

MINUTES
ADMINISTRATION COMMITTEE

November 15, 1990

PRELIMINARY BUSINESS

The Administration Committee of the Legislative Council was called to order at 10:12 a.m. on Thursday, November 15, 1990, by Chairperson Senator Doyle, in Senate Committee Room 24, State Capitol Building, Des Moines, Iowa. Additional members present were:

Senator Julia Gentleman
Representative Bill Harbor

CODE DATA BASE

Chairperson Doyle recognized Mr. Mark Johnson, Legislative Service Bureau, for an update on the sale of the Code data base to interested vendors. Mr. Johnson referenced several documents contained in the Committee's packet including a draft data purchase agreement provided by Mead Data Central, Inc. (Mead), a list by the National Conference of State Legislatures of states which have entered into similar agreements, a summary prepared by the Michigan Legislative Service Bureau detailing the actions of that state in entering into an agreement with Mead, and an outline of initial concerns prepared by the staff for the Administration Committee. He informed the Committee that discussions with West Publishing Company (West) had revealed that they would probably not be interested in the data tapes containing the final version of the updated Code. He noted that West did express an interest in data tapes containing new enactments if it would be possible to obtain these tapes at the time of enactment..

In response to a question from Representative Harbor, Mr. Johnson stated that the sale of these tapes would probably not have a great impact on the number of hard bound volumes sold.

SESSION LAWS AND LEGAL PUBLICATIONS

Chairperson Doyle recognized Mr. Richard Johnson, Deputy Director of the Legislative Service Bureau, for the purpose of updating the Committee concerning legal publications sales and pricing. He referred the Committee to two documents prepared by the Service Bureau dated September 13, 1990, and November 15, 1990,

which are attached and by this reference made a part of these minutes. He noted that the policy of the Council in the past has been to price these publications so that some, but not all of the costs of publication and distribution are recovered. Mr. Johnson then referred to the November 15, 1990, memorandum and noted that there are some problems with the chart presenting information regarding the Legislative Service Bureau's five major publications, but that this is the best information currently available.

Ms. Kristi Little was recognized by Chairperson Doyle and then explained the printing process of the State Printing Division in providing these publications and the problems incurred as a result of the current system including the hand processing of all orders due to the lack of computer capability. Mr. Johnson reiterated the problems which state printing has in processing these documents. He also noted that there is a statutory directive that outdated Codes be given away at no cost upon request. The Committee discussed this policy and also expressed concern that an evaluation concerning the number of volumes needed should be completed in an effort to evaluate whether the appropriate number of volumes are being printed.

Mr. Richard Johnson then discussed the free distribution list contained in the November 15 memorandum. Chairperson Doyle questioned why the Department of Public Safety needs the number of complete sets listed given that they reprint certain sections of the Code for use within the Department. He inquired as to whether there might also be an alternative method of accessing the Code available to state agencies. He noted that most agencies have access to an executive branch computer program and data bank called PROFS which enables them to access sections of the Code for viewing. It was noted that this access does not provide acceptable printing capabilities in the event a hard copy is needed.

In response to a question concerning why the survey contained in the November 15 memorandum does not include requests for information concerning the Administrative Code, Mr. Johnson responded that this information was not included initially due to the differences in the distribution system for the Administrative Code as compared to the other publications.

Ms. Little commented that it is going to be necessary to change the way many individuals in state government think with respect to these publications. Currently, it seems the mentality exists that "if it's free in its entirety, the Code is needed." She also stated that if the Committee looks at recommending a reduction in the number of complete volumes provided to state agencies and instead providing only certain portions of the Code, a determination should first be made that savings will actually be realized given that the number of copies requested to be printed has an impact on the rate charged.

Chairperson Doyle requested a breakdown of printing done by state agencies including the rules and Code sections printed by the various departments and a comparison of printing services available through the private sector versus state institutions. In response to an inquiry, Ms. Little stated that the Department has the authority to contract for at least two years with respect to the printing of the Code, and that an option to renew exists under the current contract. She also stated that while it might be useful to contract for a longer period of time, the length of any contract should be tempered by the fact that technology in this area is changing very rapidly. A contract entered into for too long a time period might result in the use of a printing firm which has failed to keep pace with state-of-the-art technology.

In response to another question, Ms. Little informed the Committee that it currently costs \$120 to provide an updated set of the Administrative Code. Currently, the Department is under contract with a handicapped organization which updates a set in about two weeks when one is ordered.

Chairperson Doyle inquired as to the possibility of providing soft bound copies of the Code in lieu of some hard bound copies, and the cost associated with each. Ms. Little stated that currently, a \$30-35 binding cost is incurred for each hard bound volume. She also stated that current contractors have the binding of the Code done out of state. She noted that it might be possible to cut costs by replacing some hard bound volumes with a soft bound version.

The Committee members present discussed the possibility of the issues surrounding the free distribution of legal publications and the pricing and production of such publications being the subject of an interim committee study. The members also agreed that these issues should be reported to the Council for the purpose of informing the Speaker of the House and the President of the Senate, and recommending that these issues be forwarded to the appropriate standing committee for further study.

Mr. Richard Johnson inquired of the Committee members present as to their intent regarding the pricing policy which should be implemented concerning the legal publications. The Committee members agreed that there is continued concern with respect to this policy and that the Legislative Council should continue to review this policy with the goal of recovering all associated publication costs.

The Committee members present made several recommendations to the Legislative Council which are included in the Committee members' report which is attached and by this reference made a part of these minutes.

ADDITIONAL BUSINESS

Chairperson Doyle then brought up for discussion the child support guidelines promulgated by the Supreme Court. He noted that this discussion was merely for the benefit of the members present and concurred with the members of the Committee present that this issue was probably outside of the jurisdiction of the Committee.

ADJOURNMENT

There being no further business to come before the Committee, the Committee adjourned at 11:37 a.m.

Respectfully submitted,

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