

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

June 4, 1997

The Fiscal Committee met June 4, 1997, in the Speaker's Conference Room of the State Capitol.

The Committee made the following recommendation to the Council regarding the changes in Senate File 2366 for State of Iowa lease-purchase agreements.

Senate File 2366, passed during the 1996 Legislative Session, limits the total principal lease-purchase amount the Treasurer of State may enter into on behalf of a State agency to \$1.0 million per year. Lease-purchase agreements in excess of \$1.0 million must be approved by the General Assembly, or the Legislative Council if the General Assembly is not in Session, and the Governor. (See the attached memo from Dave Reynolds, LFB.)

Because timing can be a critical element in securing an optional interest rate for a lease-purchase agreement, and because the Legislative Council does not always meet on a monthly basis, the Committee recommends that the Legislative Council delegate authority for approval of lease-purchase agreements to the Fiscal Committee when the General Assembly is not in session. The Fiscal Committee is currently notified on a monthly basis of all proposed lease-purchase agreements.

The Committee also discussed three other options concerning this issue. These are outlined in the attached memo as Options 1-3.

The Committee also discussed:

- A revenue update presented by Dennis Prouty, Director, Legislative Fiscal Bureau (LFB).
- An update on federal issues by Phil Smith, State/Federal Washington Office.
- Appropriations Transfers:
 - \$40,000 transfer to the Department of Public Safety, Division of Criminal Investigation (DCI) from the Division of Administrative Services (\$20,000) and the Division of Capitol Police (\$20,000).
 - \$525,000 transfer to the Department of Revenue and Finance, State Financial management Division from the Compliance Division (\$275,000) and Internal Resource Management (\$250,000).

- Lease-purchase Notifications:
 - The Department of Human Services for energy improvements at the Eldora State Training School. Total cost of the lease-purchase agreement is \$297,008 including \$240,000 in principal and \$57,008 in interest.
 - The Department of General Services to refinance six Xerox copiers which are currently financed by the Xerox Corporation. The total cost of the agreement is \$348,876, including \$314,208 principal and \$34,668 in interest.
- An Iowa Communications Network update by Douglas Wulf, LFB. This included reviewing the financial statements for the period ending April 30, 1997. The net cash (deficit) from operations and equipment is higher than anticipated.
- Over collection of health insurance premiums by Blue Cross Blue Shield was reviewed by Larry Sigel, LFB. The State of Iowa will receive \$12.4 million from Blue Cross Blue Shield due to an accounting error.
- The status of the Oversight/Communications Committee.
- Issues for possible consideration by the Committee during this interim.

The next meeting is tentatively scheduled for Tuesday, July 22, 1997, in the State Capitol.

Respectfully submitted,

Senator Derryl McLaren
Co-chairperson

Representative Dave Millage
Co-chairperson



DENNIS C. PROUTY
DIRECTOR
515/281-5279
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STATE CAPITOL
DES MOINES, IOWA
50319

STATE OF IOWA
LEGISLATIVE FISCAL BUREAU
MEMORANDUM

TO: Legislative Fiscal Committee Members
FROM: David L. Reynolds
DATE: June 4, 1997
RE: Changes to the Lease-Purchase Requirements

During the 1996 Legislative Session the General Assembly passed, and the Governor signed SF 2366 (Lease-Purchase Agreements Act) which made changes to the procedures used by State agencies to enter into lease-purchase agreements. Prior to the enactment of SF 2366, State agencies were only required to notify the Fiscal Committee 30 days prior to entering into a lease-purchase agreement.

Senate File 2366 made the following changes to the lease-purchase process:

- Transferred the centralized financing of lease-purchase arrangements from the Department of General Services to the Treasurer of State's Office.
- Limits the total principal amount that the Treasurer of State may enter into on behalf of a State agency to \$1.0 million per year. Lease-purchase agreements in excess of \$1.0 million must be approved by the General Assembly, or the Legislative Council if the General Assembly is not in Session, and the Governor.
- Increases the amount that the Iowa Telecommunications and Technologies Commission may spend for the purchase, lease, or lease-purchase of property and services from \$500,000 to \$1.0 million. Lease-purchase agreements in excess of \$1.0 million must be approved by the General Assembly, or the Legislative Council if the General Assembly is not in Session, and the Governor.

The lease-purchase provisions of SF 2366 do not pertain to the Board of Regents, lease-purchase agreements involving energy conservation improvements, or agreements funded through the Department of Transportation's Materials and Equipment Revolving Fund.

Because timing can be a critical element in securing a good interest rate for a lease-purchase agreement, and because the Legislative Council does not always meet on a monthly basis, a list of options for dealing with the lease-purchase approval process for agreements in excess of \$1.0 million is listed below.

1. Whenever a lease-purchase proposal is in need of action, the Legislative Council arranges a meeting within 30 days of the date of notification.
2. The Council adopts a policy specifying that no action represents approval of the proposed project(s).
3. The Council votes to approve or deny a lease-purchase proposal via a conference call.
4. The Council delegates the authority for approval of lease-purchase agreements to the Fiscal Committee. The Fiscal Committee is currently notified on a monthly basis of all proposed lease-purchase agreements.

If you have any questions, please contact me at (515) 281-6934.

REPORT OF THE STUDIES COMMITTEE OF THE LEGISLATIVE COUNCIL

June 25, 1997

The Studies Committee of the Legislative Council met on June 25, 1997, and makes the following report and recommendations:

1. That approval be given to the establishment of and authorizations for interim studies as provided in the attached listing.
2. That a Legislative Oversight Committee be established as a standing committee of the Legislative Council as provided in the attached authorization.
3. That a four-member Value-Added Production Task Force be created in accordance with 1997 Iowa Acts, Senate File 542, to assist the Department of Economic Development and the Office of the Governor as provided in Senate File 542.
4. That the County Issuance of Motor Vehicle Licenses Study Committee be authorized to expend not more than \$20,000 for costs to carry out the requirements of 1997 Iowa Acts, House File 372, as described in that committee's request for funding received and filed by the Studies Committee.

Respectfully submitted,

Representative Chuck Gipp
Chairperson

Legislative Studies for the 1997 Interim

(approved by the Legislative Council on June 25, 1997)

Authorization for Mandated Study

- Public Retirement Systems Committee

Develop and recommend retirement standards and a coherent state policy on public retirement systems. Survey pension and retirement developments in other states and the private sector and evaluate the state's policy and standards in light of these developments. Study the following six pension studies in accordance with 1996 Iowa Acts, ch. 1187: (1) study proposals and make recommendations for establishing a defined contribution option and for converting the system into a defined contribution plan, (2) study proposals and make recommendations concerning contribution rates, (3) study proposals and make recommendations regarding disability retirement benefits, (4) study proposals and make recommendations concerning inclusion of members who are in a protection occupation, (5) study proposal and make recommendations concerning organizational structure of the IPERS system, and (6) study proposals and make recommendations regarding a comprehensive examination of plan design for the IPERS system.

