

MINUTES OF THE MEETING
NATURAL RESOURCES SUBCOMMITTEE
50TH LEGISLATIVE SESSION
HOUSE OF REPRESENTATIVES

The meeting of the Natural Resources Subcommittee was called to order by Chairman Swift on January 9, 1987 at 8:00 a.m. in Room 317 of the State Capitol.

ROLL CALL: All members were present. Also present were Carl Schweitzer, Senior Fiscal Analyst, from the Office of the Legislative Fiscal Analyst (LFA) and Karen Vollstedt, Budget Analyst, from the Office of Budget & Program Planning (OBPP).

Tape 7A:000

DEPARTMENT OF LIVESTOCK:

Mr. Graham, Executive Secretary to the Board of Livestock, submitted two letters to the committee which they requested on January 8, 1987. One letter delineated how the department would propose to cut 10 percent of general fund from the 1989 biennium, and how the department's four divisions would be effected, using vacancy savings (EXHIBIT 1). The second letter used the same criteria except vacancy savings were excluded (EXHIBIT 2).

Mr. Graham said the department had a problem in responding to the committee request because there was 4 percent vacancy savings already built into the Executive budget. Therefore, making a 10 percent reduction to the Executive budget would have made a reduction of 14 percent. To accommodate this problem, the department prepared two letters for the committee rather than one.

He said the department would like to retain \$10,000 general fund spending authority in the Diagnostic Laboratory if the 10 percent cut is made. The department will change some fees but he told Dr. Quinn that, under no circumstances (and he is sure the Board will go along with this), will he allow fees to be put on livestock producers to make up this \$10,000. Fees would have to be increased on such things as water testing, dogs, cats, etc., but not on the livestock producer. No fees will be charged for human-exposure rabies testing nor milk testing, for these are public health activities.

Mr. Graham said if this committee applies this 10 percent cut and if at the end of the session the department gets "nailed again", he would like to come back and take another look at his proposed cuts in these two letters.

The department has had problems with decreasing earmarked revenue resulting in Board action of reducing expenditures. It is Board policy, when earmarked funds are reduced, to also reduce general fund expenditures. Though the Board is not required to reduce general fund, it is their policy to keep expenditure ratios between the two funds constant.

Mr. Graham said if the department has to sustain further cuts, he will recommend cutting whole programs. He elaborated at some length on his frustration in trying to run his department under the impact of multiple budget cuts. He said he recognizes, however, the state of the economy and will do everything possible to make the 10 percent cut work.

Sen. Smith said he sees no way this department can take a 10 percent cut and take a vacancy savings cut too.

Sen. Story (126) elaborated on why he is still going to make his motion to cut general fund 10 percent and ignore vacancy savings.

Mr. Graham said, of the two letters he submitted, he prefers the 10 percent cut that does not include vacancy savings (Exhibit 2 in these Minutes).

Rep. Spaeth said he will oppose Sen. Story's motion because it is too early in the session to take this approach.

Sen. Smith said he will second Sen. Story's motion providing it stipulates that if funds become available later in the session, funds will be restored.

Sen. Smith asked how the legislature will make certain the department has spending authority for the increased fees. Carl said the gross appropriation would be reduced by \$57,000, but general fund would be reduced by \$67,000. He said it is his understanding that the committee plans to accept the letter containing the underlined portion which says "does not include vacancy savings". If his understanding of the motion is correct, it will mean money for vacancy savings will be put back in the budget and then a 10 percent reduction in general fund will be taken. Sen. Story said Carl's statement is correct.

Carl (332) said the numbers may be a little deceptive. If vacancy savings are put back in the Executive budget, it approximately reduces the \$67,000 in general fund to about \$47,000 savings because some of the vacancy savings is financed by general fund. So, he will put that money back in and then make the \$67,000 cut.

Sen. Smith said the committee is only supposed to address general fund. He asked Carl how could there be this much difference. Carl said, for example the vacancy savings in Centralized Services is a total of \$10,600; 15 percent of that is general fund and the remaining is state special. Sen. Story said he will then make his motion differently.

Mr. Graham said the letter he prefers, showing a \$67,000 cut each fiscal year, used the department budget request and not OBPP. This is the cut he prefers.

