

2/7 Motion to R/C  
2/8 Motion W/D

1/24/01 Do Pass  
S- 1/25/01 adopted  
H 2/2/01 Do Pass  
H 2/7/01 adopted

FILED JAN 24 '01

1 SENATE CONCURRENT RESOLUTION 5  
2 BY COMMITTEE ON RULES AND ADMINISTRATION  
3 A Concurrent Resolution relating to the compensation  
4 of chaplains, officers and employees of the  
5 seventy-ninth general assembly.

6 WHEREAS, section 2.11 of the Code provides that  
7 "The compensation of the chaplains, officers, and  
8 employees of the general assembly shall be fixed by  
9 joint action of the house and senate by resolution at  
10 the opening of each session, or as soon thereafter as  
11 conveniently can be done.", NOW THEREFORE,

12 BE IT RESOLVED BY THE SENATE, THE HOUSE CONCURRING,  
13 That the compensation for the following officers for  
14 the period commencing ~~January-11-1999~~ January 8, 2001  
15 and ending ~~January-8-2001~~ January 13, 2003, shall be  
16 within the following ranges:

- 17 Secretary of the Senate and Chief
- 18 Clerk of the House..... \$49,700-to-\$85,772
- 19 \$59,404 to \$94,994

20 Within the indicated ranges the exact compensation  
21 shall be set or adjusted for the senate officers by  
22 the senate rules and administration committee and for  
23 the house officers by the house administration and  
24 rules committee. The committees shall report the  
25 exact compensation assigned to each position on the  
26 next legislative day, or, if such action is during the  
27 interim, on the first day the senate or house shall  
28 convene. Any action by the senate or house to  
29 disapprove or amend the report shall be effective the  
30 day after the action.

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SCR 5

1 BE IT FURTHER RESOLVED, That the compensation of  
2 the employees of the ~~seventy-eighth~~ seventy-ninth  
3 general assembly is set, effective from ~~January-11,~~  
4 1999 January 8, 2001, until ~~January-8,-2001~~ January  
5 13, 2003, in accordance with the following salary  
6 schedule:

|    |               |               |               |               |             |
|----|---------------|---------------|---------------|---------------|-------------|
| 7  | #10-----      | #11-----      | #12-----      | #13-----      | #14         |
| 8  | \$14,851.20-- | \$15,600.00-- | \$16,390.40-- | \$17,180.80-- | \$18,096.00 |
| 9  | -----7.14--   | -----7.50--   | -----7.88--   | -----8.26--   | -----8.70   |
| 10 |               |               |               |               |             |
| 11 | #15-----      | #16-----      | #17-----      | #18-----      | #19         |
| 12 | \$19,073.60-- | \$20,009.60-- | \$20,904.00-- | \$21,923.20-- | \$22,942.40 |
| 13 | -----9.17--   | -----9.62--   | -----10.05--  | -----10.54--  | -----11.03  |
| 14 |               |               |               |               |             |
| 15 | #20-----      | #21-----      | #22-----      | #23-----      | #24         |
| 16 | \$24,128.00-- | \$25,209.60-- | \$26,457.60-- | \$27,768.00-- | \$29,016.00 |
| 17 | -----11.60--  | -----12.12--  | -----12.72--  | -----13.35--  | -----13.95  |
| 18 |               |               |               |               |             |
| 19 | #25-----      | #26-----      | #27-----      | #28-----      | #29         |
| 20 | \$30,472.00-- | \$31,788.40-- | \$33,425.60-- | \$35,068.00-- | \$36,732.00 |
| 21 | -----14.65--  | -----15.33--  | -----16.07--  | -----16.86--  | -----17.66  |
| 22 |               |               |               |               |             |
| 23 | #30-----      | #31-----      | #32-----      | #33-----      | #34         |
| 24 | \$38,500.00-- | \$40,393.60-- | \$42,244.80-- | \$44,345.60-- | \$46,425.60 |
| 25 | -----18.51--  | -----19.42--  | -----20.31--  | -----21.32--  | -----22.32  |
| 26 |               |               |               |               |             |
| 27 | #35-----      | #36-----      | #37-----      | #38-----      | #39         |
| 28 | \$48,651.20-- | \$50,980.80-- | \$53,476.80-- | \$55,993.60-- | \$58,718.40 |
| 29 | -----23.39--  | -----24.51--  | -----25.71--  | -----26.92--  | -----28.23  |
| 30 |               |               |               |               |             |

