

Subcommittee Minutes

SUBCOMMITTEE MINUTES

WAYS AND MEANS COMMITTEE

STATE PLANNING COORDINATOR SUBCOMMITTEE

February 7, 1979

Chairman Mann called the meeting to order at 2:10 p.m.

PRESENT: Chairman Mann, and Mr. Webb.

ALSO PRESENT: Bill Bible, Fiscal Analyst; Mike Alastuey, Deputy Budget Director; Mark Stevens, Budget Division; Mr. Hill, Planning Coordinator; and John Sparbel, Senior Planner.

Chairman Mann introduced Mark Stevens, Budget Division, and asked him to address the salary changes in the Planning Coordinator's Office. Mr. Stevens reviewed a handout (Exhibit "A") detailing salary calculations with the Subcommittee.

Mr. Hill stated that there were no changes in existing positions other than those detailed in Exhibit "A". He then presented the Subcommittee with a revised budget (Exhibit "B") which eliminated requested new positions. The revised budget also deleted funding for the Biennial Report and the Statistical Abstract.

Mr. Mann asked about the production and printing costs for these two publications. Mr. Hill said that the Biennial Report was \$4,000 for printing and \$3,000 in other related costs for a total of \$7,000; with the Statistical Abstract costing \$3,500 to print and \$2,500 to compile for a total of \$6,000.

Mr. Webb stated that he favored the continuation of both these reports. Mr. Mann asked what the amount necessary to continue the publications would be. Mr. Hill replied \$13,000 with an anticipation of \$3,000 in sales revenue, for a total general cost of \$10,000.

Mr. Bible inquired about the budget item, other Governmental Service. Mr. Hill said that the figure represents two amounts: project inspection fees for HUD at \$900 per year, and \$2,450 for an audit of the program which is required at least once every two years.

Mr. Bible stated that the budget is about 50% Federal and 50% State and asked about matching requirements. Mr. Hill said that the EDA money is a 75% to 25% match.

Mr. Mann said that a letter of intent would help to keep additional positions from being added to the budget. Mr. Hill indicated that it was his desire to retain the Senior Economist as a contract employee in order to obtain EDA 302 monies.

Mr. Hill said that the amount requested for out-of-state travel had been reduced by 33% (from \$3,000 to \$2,000). Mr. Sparbel, Senior Planner, furnished the Committee with a breakdown of out-of-state travel (Exhibit "C"). Mr. Sparbel explained that the trips retained in the budget were those required to secure Federal grants and to work with Federal agencies on other grants to assist in administration of grants.

Mr. Mann remarked on an error on the total amount for travel as being shown in the budget as \$2,000 when it should be \$1,890 and said this would be corrected.

Assembly

Mr. Hill stated that the operating portion of the budget had been reduced to \$33,195 the first year of the biennium, which is a decrease of 28%, and to \$29,893 in the second year of the biennium, a reduction of 36%. Mr. Hill also said that the request for office furniture had been dropped entirely.

Mr. Webb inquired about the money set aside for statistical abstracts and biennial reports. Mr. Hill said this item was no longer funded in the revised budget. Mr. Hill presented the Subcommittee with a handout (Exhibit "D") on these two reports.

Mr. Mann suggested cutting the \$20,000 for the Futures Commission and using the Planning Coordinator's budget for match.

Mr. Hill requested that the Subcommittee allow the Senior Economist as a new position. Chairmann Mann indicated that this would be the cleanest way to handle this requested position.

Mr. Bible suggested preparing a budget showing this economist as a regular position with the budget built on the basis that leaves no free State match.

Mr. Mann suggested funding the Futures Commission for the first year only, getting a complete report of what is being done and allowing Interim Finance to "trigger" the necessary funding for the remainder of the 18 month period. Mr. Hill furnished the Subcommittee with a program and budget statement on the Futures Commission (Exhibit "E").

Mr. Hill said that the requested travel was strictly for the use of Commission members, consultants, and the staff shown on the budget. It would not be used for the Planning Coordinator or his staff.

The meeting adjourned at 2:45 p.m.

