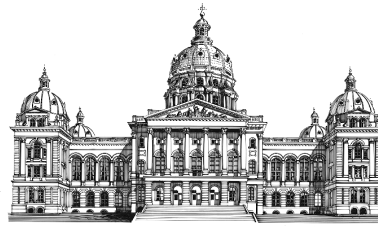


Iowa Legislative Fiscal Bureau

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State Capitol
Des Moines, IA 50319
September 21, 1992

Effects On Departmental Budgets For Last Three Years

ISSUE

Update on Department responses to Legislative Fiscal Bureau (LFB) request for information regarding the effects of the various General Fund budget adjustments experienced from FY 1991 to FY 1993.

AFFECTED AGENCIES

Update on Department responses to Legislative Fiscal Bureau (LFB) request for information regarding the effects of the various General Fund budget adjustments experienced from FY 1991 to FY 1993.

BACKGROUND

Many State agencies and programs funded by the General Fund have been reduced, eliminated, or altered substantially to meet the State's budgetary constraints. These funding reductions began with the Governor's Budget Austerity Plan of July 1990 (FY 1991), and continued through the FY 1993 across-the-board cuts and other reductions of the Second Extraordinary Session of the 1992 Legislature. Other reductions include: FY 1991 deappropriations in HF 173 and SF 532, FY 1992 across-the-board cuts of 3.25%, 0.62%, and 2.6 million, deappropriations in SF 2116 and SF 2367, and Reduction In Force savings. The LFB asked all State agencies to describe the cumulative effects of these reductions on the programs under their purview. A sample copy of a request letter is attached (Attachment 1).

The majority of the Departments responded in detail (copies of the detailed Department responses are available from the LFB). Responses have not been received from the Department of Education, the University of Iowa, the Department of Agriculture, the Department of Inspections and Appeals, and the Campaign Finance Disclosure Commission. The Department of Human Services (DHS) did respond, but the summary of that response is not included in Attachment 2 due to followup by LFB staff. The DHS response summary will be made available at the meeting on Monday, September 21, 1992.

After the responses were received, the LFB staff summarized and entered the information into the standard format document attached (Attachment 2).

BUDGET IMPACT

Department responses indicate that a large part of the impact of the funding reductions fell on contract and non-contract employees who lost their jobs, and non-contract employees who did not receive merit increases for a year or more. Additionally, reduced aid to local governments and citizens, travel reductions, reductions in grants, shifting funding to other State and federal funds, and deferred maintenance are listed by the majority of Departments as casualties of the reduction in General Fund growth and expenditure. A few agencies mentioned that budget constraints forced the return of federal dollars due to the lack of matching State funds.

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STATE CAPITOL
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STATE OF IOWA
LEGISLATIVE FISCAL BUREAU

TO: Larry Wilson, DNR

FROM: Jeff Robinson, LFB

DATE: August 7, 1992

Many State agencies and programs funded by the General Fund have been reduced, eliminated or altered substantially to meet the State's budgetary constraints. These funding reductions began with the Governor's Budget Austerity Plan of July 1990 (FY 1991), and continued through the across-the-board cuts and other reductions of the 2nd Extraordinary Session of the 1992 Legislature. The Legislative Fiscal Bureau (LFB) has been asked to gather information concerning the impact of the past few years of tight budgets upon State agencies and programs. Please provide a narrative answer to the following question and forward it to the LFB by August 21.

Review the changes since the beginning of FY 1991 that have taken place in DNR programs funded by the General Fund. The changes discussed should be the result only of the reduction in General Fund dollars. If the reduction in available funds has resulted in positive impacts, such as the elimination of unneeded services or efficiencies in operations, identify these in your reply. Please include references to the following major areas, where relevant.

1. Program changes
2. Service to citizens
3. Service to other agencies
4. Service to your own agency
5. Impact on federal and other State funds (funding source shift, loss of match)
6. Impact on employees (layoffs, furloughs, delayed salary increases, etc.)
7. Impact on future expenditures (deferred maintenance, etc.)

If at anytime you have questions concerning this request, please contact me at 1-6767, or through PROFS at JROBINS. Thank you.

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
ADMINISTRATION SUB.		
Department of General Services	Overall Impact	Reduction in General Fund appropriations by 9.3% in FY 1992 and funding at basically the same level for FY 1993. Laid off 26 employees. Attrition without replacement of 50 employees. No merit increases for non-contractual employees for FY 1992. Funds were transferred from Information Services to Property Management and Printing/Mail/Records to avoid layoffs.
	Productivity Increases	Area covered by custodians increased by 20%. Number of impressions per employee in Centralized Printing increased by 25%. Purchase orders processed per agent increased by 39%. Vehicle Dispatcher Division's flat rate labor repair hours increased 15% per mechanic. Number of jobs processed per Information Services Division employee increased by 43%. Number of stations worked increased by 11% per Communications Division employee.
	Specific Impacts	Printing/Mail/Records Management: Combined divisions and eliminated a division administrator position. Information Services: Backlog of computer applications increased from 70 days to 78 days. Personnel shortages reduced ability to provide adequate backup. Limited hardware and software advancements. Improved information access software not acquired. Property Management: Less spent on preventative maintenance and repairs on Capitol Complex. Capitol Building interior restoration painting reduced by one-third. Limited coordination of collocation off Capitol Complex.
Governor		Left an Administrative Assistant position open. Other staff picked up increased workload. No merit increases in FY 1993. Staff reduction at Terrace Hill. Gave interns more responsibilities. Attempting to increase fundraising to support Terrace Hill facility.
Drug Enforcement and Abuse Prevention Coordinator		Office was created in FY 1990 and added Governor's Alliance on Substance Abuse (GASA) in FY 1991. Budget has been reduced by 25% since FY 1990. Have relied on federal funding to sustain the Office. Salary increases and equipment updates have been delayed.
	Iowa SAFE Communities	Technical assistance for development of grassroots substance abuse prevention programs has been limited due to funding constraints.
	Drug Control and System Improvement Grant (GASA)	Reduction in State General Fund match money has reduced funding for administration purposes. Have maintained staffing levels, but have had to reduce technical services to communities such as site monitoring visits, printed materials, and evaluation of grant programs.

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
Department of Management	Program Changes	The planning function of the Department of Management (DOM) has been reduced, including a reduction in statewide strategic planning.
	Executive Branch Support	The Department's assistance to other agencies has been reduced, however assistance to other agencies has been increased by the Total Quality Management (TQM) effort.
	Support Services	With only 2 support staff, most staff members have learned to operate in a more self-sufficient fashion. Because the support staff reductions are likely to be permanent, the Department has undertaken a technology upgrade through a 5-year lease-purchase of computer equipment. As the system becomes operational, it should improve service inside the agency and reduce duplication of effort and rework.
Department of Personnel	Overall Impact	Budget reduced by 18% since FY 1991. Postponed filling vacancies. Five persons laid off. Relinquished 10 vacant positions. Restricted out of state travel for conferences. Postponed replacement of carpet.
	Personnel	FY 1992: Capped merit increases at 3%. Imposed 2-day furlough for all staff making more than \$20,000. FY 1993: Reclassifications and promotions frozen. No merit increases awarded.
	Services	Issued minimal updates to policy and procedure manuals. Ceased publication of newsletters to employees and supervisors. Stopped providing multiple copies of forms to other departments. Canceled attendance at career fairs and other recruitment of minorities and persons with disabilities. Disconnected toll free job-opening telephone lines. Limited time for working with training contractors, new course development and learning new training methods (TQM has increased demand for training). No funds for Employment Law and Labor Relations Bureau to purchase legal resource materials or to hire interns or research assistants; limited time to prepare witnesses. Field personnel staff reduced and remaining staff cover larger territories. Time for advice and counseling to departments reduced.
Department of Revenue and Finance		Lost funding in some areas and gained in others. Gains in centralized collections and taxpayer services. (Integrated Revenue Information System (IRIS) project has progressed slower than planned. Delayed responsiveness to taxpayer inquiries. In general, reductions to tax enforcement activities reduced revenues collected by the State.

