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May 23, 2000

MEMORANDUM

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

FROM: DIANE BOLENDER, DIRECTOR *DB*

RE: JUNE LEGISLATIVE COUNCIL MEETING

Chairperson Siegrist and Vice Chairperson Iverson have scheduled the June meeting of the Legislative Council for Tuesday, June 27, 2000.

I will send another letter to you at a later date informing you about the times and locations for meetings of the Legislative Council and Council Committees.

Please indicate on the enclosed postcard whether you will be able to attend the meeting.

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June 9, 2000

MEMORANDUM

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

FROM: DIANE BOLENDER, DIRECTOR *DB*

RE: JUNE LEGISLATIVE COUNCIL MEETING

This letter is to confirm the scheduling of the June 2000, meeting of the Iowa Legislative Council for Tuesday, June 27, 2000. The Capital Projects, Service, International Relations, Administration, and Studies Committees will meet in advance of the Legislative Council meeting. A time schedule and locations for the day's meetings follows:

10:00 a.m.	Capital Projects Committee	Reagan Conference Room
11:00 a.m.	Service Committee	Reagan Conference Room
12:30 p.m.	International Relations Committee	Committee Room 24
1:00 p.m.	Administration Committee	Reagan Conference Room
2:00 p.m.	Studies Committee	Reagan Conference Room
3:00 p.m.	Legislative Council	Reagan Conference Room

In addition, it is anticipated that a six-member Redistricting Committee will be appointed as a Committee of the Legislative Council and will meet prior to the Legislative Council meeting.

Copies of the tentative agendas for the meetings are enclosed. Also enclosed are copies of the December 15, 1999, Service Committee and Legislative Council, and the March 23, 2000, March 29, 2000, and April 12, 2000 International Relations Committee minutes. Attached to the April 12 minutes is a Report of the International Relations Committee for consideration by the Legislative Council.

See you on June 27.

RULES FOR PREFILING LEGISLATIVE BILLS

2001 SESSION
IOWA GENERAL ASSEMBLY

A. Legislative Bills

Section 2.16, Code 2001, 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 Session of the Seventy-ninth 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-eighth General Assembly or elected to serve in the Seventy-ninth General Assembly may request the Legislative Service Bureau to draft a bill at any time prior to the convening of the 2001 Session of the Seventy-ninth 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. A request to have a bill drafted for the 2001 Session of the Seventy-ninth General Assembly, which is received prior to or during the 2001 Session, is only considered a valid request for that session. In order for a member to have a bill drafted for the 2002 Session of the Seventy-ninth General Assembly, the member must submit a new request prior to or during the 2002 Session. If a bill is requested prior to the convening of the 2001 Session of the Seventy-ninth 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-eighth General Assembly or elected to serve in the Seventy-ninth General Assembly may prefile a legislative bill by making a request to the Legislative Service Bureau by **December 4, 2000**. 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 8, 2001. 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 1, 2000**, but no later than **November 24, 2000**. **However, because Friday, November 24, 2000, is a state holiday, requests will be accepted until 4:30 p.m. on Monday, November 27, 2000.** 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.

Departments and agencies shall submit the fewest number of requests as possible for prefiled proposed bills. One request may contain the department's technical or corrective Code changes. The other requests shall contain the department's legislative policy proposals. The bills may be drafted in divisions with each division containing a related, but

distinct subject matter. The Bureau will confer with the department's representative regarding combination or separation of its technical proposal and its policy proposals into individual legislative bill drafts which can most efficiently be considered by the General Assembly given the General Assembly's customary assignment of subject matters to 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 8, 2001**. 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 **November 27, 2000**, 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 1,**

2000, 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 2000** 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
 - Information Technology Department
 - 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 Branch
 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 5, 2001. 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 8, 2001, 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.

prefile2001.doc

Co-Chair Senator Steve King
Co-Chair Representative Bill Dix
Senator Mary Lundby, VC
Senator Patrick Deluhery, RM
Representative Steve Kettering, VC
Representative Steve Falck, RM
Senator Patricia Harper
Senator Sheldon Rittmer
Representative Clyde Bradley
Representative Pam Jochum
Representative Geri Huser



Representative Willard Jenkins
Representative Mona Martin
Representative Wesley Whitead

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REPORT OF THE OVERSIGHT COMMITTEE TO THE LEGISLATIVE COUNCIL

June 27, 2000

The Oversight Committee has met twice since the last Legislative Council meeting.

On May 16, the Committee met in Room 19 and heard presentations on and discussed the following:

- Plans for studying over billing the federal government and operation of the three state data centers. Cynthia Eisenhauer, Director, Department of Management.
- Plans of the Iowa Communications Network (ICN) for operations given the reduction in budget for FY 2001. Harold (Tommy) Thompson, Executive Director, ICN.
- Plans for implementing the new Information Technology Department and managing the technology block grant. Richard Varn, Chief Information Officer, Information Technology Department.
- Topics to be reviewed by the Committee during the interim.
- Representative Dix discussed possible topics of study for the interim and made some assignments of members to coordinate the study of the topics with the assistance of Legislative Fiscal Bureau staff.

On June 20, the Committee met in Room 19 and heard presentations on and discussed the following:

- Technology and economic development in Iowa. Bob Squires and Miriam Ubben, Software and Information Technology of Iowa, and Michael Termini, Global Search Network.
- The Small Business Development Center at the University of Northern Iowa (UNI) and the center's operations, technology and business assistance provided to persons located in Waterloo and surrounding rural counties. Also discussed were plans to establish a rural business center to provide business technical assistance, training, referrals, and access to business technology. Maureen Collins-Williams, Small Business Development Center, UNI.

- The State's Internet site and what lowAccess is doing to change the appearance and improve the site, including providing coordinating links to other sites. The presentation included a demonstration. Richard Varn, Chief Information Officer, Bill Haigh, and Dan Combs, Information Technology Department,
- The Iowa Technology Center at the Iowa National Guard headquarters in Johnston and its use by the United States Army and Air National Guard. The presentation included a discussion of a line item appropriation if the U. S. Senate version of the Department of Defense budget bill that will provide \$90 million for development of the Center and computer applications for training of U. S. military personnel in Iowa and worldwide. Colonel Joseph Lucas and Colonel David Raes, Iowa National Guard.
- A possible plan to eliminate the subsidization of educational video usage with General Fund dollars. The proposal included an off-the-top allocation to the ICN from the State's school aid formula appropriation. The plan will be discussed later in the Interim. Harold (Tommy) Thompson, Executive Director, ICN.
- An update proposal for a demonstration project to provide voice services for State government over the Internet, in which vendors will provide voice over Internet protocol system resources. Harold (Tommy) Thompson, Executive Director, ICN.
- An update on a study that will be conducted by the Utilities Board and the Department of Economic Development for provision of statewide access to broadband and dial-up Internet services in under-served areas. Joan Conrad, Iowa Utilities Board.
- An update regarding recommendations of the 2010 Council related to providing broadband and dial-up Internet access to rural areas of Iowa not currently being adequately or affordably served. Representative Falck, and Doug Wulf, Legislative Fiscal Bureau.

