

**SERVICE COMMITTEE
OF THE LEGISLATIVE COUNCIL**

MEMBERSHIP

Representative Brent Siegrist, Chairperson
Representative John Connors
Representative Betty Grundberg

Senator Michael Gronstal
Senator Stewart Iverson, Jr.
Senator Don Redfern

TENTATIVE AGENDA

May 27, 1998
Room 118, State Capitol

11:30 a.m. Call to Order

Roll Call

Consideration of Minutes of November 25, 1997, Meeting (previously distributed)

Personnel Reports

- Legislative Fiscal Bureau
- Legislative Service Bureau
- Computer Support Bureau
- Citizens' Aide/Ombudsman

Discussion of Personnel Guidelines Issues

- Grant Dugdale

Budget Authorization Requests

- Legislative Fiscal Bureau
- Legislative Service Bureau
- Citizens' Aide/Ombudsman

Additional Business?

Adjournment

GENERAL ASSEMBLY OF IOWA

LEGAL COUNSELS

Douglas L. Adkisson
Edwin G. Cook
Susan E. Crowley
Patricia A. Funaro
Michael J. Goedert
Nicole R. Haatvedt
Leslie E. W. Hickey
Janet S. Johnson
Mark W. Johnson
Timothy C. McDermott
Joseph E. McEniry
Richard S. Nelson

RESEARCH ANALYSTS

Kathleen B. Hanlon
Thane R. Johnson



LEGISLATIVE SERVICE BUREAU

STATE CAPITOL
DES MOINES, IOWA 50319
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DIANE E. BOLENDER
DIRECTOR

RICHARD L. JOHNSON
DEPUTY DIRECTOR

JOHN C. POLLAK
COMMITTEE SERVICES ADMINISTRATOR

LOANNE M. DODGE
IOWA CODE EDITOR

KATHLEEN K. BATES
ADMINISTRATIVE CODE EDITOR

JULIE E. LIVERS
LEGISLATIVE INFORMATION OFFICE DIRECTOR

May 21, 1998

MEMORANDUM

TO: CHAIRPERSON SIEGRIST AND MEMBERS OF THE SERVICE COMMITTEE
FROM: DIANE BOLENDER, DIRECTOR
RE: MATERIALS FOR MAY SERVICE COMMITTEE MEETING

Enclosed are personnel reports and budget authorization memoranda for the Legislative Fiscal Bureau, the Legislative Service Bureau, and the Citizens' Aide/Ombudsman for the May meeting of the Service Committee.

Grant Dugdale will be present at the meeting to discuss additional issues he believes need to be addressed in the Personnel Guidelines for Central Staff Agency Employees.



DENNIS C. PROUTY
DIRECTOR
515/281-5279
FAX 281-8451

STATE CAPITOL
DES MOINES, IOWA
50319

STATE OF IOWA
LEGISLATIVE FISCAL BUREAU

Memorandum

TO: Service Committee of the Legislative Council
FROM: Dennis C. Prouty, Director *Dep*
RE: Fiscal Bureau Personnel Report
DATE: May 8, 1998

Attached is the Legislative Fiscal Bureau's Personnel Report for the period November 26, 1997, through May 27, 1998. The Report covers all personnel action since the last report, which was submitted November 25, 1997.

LEGISLATIVE FISCAL BUREAU
PERSONNEL REPORT
May 27, 1998

PERSONNEL ACTION SINCE LAST REPORT: 11/25/97

SERVICE COMMITTEE REVIEW

<u>NAME</u>	<u>TITLE</u>	<u>PREVIOUS GRADE/STEP</u>	<u>DATE ATTAINED</u>	<u>CURRENT GRADE/STEP</u>	<u>DATE ATTAINED</u>
MERIT INCREASES:					
Jon Studer	Senior Legis. Analyst	38-1	11/96	38-2	11/97
Mary Shipman	Senior Legis. Analyst	38-1	11/96	38-2	11/97
Margaret Buckton	Legislative Analyst	29-2	11/96	29-3	11/97
Dave Reynolds	Senior Legis. Analyst	38-1	11/96	38-2	11/97
Sandie laust	Administrative Secretary	21-5	12/96	21-6	12/97
Sherry Weikum	Legislative Analyst	27-1	10/97	27-2	3/98
Deb Anderson	Legislative Analyst	27-1	3/97	27-2	3/98
Ron Robinson	Legislative Analyst	27-2	3/97	27-3	3/98
Deb Kozel	Legislative Analyst	27-2	3/97	27-3	4/98
Darlene Kruse	Legislative Analyst I	29-2	12/95	29-3	4/98
Carolyn India Black	Legislative Analyst	27-1	10/97	27-2	4/98
Jeff Robinson	Senior Legis. Analyst	38-3	5/97	38-4	5/98

VACANT POSITIONS:

Casey Studer Page Effective - April 1998

VACANT POSITIONS FILLED:

Casey Studer Page Effective - January 1998

SICK/FAMILY LEAVE:

None

SERVICE COMMITTEE APPROVAL

PROMOTIONS:

<u>NAME</u>	<u>FROM</u>		<u>TO</u>	
	<u>TITLE/ DATE ATTAINED</u>	<u>GRADE & STEP/ DATE ATTAINED</u>	<u>TITLE</u>	<u>GRADE & STEP/ DATE ATTAINED</u>

None



DENNIS C. PROUTY
DIRECTOR
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LEGISLATIVE FISCAL BUREAU

Memorandum

TO: CHAIRPERSON SIEGRIST AND MEMBERS OF THE SERVICE COMMITTEE
FROM: DENNIS C. PROUTY, DIRECTOR *dep*
RE: BUDGET AUTHORIZATION FOR FY 1999
DATE: May 20, 1998

At the November 1997 meeting, the Service Committee approved \$125,000 in additional FY 1998 funding to update the Iowa Income Tax Model data base. The Tax Model was originally developed in FY 1988 and was last updated in FY 1991.

The Legislative Fiscal Bureau has been working with the Iowa Department of Revenue and Finance to obtain approval from the Internal Revenue Service (IRS) to utilize updated federal income tax records to support the Iowa Income Tax Model. With the delay in approval, the updating of the Model cannot be completed by June 30. The additional FY 1997 budget authorization (\$125,000) will revert on June 30.

The Legislative Fiscal Bureau requests the Service Committee recommend that the Legislative Council approve a \$125,000 increase to the FY 1999 budget authorization to allow updating of the Iowa Income Tax Model data base.

LEGISLATIVE SERVICE BUREAU

Personnel Report

1998

Personnel Action since Last Report: 11/25/97

Name	Position	Previous Grade/Step	Date Attained	Current Grade/Step	Date Effective
<i>Merit Increases:</i>					
Brandt, K'Ann	Finance Officer	24-5	11/29/96	24-6	11/28/97
Hickey, Leslie E.	Sr. Legal Counsel	38-5	10/21/96	38-6	12/12/97
Nelson, Richard	Legal Counsel	32-1	12/13/96	32-2	12/12/97
Simmons, Janet L.	Legal Counsel	32-1	12/13/96	32-2	12/12/97
Tobis, Shelli G.	Doc. Proc. Supervisor	25-1	12/13/96	25-2	12/12/97
Weddell, Susan J.	Computer Sys. Analyst	29-3	12/13/96	29-4	12/12/97
Young, Catherine L.	Assistant Editor	24-3	12/13/96	24-4	12/12/97
DeBartolo, Helen	Senior Text Processor	25-2	12/27/96	25-3	12/26/97
Fetters, Sue	Proofreader 2	19-5	12/27/96	19-6	12/26/97
Drake, Rosemary	Assistant Editor 3	30-3	12/27/96	30-4	12/26/97
Page, Joanne	Assistant Editor 3	30-2	02/21/97	30-3	02/20/98
Lewis, Cindy	Proofreader 1	16-2	03/21/97	16-3	03/20/98
Bates, Kathleen	Admin. Code Editor	38-2	04/04/97	38-3	04/03/98
Gatti, Elizabeth	Text Processor 1	19-1*	10/03/97	19-2	04/03/98
Hoff, Stephanie	Assistant Editor 1	24-2	04/18/97	24-3	04/17/98
Lathrum, Joyce	Text Processor 1	19-2	05/02/97	19-3	05/01/98
McDermott, Timothy	Legal Counsel	30-2	05/16/97	30-3	05/15/98

*Initial six-month period of employment

Vacant Positions Filled:

Cronbaugh, Craig	LIO Officer	12/28/97
McEniry, Joseph	Legal Counsel	01/15/98
Vander Linden, Teresa	Publications Assistant	03/06/98
Shea, Betty	Indexer 1	03/20/98
Karns, Roger	Publications Assistant	05/01/98

Temporary Positions Filled:

Hallam, Steven	Proofreader	01/05/98
Dove, Susan	Proofreader	03/24/98
Claeys, Christine	Proofreader	05/26/98

Resignations:

Brandt, K'Ann	Finance Officer	12/11/97
Olah, Katharine	Proofreader	12/11/97
Kelly, Cathy	Assistant Editor	12/18/97
Wilson, Janet	Deputy Code Editor	01/08/98
Hilker, Lori	Proofreader	03/03/98
Birger, Nancy	Tour Guide	04/24/98
Danzer, Mary Beth	Page	04/22/98
Kane, Jesse	Page	04/22/98

Parental/Family Leave:

None

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May 20, 1998

MEMORANDUM

TO: CHAIRPERSON SIEGRIST AND MEMBERS OF THE SERVICE COMMITTEE
FROM: DIANE BOLENDER, DIRECTOR *DB*
RE: BUDGET AUTHORIZATION FOR FY 1999

At its November 20, 1996, meeting, the Service Committee approved the budget and budget allocations for the Legislative Service Bureau for the fiscal year beginning July 1, 1997 and ending June 30, 1998. One of the assumptions for the budget allocation for printing stated on the budget document was that the budget allocation anticipated publishing a new edition of the Iowa Court Rules. Although no separate line item was included, I had allocated \$50,000 of the general printing allocation for printing the new edition of the Court Rules.

