

**ACT No. 11**

2020 First Extraordinary Session

HOUSE BILL NO. 12

BY REPRESENTATIVES ZERINGUE AND THOMPSON

1 AN ACT

2 To provide for the establishment and reestablishment of agency ancillary funds, to be  
3 specifically known as internal service funds, auxiliary accounts, or enterprise funds  
4 for certain state institutions, officials, and agencies; to provide for appropriation of  
5 funds for Fiscal Year 2020-2021; and to regulate the administration of said funds.

6 Be it enacted by the Legislature of Louisiana:

7 Section 1. There are hereby appropriated the amounts shown below, which shall be  
8 payable out of the state general fund, to the extent of funds deposited, unless otherwise  
9 specified, for the establishment and reestablishment of agency ancillary funds which shall  
10 be specifically known as internal service funds, auxiliary accounts, or enterprise funds. The  
11 monies in each fund shall be used for working capital in the conduct of business enterprises  
12 rendering public service, auxiliary service, and interagency service.

13 In the conduct of each such business, receipts shall be deposited in the state treasury  
14 and disbursements made by the state treasurer to the extent of the amount deposited to the  
15 credit of each ancillary fund, for the current fiscal year. All funds appropriated herein shall  
16 be expended in compliance with the public bid laws of the state.

17 Section 2.A. Except as otherwise provided by law or as herein otherwise provided,  
18 any fund equity resulting from prior year operations shall be included as a resource of the  
19 fund from which the ancillary fund is directly or indirectly derived.

20 B. Funds on deposit with the state treasury at the close of the fiscal year are  
21 authorized to be transferred to each fund respectively, as equity for the next fiscal year.

22 All unexpended cash balances as of June 30, 2021, shall be remitted to the state  
23 treasurer on or before August 14, 2021. If not reestablished in the subsequent year's Act, the  
24 agency must liquidate all assets and return all advances no later than August 14, 2021.

1 C. The program descriptions contained in this Act are not part of the law and are not  
2 enacted into law by virtue of their inclusion into this Act.

3 Section 3. All money from federal, interagency transfers, statutory dedications, or  
4 fees and self-generated revenues shall be available for expenditure in the amounts herein  
5 appropriated.

6 Any increase in such revenues shall be available for allotment and expenditure by  
7 an agency on approval of an increase in the appropriation by the commissioner of  
8 administration and the Joint Legislative Committee on the Budget. Any increase in such  
9 revenues for an agency without an appropriation from the respective revenue source shall  
10 be incorporated into the agency's appropriation on approval of the commissioner of  
11 administration and the Joint Legislative Committee on the Budget.

12 Section 4.A. The figures in parentheses following the designation of a budget entity  
13 are the total authorized positions and authorized other charges positions for that entity. The  
14 number of employees approved for each agency, as a result of the passage of this Act, may  
15 be increased by the commissioner of administration when sufficient documentation is  
16 presented and the request is deemed valid. However, any request which exceeds five  
17 positions shall be approved by the commissioner of administration and the Joint Legislative  
18 Committee on the Budget.

19 B. The budget request of any agency with an appropriation level of thirty million  
20 dollars or more shall include within its existing table of organization positions which  
21 perform the function of internal auditing, including the position of a chief audit executive.  
22 The chief audit executive shall be responsible for ensuring that the internal audit function  
23 adheres to the Institute of Internal Auditors, International Standards for the Professional  
24 Practice of Internal Auditing. The chief audit executive shall maintain organizational  
25 independence in accordance with these standards and shall have direct and unrestricted  
26 access to the commission, board, secretary, or equivalent head of the agency. The chief  
27 audit executive shall certify to the commission, board, secretary, or equivalent head of the  
28 agency that the internal audit function conforms to the Institute of Internal Auditors,  
29 International Standards for the Professional Practice of Internal Auditing.

30 Section 5. All key and supporting performance objectives and indicators for the  
31 departments, agencies, programs, and budget units contained in the Governor's Proposed

1 Budget Supporting Document shall be adjusted by the commissioner of administration to  
2 reflect the funds appropriated therein. The commissioner of administration shall report on  
3 these adjustments to the Joint Legislative Committee on the Budget each year by August 15.