5 Senate/5 House per Code Section 97D.4, 3 days

Legislative Council Studies

- Anatomical Gift Referral

Review Iowa's system for organ donation and procurement, including the compliance of hospitals and other health organizations in making referrals to organ procurement organizations.

3 Senate/3 House, 1 Day

- Criminal Sentencing

Review current criminal penalties and sentencing practices, including but not limited to the effects of mandatory minimum penalties on sentencing practices and the effects of sentencing practices on inmate populations at state and adult and residential community-based correctional facilities. The committee shall also conduct a comparative assessment of the relative penalties imposed for various crimes based not only on the threat posed by the prohibited criminal conduct, but also by the risk generally associated with particular criminal offenders. Review and make recommendations concerning sexual predator statutory proposals and the existing sex offender registry statute.

5 Senate/5 House/2 days

- Human Services Restructuring Task Force

Build upon the efforts of the 1996 Department of Human Services (DHS) Restructuring Task Force by developing a comprehensive proposal for transferring control of human services delivery to the local level, eliminating program duplication within DHS and between DHS and other state agencies, and reducing the amount of paperwork, red-tape, and bureaucracy to improve quality of services delivery and consumer satisfaction. Evaluate the adherence of DHS to the department's mission statement. In addition, the Task Force may consider other proposals for service restructuring, such as granting local authority for service delivery, using public institutions and facilities, feasibility of creating a separate agency for disability and rehabilitation services, and creating a "seamless" system for child day care assistance. The Task Force, may meet monthly, and may establish subcommittees which may include legislators and public members who are not members of the full Task Force. Legislators serving on a subcommittee are entitled to reimbursement for actual expenses associated with attendance at subcommittee meetings. The Task Force may hold public hearings and other meetings outside Des Moines.

5 Senate/5 House/5 nonvoting public members, 5 days

- Privatizing Management of the Iowa Communications Network

Study issues relating to privatizing the management of the Iowa Communications Network.

3 Senate/3 House, 2 Days

- **Solid Waste Fees and Incentives**

Conduct a comprehensive review of the goals, regulation, reporting, and status of statewide efforts to reduce and recycle solid waste. Evaluate the effectiveness of the statewide goals for waste stream reduction, incentives and penalties used to encourage planning areas to meet the goals. Review recycling programs, tonnage fees, and the programs funded by tonnage fees.

3 Senate/3 House, 2 Days

- **Task Force to Study Iowa's System of State and Local Taxation**

Study and make recommendations regarding the state and local tax systems in this state and address the goals of tax simplification, equity, and reduction. The study shall include the local property tax system, individual income tax system, taxation of corporations, financial institution, and other business taxation, sales, services, and use taxes, and other tax-related topics deemed appropriate by the task force. The task force may contract with one or more tax consultants or experts familiar with the Iowa state and local tax systems, or for other contract assistance deemed necessary. If contract assistance is deemed necessary, upon receiving approval of the Chair and Vice-Chair of the Legislative Council in consultation with the Minority Leaders of the Senate and House, not more than \$100,000 is authorized for costs of the contract assistance.

5 Senate/5 House/11 nonvoting public members, 5 Days

- **Commission on Urban Planning, Growth Management of Cities, and Protection of Farmland**

Survey the status of Iowa farmland and natural areas over the past 20 years to determine how much of these areas has been converted to residential, commercial, or industrial use and perform other activities outlined in HCR 21. The survey shall also report on the agricultural quality of the farmland converted to these uses. Survey the problems facing the state's cities and the effectiveness of local planning and zoning laws. Survey property developers and local government agencies to seek their advice on solutions to local planning problems. Hold public hearings around the state.

2 Senate/2 House/17 voting public members as described in HCR 21, monthly meetings

Completion Date

All interim studies shall complete their deliberations by November 30, 1997.

Legislative Council Standing Committee

- **Legislative Oversight Committee**

A Legislative Oversight Committee is established under the Legislative Council. The purpose of the Committee is to review and analyze the structure and operations of state government in providing services and enhancing the ability of the public to interact with government. The Committee is to give particular attention to state government's use of information technology, including its role in enhancing information sharing among subunits and branches of state government and between the state and other governmental bodies.

The Committee shall consist of 10 members of the General Assembly appointed as follows: 3 majority party senators designated by the Majority Leader, two minority party senators designated by the Minority Leader, three majority party representatives designated by the Speaker of the House, and two minority party representatives designated by the Minority Leader. All actions of the Legislative Oversight Committee shall require the affirmative vote of a majority of the members from each of the respective chambers.

Members of the Legislative Oversight Committee are entitled to receive per diem and expenses for their attendance at official meetings of the Committee while the General Assembly is not in session. These costs shall be charged as a joint expense under section 2.12.

The Legislative Oversight Committee is authorized to meet monthly. The Committee shall report to the Legislative Council with a listing of programs, rules, and other activities administered or enforced by state agencies which the Committee has identified for review. The Committee shall submit a final report to the Legislative Council and to the General Assembly not later than the convening of each regular session of the General Assembly. The final report shall include findings, recommendations, and a summary and may include proposed bills or resolutions.

REPORT OF THE SERVICE COMMITTEE TO THE LEGISLATIVE COUNCIL

June 25, 1997

The Service Committee of the Legislative Council met on June 25, 1997, and makes the following report and recommendations to the Legislative Council:

