and questions by the committee.

The goals expressed by the leadership are:

1. Keep in mind Initiative 105 when discussing individual budgets.
2. Consider any local impact the action of the committee might have.
3. Keep in mind financial situation of the state and seriously consider cutting entire programs.

4. Wrap everything up as quickly as possible after transmittal date.
5. Budgets should be addressed as presented. Changes can be made at the end of hearing.

Appropriations Chairman, Gene Donaldson, requested the chairmen of committees to complete all action by the 65th day. The budgets would not be handled on the scheduled hearing date.

Table I Inflationary Factors will be used.

Refer to the LFA recommendations for vacancy savings.

Tape 1A:0.00

COMMISSIONER OF POLITICAL PRACTICES:

Flo Smith presented the budget for the OBPP. (Exhibit No. 1) FTE are 4.75, leaving some flexibility for the new Commissioner. Total increases in the budget amount to \$11,940. In comparing the two budgets, office facility rent was handled differently. Grounds and maintenance costs are separate. (These were previously included in the rent figure.) This will be consistent throughout their budgets and will be shown under two expenditure ID's at the second level. Rent is under \$2,500 and grounds maintenance is under \$2,700. Both are still included in operating expenses.

Clayton Schenck presented the budget for the LFA. (Exhibit No. 2) He reviewed the budget and explained the changes. The agency is almost entirely general funded, with the exception of fees collected for copy machine reimbursement.

The major differences between the two budgets:

1. The OBPP budget was approximately \$59,000 over the LFA current level primarily due to the elimination of 1 FTE.
2. In personal services, vacancy savings was the issue. (LFA policy statewide was to not take vacancy savings for an agency with under twenty FTE. The OBPP did take four percent vacancy savings, resulting in the difference of \$10,750).

3. In operating expenses, the LFA left the rent in one figure, including both building rent and grounds maintenance. The inflation factor was set to make the two amounts almost equal.
4. In travel, the OBPP included \$1,550 more than the LFA.

Rep. Quilici asked if they both used the same inflation factor for rent.

Pam Joehler, LFA, explained the difference in rent between the two budgets. The LFA included the rent per square foot and the cost per square foot for grounds maintenance in the same expenditure ID. Therefore, the LFA rent expenditure ID will differ from that of the OBPP. When the two are combined, the inflation factor should work out to be the same.

Tape 1B:0.00

Delores Colberg, newly appointed Commissioner of Political Practices, addressed the committee. She requested reduction of a 3/4 FTE rather than a full FTE at this time, maintaining the one FTE for the lesser position. (Clerk Typist)

The current staff includes:

1. Full time administrative aide.
2. Full time attorney.
3. Full time clerk typist.
4. The Commissioner.

The position lost was a 3/4 time position. The LFA suggested that accountant position be cut back to a 3/4 position and this was accomplished through a reduction in hours. If the request is granted, the net effect will be 4.0 FTE. The accountant position has been deleted. The administrative aide and the commissioner will assume those duties.

Ms. Colberg said the figures for supplies and rent were acceptable. Travel was too severely reduced by the LFA as there are two investigations going on that will require travel. Ms. Colberg would also like to meet with groups and do some more outreach and educational efforts.

Chairman Rehberg asked if investigations had to be based on a written complaint. Ms. Colberg said that would be her policy.

Chairman Rehberg asked if it would be necessary for the attorney to travel. Ms. Colberg said this would be necessary to take depositions and affidavits.

Ms. Colberg will do a summary review of the past six years and should have this available by the end of the week.

Sen. Keating requested a report outlining the number and types of complaints made during the last election and a summary of the two investigations. Ms. Colberg will try to provide this information before next Monday.

Sen. Keating requested a second level comparison showing actual expenditures for FY 86 and FY 87 and the proposals for FY 88 and FY 89. The LFA said they were working on this and will furnish the committee this information. Flo Smith said the OBPP had second level comparisons available.

Chairman Rehberg opened the meeting for public comment.

There was no public comment.

Tape 2A:0.00

BOARD OF CRIME CONTROL

Flo Smith presented the budget for the OBPP. (Exhibit No. 3)

She said the major difference is the funding. At the recommendation of the agency, two programs have been combined. Pass-through grant funding was originally a budget amendment. Therefore, they show it as amendments coming in. Under the LFA, it is all in one.

Four percent vacancy savings was applied across the board.

The total budget for FY 88 is \$1,313,000 and \$1,304,000 for FY 89.

Clayton Schenck presented the budget for the LFA. He said the Board is assigned to the Department of Justice for administrative purposes only and reports to the Governor. (Exhibit No. 4)

The duties of the Board include:

1. Juvenile Justice Bureau.
2. Planning and research.
3. Peace Office Training Bureau.
4. Technical and Assistance Bureau.

Clayton Schenck reviewed the current level adjustments.

Mike Lavin, Administrator of the State Board of Crime Control, explained the general fund match requirement for operations. The matching requirements vary for the action programs of the pass-through depending on the program referenced. He said the primary function of the office was the certification of peace officers within the state.