4 Section 6. The following definition is provided for the terms of this Act: "Working  
5 capital" shall be considered the excess of current assets over current liabilities on an accrual  
6 basis.

7 Section 7. Should any section, subsection, clause, sentence, phrase, or part of the Act  
8 for any reason be held, deemed, or construed to be unconstitutional or invalid, such decisions  
9 shall not affect the remaining provisions of the Act, and the legislature hereby declares that  
10 it would have passed the Act, and each section, subsection, clause, sentence, phrase, or part  
11 thereof, irrespective of the fact that one or more of the sections, subsections, clauses,  
12 sentences, phrases, or parts thereof, is declared unconstitutional or invalid. To this end, the  
13 provisions of this Act are hereby declared severable.

14 Section 8. Internal Service Funds. These funds account for the financing of goods  
15 or services provided by one department or agency to other departments or agencies of the  
16 governmental unit, or to other governmental units, on a cost-reimbursement basis. Excess  
17 cash funds, excluding cash funds arising from working capital advances, shall be invested  
18 by the state treasurer with the interest proceeds therefrom credited to each account and shall  
19 not be transferred to the state general fund.

20 Section 9. In conjunction with the continuing assessment of the existing staff, assets,  
21 contracts, and facilities of each department, agency, program or budget unit's information  
22 technology resources and procurement resources, upon completion of this assessment and  
23 to the extent optimization of these resources will result in the projected cost savings through  
24 staff reductions, realization of operational efficiencies, cost avoidance, and elimination of  
25 asset duplication, the commissioner of administration is authorized to transfer the functions,  
26 positions, assets, and funds from any other department, agency, program, or budget units  
27 related to these optimizations to a different department. The provisions of this Section shall  
28 not apply to the Department of Culture, Recreation and Tourism, or any agency contained  
29 in Schedule 04, Elected Officials, of the General Appropriation Act.

30 Section 10. Notwithstanding any provision of law to the contrary, no funds  
31 appropriated herein shall be expended for salary adjustments in the form of Market

1 Adjustments as provided in Civil Service Rule 6.32 or pay raises for unclassified employees.  
 2 The legislature does hereby urge and request that the State Civil Service Commission  
 3 suspend Market Adjustments effective July 1, 2020 pursuant to the provisions of Civil  
 4 Service Rule 2.10, and does further urge and request the governor to encourage the State  
 5 Civil Service Commission to suspend the Market Adjustments effective July 1, 2020. The  
 6 legislature does hereby urge and request the governor to issue an executive order prohibiting  
 7 the issuance of pay raises for unclassified employees. The commissioner of administration  
 8 is further authorized and directed to reduce the appropriations contained herein by  
 9 \$2,229,753 from Interagency Transfers and by \$367,841 from Fees and Self-generated  
 10 Revenues.

11 **SCHEDULE 21**

12 **ANCILLARY APPROPRIATIONS**

13 **21-800 OFFICE OF GROUP BENEFITS**

14 EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 21 REC</u></b>
15 State Group Benefits -		
16 Authorized Positions	(42)	(42)
17	<u>\$ 1,561,180,762</u>	<u>\$ 1,584,274,843</u>

18 **Program Description:** *Provides for the administration of group health and accidental*  
 19 *insurance and group life insurance for current and former state employees and other*  
 20 *participating groups.*

21 TOTAL EXPENDITURES	<u>\$ 1,561,180,762</u>	<u>\$ 1,584,274,843</u>
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22 MEANS OF FINANCE:		
23 State General Fund by:		
24 Interagency Transfers	\$ 198,733	\$ 198,733
25 Fees & Self-generated Revenues	<u>\$ 1,560,982,029</u>	<u>\$ 1,584,076,110</u>

26 TOTAL MEANS OF FINANCING	<u>\$ 1,561,180,762</u>	<u>\$ 1,584,274,843</u>
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27 **21-804 OFFICE OF RISK MANAGEMENT**

