

R E P O R T

of the

SALARY SUBCOMMITTEE TO THE SERVICE COMMITTEE

April 12, 1983

The Salary Subcommittee studied the request of the Legislative Fiscal Bureau and the Legislative Service Bureau for salary increases for eight employees, and found two problems:

1. The Legislative Fiscal Bureau and the Legislative Service Bureau in granting salary increases on July 1, 1982 used a management option allowed by the Merit Employment Department that provided salary increases for their employees ranging from 5% to 11% with an overall increase of 8% in each office. The House and Senate leadership and administration used an 8% across-the-board increase, which was also allowed by the Merit Department, and adjusted their salary schedule accordingly.

2. Because of a misunderstanding dating from July 1982, employees in the Legislative Fiscal Bureau and the Legislative Service Bureau hired at pay grade 24 after that date were hired at a salary of \$670.40 per pay period and beginning House and Senate Caucus staff employees were hired at \$689.60 per pay period.

In light of the situation described in paragraph 2, the Salary Subcommittee recommends the following salary adjustments to provide entry-level salaries for employees of the Legislative Fiscal Bureau and the Legislative Service Bureau equal to the level provided by the House and Senate:

1. That on July 1, 1983, the salaries of Tamara Fujinaka, Glen Dickinson, Jon Neiderbach, Allan Swainston, Pat Hipple, Kathy Mabie, and Dwayne Ferguson of the Legislative Fiscal Bureau be increased in the amount of \$19.20 per pay period.

2. That the salary of Scot Beckenbaugh of the Legislative Service Bureau be increased in the amount of \$19.20 per pay period.

Respectfully submitted,

REPRESENTATIVE JEAN LLOYD-JONES,
Chairperson

REPRESENTATIVE DELWYN STROMER

SENATOR BILL HUTCHINS

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June 6, 1983

TO: MEMBERS OF THE SERVICE COMMITTEE

FROM: Serge H. Garrison, Director
Legislative Service Bureau

I am submitting the resumes' of two persons I am recommending be employed on full-time status as members of the staff of the Legislative Service Bureau. Both of these persons have been working for the Bureau as temporary employees during the legislative session. They would be employed as an assistant public information officer and Attorney I, respectively. The effective date for employment of the assistant public information officer will be July 1, 1983 and for the Attorney I, it will be late July although I wish to employ this person on an hourly basis between now and the date of commencement of full-time work.

David Lyons, the person recommended for the Attorney I position, worked for the Bureau under an internship program negotiated between me and the University of Iowa Law School. He became the Bureau expert on comparative negligence and wrote all bills and papers associated with that subject for the Bureau. He is hard working, friendly, and gets along well with legislators and staff. I do not consider him a new employee since he carried a heavy workload during the session and completed it in a very satisfactory manner. David will be the primary staff person on the comparative negligence issue as well as several other legal issues. He is replacing Ruth Cooperrider who resigned shortly before the start of the session.

Julie Elder worked for the Bureau as a bill clerk during the session. She is quiet, intelligent, and hard working. She gets along well with employees. She has been assisting the public information officer since the middle of the session, has learned much, and is needed at this time in order to properly develop brochures and initiate public information programs.

The starting salaries for these persons would be \$15,204.80 for the assistant public information officer and \$21,465.60 for the Attorney I. These are the base salaries within the classifications for these positions.

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ASSISTANT PUBLIC INFORMATION OFFICER. Salary rate: Grade 21
15,204.80-\$19,988.88

1. Qualifications, Skills, and Ability: Graduate of a college or university with a bachelor's or master's degree or equivalent experience, which emphasizes the ability to communicate. Ability to communicate orally and in writing in a clear, concise, and nonpartisan manner and to summarize legislative procedures, detailed documents, administrative rules, legislation, and other legislative materials. Ability to learn legislative procedures in this and other states and explain to the public in writing and orally those procedures. No participation in partisan politics.

2. Duties: Under general supervision of the director of the legislative service bureau and the public information officer, assist the House and Senate and other legislative agencies to provide information to the public relating to actions and procedures of the general assembly. Assist in the dissemination of nonpartisan legislative materials developed by the House and Senate and other legislative agencies. Supervise and coordinate interns in the gathering of information designed to inform the public about legislative actions and procedures. Assist the public information officer in carrying out the duties of the public information office.