

## M I N U T E S

### SERVICE COMMITTEE OF THE LEGISLATIVE COUNCIL

June 18, 1986

#### PRELIMINARY BUSINESS

The meeting of the Service Committee was called to order at 10:40 a.m. by the Chairman, Representative John Connors, on Wednesday, June 18, 1986, in Committee Room 22 of the State House, Des Moines. Members present in addition to the Chairman were:

Senator Lee Holt  
Senator Jim Wells  
Senator Joe Welsh  
Representative Delwyn Stromer

Also present were:

Mr. Dennis Prouty, Director, Legislative Fiscal Bureau  
Mr. William Angrick, Citizens' Aide  
Mr. Sandy Scharf, Director, Computer Support Bureau  
Mr. Joe O'Hern, Chief Clerk, House of Representatives  
Mr. Burnette Koebernick, Deputy Director, Legislative Service Bureau  
Ms. Diane Bolender, Senior Research Analyst, Legislative Service Bureau

Senator Holt moved that minutes of the May 29, 1986 meeting of the Service Committee be approved as distributed to Committee members, and the motion was adopted.

#### NOMINATION OF CITIZENS' AIDE

Representative Stromer moved that the Service Committee recommend that the Legislative Council, pursuant to Section 601G.3 of the Code, approve the nomination of Mr. William Angrick for an additional four-year term as Citizens' Aide commencing July 1, 1986. Senator Holt seconded the motion, and it carried.

#### LEGISLATIVE FISCAL BUREAU POSITION RECLASSIFICATIONS

Mr. Prouty proposed reclassifying four employees of the Legislative Fiscal Bureau from Legislative Analyst I to

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Legislative Analyst II and one employee from Legislative Analyst II to Legislative Analyst III. A copy of the proposal is attached and by this reference made a part of these minutes.

With regard to Mr. Prouty's proposal, Representative Stromer asked Chairman Connors for his intentions concerning implementation of the Comparable Worth Report for legislative employees. Chairman Connors responded that the Committee will proceed through the process of appeal, realizing that any classification or salary decisions made with regard to legislative employees before the implementation of comparable worth are subject to the comparable worth decisions if and when a report is adopted. Representative Stromer noted that both his and the Chairman's goals have been to tie together the Legislative Analyst I, II, and III positions throughout legislative employment.

Senator Welsh noted that Mr. Prouty had also submitted information entitled "Report for Merit Increases", a copy of which is attached and by this reference made a part of these minutes. Mr. Prouty commented that the Service Committee had decided last year to grant merit increases on the anniversary date of the employees. He stated that he has just completed evaluations of employees of the Legislative Fiscal Bureau and he believes that, subject to policies adopted by the Service Committee, only reclassifications must be approved by the Service Committee.

In response to questions from Representative Stromer, Mr. Prouty stated that he has recommended a two-step increase for reclassified employees because he believes it has been a policy of the Service Committee that reclassified employees would receive the merit step increase plus a meritorious step increase. He also commented that the employees for whom he is requesting reclassification will still be earning salaries below what the Comparable Worth Report submitted by Arthur Young & Company recommended.

Chairman Connors commented that in his experience when an employee moves from one job to another, that employee receives a one-step pay increase. Mr. Prouty responded that if the employees had not been reclassified, they would be eligible for the merit step anyway. Representative Stromer expressed the view that for caucus staff employees, the number of individuals promoted from Research Analyst I to Research Analyst II is severely restricted. Mr. Prouty responded that he has replaced between five and six persons in a single year due to resignations.

In response to a question about caucus staff promotions, Mr. O'Hern stated that the pay resolution adopted by the General Assembly establishes the grades for each position. He commented that the House caucus staff employees are eligible for Research Analyst I, Research Analyst II, and Research Analyst III and the grades for each are different from the grades established by the

Legislative Fiscal Bureau for Legislative Analysts. He commented that caucus staff employees receive a minimum of one step increase for promotion, but there is a possibility of receiving two steps although this is not the usual case. He agreed that if an employee moves from a I to a II at the same time as the employee receives a merit increase, only giving a one-step promotion would be the same as if the employee were not reclassified. Mr. Prouty explained that the two-step increase is necessary since merit increases are given at the same time as position reclassifications.