28 EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 21 REC</u></b>
29 Risk Management -		
30 Authorized Positions	(38)	(41)
31	<u>\$ 204,364,446</u>	<u>\$ 217,558,737</u>

32 **Program Description:** *Provides for the overall executive leadership and management of*  
 33 *the office, support services, policy analysis, management direction of the state's self-*  
 34 *insurance program; provides funding for the payment of losses on medical, malpractice,*  
 35 *property, comprehensive general liability, personal injury, automobile liability, automobile*  
 36 *physical damage, bonds, crime, aviation, wet marine boiler and machinery and*  
 37 *miscellaneous tort claims; provides funding for the payment of contracts issued for*  
 38 *professional legal defense of claims made against the state; provides funding for the*  
 39 *reimbursement of the Division of Risk Litigation in the Office of the Attorney General for*  
 40 *costs incurred for professional legal defense of claims made against the state.*

41 TOTAL EXPENDITURES	<u>\$ 204,364,446</u>	<u>\$ 217,558,737</u>
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1	MEANS OF FINANCE:		
2	State General Fund by:		
3	Interagency Transfers	\$ 184,534,813	\$ 197,418,676
4	Fees & Self-generated Revenues	\$ 17,829,633	\$ 18,140,061
5	Statutory Dedications:		
6	Future Medical Care Fund	\$ 2,000,000	\$ 2,000,000
7	TOTAL MEANS OF FINANCING	\$ 204,364,446	\$ 217,558,737

8 Provided, however, that from the monies appropriated to the Risk Management Program, the  
 9 amount of \$20,342,890 shall be allocated for payments to the Department of Justice.

10 **21-806 LOUISIANA PROPERTY ASSISTANCE**

11	EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 21 REC</u></b>
12	Louisiana Property Assistance -		
13	Authorized Positions	(37)	(37)
14		\$ 7,609,762	\$ 7,451,981

15 **Program Description:** *Provides for the accountability of the state's movable property*  
 16 *through the development and implementation of sound management practices.*

17	TOTAL EXPENDITURES	\$ 7,609,762	\$ 7,451,981
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18	MEANS OF FINANCE:		
19	State General Fund by:		
20	Interagency Transfers	\$ 1,915,846	\$ 1,915,846
21	Fees & Self-generated Revenues	\$ 5,693,916	\$ 5,536,135
22	TOTAL MEANS OF FINANCING	\$ 7,609,762	\$ 7,451,981

23 **21-807 LOUISIANA FEDERAL PROPERTY ASSISTANCE AGENCY**

24	EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 21 REC</u></b>
25	Federal Property Assistance -		
26	Authorized Positions	(9)	(9)
27		\$ 3,331,315	\$ 3,566,313

28 **Program Description:** *Seeks to assure the fair and equitable distribution of federal*  
 29 *property allocated to Louisiana by the General Services Administration to eligible Louisiana*  
 30 *donees.*

31	TOTAL EXPENDITURES	\$ 3,331,315	\$ 3,566,313
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32	MEANS OF FINANCE:		
33	State General Fund by:		
34	Interagency Transfers	\$ 234,342	\$ 484,342
35	Fees & Self-generated Revenues	\$ 3,096,973	\$ 3,081,971
36	TOTAL MEANS OF FINANCING	\$ 3,331,315	\$ 3,566,313

37 **21-811 PRISON ENTERPRISES**

38	EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 21 REC</u></b>
39	Prison Enterprises -		
40	Authorized Positions	(72)	(72)
41		\$ 33,741,043	\$ 33,592,587

42 **Program Description:** *Utilizes the resources of the Department of Public Safety and*  
 43 *Corrections in the production of food, fiber, and other necessary items used by offenders in*  
 44 *order to lower the cost of incarceration; provides products and services to state agencies*  
 45 *and agencies of parishes, municipalities, and other political subdivisions; and provides work*

1 *opportunities for offenders. Prison Enterprises conducts both industry operations and*  
 2 *agriculture operations.*

