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LEGISLATIVE SERVICE BUREAU

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JULIE E. LIVERS
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November 21, 1994

MEMORANDUM

TO: CHAIRPERSON HORN, VICE CHAIRPERSON VAN MAANEN, AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: DIANE BOLENDER, DIRECTOR

RE: NOVEMBER LEGISLATIVE COUNCIL COMMITTEE MEETINGS

The November Legislative Council and Council Committee meetings are scheduled for Tuesday, November 29, 1994, at the State Capitol in Des Moines. Meetings are scheduled in Committee Room 22 as follows:

8:30 a.m.	Salary Subcommittee of Service Committee
9:00 a.m.	Service Committee
10:00 a.m.	Administration Committee
11:00 a.m.	Capital Projects Committee
1:00 p.m.	Studies Committee
1:30 p.m.	Legislative Council

Tentative agendas for the meetings and minutes of the September meetings of the Studies Committee, Administration Committee, Capital Projects Committee, and the Legislative Council are enclosed, as well as the minutes of the Computer User Committee.

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

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

September 16, 1994

The Fiscal Committee met September 16, 1994, in Room 22 of the State Capitol. No formal actions were taken.

The Committee discussed:

- Revenue Estimate and Projected General Fund Balance Sheet.
- Iowa Communications Network (ICN) Update.
- Three Section 8.39 Transfers - Department of Commerce, Insurance Division, to the State Board of Regents, School for the Deaf - \$55,000; the Fifth C.B.C. District to the Department of Corrections, County Confinement - \$35,000; and the Department of Revenue and Finance, Information and Management Services Division, Local Government Services Division and Technical Services Division to the Department of Revenue and Finance, Compliance Division, Internal Resources Management Division and State Financial Management Division. The Department of Revenue and Finance transfer relates to reorganization and will allow accurate budget comparisons in the future.
- Three Lease Purchase Notifications - Board of Regents, Department of Corrections, and Department of Human Services.
- Capitol Restoration update.
- Health Data Commission - An *Issue Review*, "The Transition from the Health Data Commission to the Community Health Management Information System (CHMIS)" was presented by the LFB. Other presentations were also given.
- State-Federal Office - An *Issue Review*, "Office of State-Federal Relations" was presented by the LFB. Phil Smith, Director of the Washington Office also updated the Committee on several issues.
- State of Iowa Facilities Improvement Corporation.
- Lease Purchase Agreements - Three lease purchase agreements have been entered into without prior notification to the General Assembly. The Department of Transportation has two such agreements totaling \$862,642 and the Iowa Veterans Home at Marshalltown has one \$2,707,133 agreement.
- Rest Area Maintenance Contracts.
- Welfare Reform - An *Issue Review*, "Welfare Reform Update" was presented by the LFB and focused on the budgetary impacts of the welfare reform initiative.
- Medicaid Spending Trends - A memo on FY 1994 Medicaid Spending was presented by the LFB.

Respectfully submitted,

Senator Larry Murphy
Co-chairperson

Representative Ron Corbett
Co-chairperson

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

November 14, 1994

The Fiscal Committee met November 14, 1994, on the Iowa State University (ISU) Campus in Ames. No formal actions were taken.

The Committee toured the Food Science Building, Center for Crops Utilization Research, Black Engineering Building, Iowa Center for Emerging Manufacturing Technologies and an out-of-doors walking tour on the the west side of the campus, reviewing the fire/environmental safety and deferred maintenance needs of some of the buildings.

The Committee heard presentations on:

- Iowa State University programs - Dr. Martin C. Jischke, President, and Patricia B. Swan, Vice Provost, discussed the technology development and transfer at ISU
- Investment in Agricultural Research by David G. Topel, Dean of the College of Agriculture
- Fire Safety at ISU by Roy Marshall, State Fire Marshal
- Wallace Technology Transfer Foundation by Dan Dittmore
- Iowa Seed Capital Corporation by Greg Barcus

Respectfully submitted,

Senator Larry Murphy
Co-chairperson

Representative Ron Corbett
Co-chairperson

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

November 29, 1994

The Administration Committee met on September 15, 1994, and makes the following report:

1. The Administration Committee received a report concerning fire and life safety projects approved by the Legislative Council at the Council's June 15, 1994 meeting. Work being completed by Woodruff Construction is estimated to be 85% complete at this time.