February 1, 1979

TO: Assembly Ways and Means Committee

FROM: Budget Division

SUBJECT: State Planning Coordinator, Budget 101-1010 Work Program Salaries

<u>Position</u>	<u>Number of Positions</u>	<u>Executive Budget Work Program Salary</u>	<u>Salary Per Handout</u>	<u>Remarks</u>
1. State Planning Coordinator	1.0	\$26,612	\$26,714	The Executive Budget work program salary of \$26,612 was calculated using 2,080 working hours in fiscal year 1978-79, while the handout salary figure was based on 2,088 working hours. In fiscal year 1978-79 there is a total of 2,080 working hours.
2. Management Assistant II	1.0	13,291	13,341	Same explanation as outlined under Remarks in number one.
3. Senior Urban Planner	2.0	50,562	50,890	Same explanation as outlined under Remarks in number one.
4. Senior Management Analyst	1.0	18,884	18,354	The Executive Budget figure of \$18,884 was calculated at a grade 37-04 (current incumbent at the time) using 2,080 working hours for fiscal year 1978-79 including a merit salary increase in May 1979. The handout figure was based on a grade 37-05 (present incumbent) using 2,088 working hours for fiscal year 1978-79.
5. Accountant	1.0	12,153	15,281	The Executive Budget figure of \$12,153 was calculated using a grade 23-15 (Senior Account Clerk) for 2,080 working hours in fiscal year 1978-79. On October 20, 1978, the position was reclassified to an Accountant position, grade 31. The handout figure is based on a grade 31-09 for 2,088 working hours in fiscal year 1978-79.
Supervising Administrative Aid	1.0	12,200	7,910	The Executive Budget figure of \$12,200 was calculated using a grade 23-15 (Supervising Administrative Aid) for 2,080 working hours. On January 1, 1979, the position was reclassified to an Administrative Aid II, Range A, grade 20. The handout figure is based on a grade 20-01 for 2,088 working hours in fiscal year 1978-79.
7. Science Advisor	1.0		37,099	Two year program established by SB 197 of the 1977 Legislature. Program ending on June 30, 1979. Salary paid by the University of Nevada, Reno.

EXHIBIT "A"  
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<u>Position</u>	<u>Number of Positions</u>	<u>Executive Budget Work Program Salary</u>	<u>Salary Per Handout</u>	<u>Remarks</u>
8. Development Disabilities Advocate	1.0		\$17,575	Position currently under independent contract. Payment is made by the Protection and Advocacy program under budget account 101-1017. This program required by the federal government in order to have a system which will have authority to pursue legal and other remedies to assure the protection of rights of developmentally disabled persons in receiving treatments, services or rehabilitation within the State of Nevada. This program must be located in an agency which is independent of the services provided to developmentally disabled individuals.
9. Development Disabilities Advocate Assistant	1.0		14,543	Same explanation as outlined under Remarks in number eight.
10. Senior Economist	1.0		22,104	Position currently under independent contract. Payment is made with Four Corners Title V funds in budget account 101-1017. Recommended to become a state position in the coming biennium, but paid with federal funds.
11. Disaster Planner	1.0		16,737	Temporary position currently working on and being paid from a Four Corners Grant. (Seizure Hazard Grant, budget account 101-1017) This grant will last through fiscal year 1978-79, but is not expected to be continued after June 30, 1979.

EXHIBIT "B"  
(Page 1 of 2 Pages)