Mr. Lavin said the growth in the area of technical assistance had been tremendous over the past eighteen months. The result has been local areas now look to other agencies for assistance in implementation of programs at local levels. He said the Board has also been requested to help Butte plan for a new jail facility and they have also been heavily involved in the issue of existing jails. He said jails are woefully inadequate and do not meet any minimum federal or state standards for housing people. The liability issue is horrendous.

Mr. Lavin said the Board has been asked to coordinate activities for the State Crime Prevention Association.

The Board is receiving more requests for help from local units of government to address their shrinking resources and provide services at the same time.

The Planning and Research division is involved in the collection of data on adult offenses and arrests and they are able to provide a useful management tool to other agencies such as the FBI.

The Board funded a council on reorganization for Family Services in the Juvenile Justice Bureau.

Mr. Lavin referred to a letter addressed to committee members in December of 1986 regarding the new anti-drug abuse act of 1986. The agency has been designated to receive funds in the amount of approximately \$1,300,000 per year. The money can be used to satisfy the requirements of a statewide drug team. There is a match requirement.

Methods for matching the grant money are now being considered.

Mr. Lavin said he has been working with Rep. Spaeth on a bill to consolidate two boards. (State Board - 18 members and the POST Council - 13 members)

Tape 2B:0.00

The new drug bill provided \$1,300,000 and allowed the Board to use ten percent of that grant for administration of those funds. They have requested two additional FTE. These two FTE can come out of the administrative money. When the money is gone, the FTE will be let go. Mr. Lavin said they will not need all of the ten percent and some will be passed on. They envision establishing a core group to put together a strategy as to how the Board can best spend money in this state. This will be very comprehensive and they will review local needs as half of the money is designated to be spent on local agencies. The amount is \$1,000,000 per year and was available last October 1.

The Board would like to have the strategy written by April and submit it to the appropriate legislative committee for recommendations and oversight as to what to include in the plan. The remaining \$400,000 would be expended on agencies requesting assistance.

The statewide drug program could be considered as partially local and, therefore, does not have to be entirely considered as a state expenditure. (i.e., the nine county Drug Task Force Unit. This could be considered a local expenditure as they are operating on behalf of local units of government.)

Enforcement funds under Title K are \$1,013,000 and ten percent can be used for administration annually. Approximately \$238,000 is match free and no administrative dollars can be taken from that amount.

Mr. Lavin said the money will not go unspent if the Attorney General does not get the match for the statewide drug team. The local departments can use seized assets and forfeited money as legitimate match for new drug money. There is no match free amount within the \$1,013,000.

Flo Smith from the OBPP said the \$238,000 is a designated Governor's grant.

Mr. Lavin explained the Victim's Compensation Program and the Victim's Assistance Program. This is a two track federal program. The Board's portion is to treat victims of crime. (i.e., Safe Space House in Butte and the Horizon Home in Billings) as opposed to compensating innocent victims that are hurt during the commission of a crime. They are now considering the consolidation of these two programs. A bill will be introduced to transfer that function to the Board of Crime Control this session. Rep. Quilici reviewed the research of this bill.

Mr. Lavin said there were studies underway to consolidate some county jails and he will furnish information to the committee. There is also a need for a state jail standards board or committee to regulate these jails. The laws regulating jails are currently being rewritten.

There was discussion regarding the Family Services Program.

Steve Nelson with the Board of Crime Control said there is legislation that will combine various state agencies and departments. This will allow the Executive Branch of state government to regulate these services and will take some power away from the Judicial Branch. One agency will be responsible to see that adequate services are provided and the agency will be accountable within the Executive Branch. Existing agencies affected will transfer their funds to the new agency.

There should be some savings realized in data entry costs. There was discussion regarding computer purchases, their use and maintenance and the compatibility with other systems used by the state.

Tape 3A:0.00

There was discussion concerning the Kids Out of Jail Program. The juvenile population in jails has been reduced.

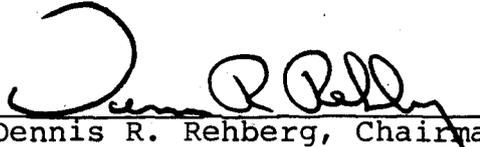
Mr. Lavin said the Board is fully staffed at present. They do not have vacancy savings in their office. There is very little staff turnover.

Marvin Dye expressed concern over the language dealing with continuing appropriation for the subgrant program. The grant is good for the year of award, plus two years, spanning three state fiscal years. The proper language would be of great benefit to the Board.

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Rep. Quilici suggested language and narrative be prepared and presented to the committee for review in order to better understand the total program. Chairman Rehberg requested this be made available before Monday.

ADJOURNMENT: The meeting was adjourned at 10:30 a.m.


