

REPORT OF THE SERVICE COMMITTEE TO THE LEGISLATIVE COUNCIL

July 18, 2013

The Service Committee of the Legislative Council met on July 18, 2013, and makes the following report and recommendations to the Legislative Council for approval:

I. PERSONNEL REPORTS

A. The Service Committee received and filed the annual personnel report from the Legislative Services Agency, including changes to the employee handbook of policies and procedures concerning the Capitol Tour Guides, and recommends that the following employees be promoted, subject to performance review with approval of and effective date set by the director of the agency:

- Ms. Teri Souer, from Administrative Services Officer 2, grade 29, step 8, to Administrative Services Officer 3, grade 32, step 6.
- Ms. Talya Culbertson, from Administrative Services Assistant, grade 20, step 5, to Administrative Services Officer, grade 23, step 3.
- Ms. Amy Lynch, from Administrative Services Assistant, grade 20, step 5, to Administrative Services Officer, grade 23, step 3.
- Ms. Emily Meyer, from Computer Systems Analyst 1, grade 27, step 6, to Computer Systems Analyst 2, grade 29, step 5.
- Mr. Mitch Rykhoek, from Computer Systems Analyst 1, grade 27, step 4, to Computer Systems Analyst 2, grade 29, step 3.
- Mr. Jeff Karns, from Computer Systems Analyst, grade 24, step 3, to Computer Systems Analyst 1, grade 27, step 1.
- Ms. Estelle Montgomery, from Legislative Analyst 1, grade 29, step 3, to Legislative Analyst 2, grade 32, step 1.
- Mr. John Parker, from Legislative Analyst 1, grade 29, step 3, to Legislative Analyst 2, grade 32, step 1.
- Mr. Adam Broich, from Legislative Analyst, grade 27, step 3, to Legislative Analyst 1, grade 29, step 2.
- Mr. Mike Mertens, from Legal Counsel, grade 30, step 3, to Legal Counsel 1, grade 32, step 2.
- Ms. Amber DeSmet, from Legal Counsel, grade 30, step 3, to Legal Counsel 1, grade 32, step 2.

The Service Committee recommends the reclassification of editor/supervisor positions for employees in the Computer Services Division from grade 36 to grade 39 and authorizes the filling of the positions.

The Service Committee recommends that the annual salary of the Director of the Legislative Services Agency be increased to \$139,568 effective beginning July 19, 2013.

B. The Service Committee received and filed the annual personnel report from the Office of Ombudsman and recommends that the following employees be promoted, subject to performance review with approval of and effective date set by the director of the agency:

- Ms. Angela McBride, from Assistant Ombudsman 2, grade 32, step 7, to Assistant Ombudsman 3, grade 35, step 5.
- Mr. Charles “Andy” Teas, from Legal Counsel 1, grade 32, step 5, to Legal Counsel 2, grade 35, step 3.
- Mr. Bert Dalmer, from Assistant Ombudsman 3, grade 35, step 5, to Senior Assistant Ombudsman, grade 38, step 3.
- Ms. Elizabeth Hart, from Assistant Ombudsman 2, grade 32, step 8, to Assistant Ombudsman 3, grade 35, step 6.
- Mr. Jason Pulliam, from Assistant Ombudsman 1, grade 29, step 3, to Assistant Ombudsman 2, grade 32, step 1.

The Service Committee recommends the reclassification of the intern position from grade 19 to grade 17.

II. CENTRAL STAFF AGENCY FY 2014 BUDGETS

The Service Committee recommends that the Legislative Council approve the proposed budgets for the fiscal year beginning July 1, 2013, pursuant to Code section 2.12, as submitted by the following agencies:

- Legislative Services Agency
- Office of Ombudsman

Respectfully submitted,

Speaker Kraig Paulsen
Chairperson