

REPORT OF THE SERVICE COMMITTEE

TO THE LEGISLATIVE COUNCIL

May 30, 1985

A Subcommittee of the Service Committee met on May 29, 1985 and developed recommendations for the Service Committee to consider. The Service Committee met on May 30, 1985 and makes the following recommendations to the Legislative Council:

1. That action on the grievance filed by Patricia Hipple against Dennis Prouty, Director of the Legislative Fiscal Bureau, be postponed until Ms. Hipple can be present.

2. That the proposed budget allocation for the fiscal year beginning July 1, 1985 for the Legislative Service Bureau be approved as submitted to the Service Committee and transmitted to the Legislative Council.

3. That the proposed budget allocation for the fiscal year beginning July 1, 1985 for the Legislative Fiscal Bureau be approved as submitted to the Service Committee and transmitted to the Legislative Council.

4. That the proposed budget allocation for the fiscal year beginning July 1, 1985 for the Office of Citizens' Aide be approved as submitted to the Service Committee and transmitted to the Legislative Council.

5. That the job classification of Mr. Clarence Key, be changed from Assistant Citizens' Aide to Assistant Citizens' Aide for Corrections and that his pay grade be established at Grade 28, step 1, which is entry level established for that position.

6. That the additional step granted to Mrs. Ruth Mosher for added responsibilities for handling corrections complaints be removed as of May 17, 1985.

7. That the employment of Ms. Kristine A. Winter, Clerk Typist III, a session only employee in the Public Information Office, be continued through June 27, 1985.

8. That the requirements for applicants for Director of the Legislative Service Bureau be as attached to this Report.

9. That the job requirements attached to this Report be sent to the following: National Conference of State Legislatures, Council of State Governments, National Governors Association, American Bar

Association, Iowa State Bar Association, University of Iowa, Iowa State University, University of Northern Iowa, Drake University, and the Des Moines Register, and be distributed to legislative agencies of other states on NCSL labels.

10. That the legislative agencies develop an information base about their job classifications and duties including contacting other states that have implemented comparable worth to determine the manner in which comparable worth was accomplished for legislative job classifications, and that the Legislative Council review the criteria for implementing comparable worth used by the judicial branch, with an intent that comparable criteria be used, and proceed to employ, by bid, (the bids being accompanied by the methodology the firm would be using to conduct and complete the study), a firm to conduct a comparable worth study of legislative job classifications and report the results of the study to the Legislative Council.

Respectfully submitted,

REPRESENTATIVE JOHN H. CONNORS
Chairman

LEGISLATIVE SERVICE BUREAU DIRECTOR'S POSITION

1. Law degree and admitted to practice law in a state, with office administration experience or other equivalent work experience, and with working knowledge of the legislative process and legislative procedures.
2. The Director's position is a non-partisan position which prohibits participation in partisan political activities.
3. Requires ability to cooperate with legislative staffs and other legislative agencies.
4. Requires writing ability and knowledge of writing and reviewing legislative bill drafts.
5. Serves as secretary to the Legislative Council and its committees.
6. Serves as secretary to the Interstate Cooperation Commission.
7. Responsible for overseeing professional non-partisan staff of approximately fifteen attorneys and research analysts, plus support staff.
8. Responsible for providing bill drafting and research services to the Iowa General Assembly, which includes 100 Representatives and 50 Senators, and their respective staffs.
9. Responsible for providing staff support for the Standing Committees of the Senate and House.
10. Responsible for providing staff support for interim committees established by the General Assembly and the Legislative Council.
11. Employ, with the approval of the Legislative Council, such temporary employees as may be required to provide temporary bill drafting or research services prior to or during sessions of the General Assembly.
12. Employ temporary support staff necessary for the sessions of the General Assembly.
13. Salary range \$40,000-\$55,000, depending upon qualifications and experience. Salary and other benefits negotiable.

REPORT OF THE STUDIES COMMITTEE

TO THE LEGISLATIVE COUNCIL

May 30, 1985

The Studies Committee of the Legislative Council met on May 30, 1985 to review the requested and mandated studies, the membership, and number of meeting days, and makes the following recommendations:

1. That the Study Committees in progress be authorized the number of meeting days as indicated on page 1 of Attachment 1. Additional meeting days may be requested if needed.

2. That the mandated studies be authorized the number of meeting days as indicated on pages 2 and 3 of Attachment 1 and that the number of members and the membership of the committees, unless otherwise indicated, be determined by the Speaker of the House, the minority leader of the House, and the majority and minority leaders of the Senate. The Committees may request additional meeting days if needed.

