

SENATE CONCURRENT RESOLUTION NO. 3

BY COMMITTEE ON RULES AND ADMINISTRATION

A Concurrent Resolution relating to the compensation of chaplains, officers, and employees of the eightieth eighty-first general assembly.

WHEREAS, section 2.11 of the Code provides that "The compensation of the chaplains, officers, and employees of the general assembly shall be fixed by joint action of the house and senate by resolution at the opening of each session, or as soon thereafter as conveniently can be done.", NOW THEREFORE,

BE IT RESOLVED BY THE SENATE, THE HOUSE OF REPRESENTATIVES CONCURRING, ~~That the compensation for the following officers for the period commencing January 13, 2003 and ending January 10, 2005, shall be within the following ranges:~~

~~Secretary of the Senate and Chief Clerk of the House:.....\$63,024 to \$100,581~~
Within the indicated ranges the exact compensation shall be set or adjusted for the senate officers by the senate rules and administration committee and for the house officers by the house administration and rules committee. The committees shall report the exact compensation assigned to each position on the next legislative day, or, if such action is during the interim, on the first day the senate or house shall convene. Any action by the senate or house to disapprove or amend the report shall be effective the day after the action.

BE IT FURTHER RESOLVED, That the compensation of

SCR 3

1 the employees of the eightieth eighty-first general
2 assembly is set, effective from January-13, 2003
3 January 10, 2005, until January-10, 2005 January 8,
4 2007, in accordance with the following salary
5 schedule:

6	#9					
7	\$15,828.80					
8	-----7.61					
9						
10	#10-----	#11-----	#12-----	#13-----	#14	
11	\$16,702.40---	\$17,576.00---	\$18,449.60---	\$19,344.00---	\$20,384.00	
12	-----8.03-----	-----8.45-----	-----8.87-----	-----9.30-----	-----9.80	
13						
14	#15-----	#16-----	#17-----	#18-----	#19	
15	\$21,465.60---	\$22,547.20---	\$23,524.80---	\$24,710.40---	\$25,812.80	
16	-----10.32-----	-----10.84-----	-----11.31-----	-----11.88-----	-----12.41	
17						
18	#20-----	#21-----	#22-----	#23-----	#24	
19	\$27,164.80---	\$28,371.20---	\$29,764.80---	\$31,241.60---	\$32,656.00	
20	-----13.06-----	-----13.64-----	-----14.31-----	-----15.02-----	-----15.70	
21						
22	#25-----	#26-----	#27-----	#28-----	#29	
23	\$34,299.20---	\$35,880.00---	\$37,627.20---	\$39,478.40---	\$41,350.40	
24	-----16.49-----	-----17.25-----	-----18.09-----	-----18.98-----	-----19.88	
25						
26	#30-----	#31-----	#32-----	#33-----	#34	
27	\$43,347.20---	\$45,468.80---	\$47,569.60---	\$49,920.00---	\$52,249.60	
28	-----20.84-----	-----21.86-----	-----22.87-----	-----24.00-----	-----25.12	
29						
30	#35-----	#36-----	#37-----	#38-----	#39	

1 \$54,745.60--\$57,387.20--\$60,174.40---\$63,024.00---\$66,102.40
 2 -----26.32-----27.59-----28.93-----30.30-----31.78

3

4 #40-----#41-----#42-----#43-----#44
 5 \$69,284.80--\$72,612.80--\$76,169.60---\$79,684.80---\$83,595.200

6 -----33.31-----34.91-----36.62-----38.31-----40.19
 7

8 #45-----#46-----#47-----#48-----#49
 9 \$87,609.60--\$91,790.40--\$96,179.20--\$100,580.80--\$110,739.20

10 -----42.12-----44.13-----46.24-----50.76-----53.24
 11

12 #9
 13 \$16,473.60
 14 7.92

15

16 #10	#11	#12	#13	#14
17 \$17,368.00	\$18,283.20	\$19,198.40	\$20,134.40	\$21,216.00
18 8.35	8.79	9.23	9.68	10.20

