## SENATE BILL NO. 71

INTRODUCED BY TOWE, B. BROWN

IN THE SENATE

JANUARY 2, 1993 INTRODUCED AND REFERRED TO COMMITTEE ON FINANCE & CLAIMS.

JANUARY 4, 1993 FIRST READING.

JANUARY 6, 1993 SPONSOR ADDED.

JANUARY 15, 1993 COMMITTEE RECOMMEND BILL DO PASS AS AMENDED. REPORT ADOPTED.

JANUARY 16, 1993 PRINTING REPORT.

ON MOTION, CONSIDERATION PASSED FOR THE DAY.

JANUARY 18, 1993 SECOND READING, DO PASS AS AMENDED.

JANUARY 19, 1993 ENGROSSING REPORT.

THIRD READING, PASSED. AYES, 40; NOES, 8.

TRANSMITTED TO HOUSE.

IN THE HOUSE

JANUARY 20, 1993

INTRODUCED AND REFERRED TO COMMITTEE ON APPROPRIATIONS.

COMMITTEE RECOMMEND BILL BE

SECOND READING, CONCURRED IN.

CONCURRED IN AS AMENDED. REPORT

FIRST READING.

ADOPTED.

MARCH 30, 1993

MARCH 31, 1993

APRIL 1, 1993 THIRD READING, CONCURRED IN. AYES, 84; NOES, 15.

RETURNED TO SENATE WITH AMENDMENTS.

IN THE SENATE

APRIL	3, 1993	SECOND READING, AMENDMENTS CONCURRED IN.
APRIL	5, 1993	THIRD READING, AMENDMENTS CONCURRED IN.
		SENT TO ENROLLING.
APRIL	7, 1993	REPORTED CORRECTLY ENROLLED.
		SIGNED BY PRESIDENT.
		IN THE HOUSE
APRIL	7, 1993	SIGNED BY SPEAKER.
		IN THE SENATE
APRIL	13, 1993	DELIVERED TO GOVERNOR.
APRIL	16, 1993	RETURNED FROM GOVERNOR WITH RECOMMENDED AMENDMENTS.
APRIL	19, 1993	SECOND READING, GOVERNOR'S RECOM- MENDED AMENDMENTS CONCURRED IN.
APRIL	20, 1993	THIRD READING, GOVERNOR'S RECOM- MENDED AMENDMENTS CONCURRED IN.
		IN THE HOUSE
APRIL	22, 1993	SECOND READING, GOVERNOR'S RECOM- MENDED AMENDMENTS CONCURRED IN.
		THIRD READING, GOVERNOR'S RECOM- MENDED AMENDMENTS CONCURRED IN.
		IN THE SENATE
APRIL	22, 1993	SENT TO ENROLLING.
		REPORTED CORRECTLY ENROLLED.

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2 INTRODUCED BY TOWE 3 A BILL FOR AN ACT ENTITLED: "AN ACT ALLOWING DEPARTMENT 4 HEADS TO ELIMINATE UNNECESSARY ADMINISTRATIVE POSITIONS 5 WITHIN A DEPARTMENT: PROVIDING A FISCAL INCENTIVE TO THE 6 7 DEPARTMENT HEAD TO REDUCE ADMINISTRATIVE POSITIONS WITHIN A 8 DEPARTMENT: AMENDING SECTION 2-15-112, MCA; AND PROVIDING AN 9 IMMEDIATE EFFECTIVE DATE."

