

MINUTES

SERVICE COMMITTEE OF THE LEGISLATIVE COUNCIL

February 16, 1994

PRELIMINARY BUSINESS

The February 16, 1994, meeting of the Service Committee of the Legislative Council was called to order by Speaker Harold Van Maanen, Chairperson, at 11:35 a.m. in the Speaker's Committee Room of the Statehouse. Members of the Committee who were present at the meeting, in addition to Chairperson Van Maanen, were as follows:

Senator Don Gettings
Senator Wally Horn
Senator Jack Rife
Representative Teresa Garman

Also present at the meeting were Ms. Diane Bolender, Director of the Legislative Service Bureau; Mr. Dennis Prouty, Director of the Legislative Fiscal Bureau; Mr. Sandy Scharf, Director of the Legislative Computer Support Bureau; Mr. William Angrick, Citizens' Aide/Ombudsman; Ms. Maryjo Welch, Administrative Assistant to the Speaker; members of legislative staff; and other interested persons.

Chairperson Van Maanen noted that all members had received copies of the minutes of the December 1, 1993, meeting. Senator Rife moved that the reading of the minutes be dispensed with and that the minutes be approved as submitted. The motion was approved by a unanimous voice vote.

STATE SALARY PROJECTION MODEL

Chairperson Van Maanen recognized Mr. Dennis Prouty, Director of the Legislative Fiscal Bureau, for presentation of a recommendation regarding a state salary projection model. Mr. Prouty referred to a memorandum dated January 19, 1994, from Ms. Gretchen Tegeler, Director of the Department of Management, and Mr. Prouty to the Service Committee. The memorandum is on file in the Legislative Service Bureau. Mr. Prouty explained that the Legislative Council in May 1993 authorized the Legislative Fiscal Bureau to develop a request for proposals for a salary projection model for all state employees, including the employees of the State Board of Regents. Mr. Prouty stated that he was reporting back to the Service Committee after receiving responses from three vendors and evaluating the three responses with the Department of Management. The recommendation of the Legislative Fiscal Bureau is to contract with Policy Economics Group, KPMG Peat Marwick for the development of a statewide

salary projection model at a cost not to exceed \$200,000. He added that the model would allow salary projections for multiple years, would be used by both the Legislative Fiscal Bureau and the Department of Management, and has been endorsed by the Executive Director of the State Board of Regents.

Chairperson Van Maanen stated that the salary projection model would fill a void in the present tools of state government to accurately project salary costs for all state employees. Representative Garman moved that the Service Committee recommend to the Legislative Council approval to proceed with the contract with the Peat Marwick group. Senator Gettings seconded the motion and the motion was approved by voice vote of the Committee. Following the approval Chairperson Van Maanen asked unanimous consent that the contract costs be paid from the legislative joint budget. The Committee acceded in his request.

PERSONNEL REPORT OF THE LEGISLATIVE COMPUTER SUPPORT BUREAU

Chairperson Van Maanen recognized Mr. Sandy Scharf, for presentation of a personnel report. Copies of the report are on file in the Legislative Service Bureau. Mr. Scharf noted that four Computer Support Bureau employees had been given merit step increases since the last Service Committee meeting, that one employee had successfully completed a probationary period, and requested that the Service Committee approve the promotion of Ms. Virginia Rowen from Computer Analyst Trainee (grade 24, step 6) to Computer Analyst 1 (grade 27, step 5), in line with the Personnel Guidelines. Chairperson Van Maanen commented that the timing of this promotion is in line with the agreement with Ms. Rowen that her employment be reviewed one year after she was transferred from the House payroll to the payroll of the Legislative Computer Support Bureau. Senator Horn moved to recommend to the Legislative Council that the promotion be approved. Senator Gettings seconded the motion and the motion was approved by a voice vote.

PERSONNEL REPORT OF THE OFFICE OF CITIZENS' AIDE/OMBUDSMAN

Chairperson Van Maanen recognized Mr. William Angrick, Citizens' Aide/Ombudsman, for presentation of a personnel report. Copies of the report are on file in the Legislative Service Bureau. Mr. Angrick noted that five employees of the Office had been given merit step increases since the last meeting of the Service Committee. Mr. Angrick also informed the Committee that he is proceeding to fill the vacant Deputy Citizens' Aide position following the retirement of Ms. Ruth Mosher and that he has received approximately 200 applications and hopes to make a decision on the filling of the position in April. Senator Gettings moved, and Representative Garman seconded the motion, to accept the report. The report was received and filed.

Chairperson Van Maanen asked Mr. Angrick to proceed with his report regarding the proposed administrative rules of the Office of Citizens' Aide/Ombudsman. Iowa Code section 2C.9(5) authorizes the establishment of rules relating to the operation, organization, and

procedure of the Office but exempts the rules from Iowa Code chapter 17A while providing for the publication of the rules in the Iowa Administrative Code. Mr. Angrick explained that he was bringing the rules to the attention of the Service Committee and the Legislative Council as the legislative committees responsible for oversight of the Office of Citizens' Aide/Ombudsman. After questions arose from Representative Garman and Chairperson Van Maanen concerning the appropriate action to be taken by the Service Committee, Mr. Angrick noted that Iowa Code chapter 2C does not require approval of the rules by the Service Committee or the Legislative Council but rather requires submission of the rules for publication in the Iowa Administrative Code. Senator Horn moved that the rules be received and filed and recommended that the Legislative Council receive the rules and send the rules on for publication in the Iowa Administrative Code, notifying the Administrative Rules Review Committee of their submission. The motion was seconded and approved by voice vote.

PERSONNEL REPORT OF THE LEGISLATIVE SERVICE BUREAU

Chairperson Van Maanen recognized Ms. Diane Bolender, for presentation of a personnel report. Copies of the report are on file in the Legislative Service Bureau. Ms. Bolender noted that eleven Legislative Service Bureau employees had been given merit step increases since the last Service Committee meeting, and that two session-only proofreaders and a Saturday tour guide had been hired. The report was received and filed.

PERSONNEL REPORT OF THE LEGISLATIVE FISCAL BUREAU

Chairperson Van Maanen recognized Mr. Dennis Prouty, for presentation of a personnel report. Copies of the report are on file in the Legislative Service Bureau. Mr. Prouty noted that two Legislative Fiscal Bureau employees had been given merit step increases since the last Service Committee meeting. The report was received and filed.

EVALUATIONS OF AGENCY DIRECTORS

Chairperson Van Maanen brought up for discussion the issue of salary increases for the central legislative staff agency directors. At the December meeting of the Service Committee, the Committee acted to retain all directors but declined to grant any salary increases, believing that the salary ranges contained in the Legislative Council pay resolution could not be exceeded. Chairperson Van Maanen noted that he was bringing up the issue in order that the Committee could reconsider its action and grant increases in excess of the salary ranges in the resolution, if it wished to do so, although his recommendation was that the Committee not modify its prior action regarding the directors. Senator Rife moved that the earlier action of the Committee not be modified. Senator Horn seconded the motion and the motion was approved by voice vote.

OTHER BUSINESS. ADJOURNMENT

Chairperson Van Maanen asked if there was any other business to come before the Committee. There was no other business and the Committee was adjourned at noon.

Respectfully submitted,

RICHARD JOHNSON
Deputy Director

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