2. The Administration Committee received information concerning the completion of contracts with Mead Data Central and Compass Data Systems, Inc.

3. The Administration Committee received information concerning the procurement and installation of the assistive listening device equipment previously approved by the Legislative Council. The Administration Committee was informed that the House and Senate have been wired for the use of the equipment and personnel in each chamber will be trained in the use of the equipment prior to the start of the 1995 session.

4. The Administration Committee recommends that the staff of the Administration Committee, after consideration of the staff Computer User Policy Direction Committee's discussion of the issues involved with providing access to the various legislative databases to non-legislative entities, including the League of Women Voters of Iowa, recommend for approval an amount or amounts to be charged for access to daily update information regarding bills and amendments, bill history, and subject index, and that such amount be subject to the approval of the Legislative Council at its next meeting.

Respectfully Submitted,

William Palmer
Chairperson

**REPORT OF THE SERVICE COMMITTEE
TO THE LEGISLATIVE COUNCIL
(REVISED)**

November 29, 1994

The Service Committee of the Legislative Council met on November 29, 1994. The meeting was called to order by Representative Teresa Garman, Chairperson, at 9:13 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 received and filed a personnel report from the Legislative Fiscal Bureau.
2. The Service Committee recommends that the Legislative Council approve the promotion of Mr. David Reynolds from the position of Legislative Analyst II, at grade 32, step 2, to Legislative Analyst III, at grade 35, step 1. The promotion is to be effective in December of 1994.
3. The Service Committee recommends that the Legislative Council approve the promotion of Ms. Mary Shipman from the position of Legislative Analyst II, at grade 32, step 2, to Legislative Analyst III, at grade 35, step 1. The promotion is to be effective in December of 1994.
4. The Service Committee recommends that the Legislative Council approve the promotion of Mr. Jon Studer from the position of Legislative Analyst II, at grade 32, step 2, to Legislative Analyst III, at grade 35, step 1. The promotion is to be effective in December of 1994.
5. The Service Committee recommends that the Legislative Council approve the promotion of Mr. Jon Muller from the position of Legislative Analyst, at grade 27, step 3, to Legislative Analyst I, at grade 29, step 2. The promotion is to be effective in December of 1994.
6. The Service Committee recommends that the Legislative Council approve the promotion of Mr. David Hinman from the position of Computer Systems Analyst I, at grade 27, step 3, to Computer Systems Analyst II, at grade 29, step 2. The promotion is to be effective in December of 1994.
7. The Service Committee received and filed a personnel report from the Legislative Service Bureau.
8. The Service Committee recommends that the Legislative Council approve the promotion of Ms. Mary Carr from the position of Legal Counsel 1, at grade

- 32, step 5, to Legal Counsel 2, at grade 35, step 4. The promotion is to be effective on December 30, 1994.
9. The Service Committee recommends that the Legislative Council approve the promotion of Ms. Julie Smith from the position of Legal Counsel 1, at grade 32, step 5, to Legal Counsel 2, at grade 35, step 4. The promotion is to be effective on December 30, 1994.
 10. The Service Committee recommends that the Legislative Council approve the promotion of Mr. Gary Rudicil from the position of Computer Systems Analyst 2, at grade 29, step 5, to Computer Systems Analyst 3, at grade 32 step 4. The promotion is to be effective on December 30, 1994.
 11. The Service Committee recommends that the Legislative Council approve the promotion of Ms. Helen Debartolo from the position of Text Processor 1, at grade 19, step 3, to Text Processor 2, at grade 22, step 2. The promotion is to be effective on December 30, 1994.
 12. The Service Committee recommends that the Legislative Council approve the promotion of Ms. Kimberly McKnight from the position of Text Processor 1, at grade 19, step 3, to Text Processor 2, at grade 22, step 2. The promotion is to be effective on February 10, 1995.
 13. The Service Committee received and filed a personnel report from the Legislative Computer Support Bureau.
 14. The Service Committee recommends that the Legislative Council approve the promotion of Mr. Steve Nelson from the position of Computer Operator I, at grade 21, step 5, to Computer Operator II, at grade 24, step 4. The promotion is to be effective in December of 1994.
 15. The Service Committee received and filed a personnel report from the Office of Citizens' Aide/Ombudsman.
 16. The Service Committee recommends that the Legislative Council approve the promotion of Ms. Wendy Sheetz from the position of Assistant I, at grade 29, step 3, to Assistant II, at grade 32, step 2. The promotion is to be effective on December 16, 1994.
 17. The Service Committee recommends that the Legislative Council approve the promotion of Mr. Jeff Burnham from the position of Assistant, at grade 27, step 3, to Assistant I, at grade 29, step 2. The promotion is to be effective on December 2, 1994.
 18. 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 1, 1995, pursuant to section 2.12 of the Code.
 19. 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, 1995, pursuant to section 2.12 of the Code.