3. That the following six L.E.A.G. researchers shall be assigned to study committees to conduct research for the committees on the indicated subject matters:

a. Economic Development Study Committee -

- Peter Fisher (UI), Evaluating Alternative Strategies for Promoting Small Business Development in Iowa.
- Kenneth Stone (ISU), Assessing the Current Status and Needs of Iowa Small Business.

b. Education -

- Duane Anderson (UI), Study of Administrative Funding Relationship Between State Government and Iowa's Community Colleges and Vocational Schools.
- James Stoner (UI), Assessing the Effects of a Change in State Education Funding on the Provision of Pupil Transportation.

c. Agriculture -

- Robert Martin (ISU), Perceptions Regarding Planning and Educating for Diversified Agricultural Production in Iowa.

d. Environment -

- Jerry Mitchell (UI), Response to Toxic Contamination in Iowa: An Assessment of Laws, Needs and Alternative Approaches.

The total cost of the L.E.A.G. studies shall not exceed \$35,000 plus \$5,000 for administrative expenses.

4. That the study of the judiciary as requested in Senate Concurrent Resolution 27 be authorized three meeting days and that five members of the House and five members of the Senate be selected by the Speaker of the House, Minority Leader of the House, and the Majority and Minority Leaders of the Senate.

Respectfully submitted,

SPEAKER DONALD AVENSON
Chairman

MEMBERSHIP AND STUDIES FOR 1985 INTERIM

June, 1985

*indicates temporary chairperson

<u>STUDY SUBJECT</u>	<u>NO. OF MEMBERS</u>	<u>MTG. DAYS</u>	<u>MEMBERSHIP</u>		<u>STAFF</u>
			<u>SENATORS</u>	<u>REPRESENTATIVES</u>	
<u>STUDIES IN PROGRESS</u>					
1. Education Task Force	7 Public	3	Thomas Urban, Chairperson Margaret Borgen Betty Jean Furgerson Karen Goodenow James D. Jess James Knott Mark Schantz	Sen. Gratias Sen. Brown Repr. Groth Repr. Daggett	Diane, Sue SD - Greg Nichols SR - Carol Olson HD - Allen Welsh HR - Laura Murphy
2. Recreation-Tourism	6 Senate 6 House	4	4 public members Hall A. Miller Gettings Schwengels Goodwin Vande Hoef	Black Osterberg Sullivan Diemer Branstad Tofte	Thane, Mike W. SD - Joe Rasmussen SR - Barb Dietrich HD - Tim Dunbar HR - Mark Johnson
3. Economic Development		3	7 public members Hutchins* Husak Bruner Drake Gratias Nystrom	Swartz* Lonergan Parker McIntee Harbor Hanson	Mike, Ron SD - Becky Roorda SR - Scott Teasdale HD - Tom Patterson HR - Sharon Pilmer

MANDATED STUDIES

- | | | | | |
|---|---|----------|---|--|
| 1. World Trade Center (HF 225) | 5 Public | No Limit | Ned Chiodo*
Richard Canella
Dennis Houlihan
Arthur Vogel
Francis Zrostlik | Ron, Mike, Mike W.
SD - Becky Roorda
SR - Scott Teasdale
Carol Olson
HD - Sharon Robinson
Tom Patterson
HR - Sharon Pilmer |
| 2. Female-dominated Jobs (HF 753) | 5 Senate
5 House | 2 | | |
| 3. Human Services Advisory Committee (SF 473) | | No Limit | | |
| 4. Bill of Rights (SF 473) | | 3 | | |
| 5. Alternative Crops and Livestock Study Committee (HF 225) | 3 Farmers
3 Agriculture Representatives
2 University Faculty Members
2 Senate
2 House | No Limit | (Deferred) | |

- | | |
|---|--|
| 6. Insurance guaranty
Fund and Risk-sharing
Pool (HF 570) | Comm.Comm. 2
Citizen Members |
| 7. Phase-in of
Interest Payments .
(SF 459) | (Deferred) |
| 8. Farm Financial
Subcommittee | Senate 3
House
Lending Industry
Ag. Industry |
| 9. Title Guaranty
Program
(SF 577) | 5 House 1
5 Senate |
| 10. Collective
Bargaining
(SCR 7) | ISEA 3
Ia. Assoc. School Bds
School Dist. Supt.
School Principal
3 Citizen Members |

