1	EXPANSION OF CAREER SERVICE TO THE
2	OFFICE OF ATTORNEY GENERAL
3	2007 GENERAL SESSION
4	STATE OF UTAH
5	Chief Sponsor: Rebecca D. Lockhart
6	Senate Sponsor: Curtis S. Bramble
7 8	LONG TITLE
9	General Description:
10	This bill modifies Title 67, State Officers and Employees, to move employees of the
11	Office of the Attorney General from career service and classified service provisions
12	under the Department of Human Resource Management to their own career service
13	system.
14	Highlighted Provisions:
15	This bill:
16	 expands the career service system now applicable to attorneys employed by the
17	Office of the Attorney General to include all employees employed by the Office of
18	the Attorney General;
19	 expands the exemption from classified service provisions under the Department of
20	Human Resource Management from attorneys employed in the Office of the
21	Attorney General to include all employees employed by the Office of the Attorney
22	General;
23	 expands the exemption from career service provisions under the Department of
24	Human Resource Management to all employees in the Office of the Attorney
25	General; and
26	makes technical changes.
27	Monies Appropriated in this Bill:



None
Other Special Clauses:
This bill takes effect on July 15, 2007.
Utah Code Sections Affected:
AMENDS:
67-5-7, as last amended by Chapter 139, Laws of Utah 2006
67-5-8, as last amended by Chapter 203, Laws of Utah 1985
67-5-9, as last amended by Chapter 139, Laws of Utah 2006
67-5-11, as last amended by Chapter 92, Laws of Utah 1987
67-5-12, as last amended by Chapter 139, Laws of Utah 2006
67-5-13, as last amended by Chapter 203, Laws of Utah 1985
67-19-12, as last amended by Chapter 139, Laws of Utah 2006
67-19-15, as last amended by Chapter 139, Laws of Utah 2006
Be it enacted by the Legislature of the state of Utah:
Section 1. Section 67-5-7 is amended to read:
67-5-7. Establishment of career service system.
(1) The purpose of this chapter is to establish a career service system for [attorneys
employees of the Office of the Attorney General that will attract and retain
[attorneys] employees of proven ability and experience who will devote their full time to the
service of the state.
(2) The Office of the Attorney General may adopt [rules] policies necessary to
implement this chapter, including personnel and work [rules] policies different from those
[promulgated] made by the Department of Human Resource Management.
Section 2. Section 67-5-8 is amended to read:
67-5-8. Eligibility for career service status.
(1) (a) The attorney general has sole authority to determine who may be employed with
the [attorney general's office. No attorney employed by] Office of the Attorney General.
(b) An employee of the state or any of its departments or agencies has [any] no claim
or right to a position in the attorney general's office by virtue of that employment.
(2) (a) An [attorney employed by] employee of the [attorney general's office] Office of

59	the Attorney General shall be placed in a career service status if:
60	[(a)] (i) for an employee who is an attorney, the attorney is a member in good standing
61	of the Utah State Bar Association; and
62	[(b)] (ii) except as provided in Subsection (3), the [attorney] employee has been
63	employed by the [attorney general's office] Office of the Attorney General as [an attorney for] a
64	probationary employee for a period of:
65	(A) at least one year but no more than [one year except as provided in Subsection (3),
66	but in no event less than six months. No attorney] 18 months; or
67	(B) in the case of investigators, at least 18 months, but no more than two years.
68	(b) An employee now employed by the attorney general's office in career service may
69	not be terminated under this chapter except for cause.
70	(3) (a) The attorney general shall determine whether an [attorney] employee should be
71	granted career service status.
72	(b) If, at the end of the probationary period established under Subsection (2), the
73	attorney general determines that an [attorney] employee should be granted career service status,
74	the attorney general shall notify the [attorney] employee in writing of that decision and place a
75	copy of the notification in the [attorney's] employee's personnel file.
76	(c) If the attorney general determines that career service status should not be granted,
77	the attorney general may either terminate the [attorney] employee or extend the probationary
78	period for a period not to exceed one year.
79	(d) The attorney general shall notify the [attorney] employee in writing of that decision
80	and place a copy of the notification in the [attorney's] employee's personnel file.
81	(e) An [attorney] employee terminated under this section has no appeal rights under
82	this chapter.
83	(4) (a) [Attorneys] An attorney in career service status under this chapter shall retire
84	upon attaining the age of 70 years. [Attorneys]
85	(b) Subject to the provisions of Section 49-11-504, an attorney required to retire under
86	this section may be employed by the attorney general, after retirement, as \underline{a} special assistant
87	[attorneys] attorney general. [Any]
88	(c) An attorney employed in [this] the capacity or a special assistant under Subsection
89	(4)(b) is not in career service status and is subject to termination [as any other attorney

