

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

**July 24, 2001 – State Capitol Building, Des Moines
August 29, 2001 – State Capitol Building, Des Moines
September 26, 2001 – University of Northern Iowa, Cedar Falls
October 24, 2001 – State Capitol Building, Des Moines
November 27, 2001 – State Capitol Building, Des Moines**

The Fiscal Committee has met five times since the June 20, 2001, Legislative Council meeting and is scheduled to meet on December 17.

The Committee took the following action:

- At the July 24 meeting, the Fiscal Committee passed a motion directing the Legislative Fiscal Bureau to develop a format for agencies/departments to report various Code violations to the Committee periodically, but at least quarterly, to the Fiscal Committee. Chapter 2.46, Code of Iowa, requires State agencies to notify the Fiscal Committee if any State facilities are cited for violations of any federal, state, or federal law regulations.

The following topics/issues were addressed at the meetings. More information on any of these topics is available from the Legislative Fiscal Bureau.

- Dennis Prouty, Director of the Legislative Fiscal Bureau, provided regular revenue updates at all the meetings.
- The Committee received notices of appropriations transfers and lease purchases. The following FY 2001 appropriations transfers were discussed:

Dollars Transferred	Department/Div. Transferred To	Amount	Department/Division Transferred From
\$ 175,000	Revenue & Finance, Compliance Division	\$ 200,000	Dept. of Revenue & Finance – Resource Management Division
25,000	Revenue & Finance, Management division		
50,000	Dept. of Corrections, Fort Madison	50,000	Dept. of Corrections, CBC – Fifth Judicial District
25,000	Public Employment Relations Board	25,000	Dept. of Economic Development
9,700	Revenue & Finance, Cigarette Stamp Printing	9,700	Dept. of Revenue & Finance – Internal Resource Management

Dollars Transferred	Department/Div. Transferred To	Amount	Department/Division Transferred From
20,000	Governor's Office, General Office	22,800	Governor's Office, State-Federal Relations
2,800	Governor's Office, National Governor's Assoc. Dues		
2,793,300	Dept. of Human Services, Medical Assistance (original request was for \$4.0 million from the General Fund and \$15.0 million from the Nursing Facility Conversion appropriation in the Senior Living Trust Fund).	2,793,300	Dept. of Human Services, Field Operations, General Administration, FIP, Child Support Recovery
		10,000	
\$341,071	Department of Natural Resources: Parks Division and Environmental Protection Division (original request was for \$386,071 and \$150,000 respectively)	\$150,000	Department of Natural Resources: Administrative Division
		30,000	Forestry Division
		75,000	Energy & Geological Resources Division
		86,071	Dept. of Education, General Administration
31,000	Dept. of General Services, Utilities	31,000	Dept. of General Services, Operations
475,000	Inspections & Appeals, Indigent Defense	475,000	Dept. of Corrections, Fort Dodge Institution
13,900	Public Employment Relations Board	3,200	Dept. of Economic Development, Business Development
		7,500	Tourism Operations
		3,200	International Trade
FY 2002 Transfers:			
\$500,000	Dept. of General Services: Lucas Building Restoration	\$921,000	Dept. of General Services, Executive Hills and Capitol Annex Demolition
334,000	Capitol Building Rest.		
87,000	Major Renovation of State Buildings		
80,000	Dept. of Natural Resources, Parks Division	80,000	Dept. of Natural Resources, Environmental Division

- The following lease-purchase acquisitions were discussed:

Lease-Purchase Dollars	Department	Explanation
\$ 325,500	Dept. of General Services	Lighting and other electrical upgrades to the Historical Building and the Grimes Building
\$592,000	Dept. of Human Services	Purchase a freezer addition to the Central Distribution Center at the Woodward Resource Center.
269,508	Iowa State University	Two lease purchase agreements for laptop computers in the College of Design.
\$238,600	Information Technology Dept.	Purchase of routing and switching equipment for the computer network on the Capitol Complex

- The Committee received periodic updates on the activities of the Tobacco Securitization, the Vision Iowa Program, the Community Action and Tourism Program (CAT), and the Workforce Attrition Program. Phil Buchan, Director of the State/Federal Office in Washington, D.C., also provided an update on federal budget action at the October meeting.

The following topics/issues were addressed at the meetings. More information on any of these topics is available from the Legislative Fiscal Bureau and materials distributed to the Committee related to these topics are maintained at the LFB office and are available upon request.

July 24 Meeting:

- Reviewed the Fiscal Committee Statutory Charge.
- George Howe, Fire Marshal, – brief presentation on how often State facilities are examined.
- Byron Orton, Labor Commissioner, - OSHA inspections in relation to State facilities.
- Infrastructure Planning Program – Dean Ibsen, Department of General Services.
- Vision Iowa School Infrastructure Grant Awards – Milt Wilson, Department of Education.
- An update on rulemaking process for Teacher Compensation, Ann McCarthy & Milt Wilson, Department of Education.
- Iowa State University (ISU) Extension Office, Stan Johnson, Vice Provost for ISU Extension.

- A summary provided by the Department of Revenue and Finance of the major provisions of the federal Economic Growth and Tax Relief Reconciliation Act of 2001.

August 29 Meeting:

- Additional information on Medical Assistance, Jessie Rasmussen, Director, and Jan Clausen, Fiscal Management, Department of Human Services (DHS).
- FY 2002 Spending Reduction Plans and Layoff Plans.
- Department of Revenue and Finance, impact of Federal Tax Relief Act and a Report on Tax Expenditures.
- *Issue Review* – Senior Living Trust Fund, Lisa Burk and Sam Leto, LFB.
- Information on Community College tuition increases.

September 26 Meeting:

- Tour of selected buildings on UNI campus:
 - Lang Hall
 - Physics Building
 - East Gym
 - Gallagher-Bluedorn Performing Arts Center.
- *Issue Review* – Community College Funding, Robin Madison, LFB.
- Community Colleges – Discussion concerning enrollments, tuition increases, and funding issues.
- *Issue Review* – Budget Guarantee, Shawn Snyder, LFB.
- Board of Regents – Historical funding review, discussion of tuition rate increases, enrollment, budget reductions/revised spending plans, fire and environmental safety, deferred maintenance, budget and budget ceiling adjustments.
- *Issue Review* – Iowa Braille and Sight Saving School, Mary Shipman, LFB.

October 24 Meeting:

- Discussion of FY 2001 Ending Balance and FY 2002 budget including early retirement retiree attrition and the Medicaid shortfall.
- Governor's Government Redesign Effort update, Christina Schaefer, LFB.
- How other states are handling the economic downturn and post-September 11 economy, Holly Lyons, LFB.
- Pending litigation against the State under the Fair Labor Standards Act. Suit filed by employees of the following departments: Public Safety, Transportation, Corrections, and Natural Resources for back pay - Tom Miller and Julie Pottorff, Attorney General's Office.

- *Issue Review* – Iowa’s Tobacco Settlement, Beth Lenstra and Dave Reynolds, LFB.
- Destination State Park, Status Report, Al Farris, Interim Division Administrator of the Parks and Preserves Division, Department of Natural Resources.
- Department of Education, supplanting State funds with federal funds, Ann McCarthy, Department of Education.
- Community College Funding, historical information, Janice Friedel, Administrator, Division of Community Colleges and Workforce Preparation.
- Telecare Pilot Project update, Cathy Anderson, Department of Human Services.

November 27 Meeting

- FY 2003 Built-in increases.
- FY 2002 General Fund Budget Update.
- Review of criminal justice population trends for last 10 years, Lettie Prell, Criminal Juvenile Justice Planning Division, and Jennifer Dean and Beth Lenstra, LFB.
- *Issue Review* – Crime Bills from the 2001 Legislative Session, Beth Lenstra and Jennifer Dean, LFB.
- Judicial Branch, Deputy State Court Administrator David Boyd, and Second Judicial District CBC Director Linda Murken discussed the potential impact of re-drawing the boundaries of the eight judicial districts.
- *Issue Review* – Overview: Iowa Judicial Branch, Jennifer Dean.
- Department of Public Safety Commissioner, E. A. “Penny” Westfall, presented details of the FY 2002 Budget Reductions, and provided a federal funding update.
- Department of Corrections Director, Kip Kautzky, reviewed the impact of FY 2002 budget reductions, including number and type of FTE positions eliminated at each Institution and CBC District Department. He also presented information on county confinement, capital projects and federal funds, and gave a federal funding update.
- Telemedicine System Update for the Department of Corrections and University Hospitals and Clinics was given by Dr. Michael G. Kienzle.

Respectfully submitted,

Senator Jeff Lamberti
Co-chairperson

Representative Dave Millage
Co-chairperson

Co-Chair Senator Mary Lundby
Co-Chair Representative Willard Jenkins
Senator Steve King, VC
Senator Patrick Deluhery, RM
Representative Jodi Tymeson, VC
Representative Greg Stevens, RM
Senator Mary Lou Freeman
Senator Mark Shearer
Representative Clyde Bradley
Representative Bill Dix
Representative Jeff Elgin



Representative Steve Falck
Representative Jack Hatch
Representative Vicki Lensing

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**REPORT OF THE OVERSIGHT COMMITTEE TO THE
LEGISLATIVE COUNCIL
December 11, 2001**

The Legislative Oversight Committee has met seven times during the 2001 Interim. At the end of the 2001 Legislative Session, the Committee solicited topics for study from members of the House and Senate. A total of 33 issues were suggested and the Committee selected its topics from among those.

Attached is a summary of the issues that the Committee reviewed. More information on any of these issues is available from the Legislative Fiscal Bureau.

On December 12, the Committee will begin developing recommendations to present to the Legislative Council, and plans finalize the recommendations during the first week of the 2002 Legislative Session.

The next meeting is scheduled for Tuesday, December 12, 2001, in Room 19.

Respectfully submitted,

Senator Mary Lundby
Co-chairperson

Representative Willard Jenkins
Co-chairperson

Legislative Oversight 2001 Interim Topics

1. National Conference of State Legislatures (NCSL) Proposal to study Iowa legislative processes and agencies.
2. Update on Medicaid Expenditures and the Status of Drug Rebates
 - The Department of Human Services (DHS) is projecting a shortfall of \$25.0 million along with across-the-board reductions of \$17.7 million for FY 2002.
 - The DHS, Department of Management (DOM), and Legislative staff have formed a work group to deal with these shortfalls. The recommendations that are made may be to reduce provider reimbursements, eliminate optional services and or optional eligible groups.
 - Most changes, which may be recommended, require legislative action along with federal approvals.
 - Drug rebates are used to reduce Medicaid expenditures. Delays because of claim errors have delayed revenues coming into the Medical Assistance budget. The DHS is recommending training of pharmacists to help speed up the rebates.
3. Status of the Crime Lab Facility
 - The gross square footage of the planned Crime Lab is 54,997 square feet.
 - They are just finishing the schematic design which includes the adjacencies of rooms and the assignment of spaces. The Bid Award will be sometime in the Spring of 2002.
 - Ground breaking and construction are scheduled to begin approximately December 2002.
 - The completion date is scheduled to be December 2004.
4. Review of the Accountable Government Legislation
 - Elements of the legislation
 - Implementation plan
 - Organizational review process
 - Detail of the budgeting aspects
5. Review of the proposed Enterprise Resource Planning (ERP) system
 - Elements of the ERP System links to implementing Accountable Government
 - Status update Request for Proposal (RFP)
 - Discussion of costs and financing
6. Detail of the budget portion of the ERP System
 - Scope of the new system
 - Benefits of new system
 - Performance budgeting
 - Timelines and costs
7. Child Abuse Reporting and Intake Process
 - Differences between existing child abuse reporting system and a centralized intake system proposed during 2001 General Assembly.

- Previous reports issued relating to possible changes needed to improve existing child abuse reporting system.
- Public input from medical and educational entities regarding reporting system.
- The Legislative Fiscal Bureau (LFB), DHS, and Citizens' Aide Ombudsman requested to develop joint cost estimates for a centralized system.
- SF 428 creating a Statewide Central Intake Unit within the DHS was proposed during the 2001 General Assembly. An appropriation of \$250,000 was included in HF 732 (FY 2002 Human Services Appropriations Act) contingent upon enactment of legislation creating a Unit such as in SF 428.

8. Child Support Collection Process

- Is the child support recovery process best suited for the DHS or the Department of Revenue and Finance?
- How to reduce the arrearages in collections due to families and to the State?
- How to improve/increase collaboration between the DHS and the Department of Revenue and Finance if the collection responsibilities stay at DHS?
- Senate File 77 (Relocation of Child Support Recovery Unit Bill), sponsored by Senator Johnson last session, recommended Revenue and Finance assuming the duties of child support collection.

9. Visitation/Custody Mediation

- The Iowa Supreme Court ruled in favor of the parents in *Santi v. Santi* stating that grandparents do not have the automatic right to see the grandchildren if the parents do not approve.
- The 6th Judicial District has operated a court-ordered mediation program which uses private mediators selected and compensated by the parties involved. The Program is funded primarily through grants.

10. Child Support

- The Judicial Branch filed a report in the FY 2001 Session regarding a pilot project in the 7th Judicial District that provided for concurrent jurisdiction between juvenile and district courts in the case of modifying custody when there was a prior Section 598 order.
- The Iowa Supreme Court conducted the last review of the Child Support Guidelines on May 9, 2000. The guidelines must be reviewed every four years.

11. Child Day Care Facilities

- Role of licensure of child care centers and facility inspections by the DHS and the Department of Inspections and Appeals.
- Cost of a zero to five year old education program for all children.
- Consultants and standards relating to child day care facilities.
- Reduction in reimbursement fraud by child day care facilities.
- SF 466 (Child Care Reimbursement Fraud Bill) passed both chambers of the General Assembly in 2001 with differences and was in a conference committee which did not issue a report prior to adjournment of the General Assembly.

- With the reorganization of the DHS proposed by the Governor in October, the responsibility for certain licensure of child care facility duties would be transferred from the DHS to the Department of Inspections and Appeals. This is dependent upon enactment by the General Assembly.
12. State Energy Policy and Overview of other States
- Iowa's Energy Policy is to have safe and reliable energy sources and to encourage the use of renewable fuels.
 - The Department of Natural Resources is responsible for energy emergency preparedness and to promote renewable energy programs.
 - Other state programs:
 - Wisconsin—has moved all energy efficiency programs to the Wisconsin Energy Office.
 - New York—increased funding to \$156 million for energy efficiency programs.
 - Nevada—requires the state to use 15% renewable fuel by 2013.
 - Illinois—Commonwealth Edison contracted with the city of Chicago that uses 20% renewable fuel.
13. Transmission and Generation Issues
- Iowa consumes primarily coal, petroleum, and natural gas for energy.
 - In 1999, coal was primary resource used for energy generation.
14. Energy Policy Task Force
- Goal is to provide Iowans with adequate supplies of energy at affordable prices.
 - Ensure Iowa is maximizing energy efficiency and producing renewable fuel.
15. Other Energy Sources
- Iowa's goal is to increase use of renewable fuels to 10% by 2010.
 - Alternative energy sources include wind, solar, hydro, biomass, and geothermal.
 - Iowa is third largest generator of wind energy in the United States.
16. Psychiatric medical institutions for child client participation
- Federal requirements for calculation of child client participation when determining eligibility for Medicaid.
 - Collection process for the child client participation and role of the psychiatric medical institutions for children.
 - Review of admission criteria, impact of child support payments upon eligibility, use of savings for independent living costs, and possible impact of mandatory insurance coverage benefits for mental health.
 - Senate File 458 (Juvenile Delinquent Services Act) required the DHS to work with the psychiatric medical institutions for children to eliminate or reduce the requirement that providers collect the client financial participation and issue a report to the Governor and General Assembly. As of December 1, no report has been issued.
17. Iowa Prescription Cooperative

- \$1 million was received from the federal government for start-up of the Iowa Prescription Corporation. Iowa was the only state to receive money from the federal government for this purpose.
 - The focus of the Program is to use market forces (purchasing power) to purchase prescription drugs at a discounted price. Expenditures on prescription drugs for seniors will also be reduced by doing "Brown Bag" assessments to reduce or eliminate duplicative or unnecessary drugs that a particular senior may be taking and by offering the less expensive, generic drug when possible. Approximately 436,000 Iowans who are Medicare Eligible would be eligible for the Program. The participation rate is expected to be approximately 15% of the eligible Iowans in the first year.
 - Since the Oversight meeting, the program has been launched under the title "Iowa Priority". Eligible seniors must pay an annual membership fee of \$20 to join. As of November 26, 2001, 1,500 Iowans were enrolled.
18. Iowa Department for the Blind review of operations, programs, services, and funding sources
- Programs and Services
 - Funding Sources and Fiscal Issues
19. Iowa's nursing shortage
- Iowa's projected nursing shortage is estimated to include vacancies for 2,500 Registered Nurses (RNs), 700 Licensed Practical Nurses (LPNs), and 2,600 for non-licensed staff.
 - Some reasons cited for the shortage include: aging population, aging nursing workforce, declining enrollment in nursing schools, low wages, poor working conditions. One of the ways discussed to improve poor working conditions in order to help reduce the shortage, would be to reduce some of the duplicative, unnecessary paper work that bogs down nurses on a daily basis.
20. Presentation on Iowa Communications Network (ICN) military usage
- Iowa is one of seven regional hubs and is backup for the National Guard Bureau's Network Operations Center in Virginia. Iowa operates the system for the entire National Guard System 12 hours a day and the Center operates the system for the other 12 hours.
 - The ICN is located in 68 National Guard classrooms in 52 locations.
 - The Iowa Technology Center has agreed to fund \$1.2 million in research and development at Iowa State University.
 - There are currently 137 information technology employees at Camp Dodge, Urbandale, Johnston, and Fort Dodge.
21. Governor's Steering Committee on services contracting
- Overview of services contracting policies.
 - Project's action plan and implementation status.
 - Develop training program for contract managers.
 - Proposed changes to the FTE cap policy – amendment to the Code of Iowa.
22. Emergency preparedness in Iowa

- October 8, 2001, Ellen Gordon was named the Homeland Security Officer for the State of Iowa.
- Chapter 22, Code of Iowa, deals with the public open records law. This statute was mentioned in the meeting and may need to be amended to address security issues.
- Since September 11, 2001, the National Guard was called out to patrol the airports and the labs at Iowa City and Iowa State. Year-to-date, the cost for State Active Duty has been \$115,014.
- Ringgold County was the last county to pass the E911 initiative. The system will be up and running in that county by this time next year.

23. Dependent adult and elder abuse

- Elements of legislation - Chapter 235B, Code of Iowa.
- Role of State agencies and funding sources.
- Issues with current law and reporting and protection system.
- Alternatives to consider in relation to the State's protection system.

24. Iowa Veterans Home operations and budget

- The Home receives a General Fund appropriation of approximately \$50 million. This covers the Home's operating expenses for the year. When the Home receives reimbursements from various sources including Medicare, Medicaid, the federal Department of Veterans Affairs per diem, and resident payments, the Home returns approximately \$30 million to the General Fund. This makes the Home's net State funding approximately \$20 million.
- The daily cost of care at the Veterans Home is calculated every six months. Currently, the daily cost of care for a veteran receiving nursing level care is approximately \$203 per day. From this amount, the Medicare daily rate of approximately \$1.64 and the federal VA per diem of approximately \$51 is deducted. After these deductions, \$150 per day is what a resident would be required to pay if he/she did not qualify for any other assistance. The resident's income and assets would be evaluated to determine how much he/she is required to pay.
- If the Home receives a General Fund reduction, and that reduction leads to the closing of beds, then revenues generated by the Home and returned to the General Fund will be reduced by a like amount.
- A comparison was made between the cost of providing care at the Veterans Home and a private nursing facility. While the cost of providing care at the Veterans Home far exceeded the cost of providing care at a private nursing facility, the Home maintains that the comparison is unjust in that the Home provides more services than a private nursing facility and has a higher level of acuity, among other factors.

25. Security issues at the six State labs in Iowa

- Categories of Biological Agents were discussed as well as efforts taken by the Iowa Department of Public Health, Department of Public Safety and others to ensure safety at the six State labs.
- The "Anthrax at Oakdale" mission ended November 8, 2001, for a total of 602 work days. The purpose of the mission was to secure and provide on-going security for the facility, due to potential external threats. The cost is \$88,331, which is a State expense as the Governor ordered the mission.

26. Prison Industries exclusive purchase by State agencies
 - Private sector office business perspective on exclusive purchase from Prison Industries by State agencies.
 - Employment of inmates and Iowa's Hard Labor Law.
 - Iowa's procurement goals and targeted small businesses.
 - Review congruity of the following sections of the Code of Iowa: Chapter 904.701 (Hard Labor Law), Chapter 904.808 (exemptions to purchasing from Prison Industries), Chapter 904.815 (restricts Prison Industries market to governments and non-profits), Chapter 18 (competitive bidding by General Services, procurement practices and targeted small businesses), and Chapter 73 (preferences for State and local governments to follow in procurement practices).
 - Private sector office business perspective on exclusive purchase from Prison Industries by State agencies. Felt it was unfair competition and bad business practice.
27. Iowa Workforce Development discontinuation of janitorial services contract
 - Ability of the Department of General Services to provide services at a competitive cost.
 - When does provision of services become competition with the private sector?
28. Iowa Workforce Development technology implementation
 - Use of technology in provision of services by IWD.
 - Efficiencies and cost reductions to be gained by utilizing technology.
 - Ability to integrate with other services within IWD and with other departments for sharing data and integrated provision of services (one-stop concept).
 - IWD is requesting \$1.3 million from Pooled Technology Fund and \$550,000 in reimbursements/receipts to automate the Unemployment Insurance Services Division tax functions.