COUNCIL STUDIES

1. Judiciary Study

5. Senate
5 House

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REPORT OF THE ADMINISTRATION COMMITTEE
TO THE LEGISLATIVE COUNCIL

May 30, 1985

The Administration Committee met on April 3, 1985 and May 30, 1985 to review the status of the Capitol Nurse Station and the availability of medical coverage for the Capitol Complex. The Committee met with representatives of the State Department of Health, the Iowa Medical Society, and the Board of Pharmacy Examiners to discuss what services and medication can be made available through the Capitol Nurse Station by volunteer physicians. The Committee was informed that without at least a part-time physician being in charge of the Nurse Station, Ms. Virginia Moore, R.N., cannot keep nor dispense medications. In effect, the Capitol Nurse Station is a first aid station. Ms. Moore refers requests for medical assistance to the Family Practice Group at Iowa Lutheran Hospital. The Committee was also informed that it would be impractical to try to transfer responsibility for necessary prescription drugs daily from one volunteer physician to another.

At its May 30th meeting, the Committee discussed four options submitted by the State Department of Health to provide medical coverage for the Capitol Complex and discussed parking problems for Legislative Council members. The Committee makes the following recommendations:

1. That the State Department of Health enter into a contract with Des Moines General Hospital to provide without cost to the state a physician for two hour coverage (8:00 a.m. - 10:00 a.m.) five days per week in the Capitol with telephone coverage during routine daily working hours during the legislative session and one hour coverage (8:00 a.m. - 9:00 a.m.) five days per week in the Capitol with telephone coverage during routine working hours during the period between legislative sessions.

2. That the State Department of Health provide necessary medical supplies and equipment within its budget for that purpose for the Capitol Nurse Station.

3. That a reserved parking place be maintained for the physician provided by Des Moines General Hospital.

4. That the Department of General Services is requested to reserve twenty parking spaces in the legislative parking lot on meeting days of the Legislative Council and that the Director of the Legislative Service Bureau is to inform the Department of the dates of Legislative Council meetings.

The Administration Committee also deferred action on the doctor of the day program agreeing that further discussions and evaluations of this program are required.

Respectfully submitted,

SENATOR DONALD V. DOYLE, Chairman

M E M O R A N D U M

May 2, 1985

To: Burnette Koebernick

From: Gary L. Kaufman, Legal Counsel

3994

RE: State Participation in Census Block Boundary
Suggestion Project

The state needs to determine if it wishes to participate in the Census Bureau's Block Boundary Suggestion Project by July 31, 1985. Participation in the project affords the state the opportunity to provide input to the Census Bureau on the boundaries the Bureau will use for its 1990 census. In 1990 the Bureau intends to report population data for every "block" in the state. Thus, for the first time, it will be possible to get census data for blocks in all cities, not just the larger metropolitan areas.

In the 1980 census, the state participated in having the census data reported for voting precincts of the larger cities in the state. However the precincts reported did not correspond completely with the actual voting precincts because census boundaries must follow visible physical features. Mr. Phil Burks certified precincts to the extent which they followed the boundaries included in the census maps. In some cities these were fairly close to the actual, while some cities, such as Dubuque and Ottumwa, did not fair as well.

Under the Block Boundary Suggestion Project the state will be given the opportunity to provide input in establishing which boundaries the census will use for its tabulations. Just because a boundary was used in 1980 does not necessary imply that it will be used in the 1990 census unless the state asks to hold these boundaries through the Boundary Suggestion Project. Also the state can suggest new boundaries to be used to increase the coincidence of the 1990 census blocks corresponding with the boundaries of Iowa election precincts. Cities which are less than 15,000 in population will be able to receive census data on election precincts for the first time, but without state input it is impossible to know how closely the census data will correspond with the election boundaries.

Cost

There is no charge by the Census Bureau for participation in the program. However it does require someone in the state to draw up a set of maps showing the election precincts of the cities, and requires visits to the regional office of the Census Bureau to verify the map boundaries. The Bureau estimates that each visit would probably last 3 to 4 days. However, it would require more than one visit as the entire set of state maps will not be available all at the same time. Once the state agrees to participate in the project, the state's representative and the Census Bureau's regional office staff will establish a schedule for review of the census maps. The schedule would stretch out over 1985 and 1986. The Secretary of State's office has a set of precinct maps which were filed following the 1980 census, but cities which have changed their precinct boundaries since that date would have to send a revised set of maps of their precincts. The Legislative Service Bureau has a set of the 1980 census maps which probably could be used for transposing the state precinct maps to the census maps. Costs which would be incurred are:

1. Maps which are needed which are not currently in possession of Secretary of State's office or Legislative Service Bureau (primarily to be supplied by local political subdivisions).
2. Transportation costs for visits to regional Census Bureau office in Kansas City.
3. Lodging.
4. Meals.
5. Mailings.
6. Telephone.
7. Time of state employee delineating the boundaries.

