

REPORT OF THE SERVICE COMMITTEE TO THE LEGISLATIVE COUNCIL

December 11, 2001

Members of the Service Committee of the Legislative Council met on December 11, 2001, and, absent a quorum, the members make the following report and recommendations to the Legislative Council for approval:

1. Received and filed the December personnel report from the Legislative Fiscal Bureau and recommends that the following employees be promoted:
 - Ms. Beth Lenstra, from Legislative Analyst III, grade 35, step 6, to Senior Analyst, pay grade 38, effective January 2002.
 - Mr. Russ Trimble, from Legislative Analyst, grade 27, step 3, to Legislative Analyst I, pay grade 29, effective January 2002.
 - Ms. Robin Madison, from Legislative Analyst, grade 27, step 3, to Legislative Analyst I, pay grade 29, effective January 2002.
 - Ms. Jennifer Dean, from Legislative Analyst, grade 27, step 3, to Legislative Analyst I, pay grade 29, effective January 2002.

2. Received and filed the December personnel report from the Legislative Service Bureau and recommends:

That the following employees be promoted:

 - Mr. Robert Samson, from Legislative Document Technician 1, grade 19, step 3, to Legislative Document Technician 2, grade 22, step 1, effective December 2001.
 - Ms. Jessica Clark, from Publications Assistant, grade 21, step 3, to Assistant Editor 1, grade 24, step 1, effective December 2001.
 - Ms. Teresa VanderLinden, from Assistant Editor 1, grade 24, step 2, to Assistant Editor 2, grade 27, step 1, effective January 2002.
 - Mr. Sandra Nabholz, from Legislative Document Technician 1, grade 19, step 3, to Legislative Document Technician 2, grade 22, step 1, effective February 2002.
 - Ms. Nancy Westbrook, from Legislative Document Technician 1, grade 19, step 3, to Legislative Document Technician 2, grade 22, step 1, effective February 2002.
 - Ms. Heather Kaufman, from Legislative Document Technician 1, grade 19, step 3, to Legislative Document Technician 2, grade 22, step 1, effective March 2002.
 - Mr. Matt Kruse, from Finance Officer 2, grade 27, step 3, to Senior finance Officer, grade 31, step 1, effective March 2002.
 - Ms. Kathy Wesely, from Finance Officer 1, grade 24, step 3, to Finance Officer 2, grade 27, step 2, effective March 2002.

That the following employee be reclassified:

 - Ms. Rhonda Fowler, from Legislative Document Technician 2, grade 22, step 1, to Publications Assistant, grade 21, step 2, effective December 2001.

3. Received and filed the December personnel report from the Legislative Computer Support Bureau and recommends that the following employee be promoted:
 - Mr. John Rafdal, from Computer Systems Engineer II, grade 32, step 4, to Senior Computer Systems Engineer, grade 35, step 3, effective March 2002.

4. Received and filed the December personnel report from the Office of Citizens' Aide/Ombudsman and recommends that the following employee be hired at an advanced grade and step:
 - Ms. Jeri Burdick Crane, at Finance Officer II, grade 27, step 2, effective December 2001.
5. Recommends that the Legislative Council approve the proposed budget reductions for the fiscal year beginning July 1, 2001, pursuant to section 2.12 of the Code, as submitted by each of the following agencies:
 - Legislative Fiscal Bureau.
 - Legislative Service Bureau.
 - Legislative Computer Support Bureau.
 - Office of Citizens' Aide/Ombudsman.
6. Recommends that the Legislative Council approve the proposed budget and budget allocations for the fiscal year beginning July 1, 2002, pursuant to section 2.12 of the Code, as submitted by each of the following agencies:
 - Legislative Fiscal Bureau.
 - Legislative Service Bureau.
 - Legislative Computer Support Bureau.
 - Office of Citizens' Aide/Ombudsman.
7. Recommends that the Legislative Council approve the expenditure from the appropriation in Code section 2.12 of the following amounts relating to membership in the following national professional organizations serving legislators and legislative staff, for the fiscal year beginning July 1, 2002, and ending June 30, 2003:
 - Council of State Governments \$91,690
 - National Conference of State Legislatures \$110,166
 - Commission on Uniform State Laws \$29,290
8. Recommends that the Legislative Council approve a resolution authorizing the Office of Citizen's Aide to employ and supervise the employees performing the administrative functions of the Court Appointed Special Advocate Program and to perform the program's administrative functions for an initial period until June 30, 2002, which period can be extended for up to an additional 12 months.
9. Recommends that, pursuant to the requirements of Senate File 551, the Legislative Council approve and provide an early out incentive program for legislative branch employees consistent with the program provided for executive branch employees and as provided in this paragraph. Eligible legislative branch employees shall provide notice of their intent to participate in the program by January 31, 2002. However, recognizing the unique time calendar and workload requirements for legislative branch employees, legislative branch employees agreeing to participate in the program shall be required to terminate permanent employment on May 9, 2002. The Chairperson and Vice Chairperson of the Legislative Council shall direct the implementation of the program for legislative branch employees and shall seek assistance from the Department of Personnel in administering the program.

Respectfully submitted,

Representative Christopher Rants
Chairperson