

MINUTES

WAYS AND MEANS COMMITTEE

NEVADA STATE LEGISLATURE - 60th SESSION

February 21, 1979

Chairman Mello called the Meeting to order at 8:00 a.m.

PRESENT: Chairman Mello, Vice-Chairman Bremner, Mr. Barengo, Mrs. Cavnar, Mr. Glover, Mr. Hickey, Mr. Mann, Mr. Rhoads, Mr. Vergiels, Mrs. Wagner, and Mr. Webb.

ALSO PRESENT: Bill Bible, Fiscal Analyst; Judy Matteucci, Deputy Fiscal Analyst; Mike Alastuey, Deputy Budget Director; Dr. Ralph DiSibio, Director of Department of Human Resources; Mr. Bob Edmondson, Deputy Director of Department of Human Resources; Senator Floyd Lamb; Mrs. Peggy Glover, Director of Department of General Services; Mr. Mike Meizel, Supervisor of Buildings and Grounds; Mr. Donald Bailey, State Printer; Mr. Terry Sullivan, State Purchasing Director; Mrs. Eunice Garrett, General Services Accounting Director; and Mr. Gordon Harding, Administrator Central Data Processing.

PROBATION SUBSIDIES

Chairman Mello told the Committee that Mr. Bob Edmondson, Deputy Director of Department of Human Resources, had appeared before the Committee at a previous hearing and failed to inform the Committee about a grant of \$686,998. Chairman Mello requested that Mr. Edmondson furnish the Committee with an explanation concerning this grant which also includes one position.

Mr. Edmondson apologized for not bringing forward the grant and said that it was an oversight on his part. He said that the size of this grant is approximately \$350,000 per annum and furnished the Committee a budget for the grant. (Exhibit "A") Mr. Edmondson said that this grant originated from his office for the purpose of establishing a pilot program to see if the Federal Government wanted to get into a major restitution program which would include adult and juvenile offenders. Mr. Edmondson said that 91% of this money would be passed through directly to the nine judicial districts with the remainder, \$35,000, being used by the State for hiring one management analyst and one secretary, \$2,800 each year for travel, and \$4,000 for operating expenses and supplies. Mr. Edmondson said each district would run individualized programs to provide restitution to the victims by providing work for the offenders. This grant is a 90-10 grant matched by \$38,000 each year from the State. He said that labor time of probation officers to arrange for public works projects for delinquents will be counted as part of this match along with other efforts of the judicial districts. Mr. Edmondson said that the money is divided with 80% to Clark and Washoe County and the rest to the other counties according to the number of school age children in each district. This program provides an alternative to incarceration with a caseload of approximately 800 delinquents. Mr. Edmondson said that the legislature would be furnished with facts and figures to decide whether this program should be continued.

Chairman Mello asked whether this would have been done if this grant had not been discovered. Mr. Edmondson said that it would have.

Chairman Mello asked Mr. Alastuey to explain the procedures in getting a grant. Mr. Alastuey said that knowledge of this grant became available in December 1978 and the funds were not accepted until the middle of January 1979. Chairman Mello asked Mr. Alastuey why he had not informed the Committee of this grant when the agency appeared before

the Committee. Mr. Alastuey apologized for not bringing the grant to the Committee's attention and remarked that it is possible that some changes are not reflected in the work programs of the current budgets.

Senator Floyd Lamb said that he was disturbed that Mr. Barrett had knowledge of this grant and that there may be others that the Committees do not know about. He added that he did not know what Ways and Means was going to do about it but that he knew what the Senate would do.

Mr. Bremner inquired about the number of positions they would hire, as 10 are shown in the handout (Exhibit "A"). Mr. Edmondson said that two staff positions would be hired by the State, one clerical and one project coordinator, with Clark and Washoe hiring staff out of the grant.

Mr. Mann commented that juvenile probation would probably be requesting additional new positions due to the jobs they will be doing connected with this grant and simply did not believe that this amount of grant money could be overlooked.

Mr. Barengo said that what sounds like a very good program, but by being hidden, caused doubt about the whole program.