IOWA CITIES DIVIDED INTO MORE THAN ONE PRECINCT

ALBIA	DYERSVILLE	MOUNT PLEASANT
ALGONA	EAGLE GROVE	MUSCATINE
ALTOONA	EMMETSBURG	NEVADA
AMES	ESTHERVILLE	NEW HAMPTON
ANAMOSA	EVANSDALE	NEWTON
ANKENY	FAIRFIELD	OELWEIN
ATLANTIC	FOREST CITY	ONAWA
BEDFORD	FORT MADISON	ORANGE CITY
BELLE PLAINE	FREDERICKSBURG	OSAGE
BELMOND	FT DODGE	OSCEOLA
BETTENDORF	GLENWOOD	OSKALOOSA
BLOOMFIELD	GRINNELL	OTTUMWA
BOONE	GRUNDY CENTER	PELLA
BURLINGTON	GUTHRIE CENTER *	PERRY
CAMANCHE	HAMBURG	RED OAK
CARROLL	HAMPTON	ROCKWELL CITY
CEDAR FALLS	HARLAN	SAC CITY
CEDAR RAPIDS	HIAWATHA	SHELDON
CENTERVILLE	HUMBOLDT	SHENANDOAH
CHARITON	IDA GROVE	SIBLEY
CHARLES CITY	INDEPENDENCE	SIDNEY
CHEROKEE	INDIANOLA	SIGOURNEY
CLARINDA	IOWA CITY	SIOUX CITY
CLARION	IOWA FALLS	SPENCER
CLEAR LAKE	JEFFERSON	SPIRIT LAKE *
CLINTON	KEOKUK	STORM LAKE
CLIVE	KNOXVILLE	TIPTON
COLFAX	LAMONI	TOLEDO
CORALVILLE	LE MARS	VINTON
CORNING	LEON	WAPELLO
CORRECTIONVILLE *	MADRID	WASHINGTON
COUNCIL BLUFFS	MANCHESTER	WATERLOO
CRESCO	MAQUOKETA	WAUKON
CRESTON	MARION	WAVERLY WARD
DAVENPORT	MARSHALLTOWN	WEBSTER CITY
DECORAH	MASON CITY	WEST DES MOINES
DENISON	MILFORD *	WEST UNION
DES MOINES	MISSOURI VALLEY	WINDSOR HEIGHTS
DEWITT	MONTICELLO	WINTERSET
DUBUQUE	MOUNT AYR	

* DENOTES CITY DIVIDED ON TOWNSHIP BOUNDARY.

NOTE: THERE ARE UNINCORPORATED AREAS OF TOWNSHIPS DIVIDED INTO VOTING PRECINCTS, E.G. GREENFIELD IN WARREN COUNTY AND SAYLOR IN POLK COUNTY.

- a. If the new source shows that the VTD boundary follows a visible feature, add the feature to the VTD map. Label it with a descriptor (name and/or feature type) and highlight it in yellow. Document the source of each added feature for use at the regional office as well as for your records. Bring the source document to the regional office.
- b. If the new source does not show that the VTD boundary follows a visible feature, in some circumstances it may be acceptable to use an "extension" of a visible feature as a block boundary. A feature extension is an imaginary line (straight, line-of-sight continuation) drawn from the end of a visible feature shown on the map to another nonaddressable visible feature shown on the map. A feature extension cannot end at a tabulation boundary that is not coextensive with some other visible map feature.

An extension always must end at the first feature it intersects, for instance, a feature cannot be extended across a railroad track to a road on the other side; the extension must terminate at the railroad. Census enumerators must be able to locate feature extensions during the course of the 1990 Decennial Census field operations.

- (1) If the proposed feature extension is less than 300 feet in length and extends to a nonaddressable feature, highlight the proposed extension in yellow and label it "EXT".
 - (2) In more rural areas, a proposed feature extension of more than 300' may be acceptable, at the discretion of the regional office geographer. Highlight these in yellow as well and label them "EXT".
- c. If the check of other source materials shows that the VTD boundary does not follow a visible feature and a feature extension is not appropriate, the state can identify a nearby visible feature as a candidate for a block boundary. Highlight this nearby feature in yellow, label it with a descriptor and document the reference source. Bring the source document to the regional office.