Dennis R. Rehberg, Chairman

REPORT EBSR99
 DATE : 01/07/87
 TIME : 17/23/43

OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL -- BUDGET DETAIL COMPARISONS

AGENCY : 3202 COMMISSIONER OF POLITICAL PRAC
 PROGRAM : 01 ADMINISTRATION
 CONTROL : 00000

CURRENT LEVEL SERVICES ONLY

AE/OE	DESCRIPTION	ACTUAL FY 86	BUDGET FY 87	OBPP FY 88	LFA FY 88	DIFF FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89
0000	FULL TIME EQUIVALENT (FTE)	4.75	4.75	4.75	3.75	1.00	4.75	3.75	1.00
1100	SALARIES	104,485.13	102,315	111,233	87,124	24,109	110,939	86,922	24,017
1400	EMPLOYEE BENEFITS	20,711.67	15,369	16,261	12,718	3,543	16,486	12,896	3,590
1500	HEALTH INSURANCE		6,267	6,900	5,520	1,380	6,900	5,520	1,380
1600	VACANCY SAVINGS			-5,376		-5,376	-5,373		-5,373
	TOTAL LEVEL	125,196.80	123,951	129,018	105,362	23,656	128,952	105,338	23,614
2022	SUPPLIES & MATERIALS-INFLAT								
2025	RENT-INFLATION								
2100	CONTRACTED SERVICES	321.00	339	2,061	4,056	-113	141	157	-2
2200	SUPPLIES & MATERIALS	3,668.25	2,095	7,237	4,332	-1,995	4,065	2,136	-1,995
2300	COMMUNICATIONS	6,307.28	2,684	5,165	5,137	2,905	5,165	2,693	1,367
2400	TRAVEL		819	1,073	300	28	1,073	300	773
2500	RENT	3,095.00	5,349	5,685	1,175	4,510	6,321	1,175	5,146
2700	REPAIR & MAINTENANCE	1,090.80	1,297	1,400	1,091	309	1,380	1,591	-211
2800	OTHER EXPENSES	20.60							
	TOTAL LEVEL	14,502.93	12,583	22,621	16,205	6,416	18,145	13,196	4,949
	TOTAL PROGRAM	139,699.73	136,534	151,639	121,567	30,072	147,097	118,534	28,563
01100	GENERAL FUND	139,651.73	135,584	150,839	120,767	30,072	146,497	117,733	28,764
02047	COPYING FEES	48.00	950	800	800		600	800	-200
	TOTAL PROGRAM	139,699.73	136,534	151,639	121,567	30,072	147,097	118,533	28,564

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1-6-87

COMMISSIONER OF POLITICAL PRACTICES
COMPARISON OF EXECUTIVE BUDGET AND LFA CURRENT LEVEL

	FTE FY '89	Biennium General Fund	Total Funds
Executive Budget	4.75	\$297,336	\$298,736
LFA Current Level	3.75	238,500	240,100
Executive Over (Under) LFA	<u>1.00</u>	<u>\$ 58,836</u>	<u>\$ 58,636</u>

The executive budget is \$58,636 above LFA current level. The difference in total funds is primarily due to the elimination of an administrative officer (accountant) position for a biennium savings of \$58,000. Additionally, the executive budget reduced personal services \$10,750 for vacancy savings and funded operating costs \$11,365 higher than LFA current level.

ISSUE 1: ADMINISTRATIVE OFFICER

The executive budget funds a vacant position for an administrative officer (accountant). The position was eliminated from LFA current level for a biennium savings of \$58,000 because the position was vacated at the beginning of fiscal 1987 as part of the five percent cut and the duties of the position were assumed by an administrative assistant. The agency had also operated for the last six months in fiscal 1986 with an administrative aide position vacant.

ISSUE 2: VACANCY SAVINGS

The executive budget has reduced the budget for 4 percent vacancy savings or \$10,750. The LFA policy was to take no vacancy savings in agencies of less than 20 FTE.

ISSUE 3: RENT

The executive budget includes \$4,900 more for building and copy machine rent. LFA current level includes building rent at the fiscal 1986 level plus inflation. The square footage of space rented does not change in the 1987 biennium. LFA current level for copy machine rental is at the monthly rate of \$165 as quoted by Department of Administration Publications and Graphics, or \$3,960 for the biennium.

ISSUE 4: TRAVEL

The executive budget includes \$1,550 for travel than LFA current level of \$600. The agency has been appropriated funds annually since 1981 to do field audits, but has never conducted any audits since its inception. The agency has not spent over \$300 in any prior year for travel.

ISSUE 5: PRINTING

The executive budget includes approximately \$4,100 more than the LFA current level for printing. The agency has since 1984 been appropriated substantially more for printing than it expended, and the 1989 biennium budget request includes items requested in the fiscal 1986 budget that were not printed.