19

20 #15	#16	#17	#18	#19
21 \$22,339.20	\$23,462.40	\$24,481.60	\$25,708.80	\$26,852.80
22 10.74	11.28	11.77	12.36	12.91

23

24 #20	#21	#22	#23	#24
25 \$28,267.20	\$29,515.20	\$30,971.20	\$32,510.40	\$33,966.40
26 13.59	14.19	14.89	15.63	16.33

27

28 #25	#26	#27	#28	#29
29 \$35,692.80	\$37,336.00	\$39,145.60	\$41,080.00	\$43,035.20
30 17.16	17.95	18.82	19.75	20.69

1

2	#30	#31	#32	#33	#34
3	\$45,115.20	\$47,320.00	\$49,504.00	\$51,937.60	\$54,350.40
4	21.69	22.75	23.80	24.97	26.13

5

6	#35	#36	#37	#38	#39
7	\$56,971.20	\$59,696.00	\$62,608.00	\$65,582.40	\$68,785.60
8	27.39	28.70	30.10	31.53	33.07

9

10	#40	#41	#42	#43	#44
11	\$72,092.80	\$75,545.60	\$79,248.00	\$82,908.80	\$86,964.80
12	34.66	36.32	38.10	39.86	41.81

13

14	#45	#46	#47	#48	#49
15	\$91,145.60	\$95,492.80	\$100,048.00	\$104,852.80	\$109,865.60
16	43.82	45.91	48.10	50.41	52.82

17

18	#50
19	\$115,211.20
20	55.39

21 In this schedule, each numbered block shall be the
 22 yearly and hourly compensation for the pay grade of
 23 the number heading the block. Within each grade there
 24 shall be ~~six~~ seven steps numbered "1" through "6" "7".
 25 In the above schedule the steps for all grades are
 26 determined in the following manner. Each numbered
 27 block is counted as the "1" step for that grade. The
 28 next higher block is counted as the "2" step; the next
 29 higher block is the "3" step; the next higher block is
 30 the "4" step; the next higher block is the "5" step;

1 the next higher block is the "6" step; and the next
2 higher block is the "7" step.

3 Alternatively, the senate rules and administration
4 committee for senate employees, and the house
5 administration and rules committee for house employees
6 may allow their employees' compensation to be flexibly
7 set anywhere between steps "1" through "6" "7" for an
8 employee's prescribed pay grade.

9 All employees shall be available to work daily
10 until completion of the senate's and house of
11 representatives' business. The employee's division
12 supervisor shall schedule all employees' working hours
13 to, as far as possible, maintain regular working
14 hours.

15 All employees, other than those designated "part-
16 time", shall be compensated for 40 hours of work in a
17 one-week pay period. Secretaries to senators and
18 representatives are presumed to have 36 hours of work
19 each week the legislature is in session and shall be
20 paid only on that basis. Full-time employees who are
21 required to work in excess of 80 hours in a two-week
22 pay period shall be allowed compensatory time off at a
23 rate of one hour for each hour of overtime up to a
24 maximum of 120 hours of compensatory time. Joint
25 security employees of the senate and house of
26 representatives may be compensated for each hour of
27 overtime at a rate of pay equal to one-and-one-half
28 times the hourly pay provided.

29 BE IT FURTHER RESOLVED, That part-time employees
30 shall be compensated at the scheduled hourly rate for

1 their pay grade and step.

