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MINUTES OF THE HOUSE APPROPRIATIONS SUBCOMMITTEE ON
INSTITUTIONS
January 31, 1983

Side 40 The meeting was called to order at 7:20 a.m.
in Room 108 of the Capitol Building.

Members present were Sen. Mark Etchart, Sen. Bill Thomas,
Rep. Bob Thoft, Sen. Donald Ochsner, Rep. Steve Waldron,
and Rep. Glenn Roush.

Also present were Peggy Williams of the Legislative Fiscal
Analyst's Office (LFA), Bill Gosnell of the Governor's
Office of Budget and Program Planning (OBPP), Carroll
South, director of the Department of Institutions, Hank
Burgess, chairman of the Board of Pardons, Tom Sellers,
executive officer of Warm Springs/Galen, and Keith Wilson,
business manager of Warm Springs/Galen.

(040) The Chairman went over the issues that will need to
be decided by the committee. The Chairman asked why the
agency felt they should increase the recommendation for
the court reporter over the actual expenditures for FY'82.
Mr. Burgess stated that, at that time, they were trying to
keep hearings at half a day. The request for funding is
at a level for a full day hearing. Also, the Board is
seeing an increase in commutation hearings.

Rep. Roush moved to authorize \$2,442 in FY'84 and \$2,589
in FY'85 for the court reporter.

The motion was passed unanimously.

Out-of-State Travel (097)

The Chairman stated that the agency has agreed that any
unused funds for out-of-state travel be reverted to the
General Fund.

Sen. Thomas moved to authorize \$3,725 in FY'84 and \$3,725
in FY'85 for out-of-state travel.

The motion was passed unanimously.

It is the intent of the subcommittee that unused travel
will revert to the General Fund.

Repairs and Maintenance (134)

Sen. Etchart moved to authorize \$422 in FY'84 for the
purchase of tires for the staff car.

The motion was passed unanimously.

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In-State Travel (147)

Rep. Roush moved to authorize \$1,362 in FY'84 and \$1,444 in FY'85 for in-state travel per the recommendation of the OBPP.

The motion was passed unanimously.

Sen. Thomas moved to accept the LFA recommendations on the Board of Pardons budget with the adjustments made in the previous motions.

The motion was passed unanimously.

Side 41

Warm Springs/Galen Executive Action (001)

The committee discussed the position deletions outlined on Attachment 1. The net savings generated by the consolidation of the food service is \$272,682 for the FTE cuts. There will be a one time expenditure of \$50,206.

Sen. Etchart moved to authorize the consolidation of the food service at Warm Springs and Galen.

The motion was passed unanimously.

Rep. Thoft moved to accept the 16.79 FTE deletions outlined on Attachment 1 except for the Custodial Worker position.

The motion was passed unanimously.

(076) The subcommittee addressed the position deletions generated by vacancies outlined on Attachment 2.

Sen. Etchart moved to accept the OBPP recommendation for position deletions due to vacancies.

The motion was passed unanimously.

(095) The subcommittee discussed the position deletions recommended by the LFA only on Attachment 2. Tom Sellers outlined the responsibilities of each of the positions that the LFA is recommending retaining.

Chairman Waldron credited Mr. South for forcing vacancy savings rather than requesting a supplemental to fund a

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\$500,000 premium increase by the Workers' Compensation Insurance due to the large number of industrial accidents experienced at Warm Springs/Galen. Consequently, some of the positions that were vacant were held open to compensate for that major increase in Workers' Compensation premiums.

The high industrial accident rate at Warm Springs and Galen was discussed. Rep. Thoft questioned whether this rate is due to the employees not being capable to handle the physical requirements of these positions. It was noted that not all of these industrial accidents were valid. The rate of industrial accidents at these facilities is going down.

Rep. Roush moved to retain 1.5 FTE Psychologist positions, 1 FTE Medical Records Clerk, .5 of the Cosmetologist position, 1 FTE Alcohol Counselor, 1 FTE Physician, 1 FTE Administrative Officer, and 1 FTE Cook.

The motion was passed unanimously.

It was noted by the Chairman that the Cook position and the Alcohol Counselor position are funded by a revolving fund. The Chairman stated that it is the intention of the subcommittee that the Alcohol Counselor and the Cook are not to be funded by General Fund monies.

Sen. Ochsner moved to delete 1.25 FTE Title I positions with language included in the bill that the agency can come in with a budget amendment should Title I funding become available.