Dr. DiSibio, Director of Department of Human Resources, said that this grant is a pilot program and presents a good opportunity to study restitution plan concepts.

Mr. Hickey said that it is most difficult for the legislature to make judgments without full information and commented that often public and private interest groups pressure the State to continue funding with State money programs started out with Federal funds.

Mr. Glover inquired as to when the first monies would be received for this program. Mr. Edmondson said that \$25,000 is available now. Mr. Glover asked what commitment the State has made and if they could still withdraw from this program. Dr. DiSibio said that the State could withdraw at any time.

Chairman Mello drew the Committee's attention to an article appearing in the morning paper concerning a patient, who had previously attacked a 71 year old woman, from the Mental Institution who was out on a pass to visit his mother and had raped a young Sparks girl. Chairman Mello recalled that during Mental Health's budget hearing, Dr. DiSibio had said, in discussing a similar incident at Lake's Crossing, that if it happened again the responsible individuals would be dismissed. He asked Dr. DiSibio if Dr. Shagan would be dismissed. Dr. DiSibio said that he was having a meeting in the afternoon on the situation and would provide the Committee with any information now available.

Chairman Mello commented that it seemed that the psychologists and doctors seemed much more concerned with the patients than with the protection of the people outside of the institution and pointed out that the institution was for the protection of citizens.

Dr. DiSibio said that no passes are being given out at Lake's Crossing and explained that an important part of the mental health program has always been to allow passes as a patient shows improvement, starting with a one day pass with supervision of family and gradually getting passes for longer home visits. Dr. DiSibio said that the patient referred to in the newspaper had done well on previous home visits and his mother picked him up for this last visit and then did not provide proper supervision.

Mr. Vergiels asked if administrators were being changed at Lake's Crossing and Dr. DiSibio replied that this was possible. Mr. Vergiels commented that something would have to be done about this sort of thing happening in order to rebuild confidence in the administrative staff of these facilities.

Mrs. Wagner asked Dr. DiSibio if anything had been decided about dividing up Title XX monies. Dr. DiSibio said that a number of decisions had been made, they would be reviewed with the Governor, then information on the grant would be provided to the Committee.

Chairman Mello commented that this latest incident would cost the taxpayers a lot of money, but more important was the harmful effect on the young lady's life.

#### DEPARTMENT OF GENERAL SERVICES

##### DIRECTOR'S OFFICE

Chairman Mello introduced Mrs. Peggy Glover, Director of the Department of General Services. Mrs. Glover related that the purpose of the Department is to centralize all central service agencies and to provide overall supervision for Data Processing, Purchasing, Buildings and Grounds, and Printing. Also, there is a central accounting section. She indicated that the Director's budget is funded by an assessment to the four major divisions.

Mrs. Wagner asked why there was nothing requested under longevity pay. Mrs. Glover replied that at the time the budget was prepared, the Director and the secretary had planned to retire.

##### DIVISION OF BUILDING AND GROUNDS

Mr. Mike Meizel, Supervisor of Buildings and Grounds, stated that Buildings and Grounds is funded mainly by charges to other agencies, with the budgeted rent being about 41¢ a square foot. Mr. Meizel said that the Division is responsible for protection and maintenance of most State-owned and leased buildings and grounds and provides other auxiliary services such as Central Mail, Central Telephone, Motor Pool, and Marlette Lake.

Mr. Meizel stated that several existing positions were being eliminated and one new position is requested for the Governor's mansion which has relied on inmate labor, which is planned to be reduced.

Chairman Mello asked how many people would be at the mansion for maintenance and Mr. Meizel said that there would be one groundsman and one general building tradesman.

Mr. Bremner referring to the State Building on Bonanza in Las Vegas, inquired about the responsibilities of building maintenance. He pointed out that this building is in very bad condition. Mr. Meizel said that Building and Grounds' responsibility is housekeeping, keeping the building mechanically sound, meeting state and local codes, and all general maintenance. Mr. Meizel said that in Las Vegas there is only one building tradesman position and that renovation of the Bonanza Street Building had been turned down twice.