The next meeting is scheduled for Tuesday, July 18, 2000, in Room 19.

The Legislative Oversight Committee did not take any action requiring Council consideration at these meetings.

Respectfully submitted,

Senator Steve King
Co-chairperson

Representative Bill Dix
Co-chairperson

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

**January 11, 2000 – State Capitol Building, Des Moines
June 22, 2000 – State Capitol Building, Des Moines**

The Fiscal Committee has met two times since the December 15, 1999, Legislative Council meeting.

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

January 11 Meeting:

- Revenue Update, Dennis Prouty, LFB.
- State Indebtedness, Dave Reynolds, LFB.
- ICN Debt Payment Schedule, Dave Reynolds, LFB.
- New Judicial Building, David Boyd, Deputy State Court Administrator.
- Iowa Agriculture Finance Corporation (IAFC), Representatives of the IAFC.

June 22 Meeting:

- Revenue Update including:
 - Balance Sheet, Dennis Prouty, LFB.
 - Governor's item vetoes, Holly Lyons, LFB.
 - Rebuild Iowa Infrastructure Fund (RIIF) – after vetoes, Dave Reynolds, LFB.
 - FY 2001 “Built-in increases”, Dennis Prouty
 - Estimated reversions and allocations from the Reversion Technology Fund, Jeff Robinson, LFB.
- Current weather conditions in Iowa, State Climatologist Harry Hillaker.
- Update on the Oversight/Communications Committee, Doug Wulf, LFB.
- Appropriations Transfers since the Session ended, Holly Lyons, LFB.
- Discussion of 2000 interim issues to be addressed by the Committee.
- Committee Meeting Dates for the interim. Tentative meeting dates are:
 - August 2
 - August 30 at a juvenile institution
 - September 26 at the University of Iowa
 - November 15
 - December 6

For Legislative Council consideration:

The Legislative Fiscal Committee also discussed the possibility of outside critiques of how we do things in state government with specific emphasis on how other states handle particular issues. Potential topics for such critiques include: duplication in the state universities; duplication of services and functions of state agencies; are the retirement packages at the universities too lucrative and therefore contributing to faculty shortages (compared to other states), the state budget process; and the Court system. The Fiscal Committee co-chairpersons request the authority from the Legislative Council to pursue such critiques at a reasonable expense to the Council. Sources of such critiques include the National Conference of State Legislatures and consultants with knowledge of state government functions in other states.

The next meeting is tentatively scheduled for Wednesday, August 2, 2000, in the Speaker's Conference Room of the State Capitol Building.

Respectfully submitted,

Senator Derryl McLaren
Co-chairperson

Representative Dave Millage
Co-chairperson

REPORT OF THE CAPITAL PROJECTS COMMITTEE TO THE LEGISLATIVE COUNCIL

June 27, 2000

The Capital Projects Committee of the Legislative Council met on June 27, 1000, in the Reagan Conference Room of the State Capitol and makes the following report and recommendation:

1. The Committee heard presentations regarding the following:
 - ◆ A preliminary proposal for private development of a Capitol complex parking ramp and associated office/commercial space. The Committee requested that additional work be done by the Department of General Services relating to a parking ramp without the associated office/commercial space that could be let for bid.
 - ◆ A progress report on the interior and exterior renovation of the Capitol.

2. The Committee recommends that planning and design work associated with the renovation of the Senate and House chambers commence immediately. The Committee will discuss and make a recommendation at a future meeting concerning the time for construction and implementation of the plan and design.

Respectfully submitted,

Representative Chuck Gipp
Chairperson

REPORT OF THE SERVICE COMMITTEE TO THE LEGISLATIVE COUNCIL

June 27, 2000

The Service Committee of the Legislative Council met on June 27, 2000, and makes the following report and recommendations to the Legislative Council:

1. The Service Committee received and filed the June 2000 and the annual personnel report from the Legislative Fiscal Bureau and recommends that the following employees be promoted:
 - Mr. Dave Kair, from Senior Computer Systems Analyst, grade 35, step 5, to Senior Legislative Analyst, grade 38, step 4, effective June 2000.
 - Mr. Shawn Snyder, from Legislative Analyst, grade 27, step 3, to Legislative Analyst I, grade 29, step 2, effective July 2000.
 - Mr. Ron Robinson, from Legislative Analyst I, grade 29, step 3, to Legislative Analyst II, grade 32, step 2, effective September 2000.
 - Ms. Deb Anderson, from Legislative Analyst I, grade 29, step 3, to Legislative Analyst II, grade 32, step 2, effective September 2000.
 - Ms. Deb Kozel, from Legislative Analyst I, grade 29, step 3, to Legislative Analyst II, grade 32, step 2, effective October 2000.
 - Mr. Scott Miller, from Computer Systems Analyst II, grade 29, step 5, to Computer Systems Analyst III, grade 32, step 4, effective September 2000.

2. The Service Committee received and filed the June 2000 and the annual personnel report from the Legislative Service Bureau and recommends the following:
 - ◆ That the following employees be promoted:
 - Mr. Joe McEniry, from Legal Counsel, grade 30, step 3, to Legal Counsel 1, grade 32, step 2, effective July 2000.
 - Mr. Roger Karns, from Publications Assistant, grade 21, step 3, to Assistant Editor 1, grade 24, step 1, effective June 2000.
 - Ms. Betty Shea, from Indexer 1, grade 22, step 3, to Indexer 2, grade 25, step 1, effective June 2000.
 - Ms. Cathie Young, from Assistant Editor 1, grade 24, step 6, to Assistant Editor 2, grade 27, step 4, effective June 2000.
 - Ms. Diane Ackerman, from Assistant Editor 2, grade 27, step 3, to Assistant Editor 3, grade 30, step 2, effective June 2000.
 - ◆ Pursuant to the requirements of 2000 Iowa Acts, House File 2442, that the position classification system for the Legislative Service Bureau be amended to create, in lieu of the Legislative Information Officer Director position, the positions of Legislative Information Office Director/Legislative Branch Protocol Officer, and Senior Legislative Information Office Director/Legislative Branch Protocol Officer, that pay grade 35 be assigned for the position of Senior Legislative Information Office Director/Legislative Branch Protocol Officer, that Ms. Julie Livers, be reclassified and promoted from Legislative Information Officer Director, grade 30, step 6, to Senior Legislative Information Office Director/Legislative Branch Protocol Officer, grade 35, step 3, effective June 2000, and that the salary for the position of Senior

Legislative Information Officer/Legislative Protocol Officer be reevaluated by the Service Committee in December.