1. The Service Committee received and filed the June 1997 and the annual personnel report from the Legislative Fiscal Bureau.
2. The Service Committee received and filed the June 1997 and the annual personnel report from the Legislative Service Bureau and recommends the following:
 - a. That the following employees be promoted:
 - Mr. Gary Rudicil, from Computer Systems Analyst 3, grade 32, step 6, to Senior Computer Systems Analyst, grade 35, step 4, effective June 1997.
 - Mr. Roger Karns, from Document Processor 1, grade 16, step 2, to Document Processor 2, grade 19, step 1, effective August 1997.
 - Ms. Gina Garrett, from Proofreader 1, grade 16, step 3, to Proofreader 2, grade 19, step 2, effective June 1997.
 - Mr. Danny Degen, from Proofreader 1, grade 16, step 5, to Proofreader 2, grade 19, step 3, effective June 1997.
 - Ms. Betty Snugs, from Document Processor 2, grade 19, step 6, to Senior Document Processor, grade 22, step 5, effective June 1997.
 - Ms. Katharine Olah, from Proofreader 1, grade 16, step 3, to Proofreader 2, grade 19, step 1, effective June 1997.
 - Ms. Betty Shea, from Proofreader 1, grade 16, step 3, to Proofreader 2, grade 19, step 1, effective June 1997.
 - b. That Ms. Cindy Lewis, Proofreader 1, be reassigned from a temporary to a full-time, year-round position effective June 1997.
3. The Service Committee received and filed the June 1997 and the annual personnel report from the Legislative Computer Support Bureau and recommends that the following employees be promoted:
 - a. Mr. Bryan Boyd, from Computer Systems Engineer II, grade 32, step 3, to Division Administrator I, grade 35, step 2, effective June 1997.
 - b. Mr. Roel Campos, from Computer Systems Analyst III, grade 32, step 3, to Senior Computer Systems Analyst, grade 35, step 2, effective June 1997.
 - c. Ms. Cheryl Ritter, from Computer Systems Analyst II, grade 29, step 6, to Computer Systems Analyst III, grade 32, step 5, effective June 1997.
4. The Service Committee received and filed the June 1997 and the annual personnel report from the Office of Citizens' Aide/Ombudsman.

5. The Service Committee received and filed the following proposed mission statement for the Legislative Computer Support Bureau and recommends it be adopted:

The Legislative Computer Support Bureau supports the Iowa General Assembly and operates under the direction and control of the Iowa Legislative Council. The mission of the Legislative Computer Support Bureau is to provide information technology support and services in an efficient, effective and reliable way to Legislators, Legislative Staff, and Central Staff Agencies in a non-partisan manner. The Legislative Computer Support Bureau should guide the Iowa Legislature through new emerging information technologies and recommend technology standards for the Legislature to implement and follow.

6. The Service Committee received and filed a response to a U.S. Department of Justice Americans with Disabilities Act complaint concerning accessibility to legislative facilities and recommends that the final sentence of the physical access portion of the policy for accessibility for persons with disabilities, adopted by the Legislative Council on June 15, 1994, be amended to read as follows:

Pursuant to rules adopted by the Senate and the House of Representatives, access to the floor of the Senate and House of Representatives chambers shall be allowed during debate of interest to persons with physical disabilities, including such persons who are registered lobbyists, if those persons are unable to access the galleries.

Respectfully submitted,

Representative Brent Siegrist
Chairperson

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

June 25, 1997

The Capital Projects Committee of the Legislative Council met at 1:00 p.m. on June 25, 1997.

The Committee received the following information and reports:

1. The membership of the Capital Projects Work Group established by the Legislative Council at the Council's May 21, 1997, meeting.
2. A review of the Legislative Council action taken at the May 21, 1997, meeting regarding Capitol space usage and renovation.
3. An update on the progress of Capitol restoration and renovation from Dave Ancell and Tom Johnson, Department of General Services.
4. A review of Capitol accessibility (ADA) issues.

Respectfully submitted,

SENATOR JOHN JENSEN
Chairperson

LEGISLATIVE COUNCIL RESOLUTION

(approved, as amended, by the Legislative Council on June 25, 1997)

A Legislative Council Resolution relating to support for funding infrastructure projects at the state fairgrounds and for state assistance to local fairs.

WHEREAS, the General Assembly, in House File 733, appropriated \$5,460,000 to the Iowa State Fair Foundation, for the fiscal year beginning July 1, 1998, and ending June 30, 1999, for renovation, restoration, and improvement projects on the state fairgrounds and for distributing \$1,060,000 of that amount to qualified local fairs; and

WHEREAS, the Governor disapproved this appropriation through an item veto; and

WHEREAS, the state fair and local fairs are important assets to the state and its communities and the appropriation is necessary to the continued improvement and viability of the fairs; NOW THEREFORE,

BE IT RESOLVED BY THE LEGISLATIVE COUNCIL, That the Legislative Council expresses its support for the continued restoration and improvement of the state fairgrounds and continued assistance to local fairs through the use of state funds; and

BE IT FURTHER RESOLVED, That the Legislative Council supports an appropriation, by the 1998 regular session of the Seventy-seventh General Assembly, for the fiscal year beginning July 1, 1998, and ending June 30, 1999, of \$5,460,000, to the Iowa State Fair Foundation for renovation, restoration, and improvement projects at the state fairgrounds and for distributing \$1,060,000 of that amount to qualified local fairs who are members of the Association of Iowa Fairs.

Proposed Legislative Studies for the 1997 Interim Recommended Authorization for Mandated Studies

- **Public Retirement Systems Committee -**

Develop and recommend retirement standards and a coherent state policy on public retirement systems. Survey pension and retirement developments in other states and the private sector and evaluate the state's policy and standards in light of these developments. Study the following six pension studies in accordance with 1996 Iowa Acts, ch. 1187: (1) study proposals and make recommendations for establishing a defined contribution option and for converting the system into a defined contribution plan, (2) study proposals and make recommendations concerning contribution rates, (3) study proposals and make recommendations regarding disability retirement benefits, (4) study proposals and make recommendations concerning inclusion of members who are in a protection occupation, (5) study proposal and make recommendations concerning organizational structure of the IPERS system, and (6) study proposals and make recommendations regarding a comprehensive examination of plan design for the IPERS system.

5 Senate/5 House per Code Section 97D.4, 3 days

Legislative Council Studies

- **Anatomical Gift Referral**

Review Iowa's system for organ donation and procurement, including the compliance of hospitals and other health organizations in making referrals to organ procurement organizations.

3 Senate/3 House, 1 Day

- **Contested Workers' Compensation Claims**

Review state requirements for nonoccupational health plans to pay disputed workers' compensation claims. Consider fiscal estimates as to the cost to hospitals when payment is not made for contested claims. Determine the treatment of employers who elect self-insurance for workers' compensation coverage and settlement practices which do not provide for payment of outstanding medical charges. Consider testimony from the Insurance and Industrial Commissioners, labor and business interests, health and workers' compensation insurance carriers, physicians and hospitals, and the legal community.

3 Senate/3 House, 1 Day

- **Criminal Sentencing**

Review current criminal penalties and sentencing practices, including but not limited to the effects of mandatory minimum penalties on sentencing practices and the effects of sentencing practices on inmate populations at state and adult and residential community-based correctional facilities. The committee shall also conduct a comparative assessment of the relative penalties imposed for various crimes based not only on the threat posed by the prohibited criminal conduct, but also by the risk generally associated with particular criminal offenders.