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
Secretary of State		Cuts have been absorbed by staff reductions through attrition (from a high of 47 FTE positions to a projected 38 FTE positions). Level of service is being maintained by consolidation of responsibilities among available staff. Savings also came from reduced information publications and number of Redbooks.
Office of State-Federal Relations		General reductions in subscriptions to computer services and operating budgets, including reduced mailings of information. Further reductions are likely to reduce the ability of the Office to maintain information flow regarding federal funding issues.
Treasurer	Staffing	Five persons have left the Office since FY 1990, nearly a 20% turnover in staff. Delayed filling vacancies which puts pressure on remaining staff. Lack of timeliness and personnel endangers internal controls and has decreased the level of service to citizens and other agencies.
	Remaining Budget	Cut areas other than personnel by 57% to maintain staffing. The Treasurer's Office cut travel, reduced overnight deliveries, canceled subscriptions, purchased fewer resource and educational materials, cut printing costs, downgraded telephone services, avoided work by General Services, canceled various equipment maintenance agreements, canceled a vault security system, and reduced equipment purchases. Various costs were shifted to non-General Fund sources when possible.

AGRICULTURE AND NATURAL RESOURCES SUB.

Department of Agriculture and Land Stewardship (DALs)		<i>The Department of Agriculture and Land Stewardship did not respond to the inquiry in the time frame necessary for inclusion in this document.</i>
Department of Natural Resources (DNR)	Legal Services	The DNR's staff attorneys have been transferred from the Coordination and Information Division to the Environmental Protection Division. A larger percentage of the cost will now be paid by dedicated funding sources, as opposed to the General Fund.
	Conservationist Magazine	Publication has been changed from monthly to bi-monthly (total pages per year will not change). The subscription price will increase beginning January 1, 1993.
	Parks Management	Nine full-time positions are being held vacant. More work is being done with seasonal help. Certain program activities have been eliminated.
	Forest and Forestry	Modest reduction in maintenance of day-use areas. Inmate labor has been used in place of part-time help at the State

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT

PROGRAM

EXPLANATION

nursery. The time needed to respond to landowner requests for services has increased somewhat.

Energy and
Geology

Federal and Oil Overcharge Funds used to support the Division's research drilling crew have run out. The Department will not be able to continue this function with General Fund dollars.

Green Thumb
Program

Program funding has been cut nearly 50% over the past 2 years. The DNR has asked the Department of Economic Development to amend its Green Thumb rules to allow all of the funding to be used at the State level. This would eliminate the local program.

Service to
Citizens

Response to citizen requests for flood plain permits, timber buyer bonds, and landowner forestry services has slowed. Grounds maintenance at parks has been reduced.

Services to Other
Agencies

Requests from other agencies for research drilling will be impacted in FY 1993. Response to requests for information from agencies such as LFB, DOM, and IDOP have become problematic.

Services to DNR

Records management has been impacted significantly. Travel has been reduced, which impacts the Environmental Protection Division significantly, as most staff training is conducted out-of-state.

The Construction Services Bureau (capital project design) has been reduced from 21.5 to 16.0 FTE positions. Central coordination of DNR staff safety training has been eliminated.

Impact on Federal
and Other State
Funds

General Fund constraints have resulted in the use of federal and earmarked State funds for a broader array of DNR programs.

Impact on
Employees

The DNR absorbed most of the budget reductions over the past few fiscal years by maintaining a substantial number of vacancies, but non-contract staff will receive standard merit increases in FY 1993.

Impact on Future
Expenditures

Motor vehicle replacement has slowed, resulting in vehicles being operated beyond the usual replacement period. Equipment replacement has been deferred, and is becoming a problem in some divisions. Some equipment has been lease-purchased.

Impact on Future
Expenditures

Reductions in Resource Enhancement and Protection (REAP) and Marine Fuel Tax appropriations have deferred many renovation and development projects.

**ECONOMIC
DEVELOPMENT
SUB.**

Department of
Economic

Department wide

Salary and related costs in many program areas, despite the Reduction In Force (RIF) and hiring freezes, consumed the

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
Development (DED)		major percentage of budgets, leaving fewer funds for operating and other program expenses. Many of the DED's programs are operating below 50% of the FY 1990 appropriations.
	Community and Rural Development Program	Both the RIF and legislatively initiated personnel reductions have stretched the remaining staff. While the DED can still handle the basic functions mandated by federal and state requirements, it is more difficult to keep current with interagency coordination, linkages with other organizations, long term policy development, and program evaluation.
	Tourism Operations	The reduction of field staff in this area means community requests for assistance in such programs as Main Street, Community Economic Preparedness (CEPP), housing planning, rural development programs, and others must be abbreviated or delayed.
	Financial Assistance and Training Programs	Technical support to communities preparing for tourism was curtailed by the elimination of a staff position in FY 1992. Staff reductions in these areas mean less oversight and technical help to companies that have received State assistance.
	Business Development/ National Marketing Programs	The loss of 3.0 FTE positions in these areas has impacted the State's ability to communicate Iowa's message to corporate decision makers, reduced staff contacts with communities and businesses on special projects, and reduced the database and follow-up capabilities of the DED.
	Small Business New Jobs Training Program/Iowa Retraining Program	The consolidation of the these 2 programs has helped to mitigate the impact of the reductions and the loss of staff positions. The DED has utilized such consolidations to cross-train staff.
	Strategic Investment Fund	The creation of the Strategic Investment Fund has mitigated the impact of the reductions and loss of staff positions.
	Iowa Product Development Corp. (IPDC)	Assuming that the average IPDC investment is \$100,000 per company, the decrease in the General Fund appropriation of \$1.5 million 3 years ago to \$900,000 for FY 1993 restricts DED's investment to 6 fewer companies.
	Community Economic Betterment Account (CEBA)	The impact of reduced funding for CEBA translates into fewer State assisted job opportunities for Iowans. Since the inception of the CEBA Program in 1986, the average State investment in each job actually created has been \$1,582. Using that number as a guideline, the \$1.4 million reduction in State funding for CEBA from FY 1991 to FY 1993 will mean that roughly 900 fewer job creation opportunities will be assisted by the State during FY 1993.
	Export Trade	The demand for ETAP assistance far exceeds the funding

