



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF GENERAL SERVICES
GERALD R. ANDERSON, ~~JACK B. WALTERS~~, DIRECTOR

November 18, 1991

Diane Bolander
Legislative Service Bureau
Statehouse

Dear Diane,

I have compiled the costs of the Supplement to the 1991 Code of Iowa and wish to submit my proposal for the selling price.

The computation is as follows:

Printing and Binding costs (Wm. C. Brown)	\$39,356.00
Compilation costs reported by Code Editor	\$89,268.65
Typesetting - Graphic Sciences	<u>\$ 3,427.70</u>
Total	\$132,052.35

132,052.35 divided by 5500 = \$24.01 per volume	
Distribution cost = <u>\$ 7.61 per volume</u>	
\$31.62 per volume	

My recommendation is that the selling price be \$31.60 plus \$1.26 sales tax. Cost for 1989 supplement was \$30.00, plus \$1.20 sales tax. Please advise me if the Legislative Council agrees.

Respectfully,

Kristi Little
Superintendent of Printing

**REPORT OF THE ADMINISTRATION COMMITTEE
OF THE LEGISLATIVE COUNCIL**

November 19, 1991

The Administration Committee met on November 19, 1991, without a quorum, and makes the following requests:

1. The Administration Committee requests that the Legislative Council address the issue of the free distribution of the Code and other Legislative Service Bureau legal publications by requesting the President of the Senate and the Speaker of the House to ask that the appropriate standing committee study the issue. The Committees should evaluate Code changes which might include giving departments a preset number of Codes and allowing the department to order additional codes at a reduced cost if the department explains to the appropriations subcommittee the need for additional Code expenditures beyond what the legislature has determined to be appropriate.

2. The Administration Committee requests that the Legislative Council contact the Superintendent of Printing and request that a recordkeeping system be established in order to track the numbers of Codes and the other Legislative Service Bureau legal publications which are ordered and received and to account for the free distribution or sale of Codes and the other legal publications. The Superintendent of Printing is requested to submit a report to the Legislative Council by March 15, 1992 which sets out the information requested and which explains the recordkeeping system.

3. The Administration Committee requests that the Legislative Council request the Supreme Court to direct the Supreme Court Administrator to establish a recordkeeping procedure to track the numbers of Codes and other Legislative Service Bureau legal publications which are ordered and received within the court system and to submit a report which sets out the information to the Legislative Council by March 15, 1992.

4. The Administration Committee requests that the Legislative Council authorize the Legislative Service Bureau to negotiate with West Publishing and other interested entities for the sale of printouts of 1991 session changes to the 1991 Code or to portions of the 1991 Code database.

5. The Administration Committee requests that the Legislative Council move and approve the sale of a portion of the electronic Code database pursuant to an agreement to be negotiated by the Legislative Service Bureau with Truart Color Graphic, in consultation with, and upon the approval of legislative leadership.

6. The Administration Committee requests that the Legislative Council again request the Appropriations Committees to discuss the issue of standby emergency generators and the wiring and lighting plans which were previously submitted to the Legislative Council.

Respectfully submitted,

Representative Mike Peterson
Chairperson

**REPORT OF THE SERVICE COMMITTEE
TO THE LEGISLATIVE COUNCIL**

November 19, 1991

The Service Committee of the Legislative Council met on November 19, 1991. The meeting was called to order by Senator Joseph J. Welsh, Chairperson, at 9:10 a.m. in Room 22 of the State House, Des Moines, Iowa.

The Service Committee respectfully submits to the Legislative Council the following report and recommendations:

1. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Legislative Service Bureau for the fiscal year beginning July 1, 1992, pursuant to section 2.12 of the Code.
2. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Legislative Fiscal Bureau for the fiscal year beginning July 2, 1992, pursuant to section 2.12 of the Code.
3. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Legislative Computer Support Bureau for the fiscal year beginning July 1, 1992, pursuant to section 2.12 of the Code.
4. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Office of Citizens' Aide/Ombudsman for the fiscal year beginning July 1, 1992.
5. The Committee received and filed a position reclassification plan for legislative branch employees. A motion to recommend the plan and an implementation procedure to the Legislative Council failed.

Respectfully submitted,

SENATOR JOSEPH J. WELSH
Chairperson

REPORT OF THE STUDIES COMMITTEE

TO THE LEGISLATIVE COUNCIL

November 19, 1991

The Studies Committee of the Legislative Council met on Tuesday, November 19, 1991, and makes the following recommendations:

- 1. That approval be given to the Assuring Efficient Delivery of Social Services Study Committee request for extension of its December 31 completion deadline until January 10.**
- 2. That approval be given to the Civil Penalty Process Review Study Committee request for an additional meeting day.**
- 3. That approval be given to the Expanding Iowa's Livestock Study Committee request for extension of its December 1 completion deadline until December 31.**
- 4. That approval be given to the Group Health Benefit for Public Employees Interim Study Committee request for extension of its December 1 completion deadline until December 2.**
- 5. That approval be given to the Improving Government Efficiency and Operations Study Committee request for approval to hold an additional meeting day and for extension of the Study Committee's completion deadline, if necessary, so long as notice is provided to the Legislative Council.**
- 6. That authorization be given to the request for a study committee consisting of a joint subcommittee of the Senate Judiciary Committee and House Judiciary and Law Enforcement Committee to meet one day during the interim to consider the proposed Code Editor's bills.**
- 7. That approval be given to the proposal to establish an International Relations Committee of the Legislative Council as described in the attached information with members appointed by the legislative leadership.**

The Studies Committee received and filed a request to appoint a task force on handguns and offensive weapons and will consider a specific proposal during the December meeting.

