

M I N U T E S  
SERVICE COMMITTEE  
OF THE  
IOWA LEGISLATIVE COUNCIL  
December 1-2, 1987

PRELIMINARY BUSINESS

The meeting of the Service Committee of the Iowa Legislative Council was called to order by Senator Joe Welsh, Chairperson, at 10:50 a.m., Tuesday, December 1, 1987, in Committee Room 1, State House, Des Moines, Iowa. Members present in addition to the Chairperson were:

Senator Lee Holt  
Representative John H. Connors  
Representative Kay Chapman

Also present were: Donovan Peeters, Director, Legislative Service Bureau; William Angrick, Citizens' Aide/Ombudsman; Dennis Prouty, Director, Legislative Fiscal Bureau; Sandy Scharf, Director, Computer Support Bureau; Phyllis Barry, Administrative Code Editor; Diane Bolender, Acting Research Division Chief, Legislative Service Bureau; and Janet Wilson, Legal Counsel, Legislative Service Bureau. Also present were other legislative staff members and other interested persons.

Senator Holt moved that the minutes of the September 2, 1987, meeting be approved as distributed to Committee members. The motion was adopted.

COMPARABLE WORTH STAFF COMMITTEE REPORT

Chairperson Welsh recognized Mr. Peeters for presentation of the report of the Comparable Worth Staff Committee, dated October 2, 1987. Mr. Peeters said Items B and C, relating to new classifications in the Computer Support Bureau and the Legislative Service Bureau, require action by the Service Committee. The Comparable Worth Staff Committee recommended that the following proposed positions in the Computer Support Bureau be assigned the listed grades:

Computer Operator II: Grade 24.  
Run Designer I: Grade 24.  
Run Designer II: Grade 27.  
Run Designer III: Grade 30.  
Mapper Coordinator I: Grade 32.  
Mapper Coordinator II: Grade 35.  
Software Analyst I: Grade 34.  
Software Analyst II: Grade 36.

Mr. Scharf explained that he does not intend to fill all of these positions at the present time but asked that they be evaluated by the Comparable Worth Staff Committee for addition to the table of organization. The Computer Support Bureau currently has five employees, and only one additional employee and two reclassifications are being proposed at this meeting, Mr. Scharf said.

The Comparable Worth Staff Committee recommended that the positions of Legal Division Chief and Research Division Chief in the Legislative Service Bureau be assigned grades 37 and 36, respectively. Mr. Peeters said these two classifications were established in connection with the reorganization approved for the Legislative Service Bureau and Iowa Code Office.

With respect to Item A, relating to the proposed classifications of Finance Officer II and Journal Editor II requested by the Senate Rules Committee, Mr. Peeters stated that the proposal does not concern the central legislative staff agencies and action by the Committee is not required. The proposal has not yet been before the House Rules Committee.

Representative Connors moved that the Service Committee accept the report of the Comparable Worth Staff Committee and approve Items B and C for recommendation to the Legislative Council. The motion was adopted.

#### REPORT ON COMPUTERIZATION OF THE IOWA ADMINISTRATIVE CODE

Chairperson Welsh recognized Mr. Peeters for presentation of the report on computerization of the Iowa Administrative Code prepared pursuant to section 2044 of chapter 1245, Iowa Acts of 1986. A Task Force, including Phyllis Barry, Administrative Code Editor; Donovan Peeters; Sandy Scharf; Joe Royce, Staff, Administrative Rules Review Committee; Anne Nolan, Computer Support Bureau; Barbara Burnett, Administrative Rules Coordinator; and Kristi Little, State Printer, was established to conduct the study. The report was prepared by Ms. Barry and Mr. Peeters.

Mr. Peeters said the report is required to be made to the Legislative Council, but since it involves additional expenditures for the Computer Support Bureau, it is also presented to the Service Committee.