Mr. Bremner further commented that partitions have been installed in this building without much planning and everybody seemed to have a private office. Mr. Meizel said that Buildings and Grounds had tried to discourage this practice but were often pressured by agency administrators to make changes in these buildings. Mr. Bremner commented that a policy should be established so that buildings are not changed.

Mrs. Glover pointed out that Buildings and Grounds has to do this maintenance work on the buildings with the rent money, and it is not always sufficient.

Mrs. Wagner referred to the position being requested for a building tradesman at the mansion and asked if all inmate labor would be discontinued. Mr. Meizel said that inmate labor would still be used but that one permanent position was needed and the mansion needs continuous care.

Chairman Mello observed that some state buildings are in considerable disrepair, yet the Governor is recommending nine fewer positions with still an additional new one at the mansion.

Mr. Mann said that if Buildings and Grounds is expected to do a good job then they should have the people they need.

Mr. Bremner asked if these people were being cut to have this work done by contract. Mrs. Glover said that they were cut so that rent rates could be held down.

Mr. Bremner said that seeing State buildings in such bad condition gives the whole State a bad reputation and if more maintenance people are needed, Buildings and Grounds should ask for them. Chairman Mello concurred.

Chairman Mello requested Mrs. Glover to tell the Committee what positions should be reinstated. She mentioned the heating and air-conditioning specialist and a building tradesman. Chairman Mello asked Mrs. Glover to make up a list of needed positions, and she said that she would provide one.

Mr. Meizel and Mrs. Glover indicated that they would like to have five positions back: A Service Building Custodian to be reclassified to a General Mechanics Helper, a Groundsworker II, a Heater and Air-Conditioning Specialist, and a Building Superintendent to be reclassified to a General Building Tradesman.

Chairman Mello said that it is cheaper to take better care of these buildings than letting them get run down and building new buildings.

Mrs. Wagner asked how many buildings are under the jurisdiction of Buildings and Grounds in Las Vegas. Mr. Meizel said there are ten buildings under their jurisdiction.

Mr. Rhoads inquired as to the procedure followed when repairs are needed in a building. Mr. Meizel said that when agencies or Buildings and Grounds personnel happen to see something needing work they take the initiative to go and do it. Mr. Meizel said the building that Mr. Bremner had referred to has had extensive work done on the heating and air-conditioning systems.

Mr. Rhoads commented that buildings rented by the State appeared to be in much better condition than those owned by the State.

Mrs. Wagner asked if people working in State owned buildings who notice things that need to be done can do any of this repair work themselves instead of filling out forms and waiting for Buildings and Grounds to do even minor types of repairs. Mr. Meizel said that generally the people in these buildings do not have the necessary tools to do repairs.

Mr. Bremner inquired if Buildings and Grounds maintains the Sierra Developmental Center. Mr. Meizel said that the Mental Health Division handles this themselves.

Mr. Vergiels asked if these buildings are regularly checked to see if repairs are needed. Mr. Meizel said that people in the buildings usually notify Buildings and Grounds when something needs to be done. Chairman Mello said that perhaps these people needed to be a little more alert.

### STATEWIDE LEASES

Mr. Meizel said that this program is now being changed from the current policy of Buildings and Grounds paying all lessors for office space leased to State agencies to having each agency making lease payments directly to the lessors themselves with Building and Grounds still negotiating the leases.

### LOST CITY MUSEUM

Mr. Meizel informed the Committee that this museum is located at Overton, Nevada and is primarily a native American artifact museum with the appropriation administered by Buildings and Grounds.

Mrs. Wagner inquired if the seven member advisory board received any pay or travel. Mr. Meizel said they receive travel and are appointed by the Governor. Mrs. Wagner asked what academic background the curator has. Mr. Meizel replied that he did not know about this individual's academic background but that his father had started this museum as the original archaeologist.

Chairman Mello asked where the salaries for the board and commission members appear in this budget. Mr. Meizel said that no funds for this purpose were requested as it is planned to transfer this budget to the State Museum.

Mr. Glover asked if the museum had a basket for donations and was told by Mr. Meizel that they do not.