EXECUTIVE ACTION:

Senator Story made a motion to accept the Executive budget, ignore vacancy savings, cut general fund 10 percent, and get the dollar amount of that figure from the LFA.

(Secretarial Note: I could not determine from my notes or the tape recording of the meeting the precise content of Sen. Story's motion. I approached him after the meeting and the motion above recorded in these Minutes was his motion.)

A roll call vote was taken and the motion PASSED, with Reps. Manuel, Spaeth and Devlin voting no.

Carl said he will get back to the committee to inform them of the results of Sen. Story's motion.

Rep. Manuel (439) asked if, for instance, the \$4,000 request for travel is taken care of. Carl said no. Rep. Manuel asked if the committee will have to go through the worksheets to straighten this out. Chairman Swift said this was taken care of by Sen. Story's motion so the committee will not have to go through the various issues on the worksheet.

Karen asked for clarification on the motion. She said she will take out \$67,512 in FY88 and \$67,672 in FY89 from general fund. In addition to that, she will restore 4 percent vacancy savings. She asked if this is correct. Chairman Swift said he thinks this is what was addressed. Karen said, then the \$67,512 is not a percentage, but is just a set dollar amount to be taken out of general fund.

Sen. Smith asked if spending authority of \$10,000 for the Diagnostic Laboratory will have to be inserted. Chairman Swift said this is included in the motion of Sen. Story.

Tape 7B:000

Chairman Swift had to leave the meeting to present a bill, so Vice-chairman Boylan assumed the chair.

DEPARTMENT OF AGRICULTURE:

Agricultural Development Program:

(Beginning Farm Loan Program): Mr. Kelly, Director, Department of Agriculture, provided committee members with information requested in the meeting of January 8 on expenditure of \$87,600 for the Beginning Farm Loan Program (EXHIBIT 3).

Plant Industry Division:

(Salaries) and (Hourly Wages): Mr. Kelly said apparently the formulas used by LFA and OBPP are different.

(Health Insurance): Again, apparently the formulas used by LFA and OBPP are different.

(Repair & Maintenance): Of the \$3,004 difference between LFA and OBPP, the majority of the difference is a modified request the LFA apparently did not address. Included in this is a \$2,500 modified to repair a garage door at the state grain laboratory. The grain laboratory is an earmarked revenue account. If the department has the money, they will fix the door.

(Equipment): The \$26,784 difference between LFA and OBPP is for purchase of a van for which the department has spending authority, but has never purchased. The department plans to buy the van this spring. Every year they have tried to carry forward funds to buy a van, so \$48,888 can be reduced by \$12,057 from OBPP.

The other portion of the difference is for a computer information system.

(Grain Services Fund): The \$26,194 difference between LFA and OBPP is again the van and computer equipment under "Equipment", and the garage door repair under "Repair & Maintenance".

(Grain Services - Modified): (109) Mr. Kelly submitted a modified budget request summary in the amount

of \$87,030 for 3 FTE for the grain laboratory (EXHIBIT 4). OBPP denied this modified. No general fund is involved. The department has spending authority providing they can get the money. Mr. Kelly spoke at some length on the need for the 3 FTE and the department plan for increasing fees. There was a brief committee discussion.

Sen. Story asked why OBPP turned down the request for a modified. Karen said the department was not using the 3 FTE so if they needed them, OBPP felt it was better to request a budget amendment. Also, the modified did not address a fee increase. Mr. Kelly agreed that the modified did not address a fee increase.

Sen. Smith said the department needs authority to hire when the need arises and the budget amendment process is too slow.

(Centralized Services): (454)

(Salaries) and (Hourly Wages): Mr. Kelly said the difference between LFA and OBPP is again in the formulas.

(Contracted Services): The department supports OBPP figures. Mr. Kelly said he believes photocopying money was omitted.

(Supplies & Materials): Mr. Kelly said of the \$7,678 difference between LFA and OBPP, the department supports OBPP. The higher OBPP figure mostly consists of \$2,500 in donations and \$5,000 for the Western Association of State Departments of Agriculture conference. The Montana Director is the Chairman and it is Montana's turn to host the conference. This is not general fund, but contributions.

(Travel): The \$1,354 difference between LFA and OBPP is travel for a weed coordinator. Celestine Lacey, the weed coordinator, was introduced to the committee. OBPP budget reflects a full year, but she was employed part of the year, which became the base. The department supports the OBPP figure.

