

STATUS REPORT ON PUBLICATION OF THE SESSION LAWS AND CODE

Submitted to the Legislative Council

August 11, 1982

The Service Bureau in cooperation with the Code Consultant's office has been preparing the Session Laws and the Code. We had hoped to have the Session Laws completed for distribution on September 1, 1982, but because the Session Laws will be approximately 20 to 25 percent larger this year than last, we will not make that date. We are now hoping for an October 1, 1982 date as compared to the month of November in 1981.

We were aware that the General Assembly had passed more laws this year than last, but it was not possible to estimate the number of pages that would be in the session laws because that depends both on the number of bills passed and their length. We will have a better print style in the session laws through the use of the House staff and their composing equipment. This will save on the number of pages that we would otherwise have had, but still there will be a substantially greater number of pages than last year. The printer could not estimate the amount of paper required for the printing of the Session Laws because we did not know the length. Thus he has had to order more paper and the delay in receiving the paper has had an effect on the final distribution date. We do not blame the printer because all we could use in estimating the size of the book was previous experience. The paper used in printing the session laws is a special paper and if the printer ordered too much he would not have use for any extra paper and the cost might have to be absorbed by the state.

It would be helpful to execute a printer contract for 2 or 3 years instead of one year. Then the printer could order more than enough paper for one or two years and there would be no delay because of a shortage of paper if the book should exceed the expected length. In addition we would be guaranteed we would be dealing with an experienced printer for a year or two. This is something the Legislative Council should consider in future years.

We believe we have improved the session law publication. The print style is much better. We have moved the chapter numbers to the outside corner of each page which will allow the reader to find the chapter easier since all index items are referenced to chapters, not pages. We have provided a more detailed table of contents. We have provided a better index heading and consolidated some of the tables at the end of the publication.

The House Journal room staff has been most cooperative and helpful in publishing the session laws. We have used the House composing equipment for publication of the session laws, which results in an economical use of existing equipment and personnel.

You will recall that you set an expected date for publication of the Code for December 1, 1982. Frankly we had hoped to beat that date by two months but now our hopes are for November 1, 1982, but it still could be December 1, 1982. We have learned much in publishing the Code. A great deal of time involved in publication of the Code revolves around the detail work. The actual text editorial work went according to our anticipated schedule. By using all bill drafters in areas in which they draft, the text editorial work was expedited. JoAnn Brown and Larry Burch coordinated the editorial work of all the drafters.

The time consuming aspects revolve around footnoting cross references, updating source notes, consolidating multiple amendments to the same sections, and similar items. There are so many notes that must be inserted in the Code, such as the notes under various sections which tell where a specific section is referred to elsewhere in the Code.

The fact that we are actually doing two years of laws and source notes this year has also resulted in more time than anticipated. The tape upon which the Code has been placed did not have any of the 1981 source notes or other notes on it, so that had to be done in addition to this year's notes. The 1981 text was prepared by the Code Consultant's office and the 1982 text by the Service Bureau staff. For the most part there has been good cooperation between the staffs but there still remains some things that must be coordinated and some procedures that may be revised. We made a number of procedural changes this year but also as a back-up retained the previous procedures which lengthens the project, but this approach was essential. The Service Bureau staff has been going through a learning process which means we were not able to move as fast as we had hoped but also we feel we are developing more effective procedures in other areas.

We believe that when we go to an annual update of the Code with more effective use of computer capabilities, we will be able to accomplish much more in a shorter period of time. Much of this year's detail work was spent in 1981 laws as well as 1982 laws. We hope that the annual update in 1983 will result in very minimal work having to be done in 1984 on those 1983 laws when preparing the 1984 Code. Hopefully we will have cut the publication work in 1984 by almost half while at the same time we will be providing the user of the Code with an updated and very useful publication.

Status Report to the Council on
Session Laws and Code Publication
Page 3
August 11, 1982

There will be some procedural changes in the future. After we complete this year's publication we plan on reviewing everything we have done to determine where we can improve and then make recommendations to the next Council. One consideration that might be studied is that of contracting with a Code printer for more than one year at a time, which is something we will discuss with the State Printer before making that recommendation. Every time a new printer receives a contract, that printer must go through a learning process and develop new programs, which slows the total process.

Work has also been going on in regard to upgrading data processing programs and equipment in order to have the capability to complete our own update and accomplish other goals. You will receive a report in regard to these efforts at the October meeting.

SG:cf

REPORT OF THE
LEGISLATIVE FISCAL COMMITTEE
TO THE
LEGISLATIVE COUNCIL

August 11, 1982

The Legislative Fiscal Committee met on August 11, 1982 at 10:15 a.m. in the Legislative Fiscal Bureau Conference Room. Members present were:

Representative Richard Welden, Co-chairman
Senator William Palmer
Representative Lowell Norland
Representative Hugo Schnekloth

Chairman Welden announced that the Fiscal Committee's first order of business would be to review and recommend to the Legislative Council the criteria for use in filling the position of Legislative Fiscal Director.

Chairman Welden passed out a proposal containing three sections of the Criteria: Job Description, Ad Placement List, and Time Frame. The consensus of the Committee was that "Time Frame" be amended to read, "Tentative Time Frame," and "Name to Fiscal Committee" be amended to read, "Names to Fiscal Committee."

The Legislative Fiscal Committee recommends to the Legislative Council that the attached Criteria be used in filling the position of Legislative Fiscal Director.

Thom Freyer presented an update of Program Evaluation projects. A copy of that update is attached.

Dennis Prouty presented a review of General Fund receipts and Chris Gaare discussed smoothing state cash flow through varying tax credit payment dates.

The meeting was adjourned.

LEGISLATIVE FISCAL BUREAU DIRECTOR'S POSITION

1. Advanced degree in business or public administration, economics or accounting required, or equivalent work experience.
2. Minimum five years responsible management experience required, preferably with emphasis on economic forecasting and governmental budgeting systems.
3. Responsible for overseeing professional non-partisan staff of approximately 15 fiscal analysts and legislative analysts.
4. Serve as chief fiscal advisor to Iowa General Assembly, including 100 representatives, 50 senators, and their respective staff.
5. Prepare quarterly revenue estimates as to status of state's fiscal condition.
6. Monitor effects that pending legislation might have on state's General Fund and inform General Assembly in appropriate manner.
7. Responsible for supervising a Program Evaluation Division which analyzes the efficiency and effectiveness of selected state programs and services.
8. Responsible for providing staff to Appropriations and Ways and Means committees.
9. Monitor and analyze executive branch fiscal actions and decisions.
10. This is a non-partisan position.
11. Salary range \$40,800-\$52,000, depending upon experience.
12. EEO - affirmative action employer.
13. Deadline: September 15, 1982.
14. Resume and salary requirements sent to:

Senator John S. Murray
Chairman, Legislative Fiscal Committee
State Senate
State Capitol
Des Moines, IA 50319

515/281-4863

AD PLACEMENT LIST

Wall Street Journal
Des Moines Register
Drake University
University of Iowa
Iowa State University
University of Northern Iowa
Council of State Governments
National Governors Association
National Conference of State Legislatures
Legislative Fiscal Bureaus in 49 other states

Tentative Time Frame:

Resumes received	Sept. 15
Search Comm. selects	Sept. 17
Interviews	Sept. 30-Oct. 1
Names to Fiscal Committee	Oct. 6
Fiscal Comm. to Council	Oct. 6
Council accepts	Oct. 6