### MARLETTE LAKE

Mr. Meizel said that this budget provides for general maintenance and upkeep of the Marlette Lake water system and is funded by sales of water to different users: Virginia City, Carson City, Lakeview Housing, and the State.

Mrs. Cavnar inquired as to why this budget is not part of Water Resources. Mr. Meizel said that Building and Grounds labor and equipment are frequently needed at Marlette Lake to maintain the system.

Mr. Bremner asked if Buildings and Grounds had renegotiated the contract to supply water to Virginia City. Mr. Meizel said that this was done a year ago at the same rate, 16¢ less 10.

Chairman Mello asked if Buildings and Grounds had been approached concerning sale of water to Carson City and Mrs. Glover said that Buildings and Grounds had been approached many times to sell water to Carson City.

### GENERAL SERVICES WORKING CAPITAL FUND

Mr. Meizel said that this budget is funded from charges on phone equipment and postage, with no increases negotiated in the budget other than inflation.

Mr. Vergiels complained about WATS line service and asked if the number of lines could be increased. Mr. Meizel said that the telephone company periodically does a traffic study on these lines and had recommended that another line be added. Mr. Bremner, Mr. Mann, and Mr. Hickey concurred that they had all spent many hours trying to get calls through to and from Las Vegas on the WATS line and were not able to complete calls.

## GENERAL SERVICE ACCOUNTING

Mrs. Glover explained that this budget funds the centralized accounting section for the Department of General Services, the Department of Administration, and Lieutenant Governor's Office and has 53 budget accounts and 18 funds to administer. The Agency's funding is derived from charges to the agencies for whom accounting services are performed. Mrs. Eunice Garrett, General Services Accounting Director, said this budget is requesting two new positions: one Account Clerk to meet the increased workload, and the other Account Clerk for Comprehensive Employment and Training Program Administration programs only if sufficient Federal monies are available to pay the entire salary and fringe benefit costs.

Mrs. Garrett furnished the Committee some workload information: Statutory Contingency Fund in 1976, 118 claims processed, 1978, 1,118; General Services Working Capital, vouchers payable 58% increase from 1966 to almost 3000; Building and Grounds needs two people working on their budget and in 1976 processed 3500 vouchers payable, in 1978 over 4000; Surplus Property has an 87% increase, Commodity Food increased 286% with similar increases in all other departments. Mrs. Garrett said this Department depends very heavily on their three CETA positions who are very transitory. Mrs. Garrett explained that the request for \$300 in training is for entry level account preparation.

## STATE PRINTING OFFICE

Chairman Mello introduced Mr. Donald Bailey, Superintendent, who said that this Division is financed by printing and duplicating sales to various State agencies.

Mr. Bailey drew the Committee's attention to a special one-shot appropriation amount of \$350,483. The appropriation is requested to maintain and operate the computer that drives the automated typesetting equipment and text processing systems (\$151,983) with the remainder (\$198,500) for the purchase of printing equipment to help complete the program started by the establishment of automated photo composition and text processing systems.

Mr. Bailey added that the pay-back on \$198,500 is 5% for a twenty year period comencing July 1, 1979.

Chairman Mello asked if the State Printing Office could compete with prices of other union shops in the State. Mr. Bailey said that in some cases they could not do to the States' union rates. Chairman Mello said that he had heard that some State agencies have been able to get lower prices from other printing companies. Mr. Bailey replied that some small printing shops in Reno with low overhead and not paying union wages were sometimes able to offer lower prices. Mr. Bailey agreed that several State agencies are going to outside printing companies; but if they made their purchases through the State Printing Office, volume would increase and prices could be lowered. Mrs. Glover commented that the goal of State Printing is to bring all these agencies in.

Mr. Hickey asked that a list be furnished the Committee of all State agencies not having their printing done by the State. Mr. Bailey said that he would submit a list.

Mr. Bible asked if existing statutory authority included the provision to pull these agencies into the State Printing Office. Mr. Bailey replied that it did and indicated that he had requested some of these agencies do this but had not been successful. Chairman Mello asked specifically what had been done to accomplish this. Mrs. Glover said that they had been waiting to see how all their new equipment is working and how the State Printer could handle non-legislative work during the session. She also said State Printing had to prove that they could handle all this work on a timely basis. Chairman Mello asked if State Printing could handle all this work for Highway and ESD etc. Mr. Bailey said that with the new equipment requested in the budget this work can be handled.

