

# Office of the Governor State of Nevada

## MEETING NOTICE AND AGENDA

Name of Organization: Governor's Steering Committee to Conduct a  
Fundamental Review of State Government

Date and Time of Meeting: Thursday and Friday, October 12 and 13, 2000  
Session will commence at 9 a.m. each day

Place of Meeting: Legislative Building  
Room 4100  
401 South Carson Street  
Carson City, Nevada

*If you cannot attend the meeting, you can listen to it live over the Internet. The address for the legislative web site is <http://www.leg.state.nv.us>. For audio broadcasts, click on the link "Listen to Meetings Live on the Internet." It should be noted that this meeting will not be videoconferenced since the system is scheduled for maintenance during this time.*

### AGENDA WORK SESSION

This work session meeting will begin on Thursday, October 12, 2000, at 9 a.m. It is anticipated that the committee will continue its deliberations through the afternoon, recess for the day, and reconvene at 9 a.m. on Friday to complete its work, if necessary. The Work Session Document for this meeting is available to interested parties upon request.

- I. Call to Order, Introductions, and Opening Remarks  
Denice Miller, Co-chairman
- II.\* Approval of Minutes of the August 21, 2000, Meeting
- III.\* Public Comment at the Request of the Chair
  1. \*Discussion of Energy Retrofit Issues  
Greg Battaglia, Utilities Director, University of Nevada Reno
  2. \*Discussion of Telecommunication Services and State Rights of Way  
Terry Murphy, Committee Member  
Jim Spinello, Clark County
- IV.\* Discussion and Final Recommendations Regarding Proposals and Suggestions Received by the Fundamental Review Committees During the 1999-2000 Interim, including:
  3. \*Review of Primary Recommendations Concerning General Government Function, Based on Issues and Topics upon Which Information Was Received During the Fundamental Review Process (See "Work Session

Document,” pages 1 through 10); and

4. \*Review of Secondary Recommendations Concerning General Government Function, Abstracted from Suggestions Received via the Department of Administration’s Web Site or from Other Sources but upon Which Insufficient Testimony Was Received over the Interim (See “Work Session Document,” pages 11 through 16).

V. Public Comment

VI. Explanation and Report of Committee Actions

VII. Discussion of Future Fundamental Review Activities

VIII. Adjournment

\*Denotes items on which the committee may take action.

Notice of this meeting was posted in the following Carson City, Nevada, locations: \_\_Blasdel Building, 209 East Musser Street; Capitol Press\_Corps, Basement, Capitol Building; City Hall, 201 North Carson Street; Legislative Building, 401 South Carson Street; and Nevada State Library, 100\_Stewart Street. Notice of this meeting was faxed for posting to the following Las\_Vegas locations: Grant Sawyer State Office Building, 555\_East Washington Avenue; and the Clark County Office, 500 South Grand Central Parkway. Notice of this meeting was faxed for posting at the following Reno location: \_Washoe County Commission Chambers, 1001 East Ninth Street.

Note: We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements for the meeting are necessary, please notify Linda Fitzgerald in the Office of the Governor at 775/684-5670.

**(SCROLL DOWN FOR WORK SESSION DOCUMENT)**

**B**

**Office of the Governor  
State of Nevada**

**GOVERNOR’S STEERING COMMITTEE TO CONDUCT A  
FUNDAMENTAL REVIEW OF STATE GOVERNMENT**

**WORK SESSION DOCUMENT**

The following work session document contains a compilation of selected recommendations for Bill Draft Requests (BDRs) or other suggestions that were submitted at hearings, in either oral or written form, during the course of the Fundamental Review. The committee may accept, reject, modify, or take no action on any of the proposals.

It was anticipated at the beginning of the Fundamental Review process that the examination of the ideas and concepts presented would continue beyond this legislative interim. The Steering Committee was tasked with the monitoring of the basic, major, and interagency reviews of state agencies; the evaluation of the suggestions received to improve state government; and the development of recommendations for the Governor. It also requested and received Fundamental Review reports from the offices of the state's constitutional officers.

The approved recommendations that result from these deliberations may result in the preparation of either policy or budgetary BDRs, to be submitted to the 2001 Legislature; Executive Orders; administrative directives to Executive Branch agencies; or a need to obtain additional information on a particular topic. Members of the Steering Committee do not necessarily support or oppose the recommendations listed in this document, which are compiled and organized broadly by topic for members' review.

The *Nevada Revised Statutes* (NRS), the *Nevada Administrative Code* (NAC), the Interim Finance Committee (IFC), and the University and Community System of Nevada (UCCSN) are referenced herein by their respective acronyms. The list of secondary recommendations included at the end of this document may receive no formal consideration during the work session, although it will be forwarded to the Office of the Governor for further consideration during the next two years. That secondary list includes suggestions and recommendations that were received via the Internet web site or through other means. Most of the ideas and concepts reflected in the secondary section were not discussed during previous meetings of the committee but may become the subject of additional discussion as the Fundamental Review process continues over time.

