

MINUTES

WAYS AND MEANS COMMITTEE

NEVADA STATE LEGISLATURE - 59th SESSION

March 31, 1977

The meeting was called to order by Chairman Mello at 8:00 a.m.

PRESENT: Chairman Mello, Mr. Bremner, Mrs. Brookman, Mr. Glover, Mr. Hickey, Mr. Howard, Mr. Kosinski, Mr. Rhoads, Mr. Serpa and Mr. Vergiels.

OTHERS PRESENT: John Dolan, Assembly Fiscal Analyst; Bill Bible, Budget Division; Ed Schorr, Deputy Fiscal Analyst and Jim Wittenberg, Personnel Division.

MEDICAL CARE UNIT (Page 420). Mr. Kosinski made a motion for adoption of the Governor's Recommendation; seconded by Mr. Rhoads. Motion passed.

NEVADA YOUTH TRAINING CENTER (Page 565). Mr. Kosinski made a motion to amend the budget that the existing Library 1 position be funded with federal LSCA funds and that a Letter of Intent be directed to the State Librarian indicating the money committees' desire that federal funds be used for this position; seconded by Mr. Howard. Motion passed.

Mr. Kosinski made a motion for adoption of the Governor's Recommendation, as Amended; seconded by Mr. Howard. Motion passed.

YOUTH PAROLE - BOYS' SCHOOL (Page 469).
YOUTH PAROLE - GIRLS' SCHOOL (Page 480).

Mr. Kosinski stated that the subcommittee recommends that the Youth Parole for the boys and the girls schools should be combined both in statute and budget. The subcommittee also recommends that a salary savings of \$37,830.00 for fiscal year 1977-78 and \$38,780.00 for fiscal year 1978-79 be included in this budget.

Mr. Kosinski further stated that the subcommittee felt that at least one supervisor position probably would not be needed with the combined budgets and possibly they believed that there would be at least one Parole Officer position savings because of the combined efforts, particularly in the rural areas, of either a male or a female Probation Officer handling both male and female probationers.

The subcommittee believed there was a considerable amount of duplication in the work of the two agencies and a lot of travel time is effectively lost by the Parole Officers out in the rural areas. If they are combined, it would cut down a lot of travel time. S.B. 94 was introduced in the Senate and lost which would have combined these two agencies. The subcommittee recommends that the bill be re-drafted and introduced in the Assembly and there is some reason to believe that there is a good chance of getting it through the Senate also.

Mr. Kosinski made a motion that the Youth Parole for the boys and the girls school be combined both in statute and budget, that a salary savings of \$37,830.00 for fiscal year 1977-78 and \$38,780 for fiscal year 1978-79 be included in this budget and it is suggested that a Parole Officer and Supervisors position be deleted; seconded by Mr. Hickey. Motion passed.

Mr. Kosinski stated that the Supervisor in Girl's Parole does not carry a caseload. Mr. Bible stated that by combining the two accounts theoretically you could save one Supervisor, but Mr. Bible would be a little less definite on the Parole Officer. Mr. Kosinski stated there is no doubt that this one position would be used for services. However, the subcommittee never got an exact figure from either of the agencies as to how much travel time is spent going out into the rural areas, but the subcommittee could not see how they could help but save time on the part of one of the Parole Officers.

Chairman Mello asked if the subcommittee did any research to see if it is possible to combine the budgets without legislation. Mr. Kosinski replied no. Chairman Mello stated there may be a possibility that could be done. Mr. Bible stated he didn't know if it could be done, but for budgeting he would suspect they could. Mr. Kosinski stated one of the problems is that the statutes provide that they are now under the direction of each of the different training institutions so there may be a problem.

Mr. Kosinski made a motion for adoption of the Governor's Recommendation, as Amended; seconded by Mr. Howard. Motion passed.

HOME OF THE GOOD SHEPHERD (Page 482). The subcommittee recommended that the state provide support for up to 45 girls at a level of \$472.50 per month. Mr. Kosinski stated this would require no change in the budget, but merely a change in the program statement.

Mr. Kosinski made a motion for adoption of the Governor's Recommendation, and a change in the program statement that the state provide support for up to 45 girls at a level of \$472.50 per month; seconded by Mr. Hickey. Motion passed.

NORTHERN NEVADA CHILDREN'S HOME (Page 486).
SOUTHERN NEVADA CHILDREN'S HOME (Page 489).

Mr. Kosinski stated Appendix E attached to the subcommittee's report is a breakdown of a salary increase for the positions nominated as Cottage Couple I and II. This is the result of a reclassification by the Personnel Division which was meant to reflect the long hours worked by these individuals and their apparently increased skills needed with working with the children.

Mr. Kosinski made a motion to amend the budget to increase the salary for the four Cottage Couple II positions and the 24 Cottage Couple I positions in both budgets, resulting in an increase in the General Fund appropriation for these budgets of: Southern Home - \$13,778.00 in fiscal year 1977-78 and \$14,086.00 for fiscal year 1978-79; Northern Nevada Home - \$13,271 in fiscal year 1977-78 and \$13,572.00 in fiscal year 1978-79 and that the budget reflect the reclassification of these positions; seconded by Mr. Hickey. Motion passed.