20. 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, 1995, pursuant to section 2.12 of the Code.
21. 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, 1995 pursuant to section 2.12 of the Code.
22. The Service Committee received and filed a report from the Citizens' Aide/Ombudsman regarding completion of negotiations with the Department of Natural Resources for the creation of an Environmental Ombudsman within the Office of Citizens' Aide/Ombudsman. The Service Committee recommends that the Legislative Council approve the execution of the chapter 28E agreement for the creation of the position. The agreement calls for the creation of the position for a one-year period, which will be paid for from the permitting fees charged to persons regulated under the Federal Clean Air Act.
23. The Service Committee received and filed a report from the Citizens' Aide/Ombudsman regarding a conflict of interest of an employee.
24. The Service Committee received and filed the report of the Computer User Committee, a copy of which is attached to this report. The Service Committee recommends that the Legislative Council approve the policy recommendations contained in the report.
25. The Service Committee received and filed the report of the Salary Subcommittee, a copy of which is attached to this report..

Respectfully submitted,

REPRESENTATIVE TERESA GARMAN
Chairperson

**REPORT OF THE COMPUTER USER POLICY DIRECTION COMMITTEE
TO THE SERVICE COMMITTEE**

November 29, 1994

The Computer User Policy Direction Committee met throughout the summer and fall, and makes the following report:

1. That the Computer User Policy Direction Committee adopted the following legislative computer training policy:

- ♦ That the Computer Support Bureau provide computer training classes only for legislators, legislative staff, and legislative access program subscribers.
- ♦ That the Computer Support Bureau schedule all use of the Lucas State Office Building legislative Computer Training Room, with priority given first to legislative staff training provided by Computer Support Bureau staff, second to other legislative staff training, and third to public access program user training.
- ♦ That other governmental agencies be allowed to use the Computer Training Room free-of-charge on a case-by-case basis, as determined by the Director of the Computer Support Bureau, provided first priority is reserved for legislative use.

2. That the Computer User Policy Direction Committee has established the following five subcommittees for planning purposes:

- ♦ Legislator Access
- ♦ Public Access/Sale of Information
- ♦ Project Priorities and Reporting Forms
- ♦ Budgeting
- ♦ Uniformity, Purchase, Usage and Support of Software

3. That the Computer User Policy Direction Committee adopted the Budget Subcommittee's report which provides for the following:

- ♦ That the Computer Support Bureau budget include requests from supported legislative agencies for basic computer hardware (basic configuration standards for PCs and printers but not faxes, copy machines, modems, specialized hardware needs, or chamber automation) and basic software (basic software adopted throughout the Legislature but not unsupported software)
- ♦ That the Computer User Policy Direction Committee review the basic computer hardware and software items included in the Computer Support Bureau budget request (local area network and mainframe maintenance items are not included)
- ♦ That the Computer User Policy Direction Committee begin a planning process for the upgrading of hardware and software based upon recommendations by the Computer Support Bureau

Respectfully submitted,

Dennis Prouty, Chair

REPORT OF THE SALARY SUBCOMMITTEE OF THE SERVICE COMMITTEE

November 29, 1994

The Salary Subcommittee of the Service Committee met on November 29, 1994. The meeting was called to order at 8:40 a.m. in Room 22 of the State House, Des Moines, Iowa. Senator Jack Rife and Representative John Connors were present at the meeting.

The Salary Subcommittee respectfully submits to the Service Committee the following report and recommendations:

1. The Subcommittee received and filed information regarding the salaries of range 8 and 9 Executive Branch Department Directors and the salaries of Central Legislative Staff Agency Directors.
2. The Subcommittee deferred action on any increases in the salaries of the four Central Legislative Staff Agency Directors until further information regarding increases in pay for executive branch agency heads is received.