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

December 11, 2001

The Committee heard reports on the following:

**Current status of Rebuild Iowa Infrastructure Fund and Tax-Exempt Bond
Proceeds Restricted Capital Funds Account of the Tobacco Settlement Trust Fund**

Parking structure update

Metropolitan Medical Center update

Laboratory Facility update

Capitol Security update

Respectfully submitted,

**Senator John Jensen
Chairperson**

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

1 LEGISLATIVE COUNCIL RESOLUTION

2 December 11, 2001

3 A Legislative Council Resolution relating to
4 administration of the Court Appointed Special
5 Advocate (CASA) Program on a temporary basis by
6 the Office of the Citizens' Aide.

7 WHEREAS, the CASA Program assists children who are
8 involved with the courts because of abuse or neglect
9 by assigning a trained adult volunteer who is
10 appointed by a judge to represent the best interests
11 of a child in court; and

12 WHEREAS, currently more than 600 volunteers are
13 appointed by the court to work with more than 1,100
14 children in 30 counties of this state and
15 administrative staff are needed to support those
16 volunteers; and

17 WHEREAS, lower-than-anticipated state revenues for
18 fiscal year 2001-2002 have resulted in uniform
19 reductions in appropriations to the agencies and the
20 budgets and programs of the three branches of state
21 government; and

22 WHEREAS, in November 2001, the Judicial Branch
23 announced a budget reduction plan for fiscal year
24 2001-2002 which includes elimination of the CASA
25 Program in January 2002; and

26 WHEREAS, in order to continue this important
27 program in a manner which maintains the independence
28 of the program volunteers from conflicts of interest,
29 it is appropriate for the CASA Program's
30 administrative functions to be performed temporarily

1 by the Office of the Citizen's Aide until an
2 appropriate, permanent program administrator is
3 assigned; NOW THEREFORE,

4 BE IT RESOLVED BY THE LEGISLATIVE COUNCIL, That in
5 accordance with Iowa Code section 2C.3, the
6 Legislative Council authorizes the Office of the
7 Citizens' Aide to employ and supervise the employees
8 performing the administrative functions of the Court
9 Appointed Special Advocate Program, including but not
10 limited to the employees' recruitment, training,
11 exercise of and oversight of CASA Program volunteers
12 and this authority shall be deemed to be a duty of the
13 Citizens' Aide; and

14 BE IT FURTHER RESOLVED, That the Office of the
15 Citizens' Aide shall perform the CASA Program's
16 administrative functions for an initial period
17 beginning February 1, 2002, and ending June 30, 2002,
18 which may be extended by action of the Legislative
19 Council for a period not to exceed 12 additional
20 months, and that the authority for appointing a
21 program volunteer for an individual child's case shall
22 remain with the court; and

23 BE IT FURTHER RESOLVED, That the Legislative
24 Council shall develop and consider recommendations for
25 an appropriate entity to permanently assume the
26 program's administrative functions; and

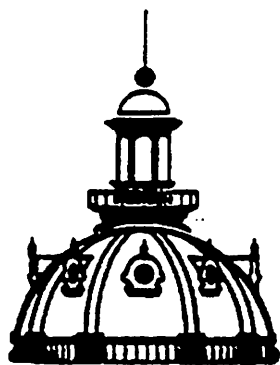
27 BE IT FURTHER RESOLVED, That the General Assembly,
28 the Judicial Branch, and the Governor are urged to
29 cooperate as necessary to continue this important
30 program and to consider whether any statutory changes

1 are appropriate to ensure the orderly functioning of
2 the program under this resolution; and

3 BE IT FURTHER RESOLVED, That until the CASA Program
4 administrative functions are permanently placed, CASA
5 Program employees shall be subject to the personnel
6 policies applicable to the Office of the Citizens'
7 Aide, except for the pay plan which shall remain the
8 pay plan that would be applied to those employees by
9 the Judicial Branch; and

10 BE IT FURTHER RESOLVED, That a supplemental budget
11 authorization for fiscal year 2001-2002 of not more
12 than \$500,000 is provided pursuant to Iowa Code
13 section 2.12 to the Office of the Citizens' Aide for
14 costs relating to the program for that fiscal year.

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79th Iowa General Assembly

2002 IOWA LEGISLATIVE SESSION TIMETABLE*

* If 2001 rules are amended

JANUARY 14	First day of session
JANUARY 18	(Friday of 1 st week) Final day for individual requests for bill drafts to Legislative Service Bureau (SR 27 & HR 29)
**FEBRUARY 22	(Friday of 6 th week) Final date for House bills to be reported out of House committees (and Senate bills out of Senate committees)(Joint Rule 20)
FEBRUARY 25 - MARCH 1	(7 th week) House considers only House bills and unfinished business (Senate considers only Senate bills and unfinished business)(Joint Rule 20)
MARCH 4-15	(8 th & 9 th weeks) Debate not limited by rule
**MARCH 15	(Friday of 9 th week) Final date for Senate bills to be reported out of House committees (and House bills out of Senate committees) (Joint Rule 20)
MARCH 18-22	(10 th week) House considers only Senate bills and unfinished business (Senate considers only House bills and unfinished business) (Joint Rule 20)
MARCH 25	(Beginning of 11 th week) House amendments need not be filed on the day preceding floor debate (HR 31.8)
MARCH 25	(Beginning of 11 th week) Only the following bills are eligible for consideration: (Joint Rule 20) <ul style="list-style-type: none">■ Appropriations Bills■ Ways and Means Bills■ Legalizing Acts■ Bills co-sponsored by Majority and Minority Leaders of one House■ Companion Bills sponsored by Senate and House Majority Leaders■ Conference Committee Reports■ Concurrent or Simple Resolutions■ Bills passed by both Houses in different forms■ Bills on the Veto Calendar (JR 23)■ Administrative Rules Review Committee Bills■ Committee bills related to delayed Administrative Rules (Iowa Code Sec. 17A.8 (9))■ Joint Resolutions nullifying Administrative Rules■ Unfinished Business
APRIL 13	90 th calendar day of the session (Per diem expenses end)

**The February 22 and March 15 committee deadlines do not apply to Appropriations Bills, Ways and Means Bills, Bills co-sponsored by Majority and Minority Leaders of one House, Companion Bills sponsored by the Majority Leaders of both Houses after consultation with the respective Minority Leaders, Conference Committee Reports, Concurrent or Simple Resolutions, Joint Resolutions nullifying Administrative Rules, Legalizing Acts, Administrative Rules Review Committee Bills, and Committee bills related to delayed administrative rules (Iowa Code Sec. 17A.8 (9)).

2.1 Sessions — place.

The sessions of the general assembly shall be held annually at the seat of government, unless the governor shall convene them at some other place in times of pestilence or public danger. Each annual session of the general assembly shall commence on the second Monday in January of each year. The general assembly may recess from time to time during each year in such manner as it may provide, subject to Article III, section 14 of the Constitution of the state of Iowa.

[C51, §4; R60, §13; C73, §5; C97, §5; C24, 27, 31, 35, 39, §5; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §2.1]

2.2 Designation of general assembly.

Each regular session of the general assembly shall be designated by the year in which it convenes and by a number with a new consecutive number assigned with the session beginning in each odd-numbered year.

A special session of the general assembly shall be designated as an extraordinary session in the particular year of a numbered general assembly.

[C71, 73, 75, 77, 79, 81, §2.2]

See also §2B.17

2.3 Temporary organization.

At ten o'clock a.m. on the second Monday in January of each odd-numbered year, the general assembly shall convene. The president of the senate, or in the president's absence some person claiming to be a member, shall call the senate to order. If necessary, a temporary president shall be chosen from the persons claiming to be elected senators. Some person claiming to be elected a member of the house of representatives shall call the house to order. The persons present claiming to be elected to the senate shall choose a secretary, and those of the house of representatives, a clerk on a temporary basis.

[C51, §5; R60, §14; C73, §6; C97, §6; C24, 27, 31, 35, 39, §6; C46, 50, 54, 58, 62, 66, §2.2; C71, 73, 75, 77, 79, 81, §2.3]

2.4 Certificates of election.

The selected secretary and clerk shall receive and file the certificates of election presented for their respective houses, and make a list therefrom of the persons who appear to have been elected members of the respective houses.

[C51, §6; R60, §15; C73, §7; C97, §7; C24, 27, 31, 35, 39, §7; C46, 50, 54, 58, 62, 66, §2.3; C71, 73, 75, 77, 79, 81, §2.4]

2.5 Temporary officers — committee on credentials.

The persons appearing to be members shall proceed to elect such other officers as may be requisite

and when so temporarily organized shall choose a committee of five, who shall examine and report upon the credentials of the persons claiming to be members.

[C51, §7; R60, §4; C73, §8; C97, §8; C24, 27, 31, 35, 39, §8; C46, 50, 54, 58, 62, 66, §2.4; C71, 73, 75, 77, 79, 81, §2.5]

2.6 Permanent organization.

The members reported by the committee as holding certificates of election from the proper authority shall proceed to the permanent organization of their respective houses by the election of officers and shall not be challenged as to their qualifications during the remainder of the term for which they were elected.

[C51, §8; R60, §5; C73, §9; C97, §9; C24, 27, 31, 35, 39, §9; C46, 50, 54, 58, 62, 66, §2.5; C71, 73, 75, 77, 79, 81, §2.6]

2.7 Officers — tenure.

The president of the senate and the speaker of the house of representatives shall hold their offices until the first day of the meeting of the next general assembly. All other officers elected by either house shall hold their offices for the same terms, unless sooner removed, except as may be otherwise provided by resolution or rules of the general assembly.

[R60, §16; C73, §13; C97, §17; C24, 27, 31, 35, 39, §10; C46, 50, 54, 58, 62, 66, §2.6; C71, 73, 75, 77, 79, 81, §2.7]

90 Acts, ch 1223, §1

2.8 Oaths.

Any member may administer oaths necessary in the course of business of the house of which that person is a member, and, while acting on a committee, in the course of business of such committee.

[C51, §10; R60, §7; C73, §10; C97, §10; C24, 27, 31, 35, 39, §11; C46, 50, 54, 58, 62, 66, §2.7; C71, 73, 75, 77, 79, 81, §2.8]

2.9 Journals.

The secretary of the senate and the clerk of the house of representatives shall preserve copies of the printed daily journals of their respective bodies, as corrected, certify to their correctness, and file them with the secretary of state at the adjournment of each session of the general assembly. The secretary of state shall cause the journals to be bound and preserved as the original journals of the senate and the house in the manner specified by the majority leader of the senate and speaker of the house.

[C97, §132; C24, 27, 31, 35, 39, §13; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §2.9]

86 Acts, ch 1245, §2001

Printing of journals, §7A.15-7A.17

2.10 Salaries and expenses — members of general assembly.

Members of the general assembly shall receive salaries and expenses as provided by this section.

1. Every member of the general assembly except the presiding officer of the senate, the speaker of the house, the majority and minority floor leader of each house, and the president pro tempore of the senate and speaker pro tempore of the house, shall receive an annual salary of twenty thousand one hundred twenty dollars for the year 1997 and subsequent years while serving as a member of the general assembly. In addition, each such member shall receive the sum of eighty-six dollars per day for expenses of office, except travel, for each day the general assembly is in session commencing with the first day of a legislative session and ending with the day of final adjournment of each legislative session as indicated by the journals of the house and senate, except that if the length of the first regular session of the general assembly exceeds one hundred ten calendar days and the second regular session exceeds one hundred calendar days, the payments shall be made only for one hundred ten calendar days for the first session and one hundred calendar days for the second session. Members from Polk county shall receive sixty-five dollars per day. Each member shall receive a two hundred dollar per month allowance for legislative district constituency postage, travel, telephone costs, and other expenses. Travel expenses shall be paid at the rate established by section 18.117 for actual travel in going to and returning from the seat of government by the nearest traveled route for not more than one time per week during a legislative session.

2. The speaker of the house, presiding officer of the senate, and the majority and minority floor leader of each house shall each receive an annual salary of thirty-one thousand thirty dollars for the year 1997 and subsequent years while serving in that capacity. The president pro tempore of the senate and the speaker pro tempore of the house shall receive an annual salary of twenty-one thousand two hundred ninety dollars for the year 1997 and subsequent years while serving in that capacity. Expense and travel allowances shall be the same for the speaker of the house and the presiding officer of the senate, the president pro tempore of the senate and the speaker pro tempore of the house, and the majority and minority leader of each house as provided for other members of the general assembly.

3. When a vacancy occurs and the term of any member of the general assembly is not completed, the member shall receive a salary or compensation proportional to the length of the member's service computed to the nearest whole month. A successor elected to fill such vacancy shall receive a salary or compensation proportional to the successor's

length of service computed to the nearest whole month commencing with such time as the successor is officially determined to have succeeded to such office.

4. The director of revenue and finance shall pay the travel and expenses of the members of the general assembly commencing with the first pay period after the names of such persons are officially certified. The salaries of the members of the general assembly shall be paid pursuant to any of the following alternative methods:

a. During each month of the year at the same time state employees are paid.

b. During each pay period during the first six months of each calendar year.

c. During the first six months of each calendar year by allocating two-thirds of the annual salary to the pay periods during those six months and one-third of the annual salary to the pay periods during the second six months of a calendar year. Each member of the general assembly shall file with the director of revenue and finance a statement as to the method the member selects for receiving payment of salary. The presiding officers of the two houses of the general assembly shall jointly certify to the director of revenue and finance the names of the members, officers, and employees of their respective houses and the salaries and mileage to which each is entitled. Travel and expense allowances shall be paid upon the submission of vouchers to the director of revenue and finance indicating a claim for the same.

5. In addition to the salaries and expenses authorized by this section, a member of the general assembly shall be paid eighty-six dollars per day, and necessary travel and actual expenses incurred in attending meetings for which per diem or expenses are authorized by law for members of the general assembly who serve on statutory boards, commissions, or councils, and for standing or interim committee or subcommittee meetings subject to the provisions of section 2.14, or when on authorized legislative business when the general assembly is not in session. However, if a member of the general assembly is engaged in authorized legislative business at a location other than at the seat of government during the time the general assembly is in session, payment may be made for the actual transportation and lodging costs incurred because of the business. Such per diem or expenses shall be paid promptly from funds appropriated pursuant to section 2.12.

6. If a special session of the general assembly is convened, members of the general assembly shall receive, in addition to their annual salaries, the sum of eighty-six dollars per day for each day the general assembly is actually in special session, and the same travel allowances and expenses as authorized by this section. A member of the general assembly shall receive the additional per diem,

travel allowances and expenses only for the days of attendance during a special session.

7. A member of the general assembly may return to the state treasury all or a part of the salary, per diem, or expenses paid to the member pursuant to this section. The member may specify the public use for the returned money. A member has no income tax liability for that portion of the member's salary or per diem which is returned to the state treasury pursuant to this subsection. The administrative officer of each house shall provide a form at the convening of each legislative session to allow legislators to return any portion of their salaries or expenses according to this section.

8. Commencing upon the convening of the Seventy-eighth General Assembly in January 1999, the annual salaries of members and officers of the general assembly, as the annual salaries existed during the preceding calendar year, shall be adjusted by an amount equal to the average of the annual cost-of-living pay adjustments negotiated for the members of the collective bargaining units represented by the state police officers council labor union, the American federation of state, county, and municipal employees, and the Iowa united professionals for the fiscal year beginning July 1, 1997. For the calendar year 2000, during the month of January, the annual salaries of members and officers of the general assembly shall be adjusted by an amount equal to the average of the annual cost-of-living pay adjustments received by the members of those collective bargaining units for the fiscal year beginning July 1, 1998. The annual salaries determined for the members and officers as provided in this section for the calendar year 2000 shall remain in effect for subsequent calendar years until otherwise provided by the general assembly.

[C51, §11; R60, §18; C73, §12; C97, §12, 14; S13, §12; C24, 27, 31, 35, §14-a1, 14-a2, 14-a3; C39, §14, 14.1, 14.2, 14.3, 15, 16, 17; C46, 50, 54, 58, 62, 66, §2.11, 2.12, 2.13, 2.14, 2.15, 2.16, 2.17; C71, 73, 75, 77, 79, 81, §2.10]

83 Acts, ch 205, §20; 87 Acts, ch 227, §14; 88 Acts, ch 1267, §12, 13; 88 Acts, ch 1275, §29; 89 Acts, ch 302, §10; 89 Acts, ch 303, §13; 90 Acts, ch 1223, §2; 90 Acts, ch 1256, §19; 91 Acts, ch 258, §1; 93 Acts, ch 177, §16-18; 95 Acts, ch 211, §14, 17; 97 Acts, ch 204, §16

See Constitution, Art. III, §25

2.11 Officers and employees — compensation — prohibitions.

Each house of the general assembly may employ such officers and employees as it shall deem necessary for the conduct of its business. 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. Such persons

shall be furnished by the state such supplies as may be necessary for the proper discharge of their duties.

Each house of the general assembly shall implement the sexual harassment prohibitions and grievance, violation, and disposition procedures of section 19B.12 for its respective full-time, part-time, and temporary employees, including, but not limited to, interns, clerks, and pages. Each house shall develop and cause to be distributed, at the time of hiring or orientation, a guide that describes for its employees the applicable sexual harassment prohibitions and grievance, violation, and disposition procedures. This section does not supersede the remedies provided under chapter 216.

[C73, §12; C97, §13, 152; C24, 27, 31, 35, 39, §18, 19; C46, 50, 54, 58, 62, 66, §2.18, 2.19; C71, 73, 75, 77, 79, 81, §2.11]

92 Acts, ch 1086, §1

2.12 Expenses of general assembly and legislative agencies — budgets.

There is appropriated out of any funds in the state treasury not otherwise appropriated a sum sufficient to pay for legislative printing and all current and miscellaneous expenses of the general assembly, authorized by either the senate or the house, and the director of revenue and finance shall issue warrants for such items of expense upon requisition of the president, majority leader, and secretary of the senate or the speaker and chief clerk of the house.

There is appropriated out of any funds in the state treasury not otherwise appropriated, such sums as are necessary, for each house of the general assembly for the payment of any unpaid expense of the general assembly incurred during or in the interim between sessions of the general assembly, including but not limited to salaries and necessary travel and actual expenses of members, expenses of standing and interim committees or subcommittees, and per diem or expenses for members of the general assembly who serve on statutory boards, commissions, or councils for which per diem or expenses are authorized by law. The director of revenue and finance shall issue warrants for such items of expense upon requisition of the president, majority leader, and secretary of the senate for senate expense or the speaker and chief clerk of the house for house expense.

There is appropriated out of any funds in the state treasury not otherwise appropriated, such sums as are necessary for the renovation, remodeling, or preparation of the legislative chambers, legislative offices, or other areas or facilities used or to be used by the legislative branch of government, and for the purchase of legislative equipment and supplies deemed necessary to properly carry out the functions of the general assembly. The director of revenue and finance shall issue

warrants for such items of expense, whether incurred during or between sessions of the general assembly, upon requisition of the president, majority leader, and secretary of the senate for senate expense or the speaker and chief clerk of the house for house expense.

There is appropriated out of any funds in the state treasury not otherwise appropriated such sums as may be necessary for the fiscal year budgets of the legislative service bureau, the legislative fiscal bureau, the citizens' aide office and the computer support bureau for salaries, support, maintenance, and miscellaneous purposes to carry out their statutory responsibilities. The legislative service bureau, the legislative fiscal bureau, the citizens' aide office and the computer support bureau shall submit their proposed budgets to the legislative council not later than September 1 of each year. The legislative council shall review and approve the proposed budgets not later than December 1 of each year. The budget approved by the legislative council for each of its statutory legislative agencies shall be transmitted by the legislative council to the department of management on or before December 1 of each year for the fiscal year beginning July 1 of the following year. The department of management shall submit the approved budgets received from the legislative council to the governor for inclusion in the governor's proposed budget for the succeeding fiscal year. The approved budgets shall also be submitted to the chairpersons of the committees on appropriations. The committees on appropriations may allocate from the funds appropriated by this section the funds contained in the approved budgets, or such other amounts as specified, pursuant to a concurrent resolution to be approved by both houses of the general assembly. The director of revenue and finance shall issue warrants for salaries, support, maintenance, and miscellaneous purposes upon requisition by the administrative head of each statutory legislative agency. If the legislative council elects to change the approved budget for a legislative agency prior to July 1, the legislative council shall transmit the amount of the budget revision to the department of management prior to July 1 of the fiscal year, however, if the general assembly approved the budget it cannot be changed except pursuant to a concurrent resolution approved by the general assembly.

[C46, 50, 54, 58, 62, 66, §2.10, 2.20; C71, 73, 75, 77, 79, 81, §2.12]

85 Acts, ch 65, §1; 86 Acts, ch 1244, §1; 90 Acts, ch 1223, §3

2.12A Legal expenses reviewed by the court.