COMMISSIONER OF POLITICAL PRACTICES

Budget Item	Actual	Appropriated	- - Current Level - -		% Change 1987-89 Biennium
	Fiscal 1986	Fiscal 1987	Fiscal 1988	Fiscal 1989	
F.T.E.	4.75	4.75	3.75	3.75	(1.00)
Personal Service	\$125,198	\$123,951	\$105,362	\$105,338	(15.4)
Operating Expense	14,503	14,263	16,205	13,195	2.2
Total Expenditures	\$139,701 =====	\$138,214 =====	\$121,567 =====	\$118,533 =====	(13.6) =====
Fund Sources					
General Fund	\$139,653	\$137,264	\$120,767	\$117,733	(13.9)
State Special	48	950	800	800	60.3
Total Funds	\$139,701 =====	\$138,214 =====	\$121,567 =====	\$118,533 =====	(13.6) =====

The purpose of the Commissioner of Political Practices Office is to establish consistent requirements for the full disclosure and reporting of the source and disposition of funds used in Montana to support or oppose state and local candidates, political committees, or political issues. The commissioner's office is also responsible for enforcing the election and campaign finance laws and the provisions of the Montana Lobbyist Disclosure Act. In addition, the Commissioner is responsible for publishing and disseminating a number of election-related reports, forms, and manuals as provided in Title 13, Chapter 37, MCA.

The budget decreases 13.6 percent from the 1987 biennium to the 1989 biennium. This is due to the loss of 1.0 FTE accountant. Operating expenses show an increase due to added printing, travel, and a \$240 increase in the legislative audit cost.

Fiscal 1986: Comparison of Actual Expenses to the Appropriation

Table 1 compares fiscal 1986 actual expenditures and funding to appropriations as anticipated by the 1985 legislature.

The major difference between actual expenditures and appropriation is in operating expenses. This is due to not spending approximately \$5,500 to print reports and forms, and no expenditure for field audits and seminars.

Table 1
Comparison of the Appropriation to Actual Expenses - Fiscal 1986

<u>Budget Item</u>	<u>Legislature</u>	<u>Actual</u>	<u>Difference</u>
F.T.E.	4.75	4.75	0.00
Personal Service	\$123,756	\$125,198	\$(1,442)
Operating Expense*	20,588	14,503	6,085
Equipment	195	-0-	195
Total Expenditures	<u>\$144,539</u>	<u>\$139,701</u>	<u>\$ 4,838</u>
Funding			
General Fund	\$143,255	\$139,653	\$ 3,602
State Special	1,284	48	1,236
Total Funds	<u>\$144,539</u>	<u>\$139,701</u>	<u>\$ 4,838</u>

*The biennial audit appropriation of \$1,680 was not expended in fiscal 1986 and is not included in the legislative column.

Current Level Adjustments

One administrative officer II (accountant) position was deleted because the agency vacated the position in August 1986 as part of the five percent cut and indicated no intention to fill the position for the rest of fiscal 1987. In addition, the agency had operated for the six months prior to vacating that position with the administrative aide position vacant. An administrative assistant III assumed the accounting responsibilities in fiscal 1987.

Another current level adjustment is made in printing costs. The agency has for several years been appropriated nearly twice as much as it has expended, and is requesting funds for many of the same forms that it was funded for in the last biennium but did not print. The \$3,645 included for printing costs for fiscal 1986 was the amount expended in fiscal 1984, inflated to current levels. Fiscal 1984 is the most comparable general election year, and the request in that year was for nearly the same reports and forms. The amount included in fiscal 1989 current level is based on the appropriation for 1987, a non-election year.

Telephone charges were reduced by \$1,170 for one-time expenditures for personal calls made in fiscal 1986. Travel was budgeted at \$300, the maximum spent in any prior year since the agency was formed. The agency has been budgeted for field audit travel every year since 1981, but has never conducted any audits. Agency audit fees of \$1,920 were included in fiscal 1988 only.

The state special revenue is fees collected for copies provided. The printing costs were put at the fiscal 1984 level, fees collected that year were \$821.

**STATE AUDITOR'S OFFICE
COMPARISON OF EXECUTIVE BUDGET AND LFA CURRENT LEVEL**

	FTE FY '89	----- Biennium General Fund	----- Total Funds
Executive Budget	56.50	\$1,713,668	\$4,391,400
LFA Current Level	<u>60.50</u>	<u>1,579,254</u>	<u>4,479,449</u>
Executive Over (Under) LFA	<u>(4.00)</u>	<u>\$ 134,414</u>	<u>\$ (88,049)</u>

The executive budget is \$88,049 lower than LFA current level. The reason for the lower executive budget is that it has 4.0 fewer FTE than LFA current level and a total savings of over \$162,000 in personal services. This savings is partially offset by higher operating expenses and equipment allowances in the executive budget. Table A indicates the differences by type of expenditure and funding source for the 1989 biennium.

**Table A
Executive Budget Amounts Over LFA Current Level
1989 Biennium**

<u>Budget Item</u>	<u>Increase (Decrease) Over LFA Current Level</u>
Personal Services	\$(162,289)
Operating Expenses	63,085
Equipment	<u>11,155</u>
Total Expenditures	<u>\$ (88,049)</u>
<u>Funding Sources</u>	
General Fund	\$ 134,414
State Special Revenue	<u>(222,463)</u>
Total Funding Difference	<u>\$ 88,049</u>

The following explanation of major differences has three sections: personal services, operating expenses, and equipment.