Representative Stromer asked Chairman Connors whether the Arthur Young study will be discussed. Chairman Connors stated that he believes that until the Comparable Worth Report is acted upon, the Service Committee should proceed in its usual fashion. He also commented that he does not believe in downgrading employees although he does believe in redlining employees. Representative Stromer emphasized that he wants consistency with fairness and equity within the dollars available for General Assembly employment.

Representative Stromer asked whether Chairman Connors intends to implement the Comparable Worth Report in August. Chairman Connors responded in the negative, commenting that the Service Committee will discuss the Comparable Worth Report in August. He also commented that he believes that appeals should be based upon the current salaries.

Representative Stromer asked about the Legislative Fiscal Bureau budget and whether there is an increase in dollars for the 1986-1987 fiscal year over the 1985-1986 fiscal year. Mr. Prouty commented that he does not remember the exact budget figure since the budget was prepared last December, but the position reclassification costs were taken into account in the Legislative Fiscal Bureau budget. In response to further questions, Mr. Prouty stated that in order to implement the 3.85% budget reduction during the fiscal year, the Legislative Fiscal Bureau reduced travel and printing costs. He also commented that he has a vacant position he intends to fill sometime this fall.

Senator Holt moved that the Service Committee recommend that the Legislative Council delay the proposed position reclassifications until it has made decisions with regard to comparable worth. Representative Stromer seconded the motion. Senator Wells commented that he favors modifying the proposed position reclassification by providing only a single-step increase rather than a two-step increase over postponing its implementation. The motion died on a two affirmative to two negative voice vote. Senator Welsh was not present.

In response to a question with regard to the implementation of comparable worth, Mr. O'Hern noted that one of the difficulties in

implementing comparable worth is that the Legislative Council is the supervising authority for some legislative employees and the two Rules and Administration Committees are supervising authorities for the remainder of legislative employees. He commented that although the Legislative Council could implement comparable worth for agencies under its control, the Rules and Administration Committees are restrained by the pay resolutions adopted by the General Assembly. He suggested that final implementation of comparable worth might not take place until January, 1987. Chairman Connors stated that he does not know how the present Council Chairman and Vice Chairman feel about the implementation of comparable worth and stated that study has not been completed about the financial impact of adoption of the plan. He also commented that whatever is done on comparable worth would be subject to change in January when the General Assembly convenes. He expressed the belief that in reality the entire implementation of comparable worth may not take place until January.

Senator Welsh moved that Mr. Prouty's proposed position reclassifications be recommended for approval to the Legislative Council. The motion failed for lack of the four votes necessary. It was a voice vote and there were three affirmative votes and two negative votes.

#### CITIZENS' AIDE POSITION RECLASSIFICATION

Mr. Angrick commented that at its May meeting the Legislative Council approved the establishment of Assistant I, Assistant II, and Assistant III for the Office of Citizens' Aide. He asked that Mr. Randy Meline be reclassified from Assistant to Assistant II which would promote Mr. Meline from a grade 24, step 2, to a grade 26, step 1 which is a one-step salary increase. Mr. Angrick stated that he believes that the classifications established at the last meeting for employees of the Office of Citizens' Aide are consistent with classifications for other employees of the General Assembly. Senator Wells moved that Mr. Angrick's position classification be recommended for approval by the Legislative Council. Representative Stromer seconded the motion, and it carried.

#### MERIT PAY ADJUSTMENTS

Mr. Koebernick read a memo from Mr. Peeters, Director of the Legislative Service Bureau, asking that the annual personnel report of the Legislative Service Bureau be delayed until the next meeting of the Service Committee due to his absence at the June meeting.

Mr. Scharf noted that information he had presented to the Service Committee, copies of which may be obtained from the Legislative Service Bureau, reports the normal merit step increases for employees of the Computer Support Bureau. Ms. Barry presented information, copies of which may be obtained from the Legislative Service Bureau, which would provide normal merit step increases for employees of the Iowa Code Office. Mr. Prouty also presented information reporting merit step increases for employees of the Legislative Fiscal Bureau, and Mr. Angrick presented information about merit step increases for employees of the Office of Citizens' Aide.

Mr. Prouty explained that information was provided about the review date, the grade and step, and the one-step increase. In response to a question from Representative Stromer, Mr. Prouty indicated that the merit step increases would be in addition to the 4% salary increases that will be provided January 1, 1987. He also commented that executive and judicial branch employees will be eligible both for merit increases and for the increase in January, 1987.