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
	Ass't Program (ETAP)	available for the Program. In FY 1992, almost 25% of the qualified applicants were turned away due to lack of funding.
	International Marketing	Fewer direct services are being offered to Iowa companies by the Des Moines staff and Foreign Offices. Foreign travel has been curtailed making trade activities more reliant on telemarketing and mail opportunities. Participating companies are paying higher participation fees, which may adversely impact some smaller and new-to-export companies.
	Iowa Procurement Outreach Center (IPOC)	IPOC is partially funded with a federal grant and is currently operating with an unfilled position. Not only does this vacancy limit the number of clients that can be served, it may raise a red flag with the grant oversight process since the contract is based on a staffing level of 3 positions.
	Revolving Fund Accounts	Decreased funding and "scooping" of unspent funds in the various revolving accounts has precluded the DED from achieving its goal of making a number of the funds partially or fully self-sustaining.
	Alternative Funding Strategies	The DED has been developing positive relationships with the private sector. Private partners make financial contributions to marketing campaigns, programs, and special projects, particularly as it relates to national, international, tourism, and film promotion projects.
		The DED has been seeking funding from other governmental sources, such as the Agency for International Development of the U.S. State Department and the U.S. Economic Development Administration.
Internet	Overall Impact	<p>Positive Impact: Reduced funding can be seen in the frequent evaluation of the effectiveness of programs, the ongoing need to clarify priorities in programming. The field education and training programs have become primarily self-sustaining financially through assessment of program fees to companies.</p> <p>Negative Impact: Internet has been under continual review for elimination since FY 1990, the year it was established. The reduction in funding has impacted services the organization provides to Iowa businesses. Contracted market research for specific discretionary projects has been reduced, limiting in-depth research services that can be used to assist Iowa businesses with international trade. Private contracts for newsletter and other information dissemination services have been eliminated, creating heavier in-house work loads as these critical programs have a high priority for Internet's mission.</p>

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
	Future Alternatives	Internet intends to direct more effort toward obtaining additional funding from sources other than the State. Primary research projects, in-house research utilizing specialized resources including electronic data bases and services tailored to individual companies will remain under constant evaluation.
Wallace Foundation	Overall Impact	The series of budget recessions has not created major problems for the Wallace Foundation. The Foundation has received appropriations of "a lump sum" amount. The funds are allocated to a series of programs through a strategic planning process based upon the discretion of the Board of Directors. Because the Foundation's funds are used primarily for special projects, no ongoing programs or activities in industry or institutions have had to be abandoned due to the withdrawal of the Foundation's financial support.
Finance Authority	Overall Impact	Budget reductions have had no significant impact on the Authority's ability to implement the Housing Improvement Fund.
EDUCATION SUB.		
College Student Aid Commission (ICSAC)	Administration	Maintained 4 vacancies over the period of time. This adversely affected the quantity and quality of available service. This is evidenced by slower responses to telephone calls and correspondence.
	Student Aid	Student aid payments were substantially slowed due to lack of programming support in State data processing. This had a substantial impact on students and schools. This has resulted from reductions in the Centralized Data Processing budget rather than the ICSAC budget.
	Tuition Grants	The number of students aided has been reduced by 232. For FY 1993, a reduction in the grant amount is planned, but the amount has not yet been calculated.
	Voc-Tech Grants	The number of students aided has been reduced by 452. A reduction in the FY 1993 grant of \$75 per grant is planned.
	State Scholarship Program	The average award has been reduced from \$240 to \$195 per award.
	Work-Study Program	The average award has been reduced from \$803 to \$762.
	Loan Repayment Program	These programs have been eliminated, which included 28 teacher, 12 occupational therapist, 477 nurse, and 297 National Guard repayments.
	Osteopathic Grants/Loans	The maximum grant/loan has been reduced from \$3,000 to \$2,866.
Board of Regents	University of Iowa	<i>The University of Iowa did not respond to the inquiry in the time frame necessary for inclusion in this document.</i>

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT

PROGRAM

EXPLANATION

Iowa State
University

Iowa State University referred to several previously completed documents in response to this inquiry. The summary of the Second Annual Progress Report on Strategic Plans included:

- 1) Internal reallocation of \$24.7 million between FY 1988 and FY 1991.
- 2) FY 1992 internal reallocation of \$5.2 million for employee benefit increases, utilities, library acquisitions, faculty promotions, student scholarships, hiring minority faculty, and mid-year opening of the Molecular Biology Building.
- 3) Laid off 105 merit employees (87 FTE positions) as a result of the RIF Plan and a total of 300 FTE positions were eliminated.
- 4) Precluded long-term faculty hires and multiple-year program development.
- 5) Elimination of Plant Pathology undergraduate major.
- 6) Elimination of undergraduate program in Art Education.
- 7) Combined programs in Agronomy to consolidate majors.
- 8) Discontinued graduate majors in Poultry.
- 9) Suspended enrollment in the M.S. degree in Architectural Studies.
- 10) Reorganized administration of College of Engineering.
- 11) Merged certain curriculums in College of Family and Consumer Sciences.
- 12) Merged certain departments within College of Family and Consumer Sciences.
- 13) Consolidated scheduling of Scheman Continuing Education facility.
- 14) Consolidated certain departments relating to zoology and genetics.
- 15) Reorganized Extension Service.
- 16) Changed offerings of Residence Food Service.

University of
Northern Iowa

- 1) Program changes:
 - A. Eliminated Business Education Graduate Program.
 - B. Eliminated Earth Science Graduate Program.
 - C. Eliminated Industrial Technology Education Program.
 - D. Eliminated Home Economics Vocational Program.
 - E. Eliminated Iowa Principal's Academy.
 - F. Reduced summer school sections by 36%.
 - G. Elimination of Associate Dean and reduced funding for administrative support.
 - H. Elimination of Coordinator of External Relations in College of Business Administration.
 - I. Elimination of Educational Research and Development Center in College of Education.
 - J. Elimination of position of Director of the Office of

**SUMMARY OF DEPARTMENT RESPONSES
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PROGRAM

EXPLANATION

- Academic Achievement in Provost's Office.
- K. Elimination of Regents London Program.
- L. Reduction of Distinguished Scholar Program in the Graduate College.
- M. Reduction of storekeeper program in College of Education.
- N. Reduction of technical support in College of Humanities and Fine Arts.
- O. Reduction of student wage accounts in the Media Center.
- P. Reduction of support to Broadcasting Services, College of Humanities and Fine Arts.
- Q. Reduction of secondary school activity supplies and services at the Price Laboratory School.
- R. Suspension of implementation of Oral Communication requirement in General Education.
- S. Restructuring of campus education.
- T. Elimination of Bookkeeping Office Practice Program at the Price Laboratory School.
- U. Elimination of Community Corps Tutoring Program in College of Education.
- V. Elimination of Training and Development Certificate program in College of Business Administration.
- W. Suspension of Chinese Language Program.
- 2) Services to Citizens
 - A. Fewer staff available to respond to requests and inquiries.
 - B. Less promptness in answering and returning phone calls.
 - C. Difficulties in accessing continuing education and professional development opportunities.
- 3) Service to Other Agencies
 - Same as #2
- 4) Service to Students
 - A. Inability to stay current with latest developments in faculty disciplines because of the reduction in travel funding.
 - B. Lack of equipment for basic instruction.
 - C. Fewer sections of course offerings, with less access to faculty because of the larger class size.
 - D. Longer waits for assistance in registration, scheduling, academic advising, counseling, and placement.
 - E. Campus Recreation reduced 20% in services.
- 5) Service to Institution
 - A. Loss of 16 custodian positions resulted in inability to effectively clean buildings.
 - B. Building security has become a secondary function as a result of the level of staffing necessary to demands regarding crime prevention.

