

Remodelling Suggestions for:

Citizens' Aide/Ombudsman offices
515 East 12th Street
Des Moines, Iowa 50319

Delete front hall closet:

Open up reception area.

Delete main floor half-bath:

Making through hallway for three offices on main floor.
Eliminating the necessity to walk through each other's
offices.

Delete kitchen cupboards, sink, etc. in kitchen:

This space is presently and will continue to be used
as office space.

Open wall into back entry hall:

Close door between kitchen and dining room offices:

Install kitchen unit in basement, furnace room:

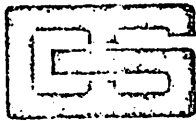
Bookshelves floor to ceiling in basement conference room/library:

Remodel or redecorate upstairs bathroom:

Counter for reception area with shelving for secretarial supplies:

Possibly removing fireplace in reception area:

Carpet and drapes:



DEPARTMENT OF GENERAL SERVICES □ DES MOINES, IOWA 50319

BUILDINGS AND GROUNDS DIVISION

HON. ROBERT D. RAY
GOVERNORSTANLEY L. McCAUSLAND
DIRECTORJOHN DRUMMOND
SUPERINTENDENTM E M O

July 3, 1979

TO: STANLEY McCAUSLAND

FROM: JOHN DRUMMOND ^{JD}

RE: TWO STORY BRICK HOUSE, CITIZEN'S AIDE QUARTERS

In response to your request for the cost to remodel the two story brick house and bring it into condition to last several years we are listing these costs as follows:

- | | |
|--|------------|
| 1. Thermopane storm windows (fully energy efficient) | \$1,275.00 |
| 2. Repainting inside and out and some woodwork repair and refinishing. | 360.00 |
| 3. New front steps (Lister Concrete Products) | 135.00 |
| 4. Sidewalk repairs | 85.00 |
| 5. New 200 amp, 3 phase, 4 wire service entrance (200 feet from source to panel) | 6,928.00 |
| 6. New furnace and central air conditioning unit. | 2,425.00 |
| 7. Duct work for new furnace and additional heat runs for basement. (The house ducts are set up very well for central air.) | 285.00 |
| 8. Handicapped Ramp. Rise from front sidewalks to 1st floor line is 4'9".
A ramp at manimum 3/4" per foot would be 76' long to accomplish the above rise. | 3,920.00 |

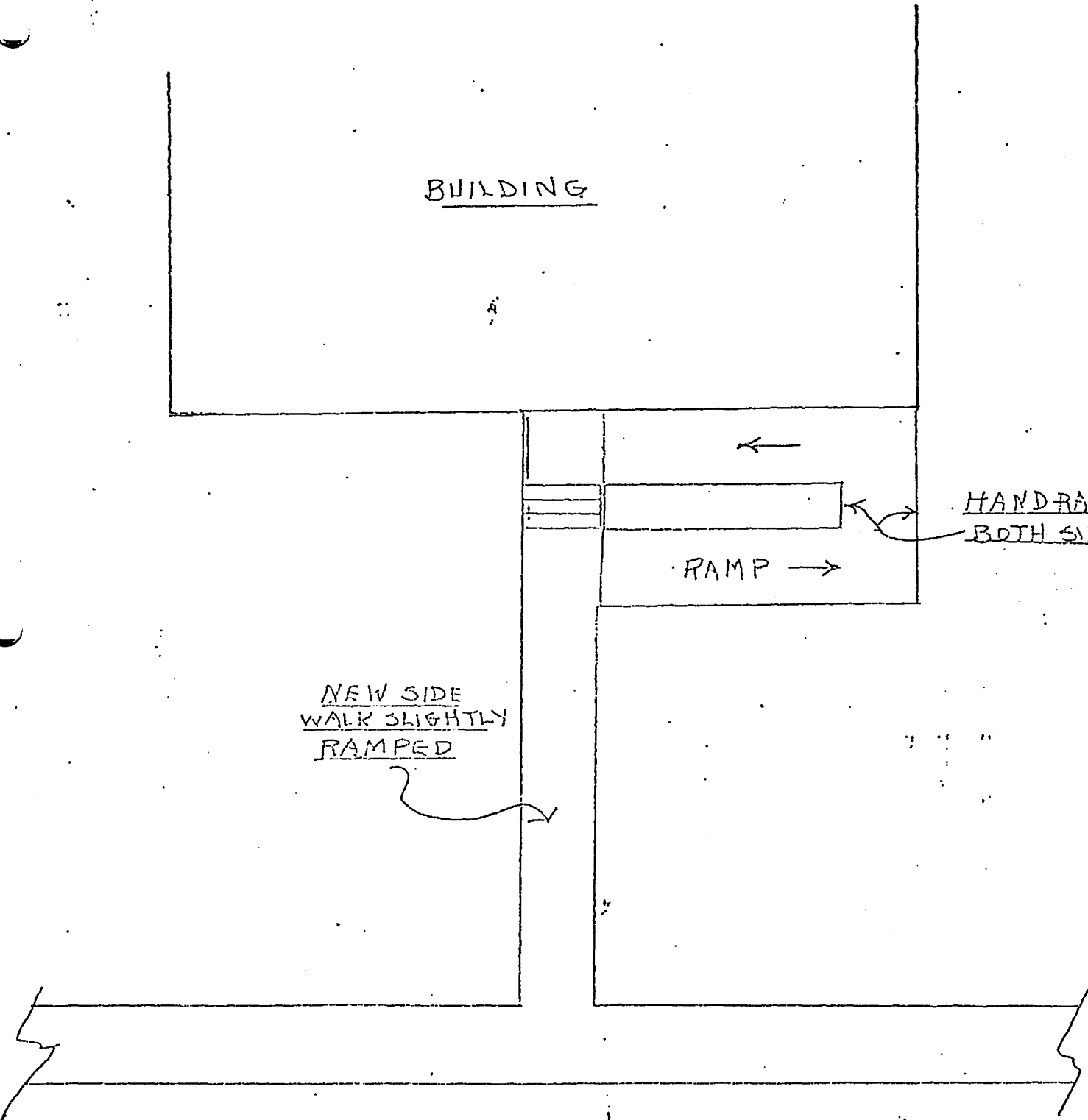
We estimate \$40.00 per foot plus \$880.00 for landings
This does not include any wall remodeling, nor any new tile or carpeting.