The Service Committee took no action in regard to the reports on merit increases.

Information was also distributed relating to salary proposals for the agency heads under the Legislative Council. Senator Holt moved that the proposal be received and filed, and no action was taken.

Representative Stromer asked for additional information about the salary increases that are being provided for the twenty new department heads under governmental reorganization. Staff agreed to obtain this information and transmit it to Service Committee members.

#### STATUS REPORT ON COMPARABLE WORTH

Mr. O'Hern stated that the Comparable Worth Staff Committee has met twice to prepare documents to notify employees about their right to appeal their classification in the Comparable Worth Report. He commented that the information was mailed or distributed prior to June 6 to all legislative employees, including all those employees who were on the House and Senate payrolls during the 1986 legislative session. He commented that the employees were informed about the timetable for review and the Rules of Procedure for review. He commented that employees were notified that by July 11th they must submit a detailed appeal form along with supporting documents, comments, and any other information they may wish to present. Mr. O'Hern continued that the Staff Committee will meet to hear appeals of employees requesting review. He stated that the Staff Committee anticipates

that it will make recommendations to the Service Committee after it holds hearings in July. He commented that employees will be informed about the recommendations of the Staff Committee.

Senator Wells expressed concern that session-only employees may be hesitant to appeal the job classifications assigned in the Report since they must still apply for employment with the General Assembly for the next legislative session.

Senator Holt asked whether the session-only employees for the majority and minority parties are at the same level. Mr. O'Hern commented that the secretary to the majority leader and secretary to the minority leader are at different levels and there is a distinction between a committee secretary and a secretary to a member. He noted that otherwise the employees are on the same level.

Mr. O'Hern continued that a copy of the pay matrix which was in the pay resolution was also sent to legislative employees. He noted that all legislative agencies have moved close to using the same pay matrix.

Chairman Connors asked for further information about the hearings on appeals. Mr. O'Hern commented that the Appeal Committee will hear appeals the week of July 14th, and the procedure after the review by the Appeal Committee has not yet been determined by the Service Committee. Chairman Connors expressed the belief that Mr. Gallentine should be present to defend Arthur Young's report when the Service Committee considers the Appeal Committee results. Mr. O'Hern stated that the Staff Committee has discussed the feasibility of having Mr. Gallentine present, and decided to wait until it is determined how many appeals there are.

#### RECONSIDERATION OF RECLASSIFICATION OF EMPLOYEES

Senator Welsh moved that Mr. Prouty's position reclassification recommendations be recommended for approval to the Legislative Council as long as they are not inconsistent with the Comparable Worth Report as submitted by Arthur Young & Company. Chairman Connors noted that the previous motion of the Committee must be reconsidered in order to consider Senator Welsh's motion. Senator Welsh moved that the decision of the Service Committee not to approve the position reclassifications proposed for the Legislative Fiscal Bureau be reconsidered. Representative Stromer noted that Senator Welsh was not on the prevailing side for the preceding motion. He further commented that he believes that there are some inconsistencies in the report that must be resolved. He noted that caucus staff helps develop legislative policies while the Legislative Fiscal Bureau and Legislative Service Bureau staffs only determine how to implement the policy.

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There was no motion to reconsider the decision of the Service Committee.

WITHDRAWAL OF TRAVEL REQUEST

Mr. Koebernack noted that Mr. Peeters has prepared a memorandum to the Service Committee in which he withdrew the request concerning the funding of travel expenses for the Boundary Block Suggestion Project since the Service Bureau can adequately handle the expenditures during this fiscal year and with advance planning will do likewise for the next fiscal year.

ACCESS TO DOCUMENTS BY CITIZENS' AIDE

Mr. Angrick stated that he wishes to keep the Service Committee informed concerning the court case in which he is seeking to enforce a subpoena to obtain child abuse information. He stated that the case will be going to oral arguments again in July. He expressed the belief that the challenge to the subpoena has an analogous risk to other legislative agencies that are seeking to obtain information from executive branch agencies.

ADJOURNMENT

The Service Committee adjourned at 12:00 Noon.

Respectfully submitted,

DIANE BOLENDER  
Senior Research Analyst