**PRIMARY RECOMMENDATIONS CONCERNING  
GENERAL GOVERNMENT FUNCTION**

**ADMINISTRATION  
GENERAL CONCEPTS**

*BDR Recommendations:*

- |     |    |       |   |
|-----|----|-------|---|
| Yes | No | Other | 1. The submittal of a BDR to 2001 Legislature for the consolidation of the Departments of Administration, Information Technology, and Personnel.  |
| Yes | No | Other | 2. The submittal of a BDR to 2001 Legislature changing the name of the Department of Taxation to the Department of Revenue and creating benchmarks for the timetable for the consolidation of all major revenue collection activities within the department.  |
| Yes | No | Other | 3. The submittal of a BDR to the 2001 Legislature for a one-time appropriation to the new Department of Revenue to evaluate the feasibility of consolidating major revenue collection activities of the state including the establishment of a temporary review committee comprised of agencies that are impacted. Nominations for inclusion in the study include existing Department of Taxation revenues, motor vehicle taxes, gasoline taxes, gaming taxes, and employment security taxes. |
| Yes | No | Other | 4. The submittal of a BDR to the 2001 Legislature to consolidate all general hearing and appeals functions in the Hearings and Appeals Division of the Department of Administration.  |
| Yes | No | Other | 5. The submittal of a BDR to the 2001 Legislature that places minimum matching requirements, e.g., 10 percent, for the receipt of grant funding from the state on the entity that is the beneficiary of the state funds.  |
| Yes | No | Other | 6. The submittal of a BDR to the 2001 Legislature to modify and update the financial review responsibilities of the State Board of Examiners.   |
| Yes | No | Other | 7. The submittal of a BDR to the 2001 Legislature for the transfer of state plan review and permitting responsibilities for fire codes and public school buildings to the county government <b>or as an alternative</b> consolidate all plan checking and inspection activities with the State Public Works Board.  |
| Yes | No | Other | 8. The submittal of a BDR to the 2001 Legislature to enable the creation of Regional Service Authorities (RSAs). (Suggest   |

using the Municipal Subdistrict Statutes from the State of Colorado and the NRS for the Southern Nevada Water Authority as guidelines.)

- |     |    |       |  |
|-----|----|-------|--|
| Yes | No | Other | 9. The submittal of a BDR to the 2001 Legislature that would require the periodic agency review of the NRS by state agencies similar to the current requirements for the periodic review of the NAC. Included in this proposal would be a "sunset" justification for each Board and Commission. (See Carlton BDR 451.) |
| Yes | No | Other | 10. The submittal of a BDR to the 2001 Legislature to replace the State Printing Division with a nonprofit corporation with the requirement that state agencies must allow State Printing to bid on all agency printing projects. (See Administration BDR 568.)  |
| Yes | No | Other | 11. The submittal of a BDR to the 2001 Legislature for the establishment of a formal long range fiscal planning process. (See Legislative Interim Study on Long-range Fiscal Planning [AB 525] BDR 203.)   |
| Yes | No | Other | 12. The submittal of a BDR to the 2001 Legislature to revise the budget preparation dates such as changing the official agency submittal date from August 15 to September 1.   |
| Yes | No | Other | 13. The submittal of a BDR to the 2001 Legislature to eliminate the Advisory Commission on Sentencing. (See Administration BDR 340.)   |
| Yes | No | Other | 14. The submittal of a BDR to the 2001 Legislature to transfer the Senior Property Tax Rebate Program from the Department of Taxation to the Aging Services Division, Department of Human Resources.   |
| Yes | No | Other | 15. The submittal of a BDR to the 2001 Legislature to transfer the functions of the Office of Science, Engineering and Technology to the Commission on Economic Development.   |

*Budgetary Recommendations:*

- |     |    |       |   |
|-----|----|-------|---|
| Yes | No | Other | 16. The submittal of the 2001-03 <i>Executive Budget</i> to the 2001 Legislature or amending work programs to the IFC that places matching requirements, imposed by the federal government, for the receipt of funding on the entity (other state agencies, local governments, or nonprofit entities) that is the beneficiary of the federal funds.                             |
| Yes | No | Other | 17. The authorization to the Budget and Planning Division to establish the necessary funding levels as part of completion of the 2001-03 <i>Executive Budget</i> for the increased training of middle and upper management in strategic planning, system evaluation, and other best management practices for the benefit of state government. (See Audit Subcommittee BDR 429.) |
| Yes | No | Other | 18. Submittal of a BDR to 2001 Legislature to authorize state agencies to retain a percentage of general and highway fund budget savings for certain one-time expenditures, e.g., technological equipment and training. Stipulate that savings must not be generated by failure to complete an agency's task.   |
| Yes | No | Other | 19. The authorization for the Department of Administration to evaluate the use of heavy equipment by state agencies including the Department of Transportation to determine the budgetary cost-benefit of lease versus purchase of equipment.   |
| Yes | No | Other | 20. Require the development of a multiple-year capital improvement program on the basis of cash flow projections versus specific projects.  |

*Administrative Recommendations:*

- |     |    |       |  |
|-----|----|-------|--|
| Yes | No | Other | 21. The authorization for the establishment of a formal tracking system by the Budget and Planning Division for grants, subgrants, and contracts between the state and local units of government and nonprofit organizations. <b>Passed 3/23/00</b>        |
| Yes | No | Other | 22. The authorization for the establishment of a uniform policy for the agency submittal of federal grant applications.  |
| Yes | No | Other | 23. The authorization for the establishment of Master Contracts between the state and local government and/or nonprofit entities for the receipt of state and federal funds, with the Department of Human Resources being used as the initial test agency. |
| Yes | No | Other | 24. The authorization for a continuous process of Customer Satisfaction Surveys for all internal service functions, potentially  |

including all Executive Branch services that are included in the Statewide Cost Allocation Plan.

- Yes No Other 25. The authorization to establish fee structures for services to "non-disadvantaged" clients within the federal regulatory authority.
- Yes No Other 26. The authorization for the State Public Works Board to create a program for reducing the state's use of private building space when it is cost-effective to make the conversion with particular emphasis on the State Capitol Complex in Carson City and the Sawyer Office Complex in Las Vegas.
- Yes No Other 27. The authorization for the transfer of the Clear Creek Youth Camp to either Carson City or, through a request for proposal, to a nonprofit entity.