JD/k

OFFICE OF
THE DIRECTOR

JUL 3 1979

BUILDING

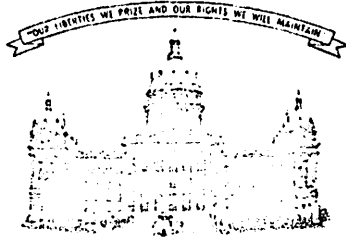


HANDRAILS
BOTH SIDES

NEW SIDE
WALK SLIGHTLY
RAMPED

RAMP →

SUGGESTED ACCESS FOR HANDICAPPED



GERRY D. RANKIN
DIRECTOR
515/281-5279

STATE CAPITOL
DES MOINES, IOWA
50319

STATE OF IOWA
LEGISLATIVE FISCAL BUREAU

TO: Members of the Service Committee of the Legislative Council
Representative William H. Harbor, Chairperson
Representative Delwyn Stromer
Representative Gregory D. Cusack
Senator W. R. Bill Hansen
Senator John S. Murray
Senator Bob Rush

FROM: Gerry D. Rankin

DATE: June 26, 1979

Attached is the proposed budget allocation for the Legislative Fiscal Bureau's Program Evaluation Division for the fiscal year beginning July 1, 1979.

Attached also is the personal resume of Deborah A. Westvold. I am recommending that Ms. Westvold be employed as a Fiscal Analyst I at the Grade and Step of 27-1. Ms. Westvold's primary responsibility will be to staff the Human Resources Appropriations Subcommittee with additional major responsibility with program evaluation.

As I mentioned at the June meeting of the Services Committee, I am transferring Thom Freyer to the Program Evaluation Division of the Fiscal Bureau. We will be conducting interviews during the next month for an additional staff person for program evaluation. We have completed the preparation of a job description and are currently advertising for applicants. I will have a recommendation for you at the August or September Services Committee meeting.

GDR:n1
Enc. 2

Legislative Fiscal Bureau
Program Evaluation Division
Proposed Budget - Estimated Expenditures Fiscal 1979-80

	<u>79-80</u>
Salaries	\$ 50,000
Prof. & Scientific	15,000
Office Supplies, Expense and Telephone	<u>5,000</u>
Total	\$ <u>70,000</u>

Allocations are made quarterly to the proper accounts, as required by Chapter 8, in amounts necessary to carry out the functions of the Fiscal Bureau.

PERSONAL RESUME

<u>NAME</u>	Deborah A. Westvold	<u>MAIL ADDRESS</u>	3710 Twana, Apt. 20
<u>BIRTHDATE</u>	April 29, 1951	<u>TELEPHONE</u>	(515) 276-1353 (home) (515) 282-5200, X308 (work)
<u>CITIZENSHIP</u>	United States	<u>MARITAL STATUS</u>	Single

MEMBERSHIP IN ORGANIZATIONS

National Association of Social Workers
American Public Welfare Association

PUBLICATIONS AND PAPERS

"Spouse Abuse in Polk County: Implications for Treatment" Masters degree project, Unpublished

"Functional Education Profile" for 1978 Social Service Congress, Executive Coordinating Board, mimeographed.

