

MINUTES OF THE
LEGISLATIVE, JUDICIAL AND ADMINISTRATIVE SUBCOMMITTEE

February 3, 1979

7:00 a.m.

Room 132

State Capitol Building

Tape Data: 5:2-4:367-end

5:1-3:0-292

Subject: Work Session

The meeting was called to order by Chairman Menahan at 7:00 a.m. Those members present were Senator Thiessen, Representative Wood and Senator Lockrem. Representative Hand was excused. Fiscal Analyst JanDee May was present as was Ed Eaton from the Budget Office.

The meeting was a work session for making decisions on the Department of Administration program budgets and the Legislative Council budget and supplemental request.

LEGISLATIVE COUNCIL

There was discussion on the agency's request for \$38,000 for pay raises for their lawyers. The \$38,000 was not included in the agency's budget and the increase was approximately 20% over the 2 years.

Senator Thiessen moved to appropriate to the Council \$20,000 for the biennium.

After more discussion the committee decided before making a decision to speak with Diana Dowling, Executive Director of the Council.

LEGISLATIVE COUNCIL SUPPLEMENTAL

Senator Thiessen made the motion to approve the agency request for a \$150,000 supplemental. All were in favor. The motion passed unanimously.

DEPARTMENT OF ADMINISTRATION

The committee decided to meet with Dave Lewis, Director of the Department of Administration and John Larson, Operator of the janitorial service for the Capitol on Tuesday at 8:00 a.m.

Management Systems

Mr. Eaton proposed to reduce general service by downgrading a grade 14, step 3 position.

A position was eliminated during the hiring freeze and Mr. Eaton stated if another position was eliminated it would be a drop of 2 FTE.

There was discussion of reducing General Services by deductions in positions other than what was proposed by Mr. Eaton and the committee agreed for Senator Lockrem, Mr. Eaton and Mr. Lewis to meet on this point and report back to the committee.

Purchasing

Mr. Lewis in conversation with the Fiscal Analyst said he would like to have the \$100,000 for the system and instead of the additional 4 FTE would just request the 2 spec writers, which are most important at this time.

Mr. Lewis also commented that if they did get the system it would reduce clerical work and at some time they could reduce two clerical positions.

Senator Lockrem made the motion to adopt the Fiscal Analyst's recommendation, adding \$35,000 a year for the 2 spec writers. Those in favor were Representative Wood, Senator Lockrem, Senator Thiessen and Chairman Menahan. The motion passed unanimously.

Building Standards

The Fiscal Analyst's recommendation is over the Budget Office recommendation in this program. The program is all non-general fund.

The committee discussed Senate Bill 47 before the Legislature which provides for the building codes to be enforced by the local governments. If this bill passes, the Building Standards program will require additional FTE.

The decision was deferred until action is taken on the bill.

Surplus Property

The Fiscal Analyst stated that the agency requested 8 FTE and she recommended 7 FTE. Also the agency had a fund balance of \$128,000 at the end of last year; she felt they were charging too much.

The Fiscal Analyst stated that she questioned adding the \$100,000 for operating because the program handled the additional FTE they had last year within their operation expenses.

Senator Thiessen moved to approve the Fiscal Analyst's recommendation with including an additional FTE and adding \$3,000 for travel. Those in favor were Senator Thiessen, Senator Lockrem, Representative Wood, and Chairman Menahan. The motion passed unanimously for 1980 - \$157,495 and for 1981 - \$159,045.

Treasurer

The Budget Office had recommended 2 additional FTE and decided to recommend the 1 FTE and stated they did need some equipment for the FTE

Senator Thiessen moved to accept the Fiscal Analyst's recommendation which included the 1 FTE and adding \$1,000 for the first year for equipment. Those in favor were Senator Thiessen, Senator Lockrem, Representative Wood and Chairman Menahan. The motion passed unanimously.

It was assumed that with the one FTE the Treasurer would close its window and use that position in another needed area.

Housing Authority

This program is funded totally through revolving fund. Senate Bill 144 provides for Housing Authority to hire their own staff and set the salaries of the staff in concurrence with the Department of Administration.

Senator Thiessen moved to approve the Fiscal Analyst's recommendation for the Housing Authority. The motion passed unanimously. The total budget amount for 1980 - \$153,000 and 1981 - \$161,000.

Board of Investments

The Executive recommendation decreased the programs FTE by 2, one through the hiring freeze and one not granted through the modification request.

Mr. Eaton stated that the Board had far exceeded the amount of money earned through investments that the Legislature felt it could produce.

In the areas of travel, supplies and materials and communications there is a \$4,000 difference the first year and \$7,000 the second year between the Fiscal Analyst's recommendation and the Budget Office's recommendation.

The Fiscal Analyst figures with the amount for the audit and for the rental money came to a maximum of \$332,556 for 1980 and \$334,664 for 1981. The agency requested \$30,000 for consultant services; the Fiscal Analyst recommended \$25,000. At the end of the year the fund balance was \$255,000. The agency requests more spending authority for the fund balance. The Fiscal Analyst suggested the additional FTE and Mr. Eaton felt the most support for the program would be adding the FTE.

Senator Thiessen moved to approve the Fiscal Analyst's recommendation with the extra FTE at \$16,250. Those in favor were Senator Thiessen, Senator Lockrem, Representative Wood. The motion passed unanimously.

The total figure with the FTE was \$348,816 the first year and \$350,914 for the second year.

Communications Division

The committee discussed the increase in telephone costs and the "grandfather clause".

Mr. Eaton stated that by cutting the budget it would not reduce telephone costs.

The Fiscal Analyst stated by not including the 12% increase they hoped to keep the agencies from moving.

The new figures for the Fiscal Analyst's recommendation were \$2,608,652 for 1980 and \$2,865,206 within operations. She suggested to line item communication costs. There is approximately \$189,000 difference between the Budget Office and the Fiscal Analyst's recommendations, which would be the teleprocessing system.

Senator Thiessen moved to accept the Fiscal Analyst's recommendation with adjustments and to line item the \$2,514,596 for 1980 and \$2,766,761 for 1981. Those in favor were Senator Thiessen, Senator Lockrem, and Representative Wood. The motion passed unanimously.

Personnel Division

The committee discussed the Merit System positions within the personnel system and the merit system funding involved with the general funding for the program.

The Fiscal Analyst eliminated the 3 Merit System positions. The agency requested the 3 merit system people back, \$58,000 to revamp the position control system, \$8,000 to run the current position control and they request the job analyst position to be reinstated.

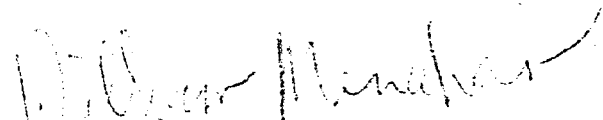
Representative Wood made the motion to approve the \$8,000 to handle the system at current level in operations. Those in favor were Representative Wood, Senator Lockrem and Senator Thiessen. The motion passed unanimously.

There was discussion on restoring the 3 merit system positions and the reduction of positions after the system is up.

Representative Wood moved to accept the Fiscal Analyst's recommendation, adding the \$58,000 for the system in the first year and line iteming this amount, and reinstating the 3 merit system positions. Those in favor were Representative Wood, Senator Thiessen, and Senator Lockrem. The motion passed unanimously.

For 1980 then, \$66,000 (\$58,000 for the system and \$8,000 for running the system at current level) would be added in operating expenses. The second year, \$8,000 would be added in operating expenses.

The meeting adjourned at 10:15 a.m.



William Menahan, Chairman