2 BE IT FURTHER RESOLVED, That in the event the
3 salary schedule for employees of the State of Iowa as
4 promulgated by the ~~personnel-commission~~ department of
5 administrative services pursuant to section ~~19A-9~~
6 8A.413, subsection 2, is revised upward at any time
7 during the eightieth eighty-first general assembly,
8 such revised schedule shall simultaneously be adopted
9 for the compensation of the employees of the eightieth
10 eighty-first general assembly assigned a grade by this
11 resolution, unless otherwise provided by the senate
12 and house of representatives. ~~The pay-ranges-of-those~~
13 ~~positions-specifically-listed-on-page-one-of-this~~
14 ~~resolution-shall-be-automatically-adjusted-to-reflect~~
15 ~~any-cost-of-living-increases-granted-to-those~~
16 ~~employees-not-included-in-the-collective-bargaining~~
17 ~~agreements-made-final-under-chapter-20-of-the-Code-and~~
18 ~~increases-provided-by-the-legislative-council-for~~
19 ~~agency-directors.~~

20 BE IT FURTHER RESOLVED, That adjustments in the
21 positions and compensation listed in this resolution
22 may be made through an ~~annual~~ interim review of all
23 legislative employees for internal equity and to
24 assure compliance with appropriate legal standards for
25 granting of overtime and compensatory time off. Such
26 review shall be conducted by a legislative committee
27 made up of members of the service committee of
28 legislative council and the appropriate salary
29 subcommittees of the senate and house. Only one such
30 review may be done in any fiscal year and adjustments

1 suggested must be approved by the appropriate hiring
2 body.

3 BE IT FURTHER RESOLVED, That the employees of the
4 ~~eightieth~~ eighty-first general assembly be placed in
5 the following pay grades:

6 EMPLOYEES OF THE HOUSE

- 7 Chief Clerk of the House..... Grade 44
- 8 Sr. Assistant Chief Clerk of the House.... Grade 41
- 9 Assistant Chief Clerk of the House III.... Grade 38
- 10 Assistant Chief Clerk of the House II..... Grade 35
- 11 Assistant Chief Clerk of the House I..... Grade 32
- 12 Legal Counsel II..... Grade 35
- 13 Legal Counsel I..... Grade 32
- 14 Legal Counsel..... Grade 30
- 15 Sr. Caucus Staff Director..... Grade 41
- 16 Caucus Staff Director..... Grade 38
- 17 Administrative Assistant to Leader
- 18 or Speaker..... Grade 27
- 19 Administrative Assistant I to Leader
- 20 or Speaker..... Grade 29
- 21 Administrative Assistant II to Leader
- 22 or Speaker..... Grade 32
- 23 Administrative Assistant III to Leader
- 24 or Speaker..... Grade 35
- 25 Sr. Administrative Assistant to
- 26 Leader or Speaker..... Grade 38
- 27 Research Assistant..... Grade 24
- 28 Legislative Research Analyst..... Grade 27
- 29 Legislative Research Analyst I..... Grade 29
- 30 Legislative Research Analyst II..... Grade 32

1	Legislative Research Analyst III.....	Grade 35
2	Sr. Legislative Research Analyst.....	Grade 38
3	<u>Assistant Secretary to Leader</u>	
4	<u>or Speaker.....</u>	<u>Grade 18</u>
5	Secretary to Leader or Speaker.....	Grade 19
6	Caucus Secretary.....	Grade 21
7	Senior Caucus Secretary.....	Grade 24
8	Administrative Secretary to Leader,	
9	Speaker, or Chief Clerk.....	Grade 21
10	Executive Secretary to Leader,	
11	Speaker or Chief Clerk.....	Grade 24
12	Confidential Secretary to Leader,	
13	Speaker, or Chief Clerk.....	Grade 27
14	Confidential Secretary II to Leader,	
15	Speaker or Chief Clerk.....	Grade 32
16	Clerk to Chief Clerk.....	Grade 16
17	Supervisor of Secretaries.....	Grade 21
18	Supervisor of Secretaries I.....	Grade 24
19	Supervisor of Secretaries II.....	Grade 27
20	Senior Editor.....	Grade 30
21	Editor II.....	Grade 25
22	Editor I.....	Grade 22
23	Assistant Editor.....	Grade 19
24	Compositor/Desk Top Specialist.....	Grade 17
25	Sr. Text Processor.....	Grade 25
26	Text Processor II.....	Grade 22
27	Text Processor I.....	Grade 19
28	<u>Senior Finance Officer III.....</u>	<u>Grade 38</u>
29	Senior Finance Officer II.....	Grade 35
30	Senior Finance Officer I.....	Grade 31

