

M I N U T E S

LEGISLATIVE SERVICE COMMITTEE

OF THE

LEGISLATIVE COUNCIL

June 12, 1979

The meeting of the Service Committee of the Legislative Council was called to order by the Chairperson, Representative William H. Harbor, at 1:40 p.m. on Tuesday, June 12, 1979 in Committee Room 1 of the State House, Des Moines. Members present in addition to the Chairperson were:

Senator Willard R. Hansen
Senator John Murray
Representative Gregory Cusack
Representative Delwyn Stromer

Also present were:

Mr. Wayne Faupel, Code Editor
Ms. Phyllis Barry, Deputy Code Editor
Mr. William Angrick, Citizen's Aide
Ms. Ruth Mosher, Deputy Citizen's Aide
Mr. Gerry Rankin, Legislative Fiscal Director
Mr. Stan McCausland, Director of General Services
Mr. Serge Garrison, Director of the Legislative Service Bureau
Ms. Diane Bolender, Research Analyst, Legislative Service Bureau

Following roll call, Chairperson Harbor called for a report from Mr. Angrick concerning the Office of Citizen's Aide. Mr. Angrick outlined a problem which has developed in his office concerning the cover of a booklet prepared jointly by the Office of Citizen's Aide and Dr. Don Scoville of the Malcolm Price Laboratory School at the University of Northern Iowa. He explained that the booklet contains a unit of study for high school social science students on the duties of the ombudsman. He further explained that the booklet was written at the University of Northern Iowa and the cover was selected there. He noted that the cover is a cartoon portraying the ombudsman opening a can of soup entitled "Cream of Bureaucracy Soup" and worms are emerging from the can. Mr. Angrick commented that it had been anticipated that the study guide would be prefaced by a letter from Governor Ray, but when a copy of the study guide was sent to the Governor, a staff member from the Governor's Office requested that the cover be changed since it was insulting to the executive branch. Mr. Angrick also explained that he had anticipated that letters would be placed in the study guide from the Speaker and the Lieutenant Governor since the Office of Citizen's Aide is a legislative agency.

It was noted that the cost to the Office of Citizen's Aide for the study guide is \$3,000.00. Mr. Angrick noted that a portion of the cost was paid from the 1978-1979 budget for the professional

work and the remainder of the cost will be paid from the 1979-1980 fiscal year budget as a printing expense. Ms. Mosher interjected that the cost of the study guide was shared between the Office of Citizen's Aide and the University of Northern Iowa.

Representative Stromer stated that he shares some of the concerns of the Governor but moved that the Service Committee approve the cartoon cover. Senator Murray suggested that the can on the cover be redrawn to delete any reference to "soup" and the name of the can be changed to "Condensed Bureaucracy". Mr. Angrick explained that a cartoon was used in order to gain the attention of high school students, and he is not sure about the reaction of the artist to the changes. Representative Stromer modified his motion to include Senator Murray's suggestion for deleting the "soup" reference from the can and asked that Mr. Angrick check with the artist and report back to the Service Committee. Senator Hansen seconded the motion and it carried.

Mr. Angrick commented that the preaudit division of the Office of the State Comptroller had denied the request of the Office of Citizen's Aide for expenditure of funds for membership dues in the United States Association of Ombudsmen. He added that he also would like to belong to the International Ombudsman Institute. Representative Stromer moved that the Office of Citizen's Aide be authorized to expend funds for membership dues for the two associations for the fiscal year beginning July 1, 1979. Representative Cusack seconded the motion and it carried.

Mr. Angrick stated that the use of the Xerox equipment by the Office of the Citizen's Aide has reached a level where it would be advantageous to purchase the machine that is currently being rented. He explained that the purchase price is \$5,225.00 minus \$1,045.00 credit for the rental already paid, which leaves a cost of \$4,180.00 to purchase the machine. He added that the monthly fee to Xerox will then be reduced from \$165.00 to \$55.00. He noted that the machine would pay for itself in 38 months. Mr. Angrick asked for permission to purchase the Xerox machine during the current fiscal year, paying a small amount this year and paying the remainder of the cost during the next fiscal year. He added that funds would be available in the budget by reducing travel approximately twenty percent. Representative Stromer moved that the Office of Citizen's Aide be authorized to purchase the Xerox machine during the current fiscal year. Representative Cusack seconded the motion and it carried.