SCR 5

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|----|-------------|-------------|-------------|-------------|-------------|
| 1  | #40         | #41         | #42         | #43         | #44         |
| 2  | \$61,568.00 | \$64,500.00 | \$67,641.60 | \$70,803.20 | \$74,276.00 |
| 3  | 29.60       | 31.01       | 32.52       | 34.04       | 35.71       |
| 4  |             |             |             |             |             |
| 5  | #45         | #46         | #47         | #48         | #49         |
| 6  | \$77,833.60 | \$81,536.00 | \$85,446.40 | \$91,395.20 | \$95,950.40 |
| 7  | 37.42       | 39.20       | 41.08       | 43.94       | 46.13       |
| 8  | #9          |             |             |             |             |
| 9  | \$14,913.60 |             |             |             |             |
| 10 | 7.17        |             |             |             |             |
| 11 | #10         | #11         | #12         | #13         | #14         |
| 12 | \$15,745.60 | \$16,556.80 | \$17,388.80 | \$18,241.60 | \$19,198.40 |
| 13 | 7.57        | 7.96        | 8.36        | 8.77        | 9.23        |
| 14 |             |             |             |             |             |
| 15 | #15         | #16         | #17         | #18         | #19         |
| 16 | \$20,238.40 | \$21,236.80 | \$22,172.80 | \$23,275.20 | \$24,336.00 |
| 17 | 9.73        | 10.21       | 10.66       | 11.19       | 11.70       |
| 18 |             |             |             |             |             |
| 19 | #20         | #21         | #22         | #23         | #24         |
| 20 | \$25,604.80 | \$26,728.00 | \$28,059.20 | \$29,452.80 | \$30,784.00 |
| 21 | 12.31       | 12.85       | 13.49       | 14.16       | 14.80       |
| 22 |             |             |             |             |             |
| 23 | #25         | #26         | #27         | #28         | #29         |
| 24 | \$32,323.20 | \$33,820.80 | \$35,464.00 | \$37,211.20 | \$38,979.20 |
| 25 | 15.54       | 16.26       | 17.05       | 17.89       | 18.74       |
| 26 |             |             |             |             |             |
| 27 | #30         | #31         | #32         | #33         | #34         |
| 28 | \$40,851.20 | \$42,848.00 | \$44,824.00 | \$47,049.60 | \$49,254.40 |
| 29 | 19.64       | 20.60       | 21.55       | 22.62       | 23.68       |
| 30 |             |             |             |             |             |

# SCR 5

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|----|-------------|-------------|-------------|-------------|-------------|
| 1  | #35         | #36         | #37         | #38         | #39         |
| 2  | \$51,604.80 | \$54,100.80 | \$56,721.60 | \$59,404.80 | \$62,296.00 |
| 3  | 24.81       | 26.01       | 27.27       | 28.56       | 29.95       |
| 4  |             |             |             |             |             |
| 5  | #40         | #41         | #42         | #43         | #44         |
| 6  | \$65,312.00 | \$68,432.00 | \$71,780.80 | \$75,108.80 | \$78,790.40 |
| 7  | 31.40       | 32.90       | 34.51       | 36.11       | 37.88       |
| 8  |             |             |             |             |             |
| 9  | #45         | #46         | #47         | #48         | #49         |
| 10 | \$82,576.00 | \$86,507.20 | \$90,646.40 | \$94,993.60 | \$99,507.20 |
| 11 | 39.70       | 41.59       | 43.58       | 45.67       | 47.84       |

12 In this schedule, each numbered block shall be the  
13 yearly and hourly compensation for the pay grade of  
14 the number heading the block. Within each grade there  
15 shall be six steps numbered "1" through "6". In the  
16 above schedule the steps for all grades are determined  
17 in the following manner. Each numbered block is  
18 counted as the "1" step for that grade. The next  
19 higher block is counted as the "2" step; the next  
20 higher block is the "3" step; the next higher block is  
21 the "4" step; the next higher block is the "5" step;  
22 the next higher block is the "6" step.

23 Alternatively, the senate rules and administration  
24 committee for senate employees, and the house  
25 administration and rules committee for house employees  
26 may allow their employees' compensation to be flexibly  
27 set anywhere between steps "1" through "6" for an  
28 employee's prescribed pay grade.

29 All employees shall be available to work daily  
30 until completion of the senate's and house of

1 representatives' business. The employee's division  
2 supervisor shall schedule all employees' working hours  
3 to, as far as possible, maintain regular working  
4 hours.