## INFORMATION TECHNOLOGY (IT) CONCEPTS

### BDR Recommendations:

- Yes No Other 28. The submittal of a BDR to the 2001 Legislature for the creation of a "Super" IT Commission with primary responsibility for the development and oversight of the Nevada IT Master/Strategic Plan with or without the elimination of the "silo" effect. (See Tiffany BDR 48.)
- Yes No Other 29. The submittal of a BDR to the 2001 Legislature to separate the existing IT functions into a policy and planning function and a programming and operations function.
- Yes No Other 30. The submittal of a BDR to the 2001 Legislature to place minimum review requirements for the Department of IT to review agency purchases and budget proposals.
- Yes No Other 31. The submittal of a BDR to the 2001 Legislature to allow all departments that receive payments from clients to take those payments by debit or credit card and/or electronic funds transfer. (See SCR 19 Business in Nevada BDR 258.)

### Administrative Recommendations:

- Yes No Other 32. Recommend the Governor issue an Executive Order to require the use of compact disc (CD) technology where possible for the publication of agency reports.
- Yes No Other 33. Recommend the Governor issue an Executive Order to allow all departments that require the filing of reports or applications to provide for "on-line" filing.
- Yes No Other 34. Recommend the Governor issue an Executive Order Implementing standards for state agency use of E-commerce.
- Yes No Other 35. The authorization for the Purchasing Division to actively pursue the establishment of a WEB-based purchasing system that is cost-effective to state agencies and other users of the state purchasing system.

## PERSONNEL CONCEPTS

### BDR Recommendations:

- Yes No Other 36. The submittal of a BDR to the 2001 Legislature to replace the existing uniform allowance system, if proven cost-effective, with an agency responsibility to provide uniforms and uniform apparel within the legislatively approved budgets. (See Administrative BDR 406.)
- Yes No Other 37. The submittal of a BDR to 2001 Legislature to establish a mandatory requirement for those employees not eligible for the Public Employees Retirement System to use a 457 Deferred Compensation Plan in lieu of FICA (Recommendation of the State Deferred Compensation Committee, subject to the receipt of a Private Letter Ruling from the IRS.)
- Yes No Other 38. The submittal of a BDR to the 2001 Legislature that would update and simplify personnel regulations. (See request submitted by the Department of Personnel.)
- Yes No Other 39. The submittal of a BDR to authorize a study for recommendation to the 2003 Legislature to address the question of consolidating employee benefit programs under a single entity with potential participants to include the Department of Personnel, Public Employees Benefits Committee, Public Employees Retirement System, and the Deferred Compensation

Committee.

Administrative Recommendations:

- |     |    |       |  |
|-----|----|-------|--|
| Yes | No | Other | 40. Recommend the Governor issue an Executive Order for the establishment of a uniform policy for the assignment of positions to unclassified and classified service. (Recommendation of Personnel Subcommittee.)                  |
| Yes | No | Other | 41. Recommend the Governor issue an Executive Order to encourage the use of flex time in the operation of state government. (Recommendation of Personnel Subcommittee.)  |
| Yes | No | Other | 42. Recommend the Department of Personnel establish a uniform policy for the use of exit interviews. (Recommendation of Personnel Subcommittee.)   |
| Yes | No | Other | 43. Recommend the elimination of the special sick leave account for state employees. (Recommendation of Personnel Subcommittee)  |
| Yes | No | Other | 44. The authorization, subject to the availability of funding, for the Department of Personnel to add one step to the pay scale for the classified employees as well as unclassified positions impacted by compression.            |
| Yes | No | Other | 45. The authorization subject to the availability of funding for the Department of Personnel to increase the longevity benefits for state employees.   |
| Yes | No | Other | 46. The authorization for the Department of Personnel to submit a series of recommendations for the enhancement of Employee Recognition Programs.  |
| Yes | No | Other | 47. Request the Department of Personnel to evaluate what would be the best system for employee leaves in lieu of the current "buy back" of earned benefit for all new employees hired after the effective date of the new program. |
| Yes | No | Other | 48. Request the Public Employees Retirement System to evaluate the replacement of the defined benefits system with a defined contribution system for all new employees hired after the effect date of the new program.             |

**BUSINESS AND INDUSTRY CONCEPTS**

BDR Recommendations:

- |     |    |       |  |
|-----|----|-------|--|
| Yes | No | Other | 49. The submittal of a BDR to the 2001 Legislature to consolidate the department's insurance regulatory functions in the Insurance Division.   |
| Yes | No | Other | 50. The submittal of a BDR to the 2001 Legislature to consolidate the Ombudsman for Health Care Services and the Commission on Hospital Patients.  |
| Yes | No | Other | 51. The submittal of a BDR to the 2001 Legislature to replace the Nevada Attorney for Injured Workers with a nonprofit corporation similar to the Nevada Disability Advocacy and Law Center. Included in this action would be authority for the award of attorney fees in an "amount not to exceed" to be added to any awards decided by the hearings and appeals process. |
| Yes | No | Other | 52. The submittal of a BDR to the 2001 Legislature to transfer responsibility for sanitation regulation of recreational vehicle facilities and parks to local health and building departments.   |
| Yes | No | Other | 53. The submittal of a BDR to the 2001 Legislature to replace the existing Housing Division with a nonprofit corporation similar to the federal government-sponsored enterprises with similar missions, e.g., Fannie Mae and Freddie Mac, and other state programs, the Nevada Rural Housing Program, for example.   |

**CONSERVATION AND NATURAL RESOURCES**

BDR Recommendations:

- Yes No Other 54. The submittal of a BDR to the 2001 Legislature to consolidate the State Emergency Response Commission with the Division of Environmental Protection. (Joint Agreement between agencies)
- Yes No Other 55. The agreement with the Division of Internal Audit for the Division of Environmental Protection to continue to seek opportunities to optimize the program's effectiveness and to streamline regulatory oversight programs to minimize costs without consolidation with the Division of Health's Bureau of Health Protection Services including the use of interlocal agreements between the agencies. If during the 2001-03 biennium a cost-effective reason is identified that would warrant formal consolidation of the two programs, the submittal of a BDR to the 2003 Legislature is authorized including answers to questions related to relocation costs, staffing resources and indirect cost allocations.

