

M I N U T E S

SERVICE COMMITTEE OF THE LEGISLATIVE COUNCIL

April 21, 1986

PRELIMINARY BUSINESS

The meeting of the Service Committee was called to order at 12:05 p.m. by the Chairman, Representative John Connors, on Monday, April 21, 1986, in Committee Room 22 of the State House, Des Moines. Members present in addition to the Chairman were:

Senator Lee Holt
Senator Joe Welsh
Representative Tom Jochum
Representative Delwyn Stromer

Also present were:

Mr. Donovan Peeters, Director, Legislative Service Bureau
Mr. Dennis Prouty, Director, Legislative Fiscal Bureau
Mr. Wm. Angrick, Citizens' Aide
Mr. Sandy Scharf, Director, Computer Support Bureau
Ms. Diane Bolender, Senior Research Analyst,
Legislative Service Bureau

Senator Welsh moved that the minutes of the December 10, 1985, meeting of the Service Committee be approved as distributed to Committee members and the motion was adopted.

LEGISLATIVE SERVICE BUREAU CHANGE IN POSITION STATUS

Mr. Peeters commented that he had distributed a memorandum relating to a request for change in the status of a position in the Legislative Service Bureau. This request was originally made on December 10, 1985, and was deferred at the Service Committee meeting held on that date. He requested that the Chief Bill Clerk position be changed from a 2/3 FTE to a 1 FTE and that the relevant job title and position description be altered to reflect additional duties that the person holding the position would be performing.

Mr. Peeters indicated that he wishes to increase the work monitoring capabilities of the Service Bureau's management system,

and the person holding the position would maintain additional information in the bill processing records; maintain new processing records for minutes, reports, research requests, and special projects; and maintain a new record keeping system for staff worktime records and leave records. Mr. Peeters stated that the increased costs due to changing the position to full-time would be transferred from the Bureau budget for session employees, and no budget increase would be necessary. He also commented that the altered position would be filled through the usual procedure for filling vacancies. Senator Welsh moved that the Service Committee recommend that the Legislative Council approve the change in status for the position. Senator Holt seconded the motion.

Representative Stromer inquired whether the individual that would fill the position has already been selected. Mr. Peeters responded in the negative, commenting that the employee will be selected under the procedures established by the Legislative Council. The motion carried with four affirmative votes by Chairman Connors, Senators Welsh and Holt, and Representative Jochum and one negative vote by Representative Stromer.

STATUS REPORT ON COMPARABLE WORTH

Mr. Peeters distributed copies of the timetable that had been adopted last fall for the completion of the Comparable Worth Study. He noted that February 17th was the date on which the consultant was to submit a final draft report for review, but because of delays, the draft final report was not submitted on that day. Mr. Peeters indicated that the consultant had completed a draft final report in late March. He asked about scheduling a meeting of the Service Committee to hear the report from the consultant. Chairman Connors expressed disappointment with the delays that occurred in completion of the report and expressed the belief that the report should be presented first to the Service Committee.

Representative Stromer moved that the Service Committee inform the consultant that the initial presentation of the report be given to the Service Committee and then a date be set for the Service Committee and the Staff Committee to meet jointly to discuss the report. The motion was adopted.

STATUS REPORT ON IOWA CODE OFFICE BILL

Mr. Peeters indicated that legislation was drafted, pursuant to the interim study of the Service Committee formally establishing the Iowa Code Office as part of the Legislative Service Bureau. The bill also affects duties of the Code Editor, style and format for administrative rules, role of the Administrative Rules Review Committee, and publication of the Iowa Administrative Bulletin and Iowa Administrative Code. He commented that the bill has been

introduced by the Administrative Rules Review Committee and is Senate File 2289. Senator Holt moved that the Service Committee receive and file the report, and the motion was adopted.

CODE PUBLICATION REPORT

Mr. Peeters stated that the Legislative Service Bureau is already working on the Session Laws and has commenced preliminary planning for publication of the Code of Iowa (1987). Mr. Peeters expressed the belief that governmental reorganization changes will mean a record number of changes in the Code. He distributed copies of a proposed schedule for completion of the 1987 Code, copies of which may be obtained from the Legislative Service Bureau. He noted that it is anticipated that the Code will be completed approximately six months ahead of the date on which the 1985 Code was completed. He further noted that this is an ambitious schedule and is dependent on smooth implementation of the Sperry Code publication program and the elimination of printing problems. Mr. Peeters stated that this is the first time the Sperry computer has been used for Code publication.

PERSONNEL SITUATION IN IOWA CODE OFFICE

Mr. Peeters commented that due to an unusual combination of factors there are several vacancies in the Iowa Code Office. He listed the following: two of the three Research Analysts, Code Indexer and Assistant Indexer, Administrative Assistants, secretary-stenographers, and proofreading positions. He noted that proofreading positions are typically vacant during a legislative session and are filled during the legislative interim. Mr. Peeters noted that he possesses authority to fill these positions under authority granted by the Service Committee and the Legislative Council, but stated that he wished to inform the Service Committee about the vacancies. Senator Welsh moved that the Service Committee receive and file Mr. Peeters' report. Representative Stromer seconded the motion, and it carried.

RECLASSIFICATION OF POSITIONS IN OFFICE OF CITIZENS' AIDE

Mr. Angrick commented that the Assistant Citizens' Aide/Ombudsmen in his office are classified as Grade 24 and there is no level or position to which these individuals can be promoted. He indicated he would like to reorganize position classifications and establish an Assistant I, Assistant II, and Assistant III. He noted that additional assignments would be given to those holding the higher level positions. He requested that he would like to present a plan at the next meeting of the Service Committee for its review and possible recommendation to the Legislative Council. Representative Stromer moved that Mr. Angrick's request be received and filed.

ADJOURNMENT

The meeting adjourned at 12:35 p.m.

Respectfully submitted,

DIANE BOLENDER
Senior Research Analyst