5 All employees, other than those designated "part-  
6 time" shall be compensated for 40 hours of work in a  
7 one-week pay period. Secretaries to senators and  
8 representatives are presumed to have 40 hours of work  
9 each week the legislature is in session and shall be  
10 paid only on that basis. Except for the personnel  
11 designated to the contrary in this resolution,  
12 employees who are required to work in excess of 40  
13 hours in a one-week pay period shall either be  
14 compensated at a rate of pay equal to one and one-half  
15 times the hourly pay provided in this resolution or  
16 allowed compensatory time off at a rate of one and  
17 one-half hours for each hour of overtime.

18 The following personnel shall not be paid an  
19 overtime premium:

20 Secretary of the Senate  
21 Chief Clerk of the House  
22 Assistant Secretary of the Senate  
23 Assistant Chief Clerk of the House  
24 Senate Legal Counsel  
25 House Legal Counsel  
26 ~~Finance-Officer~~  
27 Senior Finance Officer I  
28 Senior Finance Officer II  
29 Senior Journal Editor  
30 Senior Indexer

# SCR 5

- 1 All Administrative Assistants
- 2 All Research Analysts
- 3 All Research Assistants
- 4 All Secretaries to Senators and Representatives
- 5 All Caucus Staff Directors
- 6 All Caucus Secretaries
- 7 Administrative, Executive, and Confidential
- 8 Secretaries to President, Speaker, Leader or
- 9 Secretary of Senate or Chief Clerk of House

10 This list may be modified pursuant to the annual  
11 review authorized in this resolution.

12 BE IT FURTHER RESOLVED, That part-time employees  
13 shall be compensated at the scheduled hourly rate for  
14 their pay grade and step.

15 BE IT FURTHER RESOLVED, That compensatory time off  
16 shall be granted to employees not eligible for the  
17 overtime premium in a uniform manner for all  
18 legislative employees as determined by the legislative  
19 council.

20 BE IT FURTHER RESOLVED, That in the event the  
21 salary schedule for employees of the State of Iowa as  
22 promulgated by the personnel commission pursuant to  
23 section 19A.9, subsection 27-Code-1999, is revised  
24 upward at any time during the seventy-eighth seventy-  
25 ninth general assembly, such revised schedule shall  
26 simultaneously be adopted for the compensation of the  
27 employees of the seventy-eighth seventy-ninth general  
28 assembly assigned a grade by this resolution. The pay  
29 ranges of those positions specifically listed on page  
30 one of this resolution shall be automatically adjusted

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1 to reflect any cost of living increases granted to  
2 those employees not included in the collective  
3 bargaining agreements made final under chapter 20 of  
4 the Code and increases provided by the legislative  
5 council for agency directors.

6 BE IT FURTHER RESOLVED, That adjustments in the  
7 positions and compensation listed in this resolution  
8 may be made through an annual interim review of all  
9 legislative employees for internal equity and to  
10 assure compliance with appropriate legal standards for  
11 granting of overtime and compensatory time off. Such  
12 review shall be conducted by a legislative committee  
13 made up of members of the service committee of  
14 legislative council and the appropriate salary  
15 subcommittees of the senate and house. Only one such  
16 review may be done in any fiscal year and adjustments  
17 suggested must be approved by the appropriate hiring  
18 body.

19 BE IT FURTHER RESOLVED, That the employees of the  
20 ~~seventy-eighth~~ seventy-ninth general assembly be  
21 placed in the following pay grades:

22 EMPLOYEES OF THE HOUSE  
23 Sr. Assistant Chief Clerk of the House.... Grade 41  
24 Assistant Chief Clerk of the House III.... Grade 38  
25 Assistant Chief Clerk of the House II..... Grade 35  
26 Assistant Chief Clerk of the House I..... Grade 32  
27 Legal Counsel II..... Grade 35  
28 Legal Counsel I..... Grade 32  
29 Legal Counsel..... Grade 30  
30 Sr. Caucus Staff Director..... Grade 41