5 Senate/5 House/2 days

- **Human Services Restructuring Task Force**

Build upon the efforts of the 1996 Department of Human Services (DHS) Restructuring Task Force by developing a comprehensive proposal for transferring control of human services delivery to the local level, eliminating program duplication within DHS and between DHS and other state agencies, and reducing the amount of paperwork, red-tape, and bureaucracy to improve quality of services delivery and consumer satisfaction. Evaluate the adherence of DHS to the department's mission statement. In addition, the Task Force may consider other proposals for service restructuring, such as granting local authority for service delivery, using public institutions and facilities, feasibility of creating a separate agency for disability and rehabilitation services, and creating a "seamless" system for child day care assistance. The Task Force, may meet monthly, and may establish subcommittees which may include legislators and public members who are not members of the full Task Force. Legislators serving on a subcommittee are entitled to reimbursement for actual expenses associated with attendance at subcommittee meetings. The Task Force may hold public hearings and other meetings outside Des Moines.
5 Senate/5 House/5 nonvoting public members, 5 days

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Study issues relating to privatizing the management of the Iowa Communications Network.
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5 Senate/5 House/11 Nonvoting Public Members, 5 Days

- **Urban Planning, Growth Management of Cities, and Protection of Farmland**
Survey the status of Iowa farmland and natural areas over the past 20 years to determine how much of these areas has been converted to residential, commercial, or industrial use. The survey shall also report on the agricultural quality of the farmland converted to these uses. Survey the problems facing the state's cities and the effectiveness of local planning and zoning laws. Survey property developers and local government agencies to seek their advice on solutions to local planning problems. Hold public hearings around the state.
3 Senate/3 House/17 nonvoting public members, 3 Days

Completion Date

All interim studies shall complete their deliberations by November 30, 1997.

Legislative Oversight Committee

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GENERAL ASSEMBLY OF IOWA

LEGAL COUNSELS

Douglas L. Adkisson
Kevin G. Cook
Susan E. Crowley
Patricia A. Funaro
Michael J. Goedert
Nicole R. Haatvedt
Leslie E. W. Hickey
Mark W. Johnson
Michael A. Kuehn
Timothy C. McDermott
Richard S. Nelson
Janet L. Simmons

RESEARCH ANALYSTS

Kathleen B. Hanlon
Thane R. Johnson



LEGISLATIVE SERVICE BUREAU

STATE CAPITOL
DES MOINES, IOWA 50319
(515) 281-3566
FAX (515) 281-8027

DIANE E. BOLENDER
DIRECTOR

RICHARD L. JOHNSON
DEPUTY DIRECTOR

JOHN C. POLLAK
COMMITTEE SERVICES ADMINISTRATOR

LOANNE M. DODGE
IOWA CODE EDITOR

KATHLEEN K. BATES
ADMINISTRATIVE CODE EDITOR

JULIE E. LIVERS
LEGISLATIVE INFORMATION OFFICE DIRECTOR

June 5, 1997

MEMORANDUM

TO: CHAIRPERSON IVERSON, VICE CHAIRPERSON CORBETT, AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: DIANE BOLENDER, COUNCIL SECRETARY

RE: JUNE LEGISLATIVE COUNCIL MEETING

Chairperson Iverson has scheduled the next meeting of the Legislative Council for Wednesday, June 25, 1997, in Senate Room 22 of the State Capitol. The time schedule and the agendas for the day's meetings of the Council and its committees will be sent at a later date.

Please indicate whether you will be able to attend the June 25th meeting on the enclosed postcard, or send an e-mail addressed to me.

Thank you.

GENERAL ASSEMBLY OF IOWA

LEGAL COUNSELS

Douglas L. Adkisson
Win G. Cook
Susan E. Crowley
Patricia A. Funaro
Michael J. Goedert
Nicole R. Haatvedt
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KATHLEEN K. BATES
ADMINISTRATIVE CODE EDITOR

JULIE E. LIVERS
LEGISLATIVE INFORMATION OFFICE DIRECTOR

June 13, 1997

MEMORANDUM

TO: CHAIRPERSON IVERSON, VICE CHAIRPERSON CORBETT AND MEMBERS OF THE IOWA LEGISLATIVE COUNCIL

FROM: DIANE BOLENDER

RE: SCHEDULE FOR THE JUNE LEGISLATIVE COUNCIL MEETING

The schedule and locations for the Wednesday June 25 Legislative Council and Council committee meetings are as follows:

10:30 a.m.	Room 24	Studies Committee
11:30 a.m.	Room 24	Service Committee
1:00 p.m.	Room 24	Capital Projects Committee
2:00 p.m.	Room 116	Legislative Council

Enclosed are copies of minutes of the May 21 meetings of the Studies Committee, Service Committee, and the Legislative Council.

If you have not yet notified the Legislative Service Bureau of your attendance at the meeting, please do so.

See you June 25!

GENERAL ASSEMBLY OF IOWA

LEGAL COUNSELS

Douglas L. Adkisson
Kevin G. Cook
Susan E. Crowley
Patricia A. Funaro
Michael J. Goedert
Nicole R. Haatvedt
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COMMITTEE SERVICES ADMINISTRATOR

LOANNE M. DODGE
IOWA CODE EDITOR

KATHLEEN K. BATES
ADMINISTRATIVE CODE EDITOR

JULIE E. LIVERS
LEGISLATIVE INFORMATION OFFICE DIRECTOR

June 19, 1997

MEMORANDUM

TO: CHAIRPERSON SIEGRIST AND MEMBERS OF THE SERVICE COMMITTEE
FROM: DIANE BOLENDER, DIRECTOR *DB*
RE: ACCESSIBILITY FOR PERSONS WITH DISABILITIES

In June 1994, pursuant to requirements contained in the federal Americans with Disabilities Act, the Service Committee recommended and the Legislative Council adopted a policy for the General Assembly relating to accessibility to legislative facilities and activities by persons with disabilities. The policy has not been changed since 1994. In 1996 a complaint was filed with the United States Department of Justice alleging possible violations of Title II of the Act. Mr. Grant Dugdale, Assistant Attorney General, responded to the complaint. In January 1997, the Department of Justice investigator raised three more issues for clarification. A copy of Mr. Dugdale's correspondence to the Secretary of the Senate, the Chief Clerk of the House, and the Legislative Service Bureau is attached to this memorandum.

The first issue for clarification relates to the number of handicapped parking spaces available for member of the public. This issue has been referred to the Department of General Services.

The second issue relates to whether a person with an ambulatory disability would automatically be allowed access to the Senate or House floor to view debate since the policy adopted by the Legislative Council states that the access is discretionary and access is not allowed if the requestor is a lobbyist.

The third issue relates to whether a lobbyist with an ambulatory disability would be allowed access to observe legislative proceedings since the policy does not allow lobbyists to view debate from the floor of a chamber.