(Rent) and (Repair & Maintenance): The difference between LFA and OBPP involves grounds maintenance. He is not certain in which category it was included. The Novell system is included in Repairs & Maintenance.

Natural Resources Subcommittee
January 9, 1987
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(Other Expenses): Included in this category are direct expenses for the western agricultural convention. It was included here to enable better monitoring by the department. Another part of the difference is about \$5,000 for which the department has spending authority to receive donations to help with expenses of grain conferences. He supports the OBPP figures.

(Equipment): Mr. Kelly said the \$21,940 difference between LFA and OBPP is for personal computer equipment, but the equipment is not required now; therefore, he supports the OBPP figure.

There was a brief discussion on the value of computers to state agencies.

Tape 8A:000

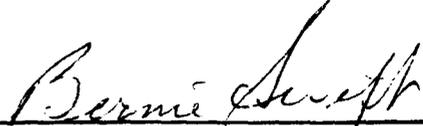
Chairman Swift returned to the meeting and assumed the chair.

(Funding): (102) Mr. Kelly said the department is confused on the funding differences between LFA and OBPP. Specifically, he asked how does the LFA figure indirect costs which are then reflected in all department divisions. For instance, the department reflects zero indirect costs for a program which is just beginning. In the training program there are no FTE's, so there should be no indirect costs. He gave more examples.

Rep. Manuel said LFA and OBPP should reconcile their funding differences. Sen. Smith agreed.

Apple Grader Position: Upon conclusion of discussion of the department budget, Mr. Kelly spoke of plans for a new position for an apple grader. He said a bill will be sponsored stipulating that fees will support this position. The request is for .19 FTE to grade apples for six weeks. There was a brief committee discussion.

ADJOURNMENT: There being no further business, the meeting adjourned at 10:05 a.m.


BERNIE SWIFT, Chairman

DEPARTMENT OF LIVESTOCK



TED SCHWINDEN, GOVERNOR

CAPITOL STATION

STATE OF MONTANA

(406) 444-2023

HELENA, MONTANA 59620

January 8, 1987

TO: Representative Swift, Chairman
Natural Resources Sub-Committee

Members of Natural Resources Sub-Committee

FROM: Les Graham, Executive Secretary
To the Board of Livestock

RE: 10% cut in General Fund for '89 Biennium

This is how the Department of Livestock would propose to cut 10% of it's General Fund from the '89 biennium executive budget request.

	<u>F.Y. 88</u>	<u>F.Y. 89</u>
Centralized Services Program:		
Cut operations	\$ 5,492	\$ 5,853
Diagnostic Laboratory Program:		
Cut General Fund	\$25,000	\$25,000
but only reduce authority by \$15,000 allowing the remaining \$10,000 to be picked up by increasing <u>non-livestock</u> laboratory fees.		
Milk & Egg Program:		
Transfer .5 F.T.E. to Inspection & Control for \$10,000, and cut \$2,500 from operation.	\$12,500	\$12,500
Rabies Program:		
Cut operations	<u>\$22,500</u>	<u>\$22,500</u>
Total	\$65,492	\$65,853

These will not work if vacancy savings is applied to the department.

It is difficult to project exactly what the total impact will be. Certainly there will be some impact.

One thing that would create a special problem is if, later in the session larger percentage reductions were directed, then applied over and above the above 10%.

Call Montana Livestock Crimestoppers 800-647-7464

DEPARTMENT OF LIVESTOCK



TED SCHWINDEN, GOVERNOR

CAPITOL STATION

STATE OF MONTANA

(406) 444-2023

HELENA, MONTANA 59620

January 8, 1987

TO: Representative Swift, Chairman
Natural Resources Sub-Committee

Members of Natural Resources Sub-Committee

FROM: Les Graham, Executive Secretary
To the Board of Livestock

RE: 10% Cut in General Fund for '89 Biennium

This is how the Department of Livestock would propose to cut 10% of General Fund from it's '89 biennium budget request that does not include vacancy savings.