The motion was passed unanimously.

Children's Unit (515)

The committee discussed the Children's Unit and the transfer of this unit to the Youth Treatment Center in Billings.

Rep. Thoft moved to delete 43 FTE for the Children's Unit from the FY'85 budget.

The motion was passed unanimously.

Sen. Thomas moved to include language in the bill to ensure the retention of the FTE for the Children's Unit should the Youth Treatment Center construction not be

complete on the projected date or vice versa.

The motion was passed unanimously.

Sen. Etchart moved to include language in the bill for a contingency so that the food service deletions will not take place until the food service consolidation has taken place.

The motion was passed unanimously.

Rep. Thoft moved to delete a .1 FTE Radiologist.

The motion was passed unanimously.

Chairman Waldron stated that there is 1 FTE included in the budget which is for patient workers so that the patient workers can be paid.

(087) The agency originally requested a base of 340 for the average daily population at Warm Springs. Since that request, the population at Warm Springs has continued to rise. Sen. Thomas felt that funds should be taken from the Community Mental Health Center budgets and added to Warm Springs. There was some discussion regarding this.

Rep. Roush moved to authorize an average daily population for Warm Springs at 350 but it is the intent of the subcommittee that, if the average daily population is less than 350 there shall be a reversion to meet the cost of the base.

The motion was passed unanimously.

Rep. Roush moved to authorize 27.07 additional FTE for the expanded daily population base with the intention that, if the average daily population does not reach this level, money will be reverted.

The motion was passed unanimously.

Overtime (387)

Rep. Roush moved to authorize the OBPP recommendation of \$196,797 in FY'84 and \$184,974 in FY'85 for overtime with the intention that any unused funds will revert.

The motion was passed unanimously.

Vacancy Savings (469)

The LFA computed the vacancy savings deleting the 26.6 vacant positions at 3.9% and deleting the 14.7 positions that the OBPP recommended at 5.8%. Mr. South reiterated that some of the vacancy savings for the last fiscal year was forced due to the increase in Workers' Compensation premiums.

Sen. Etchart moved to recommend a 4% vacancy savings factor.

Sen. Ochsner opposed the motion. All other members approved the motion.

(541) The subcommittee discussed the problem of the employees renting houses on the campus for less than it costs to maintain these houses. The Chairman brought up the recommendations of the Governor's Council on Management (see Attachment 3) and the subcommittee went over these recommendations. It was decided by the committee that rental costs should be raised to include maintenance and utilities costs for the houses.

Mr. South addressed this issue by telling the committee that the low cost housing is one of the recruiting tactics used by the Department. Also, it is necessary for certain critical employees to be in close proximity of the hospital. He told the committee that the next rental notices to be sent to the employees will reflect the actual cost of the housing.

Sen. Thomas moved that the subcommittee expressed concern over the low rental costs of employees' housing on the campus and that it is the intention of the subcommittee that minimum rental charges should include the cost of operation of the rental unit except for certain critical employees as determined by the administration.

The motion was passed unanimously.

Contracted Services (103)

Contracted services were needed for a Radiologist and a Child Psychiatrist. The Child Psychiatrist will only be needed in FY'84 due to the opening of the Youth Treatment Center in Billings.

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Rep. Roush moved to authorize \$296,852 in FY'84 and \$257,334 in FY'85 for Contracted Services.

The motion was passed unanimously.

Supplies and Materials (181)

There was some discussion regarding the differences in the OBPP recommendations for Supplies and Materials and the LFA recommendations.

Rep. Thoft moved to accept the OBPP recommendation minus \$11,000 in each fiscal year for an authorization of \$1,396,274 in FY'84 and \$1,372,363 in FY'85 for Supplies and Materials.

The motion was passed unanimously.

Communications (232)

Rep. Thoft moved to accept the LFA recommendation for Communications.

The motion was passed unanimously.

Travel (236)

Rep. Thoft moved to accept the LFA recommendation for Travel.

The motion was passed unanimously.

Rent (243)

Sen. Etchart moved to accept the LFA recommendation for Rent.

The motion was passed unanimously.

Utilities (248)

The committee has consistently accepted the OBPP figure for Utilities. This expenditure will be line itemed with all unused funds being reverted to the General Fund.

Rep. Roush moved to accept the OBPP recommendation for Utilities. This expenditure will be line itemed with all unused funds being reverted to the General Fund.

The motion was passed unanimously.