The Studies Committee received and filed an information item concerning staffing for the K-12 Education Reform Study Committee.

Respectfully submitted,

**SENATOR WALLY HORN
ACTING CHAIRPERSON**

**INTERNATIONAL RELATIONS COMMITTEE
OF THE
LEGISLATIVE COUNCIL**

The charge of the International Relations Committee is to develop goals and procedures that will facilitate international communication between the Iowa General Assembly and foreign governments on several different levels, including but not limited to interpersonal interaction between state legislators and legislative staff and foreign visitors, instruction about state and local democratic institutions, and the development of trade in foreign markets. Committee to consist of ten members from both political caucuses, five from each house.

TENTATIVE TIMELINE

**INTERNATIONAL RELATIONS COMMITTEE
OF THE
LEGISLATIVE COUNCIL**

Legislative Council creates a Council Committee for International Relations

- ◆ Committee established in November and members appointed in December.
- ◆ Committee consists of 10 members of both political caucuses and both houses.
- ◆ Chair and Vice Chair would be Council members, but Committee could have some members of the General Assembly who are not Council members.
- ◆ Staffed by LSB.

Committee holds organizational meeting in January prior to Council meeting

- ◆ Staff compiles and reviews information from other states and from NCSL and summarizes it for Committee.
- ◆ Committee meets with representatives from DED to determine what is currently being done by the Executive Branch.
- ◆ Committee meets with other state government and private representatives involved in foreign visitations.
- ◆ Committee begins development of goals and process for achieving them.
- ◆ Committee determines additional information needed and the best method for obtaining it. Executive departments may need to be directed to obtain needed information.

Committee meets during the legislative session to continue its discussion of goals

- ◆ Full-time on going legislative staff for the Committee will not be possible so it will be necessary to ensure that other agencies provide the kinds of information that will be needed to achieve the General Assembly's goals.
- ◆ Committee finalizes its goals and methods for achieving them and presents them to the Legislative Council in May or June.

Committee meets in conjunction with Legislative council meetings

GENERAL ASSEMBLY OF IOWA



LEGAL AND COMMITTEE SERVICES DIVISION

JOHN C. POLLAK, ADMINISTRATOR

LEGAL COUNSELS

DOUGLAS L. ADKISSON
AIDA AUDEH
MARY M. CARR
JULIE A. SMITH CRAGGS
SUSAN E. CROWLEY
MICHAEL J. GOEDERT
MARK W. JOHNSON
GARY L. KAUFMAN
MICHAEL A. KUEHN
LESLIE E. WORKMAN

RESEARCH ANALYSTS

PATRICIA A. FUNARO
KATHLEEN B. HANLON
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LUCAS BUILDING (515) 281-5285
JoANN G. BROWN
IOWA CODE EDITOR
JANET L. WILSON
DEPUTY IOWA CODE EDITOR

November 18, 1991

MEMORANDUM

TO: SENATOR DONALD V. DOYLE
FROM: Mark W. Johnson
RE: Proposed Court Rule Changes

1. Assessment of Jury Fees -- Iowa Rule of Civil Procedure 174.
Filed: 10-04-91 Rec.: 10-05-91

Strikes Iowa Rule of Civil Procedure 174 which provides that if a trial is by jury after a change of venue pursuant to R.C.P. 167, the court is to certify the county costs incurred by the county where the action is tried, and the county where the action is originally brought is to pay the difference between the amount certified and the jury fee taxable as part of the costs in the action.

2. Amount in Controversy -- Iowa Rules of Appellate Procedure 3.
Filed: 10-11-91 Rec.: 10-11-91

Provides that except where the action involves an interest in real estate, an appeal of right from any action not originally tried as a small claim can only be brought if the amount in controversy, as shown by the pleadings, is \$5,000 or more. Previously, the amount in controversy had to be \$3,000 or more. Discretionary appeals would still be available where the amount in controversy is less than \$5,000.

IN THE SUPREME COURT OF IOWA

FILED

OCT 04 1991

CLERK SUPREME COURT

IN THE MATTER OF A CHANGE)
IN THE IOWA RULES OF)
CIVIL PROCEDURE)

REPORT OF THE
SUPREME COURT

TO: MS. DIANE BOLENDER, SECRETARY OF THE
LEGISLATIVE COUNCIL OF THE STATE OF IOWA.

Pursuant to Iowa Code sections 602.4201 and 602.4202,
the Supreme Court of Iowa has prescribed and hereby reports
on this date to the Secretary of the Legislative Council
concerning Iowa Rule of Civil Procedure 174. Iowa Rule of
Civil Procedure 174 is hereby stricken.

Pursuant to Iowa Code section 602.4202(2), this change
is to take effect January 2, 1992.