Administrative Recommendations:

- Yes No Other 56. The agreement with the Division of Internal Audit for the Division of Environmental Protection to review and adjust its fees for subdivision plan reviews and septic system permits including the enhancement of time tracking to ensure fee schedules are appropriate.
- Yes No Other 57. The agreement with the Division of Internal Audit for the Division of Environmental Protection in conjunction with the Division of Health's Bureau of Health Protection Services to broaden efforts in the development and implementation of a shared geographic information system database.
- Yes No Other 58. The agreement with the Division of Internal Audit for the State Board of Health representative on the State Environmental Commission to have a medical background.
- Yes No Other 59. The agreement with the Division of Internal Audit for the Division of Environmental Protection to seek an Interlocal Agreement with the Office of State Treasurer to clarify their responsibilities related to the clean water state revolving fund.

**CONSTITUTIONAL OFFICERS**

BDR Recommendations:

- Yes No Other 60. Transfer the Division of Unclaimed Property to the Treasurer's Office. (See Treasurer BDR 360.)
- Yes No Other 61. Provide securitization of the revenue stream produced by the Tobacco Master Settlement Agreement. (See Treasurer BDR 361.)

**EDUCATION CONCEPTS**

BDR Recommendations:

- Yes No Other 62. The submittal of a BDR to the 2001 Legislature to require local school districts to pay for tuition expenses for high school graduates who are required to take college remediation classes as a condition of admittance to a UCCSN institution.
- Yes No Other 63. The submittal of a BDR to the 2001 Legislature to transfer the Commission for Postsecondary Education from the State Department of Education to independent status.
- Yes No Other 64. The submittal of a BDR to the 2001 Legislature for a one-time appropriation or authorization to use a portion of the 2 percent administrative limit in the Millennium Scholarship program for the establishment of a base-line study and on-going evaluation of students graduating from high school. Included in the authorization would be the tracking and evaluation of grading practices, trends in local school districts, assessing student achievement over time, and determining the locus of employment upon graduation.
- Yes No Other 65a. The submittal of a BDR to the 2001 Legislature to consider the following possible issues: the continuation of the State Board of Education as an elected body; governance issues concerning the Nevada Education Reform Act functions, e.g., academic standards, accountability, and technology, and the State Board; the need for a more active planning, research, and evaluation emphasis in the department's mission; the relationship of the department with other state and local agencies that provide child and family services; the relationship of the department to the community college system, particularly related to adult education programs; and the appointing authority for the position of Superintendent.

**OR As an alternative to the immediately preceding proposal:**

- Yes No Other 65b. The submittal of a BDR to the 2001 Legislature to make the state's Superintendent of Public Instruction appointed by the Governor.
- Yes No. Other 66. The submittal of a BDR to the 2001 Legislature to consider a program, similar to the Elko County School District (ECSD) demonstration project authorized under Assembly Bill 700 of the 1999 Session that allows the use of funds from the Trust Fund for School Improvement (formerly the Trust Fund for Class-size Reduction), to achieve pupil-teacher ratios of 20 - 22 to 1 in grades K through 5 (or grade 6 where applicable) in an effort to eliminate team teaching and to utilize remedial programs proven to be effective in improving pupil achievement in core subjects. (A report on the demonstration project is due from the ECSD to the 2001 Legislature.)

Administrative Recommendations:

- Yes No Other 67. Require the State Department of Education to establish a consolidated planning and grant award process for the allocation of state and federal funds, including the consolidation of state and federal remediation discretionary funding, to be used only for approved programs and providing local districts flexibility in the use of funding currently allocated for class-size reduction and special education programs on the basis of district master applications.
- Yes No Other 68. The support for the preparation of a Higher Education Master Plan as part of the state strategic planning effort with particular emphasis on how the system should be funded, how existing building space could be maximized, and the establishment of a mandatory average teaching load to maximize the use of faculties.

**HUMAN RESOURCES CONCEPTS**

BDR Recommendations:

- Yes No Other 69. The submittal of a BDR to the 2001 Legislature for a one-time appropriation for a business process re-engineering study of the child support enforcement function to determine the feasibility of the state assuming all responsibilities of that program including the transfer of the legal function from the county District Attorney to the Attorney General.
- Yes No Other 70. The submittal of a BDR to the 2001 Legislature to transfer the administrative responsibility for the collection and distribution of funds for eligible county youth camps from the state to the benefitting county(s).
- Yes No Other 71. The submittal of a BDR to the 2001 Legislature for enabling legislation for the creation of County Health Authorities, either in conjunction with Regional Service Authorities under General Government or separate therefrom. (See Clark County BDR 182.)
- Yes No Other 72. The submittal of a BDR to the 2001 Legislature to create an Office of Disability Services. **(Discussed favorably and approved, in concept, by the committee on 3/23 and 6/22/00.)**
- Yes No Other 73. The submittal of a BDR to the 2001 Legislature to transfer the Indian Commission from the Department of Human Resources to independent status.
- Yes No Other 74. The agreement with the Division of Internal Audit for the Health Division's Bureau of Health Protection Services to continue to seek opportunities to optimize the program's effectiveness and to streamline regulatory oversight programs to minimize costs without consolidation with Nevada's Division of Environmental Protection including the use of interlocal agreements between the agencies. If during the 2001-03 biennium a cost-effective reason is identified that would warrant formal consolidation of the two programs, the submittal of a BDR to the 2003 Legislature is authorized including answers to questions related to relocation costs, staffing resources, and indirect cost allocations.

