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BRENT CROMLEY  
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KIM GILLAN--Chair  
ROY BROWN  
GEORGE GOLIE  
JEFF LASZLOFFY  
DOUG MOOD  
DAVID WANZENRIED

## Montana Legislative Council

PO BOX 201706  
Helena, Montana 59620-1706  
(406) 444-3064  
FAX (406) 444-3036

### MANAGEMENT ADVISORY SUBCOMMITTEE MINUTES

June 16, 2004

Room 155, State Capitol  
Helena, Montana

***NOTE: This meeting was conducted via telephone conference call.***

#### **COMMITTEE MEMBERS PARTICIPATING**

Rep. Kim Gillan, Chair  
Sen. Bob Keenan  
Rep. Doug Mood

#### **COMMITTEE MEMBERS EXCUSED**

Sen. Vicki Cocchiarella

#### **STAFF PARTICIPATING**

Lois Menzies, Executive Director, Legislative Services Division

#### **CALL TO ORDER**

Rep. Gillan called the meeting to order at 3:35 p.m. All subcommittee members participated in the telephone conference call except for Sen. Cocchiarella, who was excused.

#### **ADOPTION OF MINUTES**

The minutes from the September 22, 2003, subcommittee meeting were adopted without revision.

## **BRANCHWIDE PERSONNEL OFFICER POSITION**

Lois Menzies, Executive Director, Legislative Services Division discussed the proposal to create a branchwide personnel officer position. She provided background information on the proposal, the rationale for creating the position, and a general description of the position. Additionally, she described the proposed duties, costs, and method for funding the costs (Attachment #1).

In response to a question from Rep. Gillan, Ms. Menzies explained that the current contract for human resources services expires June 30, 2004. Ms. Menzies mentioned that the Legislative Services Division probably will enter into a new, short-term contract to cover the transitional period until a personnel officer can be hired.

In response to a question from Rep. Mood, Ms. Menzies said that the position likely will be classified at the H level with a starting salary of \$40,900. Rep. Mood said that his former business had about 140 employees, and that number warranted a personnel officer.

Sen. Keenan said that he saw no problems with the proposal, especially since it is supported by the three divisions and will not result in an increase in funding within House Bill No. 2. Likewise, Rep. Gillan and Rep. Mood expressed no objections or concerns.

Rep. Mood asked Ms. Menzies to be prepared to respond to a question as to how the personnel officer position would impact the workload of the Financial Services Office staff. Rep. Gillan asked about estimated time spent by managers on personnel issues. Ms. Menzies said that it would be difficult to prepare an estimate but that examples of time spent on personnel issues could be given. Ms. Menzies also said that she would find out how many state legislatures have personnel officers.

Members agreed to speak to Legislative Council members from their caucuses about this proposal before the Council meeting on June 25, 2004.

## **PAYMENT OF DUES FOR INTERSTATE ENTITIES**

Ms. Menzies described the Legislature's past practice on payment of dues for NSCL and CSG and the budget action that occurred during the 2003 legislative session. She also reviewed the Subcommittee's recommendation regarding payment of FY04 dues. She then presented a recommendation for payment of FY05 dues and for budgeting for the 2007 biennium (Attachment #2).

Regarding payment of FY05 dues, members approved the staff recommendation to determine the balance in the Interim Committees and Activities budget in December 2004 and then subtract from this balance an amount equal to the cost of a spring 2005 start-up meeting for each interim committee, the Environmental Quality Council, and the Legislative Council. From the remaining balance, the Legislative Services Division is authorized to pay all or a portion of the FY05 dues for both organizations.

## **OTHER BUSINESS**

Rep. Gillian suggested that the June 25 Legislative Council agenda be revised by moving item XII (Proposed FY 2004 and FY 2005 operating plan adjustments) before item IX (2007 biennium

budget proposals) to allow sufficient time for discussion. Ms. Menzies said that she will make this change.

In regards to an early August visit from the Kumamoto legislative delegation, Sen. Keenan and Rep. Mood said that they are interested in participating. Rep. Gillan suggested that Sen. Tester and Rep. Wanzenried be invited to participate.

The meeting adjourned at 4:15 p.m.