Chairman Mello requested a definite date for the State Printing Office to take over the printing of all these agencies who purchase their printing from private companies.

Chairman Mello asked if State Printing was charging overtime for any State Legislator's printing. Mr. Bailey said that a legislator is not charged overtime.

Chairman Mello inquired about out-of-state travel. Mr. Bailey replied that two equipment and printing technology shows are held each year, one in San Francisco and one in Chicago. Also, Mr. Bailey said that he and his staff travel to seminars for training purposes.

#### RECORDS MANAGEMENT SERVICE

Mr. Bailey explained the functions of the Division services for State agencies involving records management, microfilming, copy centers, and technical surveillance and advice about duplicating. The Agency is supported by funds charged agencies for these services.

Mr. Bailey said that two new positions are requested in this budget; Administrative Aid I, Range A and a Microfilming Operator Trainee, which are necessary to update and streamline the microfilming operation of the Division in addition to the increased workload. Mr. Bailey said that this Service will be moving into the basement of the Capitol Building when restoration is completed.

Mr. Vergiels said that when the presentation was made two years ago detailing plans for the Capitol Building he did not recall the Records Management Service moving into the basement. Mr. Bremner said that when the Capital Improvements Subcommittee went through the building recently, the old basement had been enlarged by a great deal by excavating.

Mr. Barengo remarked that other State agencies already have microfilming equipment and could not see why these agencies couldn't share their equipment. Mr. Bailey said that other agencies should use the State Printing services instead of doing their own microfilming.

Mrs. Wagner asked if some State agencies get their microfilming work done by outside businesses. Mr. Bailey said that a few agencies are doing this and others have not had any interest in microfilming. Mrs. Wagner asked for a cost comparison of Record Management's microfilming versus private businesses. Mr. Bailey said that Record Management had recently finished 904,347 documents for Gaming for \$52,034, for a savings of \$18,500.

Mr. Vergiels said that the Secretary of State will have similar microfilming equipment in the capitol above the Records Management location and asked that some consideration be given to a sharing of the equipment instead of purchasing two sets of equipment that do the same work.

Chairman Mello appointed a Subcommittee consisting of Mr. Bremner and Mrs. Wagner to look into this suggestion and other related questions.

Mr. Bible asked Mr. Bailey to address the increase in the appropriation of the second year of the biennium. Mr. Alastuey explained that the addition of an Administrative Aide at \$7,000 plus fringe benefits, 100% of the Chief Records Management salary, 20% of the Management Analyst salary, and associated operating costs account for this request.

#### PURCHASING ADMINISTRATION

Chairman Mello introduced Mr. Terry Sullivan, State Purchasing Director, and asked him to address the one-shot request for \$40,000. Mr. Sullivan explained that this is a request for the purchase of 15,000 square feet of land next to the Las Vegas warehouse as the Division is currently

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renting outside storage space for \$400 per month. The appropriation would be repaid to the General Fund over a fifty year period.

Mr. Alastuey said that the figure of \$40,000 should be \$45,000 to cover related costs of the land acquisition.

Mr. Bremner asked about the land area of 15,000 sq. ft. and Mr. Webb said that this is about 1/3 of an acre.

Mr. Sullivan addressed capital improvement project 79-30 and said that this addition to the existing Reno Warehouse building is needed as \$35,000 per year is now being paid for outside storage charges and additional food will still have to be stored commercially. He indicated that without the addition, State Purchasing would be paying over \$100,000 per year for storage needs.

Mr. Sullivan said that the Purchasing Division is responsible for all functions relating to the purchasing of supplies, materials, and equipment needed by State agencies at the lowest possible cost with timely delivery. Mr. Sullivan furnished the Committee with some examples of savings effected by Purchasing: 1.5 million worth of office furniture for a savings of \$675,000; \$101,000 for light bulbs with a 66% savings; \$700,000 for radios and related equipment with a savings of \$250,000. Mr. Sullivan said two new positions are requested in the biennium, a storekeeper for the warehouse in the second year and a purchasing technician in the first year due to increased workload. Chairman Mello requested that a list detailing these positions and duties be prepared for the Committee.