1 Finance Officer II..... Grade 27
2 Finance Officer I..... Grade 24
3 Assistant Finance Officer..... Grade 21
4 Recording Clerk II..... Grade 24
5 Recording Clerk I..... Grade 21
6 Assistant Legal Counsel..... Grade 27
7 Engrossing & Enrolling Processor..... Grade 27
8 Assistant to the Legal Counsel..... Grade 19
9 Senior Indexer..... Grade 28
10 Indexer II..... Grade 25
11 Indexer I..... Grade 22
12 Indexing Assistant..... Grade 19
13 Supply Clerk..... Grade 16
14 Switchboard Operator..... Grade 14
15 Legislative Secretary..... Grade 15
16 Legislative Committee Secretary..... Grade 17
17 Bill Clerk..... Grade 14
18 Assistant Bill Clerk..... Grade 12
19 Postmaster..... Grade 12
20 Sergeant-at-Arms II..... Grade 20
21 Sergeant-at-Arms I..... Grade 17
22 Assistant Sergeant-at-Arms..... Grade 14
23 Chief Doorkeeper..... Grade 12
24 Doorkeepers..... Grade 11
25 Pages..... Grade 9
26 EMPLOYEES OF THE SENATE
27 Secretary of the Senate..... Grade 44
28 Sr. Assistant Secretary of the Senate..... Grade 41
29 Assistant Secretary of the Senate III..... Grade 38
30 Assistant Secretary of the Senate II..... Grade 35

1	Assistant Secretary of the Senate I.....	Grade 32
2	Legal Counsel II.....	Grade 35
3	Legal Counsel I.....	Grade 32
4	Legal Counsel.....	Grade 30
5	Sr. Caucus Staff Director.....	Grade 41
6	Caucus Staff Director.....	Grade 38
7	Administrative Assistant to Leader	
8	or President.....	Grade 27
9	Administrative Assistant I to Leader	
10	or President.....	Grade 29
11	Administrative Assistant II to Leader	
12	or President.....	Grade 32
13	Administrative Assistant III to Leader	
14	or President.....	Grade 35
15	Sr. Administrative Assistant to	
16	Leader or President.....	Grade 38
17	Research Assistant.....	Grade 24
18	Legislative Research Analyst.....	Grade 27
19	Legislative Research Analyst I.....	Grade 29
20	Legislative Research Analyst II.....	Grade 32
21	Legislative Research Analyst III.....	Grade 35
22	Sr. Legislative Research Analyst.....	Grade 38
23	Caucus Secretary <u>II</u>	Grade 21
24	Senior Caucus Secretary.....	Grade 24
25	Secretary to Leader, <u>or</u> President, <u>or</u>	Grade 19
26	<u>Caucus</u>	<u>18</u>
27	Administrative Secretary to Leader, President,	
28	or Secretary of the Senate.....	Grade 21
29	Executive Secretary to Leader, President,	
30	or Secretary of the Senate.....	Grade 24