The Secretary of the Senate, Chief Clerk of the House, and representatives of the Legislative Service Bureau and the Legislative Fiscal Bureau met with Mr. Dugdale to review Mr. Dugdale's correspondence and the ADA policy adopted by the Legislative Council. Staff members present at the meeting recommend that the policy be amended per the attachment.

IV. POLICY FOR ACCESSIBILITY FOR PERSONS WITH DISABILITIES (ADOPTED BY LEGISLATIVE COUNCIL JUNE 15, 1994)

The Iowa General Assembly and its agencies have analyzed their services to the general public in conjunction with the requirements of the Americans with Disabilities Act and will provide the following:

E. Physical Access

The Senate and House lobbies are open to the public and accessible to and functional for persons with physical disabilities and are equipped with speakers which carry the debates. If public meetings are held in either chamber, a chairlift is available in each lobby that accesses the upper lobby areas in each house and these areas are accessible to the respective chambers. ~~Upon request, the~~ Pursuant to rules of adopted by the Senate ~~or~~ and the House of Representatives ~~may be waived, by the respective house, to allow,~~ access to the floor of the Senate ~~or~~ and House of Representatives ~~chamber~~ chambers shall be allowed during debate of interest to persons with physical disabilities, including such persons who are registered lobbyists, if those persons are unable to access the galleries ~~and they are not registered lobbyists.~~

Lc/adaservice2



MAR 12 1997

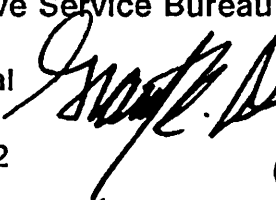
Department of Justice

THOMAS J. MILLER
ATTORNEY GENERAL

ADDRESS REPLY TO:
HOOVER BUILDING
DES MOINES, IOWA 50319
TELEPHONE: 515-281-5164
FACSIMILE: 515-281-4209

MEMORANDUM

TO: Mary Pat Gunderson, Secretary of the Senate
Liz Isaacson, Chief Clerk of the House of Representatives
Diane Bolender, Director, Legislative Service Bureau
Richard Johnson, Deputy Director, Legislative Service Bureau

FROM: Grant K. Dugdale, Assistant Attorney General 

RE: Title II Complaint/DOJ Complaint #204-28-12

DATE: March 10, 1997

Earlier today, I received a telephone call from the DOJ investigator assigned to this case about the status of the State's responses to the issues described in my January 31, 1997 memo. I told the investigator that we needed until after the legislative session to address the second and third issues, but we could respond to the first issue in the near future. He indicated that a single response is preferred and that we could have until after legislative session to respond to all the issues. The DOJ would like a response before the end of May, if at all possible. This deadline is much better than a deadline during the legislative session. I propose that we meet before the end of session to discuss how we want to handle the issues raised by the DOJ.

As always, please feel free to contact me if you have any questions or need additional information. My direct telephone number is 281-3395.

GKD



Department of Justice

THOMAS J. MILLER
ATTORNEY GENERAL

ADDRESS REPLY TO:
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DES MOINES, IOWA 50319
TELEPHONE: 515-281-5164
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MEMORANDUM

TO: Mary Pat Gunderson, Secretary of the Senate
Liz Isaacson, Chief Clerk of the House of Representatives
Diane Bolender, Director, Legislative Service Bureau
Richard Johnson, Deputy Director, Legislative Service Bureau

FROM: Grant K. Dugdale, Assistant Attorney General *Grant K. Dugdale*

RE: Title II Complaint/DOJ Complaint #204-28-12

DATE: January 31, 1997

Just wanted to update you on the status of the United States Department of Justice's investigation of the Title II complaint concerning the accessibility of the State Capitol to persons with disabilities.

By way of background for Mary Pat, about one year ago the Department of Justice began an investigation into a complaint alleging possible violations of Title II of the Americans with Disabilities Act at the State Capitol. Title II prohibits discrimination against qualified individuals with disabilities in the programs, services, and activities of state and local governments. Specifically, the complaint alleges that the legislative chambers of the Iowa General Assembly do not have galleries accessible to persons with ambulatory disabilities and that neither the legislative chambers, nor the public hearing rooms offer assistive listening devices. The complaint also alleges that the State of Iowa has not designated a responsible employee to coordinate the efforts of the State to comply with and carry out its responsibilities under the ADA.

On April 12, 1996, I responded to the complaint, on behalf of the State, which refuted the alleged violations, a copy of which is enclosed for Mary Pat's review. The programs, services, and activities at the State Capitol are accessible to individuals with disabilities. While there is no dispute that the galleries overlooking the Senate and House chambers are not accessible to

persons with ambulatory disabilities, the General Assembly provides a functional equivalent--access to the floors of the chambers. Contrary to the allegations of the complaint, assistive listening devices are provided and the State of Iowa and the General Assembly have designated individuals responsible for ADA compliance. After the response was submitted, additional information concerning the location of ADA compliant signage was provided to the DOJ investigator.

The DOJ had not taken any type of action on the complaint, despite my frequent requests for an update, until earlier this month when I was contacted by the DOJ investigator assigned to this case. The investigator raised three more issues for clarification.

The first issue is the number of handicapped parking spaces available for members of the public. Apparently, the DOJ is concerned about the lack of suitable handicapped parking space for members of the public. There are six reserved handicapped spaces in the reserved parking area in the northwest corner of the State Capitol. It is unclear whether those spaces are available to the members of the public during legislative session. I will contact the Department of General Services for further information on this issue.

The second issue is whether individuals with ambulatory disabilities have the automatic right to access to the floors of the Senate and House chambers. Under the General Assembly's ADA policy, "the rules of the Senate or the House of Representatives may be waived, by the respective house, to allow access to the floor of the Senate or House of Representatives chamber during debate of interest to persons with physical disabilities if those persons are unable to access the galleries and they are not registered lobbyists." The DOJ is bothered by the fact that the policy does not expressly provide for access to chamber floors upon request. I advised the investigator that the individuals with ambulatory disabilities have never been denied access and it is the practice of both houses to permit access upon request. The General Assembly may want to consider modifying its accommodation policy to make this practice explicit.

The third and final issue raised by the DOJ investigator deals with the ability of lobbyists with mobility impairments to observe legislative proceedings. The General Assembly's ADA policy specifically excludes lobbyists from having access to the floors. Consequently, a lobbyist with a mobility impairment is effectively prevented from observing legislative debate affecting that lobbyist's clients. While I certainly understand the policy reasons for such a rule, this presents a real Title II compliance problem and we need to consider possible solutions.

I would like us to meet some Friday in the near future to discuss these issues in greater detail and the State's probable response. As always, please feel free to contact me if you have any questions or need additional information. My direct line telephone number is 281-3395. Thanks.