SENATE BILL NO. 71

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1

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA: 11

12 Section 1. Section 2-15-112, MCA, is amended to read: "2-15-112. Duties and powers of department heads. (1) 13 14 Except as otherwise provided by law, each department head 15 shall:

(a) supervise, direct, account for, organize, plan, 16 17 administer, and execute the functions vested in the 18 department by this chapter or other law;

(b) establish the policy to be followed by the 19 20 department and employees;

21 (c) compile and submit reports and budgets for the 22 department as required by law or requested by the governor; 23 (d) provide the governor with any information that he 24 the governor requests at any time on the operation of the 25 department;

1 (e) represent the department in communications with the qovernor;

3 (f) prescribe rules, consistent with law and rules 4 established by the governor, for the administration of the department; the conduct of the employees; the distribution 5 and performance of business; and the custody, use, and 6 preservation of the records, documents, and property 7 8 pertaining to department business. The lieutenant governor, 9 secretary of state, attorney general, auditor, and 10 superintendent of public instruction may prescribe their own rules for their departments or offices, and the governor may 11 not prescribe rules for them. The rules described in this 12 subsection are limited to statements concerning only the 13 internal management of the agency and not affecting private 14 15 rights or procedures available to the public. This section 16 does not authorize the adoption of any rule as rules are 17 defined in the Montana Administrative Procedure Act.

18 (g) subject to the approval of the governor, establish the internal organizational structure of the department and 19 allocate the functions of the department to units to promote 20 the economic and efficient administration and operation of 21 the department. The internal structure of the department 22 shall must be established in accordance with 2-15-104(2). 23

24 (h) subject to law, establish and make appointments to 25 necessary subordinate positions and abolish unnecessary

-2- SB 7/ INTRODUCED BILL

positions;

2 (i) maintain a central office in Helena for the 3 department and such maintain other facilities throughout the 4 state as may be required for the effective and efficient 5 operation of the department.

6 (2) Except as otherwise provided by law, each7 department head may:

8 (a) subject to law, transfer employees between
9 positions, remove persons appointed to positions, and change
10 the duties, titles, and compensation of employees within the
11 department;

12 (b) delegate any of the functions vested in the13 department head to subordinate employees;

(c) apply for, accept, administer, and expend funds,
grants, gifts, and loans from the federal government or any
other source in administering the department's functions;

17 (d) enter into agreements with federal, state, and
18 local agencies necessary to carry out the department's
19 functions; and

(e) eliminate unnecessary administrative positions
 within the department. One-half of the savings resulting
 from the elimination of a position that is not critical to
 the delivery of direct services may be expended at the
 discretion of the department head, provided that the
 expenditure is consistent with the goals and objectives of

the department. The remaining one-half must revert to the original funding source. This subsection (e) does not apply to an agency allocated to a department for administrative purposes, as provided in 2-15-121. Section 17-7-138 does not apply to this subsection (e)."

6 <u>NEW SECTION.</u> Section 2. Effective date. [This act] is 7 effective on passage and approval.

#### -End-

APPROVED BY COMM. ON FINANCE AND CLAIMS

1	SENATE BILL NO. 71	1	(e)
2	INTRODUCED BY TOWE, B. BROWN	2	governor;
3		3	(f)
4	A BILL FOR AN ACT ENTITLED: "AN ACT ALLOWING DEPARTMENT	4	establish
5	HEADS TO ELIMINATE UNNECESSARYADMINISTRATIVE POSITIONS	5	departmer
6	WITHIN A DEPARTMENT; PROVIDING A FISCAL INCENTIVE TO THE	6	and perfo
7	DEPARTMENT HEAD TO REDUCE ADMINISTRATIVE POSITIONS WITHIN A	7	preservat
8	DEPARTMENT; AMENDING SECTION 2-15-112, MCA; AND PROVIDING AN	8	pertainir
9	IMMEDIATE EFFECTIVE DATE."	9	secretary
10		10	superinte
11	BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA:	11	rules for
12	Section 1. Section 2-15-112, MCA, is amended to read:	12	not prese
13	"2-15-112. Duties and powers of department heads. (1)	13	subsectio
14	Except as otherwise provided by law, each department head	14	internal
15	shall:	15	rights o
16	(a) supervise, direct, account for, organize, plan,	16	does not
17	administer, and execute the functions vested in the	17	defined i
18	department by this chapter or other law;	18	(g)
19	(b) establish the policy to be followed by the	19	the inter
20	department and employees;	20	allocate
21	(c) compile and submit reports and budgets for the	21	the eco
22	department as required by law or requested by the governor;	22	the depar
23	(d) provide the governor with any information that he	23	shall mu
24	the governor requests at any time on the operation of the	24	(h)
25	department:	25	necessary