RESPECTFULLY SUBMITTED,

**SENATOR JACK RIFE
REPRESENTATIVE JOHN CONNORS**

**REPORT OF THE CAPITAL PROJECTS COMMITTEE
TO THE LEGISLATIVE COUNCIL**

November 29, 1994

The Capital Projects Committee of the Legislative Council met on Tuesday, November 29, 1994, and received an update of the 1994 Infrastructure Study being conducted by Professor James Rowings and Mr. David Harmelink, Iowa State University. This is the third progress report received by the Committee.

Mr. Harmelink reported that surveys have been sent to all 390 public school districts. He stated that 217 surveys have been returned in an attempt to gain additional information and 80 districts have not responded. He added that 148 Iowa cities with 2,000 population and over and all 99 counties have also been sent survey forms, the responses to which are beginning to be returned. Mr. Harmelink noted that a number of school districts reported frustration with the need for the information and did not understand the purpose for its collection.

The Committee agreed to assist the consultants by directing that a letter be sent by Chairperson Husak explaining the purpose of the statewide public infrastructure study and urging the recipients to complete the surveys as accurately as possible. The letter should stress that the infrastructure study is intended as a basis for developing positive policies and efforts to improve the uses of public buildings and correct infrastructure deficiencies.

The next progress report will be presented at the January or February Council meeting.

Respectfully submitted,

SENATOR EMIL HUSAK
Chairperson

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

November 29, 1994

The Studies Committee of the Legislative Council met on November 29, 1994, and makes the following report:

- 1. That the recommendation of the Regulation of Long-Term Care in Iowa Health Care Facilities Interim Study Committee, that the Legislative Fiscal Bureau perform a program evaluation of the long-term care system in the state, be sent back to the chairpersons of the Study Committee in order to allow the program evaluation request to be condensed and resubmitted.**
- 2. That the request for extension of the deadline for the completion of the work of the Government Bidding Processes Study Committee be approved. The Committee contemplates holding its second meeting in early January and its third meeting subsequent to that meeting, possibly during the legislative session.**

Respectfully submitted,

**REPRESENTATIVE MARY LUNDBY
CHAIRPERSON**



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF PERSONNEL
LINDA G. HANSON, DIRECTOR

October 28, 1994

MEMORANDUM

TO: Legislative Council

FR: Linda Hanson, Director

RE: Report of Educational Leave/Educational Assistance

In accordance with Iowa Code chapter 70A.25, subsection 3, I hereby submit the FY94 Educational Leave/Educational Assistance Report.

Thank you.