	1977-78	1978-79		1979-80		1980-81					
	Actual	No. Pos.	Work Program	No. Pos.	Agency Request	No. Pos.	Governor Recommends	No. Pos.	Agency Request	No. Pos.	Governor Recommends
Regular Appropriation	\$ 81,504		\$ 82,186		\$133,133		\$ 97,582		\$136,432		\$ 97,870
Reversions	- 12,732										
Balance Forward from Old Year			3,359								
Balance Forward to New Year	- 3,359										
Admin Pickup BA-1017	99,696		94,714		133,133		97,582		136,433		97,870
Environmental Protection Service			4,633								
Energy Research			7,500								
Salary Adjustment			3,843								
<b>Total Funds Available</b>	<b>\$165,109</b>		<b>\$196,235</b>		<b>\$266,266</b>		<b>\$195,164</b>		<b>\$272,865</b>		<b>\$195,740</b>
<b>Existing Positions</b>											
State Planning Coordinator		1.00	\$ 16,612	1.00	\$ 30,000	1.00	\$ 28,000	1.00	\$ 30,000	1.00	\$ 28,000
Management Assistant II		1.00	13,291	1.00	10,775	1.00	13,341	1.00	11,266	1.00	13,341
Senior Urban Planner		2.00	50,562	2.00	50,756	2.00	50,756	2.00	50,756	2.00	50,756
Senior Management Analyst		1.00	18,884	1.00	19,862	1.00	19,862	1.00	20,812	1.00	20,812
Account		1.00	12,153	1.00	16,951	1.00	16,951	1.00	17,524	1.00	17,524
Administrative Aid II, Range A		1.00	12,200	1.00	12,200	1.00	8,255	1.00	12,200	1.00	8,611
<b>Total Existing</b>	<b>\$115,569</b>	<b>7.00</b>	<b>\$133,702</b>	<b>7.00</b>	<b>\$140,544</b>	<b>7.00</b>	<b>\$137,165</b>	<b>7.00</b>	<b>\$142,558</b>	<b>7.00</b>	<b>\$139,044</b>
<b>New Positions</b>											
Senior Economist				1.00	\$ 18,354		0	1.00	\$ 19,226		0
Public Service Intern IV				1.00	10,227			1.00	10,680		
Senior Clerk Steno				1.00	8,255		0	1.00	8,611		0
<b>Total New</b>				<b>3.00</b>	<b>\$ 36,836</b>		<b>0</b>	<b>3.00</b>	<b>\$ 38,517</b>		<b>0</b>
Industrial Insurance	\$ 1,444		\$ 2,287		\$ 2,379		\$ 1,838		\$ 2,788		\$ 2,141
Retirement	9,273		10,696		14,190		10,973		14,486		11,124
Personnel Assessment	1,094		1,204		1,596		1,234		1,630		1,251
Group Insurance	2,493		3,555		5,840		4,536		6,716		5,623
Payroll Assessment	244		267		355		274		362		278
Unemployment Comp	752		535		710		549		724		556
Overtime (Non-Holiday)	12										
Longevity	350		200		400		400		575		575
Terminal Annual Leave	1,050										
<b>Total Salary-Payroll</b>	<b>\$132,281</b>		<b>\$152,446</b>		<b>\$202,850</b>		<b>\$156,969</b>		<b>\$208,356</b>		<b>\$160,597</b>

al Out-of-State Travel	\$ 2,708	\$ 2,000	\$ 5,000	\$ 2,000	\$ 5,500	\$ 2,000
al In-State Travel	2,498	4,500	5,000	3,000	5,500	3,250
Office Supplies and Expense	\$ 1,611	\$ 1,500	\$ 1,700	\$ 1,700	\$ 2,000	\$ 1,850
Operating Supplies	1,154	1,200	1,400	1,325	1,400	1,400
Communications Expense	4,706	5,000	7,090	5,500	7,920	6,000
Pr Duplicating Copy	2,909	5,077	8,100	3,500*	9,160	3,600*
Agency Publications	2,129	1,902	2,450	2,450	5,450	450
nsurance Expense	458	375	500	500	570	570
Contractual Services	3,700		5,000	0	5,000	0
Other Contract Service	4,001	4,500	9,775	6,275**	10,275	6,275**
Equipment Repair	171	100	200	200	250	250
State Owned Building Rent	4,272	7,809	4,641	7,735	9,704	7,938
Other Building Rent			6,290			
Stipends and Travel	176	565				
Other Government Services	695	650	3,350	3,350	900	900
Dues and Registrations	715	670	780	660	780	660
nstructional Supplies		100	100	0	100	0
mprov/Struc Attached Fixtures	121					
al Operating Expense	\$ 26,818	\$ 29,448	\$ 51,376	\$ 33,195	\$ 53,509	\$ 29,893
Office Furniture and Equipment	796	341	2,040	0		
Other Furniture and Equipment	16					
al Capitol Outlay Equipment	\$ 812	\$ 341	\$ 2,040	0		
Energy Research		\$ 7,500				
al Agency Expenditures	\$165,109	\$196,235	\$266,266	\$195,164	\$272,865	\$195,740
Agency Balance						

per to print Statistical Abstract (\$3,500) in 1979-80 and the Biennial Report (\$4,000) in 1980-81 are not included.  
 Contract Expense related to the Statistical Abstract (\$2,500) in 1979-80 and the Biennial Report (\$3,000) in 1980-81 are not included.