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT

PROGRAM

EXPLANATION

Iowa Braille and
Sight Saving
School

- C. Lack of equipment inventory necessary for auditing.
- D. Lack of training for computing facilities for faculty and staff.
- 6) Impairment of required matching for federal funding.
- 7) Impact on employees.
 - A. Low morale which can be caused by increased staff demands.
 - B. Clerical tasks performed by faculty and staff.
 - C. Required time for implementation of layoffs, back pay, and budget reductions in lieu of service to the University.
 - D. Stress.
- 8) Impact on Future Expenditures.
 - A. Inadequate budget for building repairs and renewal.
 - B. Deleterious effect on educational programs.
- 1) Program Changes Elimination of 1 classroom.
 - A. Reduction in the daytime staff to student ratios.
 - B. Elimination of music consultation services.
 - C. Reduction in the evening and weekend staff to student ratios.
 - D. Elimination of a Custodian II position.
 - E. Reduction in school wide inservices, travel, and supply budgets.
 - F. Reduction in school wide equipment budget.
 - G. Reduction in facility repair and service budget.
 - H. Elimination of Clerk Typist II, Foodworker II, Secretary I, Custodian I, and Power Plant Firer.
 - I. Plans to bus students home every weekend.
 - J. Downsizing of administration by consolidation of 2 positions.
 - K. Reduction of Auditor of State budget by 20%.
- 2) Service to Citizens - Necessary busing of students home every weekend, reducing the amount of educational services delivered to residential students.
- 3) Service to Other agencies - Budget reductions have not affected services provided to other agencies.
- 4) Service to Populations served - Necessary busing of students home every weekend, reducing the amount of educational services delivered to residential students.
- 5) Service to Own Institution - Reduction of services in maintenance, custodial, food service, secretarial support, administrative support, and new construction of facility improvements.
- 6) Impact on other funding - Reductions have had no effect on other funding.
- 7) Impact on employees - Layoffs, positions not filled, and position schedules modified.
- 8) Impact on future expenditures - Accumulation of deferred maintenance, and backlog of necessary equipment purchases.

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT

PROGRAM

EXPLANATION

Iowa School for
the Deaf

- 1) Decreased employee positions by 28%.
- 2) Difficulty in providing appropriate education.
- 3) Eliminated Home Economics Program and contracted with the Lewis Central School District to provide the classroom instruction.
- 4) Postponed the Parent Infant Institute.
- 5) Reduced custodial services by 1.5 FTE positions.
- 6) Eliminated the Media Services department
- 7) Reduced storeroom staff by 50%.
- 8) Unable to employ a School Psychologist.
- 9) Increased Houseparent/Student ratios.
- 10) Unable to purchase needed equipment for the Math/Science Program.
- 11) Increased deferred maintenance needs.
- 12) Unable to purchase needed computer equipment.
- 13) Unable to provide appropriate transitional services for graduating students.

Department of
Education (DE)

The Department of Education did not respond to the inquiry in the time frame necessary for inclusion in this document.

Department of
Cultural Affairs
(DCA)

Arts Council

Total funding has been reduced 26.5% and FTE positions have been reduced 15.4%. The Artist Endowment Fund, Town Squares Program, Annual Arts Conference, Touring Arts Team Program, Special Constituencies Program, and Folk Arts Programs have been eliminated. The Administrative support budget has been reduced 25% and the data services support budget has been reduced 57%.

Cultural Grants

Total funding has been reduced 22.7%. The change in percent allowed for administrative cost from 5% to 1% may require changing the grants from cost reimbursement to a cash advance or reducing the number of site visits. Community Cultural Grants have been reduced 25% and Cultural Enrichment Grants have been reduced 15%.

Historical Society

Total funding has been reduced by 22.3% and FTE positions have been reduced 17.8%. Funding for historic sites has been reduced. The Administration Bureau staff has been reduced by 26% and support by 40%. The State funded Historic Preservation grants have been eliminated. The Museum Bureau has had reductions in staff of 18%, education support of 84%, sites support of 42%, and conservation has been eliminated. The Publication/Education Bureau has had reductions in staff of 33%, field services support of 58%, and the development office has been eliminated. The Library Bureau has had reduction in staff of 28%.

DCA
Administration

Total funding has been reduced by 71.2% and FTE positions have been reduced by 72.7%.

Effects on Services: Individuals and organizations will be competing for fewer grant dollars. There will be delays in providing information.

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

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EXPLANATION

Impact on Federal Funds: Federal dollars will be lost for lack of sufficient matching funds in the Folk Arts Program. One area that is beginning to present a problem is the lack of federal dollars to cover the cost of salary increases for federally funded positions.

Impact of Employees: Since the start of FY 1991, DCA has had layoffs of 12 full-time staff and are in the process of reducing 2 staff to part-time. Merit steps for non-contract staff have been delayed until September 4 and will be only half of a normal increase.

Impact on Future Expenditures: The issue of inability to replace equipment is beginning to compound itself.

**HEALTH AND
HUMAN RIGHTS
SUB.**

Department for
the Blind (DFTB)

General
Information

The DFTB's General Fund budget was reduced by \$138,710 in FY 1991 and \$130,551 in FY 1992. As a direct result, the DFTB returned unmatched federal funds of \$325,000 in FY 1991 and an estimated \$700,000 for FY 1992. Four FTE positions were eliminated and 7.0 FTE positions were left unfilled during FY 1991 and FY 1992.

General Office

One receptionist position was eliminated, which included the operation of the switchboard in the Des Moines Central Office. As a result, clerical services have been negatively impacted for the entire DFTB. Professional staff are now spending time typing their own reports and other paper work required by federal regulations.

Orientation and
Adjustment
Center

One of 6 teaching positions was eliminated. The reduction has resulted in reducing the number of blind students participating in the center by up to 18.0%.

Center for
Independent
Living

One of 5 teacher/counselor positions was eliminated. The reduction has resulted in the State being redivided into 4 areas. The miles each teacher/counselor is required to travel has resulted in a reduction of approximately 20.0% of the persons participating in this Program.

Sioux City
District Office

As a result of reduced resources the DFTB closed the Sioux City District Office. The closing caused the elimination of a clerical position. Blind persons in the Council Bluffs and Sioux City areas must now contact the Des Moines Office to receive services which has resulted in inconveniences and delays for the clients of the DFTB.