C: Bill Rhoads

EDUCATIONAL LEAVE REPORTS

Attached are the Education Leave Reports for 1994

as Required Under Section 70A.25 of the Code

**EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT
ANNUAL REPORT 1994**

DEPARTMENT	HRS MISSED		DIRECT COSTS		TOTAL DIRECT COSTS	INDIRECT COSTS	COST SAVINGS
	W/PAY	W/O PAY	TUITION	OTHER			
Agriculture (009-013-014)			---NO SUBMISSION---				
Auditor (126)			---NO EXPENDITURES---				
Blind (131)			---NO EXPENDITURES---				
Civil Rights (167)			---NO SUBMISSION---				
Commerce (211-219)	0	0	2,021.30	71.50	2,092.80	0	N/A
Commission of Veteran's Affairs (671)	347	0	2,689.44	0	2,689.44	3,160.41	N/A
Corrections (238-251)			---NO EXPENDITURES---				
Cultural Affairs (259)	40	0	195	400	0	0	0
Economic Development (269-270)	0	0	412.35	160.00	572.35	0	N/A
Education (282-283)	144.5	0	2,762.83	60.85	2,823.68	0	3,131.76
College Aid (284)			---NO EXPENDITURES---				
Public Television (285)			---NO EXPENDITURES---				
Elder Affairs (297)			---NO SUBMISSION---				
Employment Services (309-311)	15	0	542.50	29.37	0	0	7,297.17
Fair Authority (011)			---NO SUBMISSION---				
General Services (337-339)	533.40	0	2,096.00	350.20	2,446.20	19,936.00	0
Governor (350-351)							
Human Rights (379)			---NO EXPENDITURES---				
Human Services (401-413)			---NO SUBMISSION---				
IA Ethics & Campaign Disclosure Board (140)			---NO EXPENDITURES---				
Inspections & Appeals (427-429)	40	0	0	0	0	0	0
Justice (112-114)			---NO EXPENDITURES---				
Law Enforcement (467)			---NO SUBMISSION---				
Management (532)	0	0	553.00	39.25	592.25	0	0
Natural Resources (542)	2	0	3,671.50	266.95	3,938.45	0	10,000.00
Parole (547)			---NO EXPENDITURES---				
Personnel (552)	40	0	0	0	0	572.80	0
Public Employment Relations (572)			---NO EXPENDITURES---				
Public Defense (582-583)	0	0	1,615.25	328.85	1,944.10	0	0
Public Health (586)			---NO EXPENDITURES---				
Public Safety (595)			---NO SUBMISSION---				
Regents (615)			---NO EXPENDITURES---				
Revenue & Finance (625-627)	30	0	611.20	17.44	628.64	0	0
Secretary of State (635)			---NO SUBMISSION---				
Transportation (645)	30.83	34.83	7,207.78	679.70	7,887.48	0	0
Treasurer (655)	132	N/A	3,633.58	0	3,633.53	0	N/A
<u>Judicial Branch</u> (444-445)							
Court Administrator			---NO EXPENDITURES---				
<u>Legislative Branch</u> (500-509)							
Senate	0	0	2,625.00	379.68	3,004.68	0	N/A
House			---NO SUBMISSION---				
Service Bureau							
Fiscal Bureau			---NO EXPENDITURES---				
Code Editor			---NO SUBMISSION---				
Citizens' Aide			---NO EXPENDITURES---				
	1314.73 Hours	34.83	\$30,636.68	\$2,763.79	\$32,253.60	\$23,669.21	\$20,428.93

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

Iowa Department for the Blind
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
During State Fiscal Year 1994 there were neither requests for educational leave nor tuition reimbursements by any Department for the Blind staff members.								
TOTALS			0	0	0	0	0	0

Prepared by: Louise C. Duvall *pac*
Louise C. Duvall, Training Officer
281-1361

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

State Auditor

(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 1994

CORRECTIONAL - CENTRAL OFFICE
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
	NO LEAVE OR EDUCATIONAL ASSISTANCE IN FY		94					
TOTALS								

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SEP 15 1994
D.C.F.

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Final Year 1984

Department of Education - DVRS
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Rebecca Price	Acct. Clerk 2	Excel for Windows - Beginning	8	C	54.00		0	-
Sandra Ashley	Counselor	Computer Concepts for the Beginner	0	C	79.00		0	-
Allen Gellenfeld	Counselor	Personal Computers - Beginning at Beginning	0	C	32.00		0	-
Kathy Reside	Clerk Typist III	Understanding IBM DOS	18	C	79.00	25.00	0	-
Sandra Taylor	Counselor	Understanding IBM DOS	0	C	79.00		0	-
Kathleen Carnicle	Clerk Typist III	Working with Difficult People	8	C	65.00		0	-
Kathleen Carnicle	Clerk Typist III	How to Manage Barriers of Negative Thinking	8	C	79.00		0	-
Ann Dawson	Examiner	Psychoeducational Assessment	0	C	435.00		0	800
Irene Greene	Secretary I	PC Operating System	0	C	120.00		0	500
Pamela Morrow	Secretary I	Understanding IBM DOS	18	C	79.00	25.00	0	-
Dale Higgins	Counselor	Computer Literacy	0	C	22.88		0	-
Dale Higgins	Counselor	Word Processing	0	C	91.50		0	-
TOTALS								

0.94 10:15 22 Dept of Education
 11.05.84
 11.11.84

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

Iowa Department of Elder Affairs
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
	There were no Education Leave/Educational Assistance taken by any employees of the							
	Department of Elder Affairs during the past Fiscal Year, ending June 30, 1994.							
TOTALS								

Submitted by Ronald W. Beane
Ronald W. Beane, Administrator

Date September 13, 1994

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

LEGISLATIVE FISCAL BUREAU
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
No Educational Leave/Educational Assistance during FY 1994								
TOTALS								

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 b.o.f.

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

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

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SEP 19 1994

D.O.S.

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

JUDICIAL DEPARTMENT

(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 19 94

D.N.R.