90 employed by the attorney general who is not in a career service status] in accordance with 91 Section 67-5-12. 92 Section 3. Section **67-5-9** is amended to read: 93 67-5-9. Reassignment of career status attorneys -- Additional compensation for 94 managerial assignments -- Employment of special assistant attorneys general --95 Termination of attorneys -- Salary increases. 96 This chapter does not affect the authority of the attorney general to: 97 (1) assign and reassign [attorneys] employees in a career status to different positions on his staff. The salary of an [attorney] employee reassigned to a different position shall not be 98 99 decreased by reason of reassignment; except that if the [attorney] employee reassigned 100 occupies the position of chief deputy attorney general, the salary may be reduced by not more 101 than 15% upon the assignment to a different position; 102 (2) develop, with the assistance of the Department of Human Resource Management, 103 a plan for additional compensation for career status [attorneys] employees who accept 104 managerial assignments within the office. The provisions of Subsection (1) notwithstanding, 105 the attorney general may discontinue any additional compensation if the [attorney] employee no longer holds a managerial assignment. Additional compensation provided under this 106 107 section shall be determined by the attorney general pursuant to the plan developed by the 108 Office of the Attorney General. [At such time as] If the [attorney] employee no longer holds a 109 managerial assignment, and the attorney general decides to discontinue any additional 110 compensation, the reduction may not place the [attorney] employee at a salary below where the 111 [attorney] employee would be through normal salary increases if the [attorney] employee had 112 not been in a managerial position; 113 (3) employ special assistant attorneys general, who shall not be subject to this chapter, 114 to represent the state in particular lawsuits or to handle particular legal matters for the state; 115 (4) terminate the employment of any [attorney employed by] employee of the Office of 116 the Attorney General who is not in a career service status; or 117 (5) establish the salary or determine salary increases of any [attorney] employee under

Section 4. Section **67-5-11** is amended to read:

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this chapter.

67-5-11. Employee accepting appointment to state position exempt from merit

provisions	Reinstatement	in career	status.
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- (1) An [attorney] employee in a career status accepting appointment to a position in state government which is exempt from the merit provisions of Title 67, Chapter 19, <u>Utah State Personnel Management Act</u>, shall notify the attorney general in writing. Upon termination of the appointment, unless discharged for cause, the [attorney] employee, through written request of reinstatement made to the attorney general within 30 days from the effective date of termination from the appointment, shall be reinstated in a career status in the attorney general's office at a salary not less than that which he was receiving at the time of his appointment, and the time spent in the other position shall be credited toward seniority in the career service. Reinstatement shall be made no later than 60 days after the written notification required by this Subsection (1) or 60 days after the effective date of termination from the [attorney's] employee's appointive position, whichever is later. The position and assignment to which the [attorney] employee shall return shall be determined by the attorney general.
- (2) (a) The Office of the Attorney General shall establish and maintain a separate seniority list for each employee category which categories may include attorneys, investigators, paralegals, secretaries, and others.
- [(2)] (b) [Every attorney employed by] An employee of the [attorney general's office] Office of the Attorney General with less seniority than an [attorney] employee in the same category entitled to be reinstated under this section holds his position subject to any reinstatement provided by Subsection (1).
 - Section 5. Section **67-5-12** is amended to read:
- 67-5-12. Dismissal of career status employees -- Causes -- Procedure -- Retention roster -- Reappointment register.
 - (1) (a) [Attorneys] Employees in a career status may be dismissed only:
- (i) to advance the good of public service;
 - (ii) where funds have expired or work no longer exists; or
- [(iii) for causes such as dishonesty, inefficiency, insubordination, disloyalty to the orders of a superior, misfeasance, malfeasance, or nonfeasance in office.]
 - (iii) for any of the following causes or reasons:
- (A) noncompliance with provisions in the Office of Attorney General policy manual, or division policies, and, for attorneys, noncompliance with the Rules of Professional Conduct;