represent the department in communications with the

prescribe rules, consistent with law and rules hed by the governor, for the administration of the ht; the conduct of the employees; the distribution ormance of business; and the custody, use, and the records, documents, and property tion of ng to department business. The lieutenant governor, of state, attorney general, auditor, and v endent of public instruction may prescribe their own r their departments or offices, and the governor may cribe rules for them. The rules described in this on are limited to statements concerning only the management of the agency and not affecting private or procedures available to the public. This section authorize the adoption of any rule as rules are in the Montana Administrative Procedure Act,

subject to the approval of the governor, establish rnal organizational structure of the department and the functions of the department to units to promote nomic and efficient administration and operation of rtment. The internal structure of the department st be established in accordance with 2-15-104(2).

subject to law, establish and make appointments to y subordinate positions and abolish unnecessary

Montana Legislative Council

-2-

SB 71

1 positions;

2 (i) maintain a central office in Helena for the 3 department and such maintain other facilities throughout the 4 state as may be required for the effective and efficient 5 operation of the department.

6 (2) Except as otherwise provided by law, each
7 department head may:

8 (a) subject to law, transfer employees between
9 positions, remove persons appointed to positions, and change
10 the duties, titles, and compensation of employees within the
11 department;

12 (b) delegate any of the functions vested in the13 department head to subordinate employees;

(c) apply for, accept, administer, and expend funds,
grants, gifts, and loans from the federal government or any
other source in administering the department's functions;

17 (d) enter into agreements with federal, state, and 18 local agencies necessary to carry out the department's 19 functions; and

20 (e) eliminate unnecessary---administrative positions 21 within the department. One-half of the savings resulting 22 from the elimination of a position that is not critical to 23 the delivery of direct services may be expended at the 24 discretion of the department head, provided that the 25 expenditure is consistent with the goals and objectives of the department. The remaining one-half must revert to the
 original funding source. This subsection (e) does not apply

- 3 to an agency allocated to a department for administrative
- 4 purposes, as provided in 2-15-121. Section 17-7-138 does not
- 5 apply to this subsection (e)."
- 6 NEW SECTION. Section 2. Effective date. [This act] is
- 7 effective on passage and approval.

-End-

-3-

1 SENATE BILL NO. 71 1 2 INTRODUCED BY TOWE, B. BROWN 2 3 3 "AN ACT ALLOWING DEPARTMENT 4 A BILL FOR AN ACT ENTITLED: 4 5 HEADS TO ELIMINATE HNNHERSSARY--ADMINISTRATIVE POSITIONS 5 WITHIN A DEPARTMENT; PROVIDING A FISCAL INCENTIVE TO THE 6 6 7 7 DEPARTMENT HEAD TO REDUCE ADMINISTRATIVE POSITIONS WITHIN A DEPARTMENT: AMENDING SECTION 2-15-112, MCA; AND PROVIDING AN 8 8 9 INMEDIATE EFFECTIVE DATE." 9 10 10 11 11 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA; 12 Section 1. Section 2-15-112, MCA, is amended to read: 12 13 "2-15-112. Duties and powers of department heads. (1) 13 14 Except as otherwise provided by law, each department head 14 15 shall: 15 16 16 (a) supervise, direct, account for, organize, plan, 17 administer, and execute the functions vested in the 17 18 department by this chapter or other law; 18 19 (b) establish the policy to be followed by the 19 20 department and employees; 20 21 21 (c) compile and submit reports and budgets for the 22 22 department as required by law or requested by the governor; 23 23 (d) provide the governor with any information that he 24 24 the governor requests at any time on the operation of the 25 25 department;



SB 0071/03

(e) represent the department in communications with the governor;

(f) prescribe rules, consistent with law and rules established by the governor, for the administration of the department; the conduct of the employees; the distribution and performance of business; and the custody, use, and preservation of the records, documents, and property pertaining to department business. The lieutenant governor, secretary of state, attorney general, auditor, and superintendent of public instruction may prescribe their own rules for their departments or offices, and the governor may not prescribe rules for them. The rules described in this subsection are limited to statements concerning only the internal management of the agency and not affecting private rights or procedures available to the public. This section does not authorize the adoption of any rule as rules are defined in the Montana Administrative Procedure Act.