Respectfully submitted,

THE SUPREME COURT OF IOWA

By Arthur A. McGiverin
Arthur A. McGiverin, Chief Justice

Des Moines, Iowa

October 4, 1991

ACKNOWLEDGMENT

I, the undersigned, Secretary of the Legislative
Council hereby acknowledge delivery to me on the 5th day
of October, 1991, the Report of the Supreme Court
pertaining to the Iowa Rules of Civil Procedure.

Diane E. Bolender
Secretary of the Legislative Council

MARY NEUHAUSER

914 Highwood Street
Iowa City, Iowa 52246

November 12, 1991

Honorable Bob Arnould
Chair, Iowa Legislative Council
State Capitol
Des Moines, IA 50319

Dear Speaker Arnould:

On November 1 five people were killed and one grievously wounded in Iowa City by a young man who was angry because he had not been nominated for an academic award. This is only the latest of many shootings that occur every day by people who try to solve their problems with a gun.

When the framers of the Constitution gave the right to bear arms they would never have contemplated the danger to society which uncontrolled possession of handguns has produced. Surely the people of Iowa can reach consensus on means which balance the constitutional rights of individuals with the needs of the world today to keep people safe. After all, public order is a primary function of government in any civilized society.

I respectfully request that the Legislative Council appoint a task force to study our existing laws on handguns and offensive weapons, to study the laws of other states, to take public testimony, and to recommend to the legislature measures which will address the need to reduce violence against the people of Iowa.

The task force should be broadly representative of those who have supported controls and those who have not, such as hunters and sellers of weapons. It should also include representation from law enforcement agencies and prosecutors and should include an expert on constitutional law. Of course, the task force should be bipartisan and gender-balanced.

While there are those who favor quick action, I believe careful examination and a comprehensive approach will be more beneficial in the long run.

Sincerely,

Mary Neuhauser MNB

Mary Neuhauser
State Representative

GENERAL ASSEMBLY OF IOWA

LEGAL AND COMMITTEE SERVICES DIVISION

JOHN C. POLLAK, ADMINISTRATOR

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JoANN G. BROWN

IOWA CODE EDITOR

JANET L. WILSON

DEPUTY IOWA CODE EDITOR

November 19, 1991

MEMORANDUM

TO: Chairperson Arnould and Members of the Legislative Council

FROM: Diane Bolender, Director

RE: Revised Educational Leave Report

Attached is a revised Educational Leave Report. This Report contains the agencies included in the report received and filed by the Legislative Council at the October Legislative Council meeting as well as information received in reports from additional agencies filed with the Department of Personnel. Pursuant to section 79.25 all agencies are required to file Educational Leave Reports with both the Department of Personnel and the Legislative Council by October 1 of each year. However, the Legislative Service Bureau did not have the complete set of reports at the October meeting.



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF PERSONNEL

October 17, 1991

TO: Legislative Council
FR: Rick Leckness, Educational Assistance Coordinator
RE: Report of Educational Leave/Educational Assistance

In accordance with Iowa Code Chapter 79.25, subsection 3, I hereby submit copies of Educational Leave/Educational Assistance Reports for FY 91. These reports represent only those departments that submitted their reports to the Department of Personnel.

Thank you.

c: Linda Hanson
Bill Snyder
Clint Davis

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Iowa College Student Aid Commission
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Pat Lynch	Admin. Assistant I	Principles of Econ 11 (Micro)			294	27	0	
Pat Lynch	Admin. Assistant I	Elementary Statistics			294	42		
Julie Leeper	Conf. Secretary III	Intermediate Algebra			360	109.45		
Julie Leeper	Conf. Secretary III	Micro Economics			360			
Pat Lynch	Admin. Assistant I	Supervision			190	35		
Pat Lynch	Admin. Assistant I	Management Info. Systems			190	45		
Pat Lynch	Admin. Assistant I	Labor Relations			190	48		
Pat Lynch	Admin. Assistant I	Public Admin.			190	38		
Pat Lynch	Admin. Assistant I	Business Law 1			190	52		
Julie Leeper	Conf. Secretary III	College Algebra			360	15		
Julie Leeper	Conf. Secretary III	Money and Banking			360	38.95		
Pat Lynch	Admin. Assistant I	Business Law II			190	0		
TOTALS			-0-	-0-	3,168	450.40	-0-	-0-

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 SEP 17 1991 AM
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EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

IOWA JUVENILE HOME
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
NONE TO REPORT ---								
TOTALS								

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Corrections - Newton - C.R.C.
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
TOTALS			0	0	0	0	0	0

OK 10/7

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 19 91

Corrections - Mitchellville

(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
TOTALS			0	0	0	0	0	0

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1990-91

Mt. Pleasant Correctional Facility, Mt. Pleasant, Ia. 52641
(Department)

NONE
N/A

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
G	O	O	O	O	O	O	O	O
Joe Johnson, Training Coordinator			TOTALS					

