

M I N U T E S

SERVICE COMMITTEE OF THE LEGISLATIVE COUNCIL

December 7, 1988

PRELIMINARY BUSINESS

The meeting of the Service Committee of the Iowa Legislative Council was called to order by Senator Joseph Welsh, Chairperson, at 9:57 a.m., Wednesday, December 7, 1988, in Committee Room 22 of the State House, Des Moines, Iowa. Members present in addition to the Chairperson were:

Senator Emil J. Husak
Senator Lee W. Holt
Representative John H. Connors
Representative Kay Chapman
Representative Delwyn Stromer

Also present were:

Sandy Scharf, Director, Computer Support Bureau
Donovan Peeters, Director, Legislative Service Bureau
Dennis Prouty, Director, Legislative Fiscal Bureau
Richard Johnson, Legal Division Chief, Legislative Service Bureau
Leslie Workman, Legal Counsel, Legislative Service Bureau
Diane Bolender, Deputy Director, Legislative Service Bureau

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

Senator Holt moved that the minutes of the November 28, 1988, meeting of the Service Committee be approved as distributed to the Committee members. The motion carried.

PROPOSED BUDGET OF COMPUTER SUPPORT BUREAU

Chairperson Welsh recognized Mr. Sandy Scharf, Director of the Computer Support Bureau, for further presentation of his bureau's budget request for fiscal year 1989. Initial presentation of the budget proposal was made to the Service Committee at the November 28, 1988, meeting.

Mr. Scharf initiated his presentation by referring the Committee to a printout listing all hardware owned by the General Assembly which he had been requested to prepare at the Committee's

previous meeting. The listing is of all computer hardware operated and housed by the central legislative staff agencies and the offices and staff of both the House and Senate. Mr. Scharf noted that all hardware that was listed is currently owned by the legislative branch and that, although the initial purchases had been made through lease-purchasing arrangements, no contracts for lease-purchase are outstanding. He also stated that the free-standing personal computers (PCs) listed on the printout were purchased by the departments under which they were listed and not by the Computer Support Bureau. He did state that his bureau does provide maintenance for all of the equipment listed, except for the free-standing PCs, certain laser printers, and the equipment in the Citizens' Aide/Ombudsman' Office.

With regard to the proposed Computer Support Bureau budget, he reiterated that his actual number of full-time equivalent employees this year is 6.4, although his bureau has been approved for 7.4 full time equivalent positions.

Chairperson Welsh asked Mr. Peeters whether he had any computer programmers on the Legislative Service Bureau staff. Mr. Peeters replied that he had one legal counsel who has done some of the Service Bureau's programming, but that that staff person was too busy on other work at present to perform that function. Chairperson Welsh asked the same question of both Mr. Prouty of the Legislative Fiscal Bureau and Mr. Scharf. Each replied that they had two programmers on staff. Mr. Scharf noted that his department provides basically all of the programming for the Legislative Service Bureau, whereas the Legislative Fiscal Bureau does their own programming.

Senator Wlesh asked Mr. Scharf to further explain the proposed budget allocation for data processing hardware and software. At the November 28 Service Committee meeting Mr. Scharf indicated that he had included approximately \$200,000 for the purchase of equipment requested by the House or Senate or by the directors of the central legislative staff agencies.

There was a discussion relating to the current numbers of computer terminals, the money being requested for additional terminals, and the actual need for additional terminals. Mr. Scharf indicated that he would like to have the ability to purchase additional terminals as they are needed, but the requests for purchasing additional terminals are fewer than they were two or three years ago. Representative Chapman questioned why, if requests for hardware moneys were down, the Computer Support Bureau budget request shows an increase. Mr. Scharf replied that much of the cost was based on projected increases in maintenance contract costs. Mr. Scharf noted that of the 197 total terminals, 84 were held by the central staff agencies. Chairperson Welsh expressed the belief that no matter who held the terminals if the

various legislative departments were coming to Mr. Scharf with requests for new terminals, there needs to be some sort of approval mechanism for the purchasing and placement of the equipment.

Senator Husak asked whether he was in order for a motion. Chairperson Welsh replied that they were ready to take up the budget request, but that he was in order. Senator Husak first mentioned a previous Committee discussion concerning the lack of a legislative governing body for the Computer Support Bureau. Senator Husak moved that the Computer Support Bureau be placed under the authority of the Legislative Fiscal Bureau. Chairperson Welsh queried whether the budget would come under the Legislative Fiscal Bureau's budget under such an arrangement. Senator Husak replied that under this motion it would.

Chairperson Welsh asked if there was any discussion on the motion. Representative Stromer asked Mr. Scharf whether such a move would significantly affect the Computer Support Bureau's work. Mr. Scharf answered that he was unsure and asked whether every budgetary decision he made would have to be approved by the director of the Legislative Fiscal Bureau. Senator Husak replied that this would be the case and that Mr. Prouty would make the budget presentation to the Service Committee for final approval.

Chairperson Welsh stated that the Fiscal Bureau would have to develop a table of organization, that the Computer Support Bureau would be a division within the Fiscal Bureau, and that budgetary decisions would have to be relayed through Mr. Prouty.

Mr. Scharf queried whether a Code change would be required to accomplish the changes necessary in the motion. After reviewing the relevant Code provisions, Chairperson Welsh noted that the change could be made without a Code change and read the relevant language to the Committee.

Senator Holt asked Senator Husak whether he thought this move would create greater efficiency in the Computer Support Bureau's operations and save money. Senator Husak replied that those were his thoughts. Chairperson Welsh asked Senator Husak whether he was also proposing acceptance of the current budget request as well as directing the Legislative Fiscal Bureau to report back to the Committee with a table of organization to show how the Computer Support Bureau would fit into the Fiscal Bureau structure. Senator Husak replied in the affirmative. He commented that the proposed budget for the Computer Support Bureau would remain the same until the Service Committee had time to review it. Chairperson Welsh asked if there was any further discussion and, seeing none, called for a vote. The motion carried on a voice vote.

LEGISLATIVE FISCAL BUREAU PERSONNEL REPORT

Mr. Dennis Prouty referred the Committee to a letter of notification that had been distributed to Committee members indicating that he had offered the recently approved administrative secretary position to Ms. Julie Davis. She will be starting at Grade 1, Administrative Secretary. The letter was received and filed.

LEGISLATIVE INDEXES

Mr. Donovan Peeters noted that the Committee had been provided with a memorandum and a set of examples relating to current indexing for legislative publications. Chairperson Welsh recognized Richard Johnson, Legal Division Chief of the Legislative Service Bureau, for explanation of the memo and the examples. Mr. Johnson described current indexing practices for the bill subject index in the House and Senate Journals and for the index for the Session Laws. Representative Chapman asked why different subject matter codes are being used for the same categories in the different indexes. Mr. Johnson noted that the memorandum proposes that the various indexers meet to explore the potential for uniform subject matter categories to the extent feasible for the entire computer indexing system. Representative Chapman commented that she believes a numbering system for subjects could be developed which numbering system would then be used for all of the indexes. Chairperson Welsh directed that the proposed meeting take place. Copies of the memorandum and examples are on file in the Legislative Service Bureau.

ADJOURNMENT

Senator Welsh moved that the Committee adjourn. The motion carried and the Committee adjourned at 10:30 a.m.

Respectfully submitted,

LESLIE WORKMAN
Legal Counsel

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