Mr. Kosinski made a motion for adoption of the Governor's Recommendation, as Amended on both budgets; seconded by Mr. Hickey. Motion passed.

ACQUISITION, GRANTS AND STATEWIDE PROJECTS (Page 671). Mr. Bremner made a motion for adoption of the Governor's Recommendation; seconded by Mr. Rhoads. Motion passed.

STATE PARK PLANNING AND DEVELOPMENT (Page 668). Mr. Bremner made a motion for adoption of the Governor's Recommendation; seconded by Mr. Glover. Motion passed.

FEDERAL LAND LAWS (Page 647). Mr. Hickey made a motion for adoption of the Governor's Recommendation; seconded by Mr. Rhoads. Motion passed.

PSC REGULATORY FUND (Page 605). Mr. Bible stated that the two new positions are really not two new positions but that two positions have been deleted.

Chairman Mello commented that this is quite a trade-off. The new position salaries are considerably higher than the ones they are dropping. There are six vacant Auditor positions: one Auditor position that has been vacant since 5/74, one Auditor position that has been vacant since 10/73, one Auditor position that has been vacant since 4/2/76, and one Auditor position that has been vacant since 6/1/76. The other two vacant positions were never filled. There are a total of 17 vacant positions in the budget.

Mr. Bible stated that Mr. Clark has had substantial problems in recruiting Auditors in finding the type of people he wants because of the particular expertise in auditing utilities. Personnel has worked diligently to help Mr. Clark get these positions filled. Chairman Mello asked for Mr. Wittenberg's advice on what the problem was in filling these positions.

Mr. Wittenberg stated that in the area of the Auditors where they are looking for Auditors with public utility auditing experience, there is definitely a shortage of people that have that kind of experience. Personnel has been successful in recruiting them. The salary level is reasonable. There have been some adjustments in the auditing series to accommodate that kind of experience for this specialized auditing series. The study that was done by the consultants that looked at PSC confirmed that. There is just a manpower shortage, and until people are trained and get some experience in that area, Mr. Wittenberg feels every regulatory agency in the U.S. is looking for public utility Auditors.

Mr. Wittenberg stated Personnel has a difference with Chairman Clark frequently on the quality of the people that are examined and do pass the examination, but are subsequently not hired for reasons of his own. Mr. Clark believes they are not the people for the job. They have, however, met the qualifications for the job, have passed the examination in many cases where the Public Service Commission staff participated in the examining, and in Mr. Clark's opinion they are not the people for the job. Mr. Wittenberg stated it has been a long time in getting a Chief Auditor position. That salary is compacted because of the 95% off of the Executive Director. There has been no latitude for Personnel to do anything on that from a salary standpoint which Personnel perhaps could have done. Personnel has recruited two or three people that were highly qualified and did in fact turn the job down because of the salary level. The turnover rate in the PSC is about 20% to 22% which is running about double what it is in the average agency. In a lot of cases Personnel has recruited people. There are several cases where nine to twelve people were qualified and as long as six months later the positions were not filled for the reason that Mr. Clark felt that there was no one on the list that could do the job. Mr. Wittenberg felt these people were qualified.

Mr. Wittenberg stated as to the clerical positions, there should be no problem at all filling them. Again, it is a difference of opinion as to who can do the job in the PSC at that level.

Personnel's thought two or three years ago with reference to Public Utility Auditors is they are going to have to be trained. When there are no people on the labor market, you have to look to some other alternative.

Mr. Wittenberg stated Personnel has started a productivity study in the PSC and will be completed by the end of June, at which time Personnel will be zeroing in definitively on the positions they need and do not need.

Mr. Wittenberg stated that the Senior Motor Carrier Inspector would not be one he would classify as difficult to recruit for.

As to the Railway Inspector, Mr. Wittenberg stated as he recalled Personnel conducted some recruitment in 1973 and 1974 which resulted in a list of five or six people and an appointment was never made. There was no real thrust on the part of the PSC after that. It was considered a difficult position to fill. It was subsequently filled and the PSC found out the man was not qualified after he had worked there approximately one year.

The Motor Carrier Inspector's qualifications aren't difficult.

Mr. Wittenberg stated it has been frustrating to Personnel from the standpoint of recruitment. Personnel has spent half of their advertising budget on the PSC last year. There were some other agencies that suffered as a result.

Mr. Howard made a motion to sent a Letter of Intent to Mr. Clark telling him to fill the unfilled positions as soon as possible and that he report back to the first meeting of the Interim Finance Committee to give a progress report; seconded by Mr. Bremner. Motion passed.

Mr. Bremner made a motion for adoption of the Governor's Recommendation; seconded by Mr. Howard. Motion passed.

EMPLOYEES MANAGEMENT RELATIONS BOARD. (Page 118). Mr. Dolan stated in this budget there was a problem with the rent, which was \$3,700 per year each year. When they refigured, the figure is \$3,072 for the first year and \$3,456 in the second year.

Mrs. Davis was questioned on the taxes and assessments and found that those were really personnel assessments which will be budgeted in the salary category, so the taxes and assessments of \$400.00 each year of the biennium can be deleted.

