
FISCAL UPDATE Article

Fiscal Services Division

September 22, 2023



Ground Floor, State Capitol Building

Des Moines, Iowa 50319

515.281.3566

CUSTOMER COUNCIL MEETING — SEPTEMBER 2023

Meeting. The Customer Council meeting was held on Tuesday, September 12, 2023. The Council provides a link between the Department of Administrative Services (DAS) and the agencies it serves. Employees from customer agencies serve on the Council and represent small-, medium-, and large-sized agencies. The Council oversees utility services and associated rates as provided by the five DAS enterprises: General Services (GSE), Human Resources (HRE), Central Procurement and Fleet Services (CPFSE), General Counsel Enterprise (GCE), and State Accounting (SAE). The following actions were proposed and adopted by the Council:

Action Taken on FY 2024 Rates Set on an Annual Basis. The per mile and daily rates for each vehicle class were increased as follows:

- Compact: per mile from \$0.34 to \$0.46, daily from \$17.00 to \$23.00.
- Midsize: per mile from \$0.36 to \$0.48, daily from \$18.00 to \$24.00.
- Full-Size: per mile from \$0.37 to \$0.52, daily from \$18.50 to \$26.00.
- Minivan: per mile from \$0.40 to \$0.60, daily from \$20.00 to \$30.00.

Action Taken on Proposed Rate Changes for FY 2025:

- Maintained the Merit and Non-Merit Employment Services rate at \$73.44 per filled position. During the August 2022 meeting of the Customer Council, increasing the rate to \$90.00 per filled position was proposed.
- Added the NEOGOV Applicant Tracking and Recruiting service and corresponding rate of \$21.56 per filled position. The NEOGOV system provides State agencies with applicant tracking and the Attract recruiting functionality tool.
- Increased the Labor and Legal Services rate from \$41.61 to \$49.68 per filled position. This is a result of adding one additional full-time equivalent (FTE) position for an attorney. The rate provides funding for legal advice regarding personnel matters; collective bargaining with employee representatives; matters pending before the Public Employment Relations Board (PERB); preparing for and conducting grievances, arbitrations, and administrative hearings; and classification appeals.
- Increased the Employee Relations rate from \$36.00 to \$45.60 per filled position. This is a result of adding one additional FTE position for an investigator. The Employee Relations Team conducts investigations into alleged employee misconduct. The issues investigated include, but are not limited to, workplace violence, sexual harassment, and discrimination of all types.
- Decreased the Fleet Management rate from \$256.83 to \$252.00 per vehicle per year. The Fleet Management rate provides funding for the administration of the State's vehicle fleet to include the fuel card program, vehicle repairs administration, State and federal statutory compliance for alternative fuels and Corporate Average Fuel Economy (CAFE) requirements, and industry recalls and technical advisories.
- Increased the Risk Management (Vehicle Self Insurance — Other) rate from \$432.00 to \$480.00 per vehicle per year. This rate is reviewed annually and is dependent on fleet size and claims experience.
- Increased the Association — Complex rate from \$7.00 to \$7.25 per square foot. The association rate is based on the square footage occupied by an agency, including a pro-rata share of the common areas in the building, and covers various maintenance, services, energy generation, and administration expenses.

- Increased the Design and Construction (D/C) Services rate from \$110.00 to \$115.00 per hour. The D/C rate provides funding for the management and oversight for State agencies involved in facility design, construction, renovation, and energy management. The rate is based on the actual expenditure of the D/C operation and is billed to the infrastructure project.

Additional Information. The [2023 Iowa DAS Business Plan and Report to the Customer Council](#) provides brief descriptions of all DAS utility services and methodologies that were reviewed and approved by the Customer Council. Additional information is also available on the DAS website [here](#).

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