If a member or members of the general assembly are involved in court proceedings on behalf of the general assembly, and are represented by an attor-

ney who is not an employee of the state, and the legislative council determines that the reasonable expense of the court proceedings, including reasonable attorneys' fees, shall be paid from funds in the state treasury appropriated pursuant to section 2.12, at the conclusion of the court proceedings, the court shall review the fees charged to the state to determine if the fees are fair and reasonable. The legislative council shall not reimburse attorneys' fees in excess of those determined by the court to be fair and reasonable.

92 Acts, ch 1240, §11

2.13 Issuance of warrants.

The director of revenue and finance shall also issue to each officer and employee of the general assembly, during legislative sessions or interim periods, upon vouchers signed by the president, majority leader, and secretary of the senate or the speaker and chief clerk of the house, warrants for the amount due for services rendered. The warrants shall be paid out of any moneys in the treasury not otherwise appropriated.

[C97, §15, 16; C24, 27, 31, 35, 39, §20; C46, 50, 54, 58, 62, 66, §2.21, 2.22; C71, 73, 75, 77, 79, 81, §2.13]

86 Acts, ch 1244, §2; 90 Acts, ch 1223, §4

2.14 Meetings of standing committees.

1. A standing committee of either house or a subcommittee when authorized by the chairperson of the standing committee, may meet when the general assembly is not in session in the manner provided in this section and upon call pursuant to the rules of the house or senate. In case of vacancy in the chair or in the chairperson's absence, the ranking member shall act as chairperson. A standing committee or subcommittee may act on bills and resolutions in the interim between the first and second regular sessions of a general assembly. The date, time and place of any meeting of a standing committee shall, by the person or persons calling the meeting, be reported to and be available to the public in the office of the director of the legislative service bureau at least five days prior to the meeting.

2. The legislative service bureau shall provide staff assistance for standing committees when authorized by the legislative council. The chairperson of the committee or subcommittee shall notify the legislative service bureau in advance of each meeting.

3. Interim studies utilizing the services of the legislative service bureau must be authorized by the general assembly or the legislative council. A standing committee may also study and draft proposed committee bills. However, unless the subject matter of a study or proposed committee bill has been assigned to a standing committee for study by the general assembly or legislative council, the services of the legislative service bureau cannot be utilized. Nonlegislative members shall

not serve upon any study committee, unless approved by the legislative council. A standing committee may hold public hearings and receive testimony upon any subject matter within its jurisdiction.

Nonlegislative members of study committees shall be paid their necessary travel and actual expenses incurred in attending committee or subcommittee meetings for the purposes of the study.

4. Standing committees and subcommittees of standing committees may meet when the general assembly is not in session under the following conditions:

a. A standing committee may meet one time at the discretion of the chairperson.

b. Additional meetings of standing committees or their subcommittees shall be authorized by the legislative council; however, such authorization may be given at any one time for as many meetings as deemed necessary by the legislative council.

c. Any study committee, other than an interim committee provided for in subsection 3 of this section, which utilizes staff of the legislative service bureau may meet at such times as authorized by the legislative council.

5. When the general assembly is not in session, a member of the general assembly shall be paid the per diem and necessary travel and actual expenses, as specified in section 2.10, subsection 5, incurred in attending meetings of a standing committee or subcommittee of which the legislator is a member in addition to regular compensation. However, the per diem and expenses shall be allowed only if the member attends a meeting of the committee or subcommittee for at least four hours.

[C71, 73, 75, 77, 79, 81, §2.14]

91 Acts, ch 258, §2

2.15 Powers and duties of standing committees.

The powers and duties of standing committees shall include, but shall not be limited to, the following:

1. Introducing legislative bills and resolutions.

2. Conducting investigations with the approval of either or both houses during the session, or the legislative council during the interim, with authority to call witnesses, administer oaths, issue subpoenas, and cite for contempt.

3. Requiring reports and information from state agencies as well as the full co-operation of their personnel.

4. Selecting nonlegislative members when conducting studies as provided in section 2.14.

5. Undertaking in-depth studies of governmental matters within their assigned jurisdiction, not only for the purpose of evaluating proposed legislation, but also for studying existing laws and governmental operations and functions to deter-

mine their usefulness and effectiveness, as provided in section 2.14.

6. Reviewing the operations of state agencies and departments.

7. Giving thorough consideration to, establishing priorities for, and making recommendations on all bills assigned to committees.

8. Preparing reports to be made available to members of the general assembly containing the committee's findings, recommendations, and proposed legislation.

A standing committee may call upon any department, agency or office of the state, or any political subdivision of the state, for information and assistance as needed in the performance of its duties and the information and assistance shall be furnished to the extent that they are within the resources and authority of the department, agency, office or political subdivision. This paragraph does not require the production or opening of any records which are required by law to be kept private or confidential.

[C71, 73, 75, 77, 79, 81, §2.15]

84 Acts, ch 1171, §1; 85 Acts, ch 67, §1

2.16 Prefiling legislative bills.

Any member of the general assembly or any person elected to serve in the general assembly, or any standing committee, may sponsor and submit legislative bills and joint resolutions for consideration by the general assembly, before the convening of any session of the general assembly. Each house may approve rules for placing prefiling standing committee bills or joint resolutions on its calendar. Such bills and resolutions shall be numbered, printed, and distributed in a manner to be determined by joint rule of the general assembly or, in the absence of such rule, by the legislative council. All such bills and resolutions, except those sponsored by standing committees, shall be assigned to regular standing committees by the presiding officers of the houses when the general assembly convenes.

Departments and agencies of state government shall, at least forty-five days prior to the convening of each session of the general assembly, submit copies to the legislative service bureau of proposed legislative bills and joint resolutions which such departments desire to be considered by the general assembly. The proposed legislative bills and joint resolutions of the governor must be submitted by the Friday prior to the convening of the session of the general assembly, except in the year of the governor's initial inauguration. The legislative service bureau shall review such proposals and submit them in proper form to the presiding officer in each house of the general assembly for referral to the proper standing committee. Before submitting any proposal prepared under this section to the presiding officers, the legislative service bureau shall return it for review to, as appropriate, the relevant department or agency or

the governor's office and such department or agency or the governor's office shall review and return it within seven days of such delivery.

The costs of carrying out the provisions of this section shall be paid pursuant to section 2.12.

[C71, 73, 75, 77, 79, 81, §2.16]
86 Acts, ch 1245, §2002

2.17 Freedom of speech.

A member of the general assembly shall not be held for slander or libel in any court for words used in any speech or debate in either house or at any session of a standing committee.

[C51, §9; R60, §6; C73, §11; C97, §11; C24, 27, 31, 35, 39, §22; C46, 50, 54, 58, 62, 66, §2.23; C71, 73, 75, 77, 79, 81, §2.17]

2.18 Contempt.

Each house has authority to punish for contempt, by fine or imprisonment or both, any person who commits any of the following offenses against its authority:

1. Arresting a member, knowing the member to be such, in violation of the member's privilege, or assaulting, or threatening to assault, or threatening any harm to the person or property of, a member, knowing the member to be such, for anything said or done by the member in such house as a member thereof.

2. Attempting by menace, or by force, or by any corrupt means to control or influence a member in giving a vote, or to prevent giving it.

3. Disorderly or contemptuous conduct, tending to disturb its proceedings.

4. Refusal to attend, or to be sworn, or to affirm, or to be examined, as a witness before it, or before a committee thereof, when duly subpoenaed.

5. Assaulting or preventing any person going before it, or before any of its committees, by its order, the offender knowing such fact.

6. Rescuing or attempting to rescue any person arrested by its order, the offender knowing of such arrest.

7. Impeding any officer of such house in the discharge of the officer's duties as such, the offender knowing the officer's official character.

[C51, §12; R60, §8; C73, §14; C97, §18; C24, 27, 31, 35, 39, §23; C46, 50, 54, 58, 62, 66, §2.24; C71, 73, 75, 77, 79, 81, §2.18]

2.19 Punishment for contempt.

Fines and imprisonment for contempt shall be only by virtue of an order of the proper house, entered on its journals, stating the grounds thereof.

[C51, §14; R60, §10; C73, §15; C97, §19; C24, 27, 31, 35, 39, §24; C46, 50, 54, 58, 62, 66, §2.25; C71, 73, 75, 77, 79, 81, §2.19]

2.20 Warrant — execution.

Imprisonment for contempt shall be effected by a warrant, under the hand of the presiding officer, for the time being, of the house ordering it, countersigned by the acting secretary or clerk, in the name of the state, and directed to the sheriff or jailer of the proper county. Under such warrant, the proper officer will be authorized to commit and detain the person.

[C51, §14; R60, §10; C73, §15; C97, §19; C24, 27, 31, 35, 39, §25; C46, 50, 54, 58, 62, 66, §2.26; C71, 73, 75, 77, 79, 81, §2.20]

2.21 Fines — collection.

Fines for contempt shall be collected by a warrant, directed to any proper officer of any county in which the offender has property, and executed in the same manner as executions for fines issued from courts of record, and the proceeds paid into the state treasury.

[C51, §14; R60, §10; C73, §15; C97, §19; C24, 27, 31, 35, 39, §26; C46, 50, 54, 58, 62, 66, §2.27; C71, 73, 75, 77, 79, 81, §2.21]

2.22 Punishment — effect.

Imprisonment for contempt shall not extend beyond the session at which it is ordered, and shall be in a facility designated by the presiding officer.

Punishment for contempt shall not constitute a bar to any other proceeding, civil or criminal, for the same act.

[C51, §13, 15; R60, §9, 11; C73, §16; C97, §20; C24, 27, 31, 35, 39, §27; C46, 50, 54, 58, 62, 66, §2.28; C71, 73, 75, 77, 79, 81, §2.22]

2.23 Witness — attendance compulsory.

Whenever a committee of either house, or a joint committee of both, is conducting an investigation requiring the personal attendance of witnesses, any person may be compelled to appear before such committee as a witness by serving an order upon the person, which service shall be made in the manner required in case of a subpoena in a civil action in the district court. Such order shall state the time and place a person is required to appear, be signed by the presiding officer of the body by which the committee was appointed, and attested by its acting secretary or clerk; or, in case of a joint committee, signed and attested by such officers of that body.

[C73, §17; C97, §21; C24, 27, 31, 35, 39, §28; C46, 50, 54, 58, 62, 66, §2.29; C71, 73, 75, 77, 79, 81, §2.23]

2.24 Witnesses — compensation.

Witnesses called by a standing or joint committee shall be entitled to the same compensation for attendance under section 2.23 as before the district court but shall not have the right to demand payment of their fees in advance.

[C73, §18; C97, §22; C24, 27, 31, 35, 39, §29; C46, 50, 54, 58, 62, 66, §2.30; C71, 73, 75, 77, 79, 81, §2.24]

See §622.69, 622.72

2.25 Joint conventions.

Joint conventions of the general assembly shall meet in the house of representatives for such purposes as are provided by law. The president of the senate, or, in the president's absence, the president pro tempore of the senate shall preside at such joint conventions.

The speaker of the house of representatives may, for purposes of canvass of votes for governor and lieutenant governor and for the inauguration of such officers, designate any suitable hall at the seat of government as the hall of the house of representatives.

[R60, §674, 675; C73, §19; C97, §23; C24, 27, 31, 35, 39, §30; C46, 50, 54, 58, 62, 66, §2.31; C71, 73, 75, 77, 79, 81, §2.25]

2.26 Secretary — record.

The clerk of the house of representatives shall act as secretary of the convention, and the clerk and the secretary of the senate shall keep a fair and correct record of the proceedings of the convention, which shall be entered on the journal of each house.

[R60, §677; C73, §21; C97, §25; C24, 27, 31, 35, 39, §31; C46, 50, 54, 58, 62, 66, §2.32; C71, 73, 75, 77, 79, 81, §2.26]

2.27 Canvass of votes for governor.

The general assembly shall meet in joint session on the same day the assembly first convenes in January of 1979 and every four years thereafter as soon as both houses have been organized, and canvass the votes cast for governor and lieutenant governor and determine the election. If an election is necessary under section 69.13 to fill a vacancy in the office of lieutenant governor, the general assembly shall similarly meet on the day it convenes in the January following that election and canvass the vote cast for the office. When the canvass is completed, the oath of office shall be administered to the persons or person so declared elected. Upon being inaugurated the governor shall deliver to the joint assembly any message the governor may deem expedient.

[S13, §30-a; C24, 27, 31, 35, 39, §32; C46, 50, 54, 58, 62, 66, §2.33; C71, 73, 75, 77, 79, 81, §2.27]

2.28 Tellers.

After the time for the meeting of the joint convention has been designated each house shall appoint three tellers, and the six shall act as judges of the election.

Canvassing the votes for governor and lieutenant governor shall be conducted substantially according to the provisions of sections 2.25 to 2.28.

[R60, §676; C73, §20, 26; C97, §24, 30; C24, 27, 31, 35, 39, §33, 34; C46, 50, 54, 58, 62, 66, §2.34, 2.35; C71, 73, 75, 77, 79, 81, §2.28]

2.29 Election — vote — how taken — second poll.

When any officer is to be elected by joint convention, the names of the members shall be arranged in alphabetical order by the secretaries, and each member shall vote in the order in which the member's name stands when so arranged. The name of the person voted for, and the names of the members voting, shall be entered in writing by the tellers, who, after the secretary shall have called the names of the members a second time, and the name of the person for whom each member has voted, shall report to the president of the convention the number of votes given for each candidate.

If no person shall receive the votes of a majority of the members present, a second poll may be taken, or as many polls as may be required until some person receives a majority.

[R60, §678, 679, 680; C73, §22, 23; C97, §26, 27; C24, 27, 31, 35, 39, §35, 36; C46, 50, 54, 58, 62, 66, §2.36, 2.37; C71, 73, 75, 77, 79, 81, §2.29]

2.30 Certificates of election.

When any person shall have received a majority of the votes, the president shall declare the person to be elected, and shall, in the presence of the convention, sign two certificates of such election, attested by the tellers, one of which the president shall transmit to the governor, and the other shall be preserved among the records of the convention and entered at length on the journal of each house. The governor shall issue a commission to the person so elected.

[R60, §682; C73, §25; C97, §29; C24, 27, 31, 35, 39, §37; C46, 50, 54, 58, 62, 66, §2.38; C71, 73, 75, 77, 79, 81, §2.30]

2.31 Adjournment.

If the purpose for which the joint convention is assembled is not concluded, the president shall adjourn or recess the same from time to time as the members present may determine.

[R60, §681; C73, §24; C97, §28; C24, 27, 31, 35, 39, §38; C46, 50, 54, 58, 62, 66, §2.39; C71, 73, 75, 77, 79, 81, §2.31]

2.32 Confirmation of appointments — procedures.

1. The governor shall either make an appointment or file a notice of deferred appointment by March 15 for the following appointments which are subject to confirmation by the senate:

a. An appointment to fill a term beginning on May 1 of that year.

b. An appointment to fill a vacancy, other than as provided for in paragraph "d," existing prior to the convening of the general assembly in regular session in that year.

c. An appointment to fill a vacancy, other than as provided for in paragraph "d," which is known, prior to the convening of the general assembly in regular session, will occur before May 1 of that year.

d. An appointment to fill a vacancy existing in a full-time compensated position on December 15 prior to the convening of the general assembly.

2. If a vacancy in a position requiring confirmation by the senate, other than a full-time compensated position, occurs after the convening of the general assembly in regular session, the governor shall, within sixty calendar days after the vacancy occurs, either make an appointment or file a notice of deferred appointment unless the general assembly has adjourned its regular session before the sixty-day period expires. If a vacancy in a full-time compensated position requiring senate confirmation occurs after December 15, the governor shall, within ninety calendar days after the vacancy occurs, make an appointment or file a notice of deferred appointment unless the general assembly has adjourned its regular session before the ninety-day period expires.

3. If an appointment is submitted pursuant to subsection 1, the senate shall by April 15 of that year either approve, disapprove, or by resolution defer consideration of confirmation of the appointment. If an appointment is submitted pursuant to subsection 2, the senate shall either approve, disapprove, or by resolution defer consideration of confirmation of the appointment within thirty days after receiving the appointment from the governor. The senate may defer consideration of an appointment until a later time during that session, but the senate shall not adjourn that session until all appointments submitted pursuant to this section before the last thirty days of the session are approved or disapproved. If a nomination is submitted during the last thirty days of the session, the senate may by resolution defer consideration of the appointment until the next regular session of the general assembly and the nomination shall be considered as though made during the legislative interim.

Sixty days after a person's appointment has been disapproved by the senate, that person shall not serve in that position as an interim appointment or by holding over in office and the governor shall submit another appointment or file a notice of deferred appointment before the sixty-day period expires.

4. The governor shall submit all appointments requiring confirmation by the senate and notices of deferred appointment to the secretary of the senate who shall provide the governor's office with receipts of submission. Each notice of appointment shall be accompanied by a statement of the

appointee's political affiliation. The notice of a deferred appointment shall be filed by the governor with the secretary of the senate and accompanied by a statement of reasons for the deferral.

5. The senate shall adopt rules governing the referral of appointments to committees, the reports of committees on appointments, and the confirmation of appointments by the senate.

6. The confirmation of every appointment submitted to the senate requires the approval of two-thirds of the members of the senate.

A person whose appointment is subject to senate confirmation shall make available to the senate committee to which the appointment is referred, upon the committee's request, a notarized statement that the person has filed federal and state income tax returns for the three years immediately preceding the appointment, or a notarized statement of the legal reason for failure to file. If the appointment is to a board, commission, council, or other body empowered to take disciplinary action, all complaints and statements of charges, settlement agreements, findings of fact, and orders pertaining to any disciplinary action taken by that board, commission, council, or body in a contested case against the person whose appointment is being reviewed by the senate shall be made available to the senate committee to which the appointment is referred upon its request.

All tax records, complaint files, investigation files, other investigation reports, and other investigative information in the possession of the committee which relate to appointee tax filings or complaints and statements of charges, settlement agreements, findings of fact, and orders from any past disciplinary action in a contested case against the appointee are privileged and confidential and they are not subject to discovery, subpoena, or other means of legal compulsion for their release to a person other than the appointee unless otherwise provided by law.

7. The governor shall file by February 1 with the secretary of the senate a list of all the appointment positions requiring gubernatorial action pursuant to subsection 1. The secretary of the senate shall provide the governor a written acknowledgment of the list within five days of its receipt. The senate shall approve the list or request corrections by resolution by February 15.

8. A gubernatorial appointee, whose appointment is subject to confirmation by the senate and who serves at the pleasure of the governor, is subject to reconfirmation by the senate during the regular session of the general assembly convening in January if the appointee will complete the appointee's fourth year in office on or before the following April 30. For the purposes of this section, the submission of an appointee for reconfirmation is deemed the same as the submission of an appointee for confirmation and the procedures of this section regarding confirmation and the conse-

quences of refusal to confirm are the same for reconfirmation.

9. If an appointment subject to senate confirmation is required by statute to be made by an appointing authority other than the governor, the duties assigned under this section to the governor shall be performed by the appointing authority.

[C27, 31, 35, §38-b1; C39, §38.1; C46, 50, 54, 58, 62, 66, §2.40; C71, 73, 75, 77, 79, 81, §2.32]

85 Acts, ch 145, §1; 86 Acts, ch 1245, §2003; 88 Acts, ch 1128, §1; 94 Acts, ch 1184, §1

2.33 Differential treatment.

The general assembly shall not pass a bill that uses gender as the basis for differential treatment unless there is a compelling reason for the differential treatment and no reasonable alternatives exist by which the treatment could be mitigated or avoided.

84 Acts, ch 1042, §1

2.34 Reserved.

2.35 Communications review committee established.

A communications review committee is established, consisting of three members of the senate appointed by the president of the senate, after consultation with the majority leader and the minority leader of the senate, and three members of the house of representatives appointed by the speaker of the house. The committee shall select a chairperson and vice chairperson. Meetings may be called by the chairperson or a majority of the members.

Members shall be appointed prior to the adjournment of the first regular session of each general assembly and shall serve for terms ending upon the convening of the following general assembly or when their successors are appointed, whichever is later. Vacancies shall be filled in the same manner as original appointments are made and shall be for the remainder of the unexpired term of the vacancy. The members of the committee shall be reimbursed for actual and necessary expenses incurred in the performance of their duties and shall be paid the per diem specified in section 2.10, subsection 5, for each day in which engaged in the performance of their duties. However, per diem compensation and expenses shall not be paid when the general assembly is actually in session at the seat of government. Expenses and per diem shall be paid from funds appropriated pursuant to section 2.12.

Administrative assistance shall be provided by the legislative service bureau to the extent possible.

[C75, 77, §750.8; C79, §693.8; C81, §2.35]

86 Acts, ch 1245, §2004; 90 Acts, ch 1223, §5; 91 Acts, ch 258, §3

2.36 Duties of committee.

The committee shall review the present and proposed uses of communications by state agencies and the development of a statewide communications plan. It shall meet as often as deemed necessary and annually shall make recommendations to the legislative council and the general assembly, accompanied by bill drafts to implement its recommendations.

[C75, 77, §750.8; C79, §693.8; C81, §2.36]

87 Acts, ch 115, §1

2.37 to 2.39 Reserved.

2.40 Membership in state insurance plans.

1. A member of the general assembly may elect to become a member of a state group insurance plan for employees of the state established under chapter 509A subject to the following conditions:

a. The member shall be eligible for all state group insurance plans on the basis of enrollment rules established for full-time state employees excluded from collective bargaining as provided in chapter 20.

b. The member shall pay the premium for the plan selected on the same basis as a full-time state employee excluded from collective bargaining as provided in chapter 20.

c. The member shall authorize a payroll deduction of the premium due according to the member's pay plan selected pursuant to section 2.10, subsection 4.

d. The premium rate shall be the same as the premium rate paid by a state employee for the plan selected.

