

The division is the primary law enforcement agency responsible for maintaining the state's liquor sales, regulation of over 6,000 licensed beer and liquor establishments, and the illegal use of beer and liquor by private individuals within the state.

### **Division of TRACIS**

CARROLL L. BIDLER, Polk County, Director.

This division was transferred from the State Comptroller's Office to the Department of Public Safety by Governor's Executive Order No. 18 on Dec. 28, 1973.

TRACIS provides data processing support for the Department of Public Safety and other criminal justice and traffic records agencies of state and local governments.

## **Department of Revenue**

Lucas State Office Building, Des Moines

GERALD D. BAIR, Norwalk, Director

The Iowa Department of Revenue was established on Jan. 1, 1968. The Director of Revenue, appointed by the Governor, is the chief administrative officer of the Department of Revenue and as such assumes all of the powers and responsibilities previously entrusted to the State Tax Commission. In addition, he is empowered to appoint deputy directors.

Also created within the structure of the Department of Revenue is a State Board of Tax Review. The bipartisan board consists of three members appointed for six-year terms, except for first appointees. The state board serves in a review capacity, being empowered to pass upon all actions of the director and affirm, modify, reverse or remand such actions. The board is constituted as a separate tax research commission to aid and advise in the legislative process.

The members of the State Board of Tax Review are:

KEITH A. MCKINLEY, Mitchell County, Chairman, term expires June 1979.

LOUIS I. NUSSBAUM, Polk County, term expires June 1977.

WILLIAM G. MURRAY, Story County, term expires June 1981.

Since Jan. 1, 1968, administration of the following taxes and tax related activities has been performed by the Department of Revenue. Collection of individual and corporate income; sales and use; inheritance; insurance premium (deposit of premium only); cigarette and tobacco products; equipment car; real estate transfer; franchise; and chain store taxes. Since July 1, 1968, the Department of Revenue has varying degrees of responsibility in the following areas: equalization of property taxation within the state; central assessment of utility and railway property; supervision of local assessment; certification of homestead credits; veterans exemptions; and disabled and senior citizens property tax and rent reimbursements.

## **Department of Social Services**

Lucas State Office Building, Des Moines

KEVIN J. BURNS, Commissioner

The Iowa Department of Social Services was created by an Act of the 62nd General Assembly, combining certain programs of the former Board of Control of State Institutions, the Board of Social Welfare, and the Board of Parole.

A five member Council on Social Services, appointed by the Governor, subject to confirmation by the Senate, serves in a policy-making capacity for all Department services, and in an advisory capacity to the Governor and the Commissioner. The Commissioner is the chief executive of the Department and is responsible for the administration of Department programs and services. The Commissioner is appointed by the Governor, subject to Senate confirmation, and serves at the pleasure of the Governor. The five members of the Council on Social Services are:

Chairman, Dolph Pulliam, Des Moines, Republican, term expires June 30, 1981;

Vice Chairman, Mrs. Meredith U. Deevers, Bettendorf, Republican, term expires June 30, 1979;

Miss Lois Emanuel, Marion, Republican, term expires June 30, 1979;

Fernice W. Robbins, Waterloo, Democrat, term expires June 30, 1977;

G. Thomas Reilly, Council Bluffs, Democrat, term expires June 30, 1977.

### **Present Organization**

The Department's central organizational structure is composed of the Office of the Commissioner, and five major divisions, Administrative Services, Community Services, Correctional Institutions, Management and Planning, and Mental Health Resources. The Commissioner, Deputy Commissioner, and the five Division Directors serve as the Management Team of the Department. The Department of Social Services employs approximately 7,000 people in its local offices, institutions, and central office.

### **Office of the Commissioner**

The Office of the Commissioner includes the Deputy Commissioner, the Federal-State Coordinator for Legislative Liaison, and seven support units, including the Office of Personnel, Office of Public Information, Office of Staff Development, Executive Services, Hearings and Appeals, Legal Services, and the Departmental Medical Consultant.

### **Division of Administrative Services**

JAMES R. ROWEN, Director  
(Acting Deputy Commissioner)

The Division provides primary support services to all line elements of the Department in the general field of business administration, data processing, payroll, purchasing, statistics, and architectural and engineering services.

### **Division of Community Services**

CATHERINE G. WILLIAMS, Director

This Division is responsible for the planning and implementation of all community-based programs of the Department related to adults, children, families, and juveniles. The Division's central office structure is composed of seven staff bureaus, including Community Correctional Services, Family and Adult Services, Income Maintenance, Medical Services, Mental Retardation Services, Veterans' Services, and Youth Services. The Division utilizes the full service agency concept in its service element which is implemented through local offices located in all counties in the state. The local offices are organized into sixteen districts that correspond to the Governor's planning regions. All community service staff of the Department are directly responsible to the Division's sixteen District Administrators. Iowa is the first of the more than thirty states having comprehensive human resource agencies that has moved to include all of its community-based services under one administrative entity.