

SENATE FINANCE COMMITTEE  
MINUTES OF MEETING  
JANUARY 28, 1975

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The meeting was called to order at approximately 8:30 a.m.

Senator Lamb was in the Chair.

PRESENT: Senator Floyd R. Lamb, Chairman  
Senator Warren L. Monroe  
Senator B. Mahlon Brown  
Senator William J. Raggio  
Senator James I. Gibson  
Senator Clifton Young  
Senator Lee E. Walker

OTHERS: Michael Meizel, Department General Services B/G  
Terry Sullivan, Commodity Food, Surplus Property  
Gordon Harding, Central Data Processing  
Peggy Glover, Marlette Lake  
Bettie Cullen, Accounting Division  
William Swackhammer, Secretary of State  
Vicki Nash, Bicentennial Commission  
Fred Gale, Archives  
Bruce Arkell, Statewide Planning  
Al Ramirez, Manpower Services

✓ DEPARTMENT OF GENERAL PRACTICES

Michael Meizel

Discussed purchasing Tele-processing system, Said that it will save in key punch and the accounting office won't have to wait three to six months.  
Discussed and explained the Revolving Fund, amounting to \$700,000. \$500,00 is tied up in inventory - \$271,000 payable weekly. Explained the question of time to Senator Lamb. Also discussed new positions.

COMMODITY FOOD - Purchasing Administration

Terry Sullivan

Mentioned that not much of an increase was shown but since budget was printed, regulations have been changed to allow Indian Reservations participation in the food program. Amount asked is \$18,700 - \$9,350 for the second half. This program was changed to go on until June 1977, which is the reason for the increase. Wanted to do away with food program but schools were opposed and want to be provided with as much food as possible.  
Senator Gibson asked what would happen if the program was dropped. Mr. Sullivan answered that they opposed because they can't buy the amount of food we give them. Went on to explain the cost per child and the schools that were supplied, and that they could not get surplus. Also explained types of food involved. Question of surplus came up and Mr. Sullivan explained type of surplus and that it is now at a stand-still. Discussed type of surplus handled.

CENTRAL DATA PROCESSING

Gordon Harding

Said that they are comprised of three elements. Payroll, Computer and an item listed as Other Contract Services.

The Controller requested that he have his own data entry staff and that is why three positions were not included because he will do his own entry and data work and the positions will be omitted. He went on to explain the three types of equipment used. Three projects were completed. One with the Tax Commission, Retirement and Vocational Rehabilitation. Mentioned the State developing idea as a good means in sharing and reduces data processing costs considerable. They had done several things in the past biennium to increase productivity. Had gone from key punching to data entry equipment which has increased the productivity to ten percent. Have also inaugurated a time sharing concept program by writing programs via terminal instead of writing via terminal instead of writing on coding sheets and having them key punched. This has improved productivity and is the reason for not seeking a new position in budget. Achieved more than 500% productivity.

Discussed use on supplementing prison help to help staff. This also plays part in prison rehabilitation program. A new project has been the training of women prisoners in the data entry area.

Payroll and overtime was discussed. Said that the new program will reduce overtime costs .

Senator Lamb questioned breakdown in 1973-74. Barrett explained Federal change in law.

Senator Raggio questioned Federal injunction on overtime.

Mr. Harding expressed pride in staff

Commented on main frame and said it was one of the best decisions ever made on purchase. Senator Gibson questioned Cost or rent , and was told that they have consolidated personnel on third floor of Blasedell Bldg. They are now only in two locations instead of eight. Went on to discuss added positions and Mr. Harding covered this. Senator Gibson questioned budgeting and source was explained . Covered additional work that is being handled. Mr. Harding said that their main purpose was to serve State Agencies but are happy to provide assistance to any governmental Agency that has a need for data processing Assistance. Senator Young questioned committment and Mr. Harding said that once the job is taken they must continue service if they have resources to satisfy that purpose . Also discussed charges and Mr. Harding explained uniform rates. Discussed unused capacity , and Mr. Harding explained that they have to look to additional revenue for main frame. Senator asked if he could live off his revenue if he was given the money he needs. Further discussion went on about paying it's own way . Senator Raggio questioned number of positions in comparison to other Data Processing units in the state. Mr. Harding discussed positions in other Departments in the State.

MARLETTE LAKE

Peggy Glover

Copies of the Marlette Lake Study were passed around for review. For reference: Ron Sparks has a copy. Samall copy is reprint of conclusions and recommendations. The City had been presented with copies of the study and letters were sent to the city asking them to make any recommendation to them

MARLETTE LAKE (Continued)

As to what we would do with the Marlette Lake System . The City has not responded, but he assumed that they would shortly respond. Went on to say that they may want to come to the committee to make a recommendation as to whether it should be turned over to them for state improvement and pay money through the State for water rates based on paying back principle and interest to any improvements. It was recommended to wait until the city comes in with a proposal . Lamb said to go into the budget. Peggy explained that Marlette Lake was under Building and Grounds and that their participation is only to maintain the System.

Mr. Meizer was introduced on budget and he explained that it is supported by water sales for primary usage . Discussed Virginia City Water Company, Lakeview Development Co. Carson City and State Buildings and Grounds Commission. No changes in budget. If money materializes it will be used for improvements . Senator Lamb mentioned revenue and a discussion was held on the subject.

ACCOUNTING DIVISION

Bettie Cullen

Asked for only one recommendation. Just normal increases . Scope of work was explained . Senator Lamb questioned increases. Bettie explained source of income was by charges to divisions for whom services are provided . Senator Lamb asked if there was any trouble collecting money. Discussion on new position followed and it was necessary because of the new accounting system and she went on to explain the system. Senator questioned the reason for increase in rent, and Peggy said it was mainly space.