(g) subject to the approval of the governor, establish the internal organizational structure of the department and allocate the functions of the department to units to promote the economic and efficient administration and operation of the department. The internal structure of the department shall must be established in accordance with 2-15-104(2).

24 (h) subject to law, establish and make appointments to 25 necessary subordinate positions and abolish unnecessary

> -2- SB 71 THIRD READING AS AMENDED

1 positions;

2 (i) maintain a central office in Helena for the 3 department and such <u>maintain</u> other facilities throughout the 4 state as may be required for the effective and efficient 5 operation of the department.

6 (2) Except as otherwise provided by law, each
7 department head may:

8 (a) subject to law, transfer employees between
9 positions, remove persons appointed to positions, and change
10 the duties, titles, and compensation of employees within the
11 department;

(b) delegate any of the functions vested in the
 department head to subordinate employees;

(c) apply for, accept, administer, and expend funds,
grants, gifts, and loans from the federal government or any
other source in administering the department's functions;

17 (d) enter into agreements with federal, state, and
18 local agencies necessary to carry out the department's
19 functions; and

20 (e) eliminate unnecessary---administrative positions 21 within the department. One-half of the savings resulting 22 from the elimination of a position that is not critical to 23 the delivery of direct services may be expended at the 24 discretion of the department head, provided that the 25 expenditure is consistent with the goals and objectives of

-3-

SB 71

1 the department. The remaining one-half must revert to the

- 2 original funding source. This subsection (e) does not apply
- 3 to an agency allocated to a department for administrative

4 purposes, as provided in 2-15-121. Section 17-7-138 does not

5 apply to this subsection (e)."

- 6 NEW SECTION, Section 2. Effective date. [This act] is
- 7 effective on-passage-and-approval JULY 1, 1993.

#### -End-

# HOUSE STANDING COMMITTEE REPORT

March 30, 1993 Page 1 of 1

Mr. Speaker: We, the committee on <u>Appropriations</u> report that <u>Senate Bill 71</u> (third reading copy -- blue) <u>be concurred in as</u> <u>amended</u>.

Signed: Chair Con Zook,

And, that such amendments read:

Carried by: Rep. Peterson

1. Page 3, line 21.
Following: "department."
Strike: "One-half"
Insert: "The office of budget and

Insert: "The office of budget and program planning shall increase the department's appropriation in the second year of the biennium by an amount equal to one-half"

2. Page 3, lines 22 and 23. Following: "position" on line 22 Strike: "that is not critical to the delivery of direct services" Insert: ". The office of budget and program planning shall reduce the department's appropriation for the first year by a like amount. The increased appropriation in the second year of the biennium"

3. Page 4, line 3.
Following: "department"
Insert: "in either year of the 2 years of the biennium"

-END-

Committee Vote: Yes /8 , No Ø . SB 71 House

1 SENATE BILL NO. 71 1 2 INTRODUCED BY TOWE, B. BROWN 2 3 3 4 A BILL FOR AN ACT ENTITLED: "AN ACT ALLOWING DEPARTMENT 4 5 HEADS TO ELIMINATE UNNECESSARY -- ADMINISTRATIVE POSITIONS 5 6 WITHIN A DEPARTMENT; PROVIDING A FISCAL INCENTIVE TO THE 6 7 DEPARTMENT HEAD TO REDUCE ADMINISTRATIVE POSITIONS WITHIN A 7 8 DEPARTMENT; AMENDING SECTION 2-15-112, MCA; AND PROVIDING AN 8 9 IMMEDIATE EFFECTIVE DATE." 9 10 10 11 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA: 11 12 Section 1. Section 2-15-112, MCA, is amended to read: 12 13 \*2-15-112. Duties and powers of department heads. (1) 13 14 Except as otherwise provided by law, each department head 14 15 15 shall: 16 (a) supervise, direct, account for, organize, plan, 16 17 administer, and execute the functions vested in the 17 18 department by this chapter or other law; 18 19 (b) establish the policy to be followed by the 19 20 department and employees; 20 21 (c) compile and submit reports and budgets for the 21 22 department as required by law or requested by the governor; 22 23 (d) provide the governor with any information that he 23 24 the governor requests at any time on the operation of the 24 25 department; 25