The Legislative Service Bureau has been working with the Iowa Supreme Court for the last two years to develop a new format that would provide for electronic publication and provide each Court Rule with its own unique number that would allow electronic linkages between Court Rules. It had been anticipated that final decisions would be made and the publication completed by June 30, 1998. However, the Legislative Service Bureau is still working with representatives from the Iowa Supreme Court to complete this project.

I request that the Service Committee recommend that the Legislative Council approve carrying forward that funding authorization into the fiscal year beginning July 1, 1998, in order that the project may be completed and the new edition of the Court rules printed.

LEGISLATIVE COMPUTER SUPPORT BUREAU
PERSONNEL REPORT
May 27, 1998

MERIT INCREASE

<u>Employee Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
John Rafdal	Computer Systems Engineer I	27/3	27/4	3/98

RESIGNATION

		<u>Effective Date</u>
Mike Bishop	Computer Systems Analyst I	4/98

PARENTAL LEAVE

Scott Mathews

**CITIZENS' AIDE/OMBUDSMAN
PERSONNEL REPORT**

**NOTIFICATION OF MERIT STEP INCREASES
Since November 25, 1997**

<u>Name</u>	<u>Position</u>	<u>Effective Date Previous Grade & Step</u>	<u>Effective Date Current Grade & Step</u>
Wendy L. Sheetz	Assistant III	12/13/96 35-2	12/12/97 35-3
Judith Milosevich	Assistant III	12/27/96 35-4	12/26/97 35-5
Kristie Hirschman	Assistant II	5/16/97 32-3	5/15/98 32-4

NEW HIRES

Gregory L. Roseberry	Assistant	----	2/2/98 27-1
Marianne McVey	CAO Secretary	----	2/2/98 19-1

RESIGNATION

Marianne McVey, CAO Secretary, April 17, 1998

STATE OF IOWA

CITIZENS' AIDE/OMBUDSMAN
CAPITOL COMPLEX
215 EAST 7TH STREET
DES MOINES, IOWA 50319-0231
(515) 281-3592
TOLL FREE 1-800-358-5510



WILLIAM P. ANGRICK II
CITIZENS' AIDE / OMBUDSMAN

In reply, please refer to:

May 21, 1998

**The Honorable Brent Siegrist
Chair, Service Committee
Legislative Council
Capitol Building
LOCAL**

Dear Representative Siegrist:

At its November 20, 1996 meeting the Service Committee approved the budget and budget allocations for the Citizens' Aide/Ombudsman for the fiscal year beginning July 1, 1997 and ending June 30, 1998. A specific allocation of \$75,000 was approved for development of a computer management data software system.

Significant progress has been made on the project by the contractor, Big Creek Software, L.L.C. However, the project will not be completed by June 30, 1998. The Citizens' Aide has not spent the \$75,000 allocated.

I request approval to carry over \$30,000 which is expected to be the unspent portion of that \$75,000 from the FY 97-98 budget and apply it toward completion of the project in FY 98-99.

Please let me know if you or any member of the Service Committee have questions or require additional information.

Sincerely,



William P. Angrick II

WPA:jg

Copy to: Members, Service Committee

98 budget carry over request



SANFORD B. SCHARF
DIRECTOR
515-281-7840

LUCAS STATE OFFICE BUILDING
DES MOINES, IOWA
50319

STATE OF IOWA

LEGISLATIVE COMPUTER SUPPORT BUREAU

Memorandum

To: Service Committee of the Legislative Council
From: Sanford B. Scharf, Director
Date: May 27, 1998
Re: Hiring and retaining IT employees

Problem: The Legislature is experiencing problems in the recruitment, hiring, and retaining of IT professionals.

Reasons: Some of the reasons why this problem exists are:

- There are 350,000 vacant IT jobs across the United States according to the Information Technology Association of America.
- There has been a 40% decrease in IT graduates between 1986 and 1994.
- Colleges are not turning out the types of graduates the IT industry needs.
- Iowa has an exceptionally low unemployment rate.
- The Legislature does not offer competitive salaries with those offered by private industry.
- Private industry is offering monetary bonuses to new IT employees.
- Private industry is offering monetary bonuses to their own employees who recruit new IT employees for them.

Results: The results have been:

- Trained employees are resigning and accepting positions in private industry for higher compensation.
- Vacant IT positions remain unfilled for a longer period of time.
- It is more expensive to search for and find qualified IT applicants.
- Inexperienced employees are hired who require extensive training.
- Contract IT professionals who are more expensive than IT legislative employees have been used to facilitate IT projects.