The report states the conclusion that it is feasible to computerize the Iowa Administrative Rules but adds that the computerization will be a considerable undertaking, requiring an effort on the order of magnitude of that required for the computerization of the Iowa Code. The report details several potential advantages of computerization and contains the recommendation that work on the project proceed. Attached to the report are the estimates of the Computer Support Bureau as to the hardware and software needs, costs, and potential income.

Representative Connors moved that the Committee receive and file the report. The motion was adopted.

#### CITIZENS' AIDE PERSONNEL REPORT

Chairperson Welsh recognized Mr. Angrick for presentation of the personnel, litigation, and relocation reports of the Office of Citizens' Aide/Ombudsman. Mr. Angrick reported that Mr. Michael J. Ferjak has been employed as an Assistant I at grade 27, step 1, beginning December 1. He is an experienced law enforcement officer and has been serving as Public Safety Operations Administrator for the city of Eagle Grove.

Mr. Angrick reported to the Service Committee the following meritorious one-step pay increases, effective October 30, 1987:

Susan E. Voss, Legal Counsel, from grade 31, step 4 to grade 31, step 5.

Clarence Key, Jr., Assistant for Corrections, from grade 30, step 4 to grade 30, step 5.

Randy A. Meline, Assistant II, from grade 30, step 4 to grade 30, step 5.

Additionally, he asked the Service Committee to recommend that Mr. James Peterson be reclassified from Assistant I, grade 27, step 2, to Assistant II, grade 30, step 1, effective October 30, 1987.

Mr. Angrick also requested that the Service Committee recommend for approval by the Legislative Council the removal of the hourly wage limitation of \$5.75 for part-time clerical staff. He explained that there would still be a ceiling of \$3,000 per year. In response to a question from Chairperson Welsh, Mr. Angrick said he was the one who established the \$5.75 limitation originally at the time permission was granted to hire part-time clerical staff.

Additionally, Mr. Angrick asked the Committee to recommend for approval the reclassification of Judith Green from Administrative Secretary, grade 21, step 6, to Executive Secretary, grade 23,

step 4 or 5 and the reclassification of Patricia Nett from Secretary, grade 19, step 6, to Administrative Secretary, grade 21, step 4 or 5. He explained that he is shifting certain clerical and administrative functions to achieve more efficiency.

Mr. Angrick asked for policy direction as to whether Ms. Green and Ms. Nett should be placed at step 5 rather than step 4 of their respective new grades. He said that traditionally a position reassignment which can be construed as a promotion entails the equivalent of a step increase at the time of the reassignment (merit system rule); whereas, a new hire usually provides for a step increase to be received upon successful completion of a specified probationary period. He posed the question whether nonprobationary legislative staffers should be eligible for an additional step increase immediately upon promotion or required first to serve a probationary period in the new position.

Mr. Angrick reported that an additional Clerk/Typist position has already been approved by the Legislative Council and he will be asking the Comparable Worth Staff Committee to evaluate the position and determine the appropriate classification so that the position can be filled at a future time.

After Committee questions and discussion, Senator Holt moved that the Committee recommend to the Legislative Council the actions for which the Citizens' Aide requested approval, including the granting of the one-step increases for Ms. Green and Ms. Nett. The motion was adopted.

#### CITIZENS' AIDE LITIGATION REPORT

Reporting on litigation involving the Office of Citizens' Aide/Ombudsman, Mr. Angrick said that in one case a lawsuit was filed by an inmate against the superintendent of the Mount Pleasant Medium Security Unit alleging that the inmate's transfer from the Mount Pleasant facility was illegal. In another case, a complaint has been filed with the Iowa Civil Rights Commission alleging that Clarence Key of the Office of Citizens' Aide/Ombudsman failed to respond to various complaints of the plaintiff who is an inmate at the Iowa State Penitentiary in Fort Madison. The claim is that Mr. Key discriminated against the plaintiff on the basis of race. Mr. Key and the agency are being represented by the agency's Legal Counsel, Susan Voss. Chairperson Welsh asked about the effect of this litigation on the agency's budget. Ms. Voss said since she is a member of the staff there is no additional cost to the agency for her handling of these matters. Senator Holt moved that Mr. Angrick's litigation report be accepted. The motion was adopted.