152	(B) work performance that is inefficient or incompetent;
153	(C) failure to maintain skills and adequate performance levels;
154	(D) insubordination or disloyalty to the orders of a superior;
155	(E) misfeasance, malfeasance, or nonfeasance;
156	(F) failure to advance the good of the public service, including conduct on or off duty
157	which demeans or harms the effectiveness or ability of the office to fulfill its mission or legal
158	obligations:
159	(G) conduct on or off duty which creates a conflict of interest with the employee's
160	public responsibilities or impact that employee's ability to perform his or her job assignments;
161	(H) any incident involving intimidation, physical harm, threats of physical harm
162	against coworkers, management, or the public;
163	(I) failure to meet the requirements of the position;
164	(J) dishonesty; or
165	(K) misconduct.
166	(b) [Attorneys] Employees in career status may not be dismissed for reasons of race,
167	national origin, religion, or political affiliation.
168	(2) Except in aggravated cases of misconduct, [no attorney] an employee in a career
169	status may <u>not</u> be <u>suspended</u> , demoted, or dismissed without the following procedures:
170	(a) The attorney general or a designated representative shall notify the [attorney]
171	employee of the reasons for suspension, demotion, or dismissal.
172	(b) The [attorney] employee shall have an opportunity to reply and have the reply
173	considered by the attorney general or a designated representative.
174	(c) The [attorney] employee shall have an opportunity to be heard by the attorney
175	general or [his designated representatives] a designated representative.
176	(d) Following a hearing, an [attorney] employee may be suspended, demoted, or
177	dismissed if the attorney general or a designated representative finds adequate reason.
178	(e) If the attorney general or a designated representative finds that retention of an
179	[attorney] employee would endanger the peace and safety of others or pose a grave threat to the
180	public interest, the [attorney] employee may be summarily suspended pending administrative
181	hearings and a review by the Career Service Review Board.
182	(3) (a) An [attorney] employee in a career status who is aggrieved by a decision of the

- attorney general [to either dismiss or demote] or a designated representative to suspend, demote, or dismiss the employee may appeal the decision to the Career Service Review Board or its hearing officers by following the procedures in Title 67, Chapter 19a, Grievance and Appeal Procedures.
- (b) Matters other than dismissal or demotion may be appealed to and reviewed by the attorney general or a designated representative whose decision is final with no right of appeal to the Career Service Review Board or its hearing officers.
- (4) Disciplinary actions shall be supported by credible evidence, but the normal rules of evidence in courts of law do not apply in hearings before the attorney general <u>or a designated representative</u> or the Career Service Review Board or its hearing officers.
- (5) (a) Reductions in force required by reinstatement of an [attorney] employee under Section 67-5-11, inadequate funds, change of workload, or lack of work shall be governed by a retention roster to be maintained by the [executive director of the Department of Human Resource Management] Office of the Attorney General and the requirements of this Subsection (5).
- (b) [Attorneys] Except attorney general executive or administrative appointees, employees not in a career status shall be separated before any [attorney] employee in a career status.
- (c) Retention points for each [attorney] employee in a career status shall be based on the [attorney's] employee's seniority in service [as an attorney] within each employee category in the Office of the Attorney General, including any military service fulfilled subsequent to the [attorney's] employee's original appointment.
- (d) [Attorneys] Employees in career status shall be separated in the order of their retention points, the [attorney] employee with the lowest points to be discharged first.
- (e) Those [attorneys] employees who are serving in other positions under Section 67-5-11 shall:
 - (i) have retention points determined as if they were working for the office; and
- (ii) be separated in the order of the retention points as if they were working in the Office of the Attorney General.
- 212 (f) An [attorney] employee in a career status who is separated by reason of a reduction 213 in force shall be:

(i) placed on a reappointment register kept by the [executive director of the Department of Human Resource Management] Office of the Attorney General for one year; and

- (ii) offered reappointment to a position <u>in the same category</u> in the Office of the Attorney General before any [attorney] <u>employee</u> not having a career status is appointed.
 - Section 6. Section 67-5-13 is amended to read:

67-5-13. Limitations on political activities by career status attorneys.