Mr. Bremner made a motion to amend the budget to put in a new figure of \$3,072 the first year of the biennium and \$3,456 the second year of the biennium in line item state owned building rent and to delete \$400.00 each year of the biennium in line item taxes and assessments; seconded by Mr. Hickey. Motion passed.

Mr. Howard made a motion for adoption of the Governor's Recommendation, as amended; seconded by Mr. Bremner. Motion passed.

PUBLIC DEFENDER (Page 115). Mr. Dolan stated that this budget has been revised extensively as a result of the revisions per S.B. 158. See attached revised budget.

Mr. Howard made a motion to adopt the amended budget; seconded by Mr. Rhoads. Motion passed.

Mr. Howard made a motion for adoption of the Governor's Recommendation, as amended; seconded by Mr. Rhoads. Motion passed.

ATTORNEY GENERAL ADMINISTRATIVE FUND (Page 18). Chairman Mello stated he had talked with the Attorney General and the Attorney General gave quite a plea for the Administrative Assistant. He does have to write a lot of press releases because of different issues coming up where the public has to have an explanation.

Mr. Serpa stated that the Deputy Attorney Generals that are assigned to the prison are upset because the Administrative Assistant just stands around, is not assigned other duties and spent about 40% of his time on the job.

Mr. Hickey stated that having a man eight hours a day writing news releases is questionable in his mind.

Mr. Vergiels stated he couldn't support the position.

Chairman Mello pointed out that there are three pages explaining what the Administrative Assistant does. (Please see attachment.)

Mr. Glover stated that this Session of the Legislature and past Sessions of the Legislature have given the elected officials almost everything they have wanted on the theory that they are elected by the people statewide and have responsibilities of running their own offices. If the Attorney General really feels this is important to his office operation, he should have the Administrative Assistant.

Mr. Vergiels made a motion to amend the budget to delete the Administrative Assistant; seconded by Mr. Serpa. Motion passed. (Mr. Glover and Mr. Rhoads voted no.)

Mr. Vergiels made a motion to adopt the Governor's Recommendation, as amended; seconded by Mr. Serpa. Motion passed.

Mr. Vergiels made a motion to approve the Minutes of March 11, 1977; seconded by Mr. Glover. Minutes approved.

Mr. Howard made a motion to approve the Minutes of March 14, 1977; seconded by Mr. Vergiels. Minutes approved.

Mr. Howard made a motion to approve the Minutes of March 16, 1977; seconded by Mr. Vergiels. Minutes approved.

Mr. Glover made a motion to approve the Minutes of March 21, 1977; seconded by Mr. Howard. Minutes approved.

Mr. Glover made a motion to approve the Minutes of March 23, 1977; seconded by Mr. Howard. Minutes approved.

The meeting adjourned at 10:00 a.m.

	1975-76		1976-77		1977-78			1978-79				
	ACTUAL		WORK PROGRAM		AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.	AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.		
REGULAR APPROPRIATION	\$ 52,858	\$	\$ 53,801	\$	\$ 67,658	\$ 65,227	64119	\$ 72,389	\$ 67,955	67059		
REVERSIONS	\$ 4,215-											
BAL FWD FROM OLD YR		\$	\$ 1,359									
BAL FWD TO NEW YR	\$ 1,359-											
INTERIM FIN ALLOCATION	\$ 2,474											
UNCL SALARY ADJUSTMENT	\$ 728											
SALARY ADJUSTMENT NEED		\$	\$ 1,311									
TOTAL FUNDS AVAILABLE	\$ 50,486	\$	\$ 56,471	\$	\$ 67,658	\$ 65,227		\$ 72,389	\$ 67,955			
EXISTING POSITIONS												
SECRETARY		U	1.00	11,053	1.00	12,000	1.00	11,661	1.00	12,500	1.00	11,616
COMMISSIONER		U	1.00	22,880	1.00	25,000	1.00	24,138	1.00	26,000	1.00	24,045
TOTAL EXISTING			2.00		2.00		2.00		2.00		2.00	
	\$ 33,403	\$	\$ 33,933	\$	\$ 37,000	\$ 35,799		\$ 38,500	\$ 35,661			
INDUSTRIAL INSURANCE	\$ 460	\$	\$ 685	\$	\$ 821	\$ 555		\$ 897	\$ 609			
RETIREMENT	\$ 2,693	\$	\$ 2,734	\$	\$ 3,354	\$ 2,864		\$ 3,489	\$ 2,853			
PERSONNEL ASSESSMENT		\$	\$ 305	\$	\$ 333	\$ 322		\$ 347	\$ 321			
GROUP INSURANCE	\$ 724	\$	\$ 768	\$	\$ 840	\$ 883		\$ 888	\$ 1,016			
CONTROLLERS ASSESSMENT	\$ 35	\$	\$ 51	\$	\$ 56			\$ 58				
PAYROLL ASSESSMENT						\$ 72			\$ 71			
UNEMPLOYMENT COMP.						\$ 72			\$ 143			
BOARD SALARIES					\$ 2,880	\$ 2,880		\$ 2,880	\$ 2,880			
LONGEVITY PAY								\$ 150	\$ 150			
TOTAL SALARY-PAYROLL	\$ 37,315	\$	\$ 38,476	\$	\$ 45,284	\$ 43,447		\$ 47,209	\$ 43,704			
TOTAL OUT-OF-STATE TRAVEL		\$	\$ 650	\$	\$ 750	\$ 750		\$ 825	\$ 750			
TOTAL IN-STATE TRAVEL	\$ 2,567	\$	\$ 5,500	\$	\$ 6,394	\$ 5,800		\$ 6,874	\$ 6,120			
OFF SUPPLIES & EXPENSE	\$ 863	\$	\$ 550	\$	\$ 1,000	\$ 1,000		\$ 1,100	\$ 1,000			
OPERATING SUPPLIES	\$ 15	\$	\$ 850	\$	\$ 600	\$ 600		\$ 600	\$ 600			
COMMUNICATIONS EXPENSE	\$ 2,070	\$	\$ 2,200	\$	\$ 2,700	\$ 2,700		\$ 2,800	\$ 2,800			
PRINT DUPLICATING COPY	\$ 1,947	\$	\$ 1,750	\$	\$ 2,500	\$ 2,500		\$ 2,750	\$ 2,750			
ANNUAL REPORT								\$ 300	\$ 300			
INSURANCE EXPENSE	\$ 54	\$	\$ 250	\$	\$ 150	\$ 150		\$ 150	\$ 150			
CONTRACTUAL SERVICES		\$	\$ 100	\$	\$ 150			\$ 150				
OTHER CONTRACT SERVICE	\$ 150	\$	\$ 100	\$	\$ 250	\$ 250		\$ 250	\$ 250			
LEGAL & COURT EXPENSE		\$	\$ 300	\$	\$ 50	\$ 200		\$ 50	\$ 200			
STATE OWNED BLDG RENT	\$ 3,356	\$	\$ 3,436	\$	\$ 3,780	\$ 3,780	3072	\$ 3,952	\$ 3,952	3456		
OTHER BUILDING RENT	\$ 43	\$	\$	\$	\$ 200	\$ 200		\$ 200	\$ 200			
TAXES AND ASSESSMENTS	\$ 290	\$	\$	\$	\$ 400	\$ 400		\$ 400	\$ 400			
DUES AND REGISTRATIONS		\$	\$ 250	\$	\$ 200	\$ 200		\$ 200	\$ 200			
TOTAL OPERATING EXP	\$ 8,788	\$	\$ 9,786	\$	\$ 11,980	\$ 11,980	10872	\$ 12,902	\$ 12,802	11906		