Administrative Recommendations:

- Yes No Other 75. The authorization to consolidate state domestic violence functions in the Office of Community Connections (including policy, programs, and funding allocation) under one advisory board and master contracts for the allocation of available state and federal resources. (Referred to State and Local Services Working Group.)



- Yes No Other 76. The authorization to consolidate all appropriations to the Department of Human Resources in a single Human Resource Budget Account within the Director's Office with specific categories for authorized agency functions, the use of which would be in the same manner as agencies currently draw federal funds.
- Yes No Other 77. The submittal of a BDR to consolidate the Family-to-Family function with local Family Resource Centers.
- Yes No Other 78. The authorization for the creation by administrative regulation of a Child and Family Services Advisory Board to supercede a number of existing advisory entities.
- Yes No Other 79. The authorization for the creation by administrative regulation of a single panel related to the "system of child abuse protection" to supercede a number of existing advisory entities.
- Yes No Other 80. The conceptual approval for the Department of Human Resources to establish a grants units, including sections for Grants Management and Grants Tracking and Reporting, within its Community Connections offices to provide better accountability for grants and to ensure expected outcomes.
- Yes No Other 81. The agreement with the Division of Internal Audit for the Bureau of Health Protection Services to review and adjust its fees relative to public drinking water systems, septic systems, and subdivision plan reviews.
- Yes No Other 82. The agreement with the Division of Internal Audit for the Division of Health's Bureau of Health Protection Services in conjunction with the Division of Environmental Protection to broaden efforts in the development and implementation of a shared geographic information system database.
- Yes No Other 83. The agreement with the Division of Internal Audit for the Division of Child and Family Services to limit the number of employees responsible for developing contracts.
- Yes No Other 84. The agreement with the Division of Internal Audit for the Division of Child and Family Services to implement prior approved contracts and related procedures, seek a written request for a waiver of NAC 333.150 of the request for proposal for residential placement providers, consolidate contracts under certain conditions, and request a waiver from the Board of Examiners for contract extensions.
- Yes No Other 85. The agreement with the Division of Internal Audit for the Division of Child and Family Services to develop and maintain a listing of all contracts, including contract effective dates and the number of requests for proposals issued. (Also see Administration recommendation for the development of a master data base for grants and contracts.)

## MUSEUMS, LIBRARY AND ARTS CONCEPTS

### BDR Recommendations:

- Yes No Other 86. The submittal of a BDR to the 2001 Legislature to change the name of the Department of Museum, Library and Arts to Cultural Affairs. **Passed 8/21/00**
- Yes No Other 87. The submittal of a BDR to the 2001 Legislature to create a "Super" Cultural Resources Commission. **Passed 8/21/00**
- Yes No Other 88. The submittal of a BDR to the 2001 Legislature to create a Division of Historical Records and Archives. **Passed 8/21/00**
- Yes No Other 89. The submittal of a BDR to the 2001 Legislature to transfer the Statistical Abstract function from the Department of Administration to the Nevada State Library Research Center (NSLRC). **Passed 8/21/00**

### Administrative Recommendations:

- Yes No Other 90. The approval in concept, subject to available funding, the relocation of the Las Vegas State Museum and Historic Preservation. **Passed 8/21/00**
- Yes No Other 91. (Traveling Exhibits recommendation.) **Failed 8/21/00**
- Yes No Other 92. (Indian Commission recommendation.) **Deferred 8/21/00**

- Yes No Other 93. The authorization to transfer the local cultural activities function from the Department of Administration to the Cultural Resources Director's Office. **Passed 8/21/00**
- Yes No Other 94. The authorization to study with recommendation to the 2003 Legislature for the consolidation of all literacy programs in the State Library. (Pending completion of a federally funded study by the Office of Community Connections on this subject.) **Passed 8/21/00**
- Yes No Other 95. The support for the preparation of a Cultural Resources Master Plan as part of the state strategic planning effort. **Passed 8/21/00**

## **PUBLIC SAFETY AND CORRECTIONS CONCEPTS**

### BDR Recommendations:

- Yes No Other 96. The submittal of a BDR to the 2001 Legislature to establish a Department of Motor Vehicles. **(Previously approved in concept by committee on 03/23/00.)**
- Yes No Other 97. The submittal of a BDR to the 2001 Legislature to establish a Department of Public Safety with continued study of the consolidation of additional functions, i.e., the Department of Prisons, with the new department for consideration by the 2003 Legislature. **(Previously approved in concept by the committee on 3/23/00 and 8/21/00.)**
- Yes No Other 98. The agreement with the Division of Internal Audit for the Division of Parole and Probation to revise procedures related to the preparation of pre-sentence investigation (PSI) reports including the contracting of the investigation and preparation of PSI reports; the development of written guidelines for report preparation; the development of procedures for the review of contractors work; the submittal of a BDR, if necessary, to the 2001 Legislature to implement the revised process; and the establishment of a system for tracking the various types of PSI reports.