In connection with the litigation report, Mr. Angrick mentioned that Ms. Voss has been preparing revisions to the administrative rules under which the agency operates. Chairperson Welsh questioned the appropriateness of a legislative agency going through the rules review process. Representative Chapman said it would be incongruous if a nullification resolution were to be filed on a rule of a legislative agency. Mr. Angrick said the rules allow the public to know the agency's procedures. Chairperson Welsh asked Mr. Peeters to look into the legal and statutory background concerning the adoption of rules by the Citizens' Aide/Ombudsman.

#### CITIZENS' AIDE RELOCATION REPORT

Mr. Angrick presented information relating to accessibility for handicapped clients of his agency and plans for relocation to the Micrographics Building located at 215 E. 7th Street. The Department of General Services has estimated that the cost of making the facilities in the Micrographics Building suitable for the Office of Citizens' Aide/Ombudsman will be \$22,700. The Department of General Services will assume cost responsibilities for exterior and interior modifications to make the building and restrooms accessible to the handicapped, and it is possible they will assume all or most of the moving costs. With anticipated energy savings and savings on maintenance, the annualized savings are expected to be \$6,300. Mr. Angrick said he is looking into costs for improving the telephone system to better meet the needs of the agency and it appears the costs will be approximately \$3,500 to \$4,000. If adjustments are made as expected in certain other cost estimates, the telephone improvements will be covered within the total \$22,700 approved on October 26 by the Legislative Council. Mr. Angrick will check further on the telephone costs and will let the Committee know.

#### LEGISLATIVE FISCAL BUREAU PERSONNEL REPORT

Chairperson Welsh recognized Mr. Prouty for presentation of the Legislative Fiscal Bureau personnel report. Mr. Prouty asked the Committee to recommend for approval by the Legislative Council the reclassification of Terri Johnson from Legislative Analyst I, grade 27, step 3, to Legislative Analyst II, grade 30, step 1. He also asked the Committee to recommend that the titles of the following employees be changed and that the employees remain at the same pay levels where they fit under the new classifications:

Ray Knapp's title be changed from Programmer System  
Analyst to Run Designer III, which will be grade 30, step 6.

Dyane Kroshe's title be changed from Programmer System  
Analyst to Run Designer II, which will be grade 27, step 1.

Senator Holt moved that the Committee recommend approval of the actions requested by Mr. Prouty. The motion was adopted.

#### COMPUTER SUPPORT BUREAU PERSONNEL REPORT

Chairperson Welsh recognized Mr. Scharf for presentation of the Computer Support Bureau personnel report. Mr. Scharf asked the Committee to recommend for approval by the Legislative Council the reclassification of Kay Evans from Senior Run Designer, grade 28, step 4, to Mapper Coordinator I, grade 32, step 1, and the reclassification of Cheryl Porath from Administrative Secretary, grade 21, step 3, to Mapper Run Designer I, grade 24, step 1. He also asked the Committee to recommend the filling of the position of Administrative Secretary, grade 21, step 1. He further asked for a recommendation that if the plan for computerization of the Iowa Administrative Code is approved, the position of Mapper Run Designer II, grade 27, step 1, be filled in the spring of 1988.

Representative Connors moved that the Committee recommend approval of the personnel actions requested by Mr. Scharf. The motion was adopted.

#### PRELIMINARY DISCUSSION OF AGENCY BUDGETS

Although the Committee agreed to defer final action on the agencies' proposed budgets until the next day when all members would be present, there was preliminary discussion of the budgets at this time.

Mr. Scharf called attention to the alternative figures in his budget which represent the fiscal 1989 costs for hardware, software, and staffing if the project for computerization of the Administrative Code is approved. He said the hardware included in those figures will be needed eventually, even if the Administrative Code project is not approved.