Library

The inability to fill vacancies in the DFTB's Library has had a direct impact on the 8,000 blind and physically handicapped library patrons. The DFTB is moving from a manual to an automated circulation system. Staff is needed for data conversion, maintenance, and reconciliation. The slow down in these areas has impacted the DFTB's ability to provide

**SUMMARY OF DEPARTMENT RESPONSES
EFFECTS OF BUDGET REDUCTIONS - FY 1991 TO PRESENT**

SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
Civil Rights Commission (CRC)	General Information	direct services on a timely basis. The CRC's General Fund budget was reduced by \$73,845 in FY 1991 and \$80,051 in FY 1992.
	Impact on Programs	<ol style="list-style-type: none"> 1) Processing Civil Rights Complaints. The processing of complaints is defined by Section 601A, <u>Code of Iowa</u>, and, therefore, can only be changed or eliminated by legislation. The result of the reduction of funds is the processing of fewer complaints. 2) Educational Programs. As a result of the reduction of funds to the educational programs, the CRC has requested assistance through subsidy of staff travel costs by groups requesting programs and provided programs only when assistance was received.
	Services to Citizens	Service to citizens in the areas of processing complaints and educational programs has been somewhat reduced. The inventory of complaints pending (backlogged cases) has increased during the past 2 fiscal years and several requests for educational programs have been denied due to fiscal restraints.
	Services to CRC	The elimination of 6.0 FTE positions from the CRC has resulted in a redistribution of duties within the agency. Because of the nature of processing civil rights complaints, the function of reception must be performed at all times during working hours. The elimination of the CRC receptionist has resulted in other staff being assigned this duty on a scheduled basis thereby reducing the time available to perform their existing duties. Reception services have been maintained, but at a sacrifice to the overall service of the CRC.
	Impact on Federal and Other State Funds	As a direct result of the loss of State funds, the CRC lost federal funds of \$9,000 in FY 1991 and an estimated \$39,600 for FY 1992.
	Impact on Employees	Six FTE positions were eliminated and the remaining 27.0 FTE positions were furloughed for 5 days.
Department of Elder Affairs (DEA)	Impact on Programs	<ol style="list-style-type: none"> 1) Integrated Case Management for the Frail Elderly Program. The FY 1991 appropriation increased the Case Management Program funds by \$150,000 to expand the Program and establish an FTE position to assist in the development and monitoring of case management programs in the State. However, \$60,000 was deappropriated which resulted in elimination of the planned position and a reduction in the planned expansion. 2) Elder Law Program. In FY 1991 the funds for the Elder Law Program were reduced and the program was eliminated for FY 1992. 3) Older Iowans Legislature. The Older Iowans Legislature

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appropriation was eliminated for FY 1993. An Older Iowan Legislation Foundation has been established in the DEA.

4) Care Review Committee Coordinators Program. The FY 1992 Care Review Committee (CRC) Coordinators appropriation was reduced by approximately 33.3% for FY 1993. As a result, the area agencies on aging are reducing the amount of staff time available for the recruitment and training of care review committee members.

Services to
Citizens

- 1) Expansion activities of the Integrated Case Management for the Frail Elderly Program have not occurred due to a lack of funding.
- 2) Services through the following programs have been reduced due to a lack of funding: Elderly Services Program; Retired Seniors Volunteer Program; Alzheimer's Disease Support Program; and, CRC Coordinators Program.
- 3) With the elimination of the Elder Law Program, law students and legal practitioners have not been receiving the same level of education on the legal issues of the older population and nursing home residents who were represented by the grant have not been receiving representation.

Services to Other
Agencies

The DEA has limited program development, program monitoring, program assessment, and financial monitoring to the area agencies on aging. Without appropriate monitoring, limited resources could be used in an inappropriate manner.

Services to DEA

The reductions in funding and personnel have required that existing personnel in the DEA perform more desk monitoring and assessments of program activities performed by the area agencies on aging.

Impact on Federal
and Other State
Funds

An FTE position was shifted to the Office of the Long Term Care Ombudsman Program to be funded by federal Title III Program funds. As a result of this transfer, support activities in the Field Services Bureau were eliminated.

Impact on
Employees

A computer programmer and a program planner position were eliminated in August 1991.

Department of
Public Health
(DPH)

Impact on
Programs

Three programs were eliminated due to General Fund reductions.

- 1) Capitol Nurse
- 2) Community Nutritionist
- 3) A mosquito and tick study

Services to
Citizens

- 1) Delays in responding to requests for vital records.
- 2) Delays in licensing health professionals and investigating complaints on licensed practitioners.
- 3) Reduction in reimbursements to the Renal Disease Program recipients.
- 4) Increases in waiting for entry in substance abuse

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DEPARTMENT	PROGRAM	EXPLANATION
		treatment programs.
		5) Reductions in services from public health nurses, homemaker-home health aids, health assessments for the elderly, and health services for children.
		6) Reduction in training available to local Emergency Medical Services Providers.
	Services to Other Agencies	1) Unable to inspect all the swimming pools for which fees had been paid. 2) Reduction in the ability to provide technical assistance to a variety of local health agencies.
	Impact on Employees	1) Thirteen FTE positions were eliminated. 2) Non-contract employees did not receive cost-of-living or merit increases in FY 1992. 3) Underfunded appropriations for FY 1993 salaries have postponed merit increases for non-contract employees.
	Impact on Future Expenditures	Since General Fund reductions have eliminated depreciation on automobiles and some equipment, the funds will have to come from available monies in the year these items need to be replaced.
Department of Human Rights (DHR)	Impact on Programs	1) The elimination of the Recreational and Educational Low-Income and Minority Youth Grant Program. 2) The elimination of 2.0 FTE clerical positions, which provided support to several divisions within the DHR. 3) The elimination of a sign language interpreter in the Cedar Rapids Regional Office. 4) A reduction in support services to all divisions of the DHR.
	Services to Citizens	1) The Recreational and Educational Low-Income and Minority Youth Grants provided local communities with a unique and creative service whereby the youth were provided opportunities for service after school and on weekends. This is no longer happening in most communities. 2) The loss of clerical staff has resulted in delays in the distribution or production of information to the constituents represented by the DHR. 3) The loss of a sign language interpreter has resulted in less availability of interpreting service in a portion of the State, thereby slowing the process of meeting the needs of deaf persons in Iowa. 4) The reduction in support services has resulted in fewer staff being available for technical assistance and educational presentations to citizens in need and the public.
	Services to Other Agencies	The loss of clerical staff has resulted in some interagency information being delayed.
	Services to DHR	1) The loss of clerical staff has resulted in the remaining staff taking on additional responsibilities including typing, filing, taking minutes, mailings, etc., which takes the

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DEPARTMENT	PROGRAM	EXPLANATION
		<p>staff members away from the activities they were hired to do.</p> <p>2) The reduction in support services has resulted in fewer subscriptions to beneficial governmental publications, fewer mailings which inform the public, and fewer monitoring visits to grantees.</p>
	Impact on Employees	<p>1) Two clerical and a sign language interpreter were eliminated.</p> <p>2) Several vacant positions were delayed for hiring for a year or more.</p> <p>3) Salary increases were delayed for some of the staff.</p>
	Impact on Future Expenditures	Repairs, replacement, and purchase of equipment have been delayed. These expenditures will be necessary in the future.
JUSTICE SUB.		
Department of Corrections	Custody and Services	Cutbacks are occurring during a time of unparalleled growth in the offender population. To date, 25 employees have been laid off, and 8.1% of all institution positions are vacant. Community Based Corrections (CBC) programs for misdemeanants have been reduced; the effects on the served population has not yet been determined.
	Facilities	Maintenance has been deferred, escalating future repair costs.
Attorney General	Programs and Services	Eliminated the Farm Division by merging staff and functions with other divisions. Scaled back Prosecuting Interns Training Program and will fund from forfeiture funds in FY 1993. Will handle fewer local criminal prosecutions. Reduced consumer protection services. Increased request for extensions to file criminal appeals briefs with Supreme Courts. Farmers Legal Assistance Program and Farm Mediation Program have been reduced and are scheduled to sunset July 1993.
	Personnel	Staff given opportunity for unpaid furlough days. Maintained high vacancy level (15 - 20 positions). Unpaid overtime has increased. Travel and training has been reduced to a minimum. Attorneys are no longer reimbursed for continuing legal education (CLE's). Reduced maximum merit raise from 5% to 2.5% for FY 1993. Increased use of unpaid clerks and interns as much as possible. Accepted donated services (e.g., development of public service advertising on domestic violence by local agency).
Parole Board	Administrative Activities	Limited computer capacity and cannot replace worn-out printers. Decrease in responding to public and official inquiries. Unable to improve reliability and consistency of transmission of Iowa Medical and Classification Center (IMCC) reception and psychological reports to Board computer.
	Information Processing and	Delays in processing revocation materials. Inability to provide computer notification to judges of inmates with