E. Preparing for Regional Office FCM Review

The state must compare its set of highlighted maps to the Census Bureau's FCMs at the appropriate Census Bureau regional office; Appendix D provides a list of the regional offices and their respective jurisdictions. The state must contact the regional director to arrange for the meetings. The regional director and state officials must establish a mutually agreeable date (or set of dates) for a visit(s) to the regional office. We recommend a two person state team and at least 3 days per visit.

49.5 CITY PRECINCTS.

The council of a city where establishment of more than one precinct is necessary or deemed advisable shall at the time required by law, by ordinance definitely fixing the boundaries, divide the city into such number of election precincts as will best serve the convenience of the voters. As used in this section, the term "the convenience of the voters" refers to, but is not necessarily limited to, the use of precinct boundaries which can be readily described to and identified by voters and ease of access by voters to their respective precinct polling places by reasonably direct routes of travel. Before final adoption of any change in election precinct boundaries pursuant to this section or section 49.6, the council shall permit the commissioner not more than ten days time to offer comments on the proposed reprecincting.

1. Election precincts within the same city shall be so drawn that their total populations shall be reasonably equal on the basis of the most recent federal decennial census, but equality of population among precincts shall not take precedence over consideration of the convenience of voters as defined in this section. The boundaries of each precinct shall follow the boundaries of areas for which official population figures are available from the most recent federal decennial census, however, in cities for which block-by-block data from that census are not available and where all or some of the areas for which data from that census are available are not suitable for forming precincts, the city council may use other reliable and documented indicators of population distribution in forming precincts in the city or any portion of it.

2. Each city of over twenty-five thousand population shall enter into the necessary arrangements with the United States bureau of the census or its successor agency for the next succeeding federal decennial census to be taken in the city on a block-by-block basis. Any charge therefor imposed on the city by the federal government, which the city would not otherwise be liable to pay, may be reported to the state commissioner, who shall forward the report to the next regular session of the general assembly. The city shall preserve data on the composition and population of each area within its boundaries defined as a city block for the most recent federal decennial census. Precincts in the city shall to the greatest extent practicable follow the boundaries of such areas.

3. Cities using any form of city government authorized by law in which some or all members of the city council are elected from wards shall be apportioned into wards on the basis of population. The ward boundaries shall follow the boundaries of election precincts.

ANNUAL REPORT OF THE LEGISLATIVE SERVICE BUREAU

RELATING TO TRAVEL EXPENSES OF THE SERVICE BUREAU STAFF DURING
THE FISCAL YEAR BEGINNING JULY 1, 1984 AND ENDING JUNE 30, 1985

The total funds allocated for travel for the 1984-1985 fiscal year for the Legislative Service Bureau are \$15,500. Total travel expenses incurred as of June 1, 1985 are \$8,730.07. Approximately \$1,100 in expenses will be incurred during the month of June. During the past fiscal year the previous Director served as a member of the Staff Divisions Committee of the NCSL. Dave Bailey serves as a member of the Assembly on the Legislature during the current and next fiscal year. Gary Kaufman is serving on the NCSL Apportionment Committee. It is expected that designated persons will attend some meetings of the NCSL which are concerned with subject matters with which these staff members normally work. It is expected that Diane Bolender and Sue Lerdal will attend the annual meeting of the Education Commission of the States which will be held in Philadelphia. It is not possible at this time to anticipate other meetings, however it is known that travel will be incurred for the Midwestern Conference of the Council of State Governments and for some subject matter seminars. Quite probably there will be in-state trips relating to studies undertaken by the interim committees.

During the past year travel was incurred for attendance at some meetings of the National Conference of State Legislatures, Midwestern Conference of State Governments, Education Commission of the States, a regional interstate banking seminar, an agricultural law seminar, several NCSL meetings, a new staff skills development seminar, a midwestern legislative research and bill drafting seminar, several education meetings connected with the education study, several export and trade public hearings, several Recreation-Tourism meetings, two Tax Study Committee public hearings, a Corrections Association Conference in Iowa City, and for school district redistricting purposes. It is anticipated that some trips for similar purposes will be taken during the fiscal year 1985-1986.

Travel
bk/dg/20