A member of the general assembly may elect to become a member of a state group insurance plan. A member of the general assembly may continue membership in a state group insurance plan without reapplication during the member's tenure as a member of consecutive general assemblies. For the purpose of electing to become a member of the state health or medical service group insurance plan, a member of the general assembly has the status of a "new hire", full-time state employee following each election of that member in a general or special election, or during the first subsequent annual open enrollment. In lieu of membership in a state health or medical group insurance plan, a member of the general assembly may elect to receive reimbursement for the costs paid by the member for a continuation of a group coverage (COBRA) health or medical insurance plan. The member shall apply for reimbursement by submitting evidence of payment for a COBRA health or medical insurance plan. The maximum reimbursement shall be no greater than the state's contribution for health or medical insurance family plan II. A member of the general assembly who elects to become a member of a state health or medical group insurance plan shall be exempted

from preexisting medical condition waiting periods. A member of the general assembly may change programs or coverage under the state health or medical service group insurance plan during the month of January of odd-numbered years, but program and coverage change selections shall be subject to the enrollment rules established for full-time state employees excluded from collective bargaining as provided in chapter 20. A person who has been a member of the general assembly for two years and who has elected to be a member of a state health or medical group insurance plan may continue to be a member of such state health or medical group insurance plan by requesting continuation in writing to the finance officer within thirty-one days after leaving office. The continuing former member of the general assembly shall pay the total premium for the state plan and shall have the same rights to change programs or coverage as state employees. In the event of the death of a former member of the general assembly who has elected to continue to be a member of a state health or medical group insurance plan, the surviving spouse of the former member whose insurance would otherwise terminate because of the death of the former member may elect to continue to be a member of such state health or medical group insurance plan by requesting continuation in writing to the finance officer within thirty-one days after the death of the former member. The surviving spouse of the former member shall pay the total premium for the state plan and shall have the same rights to change programs or coverage as state employees.

2. A part-time employee of the general assembly may elect to become a member of a state group insurance plan for employees of the state established under chapter 509A subject to the following conditions:

a. The part-time employee shall be eligible for all state group insurance plans on the basis of enrollment rules established for full-time state employees excluded from collective bargaining as provided in chapter 20 and shall have the same rights to change programs or coverage as are afforded such state employees.

b. The part-time employee shall pay the total premium.

c. A part-time employee may continue membership in a state group insurance plan without reapplication during the employee's employment during consecutive sessions of the general assembly. For the purpose of electing to become a member of the state group insurance plan, a part-time employee of the general assembly has the status of a "new hire", full-time state employee when the employee is initially eligible or during the first subsequent enrollment change period.

d. (1) A part-time employee of the general assembly who elects membership in a state group insurance plan shall state each year whether the membership is to extend through the interim peri-

od between consecutive sessions of the general assembly.

(2) If the membership is to extend through the interim period the part-time employee shall authorize payment of the total annual premium through direct payment of the monthly premium for the plan selected to the state group insurance plan provider.

(3) The part-time employee shall notify the finance officer within thirty-one days after the conclusion of the general assembly whether the person's decision to extend the membership through the interim period is confirmed.

e. A member of a state group insurance plan pursuant to this subsection shall have the same rights upon final termination of employment as a part-time employee as are afforded full-time state employees excluded from collective bargaining as provided in chapter 20.

f. A part-time employee of the general assembly who elects membership in a state life insurance plan shall authorize payment of the premium through a total of two payments during each annual period made to the department of personnel on dates prescribed by the department.

83 Acts, ch 205, §21; 88 Acts, ch 1267, §14; 89 Acts, ch 303, §14; 90 Acts, ch 1122, §1, 2; 95 Acts, ch 211, §15

LEGISLATIVE COUNCIL

2.41 Legislative council created.

A continuing legislative council of twenty-four members is created. The council is composed of the president and president pro tempore of the senate, the speaker and speaker pro tempore of the house of representatives, the majority and minority floor leaders of the senate, the chairperson of the senate committee on appropriations, the minority party ranking member of the senate committee on appropriations, six members of the senate appointed by the majority leader of the senate, the majority and minority floor leaders of the house of representatives, the chairperson of the house committee on appropriations, the minority party ranking member of the house committee on appropriations, and six members of the house of representatives appointed by the speaker of the house of representatives. Of the six members appointed by the majority leader of the senate and speaker of the house, three from each house shall be appointed from the majority party and three from each house shall be appointed from the minority party. Members shall be appointed prior to the fourth Monday in January of the first regular session of each general assembly and shall serve for two-year terms ending upon the convening of the following general assembly or when their successors are appointed. Vacancies on the council, including vacancies which occur when a member of the council ceases to be a member of the general assembly, shall be filled by the majority leader of

the senate and the speaker of the house respectively. Insofar as possible at least two members of the council from each house shall be reappointed. The council shall hold regular meetings at a time and place fixed by the council and shall meet at any other time and place as the council deems necessary.

[C58, §2.46; C62, 66, 71, 73, §2.49; C75, 77, 79, 81, §2.41]

86 Acts, ch 1245, §2005; 90 Acts, ch 1223, §6

2.42 Powers and duties of council.

The legislative council shall select its officers and prescribe its rules and procedure. The powers and duties of the council shall include, but not be limited to, the following:

1. To establish policies for the operation of the legislative service bureau, including the priority to be given to research requests and the distribution of research reports.

2. To appoint the director of the legislative service bureau for such term of office as may be set by the council.

3. To prepare reports to be submitted to the general assembly at its regular sessions.

4. To appoint interim study committees consisting of members of the legislative council and members of the general assembly of such number as the council shall determine. Nonlegislative members may be included on such committees when the council deems the participation of such members advantageous to the conduct of the study.

5. To conduct studies and evaluate reports of studies assigned to study committees and make recommendations for legislative or administrative action thereon. Recommendations shall include such bills as the legislative council may deem advisable.

6. To cooperate with other states to discuss mutual legislative and governmental problems.

7. To recommend staff for the legislative council and the standing committees in cooperation with the chairperson of such standing committees.

8. To recommend changes or revisions in the senate and house rules and the joint rules for more efficient operation of the general assembly and draft proposed rule amendments, resolutions, and bills as may be required to carry out such recommendations, for consideration by the general assembly.

9. To recommend to the general assembly the names and numbers of standing committees of both houses.

10. To establish rules for the style and format for drafting and preparing of legislative bills and resolutions.

11. To approve the appointment of the Iowa Code editor and the administrative code editor and establish the salaries of the persons employed in that office.

12. To establish policies for the distribution of information which is stored by the general assembly in an electronic format, including the contents of statutes or rules, other than electronic publications as provided in section 7A.22. The legislative council shall establish payment rates that encourage the distribution of such information to the public, including private vendors reselling that information. The legislative council shall not establish a price that attempts to recover more than is attributable to costs related to reproducing and delivering the information.

13. To establish policies with regard to the publishing of printed and electronic versions of the Iowa administrative code, the Iowa administrative bulletin, the Iowa Code, the Code Supplement, and the session laws, or any part of those publications. The publishing policies may include, but are not limited to: the style and format to be used; the frequency of publication; the contents of the publications; the numbering system to be used in the Iowa Code, the Code Supplement, and the session laws; the preparation of editorial comments or notations; the correction of errors; the type of print or electronic media and data processing software to be used; the number of printed volumes to be published; recommended revisions of the Iowa Code, the Code Supplement, and the session laws; the letting of contracts for the publication of the Iowa Code, Code Supplement, and session laws; the pricing of the publications to which section 22.3 does not apply; access to, and the use, reproduction, legal protection, sale or distribution, and pricing of related data processing software consistent with chapter 22; and any other matters deemed necessary to the publication of uniform and understandable publications.

14. To establish policies for the operation of the legislative fiscal bureau.

15. To appoint the director of the legislative fiscal bureau for such term of office as may be set by the council.

16. To hear and act upon appeals of aggrieved employees of the legislative service bureau, legislative fiscal bureau, computer support bureau, and the office of the citizens' aide pursuant to rules of procedure established by the council.

17. Authority to review and delay the effective dates of rules and forms submitted by the supreme court pursuant to section 602.4202.

18. To establish policies for the operation of the computer support bureau.

19. To appoint the director of the computer support bureau for a term of office set by the council.

20. To implement the sexual harassment prohibitions and grievance, violation, and disposition procedures of section 19B.12 with respect to full-time, part-time, and temporary central legislative staff agency employees and to develop and distribute, at the time of hiring or orientation, a guide that describes for its employees the applicable

sexual harassment prohibitions and grievance, violation, and disposition procedures. This subsection does not supersede the remedies provided under chapter 216.

[C58, §2.47; C62, 66, 71, 73, §2.50; C75, 77, 79, 81, §2.42]

83 Acts, ch 186, §10001, 10201; 84 Acts, ch 1067, §1; 85 Acts, ch 65, §2, 3; 85 Acts, ch 197, §1; 87 Acts, ch 115, §2; 91 Acts, ch 258, §4; 92 Acts, ch 1086, §2; 96 Acts, ch 1099, §1

2.43 General supervision over legislative facilities, equipment, and arrangements.

The legislative council in cooperation with the officers of the senate and house shall have the duty and responsibility for preparing for each session of the general assembly. Pursuant to such duty and responsibility, the legislative council shall assign the use of areas in the state capitol except for the areas used by the governor and the courts as of January 1, 1986 and, in consultation with the director of the department of general services and the capitol planning commission, may assign areas in other state office buildings for use of the general assembly or legislative agencies. The legislative council may authorize the renovation, remodeling and preparation of the physical facilities used or to be used by the general assembly or legislative agencies subject to the jurisdiction of the legislative council and award contracts pursuant to such authority to carry out such preparation. The legislative council may purchase supplies and equipment deemed necessary for the proper functioning of the legislative branch of government.

In carrying out its duties under this section, the legislative council shall consult with the director of the department of general services and the capitol planning commission, but shall not be bound by any decision of the director in respect to the responsibilities and duties provided for in this section. The legislative council may direct the director of the department of general services or other state employees to carry out its directives in regard to the physical facilities of the general assembly, or may employ other personnel to carry out such functions.

The costs of carrying out the provisions of this section shall be paid pursuant to section 2.12.

[C71, 73, §2.51; C75, 77, 79, 81, §2.43]

86 Acts, ch 1245, §301

Capitol space allocation; see also §18.8

2.44 Expenses of council and special interim committees.

Members of the legislative council shall be reimbursed for actual and necessary expenses incurred in the performance of their duties, and shall be paid the per diem specified in section 2.10, subsection 5, for each day in which engaged in the performance of their duties. However, the per diem and

expenses shall not be paid when the general assembly is actually in session at the seat of government. The expenses and per diem shall be paid in the manner provided for in section 2.12.

Members of special interim study committees which may from time to time be created and members of the legislative fiscal committee who are not members of the legislative council shall be entitled to receive the same expenses and compensation provided for the members of the legislative council.

[C97, §181; S13, §181; C24, 27, 31, 35, 39, §44; C46, 50, §2.46; C54, §2.45; C58, §2.45, 2.48; C62, 66, §2.45, 2.51; C71, 73, §2.45, 2.52; C75, 77, 79, 81, §2.44]

91 Acts, ch 258, §5

2.45 Committees of the legislative council.

The legislative council shall be divided into committees, which shall include but not be limited to:

1. The legislative service committee which shall be composed of six members of the legislative council, consisting of three members from each house, to be appointed by the legislative council. The legislative service committee shall select a chairperson from its membership, and shall determine policies relating to the operation of the legislative service bureau, subject to the approval of the legislative council.

2. The legislative fiscal committee, composed of the chairpersons or their designated committee member and the ranking minority party members or their designated committee member of the committees of the house and senate responsible for developing a state budget and appropriating funds, the chairpersons or their designated committee member and the ranking minority party members or their designated committee member of the committees on ways and means, and two members, one appointed from the majority party of the senate by the majority leader of the senate and one appointed from the majority party of the house by the speaker of the house of representatives. In each house, unless one of the members who represent the committee on ways and means is also a member of the legislative council, the person appointed from the membership of the majority party in that house shall also be appointed from the membership of the legislative council. The legislative fiscal committee shall determine policies for the legislative fiscal bureau and shall direct the administration of performance audits and visitations, subject to the approval of the legislative council.

3. The legislative administration committee which shall be composed of six members of the legislative council, consisting of three members from each house, to be appointed by the legislative council. The legislative administration committee shall perform such duties as are assigned it by the legislative council.

4. The legislative capital projects committee which shall be composed of ten members appointed as follows:

a. Two senate members of the legislative fiscal committee or the senate committee on appropriations, one to be appointed by the majority leader of the senate and one to be appointed by the minority leader of the senate.

b. Two house members of the legislative fiscal committee or the house committee on appropriations, one to be appointed by the speaker of the house and one to be appointed by the minority leader of the house.

c. The chairpersons of the senate and house committees on appropriations.

d. Four members of the legislative council, one appointed by the speaker of the house, one by the majority leader of the senate, one by the minority leader of the house, and one by the minority leader of the senate.

The chairperson of the legislative council shall designate the chairperson or chairpersons of the legislative capital projects committee.

[C97, §181; S13, §181; C24, 27, 31, 35, 39, §39, 40; C46, 50, §2.41, 2.42; C54, 58, 62, 66, 71, 73, §2.41; C75, 77, 79, 81, §2.45]

86 Acts, ch 1245, §2006; 89 Acts, ch 298, §1

Legislative intent for establishment of legislative oversight committee to review structure and operations of state government and use of information technology; 97 Acts, ch 210, §12

2.46 Powers of legislative fiscal committee.

The legislative fiscal committee may, subject to the approval of the legislative council:

1. *Budget.* Gather information relative to budget matters for the purpose of aiding the legislature to properly appropriate money for the functions of government, and to report their findings to the legislature.

2. *Examination.* Examine the reports and official acts of the executive council and of each officer, board, commission, and department of the state, in respect to the conduct and expenditures thereof and the receipts and disbursements of public funds thereby. All state departments and agencies are required to immediately notify the legislative fiscal committee of the legislative council and the director of the legislative fiscal bureau if any state facilities within their jurisdiction have been cited for violations of any federal, state, or local laws or regulations or have been decertified or notified of the threat of decertification from compliance with any state, federal, or other nationally recognized certification or accreditation agency or organization.

3. *Reorganization.* Make a continuous study of all offices, departments, agencies, boards, bureaus and commissions of the state government and shall determine and recommend to each ses-

sion of the legislature what changes therein are necessary to accomplish the following purposes:

a. To reduce expenditures and promote economy to the fullest extent consistent with the efficient operation of state government.

b. To increase the efficiency of the operations of the state government to the fullest extent practicable within the available revenues.

c. To group, co-ordinate, and consolidate judicial districts, agencies and functions of the government, as nearly as may be according to major purposes.

d. To reduce the number of offices, agencies, boards, commissions, and departments by consolidating those having similar functions, and to abolish such offices, agencies, boards, commissions and departments, or functions thereof, as may not be necessary for the efficient and economical conduct of state government.

e. To eliminate overlapping and duplication of effort on the part of such offices, agencies, boards, commissions and departments of the state government.

4. *Administration of legislative data base.* Determine the policy for the content and administration of a legislative data base.

5. *Information needs determination.* Determine the information needs of the general assembly and report them to the director of the department of general services who shall consider such needs in establishing the operating policies for a data base management system.

[C97, §181, 182; S13, §181; C24, 27, 31, 35, 39, §42, 45; C46, 50, §2.44, 2.47; C54, 58, 62, 66, 71, 73, §2.43; C75, 77, §2.46; C79, §2.46, 2.54; C81, §2.46] 86 Acts, ch 1245, §302; 89 Acts, ch 298, §2

2.47 Procedure.

The chairpersons of the committees on budget shall serve as cochairpersons of the legislative fiscal committee. The legislative fiscal committee shall determine its own method of procedure and shall meet as often as deemed necessary, subject to the approval of the legislative council. It shall keep a record of its proceedings which shall be open to public inspection, and it shall inform the legislative council in advance concerning the dates of meetings of the committee.

[C75, 77, 79, 81, §2.47]

2.47A Powers and duties of legislative capital projects committee.

1. The legislative capital projects committee shall do all of the following:

a. Receive the recommendations of the governor regarding the funding and priorities of proposed capital projects pursuant to section 8.3A, subsection 2, paragraph "b".

b. Receive the reports of all capital project budgeting requests of all state agencies, with indi-

vidual state agency priorities noted, pursuant to section 8.6, subsection 13.

c. Receive the five-year capital project priority plan for all state agencies, pursuant to section 8.6, subsection 14.

d. Receive annual status reports for all ongoing capital projects of state agencies, pursuant to section 18.12, subsection 14.

e. Examine and evaluate, on a continuing basis, the state's system of contracting and subcontracting in regard to capital projects.

2. The legislative capital projects committee, subject to the approval of the legislative council, may do all of the following:

a. Gather information relative to capital projects, for the purpose of aiding the general assembly to properly appropriate moneys for capital projects.

b. Examine the reports and official acts of the state agencies, as defined in section 8.3A, with regard to capital project planning and budgeting and the receipt and disbursement of capital project funding.

c. Establish advisory bodies to the committee in areas where technical expertise is not otherwise readily available to the committee. Advisory body members may be reimbursed for actual and necessary expenses from funds appropriated pursuant to section 2.12, but only if the reimbursement is approved by the legislative council.

d. Compensate experts from outside state government for the provision of services to the committee from funds appropriated pursuant to section 2.12, but only if the compensation is approved by the legislative council.

e. Make recommendations to the legislative fiscal committee, legislative council, and the general assembly regarding issues relating to the planning, budgeting, and expenditure of capital project funding.

3. The capital projects committee shall determine its own method of procedure and shall keep a record of its proceedings which shall be open to public inspection. The committee shall meet as often as deemed necessary, subject to the approval of the legislative council, and the committee shall inform the legislative council in advance of its meeting dates.

89 Acts, ch 298, §3; 90 Acts, ch 1168, §1; 91 Acts, ch 268, §601; 95 Acts, ch 214, §1

LEGISLATIVE FISCAL BUREAU

2.48 Legislative fiscal bureau established.

There is established a legislative fiscal bureau which shall operate under the direction and control of the legislative fiscal committee, subject to the approval of the legislative council. The administrative head of the legislative fiscal bureau shall be the legislative fiscal director. The legislative

fiscal bureau shall co-operate with and serve all members of the general assembly, the legislative fiscal committee, and committees of the general assembly.

The legislative fiscal director shall be appointed by the legislative council, upon recommendation of the legislative fiscal committee. The director's compensation, and the compensation of employees of the legislative fiscal bureau, shall be fixed by the legislative council.

[C62, 66, 71, 73, §2.46; C75, 77, 79, 81, §2.48]

2.49 Functions of legislative fiscal bureau.

The legislative fiscal bureau shall:

1. By continuous review of state expenditures, revenues and analysis of budget through an audit, performance audit, and preaudit, if necessary, or such other means deemed necessary, ascertain the facts, compare cost, workload and other data, and make recommendations to the general assembly concerning the state's budget and revenue of the departments, boards, commissions, and agencies of the state.

2. Report to the legislative fiscal committee as required by the legislative fiscal committee and the legislative council and to the general assembly after the convening of each legislative session of a general assembly and make such other reports as may be required by either the legislative council or the general assembly.

3. Furnish information and act in an advisory capacity to the committees on budget and committees on ways and means of the general assembly and their several subcommittees when so requested.

4. Assist standing committees and members of the general assembly in attaching fiscal notes to legislative bills and resolutions as provided by the rules of the general assembly.

5. Submit to each member of the general assembly quarterly a report of the current status of major state funds, a comparison of income with estimates used by the general assembly and other revenue and expenditure information which the legislative fiscal committee determines will be informative for members of the general assembly. The department of revenue and finance and the department of management shall co-operate with the legislative fiscal bureau in the development of the report. The legislative fiscal committee shall approve the style and format of the report.

6. Perform such other duties as shall be assigned to the bureau by the legislative fiscal committee or by the general assembly.

[C62, 66, 71, 73, §2.47; C75, 77, 79, 81, §2.49]

88 Acts, ch 1134, §1

2.50 Duties of legislative fiscal director.

The legislative fiscal director shall:

1. Employ and supervise all employees of the legislative fiscal bureau in such positions and at

such salaries as shall be authorized by the legislative council.

2. Supervise all expenditures of the legislative fiscal bureau with the approval of the legislative council.

3. Attend, or designate a representative who shall attend, the budget hearings required by section 8.26 and may offer explanations or suggestions and make inquiries with respect to such budget hearings.