# SCR 5

|    |  |          |
|----|--|----------|
| 1  | Caucus Staff Director.....                   | Grade 38 |
| 2  | Administrative Assistant to Leader           |          |
| 3  | or Speaker.....                              | Grade 27 |
| 4  | Administrative Assistant I to Leader         |          |
| 5  | or Speaker .....                             | Grade 29 |
| 6  | Administrative Assistant II to Leader        |          |
| 7  | or Speaker .....                             | Grade 32 |
| 8  | Administrative Assistant III to Leader       |          |
| 9  | or Speaker.....                              | Grade 35 |
| 10 | Sr. Administrative Assistant to              |          |
| 11 | Leader or Speaker.....                       | Grade 38 |
| 12 | Research Assistant.....                      | Grade 24 |
| 13 | Legislative Research Analyst.....            | Grade 27 |
| 14 | Legislative Research Analyst I.....          | Grade 29 |
| 15 | Legislative Research Analyst II.....         | Grade 32 |
| 16 | Legislative Research Analyst III.....        | Grade 35 |
| 17 | Sr. Legislative Research Analyst.....        | Grade 38 |
| 18 | Secretary to Leader or Speaker.....          | Grade 19 |
| 19 | Caucus Secretary.....                        | Grade 21 |
| 20 | Senior Caucus Secretary.....                 | Grade 24 |
| 21 | Administrative Secretary to Leader,          |          |
| 22 | Speaker, or Chief Clerk.....                 | Grade 21 |
| 23 | Executive Secretary to Leader,               |          |
| 24 | Speaker or Chief Clerk.....                  | Grade 24 |
| 25 | Confidential Secretary to Leader,            |          |
| 26 | Speaker, or Chief Clerk.....                 | Grade 27 |
| 27 | Confidential Secretary II to Leader, Speaker |          |
| 28 | or Chief Clerk.....                          | Grade 32 |
| 29 | Clerk to Chief Clerk .....                   | Grade 16 |
| 30 | Supervisor of Secretaries.....               | Grade 21 |

SCR 5

|    |                                       |                 |
|----|---------------------------------------|-----------------|
| 1  | Supervisor of Secretaries I .....     | Grade 24        |
| 2  | Supervisor of Secretaries II .....    | Grade 27        |
| 3  | Senior Editor.....                    | Grade 30        |
| 4  | Editor II.....                        | Grade 25        |
| 5  | Editor I.....                         | Grade 22        |
| 6  | Assistant Editor.....                 | Grade 19        |
| 7  | Compositor/Desk Top Specialist.....   | Grade 17        |
| 8  | Sr. Text Processor.....               | Grade 25        |
| 9  | Text Processor II.....                | Grade 22        |
| 10 | Text Processor I.....                 | Grade 19        |
| 11 | <u>Senior Finance Officer II.....</u> | <u>Grade 35</u> |
| 12 | Senior Finance Officer <u>I</u> ..... | Grade 31        |
| 13 | Finance Officer II.....               | Grade 27        |
| 14 | Finance Officer I.....                | Grade 24        |
| 15 | Assistant Finance Officer.....        | Grade 21        |
| 16 | Recording Clerk II.....               | Grade 24        |
| 17 | Recording Clerk I.....                | Grade 21        |
| 18 | Assistant Legal Counsel.....          | Grade 27        |
| 19 | Engrossing & Enrolling Processor..... | Grade 27        |
| 20 | Assistant to the Legal Counsel.....   | Grade 19        |
| 21 | <u>Senior Indexer.....</u>            | <u>Grade 28</u> |
| 22 | Indexer II.....                       | Grade 25        |
| 23 | Indexer I.....                        | Grade 22        |
| 24 | Indexing Assistant.....               | Grade 19        |
| 25 | Supply Clerk.....                     | Grade 16        |
| 26 | Switchboard Operator.....             | Grade 14        |
| 27 | Legislative Secretary .....           | Grade 15        |
| 28 | Legislative Committee Secretary ..... | Grade 17        |
| 29 | Bill Clerk.....                       | Grade 14        |
| 30 | Assistant Bill Clerk.....             | Grade 12        |

# SCR 5

|    |  |                             |
|----|--|-----------------------------|
| 1  | Postmaster.....                            | Grade 12                    |
| 2  | <u>Sergeant-at-Arms II.....</u>            | <u>Grade 20</u>             |
| 3  | Sergeant-at-Arms <u>I</u> .....            | Grade 17                    |
| 4  | Assistant Sergeant-at-Arms.....            | Grade 14                    |
| 5  | Chief Doorkeeper.....                      | Grade 12                    |
| 6  | Doorkeepers.....                           | Grade 11                    |
| 7  | Pages.....                                 | Minimum-Wage <u>Grade 9</u> |
| 8  | EMPLOYEES OF THE SENATE                    |                             |
| 9  | Sr. Assistant Secretary of the Senate..... | Grade 41                    |
| 10 | Assistant Secretary of the Senate III..... | Grade 38                    |
| 11 | Assistant Secretary of the Senate II.....  | Grade 35                    |
| 12 | Assistant Secretary of the Senate I.....   | Grade 32                    |
| 13 | Legal Counsel II.....                      | Grade 35                    |
| 14 | Legal Counsel I.....                       | Grade 32                    |
| 15 | Legal Counsel.....                         | Grade 30                    |
| 16 | Sr. Caucus Staff Director.....             | Grade 41                    |
| 17 | Caucus Staff Director.....                 | Grade 38                    |
| 18 | Administrative Assistant to Leader         |                             |
| 19 | or President.....                          | Grade 27                    |
| 20 | Administrative Assistant I to Leader       |                             |
| 21 | or President .....                         | Grade 29                    |
| 22 | Administrative Assistant II to Leader      |                             |
| 23 | or President .....                         | Grade 32                    |
| 24 | Administrative Assistant III to Leader     |                             |
| 25 | or President .....                         | Grade 35                    |
| 26 | Sr. Administrative Assistant to            |                             |
| 27 | Leader or President.....                   | Grade 38                    |
| 28 | Research Assistant.....                    | Grade 24                    |
| 29 | Legislative Research Analyst.....          | Grade 27                    |
| 30 | Legislative Research Analyst I.....        | Grade 29                    |