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DEPARTMENT	PROGRAM	EXPLANATION
	Assessment	registered victims or within first year of incarceration. Unable to validate sentence term information on client summary sheet. Unable to develop an accomplice program to match inmate's files for consideration in Board release discussions. Unable to improve risk assessment program. Delay in refinement of early release program.
	Personnel	Reduction of 2.0 FTE positions. Three days furlough for all staff in FY 1992.
Courts	Operations	Changed rules regarding reimbursement for travel to reduce costs by 15%. Implemented Iowa Court Information System (ICIS) and eliminated payments to counties for leasing county computer systems. Instituted bulk purchasing of supplies. Reduced communications costs. Hired full-time judicial referees for less than previously employed part-time referees. Processing by the courts will be delayed.

**REGULATION
SUB.**

Auditor of State (AOS)	Program Changes	Audits continue, but with reduced staff. Because of a legislative change requiring community colleges to pay the full cost of their audits, the Auditor of State will be doing 70% fewer community college audits in FY 1993.
	Services to Other Agencies	Critical oversight has decreased as more private providers are used to perform services which were previously performed by State agencies. Some agencies, such as community colleges, have been granted the authority to select auditors of their own choosing, based on lowest cost rather than the auditor's ability to perform an adequate audit. This lessens State oversight. These factors contribute to the State being less able to ensure the activities funded are being carried out in accordance with legislative directives and achieving the purposes intended.
	Services to the AOS	Certain activities such as staff training and peer review are mandated by federal law and have been continued. Failure to do so may result in loss of federal funds to other State agencies.
	Impact on Employees	No merit increases or promotions have been granted, or are expected to be granted, to employees in FY 1991, FY 1992, and FY 1993. Mandatory furloughs and layoffs have been avoided because of the high turnover of staff. Senior staff have been required to perform functions normally performed by junior staff.
	Impact on Future Expenditures	The AOS has deferred significant discretionary purchases which would be helpful in maintaining the efficiency and effectiveness of audits. These include deferral of computer hardware and software purchases and specialized employee training.

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SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
Campaign Finance Disclosure Commission		<i>The Campaign Finance Disclosure Commission did not respond to the inquiry in the time frame necessary for inclusion in this document.</i>
Department of Employment Services (DES)	Labor Services Division	Many new programs including enforcing the minimum wage law, contractor registration and bonding, asbestos licensing, and hazardous material consulting have been added over the last 10 years with little or no additional funding actually provided due to deappropriations and forced reversions. The DES has dealt with this by relying on partnerships with private groups for educational efforts and through administrative changes.
	Occupational Safety and Health Administration (OSHA)	Specifically for FY 1993: 5 Occupational Safety and Health Administration (OSHA) FTE positions will not be filled resulting in fewer inspections and lower fine revenue; 120 physical hazard safety inspections will not be conducted; and, 84 environmental health inspections will not be conducted.
	Industrial Services Division	The Division has been plagued with high backlogs of contested worker's compensation cases. The Division has undergone some progressive administrative changes and is considering a user fee source of funding. Specifically for FY 1993: the Division will be forced to maintain vacancies in an administrative law judge position and a deputy industrial commissioner position; travel and equipment purchases will be cut; time devoted to data entry of first reports of injury will be cut to reduce data processing costs; the average number of days to dispose of appealed worker's compensation cases will increase beyond 350 days; fewer contested case hearings will be heard resulting in an increase in the average number of days beyond the current 500; purchase of necessary equipment to conduct telephone hearings will be delayed; and, the shelf life of first report of injury claims will increase to more than 50 days.
Department of Commerce	Administrative Services Division	Programs and services have not suffered. Workloads in the areas of Word Processing, PC Support, Computer Operations, and general clerical assistance have diminished allowing functions to be combined and positions eliminated.
	Alcoholic Beverages Division	Programs and services have not suffered. Significant cost reduction was achieved by subcontracting the warehousing and transportation functions of the Division. This action resulted in the termination of 38 State employees (15 of which were hired by the subcontractor).

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DEPARTMENT	PROGRAM	EXPLANATION
	Banking Division	Programs and services have not suffered. State law was changed effective July 1, 1992, allowing the interval between examinations of State-chartered banks to increase to 24 months from 18 months. This will allow the Division to provide satisfactory examinations with reduced staff.
	Credit Union Division	Programs and services have not suffered. Budget reductions have forced the Division to examine and reorganize personnel and procedures internally. Some constriction of procedures and scope of credit union examinations has occurred while still complying with responsibilities of State law.
	Insurance Division	Programs and services have not suffered significantly. Staffing levels are a concern because of accreditation requirements by the National Association of Insurance Commissioners (NAIC).
	Professional Licensing Division	Programs and services have not suffered. The Division has deferred purchases of equipment which would be more cost effective and is considering privatizing administration of the accountancy examination.
	Utilities Division	Programs and services have not suffered significantly. A small amount of federal funds was lost due to layoff of a pipeline inspector.
Department of Inspections and Appeals (DIA)		<i>The Department of Inspections and Appeals did not respond to the inquiry in the time frame necessary for inclusion in this document.</i>
Public Employment Relations Board (PERB)	Program Changes	Reduction in funds available for ad hoc mediators necessitated several changes in the mediation program such as increased telephone mediation and increased caseloads. PERB implemented a policy increasing the number of electronically recorded hearings, encouraging parties to waive transcription by a shorthand reporter. The PERB was also forced to reduce promotional spending for labor-management computer programs and activities. These activities generally help resolve disputes proactively.
	Service to Citizens	Service has been impaired to a degree through delays and less informative material being available. Statutory duties of the PERB are being maintained.
	Services to Other Agencies	Demands for service from other agencies has increased which has resulted in an increased workload for the PERB.
	Services to the PERB	The PERB lost 1.0 FTE administrative law judge position and has operated with reduced secretarial staff. The PERB's budget has also been hampered by failure to fully fund mandated salary increases.