Repair and Maintenance (256)

Rep. Roush moved to accept the LFA recommendation of \$148,288 for FY'84 and \$155,586 for FY'85 for Repair and Maintenance.

The motion was passed unanimously.

Other Expenses (265)

The OBPP included funds for travel expenses to move the employees to Billings to the Youth Treatment Center upon its completion. They also included termination pay for those employees who will not transfer and for recruitment funds.

Sen. Etchart moved to accept the OBPP recommendation for Other Expenses but deleting \$1,700 in FY'85.

The motion was passed unanimously.

Equipment (316)

The food service consolidation will require special equipment. There was some discussion regarding the agency's request for equipment.

Rep. Thoft moved to authorize \$183,976 in FY'84 and \$26,479 in FY'85 for Equipment.

The motion was passed unanimously.

Modified Budget (410)

Sen. Etchart moved to increase the Supplies and Materials to reflect the 350 average daily population using the LFA method of figuring costs.

The motion was passed unanimously.

Chairman Waldron stated that it is the intention of the subcommittee that, if the average daily population does not reach 350, there will be an appropriate reversion based on the actual average daily population.

Sen. Etchart expressed concern regarding the Alcohol Treatment funding. He feels that, at the rate we are going, we will use up all of these funds because we are not generating as much liquor revenues. There was

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quite a bit of discussion on the subject of funding for these Alcohol Treatment programs and alternative funding that can be explored.

Side 44

Sheriff's Travel Reimbursement (064)

Sen. Etchart moved to accept the LFA recommendation for the Sheriff's Travel Reimbursement Modified budget.

The motion was passed unanimously.

Sen. Thomas asked if the committee could look into the costs other states pay for their mental health in-patient programs, in-patient alcohol rehabilitation programs, and forensic programs. Chairman Waldron asked Ms. Williams to compile that data.

(177) Mr. Gosnell went over the possibility of giving the Director of the Department of Institutions the same opportunity as other department directors to use personnel from one division (or in this case institution) and using it when another division, or institution, is shorthanded.

The meeting was adjourned at 10:45 a.m.

Respectfully submitted:



Steve Waldron, Chairman
Approved

SW/lt

AGENCY : 6413 BOARD OF PARDONS
 PROGRAM : 01 BOARD SERVICES
 CONTROL : 00000

CURRENT LEVEL SERVICES ONLY

AE/OE	DESCRIPTION	OBPP FY 84	LFA FY 84	DIFF. FY 84	SUB-CMT. FY 84	OBPP FY 85	LFA FY 85	DIFF. FY 85	SUB-CMT. FY 85
0000									
1100									
1300									
1400									
1500									
1800									
	4.0 FTE								
	-0- VACANCY SAVINGS								
	-0- OVERTIME								
2100	CONTRACTED SERVICES	6,677	3,925	-2,752	6,094	4,611	1,689	-2,922	3,991
2200	SUPPLIES & MATERIALS	3,570	3,449	-121	3,449	3,836	3,705	-131	3,705
2300	COMMUNICATIONS	8,288	8,131	-157	8,131	9,651	9,468	-183	9,468
2400	TRAVEL	14,706	8,818	-5,888	13,905	15,235	9,039	-6,196	14,208
2500	RENT	1,739	1,548	-191	1,548	1,843	1,548	-295	1,548
2700	REPAIR & MAINTENANCE	1,582	1,134	-448	1,556	1,676	1,190	-486	1,190
2800	OTHER EXPENSES	528	409	-119	409	560	427	-133	427
	TOTAL LEVEL	37,090	27,414	-9,676	35,092	37,412	27,066	-10,346	34,537
3100	EQUIPMENT	535	392	-143	392				0
	TOTAL LEVEL	535	392	-143					
	TOTAL PROGRAM	142,122	132,612	-9,510		141,693	131,730	-9,963	
01100	GENERAL FUND	142,122	132,612	-9,510		141,693	131,730	-9,963	
	TOTAL PROGRAM	142,122	132,612	-9,510		141,693	131,730	-9,963	