PERSONAL SERVICES

The executive budget has 4.0 fewer FTE and \$162,289 fewer total funds for personal services than LFA current level. The executive budget has \$12,500 higher personal services in the Audit Department than LFA current level due primarily to the shift of 1.0 FTE administrative clerk I grade 6 to a personnel technician II grade 10. The remainder is due to FTE reductions, as explained in the following issues.

REPORT EBSR99
 DATE : 01/07/87
 TIME : 17/23/43

OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL -- BUDGET DETAIL COMPARISONS

AGENCY : 4107 CRIME CONTROL DIVISION
 PROGRAM : 01 BOARD OF CRIME CONTROL
 CONTROL : 00000

AE/OE	DESCRIPTION	ACTUAL FY 86	BUDGET FY 87	OBPP FY 88	LFA FY 88	DIFF FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89
0000	FULL TIME EQUIVALENT (FTE)	14.00	13.00	13.00	13.00		13.00	13.00	
1100	SALARIES	339,007.75	335,273	342,400	342,400		341,600	341,600	
1300	OTHER COMPENSATION	850.00	1,600	1,350	1,600	-250	1,350	1,600	-250
1400	EMPLOYEE BENEFITS	68,184.16	48,536	50,729	50,729		51,428	51,428	
1500	HEALTH INSURANCE		16,428	19,320	19,320		19,320	19,320	
1600	VACANCY SAVINGS		-9,760	-16,498	-16,498	-16,498	-16,493	-16,493	-16,493
	TOTAL LEVEL	408,041.91	392,077	397,301	414,049	-16,748	397,205	413,948	-16,743
2021	CONTRACTED SERVICES-INFLATI				-66	-1	-134	-128	-6
2022	SUPPLIES & MATERIALS-INFLAT.				-40	46	25		25
2023	COMMUNICATIONS-INFLATION				15		23	23	
2025	RENT-INFLATION				1,864	-1,864	55,471	2,588	-2,588
2100	CONTRACTED SLRVICES	63,853.50	64,202	65,176	64,787	389	55,471	55,265	206
2200	SUPPLIES & MATERIALS	8,853.01	7,210	8,808	5,904	2,904	8,808	5,904	2,904
2300	COMMUNICATIONS	15,948.37	16,945	15,948	15,806	142	15,948	15,806	142
2400	TRAVEL	33,575.33	41,366	33,922	33,560	362	33,922	33,560	362
2500	RENT	19,834.85	20,958	20,629	19,835	794	21,500	19,835	1,665
2700	REPAIR & MAINTENANCE	933.23	4,909	1,804	1,804		1,804	1,804	
2800	OTHER EXPENSES	5,486.49	3,503	3,718	3,722	-4	3,718	3,722	-4
	TOTAL LEVEL	148,484.78	159,093	149,959	147,191	2,768	141,085	138,379	2,706
3100	EQUIPMENT	2,841.60	500	3,500	3,500		3,500	3,500	
	TOTAL LEVEL	2,841.60	500	3,500	3,500		3,500	3,500	
6000	GRANTS				762,500	-762,500		762,500	-762,500
	TOTAL LEVEL				762,500	-762,500		762,500	-762,500
	TOTAL PROGRAM	559,368.29	551,670	550,760	1,327,240	-776,480	541,790	1,318,327	-776,537
01100	GENERAL FUND	480,359.74	469,170	468,260	482,240	-13,980	459,290	473,327	-14,037
03008	CRIMINAL JUSTICE COUNCIL	79,008.55	82,500	82,500	225,000	-142,500	82,500	225,000	-142,500
03188	JUSTICE ASSISTANCE GRANTS				396,000	-396,000		396,000	-396,000
03192	CRIME VICTIM ASSISTANCE				224,000	-224,000		224,000	-224,000
	TOTAL PROGRAM	559,368.29	551,670	550,760	1,327,240	-776,480	541,790	1,318,327	-776,537

1-6-87

REPORT EBSR99
 DATE : 01/07/87
 TIME : 17/26/09

OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL -- BUDGET DETAIL COMPARISONS

AGENCY : 4107 CRIME CONTROL DIVISION
 PROGRAM : 01 BOARD OF CRIME CONTROL
 CONTROL : 00000

MODIFIED LEVEL SERVICES ONLY

AE/OE	DESCRIPTION	ACTUAL FY 86	BUDGET FY 87	OBPP FY 88	LFA FY 88	DIFF FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89
2100	CONTRACTED SERVICES	1,322.15							
2200	SUPPLIES & MATERIALS	1,457.54							
2300	COMMUNICATIONS	877.19							
2400	TRAVEL	12,157.22							
2500	RENT	734.08							
2700	REPAIR & MAINTENANCE	77.05							
2800	OTHER EXPENSES	25.00							
	TOTAL LEVEL	16,650.23							
3100	EQUIPMENT	3,123.40							
	TOTAL LEVEL	3,123.40							
	TOTAL PROGRAM	19,773.63							
03008	CRIMINAL JUSTICE COUNCIL	19,773.63							
	TOTAL PROGRAM	19,773.63							

