

REPORT OF THE SERVICE COMMITTEE

(as corrected by the Legislative Council)

JULY 19, 1989

The Service Committee met on July 19, 1989 and makes the following report and recommendations to the Legislative Council:

1. That the following policy guidelines relating to parental leave and family leave be adopted as a part of the personnel guidelines of the central legislative staff agencies:

Parental leave not to exceed three months in duration shall be granted for the birth or adoption of a child. An employee may use any accrued leave or leave without pay. Thereafter, parental leave may be granted for an additional period not to exceed nine months with the employee using accrued vacation leave or leave without pay.

Family leave not to exceed four weeks in duration may be granted. The employee may use any accrued leave or leave without pay. Family leave is in addition to the 40 hours of accrued sick leave provided for the temporary care of immediate family members, for child care, or for bereavement leave. A specific definition of family leave will be considered when the written policy is considered in its final form by the Service Committee.

For both parental leave and family leave, seniority will continue to accrue during the leave, state benefits will continue, and the employer's share of state benefit payments will continue to be paid by the state.

2. That the following policy relating to the performance of legal research by the Legislative Service Bureau be adopted:

Policy for Requesting Legal Research
from the Legislative Service Bureau

The Legislative Service Bureau may accept from legislators all legal research requests which request information regarding the law relating to a particular subject matter, provided that the request does not ask that the Bureau apply the law to a particular fact pattern. This policy is intended to allow the Bureau to investigate the area of law and to make general findings in regard to particular subject matters but to prevent the Bureau from making conclusions as to the legality of any particular behavior or set of circumstances. Legal research findings shall be reviewed internally by a Bureau attorney licensed to practice law in Iowa.

3. That the balance of moneys remaining from the 1987 Midwest Legislative Conference hosted by Iowa be used to make a bid for Iowa to host the National Conference of the Council of State Governments in 1992 if the Interstate Cooperation Commission votes to seek the Conference.

4. That Mr. Brent Appel be retained by the Legislative Council to review the recent gubernatorial item vetoes in order to make a recommendation to the Service Committee on whether further action should be taken in regard to any of the item vetoes, provided that monthly billings are submitted and that no more than \$15,000 be expended without further action by the Legislative Council.

5. That the Service Committee develop a policy for the identification and retention of legal counsel to represent the Legislative Council in litigation.

6. That the Legislative Service Bureau be authorized to employ Bridget McNerney, who has been employed as a session bill clerk, as a proofreader/indexer at pay grade 17, step 1, for the remainder of the interim to assist Legislative Service Bureau committee staffers in taking minutes for interim study committee meetings. Pay grade 17, step 1, is the pay grade for committee clerks.

7. That the Legislative Service Bureau be authorized to use Peggy Glick, Higher Education Task Force staff member, to assist the Legislative Service Bureau in taking minutes for interim study committee meetings as time permits after completion of her duties for the Higher Education Task Force. When the work of the Higher Education Task Force is completed, Ms. Glick will be paid for the remainder of the interim from Legislative Service Bureau funds.

8. That the Computer Support Bureau be directed to seek information from additional vendors relating to voice information systems. Information on voice information systems has been received from UNISYS.

9. That the Computer Support Bureau be authorized to purchase and install a fourth computer processing unit for the legislative computer system at a total estimated cost of \$31,000. This purchase will result in approximately a \$2400 increase in monthly maintenance cost.

The Service Committee received and filed information concerning the authority of the Citizens' Aide/Ombudsman but took no action. The Service Committee also received, but took no action, on a request from the Iowa State Association of Counties, that chapter 601G of the Code of Iowa be amended to require that the Office of Citizens' Aide cease and desist the investigation of a complaint involving criminal matters once the issues regarding the criminal matters have been referred to the appropriate agency for possible prosecution.

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The Service Committee received and filed a report from Mr. Steve Tetzloff from UNISYS containing the results of a Computer Needs Assessment Survey. The Computer Oversight Subcommittee will seek input from legislative staff concerning the recommendations contained in the needs assessment report.

The Service Committee deferred action on making recommendations concerning the software authorized to be used on the General Assembly's personal computers. The staff committee will continue to meet to finalize recommendations.

The Service Committee deferred action on the purchase of Lexis.

The Service Committee received and filed personnel reports from the Legislative Service Bureau and the Legislative Fiscal Bureau that list merit increases granted since the last Service Committee meeting, vacancies in positions, and hours of overtime worked during the legislative session. The Service Committee received and filed a personnel report from the Citizens' Aide/Ombudsman concerning the termination of employment of Mr. James Peterson.

Respectfully submitted,

REPRESENTATIVE JOHN H. CONNORS
Chairman

Rpt, Service719
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