Chairperson Welsh questioned Mr. Scharf about the plan to have personal computers available in the Capitol for the use of legislators and staff. He said these are needed as soon as possible so that legislators will have the capability of using their own software packages in their work here. He requested on behalf of the Committee that the Computer Support Bureau provide four personal computers for legislative use -- at least one for the Senate and at least one for the House -- and that this action be taken immediately.

Mr. Prouty said that his budget includes funding to maintain the current level of operations without any major increases.

Mr. Peeters said because the Code publication functions of the Legislative Service Bureau are on a two-year cycle, the estimated costs are higher for the next fiscal year, when the entire Code will be printed rather than just the Supplement. Also, funds are included in the budget for an additional position for redistricting activities, for comparable worth implementation, for potential merit increases, for contingency temporary positions, and for altering a position in the Public Information Office from part-time to full-time. He noted that publication costs are partially offset by the sale of publications, and under Senate File 137, enacted in the 1987 session, the Legislative Council has more flexibility in pricing than previously with opportunity to recover a greater proportion of the total costs. He suggested that there be a review of statutes and policies with respect to free distribution of publications. For example, the Administrative Bulletin is provided free to several county officers when perhaps one copy could be shared by all the county officers in a given county. Also, copies could be shared by state agencies. Mr. Peeters stated that a Report on Offsetting Income from Code Publications, dated December 2, 1987, was distributed to Service Committee members.

#### LEGISLATIVE SERVICE BUREAU PERSONNEL REPORT

Chairperson Welsh recognized Mr. Peeters for the Legislative Service Bureau personnel report. Mr. Peeters asked the Committee to recommend for approval by the Legislative Council the appointment of Richard Johnson as Legal Division Chief, grade 37, step 2, and the appointment of Diane Bolender as Research Division Chief, grade 36, step 5. Mr. Johnson is currently at grade 36, step 2, and Ms. Bolender is currently at grade 35, step 5. He also requested a recommendation for the creation of the job classifications of Assistant Editor I (proposed grade 24) and Assistant Editor II (proposed grade 27) to replace the current classification of Administrative Code Assistant (grade 27). The new grade levels are subject to review by the Comparable Worth Staff Committee. At the present time there are four positions authorized for the Administrative Code Assistant classification. Mr. Peeters also asked for a recommendation to authorize one additional page position for the Legislative Service Bureau for the 1988 session, making a total of two, and authorize a temporary session secretary. Further, Mr. Peeters reported that John Pollak, who has been employed as a Research Analyst I, has several years of experience in the human services areas in which he will be working. Mr. Peeters requested authorization to start Mr. Pollak at step 2 rather than step 1.

Representative Connors moved that the Committee recommend approval for the actions requested by Mr. Peeters. The motion was adopted.

In addition to the above items which required Committee action, the Personnel Report of the Legislative Service Bureau also included a number of items which were reported for informational purposes.

REPORT ON IMPLEMENTATION OF LEGISLATIVE SERVICE BUREAU REORGANIZATION

Mr. Peeters stated that a Report on Implementation of the Legislative Service Bureau Reorganization Plan, dated December 1, 1987, has been distributed for the information of members of the Service Committee.

LUNCHEON RECESS

The Committee recessed for lunch at 11:45 a.m.

TOUR OF LEGISLATIVE FACILITIES

The Service Committee reconvened at 1:00 p.m. in the offices of the Legislative Service Bureau with the same Committee members present that had been present during the morning session. Representative Dorothy Carpenter, member of the Capitol Space Allocation Committee of the Legislative Council, was also present.

The Committee toured the following offices:

1. Legislative Service Bureau, State Capitol. (The tour included a legislative text processing demonstration.)
2. Legislative Fiscal Bureau, State Capitol and Lucas Building.
3. Code Operations of the Legislative Service Bureau, Lucas Building.
4. Computer Support Bureau, Lucas Building.
5. Office of Citizens' Aide, future offices, 215 East 7th Street.