4. Perform the duties pertaining to the preparation of correctional impact statements, as provided in section 2.56.

[C62, 66, 71, 73, §2.47; C75, 77, 79, 81, §2.50]
93 Acts, ch 171, §13

2.51 Visitations.

The legislative fiscal committee, with the approval of the legislative council, may direct a subcommittee, which shall be composed of the chairpersons and minority party ranking members of the appropriate subcommittees of the committees on budget of the senate and the house of representatives and the chairpersons of the appropriate standing committees of the general assembly, to visit the offices and facilities of any state office, department, agency, board, bureau, or commission to review programs authorized by the general assembly and the administration of the programs. When the legislative fiscal committee visits the offices and facilities of any state office, department, agency, board, bureau, or commission to review programs authorized by the general assembly and the administration of the programs, there shall be included the chairpersons and minority party ranking members of the appropriate subcommittees of the committees on budget of the senate and the house of representatives. The legislative council may appoint a member of the subcommittee or standing committee to serve in place of that subcommittee's or standing committee's chairperson or minority party ranking member on the legislative fiscal visitation committee or subcommittee if that person will be absent. The subcommittee and the legislative fiscal committee shall be provided with information by the legislative fiscal bureau concerning budgets, programs, and legislation authorizing programs prior to any visitation. Members of a committee shall be compensated pursuant to section 2.10, subsection 5. The subcommittee shall make reports and recommendations as required by the legislative fiscal committee.

[C75, 77, 79, 81, §2.51]
84 Acts, ch 1026, §1

2.52 Access — subpoenas.

The director and agents and employees of the legislative fiscal bureau shall at all times have access to all offices, departments, agencies, boards, bureaus, and commissions of the state and its

political subdivisions and private organizations providing services to individuals under contracts with state agencies, and to the books, records, and other instrumentalities and properties used in the performance of their statutory duties or contractual arrangements. All offices, departments, agencies, boards, bureaus, and commissions of the state and its political subdivisions and such private organizations shall co-operate with the director, and shall make available such books, records, instrumentalities, and property.

If the information sought by the legislative fiscal bureau is required by law to be kept confidential, the bureau shall have access to the information, but shall maintain the confidentiality of the information and is subject to the same penalties as the lawful custodian of the information for dissemination of the information. However, the legislative fiscal bureau shall not have access to tax return information except for individual income tax sample data as provided in section 422.72, subsection 1.

The director may issue subpoenas for production of any records, books, or papers to which the director is authorized to have access. If any person subpoenaed refuses to produce the records, books, or papers, the director may apply to the district court having jurisdiction over that person for the enforcement of the subpoena.

[C62, 66, 71, 73, §2.48; C75, 77, 79, 81, §2.52]
84 Acts, ch 1172, §1; 85 Acts, ch 67, §2; 86 Acts, ch 1245, §2007

2.53 Actuarial services. Repealed by 83 Acts, ch 200, § 14.

2.54 Repealed by 80 Acts, ch 1011, § 4. See § 2.46.

2.55 Government accountability.

1. It is the intent of the general assembly to establish in the legislative branch of government the capability to independently and intensively review the performance of state agencies in operating the programs, to evaluate their efficiency and effectiveness, and to consider alternatives which may improve the benefits of a program or may reduce its costs to the citizens. The legislative fiscal bureau is intended to provide the technical and professional support for the general assembly's oversight responsibility.

2. The general assembly may by concurrent resolution or the legislative council may direct the legislative fiscal bureau to conduct a program evaluation or performance audit of any agency of the state government. Upon the passage of the concurrent resolution or receiving the direction of the legislative council, the legislative fiscal director shall inform the chairpersons of the committees responsible for appropriations of the anticipated cost of the program evaluation and the number and nature of additional personnel needed to

conduct the program evaluation and shall notify the official responsible for the program to be evaluated. The director, after consulting with the responsible official and the requesting party, shall determine the goals and objectives of the agency or program for the purpose of the performance audit or program evaluation.

3. In conducting the program evaluation or performance audit, the legislative fiscal bureau shall make certain determinations including but not limited to the following:

a. The organizational framework of the agency, its adequacy and relationship to the overall structure of state government, and whether the program under the agency's jurisdiction could be more effective if consolidated with another program, transferred to another program, modified, or abolished.

b. Whether the state agency is conducting programs and activities and expending funds appropriated to it in compliance with the Acts of the general assembly, the Code, and any federal, state, or local rules, or policies assigned to it by the governor, and whether administrative or statutory changes are needed to achieve the intent of the general assembly.

c. Whether the state agency is conducting authorized activities and programs pursuant to goals and objectives established by statute, specific legislative intent, the budget, the governor, or a long-range plan, and whether alternatives which might produce the desired results at a lower cost have been considered.

d. Whether the state agency is conducting programs and activities and expending funds appropriated to it in an efficient and effective manner, has complied with all applicable laws and, if not, determine the causes.

e. Relationships within and among other governmental agencies and programs including financial exchanges, coordination, inconsistent programs, and areas of duplication or overlapping programs.

f. The productivity of the agency's operations measured in terms of cost-benefit relationships or other accepted measures of effectiveness.

g. Other criteria determined by the director.

4. Upon the completion of the program evaluation or performance audit, the legislative fiscal director shall provide a copy of the report to the governing official or board of the agency and afford the agency a reasonable opportunity to respond to the findings and recommendations of the report. The response shall be included in the report and the report released to the legislative council. Until its release the report shall be regarded as confidential by all persons properly having custody of it.

[C81, §2.55]

85 Acts, ch 65, §4; 86 Acts, ch 1245, §2008

2.55A Departmental information required.

1. The department of agriculture and land stewardship and the department of natural resources, in cooperation as necessary with the department of management and the department of personnel, shall provide a list to the legislative fiscal bureau, on a quarterly basis, of all permanent positions added to or deleted from the departments' table of organization in the previous fiscal quarter. This list shall include at least the position number, salary range, projected funding source or sources of each position, and the reason for the addition or deletion. The legislative fiscal bureau may use this information to assist in the establishment of the full-time equivalent position limits authorized in law for the departments.

2. The department of natural resources shall provide the legislative fiscal bureau information and financial data by cost center, on at least a monthly basis, relating to the indirect cost accounting procedure, the amount of funding from each funding source for each cost center, and the internal budget system used by the department. The information shall include but is not limited to financial data covering the department's budget by cost center and funding source prior to the start of the fiscal year, and to the department's actual expenditures by cost center and funding source after the accounting system has been closed for that fiscal year.

3. The department of agriculture and land stewardship shall provide the legislative fiscal bureau information and financial data on at least a monthly basis, relating to the internal budget system used by the department. The information shall include but is not limited to financial data covering the department's budget prior to the start of the fiscal year, and to the department's actual expenditures after the accounting system has been closed for that fiscal year.

96 Acts, ch 1214, §28

2.56 Correctional impact statements.

1. Prior to debate on the floor of a chamber of the general assembly, a correctional impact statement shall be attached to any bill, joint resolution, or amendment which proposes a change in the law which creates a public offense, significantly changes an existing public offense or the penalty for an existing offense, or changes existing sentencing, parole, or probation procedures. The statement shall include information concerning the estimated number of criminal cases per year that the legislation will impact, the fiscal impact of confining persons pursuant to the legislation, the impact of the legislation upon existing correctional institutions, community-based correctional facilities and services, and jails, the likelihood

that the legislation may create a need for additional prison capacity, and other relevant matters. The statement shall be factual and shall, if possible, provide a reasonable estimate of both the immediate effect and the long-range impact upon prison capacity.

2. a. The preliminary determination of whether a bill, joint resolution, or amendment appears to require a correctional impact statement shall be made by the legislative service bureau, which shall send a copy of the bill, joint resolution, or amendment, upon completion of the draft, to the legislative fiscal director for review, unless the requestor specifies the request is to be confidential.

b. When a committee of the general assembly reports a bill, joint resolution, or amendment to the floor, the committee shall state in the report whether a correctional impact statement is or is not required.

c. The legislative fiscal director shall review all bills and joint resolutions placed on the calendar of either chamber of the general assembly, as well as amendments filed to bills or joint resolutions on the calendar, to determine whether a correctional impact statement is required.

d. A member of the general assembly may request the preparation of a correctional impact statement by submitting a request to the legislative fiscal bureau.

3. The legislative fiscal director shall cause to be prepared and shall approve a correctional impact statement within a reasonable time after receiving a request or determining that a proposal is subject to this section. All correctional impact statements approved by the legislative fiscal director shall be transmitted immediately to either the chief clerk of the house or the secretary of the senate, after notifying the sponsor of the legislation that the statement has been prepared, for publication in the daily clip sheet. The chief clerk of the house or the secretary of the senate shall attach the statement to the bill, joint resolution, or amendment affected as soon as it is available.

4. The legislative fiscal director may request the cooperation of any state department or agency or political subdivision in preparing a correctional impact statement.

5. A revised correctional impact statement shall be prepared if the correctional impact has been changed by the adoption of an amendment, and may be requested by a member of the general assembly or be prepared upon a determination made by the legislative fiscal director. However, a request for a revised correctional impact statement shall not delay action on the bill, joint resolution, or amendment unless so ordered by the presiding officer of the chamber.

93 Acts, ch 171, §14

2.57 Reserved.

LEGISLATIVE SERVICE BUREAU

2.58 Service bureau.

There is hereby created a legislative service bureau which shall operate under the direction and control of the legislative council. The administrative head of the legislative service bureau shall be the director of the bureau. The bureau shall cooperate with and serve all members of the general assembly, the legislative council, and committees of the general assembly. It shall upon proper request of members and committees of the general assembly prepare research reports upon any governmental matter. Such research reports and the findings therein shall not contain any recommendations. The bureau shall assist and serve any standing or interim committee of the general assembly upon request, approved by the legislative council. The bureau shall draft and prepare bills for committees and individual members of the general assembly. Research and bill drafting requests made between sessions shall be in the manner provided for by the legislative council. The legislative council shall have the sole power and duty to allocate the work load of the bureau but may delegate such duty to the legislative service bureau director.

[C58, §2.49; C62, 66, §2.52; C71, 73, 75, 77, 79, 81, §2.58]

2.59 Director.

The director of the service bureau shall serve on a full-time basis and shall have the following powers and duties:

1. The director shall be in charge of the research and bill drafting functions of the bureau.

2. The director shall employ and supervise all employees of the legislative service bureau in such positions and at such salaries as shall be authorized by the legislative council.

3. To employ, with the approval of the legislative council or its chairperson, such temporary employees as may be required to provide research and bill drafting services prior to and during sessions of the general assembly. Such employees shall be under the supervision of the director and shall be paid from the funds appropriated to the bureau.

4. With the approval of the legislative council or its chairperson, the director may employ such technical consultants as may be necessary to provide research and bill drafting services on a salary or fee basis.

[C58, §2.50; C62, 66, §2.53; C71, 73, 75, 77, 79, 81, §2.59]

2.60 Salary of director.

The salary of the director of the legislative service bureau shall be set by the legislative council.

[C58, §2.51; C62, 66, §2.54; C71, 73, 75, 77, 79, 81, §2.60]

2.61 Requests for research.

Requests for research on governmental matters may be made to the legislative service bureau by either house of the general assembly, committees of either house of the general assembly, special interim committees of the general assembly, the legislative council, or upon petition by twenty or more members of the general assembly. Any legislative committee may request the service bureau to do research on any matter under consideration by such committee. For each such request the legislative council may, if deemed advisable, authorize a special interim study committee to conduct the research study or may request a standing committee to conduct such study. Members on a study committee shall be appointed by the council and shall consist of at least one member of the council and such other members of the majority and minority parties of the senate and the house of representatives as the council may designate. As far as practicable, a study committee shall include members of standing committees concerned with the subject matter of the study. No legislator shall serve on more than two study committees. Non-legislative members having special knowledge of the subject under study may be appointed by the council to a study committee but such members shall be nonvoting members of such committee. The legislative service bureau shall assist study committees on research studies when authorized by the legislative council.

[C58, §2.52; C62, 66, §2.55; C71, 73, 75, 77, 79, 81, §2.61]

2.62 Powers.

Special interim study committees shall have the following powers and duties:

1. Elect officers and adopt necessary rules for the conduct of business.
2. Conduct research on any matter connected with the study assigned by the legislative council.
3. Hold hearings.
4. Make regular progress reports to the legislative council.
5. Make a report, which may include recommendations, to the legislative council. Copies of study committee reports shall be made available to members of the general assembly and may be made available to other interested individuals upon request. The reports shall not be final until approved by the legislative council.

[C62, 66, §2.57; C71, 73, 75, 77, 79, 81, §2.62]

2.63 Meetings.

Special interim study committees shall first meet at the call of the ranking legislative council member assigned to the study committee, and shall thereafter meet at such time as study committee members shall so designate. Any legislator may attend any study committee meeting or any

hearing held by a study committee. All study committee meetings shall be open to the public.

[C62, 66, §2.58; C71, 73, 75, 77, 79, 81, §2.63]

2.64 Assistance by bureau.

The legislative service bureau may provide the following assistance to standing and special interim study committees, as authorized by the legislative council:

1. Handle administrative affairs, including correspondence, record keeping, and scheduling of meetings.
2. Perform the research required for any study. Priority for studies shall be determined by the legislative council.
3. Arrange for the help of state employees and technical consultants whose assistance is needed.
4. Prepare research reports, and, upon the request of a committee, prepare that committee's report.

[C62, 66, §2.60; C71, 73, 75, 77, 79, 81, §2.64]

2.65 Information and assistance.

The legislative service bureau may call upon any department, agency or office in the state, or any political subdivision of the state, for such information and assistance as may be needed in the performance of the duties of the service bureau and such information and assistance shall be furnished insofar as the same shall be within the resources and authority of such departments, agencies, offices, and political subdivisions. Nothing herein shall be construed to require the production or opening of any public records which are required by law to be kept private or confidential.

The service bureau may co-operate with other states and the federal government in the exchange of research reports, information, and materials.

[C58, §2.53; C62, 66, §2.61; C71, 73, 75, 77, 79, 81, §2.65]

2.66 Office and supplies — expenses.

The office of the service bureau shall be located in the statehouse. Supplies, postage, and equipment may be requisitioned from the department of general services. Expenses of the legislative service bureau shall be paid upon the approval of the director of the bureau and, if an extraordinary expense, upon the approval of the legislative council or its chairperson. Funds appropriated for per diem and expenses of the legislative council, legislative fiscal committee, and special interim study committees shall be paid and administered in the manner provided by the legislative council.

[C58, §2.54; C62, 66, §2.62; C71, 73, 75, 77, 79, 81, §2.66]

2.67 Repealed by 76 Acts, ch 1055, § 1(3).

2.68 Cities authorized to draw proposed precincts. Repealed by 94 Acts, ch 1023, §125.

2.69 through 2.90 Reserved.

BOUNDARY COMMISSION

2.91 Iowa boundary commission. Repealed by 86 Acts, ch 1245, § 2052; 90 Acts, ch 1028, § 1.

2.92 through 2.99 Reserved.

COMPUTER SUPPORT BUREAU

2.100 Computer support bureau.

A computer support bureau is established under the direction and control of the legislative council. The administrative head of the computer support bureau is the director of the bureau. The computer support bureau shall serve the general assembly and the legislative council. The computer support bureau shall also provide services and support for the computer systems used by the legislative staff, the legislative service bureau, the legislative information office, the Code editor's office, the office of the citizens' aide, and the legislative fiscal bureau.

85 Acts, ch 65, §5; 94 Acts, ch 1023, §1

2.101 Director.

The director of the computer support bureau shall serve on a full-time basis, and shall:

1. Employ and supervise all employees of the computer support bureau in positions and at salaries authorized by the legislative council.

2. Supervise all expenditures of the computer support bureau with the approval of the legislative council.

3. Advise the legislative council on matters relating to computer services and computer needs and uses of the legislative computer system.

4. Cooperate with legislative agencies under the control of the legislative council and the secretary of the senate and the chief clerk of the house in developing and maintaining computer services required by the legislative council and the general assembly.

85 Acts, ch 65, §6

2.102 Director — salary.

The salary of the director of the computer support bureau shall be set by the legislative council.

85 Acts, ch 65, §7

2.103 Powers and duties.

The computer support bureau is responsible for the operation and maintenance of the legislative computer system. The bureau shall also advise the legislative council and legislative agencies under its control on uses and expanded capabilities of the legislative computer system.

85 Acts, ch 65, §8

2.104 Budget.

Expenses of the computer support bureau shall be paid upon approval of the director of the bureau. The budget of the computer support bureau for each fiscal year shall be prepared by the director and submitted to the legislative council.

85 Acts, ch 65, §9

CHAPTER 2A

COMMISSION ON COMPENSATION, EXPENSES, AND SALARIES FOR ELECTED STATE OFFICIALS

For specific salaries and salary ranges, see appropriations and other noncodified enactments in annual Acts of the general assembly

- 2A.1 Commission established.
- 2A.2 Terms.
- 2A.3 Expenses.

- 2A.4 Meetings — duties.
- 2A.5 Consideration by general assembly.

2A.1 Commission established.

A commission on compensation, expenses, and salaries for elected state officials is established and is referred to in this chapter as "the commission". The commission is composed of fifteen members, five of whom shall be appointed by the governor, five of whom shall be appointed by the

majority leader of the senate, and five of whom shall be appointed by the speaker of the house of representatives. Members of the commission shall be appointed without regard to political affiliation and shall not be state officials or employees, employees of any state department, board, com-

mission, or agency or of any political subdivision of the state.

[C73, 75, 77, 79, 81, §2A.1]
86 Acts, ch 1245, §2010

2A.2 Terms.

Members of the commission shall serve for a term of office of five years. A vacancy on the commission shall be filled for the unexpired term in the same manner as the original appointment was made.

[C73, 75, 77, 79, 81, §2A.2]
91 Acts, ch 97, §1

2A.3 Expenses.

Members of the commission shall serve without compensation, but shall receive actual and necessary expenses, including travel at the state rate. Payment shall be made from funds available pursuant to section 2.12; however, members appointed by the governor shall be paid from funds appropriated to the office of the governor.

[C73, 75, 77, 79, 81, §2A.3]

2A.4 Meetings — duties.

The commission shall elect its own chairperson from among its membership and shall meet on the call of the chairperson to review compensation and expenses received by members of the general as-

sembly and salaries of the other elective state officials. The commission shall review compensation and expenses paid to members of the general assembly and salaries paid to other elective state officials, and shall review compensation, expenses, and salaries paid for comparable positions in other states, the federal government, and private enterprise. Based on such review and other factors deemed relevant, the commission shall make its determination as to compensation and expense levels for members of the general assembly and as to salary levels for other elective state officials to be recommended to the governor and the members of the general assembly. No later than February 1, 1973, and each two years thereafter, the commission shall report to the governor and to the general assembly its recommendations for compensation and expenses for members of the general assembly and for salaries for other elective state officials.

[C73, 75, 77, 79, 81, §2A.4]
87 Acts, ch 227, §32

2A.5 Consideration by general assembly.

The general assembly shall consider the recommendations of the commission in determining compensation and expenses for members of the general assembly and salaries for other elective state officials.

[C73, 75, 77, 79, 81, §2A.5]

CHAPTER 2B

LEGAL PUBLICATIONS

- 2B.1 Iowa Code and administrative code divisions — editors.
- 2B.2 through 2B.4 Reserved.
- 2B.5 Duties of administrative code division.
- 2B.6 Duties of Iowa Code division.
- 2B.7 through 2B.9 Reserved.
- 2B.10 Session laws.
- 2B.11 Reserved.

- 2B.12 Iowa Code and Code Supplement.
- 2B.13 Editorial powers and duties.
- 2B.14 through 2B.16 Reserved.
- 2B.17 Citations — official statutes.
- 2B.18 through 2B.20 Reserved.
- 2B.21 Availability of parts of the Iowa Code and administrative code.
- 2B.22 Appropriation.

2B.1 Iowa Code and administrative code divisions — editors.

1. The Iowa Code and administrative code divisions are established within the legislative service bureau.

2. The director of the legislative service bureau shall appoint the Iowa Code editor and the administrative code editor, subject to the approval of the legislative council, as provided in section 2.42. The Iowa Code editor and the administrative code editor shall serve as the heads of their respective divisions, at the pleasure of the director of the

legislative service bureau, and subject to the approval of the legislative council.

3. The Iowa Code and administrative code divisions are responsible for the editing, compiling, and proofreading of the publications they prepare, as provided in this chapter. The Iowa Code division is entitled to the temporary possession of the original enrolled Acts and resolutions as necessary to prepare them for publication.

[C51, §46; R60, §62, 113, 115, 144; C73, §35, 15F 156; C97, p. 5, §38, 216; S13, p. 3; SS15, §224-c, -h,

C24, 27, 31, 35, 39, §156; C46, 50, 54, 58, 62, 66, §14.3; C71, §14.5; C73, 75, 77, 79, 81, §14.1]
 91 Acts, ch 258, §8
 C93, §2B.1
 98 Acts, ch 1119, §13; 98 Acts, ch 1164, §1
 See also §2.42(11)

2B.2 through 2B.4 Reserved.

2B.5 Duties of administrative code division.

The administrative code division shall:

1. Cause the Iowa administrative bulletin and the Iowa administrative code to be published as provided in chapter 17A.

2. Cause the Iowa court rules to be published, as directed by the supreme court after consultation with the legislative council. The Iowa court rules shall consist of all rules prescribed by the supreme court. The court rules shall be published in loose-leaf form and supplements shall be prepared and distributed as directed by the supreme court. The Iowa court rules and supplements to the court rules shall be priced as provided in section 7A.22.

3. Cause to be published annually in pamphlet form a correct list of state officers and deputies, members of boards and commissions, judges of the supreme, appellate, and district courts including district associate judges and judicial magistrates, and members of the general assembly. The offices of the governor and secretary of state shall cooperate in the preparation of the list. This pamphlet shall be published as soon after July 1 as it becomes apparent that it will be reasonably current.

