

Budget Brief – Career Service Review Board

NUMBER CFAS-06-03

SUMMARY

The Career Service Review Board (CSRB) is new to the Capital Facilities and Administrative Services Appropriations Subcommittee. The subcommittee has oversight of this board due to transfer of human resource functions.

The Career Service Review Board administers the state’s grievance and appeals process. Its policy is to resolve grievances at the lowest possible managerial level. It has hearing officers, is a quasi-judicial body, and hears final administrative appeals. It hears cases related to promotions, dismissals, demotions, suspensions, reprimands, reductions in force, compensation, etc., but has no jurisdiction over classification grievances and is required to send them to the Division of Human Resource Management. The program has five board members and two full-time staff.

ISSUES AND RECOMMENDATIONS

Caseload and Cost Increases

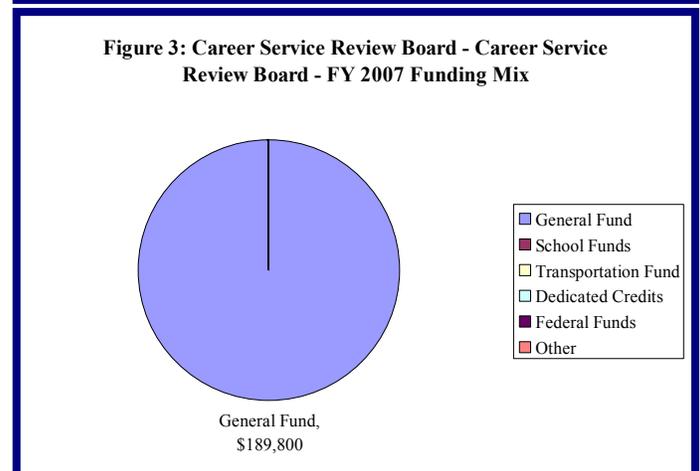
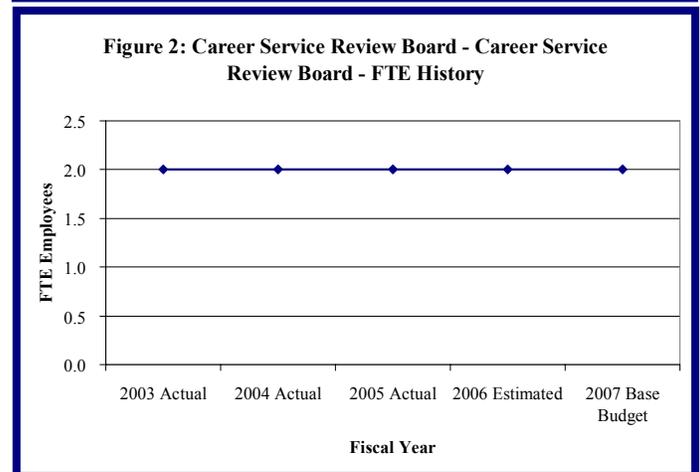
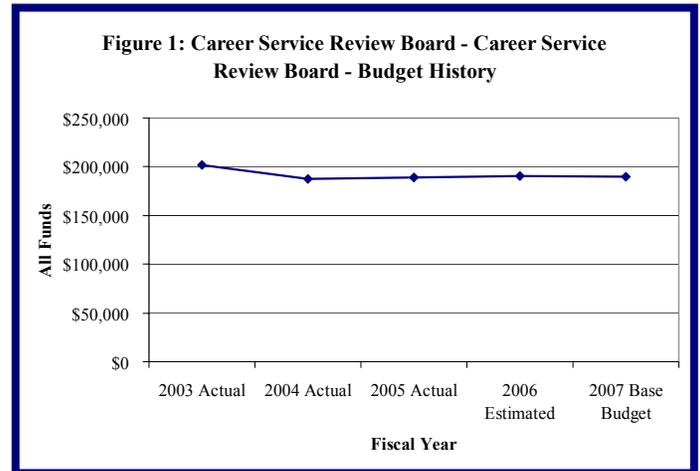
The CSRB conducts pre-hearing conferences in an attempt to mediate many of the cases which come before it. When necessary, however, it conducts jurisdictional, evidentiary, and appellate levels of adjudications. Approximately one quarter of all grievances result in a hearing.

The director conducts some jurisdictional hearings, but any evidentiary or appellate hearings must be done by a hearing officer or the full board.

Hearings officers are independent contractors who have expertise in this segment of the law. Current contracts expire at the end of FY 2006 and will need to be renewed. The current rate is \$37.50 per hour; the new contract rate is expected to be \$50.00 per hour.

Hearings are becoming more complex and time consuming due to more employees hiring counsel and more pre-hearings motions to resolve, thus requiring more time for the hearing officer.