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DEPARTMENT	PROGRAM	EXPLANATION
	Impact on Employees	Budget reductions have caused the loss of 1.0 FTE position and reduced professional and secretarial staff. A compensatory time policy has been adopted that allows accumulation during busy times without hiring part-time personnel or paying overtime. Salary increases have been delayed.
	Impact on Future Expenditures	The PERB has deferred replacement and repair of office equipment and furniture and transferred reproduction and publication costs to the dispute parties. Merit increases will be held to a maximum of 2.5% for FY 1993.
TRANSPORTATION AND SAFETY SUB.	ILEA Operations	The budget cuts have resulted in the loss of 6 positions: 2 secretaries, a custodian, a legal instructor, a public service executive, and an accountant. Implemented a 29% increase in the fee charged for Basic Training tuition (from \$970 to \$1,370) which now represents one-half the cost. Trainees (or local law enforcement agencies) are charged for the more costly ammunition (anything other than .38 caliber). The ILEA has experienced a 19% reduction in basic training enrollment, which ILEA attributes to the increased charges and budget cuts at the local level.
Iowa Law Enforcement Academy (ILEA)	Professional Improvement	<p>Except where fees are waived or there is no cost involved, staff training and professional conference trips have been eliminated.</p> <p>The results of a recently completed task analysis indicates that the Academy's basic training course should be extended from 10 to 12 weeks. Implementation of this will be deferred until funding improves.</p> <p>An increase in mandated training programs (i.e., hate crimes, domestic abuse, etc.) has resulted in a decrease in the number of hours being taught in other areas.</p> <p>Maintenance of records for law enforcement in-service training is not being done due to the loss of one secretary position.</p> <p>The Academy is only able to conduct about half of the necessary in-service specialized training schools which are used to train officers in recent trends in crime.</p>
	Deferred Maintenance	<p>The Firearms Training System purchased 5 years ago at a cost of \$35,000 is in need of repair and is nonfunctional at this time.</p> <p>Due to the loss of the custodial position, general building upkeep (i.e., painting, drapery repairs or replacement, carpet shampooing) has been eliminated or scaled back.</p>

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Reduction in
Course Offerings

The Law Enforcement Management and Supervision schools have been dropped from the schedule. The number of 2-day update schools has been reduced from 8 to 4 and a number of training sessions normally held at sites throughout the State have been eliminated. The number of in-service and specialized training courses decreased by 39% in FY 1992 and the number of officers trained in these courses decreased 42%. The jailer training schedule was reduced by 38% in FY 1992 (from 34 in FY 1991 to 21 in FY 1992).

Supplies and
Services
Reduction

The Westlaw legal information retrieval service for attorneys was discontinued making it more difficult to conduct legal research. Various periodical subscriptions for the library were discontinued. Supplies provided to students have been drastically reduced or eliminated.

Department of
Public Safety
(DPS)

Administrative
Services Division

Since FY 1991, this Division has been reduced by 11 positions to a current total of 40 positions. Five persons have been laid off, 2 were transferred to other areas, and 4 remain vacant.

Reductions have effected the IOWA System (State crime information system) in several ways. The DPS will be unable to comply with the requirement that all terminal agencies be audited at least once every two years and will be unable to respond to requests for special training to terminal agencies.

No funding is available for replacement of hardware and software of the IOWA System which was installed in 1974. The DPS has been unable to complete a program to provide the DNR with access to a conservation suspension file via the IOWA System.

Effort directed to the conversion of the Uniform Crime Report from a summary-based data base to an incident-based report has been limited. This resulted in Iowa's Uniform Crime Report data being omitted from the FBI's 1991 national crime report.

Within the Department, some delays in programming enhancements and new data processing applications as well as training, have been experienced.

Elimination of off-line searches on the National Crime Information Center/IOWA System files and routing these requests to the FBI has resulted in increased turnaround time from 1 to 2 days to a week or more.

The Missing Persons Clearinghouse functions have been reduced by two-thirds resulting in reduced assistance to local law enforcement and reduced training.

Division of
Narcotics

The DNE has been reduced by 9 narcotics agent positions over the past 2 years which has seriously limited its ability to

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SUBCOMMITTEE &

DEPARTMENT	PROGRAM	EXPLANATION
	Enforcement (DNE)	<p>provide local assistance and coordination to task force operations. Due to reduced General Fund dollars, 8 agents were transferred to federally funded specialized units from general narcotics investigations.</p> <p>Reduced undercover and overtime funding has limited operations.</p> <p>Clerical positions have remained unfilled, jeopardizing investigative reports and cases awaiting prosecution. The DNE has been able to use temporary assistance provided by the Department of Public Defense (DPD).</p>
	Communications Division	<p>There has been a reduction of 11 personnel since July 1991 which has impacted the service provided to radio users. Troopers frequently experience lengthy delays in response to emergency and information calls. Communication centers remain under-staffed. The Division no longer has a tower maintenance person. Repair of antennas and transmission lines has been contracted out.</p>
	Division of Criminal Investigation (DCI)	<p>Since July 1990, the DCI has been reduced by 13 positions (6 of which were peace officer positions and 6 were clerical positions). Overtime has been limited to case agents and is allowed only on homicide investigations. The availability of staff for general criminal investigations has been limited by the necessity of directing services to various gaming operations. (Investigations in the eastern third of Iowa have declined by nearly 40%).</p>
	Fire Marshal's Office	<p>The total number of positions has decreased by 3 since FY 1991 to the current level of 30 positions. Three of the remaining 30 positions have been vacant for an extended period of time due to lack of funding.</p> <p>Routine fire safety inspections of facilities such as apartment buildings, hotels, and liquor establishments, have been reduced. These inspections are only performed in response to complaints.</p> <p>The Flammable Liquid Inspection Program, which is mandated by the <u>Code of Iowa</u>, has been eliminated due to the loss of both clerical positions and the reassignment of a field inspector.</p>
	Capitol Security Division	<p>Since FY 1992, this division has been reduced by 6 positions (36 to 30 positions). In FY 1993, 3 officers were transferred to vacancies in the State Patrol. These positions have been left unfilled.</p>
	Iowa State Patrol	<p>The original impact of reduced funding resulted in the layoff of 2 officers and 5 part-time clerical staff. Additionally, cancellation of the Department's training academy and the inability to fill vacancies left the patrol with 31 unfilled positions.</p>

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DEPARTMENT	PROGRAM	EXPLANATION
Department of Transportation (DOT)	Air and Rail Improvement Projects	<p>Legislation enacted during the 1992 Session has decreased the role performed by state troopers in vehicle salvage inspections which has enabled the Department to reassign 14 troopers to road duty.</p> <p>The total across-the-board reductions in FY 1992 in the General Fund appropriation for airport improvements, rail rehabilitation, and rail economic development projects reduced the amount of funding for these programs. The Transportation Commission approved reduced funding for the Air Service Marking Program and the Aviation Weather Collection Project. No airport projects were canceled as a result of the budget cuts.</p>
	Roadside Vegetation Program	<p>The amount of funding received from the REAP Fund was reduced due to cuts in the (REAP) appropriation. This reduced the Department's ability to fund roadside vegetation projects.</p> <p>The remaining Roadside Vegetation Management staff can only process applications and are no longer available to develop materials and present information to cities and counties.</p>
	Air and Transit Division	<p>The 1991 cuts and RIF caused the manager of the pilots for the aircraft pool to be laid off. The sale of the aircraft pool mandated in the Second Extraordinary Session, will result in the layoff of 3 pilots and the elimination of a mechanics position. In addition, all overtime was eliminated and travel costs were reduced for the Division.</p>
	Administration Division	<p>The RIF has caused a backlog in the microfilming of highway engineering plans which has resulted in storage and retrieval problems. Outside services were contracted and personnel were reassigned to help resolve the backlog, resulting in reduced staff in other areas. There also have been delays in heating system upgrades and scheduled roof replacements.</p>
	Motor Vehicle Division	<p>The RIF resulted in staff shortages and the inability to keep up with daily workloads in various offices within the Division (i.e., Driver Services, Motor Vehicle Enforcement, and Motor Carrier Services). The Department implemented some internal efficiencies to help minimize the impact of the RIFs.</p>
	Planning and Research Division	<p>The RIF has reduced the majority of the research program. To some extent, the Midwest Research Center is being used. Data on air traffic has not been compiled and is not available for airport planning or airport operators.</p> <p>Updated maps from the Accident Location System (ALAS) are currently not available.</p> <p>A reduction in traffic analysis and forecasting has reduced information available for highway corridor planning and design evaluation.</p>

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Efforts to produce a computer-based transportation map has been set back by approximately one year.
Federal statistical reporting requirements on the truck weight survey have not been met.
The completion of videologging (used in the defense of tort claims) is significantly behind schedule.
The new State Rail Plan is behind schedule.