1 Confidential Secretary to Leader, President,
2 or Secretary of the Senate..... Grade 27
3 Confidential Secretary II to Leader, President,
4 or Secretary of the Senate..... Grade 32
5 Supervisor of Secretaries..... Grade 21
6 Supervisor of Secretaries I..... Grade 24
7 Supervisor of Secretaries II..... Grade 27
8 Senior Editor..... Grade 30
9 Editor II..... Grade 25
10 Editor I..... Grade 22
11 Assistant Editor..... Grade 19
12 Compositor/Desk Top Specialist..... Grade 17
13 Assistant Legal Counsel..... Grade 27
14 Assistant to the Legal Counsel..... Grade 19
15 Proofreader..... Grade 16
16 Senior Finance Officer III..... Grade 38
17 Senior Finance Officer II..... Grade 35
18 Senior Finance Officer I..... Grade 31
19 Finance Officer II..... Grade 27
20 Finance Officer I..... Grade 24
21 Assistant Finance Officer..... Grade 21
22 Recording Clerk II..... Grade 24
23 Recording Clerk I..... Grade 21
24 Senior Indexer..... Grade 28
25 Indexer II..... Grade 25
26 Indexer I..... Grade 22
27 Indexing Assistant..... Grade 19
28 Records and Supply Clerk..... Grade 18
29 Switchboard Operator..... Grade 14
30 Legislative Secretary..... Grade 15

- 1 Legislative Committee Secretary..... Grade 17
- 2 Bill Clerk..... Grade 14
- 3 Assistant Bill Clerk..... Grade 12
- 4 Postmaster..... Grade 12
- 5 Sergeant-at-Arms II..... Grade 20
- 6 Sergeant-at-Arms I..... Grade 17
- 7 Assistant Sergeant-at-Arms..... Grade 14
- 8 Chief Doorkeeper..... Grade 12
- 9 Doorkeepers..... Grade 11
- 10 Pages..... Grade 9

11 JOINT SENATE/HOUSE EMPLOYEES

- 12 Facilities Manager I..... Grade 35
- 13 Facilities Manager II..... Grade 38
- 14 Sr. Facilities Manager..... Grade 41
- 15 Legislative Security Secretary..... Grade 19
- 16 Legislative Security Coordinator I..... Grade 23
- 17 Legislative Security Coordinator II..... Grade 26
- 18 Legislative Security Officer I..... Grade 20
- 19 Legislative Security Officer II..... Grade 23
- 20 Conservation/Restoration Specialist II.... Grade 31
- 21 Sr. Copy Center Operator..... Grade 21

22 BE IT FURTHER RESOLVED, That there shall be four
23 classes of appointments as employees of the general
24 assembly:

25 A "permanent full-time" or "permanent part-time"
26 employee is one who is employed the year around and
27 eligible to receive state benefits.

28 An "exempt full-time" employee is one who is
29 employed for only a portion of the year, usually the
30 period of the legislative sessions with extensions

1 post-session and pre-session as scheduled. This class
2 is eligible to receive state benefits with the cost of
3 benefits to the state to be paid, using accrued leave
4 if authorized, by the employee when not on the
5 payroll.

6 A "session-only" employee is one who is employed
7 for only a portion of the year, usually the
8 legislative session. This class is not eligible for
9 state benefits, except IPERS, and insurance as
10 provided in section 2.40.

11 A "part-time" employee is one who is employed to
12 work less than 40 hours per week. This class is not
13 eligible for state benefits, except IPERS if eligible.

14 BE IT FURTHER RESOLVED, That the exact
15 classification for individuals in a job series created
16 by this resolution shall be set or changed for senate
17 employees by the senate rules and administration
18 committee and for the house employees by the house
19 administration and rules committee. The committees
20 shall base the classification upon the following
21 factors:

22 1. The extent of formal education required of the
23 position; and,

24 2. The extent of the responsibilities to be
25 assigned to the position; and,

26 3. The amount of supervision placed over the
27 position; and,

28 4. The number of persons the position is assigned
29 to supervise and skills and responsibilities of those
30 positions supervised.

1 The committees shall report the exact
2 classifications assigned to each individual on the
3 next legislative day, or, if such action is during the
4 interim, on the first day the senate or house shall
5 convene. Any action by the senate or house to
6 disapprove a report or a portion of a report shall be
7 effective the day after the action.

