



MINUTES

Service Committee

Thursday, August 14, 2025

MEMBERS PRESENT

Senator Amy Sinclair
Senator Janice Weiner

Representative Pat Grassley, Chairperson
Representative Bobby Kaufmann
Representative Brian Meyer

LSA CONTACTS: Organizational staffing provided by: Tim McDermott, Director, 515.281.8090; Minutes prepared by: Nick Schroeder, Legal Division Editor, 515.725.7323

CONTENTS

- I. Procedural Business**
- II. Central Staff Agency Personnel Reports and Budgets**
- III. Legislative Council Policies and Procedures**
- IV. Materials Filed with the Legislative Services Agency**



I. Procedural Business

Call to Order. Temporary Chairperson Grassley called the August 14, 2025, meeting of the Service Committee of the Legislative Council to order at 9:33 a.m. in Room 22 of the State Capitol. Senator Whitver was excused. All other members were present, with Senator Weiner attending the meeting via a telecommunications connection.

Election of Chairperson and Vice Chairperson. Upon motion by Senator Sinclair, the committee approved by voice vote the election of Representative Grassley as permanent Chairperson and Senator Whitver as permanent Vice Chairperson.

Approval of Minutes. Upon motion by Senator Sinclair, the committee approved by voice vote the minutes from the November 12, 2024, meeting of the committee.

Adjournment. The meeting was adjourned at 9:38 a.m.

II. Central Staff Agency Personnel Reports and Budgets

The committee received the proposed fiscal year 2026 budget and annual personnel report, including proposed promotions, for the Legislative Services Agency. Mr. Timothy McDermott, Director of the Legislative Services Agency, noted that the Legislative Services Agency proposed budget reflects an increase in information technology equipment costs to reflect the first half of a two-year effort to replace agency servers. Upon motion by Senator Sinclair, the committee, by voice vote, recommended that the Legislative Council approve the fiscal year 2026 proposed budget and annual personnel report of the Legislative Services Agency.

The committee also received the proposed fiscal year 2026 budget and annual personnel report, including proposed promotions, for the Office of Ombudsman. Mr. Bernardo Granwehr, Ombudsman, noted that the proposed budget reflects a decrease to communications costs due to switching providers and an increase to professional and scientific services for the case management system in an effort to avoid a subscription-based service. Upon motion by Senator Sinclair, the committee, by voice vote, recommended that the Legislative Council approve the fiscal year 2026 proposed budget and annual personnel report of the Office of Ombudsman.

III. Legislative Council Policies and Procedures

Mr. McDermott described the proposed changes made to the Legislative Council Policies and Procedures concerning the treatment of accrued holiday leave upon termination of employment and updates to parental leave based on legislation passed during the 2025 legislative session. Upon motion by Senator Sinclair, the committee, by voice vote, recommended that the Legislative Council approve the proposed changes to the Legislative Council Policies and Procedures.

IV. Materials Filed with the Legislative Services Agency

1. Fiscal Year 2026 Budgets and Annual Personnel Reports from the Legislative Services Agency and the Office of Ombudsman.
2. Changes to the Legislative Council Policies and Procedures.