3. The Service Committee received and filed the June 2000 and the annual personnel report from the Legislative Computer Support Bureau and recommends the following:
 - ◆ That the following employee be promoted:
 - Mr. Stephen Nelson, from Computer Operator II, grade 24, step 6, to Computer Systems Analyst I, grade 27, step 5, effective June 2000.
 - ◆ That Mr. Jason Koth be hired as Computer Systems Engineer I, grade 29, step 2, effective June 2000.
4. The Service Committee received and filed the June 2000 and the annual personnel report from the Office of Citizens' Aide/Ombudsman.
5. Pursuant to Iowa Code section 2C.3, the Service Committee recommends that Mr. William P. Angrick II, be reappointed to an additional four-year term as Citizens' Aide/Ombudsman, subject to approval and confirmation of a constitutional majority of the Senate and the House of Representatives during the 2001 legislative session.
6. The Service Committee received a report from the Redistricting Committee of the Legislative Council and recommends the following:
 - ◆ That the Legislative Service Bureau, in cooperation with the four caucus staffs, respond to the United States Bureau of the Census' solicitation of requests for receipt of Census 2000 Data and Geographic Products to be provided to the Iowa General Assembly, at no cost, pursuant to federal statute.
 - ◆ That the negotiation and subsequent entering into of a contract between the Legislative Council and a vendor for Phase 3 of redistricting (the proposal and enactment of congressional and legislative redistricting plans) be approved, and that the Chairperson and Vice Chairperson of the Legislative Council, in consultation with the Minority Leaders, be authorized to approve the final contract, after continuing consultation with the members of the Redistricting Committee.
 - ◆ That the hiring of one additional redistricting staff person for the Legislative Service Bureau (LSB) for the 2000-2001 budget year (LSB budget modification), the purchase of any additional hardware necessary for the Iowa General Assembly to complete redistricting (joint expense authorization), and the hiring of a temporary drafter/staffer for the 2001 legislative session within the current budget authorization for the LSB, be approved.
7. The Service Committee recommends that the legislative branch offer a deferred compensation employer match for legislative employees in the same amount as is offered executive branch employees for Fiscal Year 2000-2001, beginning April 2001.

Respectfully submitted,

Senator Stewart Iverson, Jr.
Chairperson

REPORT OF THE INTERNATIONAL RELATIONS COMMITTEE TO THE LEGISLATIVE COUNCIL

June 27, 2000

The members of the International Relations Committee of the Legislative Council met on June 27, 2000. The members present make the following report and recommendations:

Received reports regarding proposed gifts, forms, and surveys.

Received travel reports and a report from the Iowa Department of Economic Development.

Recommended that a subcommittee of the International Relations Committee meet in August to make additional recommendations to the Service Committee regarding the Legislative Branch Protocol Officer.

Recommended that the chairpersons transmit a letter to various interest groups regarding possible membership on the International Relations Advisory Council.

Respectfully submitted,

Senator Nancy Boettger
Chairperson

REPORT OF THE ADMINISTRATION COMMITTEE TO THE LEGISLATIVE COUNCIL

June 27, 2000

The Administration Committee of the Legislative Council met on June 27, 2000, in the Reagan Conference Room. The Committee makes the following report:

The Committee heard presentations regarding the following:

1. The new security system to be installed in the Governor's offices and the courts. Presentation by Mr. Wayne Hansen, Mr. Jason Glover, and Mr. Corey Welberg of Control Installations of Iowa, Inc.
2. Capitol security procedures and recommended changes in security on the Capitol Complex. Presentation by Major Royce Anthony and Captain Steve Lambert of the Capitol Police.
3. Security procedures used in other states. Presentation by Nicole Haatvedt, Legislative Service Bureau.
4. Publication of daily and bound House and Senate journals. Statement by Chief Clerk of the House, Elizabeth Isaacson.
5. The Committee requested Legislative Service Bureau staff to prepare a written update of current Capitol security measures and measures to be implemented in upcoming months for the use of members of the Committee.

Respectfully submitted,

Representative Steve Sukup
Chairperson

REPORT OF THE STUDIES COMMITTEE TO THE LEGISLATIVE COUNCIL

June 27, 2000

The Studies Committee of the Legislative Council met on June 27, 2000, and makes the following report:

A. The Studies Committee recommends authorization of the following studies for the 2000 Legislative Interim:

1. Beverage Container Redemption Study Committee

Charge. Review provisions for the redemption of beverage containers as provided in Code chapter 455C. The issues to be considered shall include implementing the redemption of beverage containers holding noncarbonated beverages other than milk, but including tea, water, fruit and vegetable juices and drinks, and sports drinks; increasing the reimbursement to a dealer or other person operating a redemption center from one cent to two cents per empty beverage container redeemed and consideration should include the feasibility of the Department of Natural Resources establishing a schedule that provides for increases in the reimbursement amount; requiring that all beverage containers sold in Iowa have a minimum postconsumer recycled content of twenty-five percent by weight; creating a "Robert D. Ray Beautiful Land Fund" in order to support local and state litter and recycling initiatives and considering the feasibility of using moneys from unredeemed deposits in order to support the fund; and reviewing the feasibility and other aspects of implementing curbside recycling of beverage containers.

3 Senate and 3 House

11 public members with one each representing the following interests: Iowa League of Cities, Iowa State Association of Counties, Iowa Association of Business and Industry, Iowa Soft Drink Association, Iowa Wholesale Beer Distributors Association, Iowa Grocery Industry Association, Iowa Recycling Association, Iowa Society of Solid Waste Operations, Iowa League of Women Voters, Iowa Environmental Council, and an owner of a redemption center.