Mr. Angrick discussed an on-going space problem existing for his office and asked Ms. Mosher to comment. Ms. Mosher commented that the Office of Citizen's Aide had been placed in its current quarters in December of 1970 on a temporary basis. She noted that the electrical wiring is inadequate for the needs of the agency and there is no heat in the basement where men are working. It was noted that the Capitol Security personnel are located on the second

floor of the building even though space has been made available for them in another state building, but the Capitol Security personnel are unwilling to move. In response to a question from Chairperson Harbor, Mr. Angrick responded that if the Capitol Security personnel were moved, there would be sufficient space for the employees of the Citizen's Aide office. Ms. Mosher stressed the importance of locating the office so that it does not physically adjoin other state agencies. Discussion of the problem was postponed pending the arrival of Mr. Stan McCausland.

Chairperson Harbor called upon Committee members to discuss the salary proposals previously mailed to Committee members. Copies of the salary proposals are available upon request to the Legislative Service Bureau. Representative Stromer indicated that he had completed an in-depth study of salaries of legislative employees. He noted that some legislative agencies follow merit salaries rather closely but he noted that the caucus staff research analysts have been assigned a number of different grades and the resolution which establishes the salary levels for General Assembly employees has authorized research analysts to be assigned any grade between 23 and 29 without specifying that any education, experience, or other responsibilities are necessary. He suggested that such a problem makes it difficult for the Service Committee to act upon the salary requests of the 4 agencies under its jurisdiction.

In addition, Representative Stromer commented that he had observed other areas in which the classification of employees in the House and Senate differs from merit. He commented that meritorious step increases are nearly unheard of under merit rules, but these increases were granted to a number of House employees last session. He also noted that when an employee under the merit system is assigned a higher grade, the employee does not necessarily receive credit for previous experience which would enable that employee to be assigned to a step greater than one. He asked for comments from the Senate. Senate members agreed that when their caucus staff salaries were increased, it posed problems for the House Administration Committee.

Mr. McCausland entered the meeting and Chairperson Harbor asked him for comments concerning the location of the Office of Citizen's Aide and the Capitol Security personnel. Mr. McCausland expressed the belief that the building in which these two agencies are located is not appropriate to remain on the complex. He noted that approximately nine months ago he had been in contact with the Legislative Council and had agreed at that time to leave the Office of Citizen's Aide in its present building. He outlined the background of the alternative office space offered to the Capitol Security personnel.

Mr. McCausland expressed the belief that it may not be feasible to expend large amounts of money to make the building in which the Office of Citizen's Aide is located habitable when it should be

demolished. Senator Murray inquired where Mr. McCausland proposed to move the Office of Citizen's Aide. Mr. McCausland responded that he has no definite location in mind, but mentioned the possibility of moving the office to Executive Hills, when the Attorney General's employees move, or an area of the Lucas Building after the remodeling has been completed. Senator Murray suggested that information is needed about the costs of bringing the building up to standards, especially rewiring and heating costs.

Mr. Angrick expressed the belief that the employees are happy with their current location if the electrical and heating problems could be solved. Senator Hansen asked Mr. McCausland to prepare an estimate of the costs of repairs to the building. Chairperson Harbor suggested that Mr. McCausland bring several alternatives regarding the refurbishing of the building.

Mr. McCausland asked for views of the Committee and Mr. Angrick concerning the optimum office location for the agency. He asked whether a separate small building is necessary and suggested if this is the case, the Department of General Services may wish to consider building a small building which would be appropriate for the Office. Mr. McCausland agreed to bring proposals to the Service Committee at its next meeting. Senator Hansen also requested that Mr. McCausland correspond with Commissioner Larsen of the Department of Public Safety and determine his attitude concerning a change in location for the offices of the Capitol Security personnel.

The Committee agreed that the Rules and Administration Committee in the Senate and the Administration Committee in the House should review its methods for determining salaries for the caucus employees.