### Administrative Recommendations:

- Yes No Other 99. The authorization to aggressively pursue cost-effective alternative sentencing programs including drug courts and house arrest programs to reduce the fiscal impact of addition capital and operating requirement of state prison facilities.
- Yes No Other 100. The authorization to transfer the administration of the Controlled Substance Grant function (BA 2366) from the Department of Administration to the Office of Criminal Justice Assistance.
- Yes No Other 101. The agreement with the Division of Internal Audit for the Department of Prisons to consolidate the cost for the operation and maintenance of facilities into a single buildings and grounds budget, the development and adoption of a comprehensive preventive maintenance plan for system facilities, the designation of staff to monitor contracts to ensure preventive maintenance is performed in compliance with contract terms, the designation of staff to establish controls to review warranties before repairing equipment, the allocation of maintenance based on needs determined by the comprehensive maintenance plan and the proactive pursuit of filling vacant maintenance positions including seeking a delegation agreement from the Department of Personnel concerning maintenance positions.
- Yes No Other 102. The agreement with the Division of Internal Audit for the Department of Prisons to implement either the state commercial card system or alternative direct purchasing procedures at the institutions.

**SECONDARY RECOMMENDATIONS**  
**(IDEAS AND CONCEPTS RECEIVED VIA THE WEB SITE OR FROM OTHER SOURCES,**  
**WHICH ARE SUBJECT TO FURTHER OR FUTURE**  
**CONSIDERATION BY THE COMMITTEE OR THE GOVERNOR)**

## ADMINISTRATIVE CONCEPTS

1. Review travel claim procedures to eliminate reimbursement delays and denials of necessary expenses incurred by personnel.
2. Prepare an analysis of converting all e-mail to Internet service, with the goal of eliminating Groupwise through the Department of Information Technology.
3. Conduct a needs assessment and develop a plan of implementation for centralization of the small regulatory functions within the Department of Business and Industry into a Division of Regulatory Services (including occupational licensing boards that may not be large enough to warrant staff and have expertise).
4. To ensure that the best interest of the state is being met, establish uniform criteria for appointments of members of state boards, panels, and commissions that are responsible for making subgrant/contract decisions.
5. Consider using a "hospitality" fund number for refreshments to be purchased for state agency public meetings, and specify items that could be provided at such meetings.
6. Evaluate all proprietary services, within an "If the program went away tomorrow, would a significant number of people notice" concept, provided by the state to justify continuation at an appropriate organizational level for services, i.e., state or local government, nonprofit organization, private sector.
7. Consider limiting each state board to a single bill draft request, and eliminate the review by the Governor's office so that the request may be submitted early in the process.
8. Require contractors proposing to do business with the state to provide financial disclosure, membership of corporate boards, legal counsel, etc.
9. When privatization is considered, allow state agencies to "bid" against contractors.
10. Develop a formal procedure/system for the cost-benefit analysis for the provision of services by the state, versus contracting for services.
11. Evaluate the State Administrative Manual for requirements for contracts (specifically amendments) to determine if they need to be strengthened.
12. Review the stale claims process, including balance forward of stale claim money so it is not exhausted, e.g., Medicaid, Prison Medical, and Forestry.
13. Establish a procedure for the Legislative Counsel Bureau to reimburse Executive Branch agencies for providing basic research services to them.
14. Solicit legislative cooperation on the identification of nonbase items as part of the legislative closing process, e.g., letter of intent from the 1999 Legislature concerning the use of gas pollution funds.
15. Consider the consolidation of certain counties in an effort to eliminate some of the tax problems.
16. Consider a one-time appropriation to the Supreme Court for the preparation of a business plan for the establishment of a Business Court. (See SCR 19 - Business in Nevada, BDR 253.)
17. Consider authorizing the transfer of the Medical Dental Screening Panel function from the Department of Business and Industry to the Office of the Attorney General.
18. Consider aggressively pursuing alternative programs, including use of private providers, enabling technologies, and mail service for the motor vehicle licensing and registration functions. (This is currently being evaluated.)

## BUDGETARY CONCEPTS

19. Since base and maintenance decision units represent a major portion of the final *Executive Budget*, explore the possibility of agencies submitting only base and maintenance budget requests; enhancements would be narrative only with budgets established by the Budget Office only after a determination is made that funds are available and the Governor supports the proposal.
20. Require all agencies to prioritize programs that are supported by an appropriation to indicate what budget reductions it could sustain and not decrease services more than 20 percent.
21. Establish the protocol and procedures for Department of Information Technology involvement in the budget process to provide more accurate/appropriate guidance to agencies.
22. Include in the Budget Instructions specific requirements and examples for furnishing funding maps for budgets with multiple revenue sources (including calculations for federally mandated administrative spending limits and related measures) and for federal revenue streams (including the accumulated administrative spending authority).
23. Within statutory authority, maximize use of the tobacco settlement revenue for all new social service programs.
24. Create statutory meeting dates for Interim Finance Committee and Board of Examiners meetings, e.g., the third Thursday of the last month of each quarter for IFC.
25. To increase the time allotted to the Governor recommend phase, roll the agency request phase on or before September 1. (This means that if an agency does not comply with budget instructions for the proper placement of requests, the matter will be "corrected" in the governor's recommendation phase.)
26. Explore programs that could be funded through the State Highway Fund rather than the State General Fund.
27. Evaluate the possibility of combining the accounting and reporting functions related to the two federal revolving funds by considering the elimination of one accounting staff (e.g., the EPA fund or the clean drinking water fund), thereby reducing administrative costs for such similar programs.
28. Develop a uniform method for the justification of M200 budget requests for those agencies that do not have specific caseload-driven programs.
29. To prevent recurrence of past confusion and mistakes, develop written procedures for the establishment of recommended internal service and fringe benefit rates.
30. Evaluate legality and effectiveness of NRS provisions relative to stale claims for state checks to avoid difference in handling between the accounting and budgeting processes.
31. As part of the base budget review process, remove the value of any equipment charged to budget category 04 that was purchased for new full-time employees.
32. Redesign the work program form, including updating the preparation and support requirements in the procedural manual, and replace the cover sheet with a memo of explanation.
33. Review use of Commission on Tourism funds.
34. In the *Executive Budget*, consider consolidating accounts that were created for accounting purposes.
35. Consolidate the budget allocations for the Commission for Holocaust Education with the Governor's Executive Budget.