- (1) [No attorney] An employee in a career status may not, while in a pay status, be a state or federal officer in any partisan political party organization or in any statewide partisan political campaign. The [attorney] employee, however, may be an officer or delegate in a partisan political party organization at a county or inferior level or a delegate at a state or national level.
- (2) [No attorney] An employee in career status [shall] may not be a candidate for any partisan political office, but upon application to the attorney general [he] the employee shall be granted a leave of absence without pay but without loss of existing seniority to participate in a partisan political campaign either as an officer or as a candidate. Time spent during the political leave shall not be counted for seniority purposes as being in service. For the purposes of this section, an [attorney] employee is not [deemed] considered to be a candidate until the primary elections have been held.
- (3) [No attorney] An employee in career status may not engage in political activity during the hours of employment, nor may any person solicit political contributions from any [attorney] employee in career status during hours of employment or through state facilities or in any manner impose assessments on them for political purposes; but nothing in this section shall preclude voluntary contributions to a candidate or a political party.
- (4) Partisan political activity shall not be a basis for employment, promotion, demotion, or dismissal. Any violation of this section may lead to disciplinary action against the [attorney] employee, which may consist of reprimand, suspension, demotion, or termination as determined by the attorney general.
- (5) This section shall not be construed to permit partisan political activity by any [attorney] employee in career status who is prevented or restricted from engaging in this political activity by the provisions of any federal act or the rules and regulations promulgated under it.

245	Section 7. Section 67-19-12 is amended to read:
246	67-19-12. State pay plans Applicability of section Exemptions Duties of the
247	executive director.
248	(1) (a) This section, and the rules adopted by the department to implement this section
249	apply to each career and noncareer employee not specifically exempted under Subsection (2).
250	(b) If not exempted under Subsection (2), an employee is considered to be in classified
251	service.
252	(2) The following employees are exempt from this section:
253	(a) members of the Legislature and legislative employees;
254	(b) members of the judiciary and judicial employees;
255	(c) elected members of the executive branch and their direct staff who meet career
256	service exempt criteria as defined in Subsection 67-19-15(1)(k);
257	(d) certificated employees of the State Board of Education;
258	(e) officers, faculty, and other employees of state institutions of higher education;
259	(f) employees in any position that is determined by statute to be exempt from this
260	Subsection (2);
261	(g) [attorneys] employees in the Office of the Attorney General;
262	(h) department heads and other persons appointed by the governor pursuant to statute;
263	(i) employees of the Department of Community and Culture whose positions are
264	designated as executive/professional positions by the executive director of the Department of
265	Community and Culture with the concurrence of the executive director;
266	(j) employees of the Governor's Office of Economic Development whose positions are
267	designated as executive/professional positions by the director of the office; and
268	(k) employees of the Medical Education Council.
269	(3) (a) The executive director shall prepare, maintain, and revise a position
270	classification plan for each employee position not exempted under Subsection (2) to provide
271	equal pay for equal work.
272	(b) Classification of positions shall be based upon similarity of duties performed and
273	responsibilities assumed, so that the same job requirements and the same salary range may be
274	applied equitably to each position in the same class.
275	(c) The executive director shall allocate or reallocate the position of each employee in

276 classified service to one of the classes in the classification plan.

(d) (i) The department shall conduct periodic studies and desk audits to provide that the classification plan remains reasonably current and reflects the duties and responsibilities assigned to and performed by employees.