Mr. Mann related two bad experiences with the Purchasing Department: the bookmobiles with International chassis, and paying \$12 per gallon for paint at the prison with the same paint selling elsewhere for \$7 per gallon. Mr. Sullivan said that part of the problem with the bookmobiles is the bad roads where they are used, their mileage of 103,000 and their sophisticated equipment. Mr. Sullivan added that in a recent purchase, paint for the prison was purchased for \$6,679 for \$9,000 worth of paint and that Purchasing services save the prison thousands of dollars.

Mr. Webb asked about the purchase of Chevrolet Vegas in Las Vegas and their subsequent auction at a very big loss to the State. Mr. Meizel said that these cars were purchased at a time when the State had great concern for the energy crisis and wanted sub-compact cars that provided good mileage. However, these cars just fell apart; and since that time the State has purchased compact cars but not sub-compacts.

Mr. Webb said that Purchasing should have a little more latitude rather than having to go with the low bid. Mr. Meizel replied that Purchasing does have some latitude in most purchasing but just had no idea that these cars would fall apart.

Mrs. Wagner questioned the criteria used in estimating the Purchasing Department's savings. Mr. Sullivan responded that when an item is purchased a discount is requested from the major manufacturer such as light bulbs at a 66% discount and other discounts range from 30% to 55%.

Mr. Rhoads asked if some of these warehouses are filled with useless or obsolete materials. Mr. Sullivan said that there is no method of turning excess property into Purchasing for sale and he attempts to have a constant turnover of goods.



## SURPLUS PROPERTY SECTION

Mr. Sullivan said that this Section provides for acquisition and transfer of Federal surplus property to eligible recipients such as hospitals, schools, civil defense organizations, the Nevada State Prison, and volunteer fire departments. Surplus property items include property such as vehicles, hardware, electronics, and furniture. Mr. Sullivan referred the Committee to a newspaper article about a bridge built in Yerington with merchandise from the Surplus Property Section.

## COMMODITY FOOD PROGRAM

Mr. Sullivan said that food is received from the United States Department of Agriculture and distributed by agency personnel to schools, eligible families living on Indian reservations, eligible institutions, Title VII (Aging Services), and summer camps. The program is funded through a service charge for each case of food delivered. Mr. Sullivan said that the State has to pay a portion of the food program which is the reason for the \$10,000 appropriation.

Mr. Bremner asked if less monies could be appropriated for the State's share as no specific amount was requested by the Federal government. Mr. Sullivan said that the Federal government wants a 50% contribution towards the program on Indian reservations and really did not know if the Federal government would accept less.

Chairman Mello asked for an explanation of the reserve. Mr. Sullivan said that more money had been earned than had been intended and was carried forward. Now, prices are being reduced to use up this reserve.

Chairman Mello asked if this money could be put back in the General Fund. Mr. Sullivan said that this Department would prefer to charge less money for goods until the reserve is used up, thus returning the money to the original source.

Mr. Bible asked if there would be a problem with the Federal government if this money were put in the General Fund. Mr. Sullivan did not know if this would cause any problem but repeated that it should be used to reduce prices for food obtained to the same people who contributed to the reserve.

Mr. Rhoads said that in his area there have been complaints about the food program as providing unfair competition to local grocery stores. Mr. Sullivan replied that most of the people getting these surplus food commodities could not afford to buy this food and they still will buy all the things that are not provided; such as fresh fruit, vegetables, and meat.

Mr. Sullivan said that a new tractor is requested to replace an existing unit and major items requested in the food budget are a refrigeration unit for hauling frozen foods and a pickup truck to replace an existing unit.

