

REPORT OF THE SERVICE COMMITTEE TO THE LEGISLATIVE COUNCIL

November 18, 1998

The Service Committee of the Legislative Council met on November 18, 1998, and makes the following report and recommendations to the Legislative Council:

1. The Service Committee received and filed the November personnel report from the Legislative Fiscal Bureau.
2. The Service Committee received and filed the November personnel report from the Legislative Service Bureau and recommends the following:
 - a. That the following employees be promoted:
 - Ms. Rosemary Drake, from Assistant Editor 3, grade 30, step 4, to Deputy Administrative Code Editor, grade 35, step 1, effective December 1998.
 - Ms. Stephanie Hoff, from Assistant Editor 1, grade 24, step 3, to Assistant Editor 2, grade 27, step 1, effective December 1998.
 - Ms. Joy Warner, from Text Processor 1, grade 19, step 3, to Text Processor 2, grade 22, step 1, effective December 1998.
 - Ms. Joyce Lathrum, from Text Processor 1, grade 19, step 3, to Text Processor 2, grade 22, step 1, effective December 1998.
 - b. That the following employee be hired in the position indicated:
 - Ms. Gina Garrett, from Proofreader 2, grade 19, step 3, to Text Processor 1, grade 19, step 3, effective November 1998.
 - c. That the job series titled Legislative Document Technician be created and that the following employees be reclassified:
 - Ms. Andrea Meier, from Proofreading Supervisor, grade 22, step 6, to Supervising Legislative Document Technician, grade 25, step 4, effective December 1998.
 - Ms. Sue Fetters, from Proofreader 2, grade 19, step 6, to Legislative Document Technician 2, grade 22, step 4, effective December 1998.
 - Ms. Helen DeBartolo, from Senior Text Processor, grade 25, step 4, to Legislative Document Technician Supervisor, grade 28, step 1, effective December 1998.
 - Mr. Danny Degen, from Proofreader 2, grade 19, step 4, to Legislative Document Technician 2, grade 22, step 3, effective June 1999.
 - Ms. Cindy Lewis, from Proofreader 1, grade 16, step 4, to Legislative Document Technician 1, grade 19, step 2, effective June 1999.
 - Ms. Rhonda Fowler, from Proofreader 1, grade 16, step 2, to Legislative Document Technician 1, grade 19, step 1, effective June 1999.

3. The Service Committee received and filed the November personnel report from the Legislative Computer Support Bureau
4. The Service Committee received and filed the November personnel report from the Office of Citizens' Aide/Ombudsman and recommends that the following employees be promoted:
 - Mr. Jeffrey Burnham, from Assistant II, grade 32, step 3, to Assistant III, grade 35, step 2, effective November 1998.
 - Ms. Judith Green, from Finance Officer 1, grade 24, step 6, to Finance Officer II, grade 27, step 5, effective November 1998.
5. The Service Committee recommends that the Legislative Council direct that a personnel committee, consisting of representatives from the central nonpartisan staffs and the Senate and House staffs, caucus staff directors, and assistants to leaders, meet to review job classifications and salary structures for legislative employees. The personnel committee shall report its findings to the Service Committee following the 1999 legislative session.
6. The Service Committee recommends the adoption of the following budgetary proposals:
 - a. That the Legislative Council approve the proposed budget and budget allocation for the fiscal year beginning July 1, 1999, pursuant to section 2.12 of the Code, for the following agencies:
 - Legislative Fiscal Bureau.
 - Legislative Service Bureau.
 - Legislative Computer Support Bureau.
 - Office of Citizens' Aide/Ombudsman.
 - b. That the Legislative Council approve the execution of a contract between the Legislative Council and Election Data Services, Inc., to provide redistricting assistance to the General Assembly for completion of Phase 2 of the Census Bureau's voting district project and approve the following budget allocations pursuant to the contract. The budget allocations would include a proposed supplemental budget allocation of \$60,000 for the Legislative Service Bureau and of \$30,000 for the General Assembly from the joint legislative account for the fiscal year beginning July 1, 1998, and a budget allocation of \$78,000 for the General Assembly from the joint legislative account for the fiscal year beginning July 1, 1999.

Respectfully submitted,

Representative Brent Siegrist
Chairperson