(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Elmer Bettis III	Geologist	Adv. Biogeographic Landscape Ecology & Research micro	2	0	900.00	0	0	2,000
Howard Friedman	Program Planner	International Economics	0	0	630.00	56.95	0	1,000
Daniel Lane	Arch Technician	Eng. Graphics Conceptual Design	0	0	185.80	73.75	0	1,000
Sivilay Phabmixay	Program Planner	Tech/Business Writing	0	0	149.35	31.25	0	1,000
Daniel Lane	Arch Technician	Engineering Statics	0	0	139.35	60.00	0	1,000
Roya Stanley	Public Serv. Exec.	Business Policy	0	0	740.00	0	0	1,000
Brent Laning	Park Attendant	Welding, Basic Arc & Oxy-Acetyl	0	0	103.50	0	0	750
Kim Olofson	Park Attendant	Welding-Basic Arc & Oxy-Acetyl	0	0	103.50	0	0	750
Patti Cale	Inf. Specialist	Marketing Research Methods	0	0	720.00	45.00	0	1,500
TOTALS			2	0	3,671.50	266.95	0	10,000

IOWA DEPARTMENT OF PUBLIC DEFENSE
MILITARY DIVISION
TUITION REPORT FY 94

NAME	HOURS MISSED	CLASSIFICATION COURSE COST	COURSE TITLE BOOK COST
Cindy Sanger	0	Administrative Asst II \$139.35	Purch. Mktg 212 \$43.15
Cindy Sanger	0	Administrative Asst II \$123.00	Business Mgmt 341 \$25.00
Cindy Sanger	0	Administrative Asst II \$185.80	Acctg. I \$81.90
Cindy Sanger	0	Administrative Asst II \$134.35	Business Law \$68.90
Mary Jones	0	Environmental Spec. II \$27.00	Windows 3.1 560
Mary Jones	0	Environmental Spec. II \$54.00	Excel for Windows
Mary Jones	0	Environmental Spec. II \$54.00	Word for Windows1
Mary Jones	0	Environmental Spec. II \$54.00	Word for Windows2
Mary Jones	0	Environmental Spec. II \$27.00	Excel Database
Mary Jones	0	Environmental Spec. II \$35.00	Making Waste Work
Joyce Mc Intire	0	Administrative Asst II \$27.00	Windows 3.1
Joyce Mc Intire	0	Administrative Asst II \$54.00	Windows Beg.
Joyce Mc Intire	0	Administrative Asst II \$54.00	Word for Windows1
Joyce Mc Intire	0	Administrative Asst II \$54.00	Word for Windows2
Joyce Mc Intire	0	Administrative Asst II \$27.00	Excel Database
Nadene Kirton		Trades Helper	Beg. Electricity

0	\$126.60	\$59.90
Jeff Laas	Mason	Electric Motors
0	\$32.70	
Everett Faux	Plumber I	Boiler Rm. Maint.
0	\$56.45	\$50.00
Lawrence Stole	Plumber II	Backflow Prevent.
0	\$350.00	
Grand Total	\$ <u>1,615.25</u> (Class Cost)	\$ <u>328.85</u> (Books)

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

Public Employment Relations Board
(Department)

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

We do not have anyone participating in this program.

RECEIVED
SEP 14 1994
D.O.P.

RECEIVED
 SEP 27 1994
 D.O.P.

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

Public Health

(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 1994

Iowa Public Television

(Department)

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

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 Fiscal Year 1994
 Iowa Department of Transportation
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<u>Employee Name</u>	<u>Classification</u>	<u>Course Title</u>	<u>Hours 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 1	CADD 517	0	0	\$ 96.70	\$ 0.00
Bierwagen, Dean	Transp Eng 1	Structural Analysis II	0	0	368.80	0.00
Brack, Daniel	Material Tech 2	Computer Concepts for the Beginner	0	0	79.00	0.00
Crouch, Tim	Transp Eng 1	Statistics 401	2.5	2.5	483.80	42.00 (CF)
Crouch, Tim	Transp Eng 1	CE 599--Creative Component	0	0	46.20	28.00 (CF)
Davis, Bobbie	Adm Asst 2	Administrative Practice and Torts & Litigation	0	0	246.00	33.75 (Book)
Davis, Joyce	Adm Asst 1	Auditing I--497	1.25	1.25	169.94	10.00 (CF)
Detrick, Randy	Const Tech 1	Intro to Computers	0	0	75.00	0.00
Dingman, Donna	Secy 1	Intro to Word Perfect	0	0	35.00	0.00
		Intermediate Word Perfect	0	0	35.00	0.00
		Advanced Word Perfect	0	0	35.00	0.00
Dingman, Donna	Secy 1	Lotus 1, 2, 3	0	0	36.00	0.00
		Lotus Tapping	0	0	36.00	0.00
Dumdei, Vicki	TEM 1	Preconstruction Engineering and Management--CE 501	0.5	0.5	338.80	10.00 (CF)
Durbin, Greg	Design Tech 2	Mechanics of Materials Dynamics	2.25	2.25	0.00 (leave only)	