EMPLOYEES MANAGEMENT RELATIONS BOARD - Continued
101-1374

	1975-76 ACTUAL	1976-77 WORK PROGRAM	1977-78			1978-79		
			AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.	AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.
OFF FURNITURE & EQUIP	\$ 1,281	\$ 700	\$ 500	\$ 500	-----	\$ 500	\$ 500	---
ADVISORY COMMITTEE	\$ 535	\$ 1,359	\$ 2,750	\$ 2,750	-----	\$ 4,079	\$ 4,079	---
TOTAL AGENCY EXPENDITURES	\$ 50,486	\$ 56,471	\$ 67,658	\$ 65,227	64119	\$ 72,389	\$ 67,955	67059

AGENCY BALANCE

Program Statement

The Local Government Employee-Management Relations Board was created by the Local Government Employee-Management Relations Act of 1969. Through the original enactment and subsequent amendments to it, the Board possesses jurisdiction in the following four basic areas:

1. The determination of what matters are the mandatory subject of negotiation within the limitations prescribed by NRS 288.150;
2. Appeals regarding the recognition, denial of recognition or loss of recognition of an employee organization pursuant to NRS 288.160(4);
3. Appeals regarding the determination of bargaining units within a recognized employee organization pursuant to NRS 288.170(2); and
4. Complaints of prohibited practices within the scope of NRS 288.270.

The 1975 Session of the Nevada Legislature expanded the jurisdiction of the Board to encompass within the prohibited practices statute charges of discrimination. The Legislature also established a ten-member Advisory Committee to the Board which is required to meet at least semi-annually and file a report with the Legislature regarding the procedures under the provisions of the Chapter and making recommendations for desirable legislation affecting the Chapter.

The following statistics, setting forth the number of decisions and orders filed by the Board each year, reflect the increased caseload and activity of the Board since its inception.

Number of Decisions and Orders Filed Each Year:

1969 - None	1972 - 8	1975 - 25
1970 - 2	1973 - None	1976 - 11 as of August, 1976
1971 - 1	1974 - 11	

At the present time, there are over seventy employee organizations in the State of Nevada which have been established pursuant to the Local Government Employee-Management Relations Act. These organizations range from large to small, rural to urban, and encompass all sectors of local government employment. The Board is the forum before which both these employee organizations and their employers can present problems for a speedy disposition and without disruption of the vital public services these employees render.