GKD

GENERAL ASSEMBLY OF IOWA

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san E. Crowley
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Nicole R. Haatvedt
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Timothy C. McDermott
Richard S. Nelson
Janet L. Simmons

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LOANNE M. DODGE
IOWA CODE EDITOR

KATHLEEN K. BATES
ADMINISTRATIVE CODE EDITOR

JULIE E. LIVERS
LEGISLATIVE INFORMATION OFFICE DIRECTOR

June 20, 1997

MEMORANDUM

**TO: CHAIRPERSON IVERSON, VICE CHAIRPERSON CORBETT, AND
MEMBERS OF THE LEGISLATIVE COUNCIL**

FROM: DIANE BOLENDER *DB*

RE: COURT RULES

Pursuant to the action taken by the Legislative Council at its May meeting, I am forwarding a copy of the proposed change in the Iowa Court Rules from the Iowa Supreme Court. Under Section 602.4202, the Supreme Court is required to submit rules changes to the Legislative Council and the rule takes effect 60 days after its submission to the Legislative Council or at a later date specified by the Court.

IN THE SUPREME COURT OF IOWA

IN THE MATTER OF THE PETITION FOR TERMINATION OF AN ESTABLISHED FATHER'S RIGHTS AND SUPPORT OBLIGATIONS PURSUANT TO IOWA CODE SECTION 600B.41A(6A)(SUPP. 1997)	REPORT OF THE SUPREME COURT
--	--------------------------------

FILED
JUN 18 1997
CLERK SUPREME COURT

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

Pursuant to Iowa Code sections 602.4201 and 602.4202, the Supreme Court of Iowa has prescribed and hereby reports on this date to the Secretary of the Legislative Council the petition form drafted to accommodate 1997 Iowa Acts H.F. 612 § 216 as shown in the attached Exhibit "A".

Pursuant to Iowa Code section 602.4202(2), the form is to take effect September 1, 1997.

Respectfully submitted,

THE SUPREME COURT OF IOWA

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

Des Moines, Iowa

June 18, 1997

ACKNOWLEDGMENT

I, the undersigned, Secretary of the Legislative Council, hereby acknowledge delivery to me on 18th day of June, 1997, the Report of the Supreme Court pertaining to the above-mentioned petition.

Diane Bolender
Secretary of the Legislative Council

IN THE DISTRICT COURT OF IOWA FOR _____ COUNTY
(Name of county where you are filing this petition)

IN THE MATTER OF THE
PATERNITY OF _____,
Child(ren),

Petitioner. (Father)

Case No. _____
(Leave blank - Clerk of Court will complete)

PETITION FOR TERMINATION
OF PARENTAL RIGHTS AND
CHILD SUPPORT OBLIGATION
PURSUANT TO IOWA CODE
SECTION 600B.41A(6A)

I, the petitioner, state:

1. In an order dated _____, and filed in _____ County,
Iowa, the court found that I am the established, but not the biological, father of the
child(ren) below:

Contrary to my wishes, the court denied my petition to overcome paternity and
continued my child support obligation. A copy of that order is attached.

- 2. I seek to be relieved of the obligations of parenthood and child support.
- 3. I request that the court enter an order that terminates my parental rights to
the above-named child(ren) and ends my obligation for any and all future child support.
- 4. Upon filing this petition, I will serve a copy on the following individuals:
 - (a) any parent who has not joined in this petition; and
 - (b) any person or agency with the right to receive child support for the
above-named child(ren).
- 5. I understand that I must provide proof to the court that I served a copy of this
petition as required in paragraph (4).

WHEREFORE, I ask the court to grant this petition to terminate my parental rights and to relieve me from any future child support payments.

Petitioner

Address

Date: _____

NOTICE: If you require the assistance of auxiliary aids or services to participate in court because of a disability, immediately call your district ADA coordinator at _____. (If you are hearing impaired, call Relay Iowa TTY at 1-800-735-2942).

STATE OF IOWA)
) SS:
_____ COUNTY)

I, _____, do on oath state that I have read the above petition and the information provided is true and accurate to the best of my knowledge.

Petitioner (sign only in front of a Notary Public)

Sworn and subscribed to before me by _____ on
this _____ day of _____, _____.

Notary Public in and for the State of Iowa

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ADMINISTRATIVE CODE EDITOR

JULIE E. LIVERS
LEGISLATIVE INFORMATION OFFICE DIRECTOR

June 24, 1997

MEMORANDUM

TO: CHAIRPERSON IVERSON, VICE CHAIRPERSON CORBETT, AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: DIANE BOLENDER

RE: PRICING FOR PUBLICATIONS

Attached is a memorandum from Jerry Gamble, Superintendent of Printing, Department of General Services, in which he recommends the following increases in the pricing of certain legislative publications for the fiscal year beginning July 1, 1997:

An increase of 3% in the price for subscription to the Iowa Administrative Bulletin, which would increase the price from \$230 to \$237, plus sales tax.

An increase of 3% in the price for subscription to the Iowa Administrative Code Supplement, which would increase the price from \$371 to \$382, plus sales tax.

An increase of 3% in the price for subscription to the Iowa Court Rules Supplement, which would increase the price from \$73 to \$75, plus sales tax.

An increase in the price for an Iowa Administrative Code green binder of \$.95, which would increase the price from \$9.60 to \$10.55, plus sales tax.

An increase of 2% in the price for purchasing the entire Iowa Administrative Code, which would increase the price from \$1,064 to \$1,086, plus sales tax. Persons purchasing the entire Iowa Administrative Code receive the Iowa Administrative Code Supplement at no cost for one year.

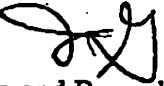


TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF GENERAL SERVICES
JANET E. PHIPPS, DIRECTOR

DATE: June 23, 1997

TO: Diane Bolender, Director
Legislative Service Bureau

FROM: Jerry Gamble 
Acting Printing and Records Team Leader

In accordance with your request, the Printing Division has reviewed the cost of publishing the Bulletin, Iowa Administrative Code Supplement, and the Iowa Court Rules Supplement.

An increase in printing cost of approximately 3% and an increase of \$.95 for each binder over last year. Our recommendation is that overall prices be increased approximately 3% which would result in the following rates:

<u>Product</u>	<u>Old</u>	<u>New</u>
Iowa Administrative Bulletin	230.00	237.00
Iowa Administrative Code Supplement	371.00	382.00
Iowa Court Rules	73.00	75.00
Binders	9.60	10.55
Iowa Administrative Code	1,064.00	1,086.00

If there are any questions please call me at any time

LEGISLATIVE COUNCIL RESOLUTION

A Legislative Council Resolution relating to support for funding infrastructure projects at the state fairgrounds and for state assistance to local fairs.

