

Commission on Streamlining Government

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ADVISORY GROUP ON CIVIL SERVICE AND EMPLOYEE BENEFITS

NOTICE OF MEETING
John J. Hainkel, Jr. Room
November 16, 2009
10:00 a.m.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

Meeting of October 27, 2009
Meeting of November 4, 2009
Meeting of November 9, 2009

IV. MORNING DISCUSSIONS

Receive information, education, and testimony related to state workforce issues

A. Staffing and Personnel Issues in State Agencies

Karen LeBlanc
Louisiana Legislative Auditor's Office

B. Comprehensive Personnel Training Program

Karen Puckett
Barbara Goodson
Division of Administration

C. Reading of recommendations from the public

V. CONSIDERATION OF RECOMMENDATIONS FOR FINAL ACTION

AGCS # 1

The Department of Natural Resources should restructure the Office of the Secretary, Management, and the Atchafalaya Basin.

AGCS # 2

The Department of Natural Resources should integrate audit functions with the Department of Revenue where possible.

AGCS # 3

The permitting teams of the Departments of Natural Resources, Wildlife and Fisheries, and Environmental Quality should be co-located.

AGCS # 4

The Office of Coastal Protection and Restoration should promote cost savings by holding unfilled positions open and restricting travel.

AGCS # 5

The Public Service Commission should be subjected to the criteria of full cost recovery.

AGCS # 6

The Commercial Division of the Secretary of State's Office should operate on a full cost recovery basis.

AGCS # 7

Increase the employee share of Group Benefits premium from the current level of 25% to 40% for the 2011 and 2012 fiscal years; reduce premium share to 35% for FY 2013, to 30% for FY 2014, and back to 25% for FY 2015 and thereafter.

AGCS # 8

The Department of State Civil Service should be redesigned to provide 21st Century working conditions and workforce management, including market equivalence for wages and salary, full decentralization of employment decisions, and seamless exit and reentry into the system.

AGCS # 9

After a review of all Louisiana Public Service Commission (LPSC) telecommunication services, reduced the number of telephone lines plus delete voice mail.

AGCS # 10

Reviewed dues/subscriptions for the entire LPSC and eliminated those that were no longer serving our needs and/or were too costly.

AGCS #11

Consolidated the number of copiers and electronic devices throughout the LPSC.

AGCS # 12

Downsized the number of vehicles from 32 to 14 and drastically cut back on personal assignment and home storage. Now, vehicles are used as "pool vehicles".

AGCS # 13

Use one purchasing source, all purchase orders are issued from one central location. Every effort is taken to buy in bulk and an adequate inventory of supplies and equipment is maintained. A requisition system for issuance statewide has been implemented.

AGCS # 14

Reduce travel except when absolutely necessary.

AGCS # 15

Reduce agency membership in professional regulatory organizations due to high cost.
(Example: National Regulatory Research Institute)

AGCS # 16

Continue to move toward electronic documentation and filing requirements to reduce paper, office supplies, postage, and other associated costs.

AGCS # 17

Whenever possible consolidate multiple investigations into subpoena requests to reduce enforcement cost. (Example: "Do Not Call" Program)

AGCS # 18

Agency database has been created to maintain information obtained through subpoena process to avoid duplication of request for records that must be purchased. (Example: "Do Not Call" Program)

AGCS # 19

The Office of Coastal Protection and Restoration should continue to integrate the state's existing coastal restoration, hurricane, and flood protection efforts.

AGCS # 20

The Office of Coastal Protection and Restoration should continue utilizing the support, staff, science and legal services of other agencies to avoid duplication and retain efficiency.

AGCS #21

The Office of Coastal Protection and Restoration should continue to develop a prioritization tool to guide funding decisions and to identify the best opportunities to restore the ecosystem and protect Louisianans from hurricane and storm damages.

AGCS # 22

The Office of Coastal Protection and Restoration should initiate a study to determine the appropriate roles and responsibilities of levee districts, parish governments, the state, and federal agencies involved in hurricane protection and coastal restoration efforts.

AGCS # 23

The Office of Coastal Protection and Restoration should provide programs for carbon and water credits and apply the revenue raised to the cost of project development and implementation within the agency.

AGCS # 24

The Coastal Protection and Restoration Authority should ensure that the Office of Coastal Protection and Restoration engages in the third party, project-level technical review known as Independent Technical Review (ITR) that provides recommendations concerning project plans and designs.

AGCS # 25

The Office of Coastal Protection and Restoration should continue to pursue the strategic deployment of mitigation funds to provide quicker start and faster completion of projects.

AGCS # 26

The Office of Coastal Protection and Restoration should continue to reduce the time it takes to complete the contracting process.

AGCS # 27

The Office of Coastal Protection and Restoration should work with federal partners to improve the project development and implementation process, focusing on a reduction in the time which elapses between the initiation of a concept to completion of the project.

AGCS # 28

The Office of Coastal Protection and Restoration should continue to improve the new project budgeting and management system.

AGCS # 29

The legislature should require that all institutions of higher education bring their Tables of Organization on budget, to the extent and in the same manner followed by other executive branch agencies.

AGCS # 30

The Office of Workforce Development and the Department of Civil Service should begin discussions now, in anticipation of a reduction in the state workforce, to develop a plan for easing the transition from state service to private employment.

VI. AFTERNOON DISCUSSIONS

A. National Career Readiness Certificate and Work Keys

Dr. David Sweaney
ACT

B. Presentations by Agencies

1. Education
2. Wildlife and Fisheries
3. National Guard
4. Environmental Quality
5. Transportation and Development
6. Natural Resources
7. Workforce Commission
8. Revenue
9. Homeland Security and Emergency Preparedness
10. Coastal
11. Veteran's affairs
12. Public Safety and Corrections
13. Youth Development and Juvenile Justice
14. Social Services
15. Health and Hospitals
16. Division of Administration
17. Economic Development

VII. RECOMMENDATIONS PROPOSED BY ADVISORY GROUP

VIII. OTHER BUSINESS

IX. PUBLIC COMMENT

X. ANNOUNCEMENTS

XI. ADJOURNMENT

Representative Jim Morris, Chairman