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<u>Employee Name</u>	<u>Classification</u>	<u>Course Title</u>	<u>Hours Missed</u>		<u>Direct Costs</u>	
			<u>W/Pay</u>	<u>W/O Pay</u>	<u>Tuition</u>	<u>Other</u>
Durbin, Greg	Design Tech 2	Mechanics of Fluids Analysis for Eng. Economy Contractor Organization and Management of Construction	3	3	\$ 0.00 (leave only) 0.00 (leave only) 0.00 (leave only)	
Frazier, Fran	Adm Asst 1	Management 153	0	0	148.45	25.45 (Book)
Harrill, Barbara	Secy 1	Interpersonal Communication	3	3	162.00	0.00
Harrill, Barbara	Secy 1	Statistics	0	0	162.00	0.00
Holland, Jon	Design Tech 2	CADD 517	0	0	96.70	29.95 (Book)
Kapustka, Franklin	TEA	Advanced Mechanics of Materials	1.25	1.25	338.80	30.00 (CF)
Kerkove, Toni	DL Supervisor	Intro to Microcomputers	0	0	97.12	26.35 (Book)
Knight, Peggi	TEA	TR Log 468 Transportation & Public Policy & CE 553 Traffic Engineering	3	3	600.00	0.00
Knight, Peggi	TEA	Advanced Highway Design Analysis of Transportation Investments	1.33	1.33	0.00 (leave only)	
Kotlers, George	TEA	CADD 517	0	0	101.95	34.95 (Book)
Kotlers, Norbert	TEA	CADD 517	0	0	101.95	34.95 (Book)
Larson, Sandra	TEA	Intro to Microstation	0	0	96.70	0.00

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<u>Employee Name</u>	<u>Classification</u>	<u>Course Title</u>	<u>Hours Missed</u>		<u>Direct Costs</u>	
			<u>W/Pay</u>	<u>W/O Pay</u>	<u>Tuition</u>	<u>Other</u>
Lensing, Judy	Clerk 4	IBM PC/DOS	0	0	\$ 27.00	\$ 0.00
		Windows 3.1	0	0	27.00	0.00
		Wordperfect Windows	0	0	54.00	0.00
Leonard, Wendy	DL Examiner	Word Perfect 5.1	0	0	82.00	0.00
		Composition I	0	0	129.00	0.00
Leonard, Wendy	DL Examiner	Human Relations	0	0	123.00	0.00
Mayberry, Steve	Environmental Specialist II	Geology 356	2	2	261.94	21.00 (CF/Lab)
Meyer, Ronald	Transp Eng 1	Intro to Microstation	0	0	96.70	29.95 (Book)
Muniandy, Murugu	TEA	Traffic Safety, Operation & Maintenance CE 552	2	2	251.20	0.00
Muniandy, Murugu	TEA	Traffic Engineering CE 553	1.5	1.5	338.80	10.00 (CF)
McHugh, Monica	Secy 1	Finance 350	1.25	1.25	0.00 (leave only)	
Normoyle, Joseph	Transp Eng 1	CADD 517	0	0	101.95	29.95 (Book)
Paul, Steve	Repro Equip Op 2	Intro Computer Literacy	0	0	123.00	54.90 (Book)
Putherickal, Joe	TEA	Principles of Nondestructive Testing	2.25	2.25	169.94	30.00 (CF)
Reason, Bobby	Sr Eng Tech	Beginning Keyboarding	2	2	89.00	25.00 (Book)