2 Meeting Days

2. Commission on Replacement Funding for Elimination of the Property Tax on Industrial Machinery, Equipment, and Computers (M & E)

Charge. Study the current statutory system under which reimbursement claims are calculated and funds paid by the state to local governments to replace revenue lost from the elimination of the M & E property tax, including the following: evaluating the impact of the phase-out of the M & E property tax on individual units of local government, reviewing the impact from an economic development perspective, assessing the impact of state replacement funds in mitigating the loss of local government revenue, projecting the amount of replacement funding necessary for payment of reimbursement claims to local governments through fiscal year 2006-2007, and recommend modifications of the current statutory system for calculation of reimbursement claims in order to further mitigate the revenue loss to those units of local government for which the elimination of the property tax creates a severe adverse economic impact.

5 Senate and 5 House

8 public members nominated one each by the Governor, Director of Economic Development, Executive Director of the Iowa League of Cities, Executive Director of the Iowa State Association of Counties, President of the Iowa Municipal Finance Officers Association, Director of Revenue and Finance, and the President of Professional Developers of Iowa, and an economist nominated by the President of Iowa State University of Science and Technology

6 Meeting Days

3. Electronic Commerce Task Force

Charge. Conduct a study over the 2000 and 2001 legislative interim periods of the issues that electronic commerce has generated under the state sales and use taxes, including the status as tangible and intangible property of the substance of transactions that are delivered digitally, electromagnetically, or through or by means of cable, satellite, or fiber optic transmission, and vendor discounts. Submit an preliminary report in January 2001 and a final report with findings and recommendations in January 2002.

3 Senate and 3 House

10 public members with 2 members representing the Department of Revenue and Finance and one member representing each of the following interests: business taxpayers, retailer community as a whole, employee of a large state or national retailer, employee of a small "main street" retailer, persons who are familiar with the electronic commerce industry, economists who are familiar with electronic commerce issues, local governments, and taxpayers as a whole.

6 Meeting Days

4. HMO Accountability Study Committee

Charge. Recommend mechanisms to hold health maintenance organizations (HMOs) accountable for the quality of care for their enrollees. The primary focus of the study shall be a review of existing state laws allowing patients to initiate a cause of action against HMOs for denial of medically necessary or critically needed care.

5 Senate and 5 House

1 Meeting Day

5. Mental Health and Developmental Disabilities Services Task Force

Charge. Conduct a study beginning in the 2000 legislative interim period and completing deliberations in the 2001 interim period in developing recommendations to attain the adult mental health and developmental disabilities (MH/DD) service delivery system objectives as described in HCR 113, including standardizing core services, emphasizing community services, replacing the legal settlement process, increasing federal funding for services and for housing, developing a formula in which funding follows consumers, addressing financial risk, and redefining state and county rules to enhance consumer choice. Submit interim reports and final report to the legislative interim study committee appointed to monitor the task force and receive its reports. The task force may establish committees to address particular topics within the task force's charge.

21 public members representing the following interests: one for the State-County Management Committee, one for the Mental Health and Developmental Disabilities Commission, two for the Iowa Association of Community Providers, two for consumers of mental health and developmental disability services, two for families of service consumers with one of these representing the parent associations of the state resource

centers, one for consumer advocates, one for the Iowa Governor's Planning Council for Developmental Disabilities, four representing counties with two for county central point of coordination administrators and two for county supervisors, four for the Department of Human Services with at least one of these representing institutional employees, one for the Iowa Farm Bureau Federation, one for participants at the Lieutenant Governor's Mental Health and Developmental Disabilities Service System Summit held in December 1999, and one for the Long Term Care Ombudsman in the Department of Elder Affairs.

6 Meeting Days

6. Mental Health and Developmental Disabilities Services Study Committee

Charge. The study committee shall monitor the activities of the task force created to address the adult mental health and developmental disabilities service system. The study committee shall receive the task force report on behalf of the General Assembly and advise the General Assembly concerning acceptance and implementation of the task force findings and recommendations. Members of the study committee shall attend task force meetings as necessary to fulfill their monitoring responsibilities.

3 Senate and 3 House

2 Meetings and attendance at Task Force meetings as needed

7. Personal Privacy Issues Study Committee

Charge. Review the privacy protections in Iowa law for Iowa consumers. The primary focus of the review shall be on the area of confidentiality of financial records and the review shall include a focus on medical records with an emphasis on protections for the potential of abuse of genetic testing information and dissemination. Other areas regarding privacy records may be explored as deemed fit by the study committee membership.

5 Senate and 5 House

1 Meeting Day

8. Public Retirement Systems Committee

Charge. The Public Retirement Systems Committee created in section 97D.4 shall meet during the 2000 interim to review the report of the Governor's Task Force on IPERS Structure and Governance and to review defined contribution options for persons covered by IPERS.

5 Senate and 5 House

1 Meeting Day

9. Prescription Drug Benefit for Seniors Study Committee

Charge. Explore ways to reduce the costs of prescription drugs for Iowa seniors. The study is to include a review of other states' efforts to reduce costs through purchasing consortiums or state purchase of drugs and of mechanisms to allow seniors to purchase their prescription drugs through such efforts. The study shall also explore the establishment of a state-sponsored drug benefit plan for Iowa seniors.

5 Senate and 5 House

1 Meeting Day

10. Renewable Reformulated Fuel Study Committee

Charge. Study issues relating to renewable reformulated gasoline, consider the availability of fuels with octane levels customarily used to combine with alcohol in order

to produce the renewable reformulated gasoline, consider methods to promote and educate consumers concerning the benefits of using such gasoline, and review strategies to support renewable fuel production facilities manufacturing coproducts used to feed cattle and other livestock, including livestock production facilities operating in conjunction with renewable fuel production facilities and local agricultural producer-led ventures formed on a cooperative basis. The Study Committee shall consult with interested associations and organizations in conducting the study.

5 Senate and 5 House

2 Meeting Days

B. The Studies Committee recommends adoption of the following approach in regard to certain executive branch study activities:

1. The Chairperson of the Legislative Council shall send a letter on behalf of the Legislative Council to the relevant state agency personnel stressing the importance of those agencies conducting the following studies requested in the indicated legislation: issues involving railroad rights-of-way crossings by utilities (SCR 119), Attorney General task force review of operating a motor vehicle while intoxicated provisions (HCR 118), and State Department of Transportation review of federal Outdoor Advertising Bonus Program restrictions on signing and advertising adjacent to the interstate highway system (HCR 119).
2. The Chairperson of the Legislative Council shall send a letter on behalf of the Legislative Council to the Insurance Commissioner requesting a review of the long term care insurance laws and insurance options available in Iowa, including the information described in 2000 Iowa Acts, SF 2193, section 15.