8 Recommendations for a pay grade for a new position
9 shall be developed in accordance with the factor
10 scores in the comparable worth report. Beginning in
11 1999, every four years the senate rules and
12 administration committee, the house administration and
13 rules committee, and the legislative council may
14 review all positions in the legislative branch to
15 assure conformity to comparable worth.

16 BE IT FURTHER RESOLVED, That a senator or
17 representative may employ a secretary who in the
18 judgment of the senator or representative employing
19 such person, possesses the necessary skills to perform
20 the duties such senator or representative shall
21 designate, under the administrative direction, as
22 appropriate, of the secretary of the senate or the
23 chief clerk of the house.

24 Each standing committee chairperson, ethics
25 committee chairperson, and each appropriations
26 subcommittee chairperson shall designate a secretary
27 who is competent to perform the following duties:
28 prepare committee minutes, committee reports, type
29 committee correspondence, maintain committee records,
30 and otherwise assist the committee. Such duties shall

1 be performed in accordance with standards which shall
2 be provided by the secretary of the senate and chief
3 clerk of the house. In making the designation,
4 chairpersons shall consider persons for possible
5 designation as the secretary to the committee in the
6 following order:

7 First: The secretary to the chairperson.

8 Second: The secretary to the committee's vice-
9 chairperson.

10 Third: The secretary to any other member of the
11 committee.

12 Fourth: The secretary to any other member in the
13 same house as the committee.

14 BE IT FURTHER RESOLVED, That a Legal Counsel II
15 shall be a person who has graduated from an accredited
16 school of law and is admitted to practice in Iowa as
17 an Attorney and Counselor at Law and possesses either
18 a Masters of Law degree or has at least two years of
19 legal experience after admission to practice.

20 A Legal Counsel I shall be a person who has
21 graduated from an accredited school of law and is
22 admitted to practice in Iowa as an Attorney and
23 Counselor at Law.

24 BE IT FURTHER RESOLVED, That employees of the
25 general assembly may be eligible for either:

26 a) increases in salary grade ~~or-step~~ based on
27 evaluation of their job performance and
28 recommendations of their administrative officers,
29 subject to approval of the senate committee on rules
30 and administration or the house committee on

1 administration and rules, as appropriate, provided,
2 however, that for promotions ~~between-classes-with-a~~
3 ~~three-or-more-pay-grade-difference~~, the employee shall
4 be given a ~~two-step~~ one-step increase in pay or the
5 employee's salary shall be adjusted to the entry level
6 in the grade of the new position, whichever is
7 greater; or

8 b) mobility within a pay grade at the discretion
9 of the chief clerk of the house upon recommendation by
10 the employee's division supervisor on the part of the
11 house, and the discretion of the employee's division
12 supervisor on the part of the senate, subject to the
13 approval of the house committee on administration and
14 rules or the senate committee on rules and
15 administration, as appropriate -- either in accord
16 with a flexible pay plan approved by the senate rules
17 and administration committee or the house
18 administration and rules committee, or in accord with
19 the following schedule:

20 (1) Progression from step "1" to "2" for a newly
21 hired employee -- six months of actual employment.

22 (2) Progression from step "1" to "2" following
23 promotion within a job series -- twelve months of
24 actual employment in that position.

25 (3) Progression from step "2" to "3", and step "3"
26 to "4", and step "4" to "5", and step "5" to "6", and
27 step "6" to "7" -- twelve months of actual employment
28 at the lower step.

29 BE IT FURTHER RESOLVED, ~~that~~ That in addition to
30 the steps provided in the preceding paragraph, that

1 secretaries to senators and representatives who were
2 employees of the senate or house of representatives
3 during any general assembly prior to January 9, 1989,
4 and who have received certification for passing a
5 typing and shorthand performance examination shall be
6 eligible for two additional steps.