## **BUSINESS AND INDUSTRY CONCEPTS**

36. Evaluate the feasibility of transferring the manufactured housing function to county building and community development departments.
37. Evaluate the advantages and disadvantages of combining consumer affairs functions of the Attorney General (NRS 228.310) and the Consumer Affairs Division (NRS 232.510) of Department of Business and Industry.
38. Evaluate the feasibility of transferring the Economic Development function to the Department of Business and Industry.
39. Publish the results of the Weights and Measures' testing of scanners.
40. Consider creating the Taxicab Authority, to include certain limousine regulatory functions from the Transportation Services Authority, as a regional service authority, and consider transferring the responsibility for remaining functions of the TSA to the Department of Public Safety, Highway Patrol Division.
41. As an alternative to the foregoing suggestion, consider consolidating the functions of the Taxicab Authority and the Transportation Services Authority into a single entity.
42. Evaluate the transfer of the responsibility for cemeteries and mausoleums (NRS 462) to the State Board of Funeral Directors, Embalmers, Operators of Cemeteries and Crematories and the county building departments.
43. Consider transferring the common-interest community function of the Real Estate Division to county governments. (See Titus BDR 63 and Schneider BDR 446.)
44. Consider transferring the Dairy Inspection Program from the State Board of Health to the State Dairy Commission.
45. Eliminate the federal regulatory activities of the Nevada Equal Rights Commission.
46. Eliminate the federal regulatory activities of the Labor Commissioner.
47. Eliminate the federal regulatory activities of the Division of Industrial Relations related to the occupational Safety and Health Administration regulations.
48. Consider the transfer of the industrial revenue bond program to the Housing Division if the division remains as a state agency.
49. Consider absorbing the Division of Industrial Relations into various agencies that provide similar functions and services.

## **CONSERVATION AND NATURAL RESOURCES CONCEPTS**

50. Evaluate the success for in-house maintenance of the Lost City Museum Adobe.
51. Establish procedures for water district reimbursement of CNR administrative costs.
52. Evaluate the feasibility of transferring the administrative responsibility for the preservation and protection of wild horses in Nevada to a nonprofit organization.

53. Transfer the regulation of the commercial trade of cactus and yucca from the Division of Forestry to the Department of Agriculture. (Joint agreement between agencies.)
54. Consider eliminating the federal regulatory activities of Nevada's Division of Environmental Protection.
55. Consider support for the completion of the Natural Resources Master Plan as part of the state strategic planning effort.

### **EDUCATION CONCEPTS**

56. Evaluate the feasibility of transferring the Legislative Bureau of Educational Accountability and Program Evaluation to the Department of Administration.
57. Evaluate the effectiveness of leadership in the University of Nevada, Reno, Admissions and Records and in Student Services to ensure fiscal responsibility.
58. Evaluate the inclusion of HCAP (medically underserved communities) in the WICHE (Western Interstate Commission for Higher Education) budget.
59. Consider a three- to five-year time line to phase in mandatory consolidation of school district subgrant applications for federal education funds under the Elementary and Secondary Education Act.
60. Evaluate changing existing small county school district boundaries, or create other alternatives, to address emerging operating and capital deficiencies.
61. Study possibility of funding bus operation and maintenance and driver training (K-12) costs through the State Highway Fund.
62. Establish a minimum financial support level required by registration and tuition fees for support of the instruction function of UCCSN campus budgets, e.g., several states require 25 to 30 percent of the cost to be supported by non-State General Fund (SGF) money.
63. Eliminate SGF support for UCCSN noninstructional programs, i.e., athletic programs.
64. Review the fee structure for the state licensure of private schools.
65. Consider the use of single request for proposal for local school districts to request state and federal funds and to obtain a global view of how these funds will be used to meet state academic accountability standards.
66. Evaluate the transfer of Project GAIN (Geographic Alliance of Nevada) and LEAD (Leadership for Nevada Educators) from the State Department of Education to the UNLV statewide.
67. Increase classroom contact time for University and Community College System of Nevada teachers.

### **STATE EQUIPMENT AND FACILITIES CONCEPTS**

68. Evaluate the potential benefits and budgetary savings that might be realized through energy retrofit of state buildings to avert increases in utility expenses and realize savings in operation and maintenance costs.
69. Evaluate the benefit of placing old patrol cars at key, high-visibility locations to reduce the number of speeding

vehicles, i.e., between Carson City and Reno.

70. Eliminate the home storage of state vehicles unless complete justification can be made.
71. Include two-year cycle language in the appropriations/authorizations act so that first year funds for autos, buses, equipment, and so forth, would balance forward.
72. Centralize aircraft maintenance, e.g., is it feasible to expand existing forestry/wildlife program to include Nevada Department of Transportation and Highway Patrol aircraft?
73. Establish a policy for operation and maintenance of privately funded state building, e.g., minimum endowment, similar to Reynolds and Lied foundations, for the replacement of major fixed assets.
74. Allow the Mine Safety and Training Section to restore Building #25 at the Stewart Facility in Carson City for use as a training and testing facility, using donated equipment and materials. Consider utilizing other buildings at the site for similar purposes.
75. Consider elimination of the State Motor Pool in urban areas in favor of using contracts with car rental agencies.