"Deaf Services Study" United Way of Greater Des Moines, mimeographed.

"Population Institute Study" United Way of Greater Des Moines, mimeographed.

EDUCATION

University of Iowa, Iowa City, Iowa BS 1973 Major: Psychology

School of Social Work, University of Iowa, Des Moines, Iowa Campus MSW 1979

TRAINING - National Drug Abuse Conference - 1974
Death & Dying Workshop - 1975
Workshop on Aging
Interpersonal Relationship Skills - 1979
Community Telephone Counseling Orientation & Ongoing training
Human Sexuality, Institutional Necessity vs. Personal Freedom

FIELD WORK

June, 1978 to December, 1978 United Way of Greater Des Moines, Des Moines, Iowa
Worked with Planning and Allocations division to conduct agency evaluations, special studies, and other planning activities. Composed a profile on Functional Education for use by the 1978 Social Service Congress. Conducted an agency evaluation of non United Way agency, and studies of Deaf services programs and the Population Institute. Assisted with state-wide needs assessment for the State Department of Social Services. Assisted with survey for GAIN III, United Way's own problem assessment process. Updated Service Area profiles for the GAIN III document.

WORK EXPERIENCE

October, 1978
to
Present

Planning and Allocation Staff - United Way of Greater Des Moines, Des Moines, Iowa
Continuation of Planning activities undertaken while an intern. In addition assuming allocation responsibilities of staffing two allocation panels and serving as staff liaison to ten (10) United Way agencies. Duties include reviewing funding proposals and serving as resource to agencies in developmental phases of the proposal. Maintaining positive agency relations through communication with agency staff. Reviewing agency financial and program reports. Communicating with United Way volunteers re: agency activities and concerns. Assisting with revision of UWGDM Bylaws, and Agency Self-support Policies. Acting as a United Way representative for community activities such as the evaluation of Child Day Care Home Resource Center, organization of public hearing on discrimination against children for the International Year of the Child, and planning for 1980 Child Welfare League conference. Conducting special studies that arise and working with committees and community groups as indicated.

February, 1975
to
May, 1978

Social Work Associate - V. A. Hospital, Des Moines, Iowa
Activities involved working, at various times, with both inpatients and outpatients in the hospital. Inpatient activities included working with patients and their families in relation to their adjustment to the hospital and/or their disease or injury. Assessing patient's social needs and making referrals to appropriate community resources. Working with the total team to ensure quality, comprehensive care. Discharge planning to nursing homes, previous living situations, or appropriate alternatives. Outpatient activities included working with both medical and psychiatric patients placed in residential facilities. Worked to maintain the patient in the community and serve as a liaison between the hospital and the institution. Required extensive knowledge of services available in the community.

July, 1973
to
February, 1975

Casework Management Specialist - A.D.A.P.T., Inc., Des Moines, Iowa
Coordinating treatment and medical services for clients. Monitoring client's activities in the program and making recommendations to treatment staff for disciplinary action. Ensuring quality record keeping by monitoring counselor's recording. Assisting casework supervisor with administrative issues and interpreting policies to the staff. Other activities included screening position applications for treatment positions. Providing individual and group counseling to non-narcotic drug abusers.

REFERENCES

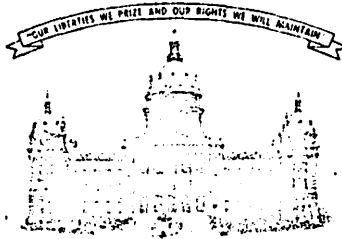
George Kraft, Planning Coordinator, United Way of Greater Des Moines, 700-6th Ave.
Des Moines, Iowa 282-5200.

David Banowetz, Allocations Coordinator, United Way of Greater Des Moines,
700-6th Ave. Des Moines, Iowa 282-5200.

Steve Mannasmith, Social Worker, V.A. Hospital, 30th & Euclid, Des Moines, Iowa
255-2173, Ext. 381.

Ed Harris, Outpatient Section Chief, Social Work Service, V.A. Hospital, Des
Moines, Iowa 255-2173, Ext. 381.

Other References submitted upon request.



GERRY D. RANKIN
DIRECTOR
515 / 281-5279

STATE CAPITOL
DES MOINES, IOWA
50319

STATE OF IOWA
LEGISLATIVE FISCAL BUREAU

TO: Members of the Service Committee of the Legislative Council
Representative William H. Harbor, Chairperson
Representative Delwyn Stromer
Representative Gregory D. Cusack
Senator W. R. Bill Hansen
Senator John S. Murray
Senator Bob Rush

FROM: Gerry D. Rankin

DATE: July 5, 1979

Attached is a proposal from Farr Analysts, Consultants, & Technical Services, Inc. This proposal was submitted at my request and is designed to assist the Fiscal Bureau in answering the many fiscal note requests and other questions concerning the state's and municipalities' retirement plans. The Fiscal Bureau, as I have stated at other times, has not been able to do an adequate job of analyzing the various retirement plans when changes in them were being considered by the General Assembly.