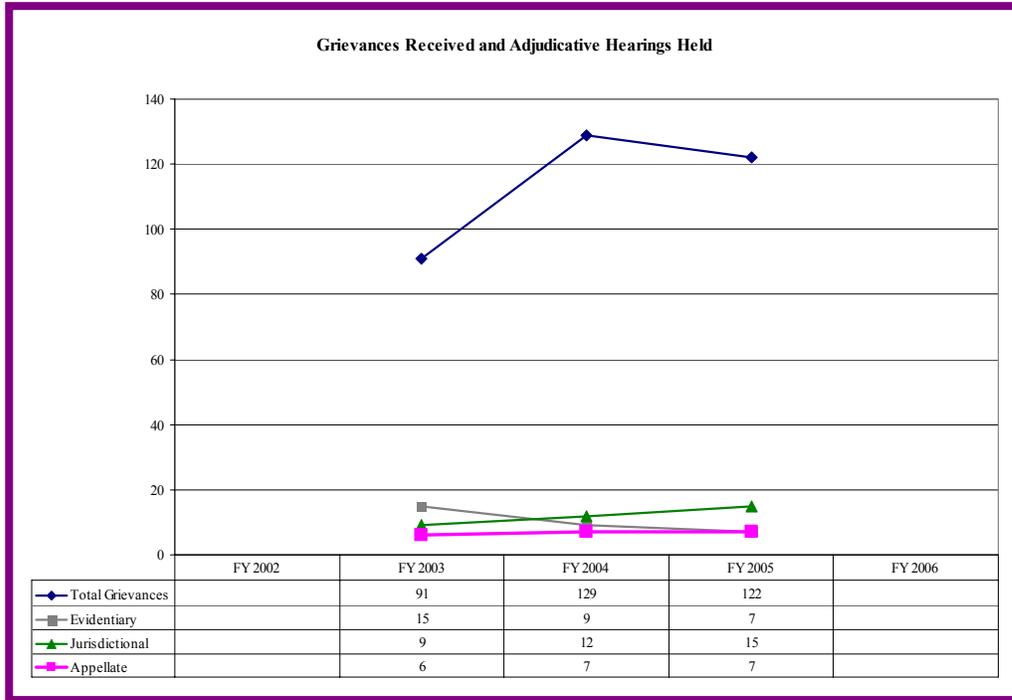
The Analyst recommends the Legislature appropriate \$15,000 in ongoing funds beginning in FY 2007 to help fund the increased cost of statutorily required hearings.



ACCOUNTABILITY DETAIL

Grievances and Hearings

The board’s goal is to resolve grievances at the lowest possible level and in the most efficient way possible.



The number of grievances increased by 42 percent in FY 2004, then decreased slightly in FY 2005. Reasons for the overall increase since FY 2003 are uncertain, but the office states that grievances tend to trend upward during periods of no or small pay raises. The board is attempting to reduce the number of grievances heard through mediation and closer scrutiny. This is the reason for the increase in jurisdictional hearings and the decrease in evidentiary hearings. Even those cases which are successfully mediated may end up being appealed.

BUDGET DETAIL

The board utilizes funding from the General Fund. Most of the funding in this budget pays for staff support for the office. Another large portion of the budget which shows up in current expense is to pay for the board members who conduct the hearings and transcription costs during the hearings. It carried forward \$42,500 from FY 2002 to FY 2003 because of a gap between the retirement of the previous administrator and the hiring of a new administrator. It usually carries forward some nonlapsing balance, but finished FY 2005 with only \$900 carried forward into FY 2006.

Budget Recommendation

The Analyst recommends a total FY 2007 base appropriation of \$189,800. The Analyst further recommends an additional appropriation of \$15,000 to cover increased costs of statutorily required hearings. This additional appropriation recommendation is not built into the tables and charts in this budget brief.

Intent Language

The Analyst recommends the Legislature continue using the following intent language which was approved in House Bill 1, 2005 General Session:

It is the intent of the Legislature that funding for the Career Service Review Board be nonlapsing.

LEGISLATIVE ACTION

This section is a summary of what actions might be taken if the Legislature wishes to adopt the recommendations of this brief. The Analyst recommends the Legislature consider adopting:

1. A total base appropriation of \$189,800 for the Career Service Review Board.
2. An additional appropriation of \$15,000 for increased costs of grievance hearings.
3. Intent language making this appropriation nonlapsing.

BUDGET DETAIL TABLE

Career Service Review Board - Career Service Review Board						
	FY 2005	FY 2006		FY 2006		FY 2007*
Sources of Finance	Actual	Appropriated	Changes	Revised	Changes	Base Budget
General Fund	165,800	189,800	0	189,800	0	189,800
General Fund, One-time	9,000	0	0	0	0	0
Beginning Nonlapsing	15,300	0	900	900	(900)	0
Closing Nonlapsing	(900)	0	0	0	0	0
Total	\$189,200	\$189,800	\$900	\$190,700	(\$900)	\$189,800
Programs						
Career Service Review Board	189,200	189,800	900	190,700	(900)	189,800
Total	\$189,200	\$189,800	\$900	\$190,700	(\$900)	\$189,800
Categories of Expenditure						
Personal Services	153,500	180,400	(18,200)	162,200	0	162,200
In-State Travel	0	300	0	300	0	300
Out of State Travel	900	1,000	100	1,100	0	1,100
Current Expense	32,600	6,800	17,900	24,700	(900)	23,800
DP Current Expense	2,200	1,300	1,100	2,400	0	2,400
Total	\$189,200	\$189,800	\$900	\$190,700	(\$900)	\$189,800
Other Data						
Budgeted FTE	2.0	2.0	0.0	2.0	0.0	2.0
Actual FTE	2	0	0	0	0	0

*Does not include amounts in excess of subcommittee's state fund allocation that may be recommended by the Fiscal Analyst.