WHEREAS, the General Assembly, in House File 733, appropriated \$5,460,000 to the Iowa State Fair Foundation, for the fiscal year beginning July 1, 1998, and ending June 30, 1999, for renovation, restoration, and improvement projects on the state fairgrounds and for distributing \$1,060,000 of that amount to qualified local fairs; and

WHEREAS, the Governor disapproved this appropriation through an item veto; and

WHEREAS, the state fair and local fairs are important assets to the state and its communities and the appropriation is necessary to the continued improvement and viability of the fairs; NOW THEREFORE,

BE IT RESOLVED BY THE LEGISLATIVE COUNCIL, That the members of the Legislative Council express their support for the continued restoration and improvement of the state fairgrounds and continued assistance to local fairs through the use of state funds; and

BE IT FURTHER RESOLVED, That the members of the Legislative Council pledge their support of an appropriation, to be made by the 1998 regular session of the Seventy-seventh General Assembly, for the fiscal year beginning July 1, 1998, and ending June 30, 1999, of \$5,460,000, to the Iowa State Fair Foundation for renovation, restoration, and improvement projects at the state fairgrounds and for distributing \$1,060,000 of that amount to qualified local fairs who are members of the Association of Iowa Fairs .

RULES FOR PREFILING LEGISLATIVE BILLS
~~1997~~1998 SESSION
IOWA GENERAL ASSEMBLY

A. Legislative Bills

Section 2.16, Code ~~4995~~1997, authorizes the prefiling of legislative bills and reads as follows:

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 prefiled 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 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.

In accordance with section 2.16 the following rules for the prefiling of legislative bills and resolutions shall be in effect for the ~~First~~Second Session of the Seventy-seventh General Assembly.

NOTE: For the purpose of the following rules, a reference to bills shall be interpreted to include both bills and resolutions.

1. Drafting of Legislative Bills

Any person who is presently a member of the ~~Seventy-sixth General Assembly or elected to serve in the~~ Seventy-seventh General Assembly may request the Legislative Service Bureau to draft a bill at any time prior to the convening of the General Assembly and a member may request such a draft at any time during the legislative session, subject to any time limitations established by the Senate or House of Representatives. If a bill is requested prior to the convening of the 1998 Session of the Seventy-seventh General Assembly, unless the bill is specified to be prefiled, the bill will be held by the Legislative Service Bureau until the General Assembly convenes; however, a copy will be sent to the legislator if the bill draft is completed prior to the convening of the session. If the bill is not prefiled, the text of the bill will only be released if the legislator specifically consents to the release.

2. Request for Prefiling

Any person who is presently a member of the ~~Seventy-sixth General Assembly or elected to serve in the~~ Seventy-seventh General Assembly may prefile a legislative bill by making a request to the Legislative Service Bureau by ~~December 6, 1996~~ December 5, 1997. The request may be in writing and signed by the legislator, may be transmitted electronically through the legislative computer system, or may be made orally and reduced to writing by a member of the Legislative Service Bureau staff. The prefiling request may be made at the time of requesting a bill draft or may be made after the legislator has had the opportunity to review the bill draft. If possible, the names of all sponsors of the prefiled bill shall be given to the Legislative Service Bureau at the time of making the prefiling request.

a. **Drafting of Prefiled Bill.** When a prefiling request for a bill is received, if time allows, the bill draft will be completed prior to the convening of the General Assembly on ~~January 13, 1997~~ January 12, 1998. A copy of the bill will be mailed to the legislator who requested the bill prior to the actual filing of the bill and the procedures noted in these rules will be followed.

b. **Introduction of Prefiled Bill.** When the legislator receives a copy of a bill which the legislator has requested to be prefiled, the legislator should review the bill to determine if it has been drafted as requested. The legislator should then notify the Legislative Service Bureau requesting any changes in the bill or informing the Bureau that the bill has been drafted as requested. The names of all sponsors should be given to the Bureau.

If the legislator agrees that the bill meets the specifications required and confirms that the bill should be prefiled, the bill will be packaged and forwarded to the legal counsel of the house of introduction for review. **Please note that at this point the bill is considered a public record and the text is available for review by the public. If the legislator does not want the text to be available for review by the public at this time, the legislator should inform the Bureau and the Bureau will not prefile the bill but will hold it for the legislator so that the legislator can**

personally introduce the bill. A prefiled bill will be introduced, numbered, and printed prior to the convening of the General Assembly, and its title will be read at the earliest possible time following the convening of the General Assembly. No further action will be required by the legislator. The Bureau will provide appropriate forms in order that the legislator will be able to make final confirmation of the desire to prefile the bill.

B. Bill Drafting Request Forms

The Legislative Service Bureau has bill drafting request forms available for legislators. If possible the request form should be completed by the legislator but a request form will be completed by Bureau personnel if the legislator does not have an opportunity to do so. Bill drafting request forms can be obtained from the Bureau upon request and requests can be submitted electronically through the legislative computer system. The Bureau will normally confirm the electronic receipt of a request by electronic message.

C. Confidential Records

It should be noted that the bill drafting request form contains a space for indicating if a drafting request is to be confidential. If a legislator desires that no information be released in regard to a request, including the subject matter of the request, the legislator should indicate on the request form that the bill request is confidential. A designation that a bill request is to be confidential means that the request will not be listed in the index of bill requests and that Bureau personnel will not release any information in regard to the request. The confidential designation also means that the bill draft will not be sent to the Legislative Fiscal Bureau for fiscal note review unless the legislator specifically requests the Legislative Service Bureau to send the bill draft to the Legislative Fiscal Bureau.

It is the policy of the Legislative Council that either a confidential or a nonconfidential request from a legislator creates a personal relationship between the Bureau and the legislator, and only such information as the legislator desires will be released to the press or other interested persons. In this regard, cognizance must be given to the public records law. Many records of the Bureau are public records and frequent inquiries are made by the press and other interested persons concerning bill drafting requests which have been received by the Bureau. It is the policy of the Legislative Council that a bill draft is not a public record until released by the legislator. A copy of a bill draft will not be released to a person other than the legislator without the legislator's implied or expressed consent or unless the bill draft has been introduced or otherwise placed in the public domain by the legislator.