Date of Hearing _____
 Who Testified _____

 Date Budget Closed _____

REVISED PER SB 158 3/29/77

PUBLIC DEFENDER
101-1499

	1975-76 ACTUAL	1976-77 WORK PROGRAM	1977-78			1978-79		
			AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.	AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.
REGULAR APPROPRIATION	\$ 108,873	\$ 106,037	\$ 75,025	\$ 110,497	<u>111,282</u>	\$ 80,002	\$ 110,208	<u>109,438</u>
REVERSIONS	\$ 3,353-							
PUBLIC DEFENDER-CO FEE	\$ 93,535	\$ 102,850	\$ 345,259	\$ 220,994	<u>175,672</u>	\$ 362,381	\$ 220,416	<u>175,113</u>
LEAA GRANT	\$ 5,172	\$ 25,189						
15% SALARY ADJUSTMENT	\$ 6,709							
UNCL SALARY ADJUSTMENT	\$ 1,456							
6% CPI SALARY ADJUST	\$ 1,069							
SALARY ADJUSTMENT NEED		\$ 11,083						
TOTAL FUNDS AVAILABLE	\$ 213,461	\$ 245,159	\$ 420,284	\$ 331,491	286,900	\$ 442,383	\$ 330,624	284,551

EXISTING POSITIONS

CARSON OFFICE													
PUBLIC DEFENDER	U	1.00	25,116	1.00	32,651	1.00	27,753	1.00	35,916	1.00	27,647		
SUPRV DEPUTY-OFFICE	U	1.00	23,400	1.00	30,420	1.00	25,857	1.00	33,462	1.00	25,758		
SUPRV DEPUTY-TRIAL	U	1.00	21,320	1.00	30,420	1.00	23,559	1.00	33,462	1.00	23,468		
DEPUTY	U	1.00	21,320	1.00	27,716	1.00	22,493	1.00	30,488	1.00	22,407		
SR CLAIM INVESTIGATOR		1.00	16,490	1.00	16,490			1.00	16,427				
SENIOR LEGAL STENO		1.00	10,939	1.00	12,516	1.00	11,965	1.00	13,048	1.00	12,471		
LEGAL STENO		1.00	8,948	1.00	9,345	1.00	9,345	1.00	9,726	1.00	9,726		
ELKO OFFICE													
SUPRV DEPUTY FIELD	U	1.00	21,320	1.00	30,420	1.00	23,559	22,493	1.00	33,462	1.00	23,468	22,407
TOTAL EXISTING		8.00	148,853	8.00	189,978	7.00	144,531	143,465	8.00	205,991	7.00	144,945	143,884

NEW POSITIONS

CARSON OFFICE														
SENIOR CLERK TYPIST				1.00	8,801	1.00	7,107		1.00	9,154	1.00	7,388		
LEGAL RSRCH-TRIAL	U			1.00	14,000	1.00	14,000	0	1.00	14,000	1.00	14,000	0	
LEGAL RSRCH-APPEALS	U			1.00	14,000	1.00	14,000	0	1.00	14,000	1.00	14,000	0	
DEPUTY-PRISON & JUV	U			1.00	21,320	1.00	22,493		1.00	23,452	1.00	22,407		
ELKO OFFICE														
DEPUTY-FIELD	U			1.00	17,810	1.00	17,810	0	1.00	19,591	1.00	17,742	0	
LEGAL STENO				1.00	8,801	1.00	8,075		1.00	9,154	1.00	8,401		
TOTAL NEW				6.00	84,732	6.00	83,485	37,595	6.00	89,351	6.00	83,938	38,196	
INDUSTRIAL INSURANCE	\$	2,147	\$ 3,008	\$	6,101	\$	3,537		\$	6,880	\$	3,914		
RETIREMENT	\$	10,199	\$ 11,985	\$	24,892	\$	18,241		\$	26,749	\$	18,311		
PERSONNEL ASSESSMENT	\$	884	\$ 1,340	\$	2,472	\$	2,052		\$	2,658	\$	2,060		
GROUP INSURANCE	\$	2,474	\$ 3,072	\$	5,880	\$	5,741		\$	6,216	\$	6,602		
CONTROLLERS ASSESSMENT	\$	122	\$ 223	\$	412	\$			\$	443	\$			
PAYROLL ASSESSMENT						\$	456				\$	458		
UNEMPLOYMENT COMP.						\$	456				\$	916		
TOTAL SALARY-PAYROLL	\$	142,563	\$	168,481	\$	314,467	\$	258,499	206,408	\$	338,288	\$	261,144	207,571