C. The Studies Committee reports that the following legislative study, new permanent legislative appointment authority, and new permanent legislative bodies were established in statute during the 2000 Legislative Session:

1. An advisory committee is created pursuant to the electronic commerce legislation (2000 Iowa Acts, HF 2205) to study issues associated with electronic filing, recording, and indexing of instruments affecting real property pursuant to chapter 558, and the electronic use of real property disclosures required pursuant to chapter 558A. Members are to be appointed by the Legislative Council.
2. Members or employees of the General Assembly may be appointed by specified legislative leaders on an ad-hoc basis to review child abuse information in certain cases involving a child fatality or near fatality (2000 Iowa Acts, HF 2377, sec. 9).
3. International Relations Advisory Council (2000 Iowa Acts, HF 2442).
4. A future review of the school finance formula every five years by a legislative committee with the first review to be reported in January 2005 (2000 Iowa Acts, SF 2252).

D. The Studies Committee received and filed a final report from the Legislative Council's Child Welfare Work Group.

Respectfully submitted,

Senator Stewart E. Iverson, Jr.
Chairperson

PROPOSED GUIDELINES FOR INTERIM STUDY COMMITTEES 2000 INTERIM

ADOPTION OF RULES

Interim study committees must have a majority of the members representing each house voting affirmatively in order to adopt rules.

COMPENSATION OF PUBLIC MEMBERS

Persons serving as public members of study committees are eligible to receive actual expenses only, if they are not eligible for expense reimbursement by an organization that they represent. In order for a public member representing an organization to be eligible to receive actual expenses, the organization must submit a letter to the Legislative Council indicating that the public member is not eligible for the reimbursement from the organization. Payment of the expenses is subject to the approval of the Chairperson and Vice-chairperson of the Legislative Council.

STAFF WORK FOR PUBLIC MEMBERS

After consultation with, as appropriate, the Legislative Service Bureau (LSB) or Legislative Fiscal Bureau (LFB) Director, a study committee chair may authorize research or legislative drafting work by the LSB or LFB for public members of study committees.

APPROVAL OF NOMINEES

Public members of study committees may be nominated by designated organizations, subject to Legislative Council approval or subject to the approval of the chair and vice chair of the Legislative Council in consultation with the minority leaders of the Senate and House of Representatives.

GENDER BALANCE

Appointment of public members to study committees shall be gender balanced.

VOTING BY PUBLIC MEMBERS

Unless otherwise provided by the General Assembly or the Legislative Council, public members of study committees are nonvoting.

APPROVAL OF MEETINGS OUTSIDE DES MOINES

Any meeting or public hearing by a study committee held outside of Des Moines requires the prior approval of the Studies Committee or legislative leadership.

PUBLIC HEARINGS

When authorization is given for a study committee to hold a public hearing, the committee may hold one hearing as a body or individual members may each hold a public hearing or groups of two or more members may hold public hearings. However, for each authorized public hearing, no members of the study committee may receive compensation for attendance at more than one session.

APPROVAL OF EXPENSES FOR SPEAKERS AND CONSULTING WORK

Any expenditure by a study committee for a speaker or presentation requires the prior approval of the Studies Committee and Legislative Council, or legislative leadership. Contractual consulting work for a study committee requires the prior approval of the Studies Committee and the Legislative Council.

SCHEDULING GUIDELINES

For the 2000 interim, the deadline for completion of interim study committee meetings is December 29, 2000; an interim study committee must meet this deadline or receive an exemption or a revised deadline date from the Legislative Council.

LEGISLATIVE COUNCIL COMMITTEES

1999-2000

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LEGISLATIVE INFORMATION OFFICE DIRECTOR

June 26, 2000

MEMORANDUM

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

FROM: DIANE BOLENDER, DIRECTOR *DB*

RE: PRICING OF LEGAL PUBLICATIONS

Section 7A.22 of the Code of Iowa requires that the Legislative Council establish prices for the Iowa Administrative Code, the Iowa Administrative Code Supplement, the Iowa Administrative Bulletin, and the Iowa Court Rules for each fiscal year. The company that had printed these legal publications has ceased its operations and Garner Printing has taken over the contract for the Department of General Services. Mr. Scott Burtness, the Administrator of Printing and Imaging, of the Department of General Services, has recommended that the prices for each of these legal publications be increased by 4% to reflect the use of a new printing company as well as a 20% increase in the cost of paper during the last 6 months. Mr. Burtness has also recommended a reduction in the number of copies printed for the Iowa Administrative Bulletin and the Iowa Court Rules Supplements.

The recommendations for prices for the publications are as follows:

Iowa Administrative Bulletin	\$264.00
Iowa Administrative Code Supplement	\$425.61
Iowa Administrative Code	\$1,210.31
Iowa Court Rules	\$111.28
Iowa Court Rules Supplement	\$83.55

The prices do not include sales tax.

June 26, 2000

Pricing Recommendations
From the
Printing & Imaging Division, DGS

Iowa Administrative Bulletin

The Iowa Administrative Bulletin is sold as a separate publication and may be purchased by subscription or single copy. All subscriptions will expire on June 30 of each year. Subscriptions must be paid in advance and are prorated quarterly as follows:

First Quarter/Full Year	Jul 1, 2000 to Jun 30, 2001	\$ 264.00 plus \$ 15.84 sales tax
Second Quarter	Oct 1, 2000 to Jun 30, 2001	\$ 207.81 plus \$ 12.47 sales tax
Third Quarter	Jan 1, 2001 to Jun 30, 2001	\$ 139.70 plus \$ 8.38 sales tax
Fourth Quarter	Apr 1, 2001 to Jun 30, 2001	\$ 69.35 plus \$ 4.16 sales tax

Single copies may be purchased for **\$19.76 plus \$1.19 sales tax**.

Iowa Administrative Code

The Iowa Administrative Code and Supplements are sold in complete sets and subscription basis only. All subscriptions for the Supplement (replacement pages) must be for the complete year and will expire on June 30 of each year.

Iowa Administrative Code - \$1,210.31 plus \$72.62 sales tax

(Price includes 22 volumes of rules and index, plus a one-year subscription to the Code Supplement and the Iowa Administrative Bulletin. Additional or replacement binders can be purchased for **\$11.15 each plus \$0.67 sales tax**).

Iowa Administrative Code Supplement - \$425.61 plus \$25.54 sales tax

Iowa Court Rules

The Iowa Court Rules Supplements are sold by subscription basis only. All subscriptions for the Supplement (replacement pages) must be for the complete year and will expire on June 30 of each year.

Iowa Court Rules - \$ 111.28 plus \$ 6.68 sales tax

(Price includes 2 volumes of loose-leaf rules. Additional or replacement binders can be purchased for **\$11.15 each plus \$0.67 sales tax**).