Joe Johnson, Training Coordinator

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Economic Development
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Cyndi Bergeson	Secretary I	Microcomputer Utilities	0	0	84.00			
Gary Moore	Admin Asst 4	Iowa Administrative Rules	0	0	200.00			
Gary Moore	Admin Asst 4	Public Policy Analysis	0	0	600.00			
Gary Moore	Admin Asst 4	Accounting For Management	0	0	720.00			
Penelope Shenk	Admin Asst 4	Principles of Accounting I	0	0	140.00	17.80		
Penelope Shenk	Admin Asst 4	Principles of Accounting II	0	0	140.00	7.80		
Carol Stuart	Admin Asst 2	Accounting Fundamentals	0	0	105.00			
Melissa Valadez	Secretary 2	Intermediate Algebra	0	0	140.00	17.80		
Rose Wazny	PSE 2	Principles of Marketing	0	0	105.00	13.35		
Shanell Wagler	Secretary 2	Modern Social Problems	0	0	390.00			
TOTALS			0	0	2624.00	56.75		

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Education
 (Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Whittaker, Eugene	Residential Advisor	Medication Managemt.	0	0	21.50	Mileage 12.60	0	100
Staver, Lorraine	Evaluator	Nurse Aide Teacher Training	16	0	80.00	Mileage 12.60	0	500
Henderson, Sandy	Office Services Supervisor 1	Personnel Supervision	0	0	118.35	0	0	200
		Introduction to Management	0	0	118.35	0	0	200
Huffman, Rick	Social Worker 1	Medication Management	0	0	21.50	Mileage 12.60	0	100
Petrak, Martha	Evaluator	Introduction to Upholstery	0	0	118.35	0	0	400
Pavlushik, Teresa	Office Services Supervisor 1	Introduction to MS/DOS	0	0	45.50	0	0	100
		Hard Drive Management	0	0	45.50	0	0	150
Houf, Betty	Rehabilitation Counselor	10 hours Ed. Leave (unpaid) per week	0	0	0	0	0	7,600
Baxter, Janet	Clerk-Typist 3	Integrated Software	0	0	72.00	0	0	300
Goetz, Cynthia	Rehabilitation Counselor	Introduction to Behavior Therapy	0	0	343.95	0	0	600
TOTALS			16	0	985.00	37.80	0	10,250

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 19 91

General Services

(Department)

Page 1 of 2

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Paul Ohlerking	EET	Basic	-	-	\$118.25	\$ 42.20	-	\$ 1,000
Paul Ohlerking	EET	AutoCad	-	-	118.25	-	-	1,000
Paul Ohlerking	EET	Telephone Digital Carrier	-	-	37.80	33.70	-	2,000
Kathy Miller	Insurance Prog. Spec.	Risk Mgmt & Insurance	-	13.5	115.00	64.90	-	300
Deb Bales	Acctg. Techn. II	Principles of Acctg. I	-	-	140.00	118.95	-	300
Deb Bales	Acctg. Tech. II	Principles of Acctg. II	-	16.0	140.00	29.10	-	300
Lowell Sneller	Sr. Systems Analyst	Computer Based Instructional Systems	-	-	248.00	100.00	-	-
Sharon Downey	Purchasing Ass'st.	Intro. Office Computer Applications	-	-	105.00	68.35	-	-
Melana Hammond	Clerk Typist III	Adv. Office Computer Applications	-	-	118.35	40.00	-	1000
Melana Hammond	Clerk Typist III	Word Processing II	-	-	118.35	20.30	-	1000
Penny Meyer	Clerk Typist III	Intro. Office Computer Applications	-	-	105.00	62.25	-	500
Phil McKinley	Data Entry Operator	Fundamentals of Speech	-	-	118.35	23.15	-	-
TOTALS							-	

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

HUMAN RIGHTS

(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
TOTALS								

None

EDUCATIONAL LEAVE/ EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

HUMAN SERVICES

(Department)

Employee Name	Classification	Course Title	W/Pay Hrs.	W/O Pay Missed	Tuition Direct cost	Other cost	Indirect Cost	Cost/Savings Total
HELEN WILLIS	LPN 2	MICROBIOLOGY		48	\$,00	\$,00	\$,00	\$611.04
BRENDA LUKASKO	SW3	SW COURSES		640				\$9,363.20
CONNIE BAKER	RTW	MEDICATION AIDE	48		\$116.00		\$451.20	(\$567.00)
DONNA HEMPY	SW2	SW COURSES		360				\$4,273.20
SHEILA ANDERSON	RTW	MEDICATION AIDE	48		\$116.00		\$431.52	(\$547.51)
BEVERLY YOUNG	RTW	MEDICATION AIDE	48		\$116.00		\$494.40	(\$610.40)
BERNICE SEILER	FOOD PROD.SUPR	FOOD SVS. MGMT	18		\$62.00		\$226.87	(\$288.87)
LISA ARKLAND	RTW	MEDICATION AIDE	48		\$116.00		\$520.80	(\$636.80)
CAROL GUNDERSON	RTW	MEDICATION AIDE	48		\$116.00		\$494.40	(\$610.40)
SHIRLEY BURTON	RTW	MEDICATION AIDE	48		\$116.00		\$520.80	(\$636.80)
MARLYS MOORE	RTW	MEDICATION AIDE	48		\$116.00		\$494.40	(\$610.40)
ARIETTA LINDEMAN	RTW	MEDICATION AIDE	48		\$116.00		\$494.40	(\$610.40)
KAREN COUNTS	FOOD SERV ASST. MGR.	FOOD SERV. MGMT	18		\$62.00		\$266.40	(\$328.40)
KAREN COUNTS	FOOD SERV ASST. MGR.	MODIFIED DIETS	12		\$44.00		\$177.60	(\$221.60)
MARY NORTON	RECEPTIONIST	PSYCHOLOGY/HUMAN REL		64				\$549.76
NANCY HELDT	SW	SW COURSES		64				\$851.20
MARTIN SCHILDGEN	SW II	COUNSELOR EDUCATION		60				\$776.40
DIANE BLOCK	RTW-CMA	PRACTICAL NURSONG		720				\$7,416.00
JOCELINE MYERS	FOOD PROD.SUP.	MODIFIED DIETS	12		\$44.00		\$150.72	(\$194.72)
JEROME MEYER	IMW II	BA COURSES		240				\$2,817.60
			444	2196	\$1,140.00	\$,00	\$4,723.51	\$20,795.10