PUBLIC DEFENDER - Continued
101-1499

	1975-76 ACTUAL	1976-77 WCRK PRCGRAM	1977-78			1978-79		
			AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.	AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG. AP.
TOTAL OUT-OF-STATE TRAVEL	\$ 594	\$ 575	\$ 2,000	\$ 1,000		\$ 2,000	\$ 1,000	
TOTAL IN-STATE TRAVEL	\$ 10,284	\$ 8,027	\$ 22,500	\$ 17,500	15,000	\$ 22,500	\$ 17,500	15,000
OFF SUPPLIES & EXPENSE	\$ 893	\$ 1,265	\$ 1,315	\$ 1,315		\$ 1,450	\$ 1,450	
OPERATING SUPPLIES	\$ 4,235	\$ 380	\$ 6,226	\$ 6,226		\$ 5,000	\$ 5,000	
COMMUNICATIONS EXPENSE	\$ 5,496	\$ 1,898	\$ 6,921	\$ 6,921		\$ 8,000	\$ 8,000	
PRINT DUPLICATING COPY	\$ 1,207	\$ 506	\$ 2,350	\$ 2,350		\$ 2,500	\$ 2,500	
INSURANCE EXPENSE	\$ 61	\$ 127	\$ 600	\$ 600		\$ 700	\$ 700	
CONTRACTUAL SERVICES	\$ 1,285			\$ 1,500	73,500		\$ 1,500	13,500
OTHER CONTRACT SERVICE	\$ 88		\$ 100	\$ 100		\$ 100	\$ 100	
LEGAL & COURT EXPENSE	\$ 30		\$ 80	\$ 80		\$ 80	\$ 80	
EQUIPMENT REPAIR		\$ 633	\$ 400	\$ 400		\$ 500	\$ 500	
OTHER BUILDING RENT	\$ 6,094	\$ 5,313	\$ 11,560	\$ 15,000		\$ 13,000	\$ 16,000	
DUES AND REGISTRATIONS	\$ 105		\$ 1,000	\$ 1,000		\$ 1,500	\$ 1,500	
TOTAL OPERATING EXP	\$ 19,494	\$ 10,122	\$ 30,552	\$ 35,492	49,492	\$ 32,830	\$ 37,330	49,330
OFF FURNITURE & ECLIP	\$ 1,494		\$ 6,000	\$ 6,000		\$ 2,000	\$ 650	
FELONY DEFENSE CCSTS	\$ 22,136	\$ 18,212	\$ 18,212			\$ 18,212		
MISDEMEANOR DEF CCSTS	\$ 7,236	\$ 6,053	\$ 6,053			\$ 6,053		
POST-CONVICTION RELIEF	\$ 8,500	\$ 8,500	\$ 8,500	\$ 11,000		\$ 8,500	\$ 11,000	
LEAA GRANT-ELKC	\$ 1,160	\$ 25,189						
SPECIAL COUNSEL			\$ 10,000			\$ 10,000		
TRAINING			\$ 2,000	\$ 2,000	0	\$ 2,000	\$ 2,000	0
TOTAL AGENCY EXPENCITLRES	\$ 213,461	\$ 245,159	\$ 420,284	\$ 331,491	286,900	\$ 442,383	\$ 330,624	284,551

AGENCY BALANCE



State of Nevada
Office of the Attorney General
Capital Complex
Supreme Court Building
Carson City 89710

Robert List
Attorney General

March 23, 1977

The Honorable Donald R. Mello
Chairman
Assembly Ways and Means Committee
Room 234, Legislative Building
Carson City, Nevada 89710

Dear Don:

I appreciate the opportunity to respond to your concerns about the responsibilities of the Administrative Assistant in this office.

The Nevada Legislature created the position in 1973 at our request, and upon the recommendation of the Governor and the Budget Office.

The Administrative Assistant wears many hats, but let me say at the outset that he is not a public relations man in any sense of the term.

As you know, our office employs over 40 attorneys. We are responsible for providing the legal work to all but two or three state agencies, and most of the boards and commissions. In addition, we provide legal opinions to cities, counties, school districts, and other governmental subdivisions. We are engaged in the defense of lawsuits where literally hundreds of millions of dollars in our state treasury are being sought. At the same time, it is our responsibility to enforce all of the laws ranging from agriculture to fish and game, from gaming control to environmental and

The Honorable Donald R. Mello
March 23, 1977
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motor vehicle matters. We find ourselves in the forefront of every controversy from water rights on the Truckee River in the west, to the Southern Nevada Water Project in the South, to the Kennecott-EPA struggle in the East. In addition, our criminal division activities encompass the capital punishment issue and all crimes within the prison, as well as selected local problems such as the Howard Hughes will investigation and the many cases where we assist local prosecutors.

In summary, the activities of our office impact upon virtually every department, agency, commission, and governmental entity within the state.

As a result, we are deluged on a daily basis with letters and telephone inquiries from members of the public and the news media. Their requests run the gamut from information on Nevada divorce, marriage, and gaming laws from around the world, to complaints about treatment by state agencies and local law enforcement. The bulk of the calls or inquiries come from the public and the news media who desire information on the status of cases, opinions, or matters under review by our office. The media rely upon the Administrative Assistant to get the factual information, or to refer them to the proper persons so that they can meet their deadlines on these occasions. In some instances, this entails the preparation of written news releases. In all instances it is a time-consuming but necessary job.

It has been our policy to respond to all such inquiries. In my judgment, it would be inefficient to assign an attorney for the purpose of answering these inquiries when, in most instances, legal expertise is not required. The Administrative Assistant fields these inquiries and these telephone calls. It requires intelligence and the ability to translate "legaleze" to readily understood language in complex cases. He gathers the necessary information for response, and on

The Honorable Donald R. Mello
March 23, 1977
Page Three

occasion refers the person seeking information to a member of our staff or to another state agency. The foregoing duties consume roughly 85% of his time.

In addition, the Administrative Assistant assists in scheduling office appointments in Carson City and Las Vegas for the Attorney General, schedules and makes travel arrangements, and coordinates the Attorney General's engagements throughout the state. This consumes approximately 10% of his time.

An additional responsibility is the researching and assistance in the preparation of speeches for the Attorney General. Addresses are frequently given before conventions, groups and others with specialized interests on subject matter which requires specialized preparation. This takes approximately 3% of his time.