Chairman Mello asked if Mr. Sullivan had any comments to make regarding the Productivity Study. Mr. Sullivan said that the Study was confined to the warehouse and neglected to study the food program which amounts to considerable warehousing work. He indicated that most of the study's recommendations came from Purchasing themselves. He further stated that all it did was waste their time. Mrs. Glover agreed with some points of this Study but said that it did not really accomplish a great deal and was a negotiated item. Most recommendations came from agency administrators and the Motor Pool was never finished.

Mrs. Garrett commented that she agreed with about 90% of the study which she has already implemented, but did not agree with that part of the study that said it was not necessary to keep track of time spent on accounts. She asked the Committee how she could bill out if she did not keep track of her time.

## CENTRAL DATA PROCESSING

Chairman Mello introduced Mr. Gordon Harding to speak to this budget. Mr. Harding explained that the one-shot portion of the budget is for \$40,000 for the purpose of developing a data processing security system, and for an additional \$75,000 for the purpose of developing a computerized licensing system for the Insurance and Real Estate Divisions of the Department of Commerce.

Mr. Harding said that he could not speak for the willingness of individual agencies to reduce personnel due to the increased efficiency of this licensing system.

Mr. Bremner stated that he had asked this question of the Insurance Division and the Real Estate Division and was told that all these positions were still needed to process the paperwork. Mr. Harding said that money should not be invested in this computerized system unless positions were reduced.

Mr. Harding said that Central Data Processing serves 70 organizations and provides data processing services to State agencies, provides technical advice and maintains over 5,100 active programs. He explained that the requested \$37,500 appropriation would not be needed as sufficient revenues from service charges would be generated. He added that three programmer positions are being dropped because of increased productivity.

Mr. Harding said that other contract services comprise maintenance of equipment, rental, and also equipment supplied to other agencies on a flow-through basis. Mr. Harding explained that Carson City is now handling their own leasing so \$19,000 can be deducted from other contract services in both years.

Mr. Harding added that the big increase for the work program between 77-78 and 79-80 is the item for computer facility charges and is predicated on anticipated payment to the Computer Facility budget. Because of a mistake in calculating depreciation in prior years this item is greatly increased, thus recapturing Federal funds for computer acquisitions. Mr. Harding said that he had discussed this matter with the Federal cost allocation people who have agreed with the depreciation being increased in the next two fiscal years to get the total Federal Recovery.

Mr. Bremner asked how many requests were received for new application programs in one year. Mr. Harding replied that 40% of the total work done represents new business, 2000 new programs.

The meeting was adjourned at 11:00 a.m.

RESTITUTION GRANT BUDGET SUMMARY

I. Total Available:

- (a) Year I = \$387,244
- (b) Year II = 376,087
- (c) Total 24 months = \$763,331

II. Staff Positions to be Hired Under Grant:

- (a) For Judicial District II - 3 staff/supervisory
- (b) For Judicial Dist. VIII - 4 staff/3 supv. & 1 clerical
- (c) For Juvenile Community Services - 2 staff/1 clerical, 1 project coordinator

III. Budget Breakdown:

- (a) Overall grant administration = \$34,617 (8.94%) Year I
- (b) Overall grant administration = \$36,700 (9.76%) Year II
- [ (a) and (b) go to Juvenile Community Services ]
- (c) By Functional Category:

| Category       | Year I<br>Amount | (% of Total) | Year II<br>Amount | (% of Total) |
|----------------|------------------|--------------|-------------------|--------------|
| 1. Personnel   | \$112,829        | 29.14        | \$119,035         | 31.65        |
| 2. Fringe      | 22,403           | 5.79         | 23,648            | 6.29         |
| 3. Travel      | 2,877            | .78          | 3,200             | .84          |
| 4. Equipment   | 43,725           | 11.29        | 3,225             | 1.00         |
| 5. Supplies    | 740              | .15          | 779               | .08          |
| 6. Contractual | 199,775          | 51.59        | 220,930           | 58.74        |
| 7. Operating   | 4,895            | 1.26         | 5,270             | 1.40         |

| IV. Salaries (Average): | Year I   | Year II             |
|-------------------------|----------|---------------------|
| Including Fringe        | \$15,026 | \$15,854 (+5.51% in |