

MINUTES

SERVICE COMMITTEE OF THE LEGISLATIVE COUNCIL

May 11, 1994

PRELIMINARY BUSINESS

The May 11, 1994, meeting of the Service Committee of the Legislative Council was called to order by Speaker Harold Van Maanen, Chairperson, at 10:45 a.m., in Room 22 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 John Connors
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. Sanford Scharf, Director of the Legislative Computer Support Bureau; Mr. William Angrick, Citizens' Aide/Ombudsman; members of legislative staff; and other interested persons.

Chairperson Van Maanen noted that all members had received copies of the minutes of the last Committee meeting. Representative Connors moved that the reading of the minutes be dispensed with and that the minutes be approved as submitted. Senator Gettings seconded the motion. There was no discussion and the motion passed on a unanimous voice vote. Copies of the minutes are on file in the Legislative Service Bureau.

PERSONNEL REPORT OF THE LEGISLATIVE FISCAL BUREAU

Chairperson Van Maanen recognized Mr. Dennis Prouty, Director of the Legislative Fiscal Bureau, for presentation of a personnel report. Copies of the report are on file in the Legislative Service Bureau. Mr. Prouty stated that none of the items listed in his report require Committee approval and that his report consists simply of notice of

annual merit increases and information regarding Ms. Sue Lerdal's sick leave. He added that Ms. Lerdal has returned to work.

There were no questions of Mr. Prouty concerning his report and Representative Connors moved that the Committee receive and file the report. The motion carried on a unanimous voice vote.

PERSONNEL REPORT OF THE LEGISLATIVE SERVICE BUREAU

Chairperson Van Maanen recognized Ms. Diane Bolender, Director of the Legislative Service Bureau, for presentation of a personnel report. Copies of the report are on file in the Legislative Service Bureau. Ms. Bolender began by stating that the Legislative Service Bureau is currently attempting to fill the vacancy created due to the resignation of the Saturday Tour Guide, Ms. Judith Black. She said that the personnel report also contains notice of the resignation of Ms. Sheila Mauck as an Administrative Code Editorial Assistant and a request for approval of the filling of that vacant position by Ms. Gerry Rydell, a former Publications Assistant in the Administrative Code Division, since the change in positions would constitute a promotion for Ms. Rydell. Ms. Bolender also stated that her personnel report contains notice of annual merit increases which have been received.

Ms. Bolender commented that due to the changes that technology has made in the way that bills and amendments are drafted and the nature and kind of review that is needed to ensure that errors are not made, the Legislative Service Bureau will be reviewing the bill and amendment editing process to determine if any technology, procedural, or personnel changes may need to be made.

Senator Rife asked when the individuals listed as receiving merit step increases received their last pay raises and Ms. Bolender noted that the dates listed as dates on which the merit step increases were attained for Ms. DeBartolo and Mr. Pollak should be 1993 dates.

There was no further discussion and Representative Connors moved that the Committee receive, file, and approve the recommendations contained in the report. The motion carried on a unanimous 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 stated that his report includes notice of an annual merit increase for Mr. Steven Exley and a report of the hiring of Mr. Duncan Fowler, former Ombudsman for the state of Alaska, as the Deputy Citizens'

Aide/Ombudsman, at grade 38, step 1. He added that as part of the agreement to employ Mr. Fowler, he agreed to pay no more than \$10,000 of Mr. Fowler's moving expenses from the state of Alaska to the state of Iowa. Mr. Angrick noted that other candidates that he had interviewed were unwilling to start at the lower pay grade and that, payment of moving expenses notwithstanding, the employment of Mr. Fowler would be considerably less expensive than the employment at a higher salary of other candidates that were interviewed.

Senator Rife asked whether Mr. Fowler is a native of Alaska and Mr. Angrick responded that Mr. Fowler is a native of Minnesota. Representative Connors asked whether any agreement was made by Mr. Fowler to remain in the Deputy Ombudsman position for a period of time, such as two years, given the payment of moving expenses. Mr. Angrick said that, although no established procedure exists for prorated repayment of moving expenses, Mr. Fowler indicated that he would be willing to sign an agreement to repay moving expenses on a prorated basis if he should decide to leave the position in the next two years.