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

HUMAN SERVICES, FIELD SUPPORT, DIST. 2
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
(No one)								
TOTALS								

CFN 552-0264

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SEP 05 91 PM

D.O.P.

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

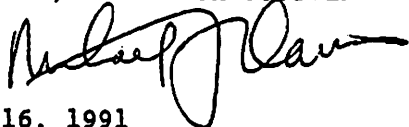
Fiscal Year 1991

DHS - Clarinda Treatment Complex
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
None								
TOTALS								

WOODWARD STATE HOSPITAL-SCHOOL

M E M O

TO: Rick Leckness, Education Coordinator, Department of Personnel
FROM: Mike Davis 
DATE: September 16, 1991
RE: Educational Leave and Educational Assistance - 1991 Fiscal Year Report

We did not grant any educational leave or assistance during FY91.

MJD/emz

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Justice
(Department)

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Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
TOTALS			0	0	0	0	0	0

CFN 552-0264

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D.O.P.

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Natural Resources

(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
John Schmidt	Systems Analyst	Special Libraries	24.00	0	372.00	30.00	0	\$ 400
Danny Pauley	Conservation Officer	Intro to Professional Counseling	0	0	336.00	0	0	500
Deborah Shannon	Forestry Leader	General Chemistry I	0	0	157.80	0	0	200
Brent Lanning	Park Attendant	Two-Dimensional Design Graphic Communication	12	0	385.00	50.00	0	500
Susan Davenport	Acct Technician 2	Intermediate Accounting	0	0	240.00	0	0	500
Roya Stanley	Public Service Executive 2	Managerial Accounting	0	0	720.00	0	0	1,000
Roya Stanley	Public Service Executive 2	Financial Mngt Theory Marketing	0	0	1,440.00	0	0	1,000
Carl Syversen	Environmental Engineer 3	Successful Airstream Designs + Retrofit	0	0	183.95	0	0	500
Roger Yancy	Accounting Clerk 2	Accounting 203 Cost Accounting I	0	0	157.80	0	0	500
Pamela Andersen	Accounting Technician 2	Int. Accounting I	0	0	294.00	86.00	0	500
Gaye A. Wiekierak	Program Planner 2	Strategic Planning For Managers	0	0	225.00	0	0	500
Randall Lane	Environmental Specialist 2	Lotus 1-2-3 Workshop	0	0	45.15	0	0	500

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 19 91

Department Natural Resources

(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Anna Conradt	Administrative Assistant I	Non-Verbal Communication	0	0	237.00	0	0	400
Todd Walrod	Conservation Worker	General Welding	0	0	85.00	0	0	500
Rick McGeough	Public Service Executive	Intro to the IBM-PC Intro to DOS Intro to Lotus 1-2-3	8	0	525.00	0	0	1,000
Danny Pauley	Conservation Officer	Organizational Development	0	0	744.00	60.00	0	1,000
Randy Edwards	Public Service Executive	Sociology of Law	0	0	540.00	0	0	1,000
James Humberg	Park Attendant	Intro to Criminal Justice theories of Interviewing	0	0	247.60	0	0	1,000
Gay Wiekierak	Program Planner 2	Basic Leadership Skills for Managers	0	0	225.00	0	0	500
Marlene Hall	Clerk Typist	Thinking Skills Composition I	0	0	236.70	63.50	0	300
Gaye Farrell	Environmental Specialist	Principles of Toxicology 501	0	0	363.00	100.00	0	1,000
Roger Yancy	Accounting Clerk 2	Acct. 104, Int. Acct. II Data 330, Intro dBase III	0	0	197.25	63.90	0	1,000
Carolyn Rooda	Conservation Worker	Field Biology 126 P-A Study Skills	0	0	160.35	41.30	0	500
John Vetter	Forestry Leader	Horticulture 351	0	0	237.00	0	0	500
TOTALS								