	<u>F.Y. 88</u>	<u>F.Y. 89</u>
Centralized Services Program:		
Cut operations	\$ 6,012	\$ 6,172
Diagnostic Laboratory Program:		
Cut General Fund	\$26,000	\$26,000
but only reduce authority by		
\$16,000, allowing remaining \$10,000		
to be picked up by increasing <u>non-</u>		
<u>livestock</u> laboratory fees.		
Milk & Egg Program:		
Transfer .5 F.T.E. to Inspection	\$13,000	\$13,000
& Control for \$10,000 and cut		
\$3,000 from operations.		
Rabies Program:		
Cut operations	<u>\$22,500</u>	<u>\$22,500</u>
Total	\$67,512	\$67,672

These will not work if vacancy savings is applied to the department.

It is difficult to project exactly what the total impact will be. Certainly there will be some impact.

One thing that would create a special problem is if, later in the session larger percentage reductions were directed, then applied over and above the above 10%.

Call Montana Livestock Crimestoppers 800-647-7464

REPORT PAGE NO. 1 OF 4
CONSECUTIVE PAGE NO. 14071
SBRAS FORM 662
REPORT 3366.01
RECORD FOR AGENCY 6201

STATE OF MONTANA
REPORTING CENTER FINANCIAL REPORT
FOR THE MONTH OF: DECEMBER, 1986
CENTER 517 - AGRICULTURAL ASSISTANCE
PERCENT ELAPSED TIME: 50% (PAYROLLS 48%)

REPORT DATE: 01/01/87
AGRICULTURAL ASSISTANCE
MIKE MURPHY
ROOM 114
VTD 50% (PAYROLLS 48%)

PART A - SUMMARY OF CENTERS
AG ASSISTANCE-COUNSELING 04/18/86 06/30/87
BUDGET 517 - AGRICULTURAL ASSISTANCE
CURRENT MONTH 9,768.65
CURRENT YEAR 52,438.20
PRIOR YEAR 35,241.80
ENCUMBERED
BALANCE & COL/COM 244,820.00 20

51107 - RESPONSIBILITY
AG ASSISTANCE-COUNSELING 04/18/86 06/30/87
BUDGET 517 - AGRICULTURAL ASSISTANCE
CURRENT MONTH 9,768.65
CURRENT YEAR 52,001.58
PRIOR YEAR 30,734.14
ENCUMBERED
BALANCE & COL/COM 82,735.72

51108 - RESPONSIBILITY
AG ASSISTANCE-MEDIATION 04/18/86 06/30/87
BUDGET 517 - AGRICULTURAL ASSISTANCE
CURRENT MONTH 9,768.65
CURRENT YEAR 436.62
PRIOR YEAR 4,507.66
ENCUMBERED
BALANCE & COL/COM 4,944.28

TOTAL FOR CENTER
BEGINNING BALANCE
TOTAL BUDGETED INCOME 27,267.00
TOTAL BUDGETED EXPENSES 67,733.00
INCOME LESS EXPENSE 95,000.00
ENDING BALANCE
BUDGET 517 - AGRICULTURAL ASSISTANCE
CURRENT MONTH 9,768.65
CURRENT YEAR 52,438.20
PRIOR YEAR 35,241.80
ENCUMBERED
BALANCE & COL/COM 244,820.00 20

PART B - OBJECT SUMMARY
EXPENSES
* PERSONAL SERVICES
SALARIES
1101 REGULAR 4,083.77
1101 SICK LEAVE 117.09
1104 VACATION 506.49
1105 HOLIDAY 347.80
1113 LONGEVITY 28.92
1158 COMPENSATORY TIME TAKEN 97.81
1100-SALARIES 5,257.88
OTHER COMPENSATION 21,215.85
1301 PER DIEM 100.00
BUDGET 517 - AGRICULTURAL ASSISTANCE
CURRENT MONTH 5,257.88
CURRENT YEAR 17,404.74
PRIOR YEAR 8,040.88
ENCUMBERED
BALANCE & COL/COM 38,420.06 44

REPORT PAGE NO. 2 OF 4
 CONSOLIDATED PAGE NO. 14072
 SBAS FORM 662
 REPORT 3366.01
 RECORD FOR AGENCY 6201

STATE OF MONTANA
 REPORTING CENTER FINANCIAL REPORT
 FOR THE MONTH OF: DECEMBER, 1986
 CENTER 517 - AGRICULTURAL ASSISTANCE
 PERCENT ELAPSED TIME: YTD 50% (PAYROLLS 48%)
 AGRICULTURAL ASSISTANCE
 MIKE MURPHY
 ROOM 114
 01/01/87