(e) represent the department in communications with the \_ governor;

(f) prescribe rules, consistent with law and rules established by the governor, for the administration of the department; the conduct of the employees; the distribution and performance of business; and the custody, use, and preservation of the records, documents, and property pertaining to department business. The lieutenant governor, secretary of state, attorney general, auditor, and superintendent of public instruction may prescribe their own rules for their departments or offices, and the governor may not prescribe rules for them. The rules described in this subsection are limited to statements concerning only the internal management of the agency and not affecting private rights or procedures available to the public. This section does not authorize the adoption of any rule as rules are defined in the Montana Administrative Procedure Act.

(9) subject to the approval of the governor, establish the internal organizational structure of the department and allocate the functions of the department to units to promote the economic and efficient administration and operation of the department. The internal structure of the department shall must be established in accordance with 2-15-104(2).

(h) subject to law, establish and make appointments to25 necessary subordinate positions and abolish unnecessary

-2-

SB 71 REFERENCE BILL AS AMENDED

1	pos	iti	ion	5;

2 (i) maintain a central office in Helena for the 3 department and such maintain other facilities throughout the 4 state as may be required for the effective and efficient 5 operation of the department.

6 (2) Except as otherwise provided by law, each7 department head may:

8 (a) subject to law, transfer employees between 9 positions, remove persons appointed to positions, and change 10 the duties, titles, and compensation of employees within the 11 department;

12 (b) delegate any of the functions vested in the13 department head to subordinate employees;

(c) apply for, accept, administer, and expend funds,
grants, gifts, and loans from the federal government or any
other source in administering the department's functions;

17 (d) enter into agreements with federal, state, and
18 local agencies necessary to carry out the department's
19 functions; and

(e) eliminate unnecessary---administrative positions 20 within the department. One-half THE OFFICE OF BUDGET AND 21 INCREASE THE 22 PROGRAM PLANNING SHALL DEPARTMENT'S 23 APPROPRIATION IN THE SECOND YEAR OF THE BIENNIUM BY AN AMOUNT EQUAL TO ONE-HALF of the savings resulting from the 24 elimination of a position that--is--not--critical--to--the 25

1	deliveryofdirectservices. THE OFFICE OF BUDGET AND
2	PROGRAM PLANNING SHALL REDUCE THE DEPARTMENT'S APPROPRIATION
3	FOR THE FIRST YEAR BY A LIKE AMOUNT. THE INCREASED
4	APPROPRIATION IN THE SECOND YEAR OF THE BIENNIUM may be
5	expended at the discretion of the department head, provided
6	that the expenditure is consistent with the goals and
7	objectives of the department. The remaining one-half must
8	revert to the original funding source. This subsection (e)
9	does not apply to an agency allocated to a department IN
10	EITHER YEAR OF THE 2 YEARS OF THE BIENNIUM for
11	administrative purposes, as provided in 2-15-121. Section
12	17-7-138 does not apply to this subsection (e)."
13	NEW SECTION. Section 2. Effective date. [This act] is

14 effective on-passage-and-approval JULY 1, 1993.