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 19 91

DNR
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Roya Stanley	Public Serv Exec	Managerial Econ/Mngt	0	0	1,440.00	0	0	1,500
Orrin Plocher	Geologist	X-Ray Diffraction Methods + Clay Mineralogy	2	0	248.00	0	0	500
Kathy Rex	Geologist	Applied Time Series Anal.	3	0	372.00	0	0	500
John Schmidt	Systems Analyst	Govt Publications	3	0	372.00	30.00	0	500
Bobbi Feddersen	Conservation Worker	Welding #16642	0	0	85.00	0	0	500
Danny Pauley	conservation Officer	MCS 640 Proseminar & C.J. Mngt	0	0	744.00	50.00	0	750
Gloria Baker	Secretary	Intro to Mngt.	0	0	105.00	69.60	0	500
Thomas Campbell	Conservation Officer	Starting with Apple	0	0	30.00	0	0	100
Pamela Andersen	Acct. Technician	Int. Acct. 2	0	0	294.00	0	0	500
Brent Laning	Park Attendant	Three Dimensional Design Art 104/History of Landscape Arch. LA271	0	0	405.00	45.00	0	500
Christopher Taylor	Park Attendant	Plant Material Maint. Residential Landscape Des	0	0	222.00	30.00	0	500
Daniel Lane	Energy Mngt. Tech	Composition I	0	0	118.35	60.00	0	200
TOTALS								

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Personnel
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
None								
TOTALS								

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 19 91

Public Safety
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Public Safety did not have anyone for educational leave/assistance during FY 91.								
TOTALS								

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Revenue & Finance

(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Fardal, Cynthia	Admin Assist 1	Introduction to Computer Literacy	-	-	\$ 78.75	-	-	-
" "	" "	Technical and Business Writing	-	-	88.76	-	-	-
Fleckenstein, Pam	Pub Srv Exec 4	MS DOS	-	-	26.25	-	-	-
Fulton, Patti	Rev Agent 2	Income Tax Accounting	-	-	88.76	-	-	-
Kerr, David	Systems Analyst	Database Systems	-	-	405.00	-	-	-
Lee, Cindi	Acctg Clerk 2	Principles of Accounting 1	-	-	118.35	-	-	-
Meisch, Cleo	Secretary 2	Business/Financial Math	-	-	88.76	-	-	-
Neal, Judy	Clerk 4	Principles of Accounting 102	-	-	105.00	-	-	-
" "	" "	Intermediate Accounting	-	-	118.35	-	-	-
Saffell, Joby	Sys Support Wrk 2	Data Processing/Computer Science	-	-	94.13	-	-	-
Voss, Susan	Technical Tax Specialist 2	Estate and Gift Taxation	-	-	450.00	-	-	-
Ziebell, Alma	Acctg Clerk 2	Income Tax	-	-	88.76	-	-	-
" "	" "	Accounting Principles 2	-	-	118.35	-	-	-
TOTALS						\$1,869.22		

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 19 91

Revenue & Finance/Lottery
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Theresa Aguiniga	Mail Clerk I	Intro to Computer Library	0	0	94.40	8.28	0	0
Sandy Sparks	Mail Clerk I	Intro to Computer Library	0	0	94.40	8.28	0	0
Cathy Turner	Acctg Tech. 3	Quantitative Decision Making	0	0	312.00	0	0	0
Cathy Turner	Acctg. Tech. 3	Elements of Calculas	0	0	288.00	0	0	0
Vicki Sparks	Computer Op. II	Assembler/Beginning	0	0	112.00	14.24	0	0
Vicki Sparks	Computer Op. II	Data 103 Basic	0	0	84.00	10.68	0	0
Mike West	Acctg. Tech. 2	Financial Acct. Microcomputer	0	0	84.00	10.68	0	0
TOTALS			0	0	1068.60	52.16	0	0

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT
 Fiscal Year 1991
 Iowa Department of Transportation

<u>EMPLOYEE NAME</u>	<u>CLASSIFICATION</u>	<u>COURSE TITLE</u>	<u>HRS. MISSED</u>		<u>DIRECT COSTS</u>	
			<u>W/PAY</u>	<u>W/O PAY</u>	<u>TUITION</u>	<u>OTHER</u>
Abu-Hawash, Ahmad	Transp Eng I	Reinforced Concrete Design II	1.5	1.5	198.00	0.00
Abu-Hawash, Ahmad	Transp Eng I	Classical Analysis Method	1.5	1.5	372.00	30.00
Ambroson, Gerald	PSE I	Intermediate COBOL	1.25	1.25	157.80	0.00
Baird, Elizabeth	Program Planner III	Planning Methods	1.5	1.5	237.00	15.00
Bierbaum, Roger E.	Transp Eng Mgr 3	Case Histories in Contract Documents	3.0	3.0	372.00	97.62
Bierwagen, Dean G.	Transp Eng I	Reinforced Concrete Design II	1.5	1.5	198.00	0.00
Bierwagen, Dean G.	Transp Eng I	Classical Analysis Methods	1.5	1.5	372.00	30.00
Blake, James A.	Const Tech III	Beginning Computer	0	0	55.00	0.00
Brakke, Chris B.	Eng in Training	Principles of Environmental Engineering	1.25	1.25	228.00	0.00
Brakke, Chris B.	Eng in Training	Principles of Solid & Hazardous Waste Management	2.0	2.0	372.00	0.00
Burt, Jolane	Secretary 2	Advances Processes in Relationship Development	2.0	2.0	237.00	0.00
Cadwell, Keith A.	Transp Eng Assoc	Highway Design	1.5	1.5	237.00	46.00
Cadwell, Keith A.	Transp Eng Assoc	Principles of Materials Science	1.5	1.5	158.00	0.00
Chapman, Steven G.	Design Tech 2	Technical Communication	2.5	2.5	237.00	0.00
Crouch, Tim	Transp Eng Assoc	Advanced Highway Design	2.5	2.5	372.00	0.00
Davis, Joyce	Admin Asst I	Principles of Accounting I	0	0	154.00	69.56
Denny, James	Transp Eng Assoc	Dynamic Analysis of Structures	1.5	1.5	198.00	0.00