4. Notify the administrative rules coordinator if a rule is not in proper style or form.

5. Perform other duties as directed by the director of the legislative service bureau, the legislative council, or the administrative rules review committee and as provided by law.

91 Acts, ch 258, §9
 CS91, §14.5
 C93, §2B.5
 98 Acts, ch 1115, §1, 21
 See §7.17, 17A.6

2B.6 Duties of Iowa Code division.

The Iowa Code division shall:

1. Submit recommendations as the Iowa Code editor deems proper to each general assembly for the purpose of amending, revising, codifying, and repealing portions of the statutes which are inaccurate, inconsistent, outdated, conflicting, redundant, or ambiguous, and present the recommendations in bill form to the appropriate committees of the general assembly.

2. Cause the annual session laws to be published, as provided in section 2B.10, including copies of all Acts and joint resolutions passed at each session of the general assembly.

3. Cause the Iowa Code and Iowa Code Supplement to be published as provided in section 2B.12.

4. Perform other duties as directed by the director of the legislative service bureau or the legislative council and as provided by law.

[C51, §46; R60, §62, 113, 115, 144; C73, §35, 155, 156; C97, p. 5, §38, 216; S13, p. 3; SS15, §224-c, -h; C24, 27, 31, 35, 39, §156; C46, 50, 54, §14.3; C54, 58, 62, 66, §14.3, 17A.9; C71, 73, 75, 77, 79, 81, §14.6; 82 Acts, ch 1061, §1]

91 Acts, ch 258, §10
 C93, §2B.6

2B.7 through 2B.9 Reserved.

2B.10 Session laws.

1. The arrangement of the Acts and resolutions, and the size, style, type, binding, general arrangement, and tables of the session laws shall be printed and published in the manner determined by the Iowa Code editor in accordance with the policies set by the legislative council as provided in section 2.42.

2. Chapters of the first regular session shall be numbered from one and chapters of the second regular session shall be numbered from one thousand one.

3. A list of elective state officers and deputies, supreme court justices, judges of the court of appeals, and members of the general assembly shall be published annually with the session laws.

4. A statement of the condition of the state treasury shall be included, as provided by the Constitution of the State of Iowa. The statement shall be furnished by the director of revenue and finance.

5. The enrolling clerks of the house and senate shall arrange for the Iowa Code division to receive suitable copies of all Acts and resolutions as soon as they are enrolled.

6. A notation of the filing of an estimate of a state mandate prepared by the legislative fiscal bureau pursuant to section 25B.5 shall be included in the session laws with the text of an enacted bill or joint resolution containing the state mandate.

[C73, §36; C97, §39; SS15, §224-i; C24, 27, 31, 35, §162, 162-d1, 163, 164, 165, 167; C39, §221.1-221.5; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §14.10]

83 Acts, ch 186, §10004, 10201; 91 Acts, ch 258, §11; 92 Acts, ch 1123, §3
 C93, §2B.10

98 Acts, ch 1115, §2, 21
 See Constitution, Art. III, §18; §7A.3

2B.11 Reserved.

2B.12 Iowa Code and Code Supplement.

1. A new Iowa Code shall be issued as soon as possible after the final adjournment of the second

regular session of the general assembly. A new Code Supplement shall be issued as soon as possible after the first regular session of the general assembly. A Code Supplement may be issued after a special session of the general assembly or as required by the legislative council.

2. The entire Iowa Code shall be maintained on a computer data base which shall be updated as soon as possible after each session of the general assembly. The Iowa Code and Code Supplement shall be prepared and printed on a good quality of paper in one or more volumes, in the manner determined by the Iowa Code editor in accordance with the policies of the legislative council, as provided in section 2.42.

3. An edition of the Iowa Code or Code Supplement shall contain each Code section in its new or amended form. However, a new section or amendment which does not take effect until after the probable publication date of a succeeding Iowa Code or Code Supplement may be deferred for publication in that succeeding Iowa Code or Code Supplement. The sections shall be inserted in each edition in a logical order as determined by the Iowa Code editor in accordance with the policies of the legislative council.

4. Each section of an Iowa Code or Code Supplement shall be indicated by a number printed in boldface type and shall have an appropriate headnote printed in boldface type.

5. Appropriate historical references or source notes may be placed following each section.

6. The Iowa Code published after the second regular session of the general assembly shall include:

- a. An analysis of the Code by titles and chapters.
- b. The Declaration of Independence.
- c. The Articles of Confederation.
- d. The Constitution of the United States.
- e. The laws of the United States relating to the authentication of records.
- f. The Constitution of the State of Iowa.
- g. The Act admitting Iowa into the union as a state.

h. A chapter title, number, and chapter analysis at the head of each chapter. The chapter number shall be printed at the top of each page.

i. All of the statutes of Iowa of a general and permanent nature, except as provided in subsection 3.

j. A comprehensive index and a summary index covering the Constitution and statutes of the state of Iowa.

7. The Code Supplement published after the first regular session of the general assembly shall include:

a. All of the statutes of Iowa of a general and permanent nature which were enacted or amended during that session, except as provided in subsection 3, and an indication of all sections repealed during that session, and any amendments

to the Constitution of the State of Iowa approved by the voters at the preceding general election.

b. A chapter title and number for each chapter or part of a chapter included.

c. An index covering the material included.

8. A Code or Code Supplement may include appropriate tables showing the disposition of Acts of the general assembly and other reference material as determined by the Iowa Code editor in accordance with policies of the legislative council.

[C97, p. 5; S13, p. 3; C24, 27, 31, 35, 39, §168; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §14.12; 82 Acts, ch 1061, §2-4]

91 Acts, ch 258, §12

C93, §2B.12

94 Acts, ch 1107, §19

See also §2.42

2B.13 Editorial powers and duties.

1. The Iowa Code editor in preparing the copy for an edition of the Iowa Code or a Code Supplement, and the administrative code editor in preparing the copy for an edition of the Iowa administrative code or bulletin may:

a. Correct misspelled words and grammatical and clerical errors including punctuation but without changing the meaning.

b. Correct internal references to sections which are cited erroneously or have been repealed and names of agencies, officers, or other entities which have been changed, when there appears to be no doubt as to the proper methods of making the corrections. The Code editor shall maintain a record of the corrections made under this paragraph. The record shall be available to the public.

c. Transfer, divide, or combine sections or parts of sections and add or amend headnotes to sections and subsections. Pursuant to section 3.3, the headnotes are not part of the law.

2. The Iowa Code editor may prepare and publish comments deemed necessary for a proper explanation of the manner of printing a section or chapter of the Iowa Code.

3. The Iowa Code editor, in preparing the copy for an edition of the Iowa Code or a Code Supplement, and the administrative code editor in preparing the copy for an edition of the Iowa administrative code, shall edit the copy in order that words which designate one gender are changed to reflect both genders when the provisions of law apply to persons of both genders.

4. The Iowa Code editor shall seek direction from the senate committee on judiciary and the house committee on judiciary when making Iowa Code or Code Supplement changes, and the administrative code editor shall seek direction from the administrative rules review committee and the administrative rules coordinator when making Iowa administrative code changes, which appear to require substantial editing and which might otherwise be interpreted to exceed the scope of the authority granted in this section.

5. The Iowa Code editor and the administrative code editor shall maintain a record of the changes made under this section. The record shall be available to the public.

6. The Iowa Code editor and the administrative code editor shall not make editorial changes which go beyond the authority granted in this section or other law.

7. The effective date of all editorial changes in an edition of the Iowa Code or a Code Supplement is the effective date of the selling price for that publication as established by the legislative council or the legislative council's designee. The effective date of all editorial changes for the Iowa administrative code is the date those changes are published in the Iowa administrative code.

[C24, 27, 31, 35, 39, §169; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §14.13]

84 Acts, ch 1117, §1; 85 Acts, ch 195, §1; 86 Acts, ch 1242, §5, 6; 91 Acts, ch 258, §13

C93, §2B.13

95 Acts, ch 67, §1; 96 Acts, ch 1099, §2

2B.14 through 2B.16 Reserved.

2B.17 Citations — official statutes.

1. The permanent and official printed versions of the Iowa Codes and Code Supplements published subsequent to the adjournment of the 1982 regular session of the Sixty-ninth General Assembly shall be known and may be cited as "Iowa Code chapter (or section)", or "Iowa Code Supplement chapter (or section)", inserting the appropriate chapter or section number. If the year of edition is needed, it may be inserted before or after the words "Iowa Code" or "Iowa Code Supplement". In Iowa publications, the word "Iowa" may be omitted if the meaning is clear.

2. The session laws of each general assembly shall be known as "Acts of the General Assembly, Session, Chapter (or File No.), Section" (inserting the appropriate numbers) and shall be cited as ". . . . Iowa Acts, chapter, section" (inserting the appropriate year, chapter, and section number).

3. The official printed versions of the Iowa Code, Code Supplement, and session laws published under authority of the state are the only authoritative publications of the statutes of this state. No other publications of the statutes of the

state shall be cited in the courts or in the reports or rules of the courts.

4. The Iowa administrative code and the Iowa administrative bulletin shall be cited as provided in section 17A.6.

5. The printed version of the Iowa administrative code is the permanent publication of administrative rules in this state and the Iowa administrative bulletin and the Iowa administrative code published pursuant to chapter 17A are the official publications of the administrative rules of this state, and are the only authoritative publications of the administrative rules of this state. Other publications of the administrative rules of this state shall not be cited in the courts or in the reports or rules of the courts.

[C24, 27, 31, 35, 39, §172; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §14.17; 82 Acts, ch 1061, §5]

91 Acts, ch 258, §14

C93, §2B.17

96 Acts, ch 1099, §3, 4

2B.18 through 2B.20 Reserved.

2B.21 Availability of parts of the Iowa Code and administrative code.

The Iowa Code division and the administrative code division, in accordance with policies established by the legislative council, may cause parts of the Iowa Code or administrative code to be made available for the use of public officers and other persons. This authority shall be exercised in a manner planned to avoid delay in the other publications of the divisions.

[C97, p. 5; S13, p. 3; C24, 27, 31, 35, 39, §176; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §14.21]

83 Acts, ch 181, §1; 85 Acts, ch 197, §2; 86 Acts, ch 1238, §1; 91 Acts, ch 258, §15

C93, §2B.21

See also §7A.27

2B.22 Appropriation.

There is hereby appropriated out of any money in the treasury not otherwise appropriated an amount sufficient to defray all expenses incurred in the carrying out of the provisions of this chapter.

[C24, 27, 31, 35, 39, §177; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §14.22]

C93, §2B.22

CHAPTER 2C

CITIZENS' AIDE

This chapter not enacted as a part of this title; transferred from chapter 601G in Code 1993

2C.1 Definitions.
2C.2 Office established.

2C.3 Appointment — vacancy.
2C.4 Citizen of United States and resident of Iowa.

2C.5	Term — removal.	2C.15	Reports critical of agency or officer.
2C.6	Deputy — assistant for penal agencies.	2C.16	Recommendations to agency.
2C.7	Prohibited activities.	2C.17	Publication of conclusions.
2C.8	Closed files.	2C.18	Report to general assembly.
2C.9	Powers.	2C.19	Disciplinary action recommended.
2C.10	No charge for services.	2C.20	Immunities.
2C.11	Subjects for investigations.	2C.21	Witnesses.
2C.12	Complaints investigated.	2C.22	Penalties.
2C.13	No investigation — notice to complainant.	2C.23	Citation.
2C.14	Institutionalized complainants.		

2C.1 Definitions.

As used in this chapter:

1. "Administrative action" means any policy or action taken by an agency or failure to act pursuant to law.

2. "Agency" means all governmental entities, departments, boards, commissions, councils or institutions, and any officer, employee or member thereof acting or purporting to act in the exercise of official duties, but it does not include:

a. Any court or judge or appurtenant judicial staff.

b. The members, committees, or permanent or temporary staffs of the Iowa general assembly.

c. The governor of Iowa or the governor's personal staff.

d. Any instrumentality formed pursuant to an interstate compact and answerable to more than one state.

3. "Employee" means any employee of an agency.

4. "Officer" means any officer of an agency.

5. "Person" means an individual, aggregate of individuals, corporation, partnership, or unincorporated association.

[C73, 75, 77, 79, 81, §601G.1]

C93, §2C.1

2C.2 Office established.

The office of citizens' aide is established.

[C73, 75, 77, 79, 81, §601G.2]

C93, §2C.2

2C.3 Appointment — vacancy.

The citizens' aide shall be appointed by the legislative council with the approval and confirmation of a constitutional majority of the senate and with the approval and confirmation of a constitutional majority of the house of representatives. The legislative council shall fill a vacancy in this office in the same manner as the original appointment. If the appointment or vacancy occurs while the general assembly is not in session, such appointment shall be reported to the senate and the house of representatives within thirty days of their convening at their next regular session for approval and confirmation.

The citizens' aide shall employ and supervise all employees under the citizens' aide's direction in such positions and at such salaries as shall be authorized by the legislative council. The legislative council shall hear and act upon appeals of aggrieved employees of the office of the citizens' aide.

[C73, 75, 77, 79, 81, §601G.3]

C93, §2C.3

2C.4 Citizen of United States and resident of Iowa.

The citizens' aide shall be a citizen of the United States and a resident of the state of Iowa, and shall be qualified to analyze problems of law, administration and public policy.

[C73, 75, 77, 79, 81, §601G.4]

C93, §2C.4

2C.5 Term — removal.

The citizens' aide shall hold office for four years from the first day in July of the year of approval by the senate and the house of representatives, and until a successor is appointed by the legislative council, unless the citizens' aide can no longer perform the official duties, or is removed from office. The citizens' aide may at any time be removed from office by constitutional majority vote of the two houses of the general assembly or as provided by chapter 66. If a vacancy occurs in the office of citizens' aide, the deputy citizens' aide shall act as citizens' aide until the vacancy is filled by the legislative council.

[C73, 75, 77, 79, 81, §601G.5]

C93, §2C.5

2C.6 Deputy — assistant for penal agencies.

The citizens' aide shall designate one of the members of the staff as the deputy citizens' aide, with authority to act as citizens' aide when the citizens' aide is absent from the state or becomes disabled. The citizens' aide may delegate to members of the staff any of the citizens' aide's authority or duties except the duty of formally making recommendations to agencies or reports to the governor or the general assembly.

The citizens' aide shall appoint an assistant who shall be primarily responsible for investigating

complaints relating to penal or correctional agencies.

[C73, 75, 77, 79, 81, §601G.6]
84 Acts, ch 1046, §1
C93, §2C.6

2C.7 Prohibited activities.

Neither the citizens' aide nor any member of the staff shall:

1. Hold another public office of trust or profit under the laws of this state other than the office of notary public.

2. Engage in other employment for remuneration with an agency against which a complaint may be filed under this chapter or that could create a conflict of interest or interfere in the performance of the person's duties under this chapter.

3. Knowingly engage in or maintain any business transactions with persons employed by agencies against whom complaints may be made under the provisions of this chapter.

4. Be actively involved in partisan affairs.

[C73, 75, 77, 79, 81, §601G.7]
84 Acts, ch 1046, §2
C93, §2C.7

2C.8 Closed files.

The citizens' aide may maintain secrecy in respect to all matters including the identities of the complainants or witnesses coming before the citizens' aide, except that the general assembly, any standing committee of the general assembly or the governor may require disclosure of any matter and shall have complete access to the records and files of the citizens' aide. The citizens' aide may conduct private hearings.

[C73, 75, 77, 79, 81, §601G.8]
C93, §2C.8

2C.9 Powers.

The citizens' aide may:

1. Investigate, on complaint or on the citizens' aide's own motion, any administrative action of any agency, without regard to the finality of the administrative action, except that the citizens' aide shall not investigate the complaint of an employee of an agency in regard to that employee's employment relationship with the agency. A communication or receipt of information made pursuant to the powers prescribed in this chapter shall not be considered an ex parte communication as described in the provisions of section 17A.17.

2. Prescribe the methods by which complaints are to be made, received, and acted upon; determine the scope and manner of investigations to be made; and, subject to the requirements of this chapter, determine the form, frequency, and distribution of the conclusions and recommendations of the citizens' aide.

3. Request and receive from each agency assistance and information as necessary in the perfor-

mance of the duties of the office. Notwithstanding section 22.7, pursuant to an investigation the citizens' aide may examine any and all records and documents of any agency unless its custodian demonstrates that the examination would violate federal law or result in the denial of federal funds to the agency. Confidential documents provided to the citizens' aide by other agencies shall continue to maintain their confidential status. The citizens' aide is subject to the same policies and penalties regarding the confidentiality of the document as an employee of the agency. The citizens' aide may enter and inspect premises within any agency's control and may observe proceedings and attend hearings, with the consent of the interested party, including those held under a provision of confidentiality, conducted by any agency unless the agency demonstrates that the attendance or observation would violate federal law or result in the denial of federal funds to that agency. This subsection does not permit the examination of records or access to hearings and proceedings which are the work product of an attorney under section 22.7, subsection 4, or which are privileged communications under section 622.10.

4. Issue a subpoena to compel any person to appear, give sworn testimony, or produce documentary or other evidence relevant to a matter under inquiry. The citizens' aide, deputies, and assistants of the citizens' aide may administer oaths to persons giving testimony before them. If a witness either fails or refuses to obey a subpoena issued by the citizens' aide, the citizens' aide may petition the district court having jurisdiction for an order directing obedience to the subpoena. If the court finds that the subpoena should be obeyed, it shall enter an order requiring obedience to the subpoena, and refusal to obey the court order is subject to punishment for contempt.

5. Establish rules relating to the operation, organization, and procedure of the office of the citizens' aide. The rules are exempt from chapter 17A and shall be published in the Iowa administrative code.

[C73, 75, 77, 79, 81, §601G.9; 82 Acts, ch 1026, §1]

88 Acts, ch 1247, §1; 89 Acts, ch 296, §78
C93, §2C.9

2C.10 No charge for services.

No monetary or other charge shall be levied upon any person as a prerequisite to presentation of a complaint to the citizens' aide.

[C73, 75, 77, 79, 81, §601G.10]
C93, §2C.10

2C.11 Subjects for investigations.

An appropriate subject for investigation by the office of the citizens' aide is an administrative action that might be:

1. Contrary to law or regulation.

2. Unreasonable, unfair, oppressive, or inconsistent with the general course of an agency's functioning, even though in accordance with law.

3. Based on a mistake of law or arbitrary in ascertainment of fact.

4. Based on improper motivation or irrelevant consideration.

5. Unaccompanied by an adequate statement of reasons. The citizens' aide may also be concerned with strengthening procedures and practices which lessen the risk that objectionable administrative actions will occur.

[C73, 75, 77, 79, 81, §601G.11]

C93, §2C.11

2C.12 Complaints investigated.

The citizens' aide may receive a complaint from any source concerning an administrative action. The citizens' aide shall conduct a suitable investigation into the administrative actions complained of unless the citizens' aide finds substantiating facts that:

1. The complainant has available another remedy or channel of complaint which the complainant could reasonably be expected to use.

2. The grievance pertains to a matter outside the citizens' aide power.

3. The complainant has no substantive or procedural interest which is directly affected by the matter complained about.

4. The complaint is trivial, frivolous, vexatious, or not made in good faith.

5. Other complaints are more worthy of attention.

6. The citizens' aide resources are insufficient for adequate investigation.

7. The complaint has been delayed too long to justify present examination of its merit.

The citizens' aide may decline to investigate a complaint, but shall not be prohibited from inquiring into the matter complained about or into related problems at some future time.

[C73, 75, 77, 79, 81, §601G.12]

C93, §2C.12

2C.13 No investigation — notice to complainant.

If the citizens' aide decides not to investigate, the complainant shall be informed of the reasons for the decision. If the citizens' aide decides to investigate, the complainant and the agency shall be notified of the decision. After completing consideration of a complaint, whether or not it has been investigated, the citizens' aide shall without delay inform the complainant of the fact, and if appropriate, shall inform the administrative agency involved. The citizens' aide shall on request of the complainant, and as appropriate, report the status of the investigation to the complainant.

[C73, 75, 77, 79, 81, §601G.13; 82 Acts, ch 1026, §2]

C93, §2C.13

2C.14 Institutionalized complainants.

A letter to the citizens' aide from a person in a correctional institution, a hospital, or other institution under the control of an administrative agency shall be immediately forwarded, unopened to the citizens' aide by the institution where the writer of the letter is a resident. A letter from the citizens' aide to such a person shall be immediately delivered, unopened to the person.

[C73, 75, 77, 79, 81, §601G.14]

C93, §2C.14

2C.15 Reports critical of agency or officer.

Before announcing a conclusion or recommendation that criticizes an agency or any officer or employee, the citizens' aide shall consult with that agency, officer or employee, and shall attach to every report sent or made under the provisions of this chapter a copy of any unedited comments made by or on behalf of the officer, employee, or agency.

[C73, 75, 77, 79, 81, §601G.15]

C93, §2C.15

2C.16 Recommendations to agency.

If, having considered a complaint and whatever material the citizens' aide deems pertinent, the citizens' aide finds substantiating facts that:

1. A matter should be further considered by the agency;

2. An administrative action should be modified or canceled;

3. A rule on which an administrative action is based should be altered;

4. Reasons should be given for an administrative action; or

5. Any other action should be taken by the agency, the citizens' aide shall state the recommendations to the agency. If the citizens' aide requests, the agency shall, within twenty working days notify the citizens' aide of any action taken on the recommendations or the reasons for not complying with them.