Out-of-State Travel (02-0000)

<u>No. Trips</u>	<u>Destination</u>	<u>Estimated Cost</u>	<u>Duration</u>	<u>Purpose(s)</u>
6 @ \$70.	San Francisco	\$ 420.	1 day	Securing 701 Grants, Administration of Program, A-95, Federal Regional Council, Training
2 @ \$210.	Seattle	440.	1 day	Securing 302 Grants, Administration of Program
2 @ \$50.	Sacramento	100.	1 day	Meet with California on problems which cross state lines
1 @ \$260.	Albuquerque	260.	2 days	Secure 4-Corner Grants, Administration of Program
1 @ \$190.	Salt Lake City	190.	2 days	
1 @ \$260.	Denver	260.	2 days	
1 @ \$220.	Phoenix	220.	2 days	
		<u>\$ 1,890.</u>		

EXHIBIT "C"

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DISTRIBUTION INFORMATION  
ON  
BIENNIAL REPORT  
AND  
STATISTICAL ABSTRACT

I. Biennial Report for Nevada State Agencies, 1978

A. Number of copies published	<u>515 Copies</u>
B. Number of copies sold (as of January 23, 1979)	<u>0 Copies</u>
C. Number of Free Copies Distributed (as of January 23, 1979)	<u>382 Copies</u>

Recipients of Free Copies:

1. Elected State Officials	<u>89 Copies</u>
State Legislators	60
Governor	1
Lt. Governor	1
Secretary of State	1
Treasurer	1
Controller	1
Attorney General	1
Congressman	3
Senators	4
Board of Education	10
Supreme Court	6
2. City and County Clerks	<u>33 Copies</u>
3. Legislative Counsel Bureau	<u>6 Copies</u>
4. Each Public Library in the State	<u>60 Copies</u>
5. State Departments & Agencies (Includes each Department, Division, Board or Commission listed in Report)	<u>175 Copies</u>
6. Federal Agencies (USGS, USFS, BLM, HUD, SCS, FCRC, Bureau of the Census)	<u>16 Copies</u>
7. Miscellaneous (Intertribal Council, League of Cities, Taxpayers Association)	<u>3 Copies</u>

D. Remaining to be Sold or for Free Distribution	<u>133 Copies</u>
E. Revenue from Sales of Biennial Report at \$10.00 per copy	<u>\$ -0-</u>

II. Nevada Statistical Abstract, 1977

A. Number of copies published	<u>600 Copies</u>
B. Number of copies sold	<u>131 Copies</u>

(D)



DISTRIBUTION INFORMATION, Continued.

C. Number of Free Copies Distributed (As of January 23, 1979)		<u>403 Copies</u>
Recipients of Free Copies:		
1. Elected State Officials		<u>124 Copies</u>
State Legislators	85	
Governor	1	
Lt. Governor	1	
Secretary of State	1	
Treasurer	1	
Controller	1	
Attorney General	1	
Congressman	3	
Senators	6	
Board of Education	10	
Supreme Court	5	
Board of Regents	9	
2. City and County Clerks		<u>33 Copies</u>
3. City and County Managers plus TRPA, WCOG, CRBCOG		<u>24 Copies</u>
4. Legislative Counsel Bureau		<u>6 Copies</u>
5. Each Public Library in the State		<u>47 Copies</u>
6. State Departments and Agencies (Includes each Department, Division, Board and Commission with Staff)		<u>118 Copies</u>
7. Bureau of Business and Economic Research, Center for Business and and Economic Research, UNR & UNLV		<u>30 Copies</u>
8. Federal Agencies (USGS, USFS, HUD, SCS, ERDA, BLM, FCRC, Bureau of the Census)		<u>18 Copies</u>
9. Miscellaneous (Intertribal Council, League of Cities, Taxpayers Association)		<u>3 Copies</u>
D. Remaining to be Sold or for Free Distribution		<u>66 Copies</u>
E. Revenue from sales of Statistical Abstract at \$8.00 per copy		<u>\$1,048.00</u>

Program Statement

This program seeks to establish a framework and a process whereby growth policy can be clearly identified. Seven regions within the state have been defined for the purpose of the study. Growth policy statements which are produced will be based on factual information which has been analyzed by knowledgeable persons from within and outside of government. It is essential that these growth policies reflect the expressed desires of the general public as well. Additionally, the Commission will address itself to the task of defining goals and strategies for dealing with growth related issues which are consistent with stated growth policies. Finally, specific recommendations will be made to the Governor and to the Legislature for the implementation of specific measures which will move the state toward a future which has been carefully examined. Rather than reacting to the future, alternatives and priorities will have been considered through a process of anticipatory democracy.