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REPORT EBSR99
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OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL -- BUDGET DETAIL COMPARISONS

AGENCY : 4107 CRIME CONTROL DIVISION
 PROGRAM : 01 BOARD OF CRIME CONTROL
 CONTROL : 01001 JUVENILE JUSTICE

AE/OE	DESCRIPTION	ACTUAL FY 86	BUDGET FY 87	OBPP FY 88	LFA FY 88	DIFF FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89
6000	GRANTS			142,500		142,500	142,500		142,500
	TOTAL LEVEL			142,500		142,500	142,500		142,500
	TOTAL PROGRAM			142,500		142,500	142,500		142,500
03008	CRIMINAL JUSTICE COUNCIL			142,500		142,500	142,500		142,500
	TOTAL PROGRAM			142,500		142,500	142,500		142,500

EXHIBIT 14
 DATE 1-6-87
 HR

REPORT EBSR99
 DATE : 01/07/87
 TIME : 17/26/09

OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL -- BUDGET DETAIL COMPARISONS

AGENCY : 4107 CRIME CONTROL DIVISION
 PROGRAM : 01 BOARD OF CRIME CONTROL
 CONTROL : 01002 CRIMINAL JUSTICE

AE/OE	DESCRIPTION	ACTUAL FY 86	BUDGET FY 87	OBPP FY 88	LFA FY 88	DIFF FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89
6000	GRANTS			396,000		396,000	396,000		396,000
	TOTAL LEVEL			396,000		396,000	396,000		396,000
	TOTAL PROGRAM			396,000		396,000	396,000		396,000
03188	JUSTICE ASSISTANCE GRANTS			396,000		396,000	396,000		396,000
	TOTAL PROGRAM			396,000		396,000	396,000		396,000

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 1-6-87

REPORT EBSR99
 DATE : 01/07/87
 TIME : 17/26/09

OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL -- BUDGET DETAIL COMPARISONS

AGENCY : 4107 CRIME CONTROL DIVISION
 PROGRAM : 01 BOARD OF CRIME CONTROL
 CONTROL : 01003 VICTIMS OF CRIME

AE/OE	DESCRIPTION	ACTUAL FY 86	BUDGET FY 87	OBPP FY 88	LFA FY 88	DIFF FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89
6000	GRANTS			224,000		224,000	224,000		224,000
	TOTAL LEVEL			224,000		224,000	224,000		224,000
	TOTAL PROGRAM			224,000		224,000	224,000		224,000
03192	CRIME VICTIM ASSISTANCE			224,000		224,000	224,000		224,000
	TOTAL PROGRAM			224,000		224,000	224,000		224,000

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 1-6-89

REPORT EBSR99
 DATE : 01/07/87
 TIME : 17/26/09

OFFICE OF BUDGET & PROGRAM PLANNING
 EXECUTIVE BUDGET SYSTEM
 AGENCY/PROGRAM/CONTROL -- BUDGET DETAIL COMPARISONS

AGENCY : 4107 CRIME CONTROL DIVISION
 PROGRAM : 02 BOARD OF CRIME CONTROL ACTION
 CONTROL : 00000

MODIFIED LEVEL SERVICES ONLY

AE/OE	DESCRIPTION	ACTUAL FY 86	BUDGET FY 87	OBPP FY 88	LFA FY 88	DIFF FY 88	OBPP FY 89	LFA FY 89	DIFF FY 89
2200	SUPPLIES & MATERIALS	410.50							
2400	TRAVEL	4,942.65							
2500	RENT	102.00							
2800	OTHER EXPENSES	250.00							
	TOTAL LEVEL	5,335.15							
3100	EQUIPMENT	6,016.08							
	TOTAL LEVEL	6,016.08							
6000	GRANTS	542,700.78							
	TOTAL LEVEL	542,700.78							
	TOTAL PROGRAM	554,052.01							
03188	JUSTICE ASSISTANCE GRANTS	375,312.01							
03192	CRIME VICTIM ASSISTANCE	178,740.00							
	TOTAL PROGRAM	554,052.01							

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 1-6-87

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1-6-87

BOARD OF CRIME CONTROL
COMPARISON OF EXECUTIVE BUDGET AND LFA CURRENT LEVEL

	FTE FY '89	----- Biennium ----- General Fund	----- Total Funds
Executive Budget	13.0	\$927,550	\$2,617,550
LFA Current Level	<u>13.0</u>	<u>955,567</u>	<u>2,645,567</u>
Executive Over (Under) LFA	<u>-0.0</u>	<u>\$(28,017)</u>	<u>\$(28,017)</u>

The executive budget is \$28,017 below LFA current level. The executive budget reduces personal services \$33,000 for vacancy savings while LFA current level did not apply vacancy savings to this agency. However, the vacancy savings in the executive budget is partially offset by higher operating costs of \$5,470. The executive budget operating expenses exceed LFA current level by \$1,740 for educational supplies and \$4,080 for minor tools and equipment.