<u>EMPLOYEE NAME</u>	<u>CLASSIFICATION</u>	<u>COURSE TITLE</u>	<u>HRS. MISSED</u>		<u>DIRECT COSTS</u>	
			<u>N/PAY</u>	<u>W/O PAY</u>	<u>TUITION</u>	<u>OTHER</u>
Denny, James	Transp Eng Assoc	Analysis and Design of Plate and Slab Structures	0	0	372.00	30.00
Dockstader, Scott A	Transp Eng Assoc	Advanced Highway Design	2.5	2.5	198.00	0.00
Dockstader, Scott A	Transp Eng Assoc	Transportation Systems Development & Management	3	3	372.00	30.00
Durbin, Gregg	Design Tech II	Intro to Classical Physics I	2.5	2.5	395.00	58.87
Eide, Dale	Motor Vehicle Officer II	English (One-on-One)	0	0	30.00	0.00
Fattahi, Farrokh	Arch Tech I	Computer Applications in Architecture	1.5	1.5	247.00	30.00
Frazier, Fran	Admin Asst I	Fundamentals of Speech	0	0	105.00	0.00
Fuller, Jane	Secretary I	Lotus Level I	12	0	50.00	0.00
Germer, Lynn	Clerk Typist II	Exploring Lotus 1-2-3	0	0	70.00	24.95
Grawe, Laurie	Secretary I	Using Lotus 1-2-3	0	0	70.00	0.00
Herold, Paul	Prelim Survey EA II	Surveying and Mapping (Correspondence Course taken over fiscal years 90 and 91)	0	0	279.28	0.00
Hockensmith, William	Equip Operator 2	Beginning Electricity	0	0	77.40	64.05
Hutchinson, Richard	Sr Systems Programmer	C Language Advanced	0	0	38.70	30.00
Hutchinson, Richard	Sr Systems Programmer	C Language Beginning	0	0	38.70	0.00
Jack, Krandel	Transp Eng in Training	Pavement Management & Maintenance	0	0	198.00	0.00
Jack, Krandel	Transp Eng in Training	Traffic Engineering	1.5	1.5	372.00	30.00
Jacobson, Bruce A.	Auto Shop Supt	English Comp II	0	0	115.50	21.60
Johnson, Deborah	Sr Transp Planner in Trng	Creative Component	2	2	248.00	0.00

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<u>EMPLOYEE NAME</u>	<u>CLASSIFICATION</u>	<u>COURSE TITLE</u>	<u>HRS. MISSED</u>		<u>DIRECT COSTS</u>	
			<u>W/PAY</u>	<u>W/O PAY</u>	<u>TUITION</u>	<u>OTHER</u>
Jones, Gene G.	Transp Planner 2	International Transportation & Logistics	.75	.75	118.50	0.00
Jones, Gene G.	Transp Planner 2	Transportation & Public Policy	.75	.75	118.50	0.00
Jones, Gene G.	Transp Planner 2	Business Finance	0	0	237.00	0.00
Jorgenson, Michael	Transp Eng Assoc	Traffic Engineering	1.5	1.5	372.00	0.00
Jorgenson, Michael	Transp Eng Assoc	Transportation Systems Development & Management Laboratory	1.5	1.5	228.00	0.00
Kerns, Deborah	Systems Analyst	Intermediate Assembler	0	0	157.80	0.00
Kerns, Deborah	Systems Analyst	Beginning Assembler	0	0	157.80	74.95
Lutz, William	Survey Supervisor	Computer Programming I	1.5	1.5	237.00	0.00
Lutz, William	Survey Supervisor	Introduction to Digital Tech	1.5	1.5	237.00	0.00
Magie, Karen	Planning Aide II	10-Key Calculator	3	3	45.00	0.00
McHugh, Monica	Secretary I	Introduction to Shorthand	0	0	105.00	0.00
Herritt, Arlo	Facilities Engineer	Human Resource Management	0	0	264.00	46.00
Mortvedt, Steve	Sr Systems Programmer	C Language Advanced	0	0	38.70	30.00
Mortvedt, Steve	Sr Systems Programmer	C Language Beginning	0	0	38.70	62.45
Mujeeb, Mohammad	Materials Tech 3	Pavement Management and Maintenance	0	0	372.00	0.00
Olson, Michael S.	Transp Eng in Training	Engineering Acoustics	1.5	1.5	78.00	0.00
Olson, Michael S.	Transp Eng in Training	Highway Capacity Analysis	1.5	1.5	0.00	0.00
Olson, Michael S.	Transp Eng in Training	Introduction to Transportation Engineering	1.5	1.5	237.00	54.00

