



Supreme Court

STATE OF IOWA
DES MOINES

C. EDWIN MOORE
CHIEF JUSTICE

December 2, 1975

Hon. Robert D. Ray
Governor
L O C A L

Dear Governor Ray:

The physical facilities presently provided for this Court and its support staff in the Capitol Building are no longer adequate to serve the demands of the judicial branch.

In 1971 the Institute of Judicial Administration conducted a study of the Court. At that time, the Court had a small staff, and was just beginning to experience the increase in its caseload. This study resulted in a recommendation that the Court be assigned "the entire north wing of the capitol".

Since 1971, our caseload has dramatically increased, resulting in a substantial backlog of cases. In an attempt to cope with our caseload and additional administrative duties, more staff has been employed. These additional employees have taxed existing space beyond capacity. More staff is presently needed, but with the present space restriction, none can be hired.

One of the methods used to assist the Court with its increased caseload was the implementation of the screening attorney program. The program has been a proven success, and the Court would like to hire additional experienced attorneys into career positions. Such additional staff cannot be hired when our present conditions have two attorneys sharing a small office, one attorney working out of a conference room, and another attorney who occupies a Justice's office during times when the Court is not sitting.

The same situation exists for law clerks. They have office space only when the Court is not in session. While the Court is in, the clerks usually must work exclusively out of the Law Library. Additional law clerks are needed, but without adequate space, efficiency declines.

Additional administrative duties involving the trial courts have necessitated the hiring of a Traffic Court Administrator and a Fiscal Officer. Our Fiscal Officer, her assistant and two other employees occupy a space intended primarily as a supply room, and in which our constantly operating copy machine is located. These working conditions are truly intolerable.

The increase in cases filed has resulted in the work area of our Clerk's office being greatly reduced by the amount of space necessary to hold the cases. Our Code Editor's office has expanded to the point that part of his employees must work in the hall outside the Court's Chambers.

In addition to the permanent employees, the Court's various boards and commissions meet frequently in our conference room and library. Adequate space for a separate conference room must be provided.

Numerous other examples of our present and future space needs could be cited.

With the construction of new state office buildings, and the resulting relocation of various agencies and departments, space will be available in the Capitol Building. The present office space utilized by the Department of Agriculture would provide the space needed by the Judiciary. It is the Court's intention to occupy these offices when the Department moves to the new Wallace Building in 1977.

Your recognition of the critical need prompting this action will be appreciated.

Respectfully,



C. Edwin Moore
Chief Justice

CEM/mw
cc: Legislative Council

December 19, 1975

STATEMENT OF POLICY RELATING TO LEGISLATIVE OUT-OF-STATE TRAVEL

The legislative council believes that the participation in interstate functions and meetings by Iowa legislators for whom the council authorizes travel and legislative staff for whom the council establishes policy is often beneficial and useful. The council believes that interstate travel should be allowed when the subject matter, associations with other legislators or staff, and knowledge to be gained is beneficial to individual legislators and staff, committees of the general assembly, or the general assembly as a whole.

Thus legislators and staff participation in interstate activities shall be based upon the benefits to be gained from the subject matter of an interstate function, associations with other legislators and staff, and the knowledge to be gained from such functions and association. Knowledge to be gained should be either substantive or procedural in nature. The authorization of travel for legislators and staff should not be the result of a decision which automatically allows blanket travel authorization, but should be based upon the above stated principals.

The authorization of staff travel should be made by the agency director within the limits of funds approved for travel purposes by the legislative council. The agency directors shall, when submitting their requests for allocation of their budgets for the next fiscal year at the Council meeting following the adjournment of each general assembly, review the past year's travel by the agencies' employees and give a report of anticipated travel during the next fiscal year.

The legislative council further recommends that the policies embodied in this statement should, where applicable, be adopted for use by the proper officers and staff of the Senate and House of Representatives.



STATE OF IOWA

OFFICE OF THE CHIEF CLERK

HOUSE OF REPRESENTATIVES STATE CAPITOL DES MOINES, IOWA 50319

DAVID L. WRAY
CHIEF CLERK

December 18, 1975

To Members of Administration Committee of the Legislative Council:

In re: Legislative Space Needs

For your consideration, I would like to recommend the following:

1. Post Office and Copy Center. Both the Capitol Planning Commission and the House Administration Committee have expressed the view that some action should be taken to relocate the Post Office and the Copy Center. The existing facilities in the rotunda between the House and Senate are unsightly, and the Copy Center is very noisy and too small. It would greatly enhance the beauty of the Capitol building to put these facilities on the ground floor.
2. The House and Senate do not have adequate facilities for large committee meetings. It would be beneficial if some space could be designated and remodeled into large committee hearing rooms.
3. The legislative intern program is a viable and beneficial addition to the legislative process. It would operate more smoothly and eliminate some of the commotion on the floor if legislative interns could be assigned a room.
4. If there is not enough space to allow each representative and senator to have an office, it would greatly aid the House operation if a room could be set aside so that each House secretary could have a small table and typewriter, as the Senate has at the present time.

DLW:m

David Wray, Chief Clerk