3	TOTAL EXPENDITURES	\$ <u>33,741,043</u>	\$ <u>33,592,587</u>
4	MEANS OF FINANCE:		
5	State General Fund by:		
6	Interagency Transfers	\$ 24,837,346	\$ 24,860,496
7	Fees & Self-generated Revenues	\$ <u>8,903,697</u>	\$ <u>8,732,091</u>
8	TOTAL MEANS OF FINANCING	\$ <u>33,741,043</u>	\$ <u>33,592,587</u>

9 **21-815 OFFICE OF TECHNOLOGY SERVICES**

10	EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 1 REC</u></b>
11	Technology Services -		
12	Authorized Positions	(835)	(828)
13	Authorized Other Charges Positions	(9)	(9)
14		\$ <u>395,384,626</u>	\$ <u>398,758,450</u>

15 **Program Description:** *The mission of the Office of Technology Services (OTS) is to*  
 16 *establish competitive, cost-effective technology systems and services while acting as the sole*  
 17 *centralized customer for the acquisition, billing and record keeping of those technology*  
 18 *services. OTS shall charge respective user agencies for the cost of the technology and*  
 19 *services provided including the cost of the operation of the office in a fair, equitable, and*  
 20 *consistent manner, in full compliance with State of Louisiana statutes.*

21	TOTAL EXPENDITURES	\$ <u>395,384,626</u>	\$ <u>398,758,450</u>
22	MEANS OF FINANCE:		
23	State General Fund by:		
24	Interagency Transfers	\$ 393,866,153	\$ 397,239,977
25	Fees and Self-generated Revenues	\$ <u>1,518,473</u>	\$ <u>1,518,473</u>
26	TOTAL MEANS OF FINANCING	\$ <u>395,384,626</u>	\$ <u>398,758,450</u>

27 **21-816 DIVISION OF ADMINISTRATIVE LAW**

28	EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 21 REC</u></b>
29	Administration -		
30	Authorized Positions	(58)	(58)
31		\$ <u>8,498,129</u>	\$ <u>8,475,791</u>

32 **Program Description:** *Provides a neutral forum for handling administrative hearings for*  
 33 *certain state agencies, with respect for the dignity of individuals and their due process*  
 34 *rights.*

35	TOTAL EXPENDITURES	\$ <u>8,498,129</u>	\$ <u>8,475,791</u>
36	MEANS OF FINANCE:		
37	State General Fund by:		
38	Interagency Transfers	\$ 8,469,232	\$ 8,446,894
39	Fees & Self-generated Revenues	\$ <u>28,897</u>	\$ <u>28,897</u>
40	TOTAL MEANS OF FINANCING	\$ <u>8,498,129</u>	\$ <u>8,475,791</u>

41 **21-820 OFFICE OF STATE PROCUREMENT**

42	EXPENDITURES:	<b><u>FY 20 EOB</u></b>	<b><u>FY 21 REC</u></b>
43	State Procurement -		
44	Authorized Positions	(92)	(99)
45		\$ <u>10,895,092</u>	\$ <u>12,319,548</u>

1 **Program Description:** *The mission of the Office of State Procurement is to provide cost-*  
 2 *effective services that satisfy the needs of approved governmental units of the State of*  
 3 *Louisiana through the management of products and services.*

4	TOTAL EXPENDITURES	\$	<u>10,895,092</u>	\$	<u>12,319,548</u>
5	MEANS OF FINANCE:				
6	State General Fund by:				
7	Interagency Transfers	\$	5,447,546	\$	5,447,546
8	Fees & Self-generated Revenues	\$	<u>5,447,546</u>	\$	<u>6,872,002</u>
9	TOTAL MEANS OF FINANCING	\$	<u>10,895,092</u>	\$	<u>12,319,548</u>

10 **21-829 OFFICE OF AIRCRAFT SERVICES**

11	EXPENDITURES:		<b><u>FY 20 EOB</u></b>		<b><u>FY 21 REC</u></b>
12	Flight Maintenance -				
13	Authorized Positions		(3)		(3)
14		\$	<u>2,264,646</u>	\$	<u>2,328,385</u>