Iowa Court Rules Supplements - \$ 83.55 plus \$5.01 sales tax

All checks should be made payable to the Iowa State Printing Division. Send all inquiries and subscription orders to:
Customer Service Center
Department of General Services
Hoover State Office Building, Level A
Des Moines, IA 50319
(515) 242-5120

Print Quantity Recommendations
From the
Printing & Imaging Division, DGS

Iowa Administrative Bulletin

Previously printed at last publication: 1,100

Recommend adopting: **800**

Iowa Administrative Code

Iowa Administrative Code

Previously printed at last publication: (full sets) 25

Recommend adopting: **25**

Iowa Administrative Code Supplement -

Previously printed at last publication: 1,300

Recommend adopting: **1,300**

Iowa Court Rules

Iowa Court Rules

Previously printed at last publication: (full sets) 10

Recommend adopting: **10**

Iowa Court Rules Supplements

Previously printed at last publication: 2,500

Recommend adopting: **2,250**

COPY IN THE SUPREME COURT OF IOWA

FILED
APR 07 2000
CLERK SUPREME COURT

IN THE MATTER OF THE
ADOPTION OF JUVENILE RULES
1.2(c) - (f) AND 4.7 - 4.14.

REPORT OF THE
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 (1999), the Supreme Court of Iowa has approved and reports on this date to the Secretary of the Legislative Council the adoption of Iowa Rules of Juvenile Procedure 1.2(c) - (f) and 4.7 - 4.14 as shown in attached Exhibit "A." The rules shall be effective July 1, 2000.

Dated this 7 day of April, 2000.

Respectfully submitted,

THE SUPREME COURT OF IOWA

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

ACKNOWLEDGMENT

I, the undersigned, Secretary of the Legislative Council, hereby acknowledge delivery to me on the 10th day of April, 2000, the Report of the Supreme Court pertaining to the adoption of Iowa Rules of Juvenile Procedure 1.2(c) - (f) and 4.7 - 4.14.

Diane E. Bolender
Secretary of the Legislative Council

Please return to: Iowa Supreme Court Clerk's Office, State Capitol,
Des Moines, IA 50319.

EXHIBIT A

RULES OF JUVENILE PROCEDURE

Rule 1. Forms. The forms contained in the appendix of forms are illustrative and not mandatory and any particular instrument may be in more or less the form illustrated.

(Forms)

RULE ON DISCOVERY AND NOTICE OF DEFENSES

Rule 1.1. Scope of discovery. In order to provide adequate information for informed decision making and to expedite trials, minimize surprise, afford opportunity for effective cross-examination and meet the requirements of due process, discovery prior to trial and other judicial hearings should be as full and free as possible consistent with protection of persons and effectuation of the goals of the juvenile justice system.

Rule 1.2. Delinquency proceedings.

a. Upon the request of counsel for a juvenile who has been referred for intake screening on a delinquency complaint, the state shall give the juvenile's counsel access to all documents, reports and records within or which come within its possession or control that concern the juvenile or the alleged offense.

b. Although informal discovery methods are preferred, upon good cause shown, depositions and interrogatories by any party may be permitted by the court in delinquency proceedings except where they conflict with these rules or with statutes. Ordinarily, however, depositions and interrogatories shall not be permitted for issues arising under Iowa Code section 232.45(6)(b) after filing of a motion to waive jurisdiction.

c. Affirmative defenses. If a juvenile alleged to have committed a delinquent act intends to rely upon the affirmative defenses of insanity, diminished responsibility, intoxication, entrapment, or self-defense [justification], the juvenile shall file written notice of the intention not later than the time set by the court for said filing and in any event not less than ten calendar days prior to the adjudicatory hearing, except for good cause shown.

d. State's right to expert examination. Where a juvenile has given notice of the use of the defense of insanity or diminished responsibility and intends to call an expert witness or witnesses on that issue at trial, the juvenile shall, within the time provided for the filing of pretrial motions, file written notice of the name of such witness. Upon such notice or as otherwise appropriate the court may upon application order the examination of the juvenile by a state-named expert or experts whose names shall be disclosed to the juvenile prior to examination.

e. Notice of alibi. If a juvenile alleged to have committed a delinquent act intends to offer an alibi defense, the juvenile shall file written notice of such intention not later than the time set by the court for the filing of pretrial motions or at such later time as the court directs. The notice of alibi defense shall state the specific place or places the juvenile claims to have been at the time of the alleged offense and the names and addresses of the witnesses upon whom the juvenile intends to rely to establish such alibi. In the event that a juvenile shall file such notice the prosecuting attorney shall file written notice of the names and addresses of the witnesses the state proposes to

offer in rebuttal to discredit the alibi. Such notice shall be filed within ten days after the filing of the juvenile's witness list, or within such other time as the court may direct.

f. Failure to comply. If either party fails to abide with the notice requirements of rule 1.2(c) - (e), such party may not offer evidence on the issue of alibi, insanity, diminished responsibility, intoxication, entrapment, or self-defense without leave of court for good cause shown. In granting leave, the court may impose terms and conditions including a delay or continuance of trial. The right of a juvenile to give evidence of alibi, insanity, diminished responsibility, intoxication, entrapment, or self-defense in his or her own testimony is not limited by this rule.

Rule 1.3. Child in need of assistance and termination proceedings. Although informal discovery methods are preferred, the rules of civil procedure, divisions V and VII, governing discovery, depositions and perpetuation of testimony in civil proceedings shall apply to proceedings under Iowa Code chapter 232, divisions III and IV where not inconsistent with these rules or with statutes.

MOTION PRACTICE

Rule 2.1. General rule. Any motion filed with the juvenile court shall be promptly brought to the attention of the judge or referee by the moving party.

Rule 2.2. Motions for continuance in all proceedings. A motion for continuance shall not be granted except for good cause. Any order granting a continuance shall state the grounds therefore.

PRETRIAL CONFERENCES

Rule 3.1. Pretrial conferences discretionary. In all actions the juvenile court may in its discretion order all parties to the action to appear for a pretrial conference to consider such matters as will promote a fair and expeditious trial.

SPEEDY HEARING

Rule 4.1. General rule. It is the public policy of the state of Iowa that proceedings involving delinquency or child in need of assistance be concluded at the earliest possible time consistent with a fair hearing to all parties.