Both the executive budget and LFA current level include \$762,500 in federal grant funds. However, the executive budget does not include those funds as current level, but as a modified request. They are included in LFA current level because they are grant programs that have been a continuing program of the Board of Crime Control in prior bienniums, and were added in the 1987 biennium by budget amendment only because the funds were not anticipated during the regular legislative session.

ISSUE 1: VACANCY SAVINGS

The executive budget has a 4 percent vacancy savings each year which accounts for a difference of \$33,000. The LFA policy was to take a zero vacancy savings in agencies of less than 20 FTE.

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1-6-87

BOARD OF CRIME CONTROL

Budget Item	Actual	Appropriated	- - Current Level - -		% Change
	Fiscal 1986	Fiscal 1987	Fiscal 1988	Fiscal 1989	1987-89 Biennium
F.T.E.	14.00	13.00	13.00	13.00	0.00
Personal Service	\$ 408,043	\$392,077	\$ 414,049	\$ 413,948	3.5
Operating Expense	165,138	168,909	147,191	138,379	(14.5)
Equipment	5,965	500	3,500	3,500	8.3
Total Operating Costs	\$ 579,146	\$561,486	\$ 564,740	\$ 555,827	(1.8)
Grant Funds*	554,050	-0-	762,500	762,500	175.2
Total Expenditures	\$1,133,196	\$561,486	\$1,327,240	\$1,318,327	56.1
Fund Sources					
General Fund	\$ 480,363	\$ 477,415	\$ 482,240	\$ 473,327	(0.2)
Federal Revenue - Admin	98,783	84,071	82,500	82,500	(9.8)
Federal Revenue - Grants	554,050	-0-	762,500	762,500	175.2
Total Funds	\$1,133,196	\$561,486	\$1,327,240	\$1,318,327	56.1

*Grant funds are excluded in fiscal 1987. Funds were brought in by budget amendment.

The Montana Board of Crime Control is governed by a supervisory board of 18 members, appointed by the Governor and representing law enforcement and criminal justice agencies. The major source of funding for this agency until fiscal 1984 was the now defunct Law Enforcement Assistance Administration.

The mission of the Board of Crime Control is to promote public safety by strengthening the coordination and performance of the criminal and juvenile justice system and by increasing citizen and public official support and involvement in criminal justice. In addition to administering several federal action grant programs related to criminal justice, the agency provides technical and supportive services in the areas of jail improvement, management and statistical analysis, crime prevention, crimestoppers, manpower development, information systems, and residential programs for youth in trouble, and establishes minimum law enforcement standards for personnel, equipment and procedures, as well as certification of law enforcement officers. The agency also administers a juvenile justice training program for law enforcement officials.

The agency has four bureaus. The Juvenile Justice Bureau is responsible for the juvenile justice training program and curriculum, management of the juvenile probation information system, and distribution of funds awarded to the state under the Juvenile Justice Act. The Planning and Research Bureau maintains the Montana Uniform Crime Reporting program and a law enforcement inventory of manpower and equipment for all the law enforcement agencies in the state. The Peace Officers Standards and Training (P.O.S.T.) Bureau develops standards for the selection and

training of peace officers, including highway patrolmen, deputy sheriffs, undersheriffs, city police officers, fish and game officials, and campus, airport and other security police. The Financial and Technical Assistance Bureau is responsible for administration of the federal grant programs distributed by the agency, coordinates technical assistance programs to state agencies and local law enforcement agencies, and provides accounting and administrative support to the other bureaus.

Table 1 shows the expenditures per bureau before budget amendments in fiscal 1986, plus the amount of federal pass-through grants administered.

Table 1
Board of Crime Control Expenditures Per Bureau
Fiscal 1986

Bureau	General Fund	Federal	Subtotal	Pass-Through Grants	Total
Post	\$ 72,788	\$ -0-	\$ 72,788	\$ -0-	\$ 72,788
Financial/Technical Asst.	225,658	-0-	225,658	554,052	779,710
Planning and Research	123,557	-0-	123,557	-0-	123,557
Juvenile Justice	58,360	79,008	137,368	442,928	580,296
Total	\$480,363	\$79,008	\$559,371	\$996,980	\$1,556,351

Fiscal 1986: Comparison of Actual Expenses to the Appropriation

The following table compares fiscal 1986 actual expenditures and funding to appropriations as anticipated by the 1985 legislature.