PART B - OBJECT SUMMARY EXPENSES	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE COM	%
1300-OTHER COMPENSATION EMPLOYEE BENEFITS			100.00	100.00		200.00-	
1401 FICA		375.96	1,516.91	608.06			
1402 RETIREMENT - OTHER		337.40	1,361.41	545.71			
1403 GROUP INSURANCE		245.27	1,343.40	605.67			
1404 WORKERS COMPENSATION INSUR		27.45	108.64	36.28			
1410 STATE UNEMPLOYMENT TAX		23.66	95.49	1.64-			
1400-EMPLOYEE BENEFITS	14,971.00	1,009.74	4,425.85	1,794.08		8,751.07	42%
1000 -PERSONAL SERVICES	83,112.00	6,267.62	25,741.70	10,399.17		46,971.13	43%
* OPERATING EXPENSES							
CONTRACTED SERVICES		1,020.00	14,976.71	10,942.94			
2102 CONSULT & PROF SERVICES			148.47	500.00			
2104 INSURANCE & BONDS			235.70	145.70			
2135 EDUCATION & TRAINING			715.07	665.37			
2160 CONSULTANT & OTHER TRAVEL		351.72	644.91	665.37			
2190 PRINTING/PUB & GRAPHICS		161.36	644.91				
2193 PHOTOCOPY POOL SERVICES		153.08	644.91				
2100-CONTRACTED SERVICES SUPPLIES & MATERIALS	168,088.00	1,533.08	16,720.86	12,454.01		130,913.13	17%
2219 FORMS/CENTRAL STORES			15.77	28.98			
2225 BOOKS & REFERENCE MATERIALS			297.50	127.50			
2226 FINE PAPER/CENTRAL STORES		16.77	4.74	8.09			
2236 OFC SUPPLIES/CENTRAL STORES		14.33	88.89	212.60			
2241 OFC SUPPLIES/NON-STATE PROC			116.13	191.85			
2245 DATA PROCESSING SUPPLIES		22.00	311.29	200.72			
2280 PROGRAM EXPENSE		53.10	57.00				
2200-SUPPLIES & MATERIALS COMMUNICATIONS	2,500.00		891.32	769.74		838.94	66%
2304 POSTAGE & MAILING		153.09	401.35	187.31			
2306 RADIO SERVICES				108.75			
2307 MESSENGER SERVICES		14.89	74.45				
2309 ADVERTISING		93.34	453.78	868.33			
2370 TELEPHONE EQUIP CHRG/D OF A		435.52	1,111.43	70.17			
2372 TELEPHONE ADD/MOVE/CHANGE		88.90	366.13	270.00			
2385 LONG DISTANCE CHRG/D OF A		1.16	1.16	290.98			
2387 CREDIT CARD CALLS		1.40	2.29	7.47			
2389 TELEPHONE DIRECTORIES		788.30	2,410.59	6.50			
2300-COMMUNICATIONS TRAVEL	33,200.00			1,836.00		28,953.41	13%
2401 IN-STATE PERSONAL CAR MILEAGE		548.52	3,651.09	5,943.50			
2404 IN-STATE STATE MOTOR POOL		48.76	267.81	351.75			
2407 IN-STATE MEALS		73.00	886.15	350.50			
2408 IN-STATE LODGING		17.85	728.85	420.88			