Rule 4.2. Delinquency. If a child against whom a delinquency petition has been filed has not waived the right to a speedy adjudicatory hearing, the hearing must be held within sixty days after the petition is filed or the court shall order the petition dismissed unless good cause to the contrary is shown.

a. Entry of a consent decree shall be deemed a waiver of the child's right to a speedy hearing.

b. The provisions contained herein shall be applicable notwithstanding a motion or hearing to waive jurisdiction pursuant to rule 4.3 or 4.4 hereunder.

Rule 4.3. Motion to waive jurisdiction. A motion under Iowa Code section 232.45 must be filed within ten days of the filing of the petition.

Rule 4.4. Hearings regarding waiver. A hearing on a motion to waive jurisdiction filed pursuant to Iowa Code section 232.45 shall be held within thirty days of the filing of said motion unless good cause to the contrary is shown.

Rule 4.5. Child in need of assistance adjudicatory hearings. The adjudicatory hearing on a child in need of assistance petition shall be held within sixty days of the filing of said petition unless good cause to the contrary is shown. Failure to comply with this rule shall not result in automatic dismissal, but any such failure may be urged as grounds for discretionary dismissal.

Rule 4.6. Temporary removal hearings. Whenever a child has been removed pursuant to Iowa Code section 232.78 or 232.79, a hearing under Iowa Code section 232.95 shall be held within ten days of such removal.

DELINQUENCY PROCEEDINGS

Rule 4.7. Corroboration of accomplice or solicited person. An adjudication of delinquency shall not be entered against a juvenile based upon the testimony of an accomplice or a solicited person unless corroborated by other evidence which tends to connect the juvenile with the commission of the offense; and the corroboration is not sufficient if it merely shows the commission of the offense or the circumstances thereof. Corroboration of the testimony of victims shall not be required.

Rule 4.8. Suppression of evidence. Motions to suppress evidence shall be raised by motion of the juvenile specifying the ground upon which the juvenile claims the search and seizure to be unlawful. Motions to suppress evidence shall be filed not later than the time set by the court for said filing and in any event not less than ten calendar days prior to the adjudicatory hearing, except for good cause shown.

Rule 4.9. Multiple juvenile defendants. Two or more juveniles may be tried jointly if in the discretion of the court a joint trial will not result in prejudice to one or more of the parties. Otherwise, the juvenile defendants shall be tried separately. When tried jointly, the juvenile defendants shall be adjudged separately on each count.

Rule 4.10. Evidence at detention, shelter care, and waiver hearings. The probable cause finding made at a shelter or detention hearing under Iowa Code section 232.44 and at waiver of jurisdiction hearings under Iowa Code section 232.45 shall be based upon substantial evidence, which may be hearsay in whole or in part, provided there is a substantial basis for believing the source of the hearsay to be credible and for believing that there is a factual basis for the information furnished. The juvenile defendant may cross-examine witnesses and may introduce evidence in his or her own behalf.

Rule 4.11. Venue in delinquency cases where child has been placed in another judicial district. Where a juvenile has been placed in another judicial district and is alleged to have committed a delinquent act or acts during such placement, venue, for the purpose of conducting the adjudicatory hearing, shall be in the judicial district where the delinquent act or acts are alleged to have occurred. However, the juvenile court which originally placed the juvenile shall have the option of requesting that venue be transferred to it for the purpose of conducting the adjudicatory proceedings. If the juvenile is adjudicated of committing a delinquent act or acts in the judicial district of the juvenile's placement, venue of the matter shall be transferred to the juvenile court which previously placed the child pursuant to the

original dispositional order for the purpose of conducting any dispositional and subsequent review hearings.

CINA PROCEEDINGS

Rule 4.12. Child abuse reports. The clerk of court shall retain founded or confirmed child protective assessment reports which are placed on the central child abuse registry for ten years. Notwithstanding the foregoing, when notified by the Department of Human Services that the report shall be expunged, the clerk shall destroy the report pursuant to Iowa Code section 235A.18. The clerk of court shall retain founded or confirmed child protective assessment reports which are not placed on the central abuse registry and unfounded or unconfirmed child protective assessment reports for five years from the date of intake at which time the clerk shall destroy the reports. Notwithstanding the foregoing, child protective assessment reports which are received into evidence in a juvenile proceeding shall be retained for so long as the case file is retained and shall not be destroyed pursuant to this rule.

4.13. Admissibility of evidence at temporary removal hearings. The finding of imminent risk of harm allowing for the temporary removal of a child from his or her parent, guardian or custodian under Iowa Code section 232.95 shall be made by substantial evidence, which may be hearsay in whole or in part, provided there is a substantial basis for believing the source of the hearsay to be credible and for believing that there is a factual basis for the information furnished.

TERMINATION PROCEEDINGS

Rule 4.14. Motions to vacate an order for termination of parental rights. Any request by a biological or putative parent to vacate an order terminating parental rights pursuant to Iowa Code chapter 600A must be filed within 30 days from the entry of said order. The 30-day period for filing a motion to vacate such order shall not be waived or extended.

(Forms)

PROCEDURE FOR JUDICIAL WAIVER OF PARENTAL NOTIFICATION

Rule 5. General principles.

- a.* These rules shall be interpreted to provide expeditious and confidential proceedings in accordance with Iowa Code chapter 135L.
- b.* All references in these rules to the clerk shall mean the clerk of the district court and shall include the clerk's designee.

Rule 5.1. Petition for waiver.

a. Form. A minor who seeks waiver of parental notification prior to obtaining an abortion shall petition the court in a manner substantially complying with a form called "Petition for Waiver of Parental Notification of Minor's Abortion." This form, along with others for use in waiver proceedings, are attached to these rules and shall be available at the offices of all clerks of court. All petitions shall state the manner by which the minor desires to receive notification of the court's decision and whether a similar petition has previously been presented to and refused by any court.

b. Assistance. The clerk shall assist the minor in completing and filing the petition.

c. Filing. A petition is filed for the purposes of these rules when it is date and time stamped in the clerk's office. The clerk shall present the petition to the court immediately upon filing.

d. Anonymity and confidentiality. The minor may file a petition using a pseudonym and the petition shall not contain any information, such as social security number, address, or name of parents, by which the minor may be identified. A sworn statement containing the case number, and the minor's true name, date of birth, and address shall be filed simultaneously with the pseudonymous petition. The clerk of court shall issue to the minor a certified copy of the sworn statement, which shall identify her to the provider of abortion services as the minor for whom a petition to waive notification was granted or denied. The clerk shall then place the original sworn statement under seal. Notwithstanding any other provision of Iowa law or these rules, the seal on the statement containing the minor's true name may not be broken except upon court order in exigent circumstances or at the minor's request.

Rule 5.2. Appointment of counsel.