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 Iowa Department of Transportation
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<u>Employee Name</u>	<u>Classification</u>	<u>Course Title</u>	<u>Hours Missed</u>		<u>Direct Costs</u>	
			<u>W/Pay</u>	<u>W/O Pay</u>	<u>Tuition</u>	<u>Other</u>
Ridnour, Kathy	Program Planner	History 126	0	0	\$111.00	\$ 0.00
Ridnour, Kathy	Program Planner	Finite Mathematics	0	0	164.00	70.00 (Book)
Ridnour, Kathy	Program Planner	Communications in Human & Family Development	1.25	1.25	169.94	10.00 (CF)
Romsey, Kirk	Design Tech 4	Engineering Graphics	2	2	209.80	63.55 (Book)
Sell, Patrick	Planning Aide 3	Intro to Microstation	0	0	96.70	29.95 (Book)
Sorenson, Thayne	Design Tech 4	CADD 524	0	0	101.95	0.00
Sutch, Michael	Programmer Analyst	Beginning Assembler	2.5	2.5	164.00	0.00
Tillis, Ken	Automotive Mechanic	Welding	0	0	98.00	0.00
Torgeson, Judy	Planning Aide 3	Microsoft-Word Process	0	0	20.00	0.00
		Microsoft-Data Base	0	0	20.00	0.00
Wehrli, Albert	Construction Tech 2	DOS Literacy	0	0	89.00	0.00
Wright, Dennis	Design Tech 4	CADD 524	0	0		
					<u>101.95</u>	<u>0.00</u>
TOTALS					\$7,207.78	\$679.70 (\$7,887.48)

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

Fiscal Year 1994

TREASURER OF STATE

(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Stefanie Devin	Deputy Assistant 3	Accounting Policies and Procedures	8.0	NA	125.00	0.00	0.00	Unable to measure
Randi McLaughlin-Tank	Investment Officer 2	Accounting Policies and Procedures	8.0	NA	125.00	0.00	0.00	Unable to measure
F. Patrick Martin	Data Processing Specialist 2	LAN Bascis	28.0	NA	220.50	0.00	0.00	Unable to measure
F. Patrick Martin	Data Processing Specialist 2	LAN Class	28.0	NA	1,438.77	0.00	0.00	Unable to measure
Garry Gardner	Programmer/Analyst	LAN Basics	28.00	NA	220.50	0.00	0.00	Unable to measure
Garry Gardner	Programmer/Analyst	LAN Class	28.0	NA	1,438.76	0.00	0.00	Unable to measure
Susan Yarbrough	Secretary I	Dealing with Difficult People	4.0	NA	65.00	0.00	0.00	Unable to measure
TOTALS			132.0	NA	3,633.53	0.00	0.00	Unable to measure

EDUCATIONAL LEAVE/EDUCATIONAL ASSISTANCE REPORT

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Commission of Veterans Affairs/Iowa Veterans Home
(Department)

Employee Name	Classification	Course Title	Hrs. Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Annette McDonald	Resident Treatment Worker	Medication Aide	30	0	132-	0	300.94*	
Susan Lucas	Resident Treatment Worker	Medication Aide	39	0	132-	0	305.71*	
Connie McStockard	Resident Treatment Worker	Medication Aide	39	0	132-	0	204.17*	
Dixie Spencer	Resident Treatment Worker	Medication Aide	35	0	132-	0	344.45*	
Vicki Earhart	Resident Treatment Worker	Medication Aide	42	0	140-	0	440.19*	
Shirley Edwards	Resident Treatment Worker	Medication Aide	42	0	140-	0	137.94*	
Tom Cross	Resident Treatment Worker	Medication Aide	48	0	140-	0	368.76*	
Betty Mathern	Resident Treatment Worker	Medication Aide	42	0	140-	0	586.95*	
Linda Prusha	Resident Treatment Worker	Medication Aide	30	0	140-	0	471.30*	
Tom Cross	Resident Treatment Worker	Nurse Aide Course	0	0	287-**	0	0	
Tommy Slocum	Resident Treatment Worker	Nurse Aide Course	0	0	265-**	0	0	
Rebeca Mullinix	Resident Treatment Worker	Nurse Aide Course	0	0	48-**	0	0	

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*Overtime pay utilized in order to maintain staffing TOTALS minimums. Training is required by Department of Inspections & Appeals.

**Reimbursement required by the State on a monthly basis.

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