### **HUMAN RESOURCES CONCEPTS**

76. Privatize all adoptions for faster and better service to the client/parent.
77. Review the social services eligibility process, e.g., one-stop shop and single applications in lieu of multiple locations of contact and associated applications.
78. Consider limiting caseworker access to only scheduled appointments to avoid case processing time being diverted by drop-in claimants.
79. Is it mandatory for the state to maintain a “one-size-fits-all” application of human resource services, or is there flexibility to allow local service areas with specific problems to “pick and choose” the services to be received, e.g., Washoe and Clark counties may require the “full range” of services, whereas a small rural area may only need selected services.
80. Improve ability of administrators of contracts with providers of care to the developmentally disabled to withhold payments when contractors fail to report periodically on aspects of treatment plans that may affect human rights of clients.
81. Consider repeal of A.B. 280 (1999 Session), which amended intervention procedures for the disabled, to ensure that new requirements do not inadvertently cause harm clients when staff might hesitate to initiate beneficial emergency procedures for fear of violating provisions of the bills that require cumbersome reports and paperwork.
82. Consider consolidation of certain Division of Child and Family Services functions at either the state or county government level. (See recommendations of the Interim Legislative Study on Long-term Care and any recommendation from the State-Local Government Subcommittee.)
83. Evaluate consolidation of long-term care fiscal and administrative responsibilities at either the state or county government level. (See recommendations of the Interim Legislative Study on Long-term Care and any recommendation from the State-Local Government Subcommittee.) (See also SCR 4 BDR 300 and McGinness BDR 313.)
84. Authorize a study, for recommendation to the 2003 Legislature, the consolidation of all health education and

prevention programs and all substance abuse, drug education, and prevention programs to the Health Division.

85. Consider consolidation of the Supplemental Fund for Medical Assistance to Indigents and the Indigent Accident Fund, which are currently the responsibility of the Department of Administration, with the Fund for the Institutional Care of Medical Indigents that is the responsibility of the Division of Health Care Financing and Policy (Budget Accounts 3244, 3245, 3246); then consolidate all into the Division of Health Care Financing and Policy (Budget Account 3158) using specific categories for each.
86. Evaluate the consolidation of all homeless assistance grant functions with the Office of Community Connections.
87. Establish clear and uniform procedures for the regulation of child care facilities through the Department of Human Resources. (See Leslie BDR 1.)
88. Consider the transfer of the Individual and Family Grant Program from the Welfare Division to the Division of Emergency Management.

### **PERSONNEL CONCEPTS**

89. Modify the current frozen merit concept used in the budget process to reduce the fiscal impact on the small agency, e.g., use the same threshold as vacancy savings and allow for flexibility for those accounts with a high percentage of frozen merit positions.
90. Establish uniform standards for the workplace, e.g., job performance, smoking, sexual harassment, etc.
91. Eliminate the calculation of vacancy savings for non-SGF agencies.
92. Consider authorizing employees eligible for retirement to receive full payment for all accumulated sick and vacation leave in the form of either the purchase of additional retirement credits, the funding of future medical insurance premiums, or a combination thereof. (See Legislator BDR 210.)
93. Consider allowing public safety employees to receive pay for holidays either as compensatory time off or as pay.
94. Allow Department of Personnel to establish a uniform policy for professional positions to receive overtime benefits. (See Personnel BDR 532 and Parnell BDR 438.)
95. Consider applying the revenue in excess of projections to fund state agency technology improvements and provide additional employee training. (See #21 on Primary Recommendation list.)
96. Consider changing the Public Employees Retirement System to a defined contribution plan for future hires.
97. Evaluate benefits of providing incentives, through the establishment of a “cost savings” program, for state employees to receive additional training or allow department equipment to be upgraded.

### **PUBLIC SAFETY AND PRISONS CONCEPTS**

98. Evaluate the benefit of assessing inmates a utility charge for electrical appliances, similar to Arizona’s program.
99. Evaluate the benefits of the Youth Corrections Challenge Grant program.
100. Standardize radio specifications (800 MHz vs. High Band, etc.).



101. Establish a Bureau/Division of Investigations for all investigators, detectives, agents to mirror states comparable with Nevada.
102. Evaluate the benefit of the Office of the Military being in the social services business, e.g., Project Challenge.
103. Consider transferring the Division of Emergency Management to the Office of the Military or Office of the Governor.

#### **TAXATION AND FEES CONCEPTS**

104. Maximize user fee revenues, thus reducing the need for the general taxpayer to support state government.
105. Consider removing state agencies' statutory authority to adopt fees, and replace with fee adoption by regulatory authority.
106. Evaluate the current method of allocating administrative court assessment fees.
107. Investigate how the real estate transfer tax, which was recently transferred from the federal government to the states, is being collected and used in Nevada. ( Suggested uses children, schools, housing programs, and so forth.)
108. Investigate how the state can obtain more advanced information on revenue from the estate tax.

#### **CONSTITUTIONAL OFFICE CONCEPTS**

109. Inventory all outside bank accounts to determine if they were established according to statute and whether they are still appropriate.
110. Evaluate the cost benefits of the use of variable interest rates by the Treasurer.
111. Aggressively pursue accounts receivable collections to reduce bad debts and increase available resources.
112. Consider a constitutional amendment to either consolidate the Office of the Controller with the Office of the Treasurer or consolidate the Office of the Controller with an expanded Department of Administration and Finance.