<u>EMPLOYEE NAME</u>	<u>CLASSIFICATION</u>	<u>COURSE TITLE</u>	<u>HRS. MISSED</u>		<u>DIRECT COSTS</u>	
			<u>W/PAY</u>	<u>W/O PAY</u>	<u>TUITION</u>	<u>OTHER</u>
Olson, Michael S.	Transp Eng in Training	Soil Engineering	1.5	1.5	237.00	0.00
Perry, Peggi	Transp Eng Assoc	Design of Concretes and Pavement Structures	1	1	237.00	30.00
Perry, Peggi	Transp Eng Assoc	Soil Engineering	2.5	2.5	237.00	90.65
Popp, Kelly	Graphic Artist	The History of Graphic Design	.75	.75	0.00	0.00
Popp, Kelly	Graphic Artist	Graphic Design Studio	1.5	1.5	300.00	0.00
Popp, Kelly	Graphic Artist	Design Seminar	1.5	1.5	300.00	0.00
Putherickal, Joseph	Transp Eng Assoc	Soil Engineering	2.5	2.5	237.00	75.50
Reed, Shelly	Clerk III	DOS & Operating Systems	0	0	178.00	0.00
Rens, Amy Saliger	Transp Eng in Training	Principles of Solid & Hazardous Management	2	2	372.00	0.00
Reyes, Jaime	Transp Eng 2	Advanced Highway Design	1.25	1.25	0.00	0.00
Reyes, Jaime	Transp Eng 2	Traffic Engineering	1	1	372.00	0.00
Reyes, Jaime	Transp Eng 2	Transportation Systems	1	1	228.00	0.00
Richardson, Nancy	Director, Admin Div	Political Research	0	0	372.00	0.00
Ridnour, Kathy	Program Planner 2	Interpersonal Speech/Small Group Communication	10	10	105.00	29.40
Ridnour, Kathy	Program Planner 2	Introduction to Sociology	0	0	115.50	0.00
Ridnour, Kathy	Program Planner 2	Speech	0	0	115.50	18.22
Schumann, Carl	Transp Eng Assoc	Classical Analysis Methods	1.5	1.5	372.00	0.00
Sommers, John	Transp Planner	Advanced Highway Design	0	0	372.00	0.00

<u>EMPLOYEE NAME</u>	<u>CLASSIFICATION</u>	<u>COURSE TITLE</u>	<u>HRS. MISSED</u>		<u>DIRECT COSTS</u>	
			<u>W/PAY</u>	<u>W/O PAY</u>	<u>TUITION</u>	<u>OTHER</u>
Sparks, Sandra	Secretary I	Lotus 1-2-3	6	0	18.75	0.00
Thede, Kay	Management Analyst 2	Operations Management	0	0	372.00	0.00
Tucker, William D.	Transp Eng I	Reinforced Concrete Design	2	2	198.00	0.00
Tucker, William D.	Transp Eng I	Prestressed Concrete Structures	1.2	1.2	372.00	30.00
Walton, Marlee A.	Transp Eng	Contractor Organization & Management	1.25	1.25	372.00	0.00
Walton, Marlee A.	Transp Eng	Research in Digital Photogrammetry	1.25	1.25	228.00	0.00
Wassmer, Warren	Const Tech II	Computer Concepts for the Beginner	0	0	56.00	3.00
Webb, James R.	Transp Eng Assoc	Surface Water Hydrology	2.5	2.5	372.00	0.00
Welper, Robert	Transp Eng Assoc	Advanced Highway Design	2.5	2.5	372.00	0.00
Williams, Bette	Clerk Typist II	Lotus 1-2-3	6	0	18.75	0.00
Woods, Forrest	Auto Mechanic	Electronic Fuel Injection Systems	0	0	90.00	17.00
Wrage, Andrea E.	Secretary I	Hark Disk Management	0	0	<u>45.00</u>	<u>10.00</u>
TOTALS					\$17,137.28	\$1,178.82

52-0264

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1991

Treasurer of State
(Department)

NONE FOR FY91.

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
TOTALS								

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GENERAL ASSEMBLY OF IOWA



LEGAL AND COMMITTEE SERVICES DIVISION

C. POLLAK, ADMINISTRATOR

LEGAL COUNSELS

DOUGLAS L. ADKISSON
AIDA AUDEH
MARY M. CARR
JULIE A. SMITH CRAGGS
SUSAN E. CROWLEY
MICHAEL J. GOEDERT
MARK W. JOHNSON
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MICHAEL A. KUEHN
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ADMINISTRATIVE CODE EDITOR

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JULIE E. E. LIVERS
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DIANE E. BOLENDER, DIRECTOR
RICHARD L. JOHNSON, DEPUTY DIRECTOR

November 13, 1991

MEMORANDUM

TO: CHAIRPERSON ARNOULD AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: Diane Bolender, Director

RE: November Legislative Council Meeting

The Legislative Council and its Committees are scheduled to meet on Tuesday, November 19, 1991, as follows:

9:00 a.m.	Service Committee, Room 22
9:00 a.m.	Administration Committee, Room 24
11:00 a.m.	Studies Committee, Room 22
1:00 p.m.	Legislative Council, Room 22

Tentative agendas for the meetings are enclosed. Also enclosed is a revised membership list for the Legislative Council. We welcome Senator Maggie Tinsman as a member. She is replacing Senator Jack Nystrom.

Also enclosed are copies of the Minutes of the October 16 meetings of the Service Committee, Studies Committee, and Legislative Council.

Please notify the Legislative Service Bureau prior to the meeting date if you will be unable to attend.

cc1113