If the citizens' aide believes that an administrative action has occurred because of laws of which results are unfair or otherwise objectionable, the citizens' aide shall notify the general assembly concerning desirable statutory change.

[C73, 75, 77, 79, 81, §601G.16]

C93, §2C.16

2C.17 Publication of conclusions.

The citizens' aide may publish the conclusions, recommendations, and suggestions and transmit them to the governor, the general assembly or an of its committees. When publishing an opinion ad-

verse to an administrative agency or official the citizens' aide shall, unless excused by the agency or official affected, include with the opinion any unedited reply made by the agency.

Any conclusions, recommendations, and suggestions so published may at the same time be made available to the news media or others who may be concerned.

[C73, 75, 77, 79, 81, §601G.17]
C93, §2C.17

2C.18 Report to general assembly.

The citizens' aide shall by April 1 of each year submit an economically designed and reproduced report to the general assembly and to the governor concerning the exercise of the citizens' aide functions during the preceding calendar year. In discussing matters with which the citizens' aide has been concerned, the citizens' aide shall not identify specific persons if to do so would cause needless hardship. If the annual report criticizes a named agency or official, it shall also include unedited replies made by the agency or official to the criticism, unless excused by the agency or official affected.

[C73, 75, 77, 79, 81, §601G.18; 82 Acts, ch 1026, §3]

C93, §2C.18

2C.19 Disciplinary action recommended.

If the citizens' aide believes that any public official, employee or other person has acted in a manner warranting criminal or disciplinary proceedings, the citizens' aide shall refer the matter to the appropriate authorities.

[C73, 75, 77, 79, 81, §601G.19]
C93, §2C.19

2C.20 Immunities.

No civil action, except removal from office as provided in chapter 66, or proceeding shall be commenced against the citizens' aide or any member of the staff for any act or omission performed pur-

suant to the provisions of this chapter unless the act or omission is actuated by malice or is grossly negligent, nor shall the citizens' aide or any member of the staff be compelled to testify in any court with respect to any matter involving the exercise of the citizens' aide's official duties except as may be necessary to enforce the provisions of this chapter.

[C73, 75, 77, 79, 81, §601G.20]
C93, §2C.20

2C.21 Witnesses.

A person required by the citizens' aide to provide information shall be paid the same fees and travel allowances as are extended to witnesses whose attendance has been required in the district courts of this state. Officers and employees of an agency shall not be entitled to such fees and allowances. A person who, with or without service of compulsory process, provides oral or documentary information requested by the citizens' aide shall be accorded the same privileges and immunities as are extended to witnesses in the courts of this state, and shall also be entitled to be accompanied and advised by counsel while being questioned.

[C73, 75, 77, 79, 81, §601G.21]
C93, §2C.21

2C.22 Penalties.

A person who willfully obstructs or hinders the lawful actions of the citizens' aide or the citizens' aide's staff, or who willfully misleads or attempts to mislead the citizens' aide in the citizens' aide's inquiries, shall be guilty of a simple misdemeanor.

[C73, 75, 77, 79, 81, §601G.22]
C93, §2C.22

2C.23 Citation.

This chapter shall be known and may be cited as the "*Iowa Citizens' Aide Act*".

[C73, 75, 77, 79, 81, §601G.23]
C93, §2C.23

CHAPTER 2D

INTERNATIONAL RELATIONS

2D.1 International relations advisory council.
2D.2 International relations committee — protocol.

2D.3 Legislative branch protocol officer.
2D.4 Executive branch protocol officer.

2D.1 International relations advisory council.

1. An international relations advisory council created to provide coordination of state and local international relations activities, through both

the public and private sectors, and to provide recommendations to the governor and to the general assembly relating to international relations activities.

2. The international relations advisory council shall consist of all of the following members:

a. The cochairpersons of the international relations committee established by the legislative council, or their designees.

b. Two members of the senate who are members of the international relations committee of the legislative council, appointed by the majority leader of the senate, after consultation with the president of the senate and the minority leader of the senate, and two members of the house of representatives who are members of the international relations committee of the legislative council, appointed by the speaker of the house, after consultation with the majority leader and the minority leader of the house of representatives.

c. The director of the department of economic development, or the director's designee.

d. The secretary of agriculture, or the secretary's designee.

e. The director of the department of general services, or the director's designee.

f. The director of the department of workforce development, or the director's designee.

g. The director of the department of cultural affairs, or the director's designee.

h. The director of the department of education, or the director's designee.

i. The director of public health, or the director's designee.

j. Representatives of agriculture, private business and industry, international programs provided through universities and colleges located in this state, Iowa sister states, the refugee services center of the department of human services, and others, selected by the legislative council, based upon recommendations made by the international relations committee of the legislative council.

3. The cochairpersons of the international relations committee of the legislative council shall serve as cochairpersons of the advisory council.

4. The executive branch protocol officer and the legislative branch protocol officer shall act in a consultative capacity to the advisory council. The legislative branch protocol officer shall provide staff support to the advisory council.

5. The advisory council shall do all of the following:

a. Create a statewide network to coordinate international relations activities involving the executive and legislative branches, business and industry, public and private educational institutions, and other entities involved in promoting international relations. The network shall include provision of information to the public via electronic access utilizing the most advanced and cost-effective and efficient technology.

b. Coordinate existing resources, provided through state agencies and other entities with international relations expertise, to facilitate international relations activities. Resources shall be utilized in a manner which is most appropriate to

the type of international relations activity involved.

c. Provide continuity, over time, at the state level in the development and enhancement of partnerships with international colleagues.

d. Develop a comprehensive, state international relations policy and define the state's role in the international relations arena.

e. Coordinate efforts with the executive branch and legislative branch protocol officers.

f. Sponsor an annual state summit on international relations capacity to promote international relations activities in a variety of arenas including but not limited to international market development and civic, cultural, and educational opportunities. The summit should incorporate input from city, county, and state entities from both the public and private sectors.

g. Inform and educate the public, workforce, students, businesses, and state policymakers regarding the importance of international involvement in both economic and noneconomic international relations activities.

h. Compile reference materials and a listing of resources to be available to policymakers and the public in preparing for international relations activities and travel. The compiled materials and listing of resources shall be provided via electronic access utilizing the most advanced and cost-effective and efficient technology.

2000 Acts, ch 1102, §1

NEW section

2D.2 International relations committee — protocol.

1. The international relations committee of the legislative council shall establish and utilize protocol for visitors to the capitol, who may include state, national, or international visitors. The protocol established shall include provisions relating to transportation of visitors to and from the capitol, the designation of an official point of entry and a receiving area for visitors, security provisions, official introduction of visitors to the general assembly while the general assembly is in session, the provision of gifts to visitors, and other provisions appropriate to the visitor's position.

2. The international relations committee shall work with the executive branch protocol officer and with the legislative branch protocol officer in developing the protocol and in coordinating the visits of state, national, and international visitors to the capitol.

2000 Acts, ch 1102, §2

NEW section

2D.3 Legislative branch protocol officer.

The legislative service bureau shall employ a legislative branch protocol officer to coordinate activities related to state, national, and international visitors to the state capitol or with an interest in the general assembly, and related to travel of

members of the general assembly abroad. The protocol officer shall serve in a consultative capacity and shall provide staff support to the international relations advisory council. The protocol officer shall also work with the executive branch protocol officer to coordinate state, national, and international relations activities. The legislative branch protocol officer shall submit periodic reports to the international relations committee of the legislative council regarding the visits of state, national, and international visitors and regarding international activities.

2000 Acts, ch 1102, §3; 2000 Acts, ch 1232, §41
NEW section

2D.4 Executive branch protocol officer.
The lieutenant governor, or the lieutenant governor's designee, shall be the executive branch protocol officer. The protocol officer shall serve in a consultative capacity to the international relations advisory council. The protocol officer shall work with the international relations committee of the legislative council and the legislative branch protocol officer in developing and implementing protocol for state, national, and international visitors to the state capitol and in improving coordination between the legislative and executive branches in international relations activities.

2000 Acts, ch 1102, §4
NEW section

CHAPTER 3

STATUTES AND RELATED MATTERS

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| <p>3.1 Form of bills.
3.2 Bill drafting instructions.
3.3 Headnotes and historical references.
3.4 Bills — approval — passage over veto.
3.5 Failure of governor to return bill.
3.6 Acts — where deposited — nullification resolutions.
3.7 Effective dates of Acts and resolutions.
3.8 Publication of Acts. Repealed by 87 Acts, ch 1, §2.
3.9 Designation of papers. Repealed by 87 Acts, ch 1, §2.</p> | <p>3.10 Acts effective — certification. Repealed by 87 Acts, ch 1, §2.
3.11 Private Acts — when effective.
3.12 Appropriations — effective for fiscal year.
3.13 Pro rata disbursement of appropriations.
3.14 Certain appropriations prohibited.
3.15 Copies of Acts effective by publication. Repealed by 87 Acts, ch 1, §2.
3.16 Cost of publishing. Repealed by 87 Acts, ch 1, §2.
3.17 to 3.19 Reserved.
3.20 Directions to future general assemblies.</p> |
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3.1 Form of bills.

Bills designed to amend, revise, codify, or repeal a law:

1. Shall refer to the numbers of the sections or chapters of the Code or Code Supplement to be amended or repealed, but it is not necessary to refer to the sections or chapters in the title.

2. Shall refer to the session of the general assembly and the sections and chapters of the Acts to be amended if the bill relates to a section or sections of an Act not appearing in the Code or codified in a supplement to the Code.

3. All references to statutes shall be expressed in numerals, and if omitted the Code editor in preparing Acts for publication in the session laws shall supply the numerals.

4. The title to a bill shall contain a brief statement of the purpose of the bill, however all detail matters properly connected with the subject so expressed may be omitted from the title.

[C73, §38; C97, §41; S13, §41-a, -b; C24, 27, 31, 35, 39, §47; C46, 50, 54, 58, 62, 66, 71, 73, 75, 77, 79, 81, §3.1]

84 Acts, ch 1067, §2; 90 Acts, ch 1168, §2
Form and style of printing bills, §7A.18

3.2 Bill drafting instructions.

The legislative council shall, in consultation with the director of the legislative service bureau and the Code editor, promulgate rules and instructions for the drafting of legislative bills and resolutions not otherwise in conflict with the provisions of law and the rules of the senate and the house.
[C71, 73, 75, 77, 79, 81, §3.2]

3.3 Headnotes and historical references.

Proper headnotes may be placed at the beginning of a section of a bill, and at the end of the section there may be placed a reference to the section number of the Code, or any session law from which the matter of the bill was taken, but, except as provided in the Uniform Commercial Code, section 554.1109, neither said headnotes nor said historical references shall be considered as a part of the law as enacted.

Thomas J. Vilsack
GOVERNOR

Sally J. Pederson
LT. GOVERNOR

Iowa Department
of Personnel

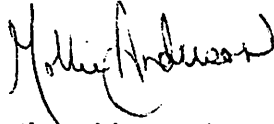
Mollie K. Anderson, DIRECTOR

September 25, 2001

MEMORANDUM

TO: Legislative Council

FR: Mollie Anderson



RE: Report of Educational Leave/Educational Financial Assistance

In accordance with Iowa Code 70A.25, subsection 3, enclosed is the FY 01 Educational Leave/Educational Assistance Report.

If you have questions concerning this report, please contact Deb Winne at 515-281-5456.

MKA:dw

Enclosure

c: Deb Winne

DEPARTMENT	HOURS MISSED		DIRECT COSTS		TOTAL DIRECT	INDIRECT	COST
	w/pay	w/o pay	Tuition	Other	COSTS	COSTS	SAVINGS
EXECUTIVE BRANCH							
Agriculture	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Auditor	NO SUBMISSION						
Blind	15.00	0.00	976.00	0.00	976.00	0.00	0.00
Civil Rights	0.00	0.00	0.00	0.00	0.00	0.00	0.00
College Aid	NO SUBMISSION						
Commerce	0.00	0.00	7,174.00	1,004.35	8,178.35	0.00	0.00
Corrections	0.00	0.00	281.25	0.00	281.25	0.00	0.00
Cultural Affairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Economic Development	0.00	0.00	7,770.00	658.43	8,428.43	0.00	0.00
Education	147.50	0.00	4,206.00	476.00	4,682.00	0.00	660.00
Elder Affairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fair Authority	NO SUBMISSION						
General Services	0.00	0.00	1,793.40	164.90	1,958.30	0.00	0.00
Governor/Management	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Human Rights	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Human Services	4.00	0.00	665.40	193.89	859.29	1,663.20	0.00
Information Technology Department	0.00	0.00	6,807.00	1,077.64	7,884.64	0.00	0.00
Inspections & Appeals	0.00	0.00	208.20	116.00	324.20	0.00	0.00
Iowa Communications Network	0.00	0.00	2,661.40	100.00	2,761.40	100.00	
Iowa Ethics & Campaign Disclosure Board	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Iowa Finance Authority	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Justice - Attorney General	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Law Enforcement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lottery	0.00	0.00	1,100.25	0.00	1,100.25	0.00	0.00
Natural Resources	80.00	0.00	12,563.04	2,115.02	14,678.06	0.00	0.00
Office of Drug Control Policy	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parole	NO SUBMISSION						
Personnel	0.00	0.00	1,019.70	124.76	1,144.46	0.00	0.00
Public Defense	0.00	0.00	699.00	254.15	953.15	0.00	0.00
Public Employment Relations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Health	6.00	0.00	5,365.20	296.95	5,662.15	0.00	0.00
Public Safety	7.00	0.00	1,564.00	385.00	1,949.00	0.00	0.00
Public Television	0.00	0.00	1,818.00	0.00	1,818.00	0.00	0.00
Regents	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenue and Finance	0.00	0.00	2,241.00	0.00	2,241.00	0.00	0.00
Secretary of State	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transportation	73.00	0.00	29,344.04	3,452.96	32,797.00	0.00	0.00
Treasurer	0.00	0.00	1,584.00	0.00	1,584.00	0.00	0.00
Veterans Affairs	0.00	0.00	1,134.00	0.00	1,134.00	0.00	0.00
Workforce Development	13.00	0.00	1,688.20	0.00	1,688.20	155.91	1,342.17
JUDICIAL BRANCH							
Court Administrator	NO SUBMISSION						
LEGISLATIVE BRANCH							
Administrative Rules Review Commission	NO SUBMISSION						
Citizens' Aide	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Code Editor	NO SUBMISSION						
Fiscal Bureau	NO SUBMISSION						
House*	0.00	0.00	2,250.00	0.00	2,250.00	0.00	0.00
Senate*	0.00	0.00	3,412.42	0.00	3,412.42	0.00	0.00
Service Bureau	NO SUBMISSION						
Totals	345.50	0.00	98,325.50	10,420.05	108,745.55	1,919.11	2,002.17

*Senate and House applications not processed through the Department of Personnel.

**Educational Leave/Educational Assistance Report
Fiscal Year 2001**

Department of Human Rights

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

**Educational Leave/Educational Assistance Report
Fiscal Year 2001**

Department of Iowa Ethics and Campaign Disclosure Board

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

AUG 07 2001
I.D.O.P.

**Educational Leave/Educational Assistance Report
Fiscal Year 2001**

Department of State Finance Authority (270)

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

We did not have any employees use this program in FY

Thanks
Christine Detler - PA

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**Educational Leave/Educational Assistance Report
Fiscal Year 2001**

Department of Natural Resources

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Starla Atwell	Nat Res Tech	Elect Spread Sheets	-0-	-0-	130.00	39.40	-0-	500.00
Stephanie Tassier-Surine	Geologist	Soil Geomorphology Geologic Orientation	-0-	-0-	768.00	70.00	-0-	1500.00
Bruce Ehresman	Nat Res Tech	Human Dimensions of Wildlife Mngt	-0-	-0-	576.00	-0-	-0-	1000.00
John Walkowiak	Pub Serv Exec	Pol Science MGT in Public Sector	-0-	-0-	750.00	11350	-0-	1,500.00
Michael Hawkins	Nat Res Tech	Adv Fisheries Mngt Ecology Ag Inv; Res Prob	-0-	-0-	2,899.53	108.29	-0-	3,500.00
James Hansen	Pub Serv Exec	Business Computing	80.00	-0-	611.00 440.00	-0-	-0-	1,500.00
Janice Rutkowski	Geologist 2	Hydrogeology	-0-	-0-	576.00	148.00	-0-	2,000.00
Bruce Ehresman	Nat Res Tech	Intro to GIS	-0-	-0-	576.00	2500	-0-	2,000.00
Carol Arpy	ITS Worker	Prin of Acct, Business Law; Prin of Macroeconomics	-0-	-0-	694.00	250.00	-0-	1,500.00
Stephanie Tassier-Surine	Geologist	Res sem; Phys Geog Climatology	-0-	-0-	1152.00	126.00	-0-	2,500.00
Angela Chen	Exec. Officer	Online PV Design	-0-	-0-	350.00	150.00	-0-	800.00
John J. Machl	Nat Res Tech	Business Law I Macro Economics	-0-	-0-	390.00	196.25	-0-	700.00
John J. Machl	Nat Res Tech	Principles Marketing Accounting I	-0-	-0-	455.00	268.20	-0-	900.00
Jim K. Hansen	Pub. Serv. Exec.	Principles Marketing Accounting I	-0-	-0-	455.00	268.20	-0-	900.00
Jim K. Hansen	Pub. Serv. Exec	Business Law I Macro Economics	-0-	-0-	390.00	196.25	-0-	700.00
Gary L. Dusenberry	Pub Serv Exec	Public Organizations Pub. Sci 940:153g	-0-	-0-	618.00	40.75	-0-	1500.00
Gary L. Dusenberry	Pub Serv Exec	Research Seminar in Public Policy 950, 205	-0-	-0-	206.00	40.75	-0-	600.00

Educational Leave/Educational Assistance Report
Fiscal Year 200Z

DNR - Page 2

Department of Natural Resources

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Michael Hawkins	Nat. Res. Tech 2	Categorical Detachment	-0-	-0-	966.51	74.43	-0-	1500.00
			80.00		13,563.04	2,115.02		

Educational Leave/Educational Assistance Report

Fiscal Year 2001

Department of Personnel

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Janelle Bertrand	Adv. Pers. Mgmt.	Public Pers. Mgmt.	0	0	509.85	62.80	0	0
Janelle Bertrand	" "	Conflict Mediation Negotiations	0	0	509.85	61.96	0	0
					1,019.70	124.76		

**Educational Leave/Educational Assistance Report
Fiscal Year 2001
Department of Public Health**

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Pam Diechmann	Nurse	Physical Violence	0	0	825.00	28.00	0.00	0.00
Jennie Evans	ITS 3	Comp Network Literacy	0	0	208.20	0.00	0.00	0.00
Gretchen Hageman	CNC	Research	0	0	384.00	0.00	0.00	0.00
Arlene Johnson	PP3	Problems in Public Health	0	0	244.00	0.00	0.00	0.00
Margaret O'Rourke	CHC	Health Sys Admin Mgt (Public)	0	0	824.00	0.00	0.00	0.00
Kimberly Piper	CHC	Environmental Health	3	0	1,152.00	0.00	0.00	0.00
Kimberly Piper	CHC	Intro to Public Health Practice	0	0	1,152.00	166.95	0.00	0.00
Kathleen Van Zandt	Nurse	Environmental Health	3	0	576.00	102.00	0.00	0.00
			6	0	5,365.20	296.95	0.00	0.00

**Educational Leave/Educational Assistance Report
Fiscal Year 2001
Department of Public Safety**

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Michael Brincks	Electronics Technician	Basic Electricity Electronics II	0	0	138.8	120		
Robert Lytton	Electronics Technician	Basic Electricity Electronics # Tele311	0	0	208.2	145		
William Reeves	Electronics Technician	Basic Electronics II	0	0	138.8	120		
Michael Peterson	Criminalist Supervisor	Genetics BIOL165	7	0	208.2			
Linda Sawyer	Criminalist	Intro BioChemistry X105	0	0	435			
Royce Stockton	Criminalist	Principles & Techniques of Molecular Cell Biology	0	0	435			
			7	0	1564. ⁰⁰	385. ⁰⁰		

**Educational Leave/Educational Assistance Report
Fiscal Year 2001
Iowa Public Television**

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
Harlan Hanson	Accountant 3	Research Seminar	0	0	642			
Cheryl Mullenbach	Executive Officer 1	Comprehensive & Research	0	0	600			
Lynn Wilson	Executive Officer 1	Foundation & Organization Lear	0	0	576			
		& Human Resource Development						
					1818			

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Educational Leave/Educational Assistance Report