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Food Service Consolidation

1	2	3	4	5	6	7
Pos. #	Pos. Title	# FTE Deleted	# FTE Added			
129	Cook II	1.0				
133	Cook II	1.0				
134	Cook II	1.0				
139	Cook III	1.0				
140	Cook III	1.0				
141	Cook III	1.0				
142	Cook III	1.0				
144	Cook III	1.0				
145	Cook III	1.0				
3062	Cook II	1.0				
171	Food Serv Wkr	1.0				
162	Food Serv Wkr	1.0				
168	Food Serv Wkr	1.0				
161	Food Serv Wkr	1.0				
159	Food Serv Wkr	1.0				
157	Food Serv Wkr	1.0				
3053	Food Serv Wkr	1.0				
3201	Food Serv Wkr	1.0				
3081	Cook II	1.0				
3083	Food Serv Wkr	1.0				
3104	Food Serv Wkr	.79				
2829	Custodial Worker	1.0				
9044	Food Serv Mgr (grs)		1.0			
9045	Dietician		1.0			
9046	Truck Driver		1.0			
9047	Truck Driver		1.0			
Total		21.79	4.0			
Net total deleted =		17.79	FTE			

Warm Springs/Galen Deleted Positions
Due to Vacancies

<u>Pos. #</u>		<u># FTE</u>	<u>% filled in fiscal 1982</u>	<u>% filled in fiscal 1983 (through 11/26/82)</u>
<u>I. Executive and LFA</u>				
113	General Office Clerk	.6	15	0
127	Food Service Manager	1.0	0	0
179	Laundry Worker	.2	0	0
180	Laundry Worker	1.0	23	0
255	Cook II	1.0	2	0
322	Recreation Therapist	1.0	0	0
425	Custodial Worker	1.0	0	0
2069	Human Services Mgr.	1.0	40	0
90024	Medical Records Clerk	.2	0	0
90038	Food Service Worker	1.0	0	0
135	Rehabilitation Aide	1.0	32	0
*2048	Teacher's Aide	1.0	41	0
2051	Occupational Therapist	1.0	0	0
3070	Food Service Worker	.6	0	0
3102	Food Service Worker	1.0	0	0
<u>II. LFA Only</u>				
28	Psychologist	.5	0	0
107	Medical Records Clerk	1.0	0	0
191	Custodial Worker	1.0	0	0
315	Special Duty Aide	.5	0	0
327	Personnel Assistant	1.0	0	0
329	Cosmetologist	1.0	41	0
423	Custodial Worker	1.0	0	0
424	Custodial Worker	1.0	0	0
227	Alcohol Counselor	1.0	0	0
267	Alcohol Counselor	1.0	0	0
2010	Physician	1.0	10	0
2115	Administrative Officer	1.0	0	0
2672	Administrative Officer	1.0	14	0
4001	Cook	1.0	0	0
4103	Psychologist	1.0	10	0
<u>III. Executive Only</u>				
90022	Food Service Worker	.3		14
90001	Custodial Worker	.8	10	9
*2041	Music Therapist	1.0	99	0

*Deleted in fiscal 1984 under "vacant positions". Deleted in fiscal 1985 under "Children's Unit".

167. Increase the employee housing rates at Warm Springs and Galen State Hospitals.

Employees at these hospitals currently rent 87 of 116 housing units available from the Department of Institutions. Rents are low while discounts are given to employees who are on call, serve as volunteer firemen, or provide special services. While housing was initiated as a pay subsidy, state wages are now comparable with those in private industry. Furthermore, renters have no incentive to conserve energy since the state pays for utility costs.

The following new procedures should be exercised to ensure cost recovery and reduce tensions arising from management's dual role of landlord and employer:

- Monthly rentals should be raised to a minimum level of \$75.
- Utilities should be paid by renters, with individual gas and electric meters installed.
- Discretionary rent discounts should be eliminated except for volunteer firemen. "On call" status is considered a condition of employment.
- A housing authority should be established to act as landlord.

Implementation of this recommendation will save approximately \$42,000 annually in utility costs. In addition, it will increase rental income by \$78,000.

168. Discontinue Galen State Hospital's alcoholism and drug treatment programs.

These centers duplicate other state-supported, widely available services throughout Montana. Some 31 treatment centers are available to alcoholics, including seven that offer inpatient treatment. In addition, 10 drug clinics are in operation. Estimates also indicate both centers operate at a 35% higher cost per patient rate than other state-funded units.

To reduce costs, Galen State Hospital's programs should be cancelled. Other centers can provide services at lower per patient rates. Implementation will free building space for other purposes while saving an estimated \$539,000 annually.

169. Close the Boulder River School and Hospital.

By placing functional residents into the community, Boulder River School and Hospital has reduced its population to a small number of the profoundly retarded. As a result, facilities, equipment and staff are underutilized. Also, the campus layout requires extensive resident transportation.