-End-

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# OFFICE OF THE GOVERNOR

STATE OF MONTANA



STATE CAPITOL Helena, Montana 59620-0801

MARC RACICOT GOVERNOR

April 16, 1993

The Honorable Fred Van Valkenburg President of the Senate State Capitol Helena MT 59620

The Honorable John Mercer Speaker of the House State Capitol Helena MT 59620

Dear President Van Valkenburg and Speaker Mercer:

In accordance with the power vested in me as Governor by the Constitution and laws of the State of Montana, I hereby return Senate Bill 71, "AN ACT ALLOWING DEPARTMENT HEADS TO ELIMINATE UNNECESSARY ADMINISTRATIVE POSITIONS WITHIN A DEPARTMENT; PROVIDING A FISCAL INCENTIVE TO THE DEPARTMENT HEAD TO REDUCE ADMINISTRATIVE POSITIONS WITHIN A DEPARTMENT; AMENDING SECTION 2-15-122, MCA; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE," with the attached amendments for the following reasons.

Senate Bill 71, according to its title, is intended to provide a fiscal incentive to directors of state agencies to eliminate unnecessary positions within their agencies. It provides that an agency's appropriation may be increased in the second year of the biennium by an amount equal to one-half of the savings resulting from the elimination of a position in the first year of the biennium. However, the bill also reduces the agency's appropriation for the first year by a like amount. This latter feature of the bill is actually a disincentive to the elimination of positions in state agencies since an agency's base-year budget would be reduced by half of the savings.

For example, an agency may find that they can contract for a particular service and eliminate positions. When they move a portion of the savings to the subsequent fiscal year to pay for the contract, they lose part of the appropriation authority in their

**A** •

Page 2 April 16, 1993

base year. It seems unlikely that agencies will take advantage of that option. Under the current budget statute, an agency can eliminate the position and use the entire savings in the first year of the biennium as well as have the entire savings from the vacancy in the second year.

Therefore the incentive to eliminate positions which is addressed in the title of the act does not exist unless the language that authorizes a reduction in an agency's appropriation is struck from the bill.

I urge your consideration of this proposal.

Sincerely,

Mare Ra

MARC RACICOT Governor

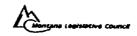
GOVERNOR'S AMENDMENTS TO SENATE BILL 71 (REFERENCE COPY) April 16, 1993

1. Page 4, lines 1 through 3.
 Strike: "THE" on line 1 through "AMOUNT." on line 3

Gov's Amend. CR HI

1 SENATE BILL NO. 71 1 2 INTRODUCED BY TOWE, B. BROWN 2 3 4 A BILL FOR AN ACT ENTITLED: "AN ACT ALLOWING DEPARTMENT 5 HEADS TO ELIMINATE UNNECESSARY -- ADMINISTRATIVE POSITIONS б WITHIN A DEPARTMENT: PROVIDING A FISCAL INCENTIVE TO THE 7 DEPARTMENT HEAD TO REDUCE ADMINISTRATIVE POSITIONS WITHIN A DEPARTMENT; AMENDING SECTION 2-15-112, MCA; AND PROVIDING AN 8 9 INNEDIATE EFFECTIVE DATE." 10 11 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MONTANA: 12 Section 1. Section 2-15-112, MCA, is amended to read: 13 "2-15-112. Duties and powers of department heads. (1) 14 Except as otherwise provided by law, each department head 15 shall: 16 (a) supervise, direct, account for, organize, plan. 17 administer, and execute the functions vested in the 18 department by this chapter or other law; (b) establish the policy to be followed by the 19 20 department and employees; 21 (C) compile and submit reports and budgets for the 22 department as required by law or requested by the governor; 23 (d) provide the governor with any information that he 24 the governor requests at any time on the operation of the

25 department;



(e) represent the department in communications with the governor;

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25 necessary subordinate positions and abolish unnecessary

-2- SB 71 REFERENCE BILL: INCLUDES GOVERNOR'S AMENDMENTS DATED 4-16-93

#### l positions;

2 (i) maintain a central office in Helena for the
3 department and such maintain other facilities throughout the
4 state as may be required for the effective and efficient
5 operation of the department.

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11	administrative purposes, as provided in 2-15-121. Section
12	17-7-138 does not apply to this subsection (e)."
13	NEW SECTION. Section 2. Effective date. [This act] is
14	effective on-passage-and-approval JULY 1, 1993.

#### -End-

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SB 71

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