

## **MINUTES**

### **SERVICE COMMITTEE OF THE LEGISLATIVE COUNCIL**

**October 16, 1991**

#### **PRELIMINARY BUSINESS**

The October 16, 1991, meeting of the Service Committee of the Iowa Legislative Council was called to order by Senator Joseph J. Welsh, Chairperson, at 9:50 a.m., in Room 22 of the State House, Des Moines, Iowa. Members present in addition to Chairperson Welsh were:

Senator Bill Hutchins  
Senator Jack Rife  
Representative John Connors  
Representative Harold Van Maanen

Also present at the meeting were Mr. Richard Johnson, Deputy Director, Legislative Service Bureau; Mr. Dennis Prouty, Director, Legislative Fiscal Bureau; Mr. Sandy Scharf, Director, Computer Support Bureau; and Mr. William Angrick, Citizens' Aide/Ombudsman.

Also present were other members of the legislative staff and other interested persons.

Representative Connors moved that the Committee approve the minutes of the September 25, 1991, meeting as mailed to members of the Committee. The minutes were approved as mailed on a unanimous short form vote.

#### **COMPUTER USER POLICY DIRECTION COMMITTEE REPORT**

Chairperson Welsh recognized Mr. Dennis Prouty, Director of the Legislative Fiscal Bureau, for presentation of the Report of the Computer User Policy Direction Committee. Mr. Prouty proceeded by outlining the report to the Committee members, which was contained in the members' meeting materials, a copy of which is attached to these minutes and incorporated by this reference. Mr. Prouty stated that a computer systems connection (SNA/NET) has been purchased which will allow the Computer Support Bureau to give executive branch personnel access to the legislative information system. The Committee has developed a policy relating to the granting of that access, he said, which is attached to the Committee report. Mr. Prouty added that the price schedule for the access service is also contained on the attached sheet as item number 2. Items B of the Report, Mr. Prouty said, relate to the policies which have been developed for legislative staff training and support services which are provided by the Computer Support Bureau and the total number of hours

utilized thus far, out of the approximate 1,000 hours of time allotted under the Unisys systems services contract for the computer system upgrade. Item C, subitems 1 through 5, he stated, relate to future Committee study.

Representative Van Maanen noted that access has been provided for only up to 25 executive branch users and asked how and by whom the persons, who will be given access to the system, will be selected. Mr. Prouty responded that the legislative liaisons have been targeted as the first executive branch users. He noted that this will mean that the individuals targeted will be able to bring up the legislative information system on their computer terminals without having to first dial up and connect with the system. Representative Van Maanen asked whether the individuals selected will include representatives from the State Auditor's Office and the Office of the Secretary of State. Mr. Prouty replied that their liaisons would be included and that the number of access users provided for in this modest proposal should be a sufficient number to provide legislative information system access to virtually all state departments. Representative Van Maanen asked then whether the designation of an individual as a departmental liaison is the benchmark for gaining access to the system under this proposal, to which Mr. Prouty responded in the affirmative. He added that the Committee thought that it would be prudent to start with a small number of users initially, in order to determine any problem areas. Senator Hutchins asked whether the proposed users would be paying for access to the service in advance of receipt of the service, to which Mr. Sandy Scharf, Director of the Computer Support Bureau, responded in the affirmative. Senator Hutchins queried whether the various state departments would have sufficient funds in their budgets to pay for the access service, and then moved to receive, file, and approve the Committee report, under the condition that any fees for access services must be requested and received in advance of receiving access to the legislative information system.

#### INFORMATION REGARDING EXECUTIVE BRANCH RECLASSIFICATIONS

Chairperson Welsh again recognized Mr. Dennis Prouty, Director of the Legislative Fiscal Bureau, for presentation of a report relating to the incidences of executive branch reclassifications. Mr. Prouty began his presentation by noting that the Committee members' packets contain a chart enumerating the number of reclassifications, by department, which have occurred since the beginning of the fiscal year. The baseline data was the June 1991 payroll personnel information for each department, he said, against which current payroll information has been compared to produce the differences indicated on the chart. The total number of reclassifications indicated at the bottom of column one, Mr. Prouty stated, does not include the reclassifications by the Department of Transportation or the State Board of Regents. He added that, of the 432 total reclassifications, 56 represent reclassifications in which the person affected stayed within the same class. This data, he related, was obtained by sorting the payroll information since June 1st by social security number and identifying what, if any, individual payroll changes have occurred. The termination data, Mr. Prouty informed the Committee, is broken down to reflect the reductions in force and temporary employees, but, he added, the designation of whether an individual was terminated as a result of

reductions in force are based on individual department's coding as to the reason for termination.