SECRETARY OF STATE

William Swackhamer

Senator Lamb questioned salary adjustment in 1974-75, and Mr. Barrett explained that it was money appropriated last session for salary increase and did not go into each individual agency. Made money through Board of Examiners. Discussed Corporations and how function? Mr. Swackhamer said that they are holding their own and doing better and that they are pleased with the budget for the Secretary of State. Went into a discussion on a position that they had to battle on with Personnel. They felt that the Position of Corporate Filing Coordinator was underated and that it is an important position. Discussed Communications expenses and mentioned increasing rates on telephones. Printing and duplicating expenses were cut and they were faced with continually decrease in printing costs . Corporation pamphlet was passed around. Cost was discussed. Law requires it to be published . Senator Lamb asked if benefits were worth it. Mr. Swackhamer answered to no, and explained why. Said that Rules and Regulations also have to be published . said that the punch card system was used and in the next session hope to publish non-profit corporation. Senator Lamb asked why they did not talk to Judiciary about it and change the law. He thought it a waste. Discussion followed on price of book. Senator Gibson commented on Computerized Elections. Senator Lamb suggested doing it another way and Senator Young said why not follow the format and go into business like the Government does?

SECRETARY OF STATE (Continued)

Senator Gibson suggested that a sub-committee work on this.

Senator Young commented on computer returns and discussion followed. Mr Swachamer thought it a waste of time and a waste to taxpayers. Went on to discuss advertising costs and were shown a list for 1973.

Remarked about costs and discussion followed on money allotted. Also discussed mailing problems to corporations and procedures used on mailing lists. Mentioned five typing processes. Said that a new method was developed using one typing process and the man hours that it saved per year, Also discussed difficulty in filing, card indexing and time and money that could be saved by using computer. Discussed the advertising program and said they would like to get more corporations and would need two additional examiners.

Senator Brown questioned Delaware Corporation and loopholes which exist.

Had a brief discussion on Survival Foods. Senator Raggio discussed bill for automated.

A lengthy discussion and question session was held on punch card type ballot to be used in general election 1975-76. The system was explained.

BICENTENNIAL COMMISSION

Vicki Nash

Recommended that a General Fund appropriation of \$150,000 be made to support the operating needs of the Commission for the biennium.

Mentioned an increase in rental space and that they didn't have room for commission members, the increase in telephone rates etc. which explains the increase in budget. Discussed two positions and reason.

Senator Lamb questioned the State wide Project and Vicki explained that a State medallion, using the 1876 centennial die and 1976 logo, making the souvenirs on the reactivated Carson City press. It is to be a joint venture and that the proceeds from the sale will be used to supplement local matching funds where a local committee is not able to match the federal project grant in full.

Discussed a sale price of 55,000 pieces to sell from \$3.00 to \$5.00, gold and silver. Senator Raggio questioned money for matching funds.

Discussion went on about a 11-man commission making the recommendation and said that money reverts back to general funds. Further discussion on State Museum on joint venture.

ARCHIVES

Fred Gale

Passed out a report on State County & Municipal Archives - Re: Archives Expansion for 1975 - 1979. Discussed moving into old Printing office or may be able to lease warehouse space. Discussed the situation.

Discussion on position of Storekeeper was brought up and went further to discuss the Itemization Of Increase. They are asking 30,000 over and above from what the Governor has recommended. Involves a four-year project.

STATEWIDE PLANNING

Bruce Arkell John Sparbel

Discussed new function - passed out to Senators - viewed and discussed chart handed out to show new function .

Discussed Consolidation and coordination on two or three items. Function set up because it was found impossible to keep control.

This was explained and Mr. Arkell referred to second page of chart.

Following the program, Mr. Arkell discussed various steps and what they were doing.

Senator Lamb questioned Nuclear Disaster and an explanation followed. Also went into a discussion on a disaster program. Senator Brown asked about Civil Defense , medical facilities etc. Mr. Arkell explained and we develop information other state agencies need.

Senator Lamb brought up question on third page and Mr. Arkell explained the functions.

Went into a discussion on the "701" program , which will provide funds to the State to assist small cities and counties in planning for future development, to help State agencies accelerate their planning efforts, and to provide special study technical assistance and program management activities. It is anticipated that new federal "701" procedures will place the responsibility for administration of metropolitan grants in this office.

Senator Raggio brought up the subject of State Plan and questioned who uses them. Mr. Arkell explained. Also brought up in-state travel and out-state and explained activities with HUD . Regional Transportation Planning trips . Mentioned the Elko project.

MANPOWER SERVICES

Al Ramirez

Handed out program "Comprehensive Employment & Training Act of 1973"

Went on to name three prime sponsors receiving CETA Funds in Nevada

The State, City of Las Vegas/Clark County Board of Commissioners and Washoe County Board of Commissioners. Mr. Ramirez went on to explain that each prime sponsor is required to submit a comprehensive manpower plan covering the area to be served, the services to be provided, establishing a planning council, and provide assurances that programs will be administered properly. Funds to be made available annually . Mr. Ramirez went on to explain Section 107 of the act.

Discussed Nevada CETA Allocations etc., which Senator Lamb questioned.

Senator Gibson asked if they would please send a financial breakdown .

Ron Sparks would get a schedule . Senator Gibson questioned out-state travel Mr. Ramirez said funds and travel were used for seminars, Invocation work shops.

Senator Gibson questioned New Positions, which consisted of an Equal Employment Opportunity Specialist . One is a new position and the other was filled.

Respectfully submitted

Stephanie B. B...  
Secretary

APPROVED:

Floyd R. Lamb  
Floyd R. Lamb, Chairman