The tour concluded at 4:00 p.m. and the Committee recessed until 9:30 a.m. on Tuesday, December 2, 1987.

PRELIMINARY BUSINESS

The meeting of the Service Committee of the Iowa Legislative Council was reconvened by Senator Joe Welsh, Chairperson, on December 2, 1987 at 9:40 a.m. in Committee Room 22 of the State House, Des Moines, Iowa. Members present in addition to the Chairperson were:

Senator Emil Husak  
Representative John H. Connors  
Representative Kay Chapman  
Representative Delwyn Stromer

Also present were:

Representative Dorothy Carpenter  
Mr. Donovan Peeters, Director, Legislative Service Bureau  
Mr. William Angrick, Director, Citizens' Aide  
Mr. Dennis Prouty, Director, Legislative Fiscal Bureau  
Mr. Sandy Scharf, Director, Computer Support Bureau  
Ms. Phyllis Barry, Administrative Code Editor  
Mr. Joe O'Hern, Chief Clerk of the House  
Ms. Diane Bolender, Legislative Service Bureau  
Mr. Richard Johnson, Legislative Service Bureau  
Mr. John Pollak, Legislative Service Bureau

Chairperson Welsh announced that the subject of the day's business would be a review of proposed budgets submitted by the directors of the central legislative agencies. Under section 2.12 the proposed budgets must be submitted to the Legislative Council for review and approval prior to the December 1 preceding the fiscal year. The approved budgets are then transmitted to the Department of Management. Copies of the proposed budgets are attached to the minutes and by this reference made a part thereof.

COMPUTER SUPPORT BUREAU BUDGET REPORT

Chairperson Welsh recognized Mr. Scharf for discussion of the proposed budget of the Computer Support Bureau. Mr. Scharf commented on several issues which will impact the Computer Support Bureau's budget and operation during the next fiscal year. First, computerization of the Administrative Code will require an additional staff person and more computer disk storage. Second, is the plan to move the Computer Support Bureau when the cafeteria is relocated within the Lucas Building. Representative Stromer questioned Mr. Scharf about a budget item that has been carried for a number of years, but not expended. Mr. Scharf said that the sum was slated for expenses related to the planned relocation of

the Computer Support Bureau in the Lucas Building. Mr. Scharf added that there are presently 5.3 positions authorized, but the volume of work will require an additional staff person before next session.

Representative Stromer queried whether the additional positions requested by Mr. Scharf had been approved at the previous day's meeting. Mr. Scharf noted that the Computer Service Bureau had originally been approved for five staff when it began, but has only added staff as the volume of work has increased. He indicated that key needs now are for a full-time coordinator for Mapper control and to reclassify certain personnel to reflect the changes in their work assignments. Representative Stromer asked if any other positions were required. Mr. Scharf indicated that the only additional position required is an Administrative Secretary position that needs to be filled because the previous Administrative Secretary has been moved to a Run Designer I position.

Representative Stromer noted that Mr. Scharf has requested the establishment of several new positions within the table of organization of the Computer Support Bureau. He questioned why the positions are being created when a request to the Service Committee would be necessary to fill them. He stated that he understood that the Service Committee had approved a new position at the December 1 meeting and is likely to see another request to fill a position next spring.

Chairperson Welsh added that the budget request of the Computer Support Bureau also included the purchase of a Personal Computer (PC) for each house of the Legislature to enable members to use their personal word processing programs. Representative Stromer asked whether usage would be limited to legislative activity or would personal usage be permitted. Chairperson Welsh said he personally would have no problem with personal use in that time demands on legislators are significant, but conjectured that competition to use the machine would provide the limitation Representative Stromer seeks. Representative Stromer stated he would only object should the usage impact upon the mainframe computer. Mr. Scharf added that while it would be possible to connect a personal computer to the mainframe, he did not see the necessity for it as yet. Representative Chapman noted there is already a personal computer in the Fiscal Bureau and it is used for the Legisnet program operated by the National Conference of State Legislatures and chart production. Another personal computer is used in the Computer Bureau for public access testing.