Fiscal Year July 1, 2000 - June 30, 2001

Iowa Department of Transportation

Employee Name		Classification	Course Title	Hours Missed		Direct Cost	
				With Pay Per Week		Tuition	Other
Anderson	Joe A.	ROW Agent 2	Intermediate Macroeconomics	0	\$	366.00	\$ 134.00 (bk, cf)
Anderson	Joe A.	ROW Agent 2	Elementary Statistics	0	\$	600.00	\$ 73.20 (bk)
Anderson	Kevin A.	Sr. Eng. Tech.	Leadership & Communication	0	\$	561.00	\$ 7.24 (bk)
Anderson	Kevin A.	Sr. Eng. Tech.	Business Finance	0	\$	561.00	\$ 70.76 (bk)
Berkenbosch	Darla	Design Tech Assoc.	Engineering Mechanics	3	\$	-	
Bierwagen	Dean G.	TE -1	Creative Component	0	\$	489.00	\$ 53.00 (cf)
Brinkman	Kristine S.	Materials Tech 3	Elementary Diff Equations				
Brinkman	Kristine S.	Materials Tech 3	Foundations of Surveying I	3	\$	366.00	\$ 121.35 (bk, cf)
Brown	David B.	Land Surveyor	Boundary Control & Legal Principles	0	\$	277.80	\$ -
Brown	Rufus K.	Materials Tech 3	Geology-The Earth	2	\$	671.00	\$ 210.50 (bk, cf)
Brown	Rufus K.	Materials Tech 3	Development Psychology	1	\$	-	\$ -
Brown	Rufus K.	Materials Tech 3	Financial Accounting	1.5	\$	-	\$ -
Brown	Rufus K.	Materials Tech 3	Intro to Western Civilization I	1.5	\$	318.00	\$ - (bk, cf)
Brown	Rufus K.	Materials Tech 3	Intro to Cultural Anthropology	1.5	\$	-	\$ 15.00 (cf)
Brown	Rufus K.	Materials Tech 3	Speech Communications	1.5			
Burns	Nancy	Exec Officer 2	Community Economic Development	0	\$	576.00	\$ 24.86 (bk)
Clauson	Mary	Secretary 2	Abnormal Psychology	0	\$	91.50	\$ -
Cowles	Eric	Sr. Eng. Tech.	Statics of Engineering	2	\$	366.00	\$ 49.00 (cf)
Cowles	Eric	Sr. Eng. Tech.	Fundamentals of Surveying	3	\$	366.00	\$ 49.00 (cf)
Dubec	Esther	ROW Agent 2	Intro To Business	0	\$	183.00	\$ 81.75 (bks)
Dunlay	Timothy	Trans. Eng. Mgr	Principles/Non Destructive Testing	0	\$	576.00	\$ 18.00 (cf)
Dunn	Mark J.	Trans. Eng. Mgr	Finite Element Analysis	0	\$	576.00	\$ 150.84 (bk, cf)
Fisher	Steve	Design Technician	Principles of Genetics	3	\$	244.00	\$ 28.50 (lf, cf)
Fisher	Steve	Design Technician	Fundamentals of Parasitology	3	\$	244.00	\$ 38.50 (bk, cf)
Garreau	Leo E.	Power Plant Eng 3	HVAC Electrical Troubleshoot	0	\$	162.50	\$ 71.00 (bk)
Garreau	Leo E.	Power Plant Eng 3	Conditioned Air 1	0	\$	262.00	\$ 69.75 (bk)
Glasnapp	Brooks S.	ROW Agent 2	Professional Communication	0	\$	366.00	\$ 55.25 (bk)
Glasnapp	Brooks S.	ROW Agent 2	Survey 1	0	\$	171.00	\$ 83.50 (bk)
Glasnapp	Brooks S.	ROW Agent 2	Fundamentals of Civil Engineering	0	\$	171.00	\$ -

Educational Leave/Educational Assistance Report
Fiscal Year July 1, 2000 - June 30, 2001
Iowa Department of Transportation

Employee Name	Classification	Course Title	Hours Missed		
			With Pay	Direct Cost	Direct Cost
Goodwin	Matthew T. Program Planner 3	Intro to Data Structures	3	\$ 366.00	\$ 41.00 (cf)
Goodwin	Matthew T. Program Planner 3	Calculus I	3	\$ 285.00	\$ 86.55 (bk)
Halvorson	Nancy ROW Agent 3	Advanced Relocation Asst.	0	\$ 215.00	\$ -
Johnson	Matthew J. Trans. Eng. Intern	Advanced Techniques for Construction	3	\$ 563.00	\$ -
Johnson	Matthew J. Trans. Eng. Intern	Case Histories in Construction Doc.	3	\$ 576.00	\$ 61.00 (cf)
Jones	Dewight Equipment Op 2	Principles of Accounting 1 & 2			
		Social Responsibility in Business	0	\$ 1,200.00	\$ -
Kimsey	Dennis M. Equip. Op. I	Intermediate Algebra	0	\$ 424.50	\$ -
		Elementary Spanish			
Kimsey	Dennis M. Equip. Op. I	Elementary Algebra			
		Elementary Spanish	0	\$ 610.00	\$ 165.50 (bk)
Kinyon	Wayne P. Info Tech Spec 3	Intro to NetWorks	0	\$ 600.00	\$ -
Linderwell	Richard A. Const. Tech. I	Computer Aided Drafting			
		Elementary Spanish	0	\$ 236.00	\$ -
Martens	Daniel G. Program Planner	Org. Behavior Personnel & HR Mgt.	0	\$ 366.00	\$ 89.97 (bk,cf)
Martindale	Roxanne Equip. Op. III	Principles of Accounting 2	0	\$ 151.50	\$ -
Martindale	Roxanne Equip. Op. III	Principles of Accounting 1	0		
		Business Ethics	0	\$ 811.50	\$ -
Martindale	Roxanne Equip. Op. III	Corporate American	0	\$ 237.00	\$ -
Mather	Cathy J. Secretary 2	Psychology/Normal Personality	0	\$ 366.00	\$ 82.25 (bk)
Mather	Cathy J. Secretary 2	Business Communication	0	\$ 366.00	\$ 83.00 (bk)
Mayberry	Wes Design Tech. Assoc.	Fundamentals of Chemistry			
		College Algebra	0	\$ 549.00	\$ 144.50 (bk)
Mesenbrink	Larry HMS III	Goal Management			
		Economics/Managers	0	\$1,200.00	

Educational Leave/Educational Assistance Report
Fiscal Year July 1, 2000 - June 30, 2001
Iowa Department of Transportation

Employee Name	Classification	Course Title	Hours Missed		Direct Cost		
			With Pay Per Week		Tuition	Other	
Meyer	Patrick L.	Eng. Aide II	Elementary Spanish				
			Intro To Philosopy	0	\$	313.50	\$ 80.70 (bk)
Meyer	Patrick L.	Eng. Aide II	Science as Literature	3	\$	195.00	\$ -
Mohs	Jaraine	Info Specialist 2	Fundamentals of Speech	0	\$	183.00	\$ 53.00 (bk)
Mohs	Jaraine	Info Specialist 2	Composition	0	\$	183.00	\$ 64.08 (bk)
Musgrove	Vince	Design Tech Assoc.	Composition				
			Fundamentals of Speech				
			Principles of Macroeconomics	0	\$	549.00	\$ 118.75 (bk)
McQuoid	Jon	Motor Vehicle Off. II	Intro to Sociology	3	\$	191.25	\$ -
Nelson	James S.	Trans. Eng. Intern	Tech. For Construction	3	\$	576.00	\$ 61.00 (cf)
Nielsen	Stuart	TE -1	History American Arch.	2	\$	576.00	\$ 61.00 (cf)
Noble	Karen	Const. Tech. I	Analysis of Organizational Behavior	0	\$	420.51	\$ -
Noble	Karen	Const. Tech. I	Financial Accounting II	0	\$	233.00	\$ -
Noble	Karen	Const. Tech. I	Financial Accounting I	3	\$	239.98	\$ 102.66 (bk)
Olsen	Carl E.	Clerk Specialist	MS Network Eng.	1.5	\$	1,200.00	\$ -
Pachtinger	Cindy	Equip. Op. II	Intro to Management	1.5	\$	127.50	\$ -
Pasker	Ben	Const. Tech. I	Computer Aid/Drafting				
			Spanish	0	\$	236.00	\$ -
Redmond	Daniel	Trans. Eng. Intern	Applied Foundation Eng.	3	\$	576.00	\$ 18.00 (cf)
Smyth	Deanna J.	Design Tech. Assoc.	Automated Design I	0	\$	228.00	\$ 25.60 (cf)
Tebben	Donald R.	Trans. Eng. Special.	Community Economic Development	0	\$	408.00	\$ -
Tebben	Donald R.	Trans. Eng. Special.	Statistical Math	3	\$	768.00	\$ 24.00 (cf)
Whiteing	Shelly J.	ROW Agent 3	Principles of Banking	0	\$	480.00	\$ 134.30 (bk, cf)
Whiteing	Shelly J.	ROW Agent 3	Multimedia Applications	0	\$	480.00	\$ 65.00 (bk)
Whiteing	Shelly J.	ROW Agent 3	Business Letter Writing	0	\$	480.00	\$ 61.85 (bk)
Whitney	Judy	Secretary 2	Business Law/Mgrs.				
			Accounting for Managers	0	\$	1,200.00	\$ -
Wicks	Toni	Secretary 1	Principles of Accounting				
			Computer Network Literacy	0	\$	427.00	\$ 101.75 (bk, cf)
Wicks	Toni	Secretary 1	Principles of Accounting I				
			Introduction to Business	0	\$	305.00	\$ 203.50 (bk)
Wieland	Keith J.	Design Tech. Assoc.	Engineering Mechanics	3	\$	105.00	\$ -
Wieland	Keith J.	Design Tech. Assoc.	Intro to Classical Physics				
			Fundamentals of Surveying I	3	\$	976.00	\$ 119.00
			Totals	73	\$	29,344.04	\$ 3,452.96 *

Educational Leave/Educational Assistance Report

Fiscal Year July 1, 2000 - June 30, 2001

Iowa Department of Transportation

* bk=books, cf=computer fee

rand Total \$	<u>32,797.00</u>
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**Educational Leave/Educational Assistance Report
Fiscal Year 2001**

Department of IOWA WORKFORCE DEVELOPMENT

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
JOYCE CHAMBERLAIN	ADMINISTRATIVE SECRETARY	CREATING WEBPAGES MICROSOFT FRONTPAGE	8	0	320.00	0	155.91	164.91
MELANA HAMMOND	MANAGEMENT ANALYST 2	CREATING WEBPAGES	5	0	160.00	0	0	173.63
STEVE HANSEN	INFORMATION TECH. SPEC. 4	CREATING JAVA APPLETS	0	0	160.00	0	0	209.41
CARL TRASK	INFORMATION TECH. SPEC. 4	CREATING JAVA SCRIPS	0	0	160.00	0	0	194.27
CARL TRASK	INFORMATION TECH. SPEC. 4	CREATING JAVA APPLETS	0	0	160.00	0	0	194.27
LYNN WAITE	INFORMATION TECH. SPEC. 3	ADVANCED VISUAL BASIC DATA 104	0	0	208.20	0	0	167.18
MARGARET WILCOX	BUDGET ANALYST 3	PUBLIC ORGANIZATION MGT	0	0	260.00	0	0	119.25
MARGARET WILCOX	BUDGET ANALYST 3	ETHICS & LEADERSHIP IN THE MODERN ORGANIZATION	0	0	260.00	0	0	119.25
			13	0	1688.20	0	155.91	1342.17

Educational Leave/Educational Assistance Report
Fiscal Year 2001
 Department of Citizens' Aide/Ombudsman

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

JUL 3 9 2001
 B.O.P.

**Educational Leave/Educational Assistance Report
Fiscal Year 2001**

Department of House of Representatives

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
MITCHELL, JEFFREY G	SR ADMIN ASS'T TO LDR	Po1 S 572	0.00	0.00	750.00	0.00	0.00	0.00
" " "	" " " " "	Po1 S 503	0.00	0.00	750.00	0.00	0.00	0.00
" " "	" " " " "	Po1 S 590G	0.00	0.00	750.00	0.00	0.00	0.00
		500 Totals	0.00	0.00	2,250.00	0.00	0.00	0.00

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SEP 04 2001
I.D.O.P.

**Educational Leave/Educational Assistance Report
Fiscal Year 2001**

Department of SENATE

Employee Name	Classification	Course Title	Hours Missed		Direct Costs		Indirect Costs	Cost Savings
			W/Pay	W/O Pay	Tuition	Other		
SARA L. DEENY	AA TO LEADER	PUBLIC/NONPROF ADMIN			1712.25			
		PERSONNEL MGMT			1700.17			
DUE TO RESTORATION UNABLE TO SUPPLY MORE INFORMATION ON DESCRIPTION								
OF COURSE TITLE - TOTAL REIMBURSEMENT IS ACCURATE								

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

**July 24, 2001 – State Capitol Building, Des Moines
August 29, 2001 – State Capitol Building, Des Moines
September 26, 2001 – University of Northern Iowa, Cedar Falls
October 24, 2001 – State Capitol Building, Des Moines
November 27, 2001 – State Capitol Building, Des Moines**

The Fiscal Committee has met five times since the June 20, 2001, Legislative Council meeting and is scheduled to meet on December 17.

The Committee took the following action:

- At the July 24 meeting, the Fiscal Committee passed a motion directing the Legislative Fiscal Bureau to develop a format for agencies/departments to report various Code violations to the Committee periodically, but at least quarterly, to the Fiscal Committee. Chapter 2.46, Code of Iowa, requires State agencies to notify the Fiscal Committee if any State facilities are cited for violations of any federal, state, or federal law regulations.

The following topics/issues were addressed at the meetings. More information on any of these topics is available from the Legislative Fiscal Bureau.

- Dennis Prouty, Director of the Legislative Fiscal Bureau, provided regular revenue updates at all the meetings.
- The Committee received notices of appropriations transfers and lease purchases. The following FY 2001 appropriations transfers were discussed:

Dollars Transferred	Department/Div. Transferred To	Amount	Department/Division Transferred From
\$ 175,000	Revenue & Finance, Compliance Division	\$ 200,000	Dept. of Revenue & Finance – Resource Management Division
25,000	Revenue & Finance, Management division		
50,000	Dept. of Corrections, Fort Madison	50,000	Dept. of Corrections, CBC – Fifth Judicial District
25,000	Public Employment Relations Board	25,000	Dept. of Economic Development
9,700	Revenue & Finance, Cigarette Stamp Printing	9,700	Dept. of Revenue & Finance – Internal Resource Management

Dollars Transferred	Department/Div. Transferred To	Amount	Department/Division Transferred From
20,000	Governor's Office, General Office	22,800	Governor's Office, State-Federal Relations
2,800	Governor's Office, National Governor's Assoc. Dues		
2,793,300	Dept. of Human Services, Medical Assistance (original request was for \$4.0 million from the General Fund and \$15.0 million from the Nursing Facility Conversion appropriation in the Senior Living Trust Fund).	2,793,300	Dept. of Human Services, Field Operations, General Administration, FIP, Child Support Recovery
		10,000	
\$341,071	Department of Natural Resources: Parks Division and Environmental Protection Division (original request was for \$386,071 and \$150,000 respectively)		Department of Natural Resources: Administrative Division Forestry Division Energy & Geological Resources Division Dept. of Education, General Administration
		\$150,000	
		30,000	
		75,000	
		86,071	
31,000	Dept. of General Services, Utilities	31,000	Dept. of General Services, Operations
475,000	Inspections & Appeals, Indigent Defense	475,000	Dept. of Corrections, Fort Dodge Institution
13,900	Public Employment Relations Board		Dept. of Economic Development, Business Development Tourism Operations International Trade
		3,200	
		7,500	
		3,200	
FY 2002 Transfers:			
\$500,000	Dept. of General Services: Lucas Building Restoration	\$921,000	Dept. of General Services, Executive Hills and Capitol Annex Demolition
334,000	Capitol Building Rest.		
87,000	Major Renovation of State Buildings		
80,000	Dept. of Natural Resources, Parks Division	80,000	Dept. of Natural Resources, Environmental Division

- The following lease-purchase acquisitions were discussed:

Lease-Purchase Dollars	Department	Explanation
\$ 325,500	Dept. of General Services	Lighting and other electrical upgrades to the Historical Building and the Grimes Building
\$592,000	Dept. of Human Services	Purchase a freezer addition to the Central Distribution Center at the Woodward Resource Center.
269,508	Iowa State University	Two lease purchase agreements for laptop computers in the College of Design.
\$238,600	Information Technology Dept.	Purchase of routing and switching equipment for the computer network on the Capitol Complex

- The Committee received periodic updates on the activities of the Tobacco Securitization, the Vision Iowa Program, the Community Action and Tourism Program (CAT), and the Workforce Attrition Program. Phil Buchan, Director of the State/Federal Office in Washington, D.C., also provided an update on federal budget action at the October meeting.

The following topics/issues were addressed at the meetings. More information on any of these topics is available from the Legislative Fiscal Bureau and materials distributed to the Committee related to these topics are maintained at the LFB office and are available upon request.

July 24 Meeting:

- Reviewed the Fiscal Committee Statutory Charge.
- George Howe, Fire Marshal, – brief presentation on how often State facilities are examined.
- Byron Orton, Labor Commissioner, - OSHA inspections in relation to State facilities.
- Infrastructure Planning Program – Dean Ibsen, Department of General Services.
- Vision Iowa School Infrastructure Grant Awards – Milt Wilson, Department of Education.
- An update on rulemaking process for Teacher Compensation, Ann McCarthy & Milt Wilson, Department of Education.
- Iowa State University (ISU) Extension Office, Stan Johnson, Vice Provost for ISU Extension.

- A summary provided by the Department of Revenue and Finance of the major provisions of the federal Economic Growth and Tax Relief Reconciliation Act of 2001.

August 29 Meeting:

- Additional information on Medical Assistance, Jessie Rasmussen, Director, and Jan Clausen, Fiscal Management, Department of Human Services (DHS).
- FY 2002 Spending Reduction Plans and Layoff Plans.
- Department of Revenue and Finance, impact of Federal Tax Relief Act and a Report on Tax Expenditures.
- *Issue Review* – Senior Living Trust Fund, Lisa Burk and Sam Leto, LFB.
- Information on Community College tuition increases.

September 26 Meeting:

- Tour of selected buildings on UNI campus:
 - Lang Hall
 - Physics Building
 - East Gym
 - Gallagher-Bluedorn Performing Arts Center.
- *Issue Review* – Community College Funding, Robin Madison, LFB.
- Community Colleges – Discussion concerning enrollments, tuition increases, and funding issues.
- *Issue Review* – Budget Guarantee, Shawn Snyder, LFB.
- Board of Regents – Historical funding review, discussion of tuition rate increases, enrollment, budget reductions/revised spending plans, fire and environmental safety, deferred maintenance, budget and budget ceiling adjustments.
- *Issue Review* – Iowa Braille and Sight Saving School, Mary Shipman, LFB.

October 24 Meeting:

- Discussion of FY 2001 Ending Balance and FY 2002 budget including early retirement retiree attrition and the Medicaid shortfall.
- Governor's Government Redesign Effort update, Christina Schaefer, LFB.
- How other states are handling the economic downturn and post-September 11 economy, Holly Lyons, LFB.
- Pending litigation against the State under the Fair Labor Standards Act. Suit filed by employees of the following departments: Public Safety, Transportation, Corrections, and Natural Resources for back pay - Tom Miller and Julie Pottorff, Attorney General's Office.

- *Issue Review* – Iowa’s Tobacco Settlement, Beth Lenstra and Dave Reynolds, LFB.
- Destination State Park, Status Report, Al Farris, Interim Division Administrator of the Parks and Preserves Division, Department of Natural Resources.
- Department of Education, supplanting State funds with federal funds, Ann McCarthy, Department of Education.
- Community College Funding, historical information, Janice Friedel, Administrator, Division of Community Colleges and Workforce Preparation.
- Telecare Pilot Project update, Cathy Anderson, Department of Human Services.

November 27 Meeting

- FY 2003 Built-in increases.
- FY 2002 General Fund Budget Update.
- Review of criminal justice population trends for last 10 years, Lettie Prell, Criminal Juvenile Justice Planning Division, and Jennifer Dean and Beth Lenstra, LFB.
- *Issue Review* – Crime Bills from the 2001 Legislative Session, Beth Lenstra and Jennifer Dean, LFB.
- Judicial Branch, Deputy State Court Administrator David Boyd, and Second Judicial District CBC Director Linda Murken discussed the potential impact of re-drawing the boundaries of the eight judicial districts.
- *Issue Review* – Overview: Iowa Judicial Branch, Jennifer Dean.
- Department of Public Safety Commissioner, E. A. “Penny” Westfall, presented details of the FY 2002 Budget Reductions, and provided a federal funding update.
- Department of Corrections Director, Kip Kautzky, reviewed the impact of FY 2002 budget reductions, including number and type of FTE positions eliminated at each Institution and CBC District Department. He also presented information on county confinement, capital projects and federal funds, and gave a federal funding update.
- Telemedicine System Update for the Department of Corrections and University Hospitals and Clinics was given by Dr. Michael G. Kienzle.

Respectfully submitted,

Senator Jeff Lamberti
Co-chairperson

Representative Dave Millage
Co-chairperson

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December 5, 2001

MEMORANDUM

TO: CHAIRPERSON STEWART IVERSON, VICE CHAIRPERSON BRENT SIEGRIST, AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: DIANE BOLENDER *DB*

RE: DECEMBER MEETING

This letter is to confirm the December meeting of the Legislative Council for 11:00 a.m. on Tuesday, December 11 in Committee Room 116.

Enclosed are agendas for the Service Committee, the Capital Projects Committee, and the Legislative Council. Also enclosed are minutes from the June 20 meetings of the Service Committee, Capital Projects Committee, Studies Committee, and Legislative Council.