7 BE IT FURTHER RESOLVED, That in addition to the
8 steps provided in the preceding paragraph, that
9 secretaries to senators and representatives shall be
10 eligible for a maximum of three additional grades
11 beyond grade 15, in any combination, as provided in
12 this paragraph:

13 1. One additional grade for a secretary to a
14 standing committee chair, ethics committee chair or
15 appropriations subcommittee chair who is not the
16 designated committee secretary.

17 2. One additional grade for a secretary to a vice-
18 chairperson or ranking member of a standing committee,
19 ethics committee or appropriations subcommittee.

20 3. One additional grade for a secretary to the
21 chairperson of the chaplain's committee.

22 4. Two additional grades for a secretary to an
23 assistant floor leader or speaker pro tempore or
24 president pro tempore.

25 5. One additional grade for a designated committee
26 secretary who is also the designated committee
27 secretary for an additional standing committee, ethics
28 committee, or appropriations subcommittee.

29 BE IT FURTHER RESOLVED, That in the event the
30 secretary to the chairperson of the chaplain's

1 committee is the secretary to the president, president
2 pro tempore, speaker, speaker pro tempore, or the
3 majority or minority leader, such secretary shall
4 receive one additional step.

5 BE IT FURTHER RESOLVED, That the entrance salary
6 for employees of the general assembly shall be at step
7 1 in the grade of the position held. Such employee
8 may be hired above the entrance step if possessing
9 outstanding and unusual experience for the position,
10 ~~provided-that-the-entrance-is-not-beyond-step-3.~~ Such
11 employee who is hired above the entrance step shall be
12 mobile above that step in the same period of time as
13 other employees in that same step. An officer or
14 employee who is moved to another position may be
15 considered for partial or full credit for their
16 experience in the former position in determining the
17 step in the new grade.

18 The entry level for the position of research
19 analyst shall be Legislative Research Analyst, unless
20 extraordinary conditions justify increasing that entry
21 level, ~~however, that entry level may not be increased~~
22 ~~beyond-Legislative-Research-Analyst-I.~~ A research
23 analyst must have shown knowledge of legislative rules
24 and procedures as well as the Code of Iowa to be
25 considered at any level above a Legislative Research
26 Analyst.

27 BE IT FURTHER RESOLVED, That a pay increase for
28 employees of one step within the pay grade for the
29 position may be made for exceptionally meritorious
30 service in addition to step increases provided for in

1 this resolution, at the discretion of the chief clerk
2 upon recommendation by the employee's division
3 supervisor on the part of the house, and upon
4 recommendation by the employee's division supervisor
5 on the part of the senate, and the approval of the
6 senate committee on rules and administration or the
7 house committee on administration and rules.

8 Exceptionally meritorious service pay increases shall
9 be governed by the following:

10 a. The employee must have served in the position
11 for at least twelve months;

12 b. Written justification, setting forth in detail
13 the nature of the exceptionally meritorious service
14 rendered, must be submitted to the senate rules and
15 administration committee or house administration and
16 rules committee and approved in advance of granting
17 the pay increase;

18 c. No more than one exceptionally meritorious
19 service pay increase may be granted in any twelve-
20 month period.

21 d. Such meritorious service pay increase shall not
22 be granted beyond the ~~six-step~~ seven-step maximum for
23 that position.

24 BE IT FURTHER RESOLVED, That the senate rules and
25 administration committee and the house administration
26 and rules committee shall both hire officers and
27 employees for their respective bodies and fill any
28 vacancies which may occur, to be effective at such
29 time as they shall set. The committee shall report
30 the names of those it has hired for the positions

1 specified in this resolution or the filling of any
2 vacancies on the next legislative day or, if such
3 action is during the interim, on the first day the
4 senate or house shall convene. Any action by the
5 senate or house to amend or disapprove a report or a
6 portion of a report shall be effective the day after
7 the action.