Representative Chapman suggested that Mr. Peeters and Mr. Prouty investigate the acquisition of lap top portable computers for staff people to access the mainframe from their homes. Senator Husak asked about the effect of extra staff work on staff compensatory time and whether Mr. Prouty considered hours at home

as normal time. Mr. Prouty responded affirmatively. Chairperson Welsh observed that staff people work late hours and weekends on many occasions to meet goals. Senator Husak questioned whether there is a means to verify whether people are actually working at home. Mr. Scharf suggested that the computer records could supply an estimate.

Representative Connors moved that the Service Committee recommend that the Legislative Council approve the proposed Computer Support Bureau budget with comments duly noted. Unanimous approval was given on a voice vote.

#### LEGISLATIVE FISCAL BUREAU BUDGET REPORT

Chairperson Welsh recognized Mr. Dennis Prouty, Director of the Legislative Fiscal Bureau. Mr. Prouty summarized his budget proposal as one maintaining current operations with no significant increase in funding requested. Chairperson Welsh stated that a meeting with the director of Iowa's Washington office had pointed up the need for the General Assembly to have a transceiver for moving and receiving documents over a long distance. At his request, Mr. Prouty had investigated the cost and reported that approximately \$4,000 would suffice. Representative Stromer inquired as to possible locations and made some suggestions. Chairperson Welsh called for an amendment to the budget increasing the request for office equipment by \$4,000 to purchase a machine.

Representative Stromer asked whether the \$10,000 plus increase in funding for office equipment over the preceding year could provide the dollars needed to purchase the machine. Mr. Prouty explained that the increase of \$13,000 in office equipment was for the purchase of new carpet and drapes pending the completion of renovation. In response to Representative Chapman's question, he said the age of these items exceeds 15 years. He commented that the \$10,000 line item for rental is used for copiers and service contracts. Representative Chapman asked if any of these expenditures were lease/purchase. Mr. Prouty confirmed her supposition, but added that the expenditure total changes little from year to year due to ongoing service contracts on such items.

Representative Connors moved that the Service Committee recommend that the Legislative Council approve the proposed Legislative Fiscal Bureau budget with the addition for the current fiscal year of \$4,000 to purchase a fax machine. The motion was approved unanimously on a voice vote. Mr. Prouty responded to a question about the vacancies in his Bureau by confirming that his authorized complement of 25 persons will be completed on Friday.

LEGISLATIVE SERVICE BUREAU BUDGET REPORT

Chairperson Welsh recognized Mr. Donovan Peeters, Director of the Legislative Service Bureau. Mr. Peeters pointed out that approximately \$500,000 of the budget increase over the previous year's budget is attributed to the publishing of the hardbound Iowa Code required by statute. He further explained that much of this cost is then recovered, in fact over \$600,000 was collected to recover the costs of the 1987 Code. Mr. Peeters added that another \$45,000 of the budget are special costs attributed to redistricting work in preparation for the upcoming census. He reminded the Council that the Legislative Service Bureau is acting as Iowa's representative to the Boundary Block Suggestion Project of the U.S. Census Bureau. Representative Stromer questioned the reasons for committing staff time now when redistricting will take place in three or four years. Mr. Peeters explained that the Service Bureau's interest lies in matching current precinct boundaries with the geographical blocks to be used by the census. Representative Stromer inquired as to how the Service Bureau became designated as representative. Mr. Peeters said in response to this question and Representative Chapman's query as to when, that the Legislative Council had made the designation two years ago. He added that Mr. Gary Kaufman had been assigned responsibility as the project is now entering its second phase. Both Chairperson Welsh and Representative Chapman asked when the approval for an additional employee to assist with the redistricting was made. Mr. Peeters said that it had been done during the last meeting of the Legislative Council. Representative Stromer commented that the Council is not obliged to spend all the money available and asked about the number of states participating in the study. Mr. Peeters responded that he would estimate all states participate due to the importance of the census.