The remaining 2% of his time is spent upon internal office management, including assistance with personnel and budget matters.

In summary, the duties performed by the Administrative Assistant are indispensable to the public, to the press, and to the Attorney General. They are beyond the scope of persons classified as secretaries, and they do not require the services of an attorney in most cases. The Administrative Assistant provides the vital link between this agency and the Nevadans who pay for the operation of this office. It is imperative that it be retained. I respectfully request that the position be retained in our budget, and I would be pleased to provide any further information you might desire.

Sincerely,



ROBERT LIST
Attorney General

cc: Budget Office
Legislative Analysts

1424

DONALD R. MELLO
ASSEMBLYMAN
2590 OFFIC STREET
SPARKS, NEVADA 89431
(702) 358-0736

JOHN F. DOLAN
SPECIAL ASSISTANT
885-5640



COMMITTEES
CHAIRMAN
WAYS AND MEANS
INTERIM FINANCE
VICE CHAIRMAN
COMMERCE
MEMBER
LEGISLATIVE COMMISSION

Nevada Legislature

FIFTY-NINTH SESSION

March 17, 1977

Robert List, Esquire
Attorney General
Supreme Court Building
Carson City, Nevada 89710

Dear Bob:

As the Ways and Means Committee considered closing the administrative budget for the Attorney General, several members raised questions about a "public relations" employee in this budget. In reviewing the position titles in the budget, it appeared that the Administrative Assistant came closest to describing the questions raised. Would you please furnish the Committee with a job description for the Administrative Assistant and an approximate annual percentage breakdown of the time spent for each major activity described?

If the Administrative Assistant is not employed in a "public relations" capacity and another employee is, please indicate this employee by job title and give the approximate annual percentage of time this employee might spend on "public relations" activities.

Thank you for your attention to this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "DMello".

DONALD R. MELLO

JD:jh

LETTERS OF INTENT

DONALD R. MELLO
ASSEMBLYMAN
2590 OPPIO STREET
SPARKS, NEVADA 89431
(702) 358-0736

JOHN F. DOLAN
SPECIAL ASSISTANT
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COMMITTEES
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WAYS AND MEANS
INTERIM FINANCE
VICE CHAIRMAN
COMMERCE
MEMBER
LEGISLATIVE COMMISSION

Nevada Legislature

FIFTY-NINTH SESSION

May 5, 1977

Mr. John R. Gamble, Superintendent
Public Instruction
Superintendent's Office
400 West King Street
Carson City, Nevada 89701

Dear John:

In closing the budgets for Education Administration, ESEA Title IV C, Comprehensive Employment and Training Act, and Vocational Education, the money committees reduced these budgets by inserting an amount for "salary savings." The committees did not however, reduce associated costs such as travel, operating, and equipment. The associated costs were specifically not reduced to allow the department flexibility in meeting the dollar reductions represented as salary savings.

It is the intent of the money committees that the department may shift among the various budget categories in order to meet the dollar reductions reflected as salary savings except that there shall be no transfers from "aid to schools" in Vocational Education or "Development and Training" in Comprehensive Employment and Training.

Sincerely,

Handwritten signature of Donald R. Mello in cursive.

DONALD R. MELLO

Chairman

Ways and Means Committee

Handwritten signature of Floyd R. Lamb in cursive.

FLOYD R. LAMB

Chairman

Senate Finance Committee

DRM:FRL/dr
cc Howard Barrett

DONALD R. MELLO
ASSEMBLYMAN
2590 OFFICE STREET
SPARKS, NEVADA 89431
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Nevada Legislature

FIFTY-NINTH SESSION

May 4, 1977


Dr. Charles R. Dickson, Administrator
Mental Hygiene and Retardation
4600 Kietzke Lane, Suite 108
Reno, Nevada 89502


Dear Chuck:

The purpose of this letter is to express the intent of the Assembly Ways and Means and Senate Finance Committees in closing the budgets of the Division of Mental Hygiene and Mental Retardation for the 1977-79 biennium.

1. It is the intent of the committees that future capital improvement projects provide space at the Glendale Road location in Reno for the Division's administrative staff and the Reno Mental Health Center facilities.
2. It is the intent of the committees that, beginning July 1, 1978, only direct care employees providing a service during a meal are to get a free meal at the Mental Health Institute.
3. It is the intent of the committees that the Human Services Educator position of the Division's central office not provide direct supervision to the Lake's Crossing facility. If the Clinic Director is not capable of managing the facility, he should be replaced.
4. It is the intent of the committees that the Rural Clinics program place maximum emphasis on delivery of direct services to recipients of mental health services in rural areas. This emphasis should include stationing Clinical Directors in rural locations instead of stationing these persons at administrative offices in Reno.

Sincerely,


DONALD R. MELLO
Chairman
Ways and Means Committee


FLOYD R. LAMB
Chairman
Senate Finance Committee

FLOYD R. LAMB

SENATOR

2950 PINTO LANE

LAS VEGAS, NEVADA 89107



COMMITTEES

CHAIRMAN

FINANCE

MEMBER

LEGISLATIVE FUNCTIONS

Nevada Legislature

FIFTY-NINTH SESSION

April 28, 1977

Mr. William E. Hancock
Secretary-Manager
State Public Works Board
Kinkead Building - Room 400
Carson City, Nevada 89701

Dear Bill,

As you are aware, construction of additional Community College Campuses has been postponed for the next two years pending a study regarding the need for additional campuses and the development of a long-range plan for the expansion of the Community College Program.

