

REPORT OF THE SERVICE COMMITTEE

TO THE LEGISLATIVE COUNCIL

August 15, 1989

The Service Committee met on August 15, 1989 and makes the following recommendations for adoption by the Legislative Council:

1. That the Director of the Computer Support Bureau:

a. Arrange a demonstration of one of three proposed voice message systems for a group of not more than 30 members of the Legislative Council and staff, in order to assess the use of such a system.

b. Be authorized to further investigate the Teksouth proposal concerning the purchase of a laser printer and data transfer switch for personal computers.

c. Send a letter to legislators to inform them of the availability of the Sperry Terminal Emulator Package (STEP) boards.

2. That the following five applicants for the position of the Director of the Legislative Service Bureau be interviewed on August 28, 1989, beginning at 1:00 p.m.:

Mr. Conrad Arensberg, Harrisburg, PA  
Ms. Diane Bolender, Des Moines, IA  
Ms. Benita Dilley, Coralville, IA  
Mr. Richard Johnson, Des Moines, IA  
Mr. David Lyons, Des Moines, IA

It was also recommended that the interviewing expenses of out-of-town applicants be reimbursed.

3. That the four grades in the job series for Legislative Text Processors in the Legislative Service Bureau be established as follows: Legislative Text Processor I (grade 19); Legislative Text Processor II (grade 22); Senior Legislative Text Processor (grade 25); and Legislative Text Processor Supervisor (grade 28). Current Legislative Text Processors will be placed at the new grade at step one or be placed at the grade and step equivalent to their current salary.

4. That Ms. Joyann Benoit be approved to fill the vacant position, due to a retirement, of Administrative Code Editorial Assistant. The action would result in a change from grade 21, step 6, to grade 24, step 4.

5. That Chapter 7 of the Personnel Guidelines for the Central Legislative Staff Agencies regarding affirmative action be corrected

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to remove the term "sexual orientation" from the questionnaire portion of the rules and to add the term to the portion of the rules prohibiting discrimination.

In addition, the Service Committee took the following actions:

1. Received a grievance filed as the result of the termination of Mr. James Peterson from employment in the Office of the Citizens' Aide/Ombudsman. The Service Committee scheduled action on the grievance for August 28, 1989 beginning at 9:30 a.m.

2. Deferred action to standardize the software packages for personal computers to be used by legislative agencies in order to further review the packages.

3. Appointed the following subcommittee for the purpose of developing a policy for the retention of legal counsel by the Legislative Council:

Senator Joe Welsh  
Representative Kay Chapman  
Representative Delwyn Stromer

4. Received a personnel report from the Legislative Service Bureau.

5. Received a report from the Citizens' Aide regarding the removal of office safety hazards.

Respectfully submitted,

REPRESENTATIVE JOHN H. CONNORS  
Chairman

Rpt, Serv815  
pf/dg/20