

## M I N U T E S

## LEGISLATIVE BUDGET COMMITTEE

December 9, 1976

Senate President Ross Doyen, Committee chairman, called the meeting to order at 10:15 a.m., with all members present. Staff in attendance all or part of the time were Phill Jones, Arden Ensley, and Jim Wilson.

Minutes of Last Meeting

The minutes of the Committee's meeting held on November 12 were approved without change.

Proposal No. 54 -- State Personnel System

Norman Hanson, Director of the Civil Service System Study Group, and Keith Weltmer, Secretary of Administration, reviewed recent activities of the study group staff. In addition to completing an analysis of merit systems in 43 other states, Mr. Hanson reported, the staff had visited with 37 heads of Kansas state agencies and had met with representatives from 60 state agencies at the personnel conference held at the University of Kansas last month.

Of the 4,600 questionnaires which were sent to state employees, some 2,164 were returned which represented a 9.5 percent sampling of the total number of state employees who are under the merit system. (Some 362 were returned as being undeliverable.) Staff had also visited six corporations with respect to their personnel programs and practices.

Mr. Hanson further reported that the staff had held meetings with three additional groups of employees since November 4th -- in Oakley, Topeka, and Manhattan. Staff had also completed its evaluation of existing information programs and state laws governing personnel.

For the month of December, Mr. Hanson continued, staff activities scheduled for completion include an analysis of problems and recommendations; the drafting of statutes, regulations, and directives; testing and application and workability of the drafted statutes, regulations, and directives; preparing the study report; and carrying out any additional requests which the Committee might have.

With respect to problems and recommended changes, Mr. Hanson and Secretary Weltmer reviewed the following areas: communications; nonstandard personnel practices; the classification process; salary structure; recruiting and selection; incentive system; evaluation process; training and career development; promotion system; discipline; grievances and appeals; separation; supervisory performance; and a program of planned assistance of services from the central personnel agency.

Underlying factors which received special mention during the discussion included the need for obtaining and developing better performance on the part of supervisors in the various departments and agencies of state government and whether division directors who are responsible to a Secretary of a department should be in the classified or unclassified service. Other items centered around revising the existing system to make it more responsive to state agency and employee needs and the development of written job descriptions for each employee in the state.

Mr. Hanson reported that suggested recommendations emanating from the study would involve (1) statutory changes to establish policy, (2) administrative regulations to guide management, (3) directives to implement action, and (4) personnel tools for operations such as procedures, handbooks, methods of communications, and training courses.

The study director also reported that the findings and recommendations of the staff would be put in report form during the month of December. In addition, drafts of proposed statutory changes and administrative regulations and directions would be prepared and submitted to state agencies for their consideration and responses. All of these activities would be completed prior to the convening of the Legislature on January 10, 1977. Mr. Hanson added that his activities would continue beyond that date and he would be available to meet with legislative committees upon their request.

Speaker McGill called the attention of the members to the work of the Governor's Task Force and that it will be submitting recommendations relating to the state's personnel system.

Committee members agreed that they were not in a position at this time to take any action with respect to recommended changes. Instead, the members decided to recommend that legislative scrutiny of personnel problems be continued and that action thereon be taken by the 1977 Legislature. In this respect, Mr. Hanson and his staff were directed to continue their activities in accordance with their scheduled work program.

#### Change Orders

The Committee reviewed two change orders involving more than \$25,000 -- No. 1 (revised, dated December 3, 1976) and No. 14 (dated November 29, 1976). After discussion, on motion of Speaker McGill, seconded by Representative Bunten, the two change orders were approved.

#### Committee Reports

Mr. Ensley reviewed with the members a revised draft of a bill in connection with Proposal No. 50, with the members agreeing to the draft as presented. On motion of Representative Bunten, seconded by Representative Lady, the Committee decided to recommend a bill as part of its report on Proposal No. 50 that would allow a court to assess defense costs on the plaintiff in civil actions which the court finds to be without merit in order to discourage the filing of spurious suits. Staff was directed to add a final paragraph to the Committee's report on Proposal No. 50 to reflect this action. Staff was also directed to prefile all of the bills recommended by the Committee.

On motion of Representative Lady, seconded by Speaker McGill, the drafts of committee reports on Proposal Nos. 47, 48, 49, 50, 51, 52, and 53 were approved.

Chairman Doyen adjourned the meeting at 3:00 p.m.

Prepared by Phill Jones

Approved by Committee on:

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Date