- (ii) The executive director shall determine the schedule for studies and desk audits after considering factors such as changes in duties and responsibilities of positions or agency reorganizations.
- (4) (a) With the approval of the governor, the executive director shall develop and adopt pay plans for each position in classified service.
- (b) The executive director shall design each pay plan to achieve, to the degree that funds permit, comparability of state salary ranges to salary ranges used by private enterprise and other public employment for similar work.
 - (c) The executive director shall adhere to the following in developing each pay plan:
- (i) Each pay plan shall consist of sufficient salary ranges to permit adequate salary differential among the various classes of positions in the classification plan.
- (ii) (A) The executive director shall assign each class of positions in the classification plan to a salary range and shall set the width of the salary range to reflect the normal growth and productivity potential of employees in that class.
- (B) The width of the ranges need not be uniform for all classes of positions in the plan, but each range shall contain merit steps in increments of 2.75% salary increases.
 - (iii) (A) The executive director shall issue rules for the administration of pay plans.
- (B) The rules may provide for exceptional performance increases and for a program of incentive awards for cost-saving suggestions and other commendable acts of employees.
 - (C) The executive director shall issue rules providing for salary adjustments.
- (iv) Merit step increases shall be granted, if funds are available, to employees who receive a rating of "successful" or higher in an annual evaluation of their productivity and performance.
- (v) By October 31 of each year, the executive director shall submit market comparability adjustments to the director of the Governor's Office of Planning and Budget for consideration to be included as part of the affected agency's base budgets.
 - (vi) By October 31 of each year, the executive director shall recommend a

307 compensation package to the governor.

- (vii) (A) Adjustments shall incorporate the results of a total compensation market survey of salary ranges and benefits of a reasonable cross section of comparable benchmark positions in private and public employment in the state.
- (B) The survey may also study comparable unusual positions requiring recruitment in other states.
- (C) The executive director may cooperate with other public and private employers in conducting the survey.
- (viii) (A) The executive director shall establish criteria to assure the adequacy and accuracy of the survey and shall use methods and techniques similar to and consistent with those used in private sector surveys.
- (B) Except as provided under Section 67-19-12.3, the survey shall include a reasonable cross section of employers.
- (C) The executive director may cooperate with or participate in any survey conducted by other public and private employers.
- (D) The executive director shall obtain information for the purpose of constructing the survey from the Division of Workforce Information and Payment Services and shall include employer name, number of persons employed by the employer, employer contact information and job titles, county code, and salary if available.
- (E) The department shall acquire and protect the needed records in compliance with the provisions of Section 35A-4-312.
- (ix) The establishing of a salary range is a nondelegable activity and is not appealable under the grievance procedures of Sections 67-19-30 through 67-19-32, Title 67, Chapter 19a, Grievance and Appeal Procedures, or otherwise.
 - (x) The governor shall:
- (A) consider salary adjustments recommended under Subsection (4)(c)(vi) in preparing the executive budget and shall recommend the method of distributing the adjustments;
 - (B) submit compensation recommendations to the Legislature; and
- 335 (C) support the recommendation with schedules indicating the cost to individual departments and the source of funds.
 - (xi) If funding is approved by the Legislature in a general appropriations act, the

338	adjustments take effect on the July 1 following the enactment.
339	(5) (a) The executive director shall regularly evaluate the total compensation program
340	of state employees in the classified service.
341	(b) The department shall determine if employee benefits are comparable to those
342	offered by other private and public employers using information from:
343	(i) the most recent edition of the Employee Benefits Survey Data conducted by the U.S.
344	Chamber of Commerce Research Center; or
345	(ii) the most recent edition of a nationally recognized benefits survey.
346	(6) (a) The executive director shall submit proposals for a state employee
347	compensation plan to the governor by October 31 of each year, setting forth findings and
348	recommendations affecting employee compensation.
349	(b) The governor shall consider the executive director's proposals in preparing budget
350	recommendations for the Legislature.
351	(c) The governor's budget proposals to the Legislature shall include a specific
352	recommendation on employee compensation.
353	Section 8. Section 67-19-15 is amended to read:
354	67-19-15. Career service Exempt positions Schedules for civil service
355	positions Coverage of career service provisions.
356	(1) Except as otherwise provided by law or by rules and regulations established for
357	federally aided programs, the following positions are exempt from the career service provisions
358	of this chapter:
359	(a) the governor, members of the Legislature, and all other elected state officers,
360	designated as Schedule AA;
361	(b) the agency heads enumerated in Section 67-22-2, and commissioners designated as
362	Schedule AB;
363	(c) all employees and officers in the office and at the residence of the governor,
364	designated as Schedule AC;
365	(d) employees who are in a confidential relationship to an agency head or
366	commissioner and who report directly to, and are supervised by, a department head,
367	commissioner, or deputy director of an agency or its equivalent, designated as Schedule AD;
368	(e) unskilled employees in positions requiring little or no specialized skill or training,