We have reviewed the attached proposal and feel it will accomplish our needs at a low cost.

My recommendation is that the \$10,000 appropriation be allocated for the purpose stated in the bill and that FACTS be contracted with by the Fiscal Bureau to prepare the information we need for Fiscal Notes and for the assistance of the study committee on retirement plans.

GDR:n1
Enc.

Farr
Analysts,
Consultants, &
Technical
Services, Inc.

Marilyn H. Farr
James E. Stanton
Thomas C. Farr
914 Cummins Parkway
Des Moines, Iowa 50312

July 3, 1979

Mr. Gerry Rankin
Legislative Fiscal Director
State Capitol
Des Moines, Iowa 50319

Dear Gerry:

Section 22 of Senate File 489, passed by the Iowa Legislature in 1979 and signed by the Governor, reads as follows:

"There is appropriated from the General Fund of the State for the fiscal biennium beginning July 1, 1979, and ending June 30, 1981, to the Legislative Fiscal Bureau, the sum of ten thousand (10,000) dollars, or as much thereof as is necessary, to be used for compensating an actuary. Notwithstanding section two point fifty-three (2.53) of the Code, the Director of the Legislative Fiscal Bureau shall employ, on an hourly basis, an actuary to perform actuarial studies relating to proposed and pending legislation on public retirement systems. The hourly rate of compensation is subject to the approval of the Legislative Council."

This letter is a proposal by Farr Analysts, Consultants, & Technical Services, Inc., to perform these studies.

Certain basic work needs to be done before the actuarial studies can be performed. This includes the collection, study and interpretation of the proposed and pending legislation of Code sections and of administrative rules dealing with the public retirement systems concerning which studies are being made. A second phase involves locating the data on the employees covered by the systems, and analyzing the data needs of the actuarial studies to be performed. A third phase involves the designing of computer programs to extract and summarize the data needed to perform the studies. While these processes depend in some degree on the number and diversity of the studies to be made, they are largely independent on the number of studies, and a maximum dollar charge for this work is given below.

We need to comment on studies that might be called for in connection with fire and police retirement systems of cities. Employee data of such systems are not under the control of the State as are the data for IPERS, the peace officers' retirement system and the judicial retirement system. These studies would therefore be based upon either sample data or assumed age distributions of employees.

Mr. Gerry Rankin
Des Moines, Iowa .

July 3, 1979
Page 2

On the other hand, we are relying on the cooperation of the State offices involved to provide accurate and complete data to be used in studies called for in connection with the other three systems mentioned just above.

Other phases of the work to be done depend largely on the number and content of the studies. This is unknown in advance, and the only effective maximum cost is the amount of funds available. The work involves (a) attending committee meetings to determine intent, to present fiscal notes and to answer questions pertaining thereto; (b) actuarial determination of assumptions, methods and factors, and interpretation of results; (c) organizing data and making actuarial calculations; and (d) preparation of fiscal notes and any reports needed. Hourly rates for such work are shown below.

TABLE OF CHARGES

	<u>Hourly Rate</u>	<u>Biennium Maximum</u>
1. Study of Code, legislation and rules	\$ 25.00	\$ 1,500
2. Locating data and analyzing data needs	25.00	500
3. Designing programs to extract and summarize data	25.00	1,000
4. Committee meetings	25.00	
5. Actuarial determinations and interpretations	45.00	
6. Calculations phase	7.50	
7. Preparation of fiscal notes or reports	25.00	

In the 1979 legislative session, two bills relating to public employee pensions were passed and signed. These were S.F. 70 and S.F. 489. At least seven other bills dealing with police and fire retirement systems of cities were introduced, as was a bill concerning the peace officers' retirement system. We estimate that this level of activity each year of the next biennium would result in fees for phases 4 through 7 in the table above of \$3,100 per year.

Sincerely,



Marilyn H. Farr, President

MHF/mm

CHARLES E. FARR

Mr. Farr is a graduate of Grinnell College, majoring in mathematics and a member of Phi Beta Kappa, He is a Fellow of the Society of Actuaries, a Member of the American Academy of Actuaries, A Fellow of the Canadian Institute of Actuaries and an Enrolled Actuary.

Mr. Farr has had extensive experience in the group pension field, having been employed for over twenty-five years by a major insurer. He is a co-author of "The Theory and Practice of Pension Funding", a text widely used for the education and training of actuarial students and others. He is the Editor of the Enrolled Actuaries Report, a national publication of the American Academy of Actuaries.