PART B - OBJECT SUMMARY EXPENSES	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE % COM
2412 OUT-OF-STATE COMMERCIAL TRANS				1,019.96		
2415 OUT-OF-STATE OTHER				26.50		
2417 OUT-OF-STATE MEALS				59.00		
2418 OUT-OF-STATE LODGING				191.84		
2400-TRAVEL	44,000.00	688.13	5,453.90	8,363.93		30,102.17 31
RENT						
2527 RENT/D OF ADM BLDGS		86.74	520.44			
2500-RENT		86.74	520.44			520.44-
REPAIR & MAINTENANCE						
2704 OFFICE EQUIPMENT		119.90	129.10	6.90		
2727 TIRES & TUBES		146.00	4.50			
2766 SINGLE USER COMPUTERS		146.00	146.00			
2700-REPAIR & MAINTENANCE	100.00	265.90	279.60	6.90		186.50-
OTHER EXPENSES						
2801 DUES			125.00			
2802 SUBSCRIPTIONS			5.00	500.00		
2809 REGIS FEES FOR TRAINING CONFER			200.00	1.00		
2822 FREIGHT & EXPRES		.78	4.79	1.00		
2800-OTHER EXPENSES			334.79	501.00		835.79-
2000 -OPERATING EXPENSES	247,688.00	3,416.03	26,611.50	23,931.58		197,344.92 201
* * EQUIPMENT & INTANGIBLE ASSETS						
EQUIPMENT						
3112 OFFICE		85.00	85.00	911.05		503.95 66
3100-EQUIPMENT	1,500.00	85.00	85.00	911.05		503.95 66
3000 -EQUIPMENT & INTANGIBLE ASSETS	1,500.00	85.00	85.00	911.05		503.95 66
*** TOTALS - BUDGETED EXPENSES	332,500.00	9,769.65	52,438.20	35,241.80		244,820.00 26
PART C - FUNDING SUMMARY						
01100 GENERAL FUND						
EXPENSE	16665	332,500.00	9,769.65	52,438.20	35,241.80	244,820.00 26
TOTAL - FUNDING SUMMARY						
BUDGETED EXPENSES	332,500.00	9,769.65	52,438.20	35,241.80		244,820.00 26

REPORT PAGE NO. 1 OF 5
 CONSECUTIVE PAGE NO. 24518
 SBAS FORM 661
 REPORT 3364.01
 RECORD FOR AGENCY 6201

STATE OF MONTANA
 RESPONSIBILITY FOR THE MONTH OF:
 CENTER 51107 - AG ASSISTANCE-COUNSELLING
 FISCAL PERIOD: 04-18-86 TO 06-30-87 PERCENT ELAPSED TIME:

REPORT DATE: 01/01/87
 DEPARTMENT OF AGRICULTURE
 MIKE MURPHY
 ROOM 114
 YTD 50% (PAYROLLS 48%)

PART A - OBJECT SUMMARY

EXPENSES

	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE	%COM
* * PERSONAL SERVICES							
SALARIES							
1101 REGULAR		4,083.77	17,404.74	8,040.88			
1103 SICK LEAVE		117.09	185.68	5.36			
1104 VACATION		586.49	1,228.03	152.24			
1105 HOLIDAY		347.80	941.99	79.53			
1113 LONGEVITY		28.92	118.58	53.44			
1158 COMPENSATORY TIME TAKEN		93.81	1,336.83	173.62			
1100-SALARIES		5,257.88	21,215.85	9,505.09		16,070.06	65%
OTHER COMPENSATION							
1301 PER DIEM			100.00	100.00			
1300-OTHER COMPENSATION			100.00	100.00		200.00-	
EMPLOYEE BENEFITS							
1401 FICA		375.96	1,516.91	608.06			
1402 RETIREMENT - OTHER		337.40	1,361.41	545.71			
1403 GROUP INSURANCE		245.27	1,343.40	605.67			
1404 WORKERS COMPENSATION INSUR		27.45	108.64	36.28			
1410 STATE UNEMPLOYMENT TAX		23.66	95.49	1.64-			
1400-EMPLOYEE BENEFITS		1,009.74	4,425.85	1,794.08		3,034.07	63%
1000-PERSONAL SERVICES		6,267.62	25,741.70	10,399.17		19,704.13	65%
* * OPERATING EXPENSES							
CONTRACTED SERVICES							
2102 CONSULT & PROF SERVICES		1,020.00	14,614.21	8,923.07			
2104 INSURANCE & BONDS			148.47	500.00			
2135 EDUCATION & TRAINING				844.78			
2160 CONSULTANT & OTHER TRAVEL		351.72	235.70				
2190 PRINTING/PUB & GRAPHICS		161.36	715.07				
2193 PHOTOCOPY POOL SERVICES		1,533.08	644.91				
2100-CONTRACTED SERVICES		102,155.00	16,358.36	10,267.85		75,528.79	26%
SUPPLIES & MATERIALS							
2219 FORMS/CENTRAL STORES			15.77	28.98			
2225 BOOKS & REFERENCE MATERIALS			297.50	127.50			
2226 FINE PAPER/CENTRAL STORES			4.74	8.09			
2236 OFC SUPPLIES/CENTRAL STORES		16.77	88.89	212.60			
2241 OFC SUPPLIES/NON-STATE PROC		14.33	116.13	173.66			
2245 DATA PROCESSING SUPPLIES		22.00	311.29	200.72			
2280 PROGRAM EXPENSE		33.10	57.00				
2200-SUPPLIES & MATERIALS		2,000.00	891.32	751.55		357.13	82%
COMMUNICATIONS							
2304 POSTAGE & MAILING		153.09	396.01	184.35			
2306 RADIO SERVICES		14.89	74.45	108.75			
2307 MESSENGER SERVICES				484.16			
2309 ADVERTISING		93.34	453.78	70.17			
2370 TELEPHONE EQUIP CHRG/D OF A				270.00			
2372 TELEPHONE ADD/MOVE/CHANGE							