Representative Connors moved that the Committee receive, file, and approve the recommendations contained in the report, with the caveat that Mr. Fowler sign an agreement for prorated repayment of moving expenses if he fails to remain on the job. The motion carried on a unanimous voice vote.

Mr. Angrick next informed the Committee that he had been approached by a representative of the Parole Board regarding whether the Office of Citizens' Aide/Ombudsman would be willing to be designated as the site location for a fiber optic link to permit families to participate in Parole Board hearings. He noted that the cost of the link station was to be covered by a private grant of approximately \$40,000. Mr. Angrick said that, although he had initially been interested in the project, he is concerned about the possible conflict between acting as an intermediary for families and the complaint process function that the Office carries out, as well as the additional costs that might be associated with performing the new duty.

Senator Rife expressed concern that \$40,000 would not cover the cost of establishing the link station. Mr. Angrick indicated that \$40,000 was the cost projection that he had been given. Senator Rife stated that although it might be sufficient for the classroom, it probably would not also cover the cost of wiring the office. Chairperson Van Maanen asked Mr. Angrick whether he was withdrawing his report regarding the computer link station and, after some discussion, the report was withdrawn.

PERSONNEL GUIDELINES CHANGES

Chairperson Van Maanen recognized Ms. Bolender for presentation of proposed changes to the Personnel Guidelines for the Central Legislative Staff Agencies. A copy of the proposed changes is on file in the Legislative Service Bureau. Ms. Bolender stated

that the changes include a written policy regarding cancellation of unused accrued compensatory leave upon termination of employment, a change in the amount of vacation leave that can be permissibly transferred to an employee, and a change in the filing date for personal financial disclosure statements.

Representative Connors stated that he objects to the change regarding cancellation of unused accrued compensatory leave and moved to strike the item from the list of proposed changes. Chairperson Van Maanen asked where the language that was used originated and whether the policy is the same as that of the executive branch. Ms. Bolender indicated that, although she understands that the executive branch has a policy regarding compensatory leave upon termination of employment, the language used in the proposed change was not based on any existing policy language. Representative Connors said that he believes that if an employee has earned the compensatory leave, the person is entitled to payment for that leave upon termination of employment. Representative Garman stated that she would be interested in what the policy of the executive branch is, indicated her preference for consistency in approaches between the executive and the legislative personnel, and made a substitute motion to defer on the subject until information regarding the nature of the executive branch policy could be brought to the Committee. Representative Connors noted that even if the executive branch has a policy to cancel compensatory leave, he would disagree with such a policy. Senator Gettings asked whether termination of employment also included death, quitting, and retiring and was informed that it did. He then indicated his disagreement with cancellation of compensatory leave. Senator Horn asked whether the proposed policy regarding cancellation of leave was a new policy or a change in policy and was informed that the proposed policy merely sets out in writing the current unwritten policy. Senator Gettings asked why the policy was being presented and Ms. Bolender responded that last year's report by the Auditor of State had stated that the policy regarding cancellation of unused compensatory leave upon termination needed to be in writing. After some additional discussion, Representative Connors indicated his willingness to proceed on the substitute motion by Representative Garman and a voice vote was taken. The motion was adopted.

Chairperson Van Maanen noted that action with regard to the remaining two items was still needed and Representative Connors moved that the remaining two items be approved. The motion passed on a unanimous voice vote.

AGENCY DIRECTORS' COMPENSATION

Chairperson Van Maanen noted that the Service Committee members had conducted evaluations of the four Central Legislative Staff Agency directors last interim, but that no recommendations for increases in salary for the agency directors was made at that time. He distributed a memorandum for the Committee's consideration and asked that the Committee review and consider the information for the next Committee meeting. A copy of the memorandum is on file in the Legislative Service Bureau. Representative

Connors moved that the information be received and filed. The motion passed on a unanimous voice vote.

OTHER BUSINESS, ADJOURNMENT

There was no other business and Representative Connors moved that the Committee adjourn. The Committee adjourned at 11:11 a.m.

Respectfully submitted,

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