8 The chief clerk of the house shall submit to the
9 house committee on administration and rules and the
10 secretary of the senate shall submit to the senate
11 committee on rules and administration the list of
12 names, or amendments thereto, of employee
13 classifications and recommended pay step for each
14 officer and employee. Such list shall include
15 recommendations for the pay step for all employees.
16 Each respective committee shall approve or amend the
17 list of recommended classifications and pay steps and
18 publish said list in the journal.

19 BE IT FURTHER RESOLVED, That permanent employees of
20 the general assembly shall receive vacation
21 allowances, sick leave, health and accident insurance,
22 life insurance, and disability income insurance as are
23 comparably provided for full-time permanent state
24 employees. The computations shall be maintained by
25 the finance officers in each house and coordinated
26 with the department of ~~revenue-and-finance~~
27 administrative services.

28 BE IT FURTHER RESOLVED, That should any employee
29 have a grievance, the grievance shall be resolved as
30 provided by procedures determined by the senate rules

1 and administration committee for senate employees or
2 the house administration and rules committee for house
3 employees.

4 BE IT FURTHER RESOLVED, That the legislative
5 council ~~adopt-a-resolution-similar~~ take action to this
6 ~~resolution-which-provides-for-the~~ provide the same
7 compensation and benefits of to all legislative
8 central staff agency employees for the eightieth
9 eighty-first general assembly as is provided by this
10 resolution. ~~The-resolution-shall-be-adopted-as-soon~~
11 ~~as-practicable-after-the-convening-of-the-eightieth~~
12 ~~general-assembly,-and-published-in-the-journals-of-the~~
13 ~~senate-and-house-~~

14 BE IT FURTHER RESOLVED, That the compensation of
15 chaplains officiating at the opening of the daily
16 sessions of the house of representatives and the
17 senate of the eightieth eighty-first general assembly
18 be fixed at ten dollars for each house of the general
19 assembly, and that mileage ~~for-chaplains-be-fixed-at~~
20 ~~the-rate-of-twenty-nine-cents-per-mile~~ to and from the
21 State Capitol for chaplains be fixed at the rate
22 established for members of the general assembly.

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SENATE CONCURRENT RESOLUTION 3

H-1032

1 Amend Senate Concurrent Resolution 3, as passed by
2 the Senate, as follows:

3 1. By striking page 15, line 26, through page 16,
4 line 7, and inserting the following:

5 "a) increases in salary grade or step based on
6 evaluation of their job performance and
7 recommendations of their administrative officers,
8 subject to approval of the senate committee on rules
9 and administration or the house committee on
10 administration and rules, as appropriate, ~~provided,~~
11 ~~however, that for promotions between classes with a~~
12 ~~three or more pay grade difference, the employee shall~~
13 ~~be given a two-step increase in pay or the employee's~~
14 ~~salary shall be adjusted to the entry level in the~~
15 ~~grade of the new position, whichever is greater; or".~~

COMMITTEE ON ADMINISTRATION AND RULES

ROBERTS of Carroll, Chairperson

H-1032 FILED FEBRUARY 23, 2005

**HOUSE AMENDMENT TO
SENATE CONCURRENT RESOLUTION 3**

S-3009

1 Amend Senate Concurrent Resolution 3, as passed by
2 the Senate, as follows:

3 1. By striking page 15, line 26, through page 16,
4 line 7, and inserting the following:

5 "a) increases in salary grade or step based on
6 evaluation of their job performance and
7 recommendations of their administrative officers,
8 subject to approval of the senate committee on rules
9 and administration or the house committee on
10 administration and rules, as appropriate, ~~provided,~~
11 ~~however, that for promotions between classes with a~~
12 ~~three or more pay grade difference, the employee shall~~
13 ~~be given a two step increase in pay or the employee's~~
14 ~~salary shall be adjusted to the entry level in the~~
15 ~~grade of the new position, whichever is greater; or".~~

RECEIVED FROM THE HOUSE

S-3009 FILED MARCH 3, 2005