REPORT PAGE NO. 2 OF 5
 CONSECUTIVE PAGE NO. 24519
 SBAS FORM 661
 REPORT 3364.01
 RECORD FOR AGENCY 6201

STATE OF MONTANA
 RESPONSIBILITY CENTER FINANCIAL REPORT
 FOR THE MONTH OF: DECEMBER, 1986
 CENTER 51107 - AG ASSISTANCE--COUNSELLING
 FISCAL PERIOD: 04-18-86 TO 06-30-87 PERCENT ELAPSED TIME: YTD 50% (PAYROLLS 48%)

REPORT DATE: 01/01/87
 DEPARTMENT OF AGRICULTURE
 MIKE MURPHY
 ROOM 114
 50% (PAYROLLS 48%)

PART A - OBJECT SUMMARY

EXPENSES	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE	%CUM
2385 LONG DISTANCE CHRG/D OF A		435.52	1,111.43	280.98			
2386 LONG DISTANCE CHRG/NON-D OF A		88.90	356.03	7.47			
2387 CREDIT CARD CALLS		1.16	1.16	26.49			
2389 TELEPHONE DIRECTORIES		1.40	2.29	6.50			
2300-COMMUNICATIONS		788.30	2,395.15	1,438.87		28,065.98	12%
TRAVEL							
2401 IN-STATE PERSONAL CAR MILEAGE		548.52	3,503.21	4,125.32			
2404 IN-STATE STATE MOTOR POOL		48.76	287.81	351.75			
2407 IN-STATE MEALS		73.00	875.35	334.50			
2408 IN-STATE LODGING		17.85	728.85	368.88			
2412 OUT-OF-STATE COMMERCIAL TRANS				1,019.96			
2415 OUT-OF-STATE OTHER				26.50			
2417 OUT-OF-STATE MEALS				59.00			
2418 OUT-OF-STATE LODGING				191.84			
RENT							
2527 RENT/D OF ADM BLDGS		688.13	5,395.22	6,457.75		32,147.03	27%
2500-RENT							
REPAIR & MAINTENANCE							
2704 OFFICE EQUIPMENT		86.74	520.44	520.44		520.44	
2727 TIRES & TUBES		119.90	129.10	6.90			
2766 SINGLE USER COMPUTERS		146.00	4.50				
2700-REPAIR & MAINTENANCE		265.90	146.00	6.90		186.50	
OTHER EXPENSES							
2801 DUES			125.00				
2802 SUBSCRIPTIONS			5.00				
2809 REGIS FEES FOR TRAINING CONFER			200.00	500.00			
2822 FREIGHT & EXPRESS		.78	4.79	1.00			
2800-OTHER EXPENSES		.78	334.79	501.00			
2000-OPERATING EXPENSES		180,155.00	3,416.03	26,174.88	19,423.92	134,556.20	25%
* & EQUIPMENT & INTANGIBLE ASSETS							
EQUIPMENT							
3112 OFFICE		85.00	85.00	911.05		503.95	66%
3100-EQUIPMENT		85.00	85.00	911.05		503.95	66%
3000-EQUIPMENT & INTANGIBLE ASSETS		85.00	85.00	911.05		503.95	66%
*** TOTALS - BUDGETED EXPENSES	237,500.00	9,768.65	52,001.58	30,734.14		154,764.28	35%