To remedy these problems, the Boulder River School and Hospital should be closed, some residents moved to the community, and the remaining population transferred to Warm Springs and Galen State Hospitals where services will not be reduced. The proposed elimination of alcohol and

AGENCY : 6412 WARM SPRINGS STATE HOSPITAL
 PROGRAM : 44 TREATMENT SERVICES
 CONTROL : 00000

CURRENT LEVEL SERVICES ONLY

AE/OE	DESCRIPTION	OBPP FY 84	LFA FY 84	DIFF. FY 84	SUB-CMT. FY 84	OBPP FY 85	LFA FY 85	DIFF. FY 85	SUB-CMT. FY 85
0000	Current Level FTE: FY 84 - 719.13 ; FY 85 678.13								
1100									
1400									
1500	Overtime: { 196,797 in FY84								
1800	{ 184,974 in FY85								
	Vacancy Savings: 4.0%								
2100	CONTRACTED SERVICES	271,852	247,932	-23,920	<u>296,852</u>	220,537	227,748	7,211	<u>257,334</u>
2200	SUPPLIES & MATERIALS	1,407,274	1,367,339	-39,935	<u>1,396,274</u>	1,383,363	1,374,204	-9,159	<u>1,372,363</u>
2300	COMMUNICATIONS	161,698	159,815	-1,883	<u>159,815</u>	186,133	183,675	-2,458	<u>183,675</u>
2400	TRAVEL	25,305	22,138	-3,167	<u>22,138</u>	26,497	23,181	-3,316	<u>23,181</u>
2500	RENT	25,494	24,812	-682	<u>24,812</u>	27,024	26,301	-723	<u>26,301</u>
2600	UTILITIES	1,594,198 150,149	1,454,890	-139,300	<u>1,506,843</u>	1,863,844 155,070	1,693,290	-168,554	<u>1,756,770</u>
2700	REPAIR & MAINTENANCE	150,149	148,288	-1,861	<u>148,288</u>	155,070	155,586	516	<u>155,586</u>
2800	OTHER EXPENSES	20,584	23,888	3,304	<u>20,584</u>	49,992	25,274	-24,718	<u>48,292</u>
	TOTAL LEVEL	3,656,546	3,449,102	-207,444	<u>3,575,606</u>	3,910,460	3,709,259	-201,201	<u>3,823,502</u>
3100	EQUIPMENT	192,976	166,391	-26,585	<u>182,976</u>	26,479	34,860	8,381	<u>26,479</u>
	TOTAL LEVEL	192,976	166,391	-26,585	<u>182,976</u>	26,479	34,860	8,381	<u>26,479</u>
	TOTAL PROGRAM	20,503,065	19,549,630	-953,435	<u>19,671,271</u>	19,671,271	18,802,109	-869,162	<u>18,802,109</u>
01100	GENERAL FUND	18,834,896	18,011,217	-823,679	<u>17,968,939</u>	17,968,939	17,237,318	-731,621	<u>17,237,318</u>
02034	ALCOHOLISM TREATMENT-REHAB	1,515,256	1,385,500	-129,756	<u>1,515,256</u>	1,564,541	1,427,000	-137,541	<u>1,544,541</u>
02846	D OF I - CANTEENS	118,275	118,275		<u>118,275</u>	119,894	119,894		<u>119,894</u>
03075	D OF I - INTEREST & INCOME	1,107	1,107		<u>1,107</u>	1,131	1,131		<u>1,131</u>
03115	WARM SPRINGS STATE HOSPITAL	33,531	33,531		<u>33,531</u>	16,766	16,766		<u>16,766</u>

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WARM SPRINGS / GALEN

NUMBER OF FTE

	<u>FY84</u>	<u>FY85</u>
Current FTE	758.97	758.97
- radiologist	- .1	- .1
- Title I	- 1.25	- 1.25
- Food Service Consol.	- 16.79	- 16.79
- Children's Unit	0	- 43.0
- Vacant Positions	- 21.7	- 19.7
Total Current level FTE	719.13	678.13
+ modified for pop increase	<u>27.07</u>	<u>27.07</u>
Total FTE	746.2	705.2

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Warm Springs Modifieds

1. Population Increase

27.07 FTE

Operating Expenses

F484 74,472

F485 79,301

2. Sheriffs Travel Reimbursement

F484 8,239

F485 8,639

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