Representative Chapman asked for a clarification as to when the additional full-time employee for the Public Information Office was voted. Representative Stromer interjected, commenting that the employee is being changed from a .75 position to a full-time position, and he wondered who recommended the increase. Mr. Peeters explained that he had recommended the change due to increased work and explained that the dollars involved amount to \$6,000. Representative Stromer observed that other government departments have stretched their funds with the use of part-time people and wondered if that had been considered. Mr. Peeters said that the change in the position's status would be offset by the reduction in proofreading positions.

Representative Stromer commented that total salaries in the Legislative Service Bureau are increased. Mr. Peeters replied that the causes are comparable worth adjustments and budgeted one-

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step merit increases. Representative Chapman asked a series of questions concerning comparable worth and the combined effect of this on the total budgets of the Code operations and the Service Bureau. Mr. Peeters indicated the relevant factors are the comparable worth adjustments in both divisions, budgeted one-step contingency salary adjustments, the additional redistricting employee, additional work required for the 1989 Code, and the Public Information Office (PIO) change from a .75 person to a full-time employee. Representative Stromer stated that he feels whipsawed when the number of employees is reduced, but the total amount of salary is increased. Mr. Peeters pointed out the comparable worth adjustments. Representative Stromer expressed the belief that it is ironic that many legislators criticize a possible \$150 million deficit in the state's budget while the budgets of the legislative branch agencies are increasing.

Chairperson Welsh observed that he had carefully examined the budgets on his own time and can support them. He expressed concern that other agencies and groups hire away legislative staff after they have become knowledgeable in a specific area, by offering higher salaries.

Representative Chapman questioned the office supply item increases for computer software and duplicating machines. Mr. Peeters replied that most of the increase lies in acquisition of desktop publishing capability in order to more economically produce documents. Representative Chapman referred to a report compiled by Mr. Peeters entitled Offsetting Income from Code Publications, a copy of which is attached and by this reference made a part of these minutes, and asked why the General Assembly does not charge for some items. Mr. Peeters agreed saying the distribution of all legislative publications needs to be evaluated as the attached report only lists those publications which currently produce major income.

Representative Chapman asked about the total cost for two desktop publishing units and asked the amount of savings available from purchasing only one. Mr. Peeters said that the second unit may provide a graphic capability for redistricting, a scanner for data entry is included, and he estimates that perhaps \$7,500 could be saved out of the proposed \$17,000. Mr. Scharf interjected that the necessary printing unit effectively reduces the potential savings to \$3,000. Representative Stromer suggested that there may be economic advantages to using privately owned publishers.

Chairperson Welsh recognized Representative Connors, who moved that the Service Committee recommend that the Legislative Council approve the proposed budget of the Legislative Service Bureau. The motion passed on a voice vote.

CITIZENS' AIDE BUDGET REPORT

Chairperson Welsh recognized Representative Connors, who moved that the Service Committee recommend that the Legislative Council approve the proposed Citizens' Aide budget request. The motion passed on a voice vote.

EXECUTIVE SESSION

Representative Connors moved that the Service Committee go into Executive Session to discuss matters with the General Assembly leadership. The motion was adopted on a voice vote. The Service Committee went into Executive Session at 10:37 a.m. and the meeting was reopened at 11:19 a.m.

CLOSING BUSINESS

Chairperson Welsh offered a motion to accept the recommendation of General Assembly leadership as to salary increases for the directors of the central legislative agencies and to jointly, with the leadership, devise a system for evaluation of the agency directors by July of 1988. Representative Stromer seconded the motion which passed on a voice vote.

Representative Connors moved to adjourn. There being no further business before the Service Committee, the meeting adjourned at 11:21 a.m.

Respectfully submitted,

JANET WILSON  
Legal Counsel

JOHN POLLAK  
Research Analyst