PART C - THIS MONTHS TRANSACTION DETAILS

OBJECT CODE	FORM CODE	DOCUMENT NUMBER	TRANSACTION DATE	TRANSACTION REFERENCE	BUDGET	INCOME	EXPENSE
1101	232	2803	12/01/86	PAY PERIOD ENDING 11/21/86			

11010000034

OBJECT SUMMARY

ENSES

PERSONAL SERVICES	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE	%COM
00-SALARIES	22,350.00					22,350.00	
00-EMPLOYEE BENEFITS	4,917.00					4,917.00	
00-PERSONAL SERVICES	27,267.00					27,267.00	

OPERATING EXPENSES

TRACTED SERVICES	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE	%COM
2 CONSULT & PROF SERVICES	362.50		362.50	2,019.87		63,384.34	4%
0 CONSULTANT & OTHER TRAVEL				145.70			
0 PRINTING/PUB & GRAPHICS				20.59			
00-CONTRACTED SERVICES	65,933.00		362.50	2,186.16		63,384.34	4%
PLIES & MATERIALS				18.19			
1 OFC SUPPLIES/NON-STATE PROC				18.19			
00-SUPPLIES & MATERIALS	500.00			18.19		481.81	4%
MUNICIPALITIES							
4 POSTAGE & MAILING			5.34	2.96			
9 ADVERTISING				384.17			
5 LONG DISTANCE CHRG/D OF A			10.10	10.00			
6 LONG DISTANCE CHRG/NON-D OF A			15.44				
00-COMMUNICATIONS	1,300.00			397.13		897.43	32%

IN-STATE PERSONAL CAR MILEAGE	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE	%COM
1 IN-STATE PERSONAL CAR MILEAGE			47.88	1,318.18		1,964.86	7%
7 IN-STATE MEALS			10.80	16.00			
8 IN-STATE LODGING				72.00			
00-TRAVEL	67,733.00		58.68	1,906.18		62,178.72	7%
00-OPERATING EXPENSES			436.62	4,507.66			

TOTALS - BUDGETED EXPENSES	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE	%COM
TOTALS - BUDGETED EXPENSES	95,000.00		436.62	4,507.66		90,055.72	5%

F E - FUNDING SUMMARY

ACCOUNTING ENTITY NAME	APPROP REV EST	BUDGET	CURRENT MONTH	CURRENT YEAR	PRIOR YEAR	ENCUMBERED	BALANCE	%COM
00 GENERAL FUND EXPENSE	16665	95,000.00		436.62	4,507.66		90,055.72	5%

Plant Industry Division
 Modified Budget Request Summary

	FY 88 <u>3 FTE</u>	FY89 <u>3FTE</u>
1100 Salaries	53,222	53,018
1102 Overtime	5,000	5,000
1202 Hourly Overtime	2,000	2,000
1400 Employee Benefits	11,104	11,454
1500 Health Insurance	<u>4,104</u>	<u>4,104</u>
Total Personal Services	75,430	75,576
2107 Laundry	600	600
2112 Federal Inspec. Fee	<u>8,000</u>	<u>8,000</u>
	8,600	8,600
2208 Lab Supplies	2,000	2,000
2216 Gasoline	<u>1,000</u>	<u>1,000</u>
	3,000	3,000
Total Operations	<u>11,600</u>	<u>11,600</u>
TOTAL BUDGET:	87,030	87,176

NOTE:

- 1100: 3 FTE includes: 1 - Grain Lab Supervisor (Currently employed)
 1 - Grain Inspector III (Currently employed)
 1 - Grain Sampler II (vacant pending modified request and flow of revenue)
- 1102: Increase overtime to meet workload demands for current FTE for
 1202: sampling and grading to meet FGIS standards. Increased number of ASCIS requests for CCC wheat loans.
- 2107: Laundering of grain sampler uniforms and aprons.
- 2112: Increased workload has increased mandated USER FEES to USDA-FGIS
- 2208: Workload has increased for barley analysis and warrants chemical purchases for Keldahl system. Inventory of chemicals low.
- 2216: Increased workload at unit train locations out of Great Falls vicinity

