

**REPORT OF THE SERVICE COMMITTEE
TO THE LEGISLATIVE COUNCIL**

May 19, 1992

The Service Committee of the Legislative Council met on May 19, 1992. The meeting was called to order by Senator Mike Gronstal, Chairperson, at 10:30 a.m. in Room 22 of the State House, Des Moines, Iowa.

The Service Committee respectfully submits to the Legislative Council the following report and recommendations:

1. The Service Committee received and filed a personnel report from the Office of Citizens' Aide/Ombudsman. Action on a proposal to promote an employee from Assistant I to Assistant II was deferred. (See item number 9.)
2. The Service Committee received and filed a personnel report from the Legislative Fiscal Bureau. Action on a proposal to promote employees within the Legislative Analyst and Run Designer series was deferred. (See item number 9.)
3. The Service Committee received and filed a personnel report from the Legislative Service Bureau. Action on a proposal to promote employees within the Legal Counsel, Research Analyst, and Proofreader series was deferred. (See item number 9.)
4. The Service Committee recommends that the Legislative Council approve the reclassification of Ms. Loanne Dodge from Assistant Editor II, at grade 27, step 6, to Acting Deputy Iowa Code Editor at grade 33, step 2 effective June 19, 1992. With the retirement of the Iowa Code Editor, this reclassification is proposed as temporary solution to the vacancy created. Ms. Dodge has been employed in the Code Office on a permanent basis since 1980 and has increasingly assumed management responsibilities in the Iowa Code Division over the last few years. The Assistant Editor position vacated by Ms. Dodge will be advertised and filled at the Assistant Editor I level.
5. The Service Committee recommends that the Legislative Council approve the transfer in positions of Patty Funaro from Research Analyst II, at grade 30, step 4, to Legal Counsel II, at grade 33, step 3, effective June 19, 1992. Ms. Funaro has recently been awarded a law degree and is sitting for the Iowa bar examination in June. Ms. Funaro has been employed in the Legislative Service Bureau since 1986 and has increasingly assumed the most difficult drafting assignments in the environment and human resources areas.
6. The Service Committee recommends that the Legislative Council approve the reclassification of Bridget McNerney from Acting Executive Administrator, at grade 23, step 1, to Executive Administrator, at grade 23, step 1, effective June 19,

1992. Ms. Kitty Miklus, who was previously employed as the Executive Administrator, has been placed on long-term disability.

7. The Service Committee recommends that the Legislative Council approve the transfer in positions of Cathie Young from Legislative Proofreader, at grade 16, step 3, to Proofreader/Indexer, at grade 17, step 3, effective June 19, 1992. Ms. Young has been employed in the Legislative Service Bureau since 1989 and has spent the major portion of the last three interims assisting the Iowa Code Division in proofreading and performing other miscellaneous tasks related to the Division's legal publications. This promotion would assign her permanently to the Iowa Code Division and leave her position in the Support Services Division vacant. The vacant position would be filled before the next legislative session.
8. The Service Committee received and filed a legal report from the Office of Citizens' Aide/Ombudsman.
9. The Service Committee directed its Chairperson to appoint a subcommittee of its membership to meet in advance of the June Service Committee meeting to review the position classification system, policies relating to promotions, proposals for promotions, and other salary-related issues.

Respectfully submitted,

SENATOR MIKE GRONSTAL
Chairperson