D. Departmental Requests

Submission of Requests for Prefiled Proposed Bills. Drafting requests for prefiled proposed bills of state departments and agencies shall be submitted to the Legislative Service Bureau beginning ~~August 5, 1996~~ August 4, 1997, but no later than ~~November~~

~~29, 1996~~ November 28, 1997. However, because Friday, ~~November 29, 1996~~ November 28, 1997, is a state holiday, requests will be accepted until 4:30 p.m. on Monday, ~~December 2, 1996~~ December 1, 1997. Code Section 2.16 requires state departments and agencies to submit their recommendations that they wish to be considered by the General Assembly in bill draft format. The Legislative Council requires that bill drafts submitted by departments and agencies be specific enough to complete the final draft for the department or agency. If the submission by the department or agency is not specific enough to complete the final draft, the Legislative Service Bureau will contact the department or agency and provide the department or agency with a three-business-day period to provide the needed information. If the needed information is not provided by the department or agency within the three-business-day period, the request is rejected and the department or agency will be required to seek a legislative sponsor for the proposal.

To the extent feasible, departments and agencies shall submit only two requests for prefiled proposed bills. One request for a bill shall contain the department's technical or corrective Code changes and the other request shall contain the department's legislative policy proposals. The Bureau will confer with the department's representative regarding combination or division of its technical proposal and its policy proposal into separate legislative bill drafts which can most efficiently be considered by the General Assembly given the General Assembly's customary division of subject matter jurisdiction among the standing committees and subcommittees.

Departments and agencies are requested to include a separate memorandum addressed to the members of the General Assembly which describes the need for, purpose of, and intent of the requested bill, including a description of the problem or problems the bill is intended to address. The Legislative Service Bureau will use the memorandum in its completion of the final draft of the department or agency and will forward the memorandum to the legislative leaders at the same time that the bill draft approved by the department or agency is transmitted to the legislative leaders. The separate memorandum will be copied and attached to the back of the bill draft when it is filed as a study bill.

The Legislative Service Bureau will review the proposal submitted by the department or agency, make suggestions as to nonsubstantive changes or corrections, confer with the department or agency representative in regard to the proposal, draft an objective explanation for the bill, and prepare the bill in final form.

Additional drafting instructions requested from the department or agency by the Bureau must be received within seven calendar days of being requested by the Bureau or the drafting request will be considered withdrawn. Approval of the initial draft sent to the department or agency must be received by the Bureau within seven calendar days after its receipt by the department or agency or the drafting request will be considered withdrawn. The Legislative Service Bureau will redraft the bill per the department's or agency's instructions only once following the initial delivery to the department or agency. The department or agency cannot modify the drafting request after the Bureau delivers the redrafted bill to the department or agency for the second time. Once the bill is in final

form, the Legislative Service Bureau, not the department or agency, will submit the bill in proper form to the presiding officer of each house for referral to the proper standing committee. All approvals of final bill drafts are to be received no later than ~~January 13, 1997~~ January 12, 1998. Bill drafting requests from legislators will receive priority consideration by the Legislative Service Bureau over departmental and agency bills.

Proposed bill draft requests submitted by departments and agencies after ~~December 2, 1996~~ December 1, 1997, will not be assigned to a staff member unless a legislative sponsor is obtained. Departments and agencies are strongly urged to submit their proposals as soon as possible after ~~August 5, 1996~~ August 4, 1997, in order that the Legislative Service Bureau has adequate time to provide assistance in drafting. Lengthy or complex proposals should be submitted far in advance of the deadline date. This will allow the Bureau to provide assistance before a large quantity of legislative requests is received.

If departments and agencies know they will be submitting lengthy or complex legislation, it is suggested they submit or at least discuss the proposals in the ~~early fall of 1996~~ 1997 even if they will not make final decisions in regard to all provisions until late fall.

For the purposes of these rules, in addition to the Governor, the following executive and judicial branch departments and agencies are authorized to prefile bills:

E. Authorized Prefiling Agencies

1. Executive Branch

a. Elected Officials

- Attorney General (Department of Justice)
- Auditor of State
- Department of Agriculture and Land Stewardship
- Secretary of State
- Treasurer of State

b. Nonelected Heads

- Board of Parole
- Civil Rights Commission
- Department for the Blind
- Department of Commerce
- Department of Commerce/Alcoholic Beverages Division
- Department of Commerce/Banking Division
- Department of Commerce/Credit Union Division
- Department of Commerce/Insurance Division

- Department of Commerce/Professional Licensing and Regulation Division
- Department of Commerce/Savings and Loan Division
- Department of Commerce/Utilities Division
- Department of Corrections
- Department of Cultural Affairs
- Department of Economic Development
- Department of Education
- Department of Education/Board of Educational Examiners
- Department of Education/College Student Aid Commission
- Department of Education/Public Broadcasting Division
- Department of Elder Affairs
- Emergency Response Commission
- Ethics and Campaign Disclosure Board
- Department of General Services
- Department of Human Rights
- Department of Human Rights/Community Action Agencies Division
- Department of Human Rights/Criminal and Juvenile Justice Planning Division
- Department of Human Rights/Deaf Services Division
- Department of Human Rights/Latino Affairs Division
- Department of Human Rights/Persons with Disabilities Division
- Department of Human Rights/Status of African-Americans Division
- Department of Human Rights/Status of Women Division
- Department of Human Services
- Department of Inspections and Appeals
- Department of Inspections and Appeals/Racing and Gaming Commission
- Iowa Finance Authority
- Law Enforcement Academy
- Department of Management
- Department of Natural Resources
- Department of Personnel
- Department of Public Defense
- Public Employment Relations Board
- Department of Public Health
- Department of Public Health/Board of Dental Examiners
- Department of Public Health/Board of Medical Examiners
- Department of Public Health/Board of Nursing Examiners

- Department of Public Health/Board of Pharmacy Examiners
- Department of Public Safety
- Board of Regents
- Department of Revenue and Finance
- Telecommunications and Technology Commission
- Department of Transportation
- Commission of Veterans Affairs
- Department of Workforce Development

2. Judicial Branch

- Judicial Department

3. Legislative Branch

- Citizens' Aide/Ombudsman

NOTE: Governor's Proposals. Bill drafting requests from the Office of the Governor are governed by Iowa Code section 2.16 which requires that proposed legislative bills and joint resolutions be submitted by Friday, ~~January 10, 1997~~ January 9, 1998. As part of the Legislative Service Bureau's review and preparation in proper form of the Governor's bill requests, the Bureau will make suggestions regarding the combination or division of proposals into separate legislative bill drafts which can most efficiently be considered by the General Assembly given the General Assembly's customary division of subject matter jurisdiction among the standing committees and subcommittees. If specific drafting instructions for proposed legislative bills of the Governor are not received by the Legislative Service Bureau by ~~January 13, 1997~~ January 12, 1998, work on completion of those legislative bills must compete with other legislative priorities. Approval of the final draft must be received by the Bureau within seven calendar days of its receipt by the Governor's Office. Once the bill is in final form, the Legislative Service Bureau will submit the bill in proper form to the presiding officer of each house for referral to the proper standing committee.

Pref98