The clerk shall inform the minor that she has a right to a court-appointed attorney without cost to her. The court shall appoint an attorney for the minor upon her request. The attorney shall serve as counsel on appeal.

Rule 5.3. Appointment of guardian ad litem.

The court may appoint a guardian ad litem, and shall appoint a guardian ad litem if the minor is not accompanied by a responsible adult, as that term is defined in the statute, or has not viewed the video under Iowa Code section 135L.2.

Rule 5.4. Advisory notice to minor.

a. Upon the filing of any petition for waiver of parental notification, the clerk shall provide the minor a copy of the Advisory Notice to Minor attached to these rules.

b. The clerk shall document in the court file that a copy of the advisory notice has been provided to the minor.

Rule 5.5. Scheduling.

Immediately upon filing the petition, the clerk shall set or secure the date for the hearing and so advise the minor if she is present. Otherwise, notice of hearing shall follow the procedures of rule 5.6. The hearing shall be held within 48 hours of the filing of the petition unless the minor or her attorney requests an extension of time within which a hearing shall be held. If the request for extension of time is granted, the deadline for filing any decision on appeal shall be extended for a like period of time.

Rule 5.6. Notice of hearing.

If the court determines that a guardian ad litem and/or an attorney for the minor should be appointed in accordance with Iowa Code section 135L.3(3)(b), the clerk shall notify said person(s) as well as any other person(s) designated by the minor not less than eight hours before the time fixed for a hearing, unless there is a waiver of the notice requirement by said person(s), or the time is reduced or extended by the court. Service of notice may be by acceptance of service. The only notice provided to the minor shall be by the minor making inquiry of the clerk of court following the entry of the order scheduling the hearing. Notice shall be provided by the clerk only to the above-named person(s).

Rule 5.7. Burden of proof and standard of evidence.

The minor shall have the burden of proving the allegations of her petition by a preponderance of the evidence.

Rule 5.8. Record required.

In accordance with Iowa Code section 624.9, and consistent with the confidentiality requirements of rule 5.10, stenographic notes or electronic recordings shall be taken of all hearings held pursuant to Iowa Code chapter 135L and said record shall not be waived.

Rule 5.9. Order granting or denying petition.

a. Time for granting or denying waiver. An order either granting or denying waiver of parental notification with findings of fact and conclusions of law shall be filed immediately following the hearing and in no event later than 48 hours from the filing of the petition or from the hearing if an extension is granted under rule 5.5.

b. Procedure in default of hearing and order. If the court fails to hold the hearing and rule on the petition within the time provided by these rules, the petition is deemed granted and the waiver is deemed authorized. In the event the petition is deemed authorized, the clerk shall immediately issue the certification attached to these rules to the minor or her attorney.

c. Delivery of order or certification. The clerk shall deliver the order under rule 5.9"a," or the certification under rule 5.9"b," in the manner requested by the minor in the petition. The order or certification shall specify the person(s) to whom the clerk shall provide a copy. A copy shall be available to the minor at the clerk's office.

d. Notification of appeal rights. If the petition is denied, the order shall include notice of the right to appeal to the Iowa supreme court, the time period within which appeal must be filed and a copy of the applicable rules of appellate procedure.

Rule 5.10. Confidentiality of documents and hearings.

a. Records. In accordance with Iowa Code chapter 135L and these rules, all records of parental notification proceedings are confidential. All confidential records shall be kept sealed and opened only as necessary for the conduct of proceedings for waiver of parental notification, an appeal of the district court decision, or as ordered by a court.

b. Hearings. The hearing shall be held in a confidential manner, preferably in chambers. Only the minor, her attorney, her guardian ad litem, and the person(s) whose presence is specifically requested by the minor, her attorney, or her guardian ad litem may attend the hearing on the petition.

c. Purging of files. The clerk shall destroy all records and files in the case when one year has elapsed from any of the following, as applicable:

- (1) The date that the court issues an order waiving the notification requirement or the date the waiver is deemed authorized under rule 5.9"b";
- (2) The date after which the court denies the petition for waiver of notification and the decision is not appealed;
- (3) The date after which the court denies the petition for waiver of notification, the decision is appealed, and all appeals are exhausted.

(Forms)

RULES FOR PREFILING LEGISLATIVE BILLS

20002001 SESSION
IOWA GENERAL ASSEMBLY

A. Legislative Bills

Section 2.16, Code ~~1999~~2001, 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 ~~Second~~First Session of the ~~Seventy-eighth~~Seventy-ninth 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-eighth General Assembly or elected to serve in the Seventy-ninth General Assembly may request the Legislative Service Bureau to draft a bill at any time prior to the convening of the ~~2000~~2001 Session of the ~~Seventy-eighth~~Seventy-ninth 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. A request to have a bill drafted for the ~~2000~~2001 Session of the ~~Seventy-eighth~~Seventy-ninth General Assembly, which is received prior to or during the ~~2000~~2001 Session, is only considered a valid request for that session. In order for a member to have a bill drafted for the ~~2001~~2002 Session of the Seventy-ninth General Assembly, the member must submit a new request prior to or during the ~~2001~~2002 Session. If a bill is requested prior to the convening of the ~~2000~~2001 Session of the ~~Seventy-eighth~~Seventy-ninth 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-eighth General Assembly or elected to serve in the Seventy-ninth General Assembly may prefile a legislative bill by making a request to the Legislative Service Bureau by ~~December 3, 1999~~ December 4, 2000. 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 10, 2000~~

January 8, 2001. 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 2, 1999~~ August 1, 2000, but no later than ~~November 26, 1999~~ November 24, 2000. However, because Friday, ~~November 26, 1999~~ November 24, 2000, is a state holiday, requests will be accepted until 4:30 p.m. on ~~Monday, November 29, 1999~~ November 27, 2000. 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 shall submit the fewest number of requests as possible for prefiled proposed bills. One request may contain the department's technical or corrective Code changes. The other requests shall contain the department's legislative policy proposals. The bills may be drafted in divisions with each division containing a related, but distinct subject matter. The Bureau will confer with the department's representative regarding combination or separation of its technical proposal and its policy proposals into individual legislative bill drafts which can most efficiently be considered by the General Assembly given the General Assembly's customary assignment of subject matters to 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 10, 2000~~ January 8, 2001. 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 ~~November 29, 1999~~ November 27, 2000, 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 2, 1999~~ August 1, 2000, 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 1999~~ early fall of 2000 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
- Information Technology Department
- 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 Branch

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 7, 2000~~ January 5, 2001. 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 10, 2000~~ January 8, 2001, 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.