15 **Program Description:** *The mission of the Office of Aircraft Services is to manage the*  
 16 *overall maintenance and provide all needed and required support for safe, proper, and*  
 17 *economic operation of the State’s various aircraft. Flight Maintenance Operations ensures*  
 18 *flight safety, maintains high safety standards while minimizing aircraft downtime for repairs,*  
 19 *and provides high quality, efficient, and economical repair and fueling services for state-*  
 20 *operated aircraft.*

21	TOTAL EXPENDITURES	\$	<u>2,264,646</u>	\$	<u>2,328,385</u>
22	MEANS OF FINANCE:				
23	State General Fund by:				
24	Interagency Transfers	\$	1,835,431	\$	2,149,170
25	Fees & Self-generated Revenues	\$	<u>429,215</u>	\$	<u>179,215</u>
26	TOTAL MEANS OF FINANCING	\$	<u>2,264,646</u>	\$	<u>2,328,385</u>

27 **21-860 CLEAN WATER STATE REVOLVING FUND**

28	EXPENDITURES:		<b><u>FY 20 EOB</u></b>		<b><u>FY 21 REC</u></b>
29	Clean Water State Revolving Fund	\$	<u>90,000,000</u>	\$	<u>110,000,000</u>

30 **Program Description:** *Helps individual citizens and local governments participate in*  
 31 *environmental programs by assisting municipalities to finance and construct wastewater*  
 32 *treatment works. The Clean Water State Revolving Fund is used by the Department of*  
 33 *Environmental Quality to assist recipients of Environmental Protection Agency and*  
 34 *construction grants in providing project inspection, construction management, and overall*  
 35 *program management services, required for the completion of the Environmental Protection*  
 36 *Agency program, as outlined in the management grant. Regional meetings are held in the*  
 37 *state’s eight planning districts with one-on-one follow-up meetings to make municipalities*  
 38 *more aware of the program’s benefits and requirements.*

39	TOTAL EXPENDITURES	\$	<u>90,000,000</u>	\$	<u>110,000,000</u>
40	MEANS OF FINANCE:				
41	State General Fund by:				
42	Statutory Dedications:				
43	Clean Water State Revolving Fund	\$	<u>90,000,000</u>	\$	<u>110,000,000</u>
44	TOTAL MEANS OF FINANCING	\$	<u>90,000,000</u>	\$	<u>110,000,000</u>

1 **21-861 DRINKING WATER REVOLVING LOAN FUND**

2 EXPENDITURES: FY 20 EOB FY 21 REC

3 Drinking Water Revolving Loan Fund \$ 34,000,000 \$ 34,000,000

4 **Program Description:** *Assist public water systems in financing needed drinking water*  
5 *infrastructure improvements (e.g. treatment plant, distribution main replacement, storage*  
6 *facilities, new wells). The Drinking Water Revolving Loan Fund provides assistance in the*  
7 *form of low-interest loans and technical assistance to public water systems in Louisiana to*  
8 *assist them with complying with state and federal drinking water regulations, ensuring that*  
9 *their customers are provided with safe drinking water thereby protecting the public health.*

10 TOTAL EXPENDITURES \$ 34,000,000 \$ 34,000,000

11 MEANS OF FINANCE:

12 State General Fund by:

13 Statutory Dedication:

14 Drinking Water Revolving Loan Fund \$ 34,000,000 \$ 34,000,000

15 TOTAL MEANS OF FINANCING \$ 34,000,000 \$ 34,000,000

16 Payable out of the State General Fund by  
17 Statutory Dedications out of the Drinking  
18 Water Revolving Loan Fund to the Drinking  
19 Water Revolving Loan Fund for projects to  
20 improve water infrastructure \$ 13,988,458

21 Section 11. This Act shall become effective on July 1, 2020.

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SPEAKER OF THE HOUSE OF REPRESENTATIVES

\_\_\_\_\_  
PRESIDENT OF THE SENATE

\_\_\_\_\_  
GOVERNOR OF THE STATE OF LOUISIANA

APPROVED: \_\_\_\_\_