It was noted that the Merit Employment Classification System has been revised for the fiscal year beginning July 1, 1979 and the number of steps was reduced from 8 to 7 for each grade so that the directors of the legislative agencies had found it necessary to reduce each employee by one step in order to provide cost-of-living increases at about a 5% level. It was also noted that the steps within each grade were revised in order to reduce the compression which had occurred because of differing percentages of cost-of-living increases over the past several years.

Mr. Angrick reviewed his salary recommendations. Representative Stromer commented that for three of the positions in the Office of the Citizen's Aide, the grades had been advanced by one. He noted that under the merit system, a different job description with added responsibilities for each position would be necessary to change grades.

Mr. Rankin reviewed the salary proposals for the Legislative Fiscal Bureau and noted that two employees were reclassified from

Fiscal Analyst I to Fiscal Analyst II and one employee was reclassified from an Assistant Fiscal Analyst II to a Fiscal Analyst I. Representative Stromer noted the difference in grades for the position changes. Representative Cusack defended the salary increases and position changes granted to employees of the Legislative Fiscal Bureau because of their experience and value to the General Assembly.

Mr. Faupel presented the salary proposals for the Office of the Code Editor and noted that the Legislative Council last year had authorized grade increases for the Administrative Assistant I and Administrative Assistant II categories.

Mr. Garrison presented his salary proposals for the Legislative Service Bureau and stated that both the Legislative Service Bureau and the Legislative Fiscal Bureau have detailed job descriptions for each position. He stated that he wishes to change the salary schedule for the beginning research analyst to a 22. Mr. Garrison also asked for a starting salary of less than the minimum in certain cases when experienced employees would be earning less money or about the same as a beginning employee because of changes in the merit system salary classification plan.

Senator Murray moved that the salary proposals presented by the directors of the four legislative agencies be adopted as presented. Representative Cusack seconded the motion and it carried.

Chairperson Harbor called for discussion concerning the budget allocations presented by the directors of the Legislative Service Bureau, Legislative Fiscal Bureau, and the Office of the Citizen's Aide. Mr. Angrick explained that he will transfer funds from the travel account to the equipment account in order to purchase the Xerox machine. Representative Cusack moved the adoption of the budget as presented by Mr. Angrick. Senator Murray seconded the motion and it carried.

Representative Cusack moved adoption of the budget for the Legislative Fiscal Bureau as presented by the Director. Senator Murray seconded the motion and it carried.

Senator Hansen presented a problem in use of the computers by the General Assembly that had occurred during the legislative session and noted that Mr. Mosher, State Comptroller, had advised him that a meeting on use of the computer for legislative purposes would be held after the session had adjourned. He suggested that the Legislative Council should review the legislature's problems in utilizing the State of Iowa computer. It was agreed that the topic will be placed on the report of the Service Committee.

Representative Cusack moved adoption of the budget presented by the Director of the Legislative Service Bureau. Senator Hansen seconded the motion and it carried.

Mr. Faupel asked for permission to employ persons during the interim to verify the Code of Iowa as it is contained on the computer tape. Senator Hansen moved the authorization. Representative Cusack seconded the motion and it carried. It was noted that Mr. Faupel has not presented a budget. He stated that under Section 14.22 of the Code he has a standing unlimited appropriation. He also noted that it is impossible to predict printing costs in advance.

Mr. Faupel noted that House Joint Resolution 13 passed the General Assembly during the last session and asked whether it should be placed in the session laws. He explained that although the Joint Resolution passed the General Assembly, it objected to the adoption of a rule of the Department of Agriculture, but was not sent to the Governor within the time limits set forth in the law. The consensus of persons present was that the Joint Resolution should not be placed in the session laws.

Mr. Garrison asked for approval for the employment of Ms. Sue Lerdal as a research analyst at Grade 22, Step 1, noting that she would be eligible for a 1 step increase in six months. Senator Murray moved that Ms. Lerdal be employed. Representative Stromer seconded the motion and it carried.

The Committee adjourned at 4:40 p.m.

Respectfully submitted,

DIANE BOLENDER
Research Analyst