Senator Hutchins asked whether Mr. Prouty had seen the newspaper article about the latest arbitrator's decision and what the affected state employees' next step would need to be. Mr. Prouty responded that he was not aware of the article and Mr. Richard Johnson, Deputy Director of the Legislative Service Bureau, interjected that the next step after a final arbitrator's decision, depending on executive branch action, would be an appeal to the judicial system. Senator Hutchins noted that this implied a need for the employees to affirmatively assert their rights before any results can be obtained.

Senator Rife noted that the chart appeared to indicate that there was an increase in the payroll cost, notwithstanding the reductions in force, and asked how that increase information was derived. Mr. Prouty said that the pay period salary information was multiplied by the appropriate number of pay periods to annualize the data. The annualization of the data resulted in the estimated overall increase, he indicated. He cautioned the members to view at least the General Assembly's payroll data with care, since, because the members can select the interval rate at which they are paid, that data cannot be annualized in the same manner as other payroll information, and the data is therefore not correct. Senator Rife noted that the data still appeared to indicate that an additional \$6 million will be spent as a result of the reclassifications. Mr. Prouty stated that the creation of new positions was also a contributing factor. He added, however, that by August 1, 1991, a total of 203 reclassifications had taken place, which has since risen by 229 to the current level of 432 reclassifications.

Representative Van Maanen asked what the changes in the other column totals were from August. Mr. Prouty then gave the following figures as the changes in the totals since August 1, 1991, for all of the chart columns, reading from left to right: 229, 15, 57, 8, 114, 110, 440, 304, --, and 1273.

Representative Connors asked whether the reclassifications listed were promotions or simply job reclassifications. Mr. Prouty stated that he assumes that, if the reclassifications resulted in a pay increase, that the individuals affected were receiving some sort of promotion.

Chairperson Welsh noted that the Attorney General's Office has initiated 20 reclassifications and asked how many persons were employed in that office. He, after receiving the response that around 112 persons are employed by that office, then noted that this represents about 20 percent of the staff for that office and asked what definition was used for the term reclassification. Mr. Prouty responded that, if an individual was moved from one pay grade to another, they would show up on the chart as a reclassification.

Representative Connors asked how promotions would be indicated on the chart and Mr. Prouty responded that they would be designated as reclassifications.

Chairperson Welsh asked whether there was any other discussion on the report. Representative Van Maanen asked whether there was any intent to take action on the contents

of the report at this Committee meeting, to which Representative Connors responded that the information was just put together very recently and that he did not think that action today was anticipated. No other discussion was indicated on the report and the report was received and filed.

#### PERSONNEL REPORTS OF THE LEGISLATIVE SERVICE BUREAU AND THE OFFICE OF CITIZENS' AIDE/OMBUDSMAN

Chairperson Welsh recognized Mr. Richard Johnson, Deputy Director of the Legislative Service Bureau, for presentation of a personnel report. A copy of the personnel reports of the Legislative Service Bureau and of the Office of Citizens' Aide/Ombudsman are on file in the Legislative Service Bureau. Mr. Johnson noted that his office's report consists of notification of the hiring of two new employees, Ms. Carolyn Powell as Temporary Bill Clerk in the Legislative Service Bureau Bill Room, and Ms. Sheila Mauck as an Assistant Editor I in the Administrative Code Division, and a renewal of the previous request to receive permission to hire Ms. Rosemary Drake as an Assistant Editor I. He added that the personnel report of Mr. William Angrick, Citizens' Aide/Ombudsman, consists of a renewal of his previous request to hire Ms. Judith Milosevich (Stageberg) as an Assistant II for the Assistant for Corrections position in that office. Mr. Johnson added that the staff committee that had met to discuss legislative staff reclassifications had agreed that the requests relating to Ms. Drake and Ms. Milosevich were sufficiently similar to warrant treating the requests in the same manner. Chairperson Welsh asked for unanimous consent to receive and file the reports. There were no objections and Senator Hutchins then moved that the renewed requests contained in the two reports be approved retroactively to the dates stated in the earlier requests. The motion passed without objection.

#### ADDITIONAL BUSINESS AND ADJOURNMENT

Chairperson Welsh stated that Mr. William Angrick, Citizens' Aide/Ombudsman, is distributing copies of a petition that his office has filed. Copies of the petition are on file in the Legislative Service Bureau. Mr. Angrick stated that the gist of the petition is a request to compel obedience by the Department of Corrections to a subpoena to view and make a copy of a videotape of an incident which took place at the Iowa State Penitentiary in Fort Madison, that is currently under investigation by the Office of Citizens' Aide/Ombudsman.

#### ADJOURNMENT

Chairperson Welsh asked whether there was any other business to come before the Committee. There was no other business indicated and the Committee adjourned at 10:10 a.m.

**Respectfully Submitted,**

**LESLIE WORKMAN**

**Legal Counsel**

**2671LC**