In conjunction with this study, the Public Works Board is urged to undertake a feasibility study of developing Community College Campuses adjacent to high school vocational-technical programs. As an example of this approach, the feasibility of developing a Community College Campus in conjunction with the vocational-technical school in Clark County should be made. Other high school facilities throughout the state should be studied to determine how they might better be utilized in the Community College Program in the future.

This information will serve as a valuable guide to the legislature when considering requests for future development of the Community College System.

Sincerely yours,


Floyd R. Lamb, Chairman
Senate Finance Committee


Donald R. Mello, Chairman
Assembly Ways and Means Committee

FRL:DRM/ym

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Nevada Legislature

FIFTY-NINTH SESSION

April 18, 1977

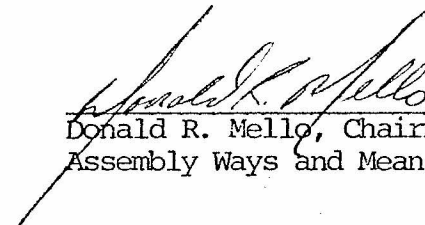
Mr. James Barrett
Director
Department of Law Enforcement
Assistance
Carson City, Nevada 89701

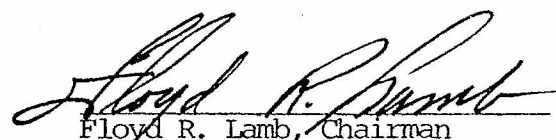
Dear Mr. Barrett:

The purpose of this letter is to direct the Department and the Commission on Crime, Delinquency and Corrections to seek federal funding during the 1977-79 biennium to assist the development of crime labs in Clark and Washoe Counties. Once established, these two crime labs would serve the needs of all law enforcement agencies in the state in-lieu of the crime lab currently maintained by the Department. Necessary crime lab services which are the responsibility of the Department could then be contracted from the appropriate "local" lab.

Please communicate your progress in this direction to the Chairman of the Interim Finance Committee.

Sincerely,


Donald R. Mello, Chairman
Assembly Ways and Means


Floyd R. Lamb, Chairman
Senate Finance

jh

DONALD R. MELLO
ASSEMBLYMAN
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Nevada Legislature

FIFTY-NINTH SESSION

April 18, 1977

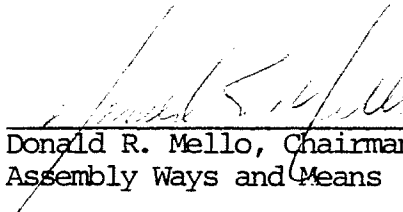
Mr. James Barrett
Director
Department of Law Enforcement
Assistance
Carson City, Nevada 89701


Dear Mr. Barrett:

In closing the budget for Identifications and Communications - State, the money committees deleted the personnel and costs recommended for the State Narcotics Laboratory and transferred \$59,037 and \$60,235 to a special category for contract laboratory services. It is the intent and understanding of the money committees that the contract laboratory funds will be used to purchase laboratory services from the labs maintained by the Las Vegas Metropolitan Police Department and the Washoe County Sheriffs Department. We have been assured by representatives of these organizations that all former users of the State Narcotics Lab will receive quality and timely services for their testing needs.

Our reasons for eliminating the State Lab was an attempt to stop the expensive duplication of lab facilities and costs through the consolidated utilization of already developed local labs in Las Vegas and Reno. The progress of this arrangement will be monitored throughout the biennium and results reviewed by the 1979 Legislature.

Sincerely,


Donald R. Mello, Chairman
Assembly Ways and Means


Floyd R. Lamb, Chairman
Senate Finance

jh

DONALD R. MELLO
ASSEMBLYMAN
2590 OPPIO STREET
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Nevada Legislature

FIFTY-NINTH SESSION

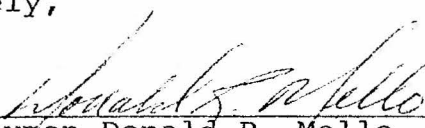
March 15, 1977

Mr. Dick L. Rottman
Commissioner of Insurance
Nye Building
201 South Fall Street
Carson City, Nevada 89710

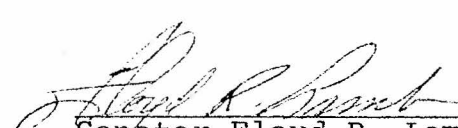
Dear Dick:

In closing the budget for the Insurance Division, the money Committees were quite concerned with the number and length of the vacant positions in the Division. We understood your need to generate salary savings for the unanticipated data processing costs and the problems in recruiting some of the more technical personnel. However, to meet the justified workload and effectively carry out the statutory responsibilities of the Division, it is the desire of the Committees that you actively pursue filling the authorized but vacant positions. If such vacancies persist into the coming biennium, the Committees will look to their elimination from the budget.

Sincerely,



Assemblyman Donald R. Mello
Chairman, Ways and Means Committee



Senator Floyd R. Lamb
Chairman, Finance Committee

JD:jh