- (f) part-time professional noncareer persons who are paid for any form of medical and other professional service and who are not engaged in the performance of administrative duties, designated as Schedule AF;
- (g) [attorneys] employees in the [attorney general's office] Office of the Attorney General who are under their own career service pay plan under Sections 67-5-7 through 67-5-13, designated as Schedule AG;
- (h) teaching staff of all state institutions and patients and inmates employed in state institutions, designated as Schedule AH;
- (i) persons appointed to a position vacated by an employee who has a right to return under federal or state law or policy, designated as Schedule AI;
- (j) noncareer employees compensated for their services on a seasonal or contractual basis who are hired for limited periods of less than nine consecutive months or who are employed on less than 1/2 time basis, designated as Schedule AJ;
- (k) those employees in a personal and confidential relationship to elected officials, designated as Schedule AK;
- (l) employees appointed to perform work of a limited duration not exceeding two years or to perform work with time-limited funding, designated as Schedule AL;
- (m) employees of the Department of Community and Culture whose positions are designated as executive/professional positions by the executive director of the Department of Community and Culture with the concurrence of the executive director, and employees of the Governor's Office of Economic Development whose positions are designated as executive/professional positions by the director of the office, designated as Schedule AM;
 - (n) employees of the Legislature, designated as Schedule AN;
 - (o) employees of the judiciary, designated as Schedule AO;
 - (p) all judges in the judiciary, designated as Schedule AP;
- (q) members of state and local boards and councils appointed by the governor and governing bodies of agencies, other local officials serving in an ex officio capacity, officers, faculty, and other employees of state universities and other state institutions of higher education, designated as Schedule AQ;
 - (r) employees who make statewide policy, designated as Schedule AR;

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(s) any other employee whose appointment is required by statute to be career service exempt, designated as Schedule AS; and (t) employees of the Department of Technology Services, designated as executive/professional positions by the executive director of the Department of Technology Services with the concurrence of the executive director, designated as Schedule AT. (2) The civil service shall consist of two schedules as follows: (a) (i) Schedule A is the schedule consisting of positions exempted by Subsection (1). (ii) Removal from any appointive position under Schedule A, unless otherwise regulated by statute, is at the pleasure of the appointing officers without regard to tenure. (b) Schedule B is the competitive career service schedule, consisting of all positions filled through competitive selection procedures as defined by the executive director. (3) (a) The executive director, after consultation with the heads of concerned executive branch departments and agencies and with the approval of the governor, shall allocate positions to the appropriate schedules under this section. (b) Agency heads shall make requests and obtain approval from the executive director before changing the schedule assignment and tenure rights of any position. (c) Unless the executive director's decision is reversed by the governor, when the executive director denies an agency's request, the executive director's decision is final. (4) (a) Compensation for employees of the Legislature shall be established by the directors of the legislative offices in accordance with Section 36-12-7. (b) Compensation for employees of the judiciary shall be established by the state court administrator in accordance with Section 78-3-24. (c) Compensation for officers, faculty, and other employees of state universities and institutions of higher education shall be established as provided in Title 53B, Chapters 1, Governance, Powers, Rights, and Responsibilities, and 2, Institutions of Higher Education. (d) Unless otherwise provided by law, compensation for all other Schedule A employees shall be established by their appointing authorities, within ranges approved by, and

after consultation with the executive director of the Department of Human Resource Management.

(5) All employees of the Office of State Auditor, the Office of State Treasurer, [the Office of the Attorney General, excluding attorneys who are under their own career service

431	system,] and employees who are not exempt under this section are covered by the career
432	service provisions of this chapter.
433	Section 9. Effective date.
434	This bill takes effect on July 15, 2007.

Legislative Review Note as of 1-19-07 11:40 AM

01-22-07 1:26 PM

Office of Legislative Research and General Counsel

H.B. 316

H.B. 316 - Expansion of Career Service to the Office of Attorney General

Fiscal Note

2007 General Session State of Utah

State Impact

Enactment of this bill will not require additional appropriations.

Individual, Business and/or Local Impact

Enactment of this bill likely will not result in direct, measurable costs and/or benefits for individuals, businesses, or local governments.

1/29/2007, 2:06:45 PM, Lead Analyst: Ricks, G.

Office of the Legislative Fiscal Analyst