Table 2
Comparison of the Appropriation to Actual Expenses - Fiscal 1986

Budget Item	Legislature	Actual	Difference
F.T.E.	14.00	14.00	0.00
Personal Service	\$407,988	\$408,043	\$ (55)
Operating Expense	153,580	148,486	5,094
Equipment	500	2,842	(2,342)
Total Expenditures	\$562,068	\$559,371	\$ 2,697
Funding			
General Fund	\$481,139	\$480,363	\$ 776
Federal Revenue	80,929	79,008	1,921
Total Funds	\$562,068	\$559,371	\$ 2,697
Additions			
Budget Amendments	\$ -0-	\$573,825	\$(573,825)

The difference between what the legislature appropriated and what the agency actually spent in operating expenses was primarily in contracted services, where the agency took the two percent cut. This was reflected in fewer consultant and professional service contracts and decreased photographic and printing costs.

Six budget amendments were approved. They included \$8,383 to analyze the current juvenile justice information system, \$34,226 to create a council for the reorganization and improvement of services to Montana's problem youth, \$13,349 to develop a statewide jail information system for budget and construction planning, \$8,582 to study juvenile detention facilities in Montana, and \$224,000 and \$396,000 respectively for the Victims of Crime and Criminal Justice Block Grant pass-through programs. Total expenditures for these budget amendments were \$573,825 or \$110,715 less than requested in the budget amendment.

Current Level Adjustments

The agency met part of its five percent cut in fiscal 1987 by vacating one statistical clerk position, reducing personnel services by \$16,600. The position was deleted and the agency did not request to reinstate the position in the 1989 biennium. No vacancy savings was taken from this agency due to its small size.

Data entry costs were reduced by over \$10,000 due to the conversion of the Montana Uniform Crime Reporting System data entry to the existing Criminal Justice Information Network, allowing many local law enforcement agencies to enter their own data directly. Printing costs were increased by \$2,900 to allow for printing of several forms in addition to the costs of two major publications. Reductions were made to the dues and minor tools categories for one-time expenditures. Audit fees of \$9,522 are included in fiscal 1988 only.

Equipment costs are for the purchase of one computer each year of the biennium for the juvenile justice program.

Three federal pass-through grant programs are included in current level. Two of the programs, the Victims of Crime for \$224,000, and the Criminal Justice Block Grant for \$396,000, were not included in the 1987 biennium request because it appeared that funding for sub-grant programs had been depleted. When funds later became available, they were added by budget amendment. Since they are on-going grant programs, they were added to current level. The third sub-grant program, with juvenile justice grant funds of \$142,500, had previously been treated as agency funds and not budgeted; however, beginning in fiscal 1988 the funds will be treated as federal revenues and included in the appropriation process, at the recommendation of the Legislative Auditor.

DEPARTMENT OF REVENUE
COMPARISON OF EXECUTIVE BUDGET AND LFA CURRENT LEVEL

	FTE FY '89	Biennium	
		General Fund	Total Funds
Executive Budget	737.67	\$35,703,843	\$42,224,728
LFA Current Level	710.67	33,722,735	49,713,512
Executive Over (Under) LFA	<u>27.00</u>	<u>\$ 1,981,108</u>	<u>\$(7,488,784)</u>

The executive budget has 27 more FTE, \$1.98 million more general fund, and \$7.5 million less total funds than the LFA current level budget. These differences are caused by the executive recommending 8 budget modifications and other adjustments adding 33.5 FTE, \$2.25 million general fund and approximately \$586,000 other funds. These additions are offset by 6.5 FTE, \$273,000 general fund, and \$10 million other funds for services and expenditures included in LFA current level but not in the executive budget.

Liquor Division funding is not included in the comparison because the legislature has not chosen in past years to appropriate authority to the division by expenditure line item; rather, language has been included in the general appropriations act specifying certain operating conditions the Liquor Division is to operate under. No specific dollar amount was included in LFA current level for the Liquor Division.

ISSUE 1: MODIFICATION RECOMMENDATIONS

The executive budget modifications include four proposals that relate to services approved by the 1985 legislature, but required in the general appropriations act to be deleted from the agency's current level budget request for the 1989 biennium. The remaining four proposals concern new services. The executive recommendation for all modifications is presented in Table A.

Table A
Modified Recommendations in Executive Budget - Department of Revenue

Division	1989 FTE	1989 Biennium		
		General Fund	Other Funds	Total Funds
Data Processing	1.0	\$ 47,008	\$ -0-	\$ 47,008
Invest & Enforcement - Lottery	2.0	-0-	93,427	93,427
Invest & Enforcement - Child Support	9.0	157,667	306,060	463,727
Income Tax - Assessment Staff	15.5	618,072	-0-	618,072
Income Tax - Automation	---	93,000	-0-	93,000
Income Tax - Bed Tax	2.0	-0-	115,897	115,897
Nat. Resources and Corp. Tax - Revenue Agents	2.0	158,450	-0-	158,450
Property Assessment - Online System	1.0	29,197	-0-	29,197
Total Modifieds	<u>32.5</u>	<u>\$1,103,394</u>	<u>\$515,384</u>	<u>\$1,618,778</u>