Rail and Water
Division

The frequency of railroad track inspections used for the monitoring of the track maintenance programs to ensure tracks meet federal safety requirements has been reduced.

Highway Division

The RIF has caused the number of rest area attendants to be reduced. As a result, staff were diverted from roadway maintenance to keep the rest areas operating properly which has delayed lower priority highway maintenance work.
The Department has increased its use of consultants to keep the highway program on track resulting in higher costs.
Some services to other agencies and local governments have been discontinued such as soil test borings for bridge and culvert designs, analysis of load bearing capability of pilings in foundations of bridges, and assistance in the acquisition of right of way.

Department of
Public Defense
(DPD)

The number of 100% State supported employees for the Military Division is down 25%. The Emergency Management Division is down 25.3% since 1991.

The State Quartermaster position is currently vacant due to budget cuts.

Budget reductions have required the Department to cancel some state/federal agreements. Several positions, under these agreements paid predominately from federal or private sources cannot be filled because of the lack of State matching dollars. The Department also had to turn back \$60,000 in federal funds in FY 1993 due to the shortage of State matching funds.

The Department's backlog maintenance on facilities is currently \$5.2 million. In FY 1985, State funding was \$815,000 for maintenance, and for FY 1993 it is \$115,000. This level of funding is only enough to meet the very minimum routine maintenance cost of the Department's facilities. The Department operates 50 armories, 13 organizational maintenance shops, 3 air flight facilities, and 279 buildings at Camp Dodge. These funding difficulties have also eliminated the Department's ability to attract additional federal funds to help with backlog maintenance.

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**HUMAN
SERVICES
SUB.**

Department
of Human
Services
(DHS)

Capitals and
Major
Maintenance

Many of the buildings are deteriorating significantly. Institutions are unable to correct problems related to written citations issued by the State Fire Marshall, and critical maintenance such as roof replacement and water tower repairs are not being performed. A ward at Independence MHI was closed due to a leaking roof, and Eldora shuts down the welding program when it rains due to a leaking roof.

General
Administration

Food Stamp vault staff have been reduced; they now have 1 less person to send out \$12.0 million in stamps than when they sent out \$7.0 million in stamps. Employees from Central Office have had to work to get stamps out timely when Food Stamp vault employees are absent. A food stamp inserter needs replacing, and a vacant vault position has remained vacant.

Total data processing staff has decreased from 77 to 74; coupled with increasing demand for services, backlog has increased, affecting both maintenance projects and development of new systems. The backlog is now 5 years. Contracting with private companies for software development has been the major alternative for meeting deadlines.

Medical Services

Implementation of new mandated programs has been slowed.

Clients have had service access problems because of lower provider rates. Clients do not always receive timely reimbursement of health insurance premiums paid by DHS; if insurance applications are not timely, Medical Assistance will pay medical costs instead of private insurers.

Coordination with other agencies has been reduced.

Review of policy or reimbursement methodology has been delayed, and eligibility automation of the Medically Needy Program and the Mothers and Children Program (SOBRA) which would save field staff time has not been implemented.

Lack of staff and funding has limited ability to maximize federal financial participation through continued expansion of waivers, personal care services, and the rehabilitation option.

Contracting with the Iowa Foundation for Medical Care for utilization review, including the Lock-In Program has been expanded since DHS staff were not available.

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DEPARTMENT

PROGRAM

EXPLANATION

Adult, Children
and Family
Services

Risk of federal audit exceptions and disallowances has increased in light of intense federal audit oversight.

Teen Pregnancy Prevention, Family Planning, Child Protection and County Detention Facilities grants have been reduced and will result in less prevention services in the community.

Recruitment of adoptive families has been curtailed. Compilation of adoption statistics has been delayed. Adoption registry is no longer maintained. International adoptions and domestic adoption consents have been delayed. Fewer adoption services have been purchased, and adoption subsidies are reviewed only every 2 years.

Foster Care services have been curtailed; the first 2 week visit in all but directly supervised family foster care cases has been eliminated, and the time between regular visits in all foster care settings has been extended. Timeframe for completing the case permanency plan has been extended from 30 days to 45 days. Professional staff spend time on clerical duties.

Economic
Assistance

Emergency Assistance served 126 fewer families than would normally have been served prior to any reductions. Family Friends mentoring program was delayed. Approximately 266 fewer people were placed in jobs from the Promise Jobs waiting list than if the program had been fully funded.

Juvenile
Institutions

Staff/student ratio increased during primary treatment time. Treatment groups are larger due to fewer counselors. The range of academic and vocational offerings has been reduced; no home economics is offered, and vocational shop closed.

Reduced ability to complete maintenance tasks. Facilities are out of compliance with fire safety, asbestos and disabled access codes.

MH/MR/DD/BI

Treatment programs at Mental Health Institutes were restructured and services concentrated in specific institutions. Total operational beds were reduced by 141 from 792 to 651. Substance abuse treatment, which was previously at all 4 institutes, is now available only at Mt. Pleasant; the number of beds has been reduced by 150 to 92. Psychogeriatric services, which were previously available at 3 institutes, are now available only at Clarinda. The number of children's beds have been reduced from 69 to 32, and adult psychiatric beds have been reduced from 438 to 391.

Admissions to the State Hospital Schools were severely restricted so that the populations could be reduced further than originally planned. Five living units were closed in FY 1992.

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Child Support

To meet additional federal regulations regarding prescribed time frames for enforcement activities (compliance requirements), telephone calls are only accepted from the public during specified hours. One day a month is reserved for written correspondence regarding complaints and questions. User fees were increased. A higher than desired vacancy factor has been implemented; each FTE recovers over \$40,000 for the AFDC program.

Field Operations

The number of direct service staff has decreased by 10.4% from March 1991 to June 1992. During that time, average service caseload has increased 27.1%.

Child protective workers have less time for individual cases; collateral contacts and collection of all needed information and associated reports may be delayed: children are being protected, but it is taking longer to complete the findings and associated abuse report. The number of child abuse investigations per investigator continues to increase. Treatment staff have less time to spend with children and families, and out-of-home placements may rise as a result.

Client record-keeping falls behind, which may mean a compliance issue with federal requirements. More services are purchased from private agencies. Monitoring of quality and quantity of purchased services is reduced.

Day care licensure staff workloads have increased, causing delays in developing new contracts and decreased ability to monitor service delivery.

Restructuring of field operations has resulted in a reduction in the number of FTE positions by 46.8 FTEs.

The number of income maintenance staff has decreased by 10.1% from March 1991 to June 1992. During that time average service caseloads have increased 35.2%. The determination of initial client eligibility for AFDC, Food Stamps and Medical Assistance is delayed. The potential for errors and inability to meet timeframes has increased; this could result in federal sanctions. Federal funding for staff has been lost; the reduction of 203 field FTEs in the Fall of 1991 meant a loss of \$1.4 million in federal funding.