The Commission on the Future of Nevada is a process. The product of the process will be a more well defined statement of where we are - where we want to be - and how we can get there.

Salaries - Regional Program Coordinators will be utilized to provide staff assistance to Commission members, organize committee meetings and workshops, coordinate research, and perform other duties as required for the success of the study.

Travel - It is anticipated that the most significant work of the Commission will be the result of committees and workshops within the various regions. Travel will be held to a minimum, but getting people together to work is an essential element of the process. The figures shown reflect an estimate of that travel plus 2 statewide conferences.

Print duplicating copy - A large amount of print duplicated material will be required to provide participants with background data and codification of their work.

Agency publications - All work of the Commission will be made available to the Governor and the Legislature. Interim and final reports will be published.

Announcements-Public Notices - As stated, an essential ingredient of the process is public awareness and involvement. This amount is considered minimum for this purpose.

Contract Services - Surveys have proven to be the most cost-effective method of accurately measuring attitudes and values. These figures have been provided as estimates by State Central Data Processing.

COMMISSION ON THE FUTURE OF NEVADA

	1977-78 ACTUAL	1978-79 WORK PROGRAM	1979-80 AGENCY REQUEST	1979-80 GOVERNOR RECOMMENDS	LEG AP.	1980-81 AGENCY REQUEST	1980-81 GOVERNOR RECOMMENDS	LEG AP
ONE-SHOT STATE APPROPRIATION			\$20,000	\$20,000				
TITLE V			19,091	19,091		\$20,909	\$20,909	
EDA			80,000	80,000		40,000	40,000	
<b>TOTAL FUNDS AVAILABLE</b>			<b>119,091</b>	<b>119,091</b>		<b>60,909</b>	<b>60,909</b>	
NEW POSITIONS								
Regional Program Coordinator	4.00		56,000	56,000	4.00	28,000	28,000	
Senior Clerk Steno	1.00		8,255	8,255	1.00	4,128	4,128	
<b>TOTAL NEW POSITIONS</b>	<b>5.00</b>		<b>64,255</b>	<b>64,255</b>		<b>32,128</b>	<b>32,128</b>	
Fringe Benefits			9,638	9,638		4,819	4,819	
<b>TOTAL SALARY-PAYROLL</b>			<b>73,893</b>	<b>73,893</b>		<b>36,947</b>	<b>36,947</b>	
IN-STATE TRAVEL								
Commission Members			3,707	3,707		1,853	1,853	
Consultants and Committees			6,272	6,272		3,136	3,136	
Staff			2,100	2,100		1,200	1,200	
<b>TOTAL IN-STATE TRAVEL</b>			<b>12,079</b>	<b>12,079</b>		<b>6,189</b>	<b>6,189</b>	
Survey mailing expenses			620	620		230	230	
Office supplies and expense			540	540		260	260	
Communications expense			1,050	1,050		550	550	

EXHIBIT "E"  
(Page 2 of 3 Pages)

COMMISSION ON THE FUTURE OF NEVADA - continued

	1977-78 ACTUAL	1978-79 WORK PROGRAM	1979-80			1980-81		
			AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG AP	AGENCY REQUEST	GOVERNOR RECOMMENDS	LEG AP
Print duplicating copy			\$4,200	4,200		2,200	2,200	
Agency publications			2,600	2,600		3,200	3,200	
Conference room rent			1,200	1,200		1,200	1,200	
Stipends - Honorariums			1,300	1,300		500	500	
Announcements - Public Notices			5,200	5,200		1,750	1,750	
CONTRACT SERVICES								
Research design			2,400	2,400				
Surveys			4,500	4,500		2,000	2,000	
Data support and analysis			7,700	7,700		4,900	4,900	
OFFICE RENT			1,809	1,809		983	983	
TOTAL OPERATING EXPENSES			33,119	33,119		17,773	17,773	
TOTAL EXPENDITURES			119,091	119,091		60,909	60,909	

EXHIBIT "E"  
(Page 3 of 3 Pages)

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