1 Legislative Research Analyst II..... Grade 32  
2 Legislative Research Analyst III..... Grade 35  
3 Sr. Legislative Research Analyst..... Grade 38  
4 Caucus Secretary..... Grade 21  
5 Senior Caucus Secretary..... Grade 24  
6 Secretary to Leader or President..... Grade 19  
7 Administrative Secretary to Leader, President,  
8 or Secretary of the Senate..... Grade 21  
9 Executive Secretary to Leader, President,  
10 or Secretary of the Senate..... Grade 24  
11 Confidential Secretary to Leader, President,  
12 or Secretary of the Senate..... Grade 27  
13 Confidential Secretary II to Leader, President,  
14 or Secretary of the Senate..... Grade 32  
15 Supervisor of Secretaries..... Grade 21  
16 Supervisor of Secretaries I ..... Grade 24  
17 Supervisor of Secretaries II ..... Grade 27  
18 Senior Editor..... Grade 30  
19 Editor II..... Grade 25  
20 Editor I..... Grade 22  
21 Assistant Editor..... Grade 19  
22 Compositor/Desk Top Specialist..... Grade 17  
23 Assistant Legal Counsel..... Grade 27  
24 Assistant to the Legal Counsel..... Grade 19  
25 Proofreader..... Grade 16  
26 Senior Finance Officer II..... Grade 35  
27 Senior Finance Officer I..... Grade 31  
28 Finance Officer II..... Grade 27  
29 Finance Officer I..... Grade 24  
30 Assistant Finance Officer..... Grade 21

SCR 5

|    |                                       |                             |
|----|---------------------------------------|-----------------------------|
| 1  | Recording Clerk II.....               | Grade 24                    |
| 2  | Recording Clerk I.....                | Grade 21                    |
| 3  | <u>Senior Indexer.....</u>            | <u>Grade 28</u>             |
| 4  | Indexer II.....                       | Grade 25                    |
| 5  | Indexer I.....                        | Grade 22                    |
| 6  | Indexing Assistant.....               | Grade 19                    |
| 7  | Records and Supply Clerk.....         | Grade 18                    |
| 8  | Switchboard Operator.....             | Grade 14                    |
| 9  | Legislative Secretary .....           | Grade 15                    |
| 10 | Legislative Committee Secretary ..... | Grade 17                    |
| 11 | Bill Clerk.....                       | Grade 14                    |
| 12 | Assistant Bill Clerk.....             | Grade 12                    |
| 13 | Postmaster.....                       | Grade 12                    |
| 14 | <u>Sergeant-at-Arms II.....</u>       | <u>Grade 20</u>             |
| 15 | Sergeant-at-Arms I.....               | Grade 17                    |
| 16 | Assistant Sergeant-at-Arms.....       | Grade 14                    |
| 17 | Chief Doorkeeper.....                 | Grade 12                    |
| 18 | Doorkeepers.....                      | Grade 11                    |
| 19 | Pages.....                            | <u>Minimum-Wage Grade 9</u> |

20 JOINT SENATE/HOUSE EMPLOYEES

|    |                             |          |
|----|-----------------------------|----------|
| 21 | Facilities Manager I.....   | Grade 35 |
| 22 | Facilities Manager II.....  | Grade 38 |
| 23 | Sr. Facilities Manager..... | Grade 41 |

24 BE IT FURTHER RESOLVED, That there shall be four  
25 classes of appointments as employees of the general  
26 assembly:

27 A "permanent full-time" or "permanent part-time"  
28 employee is one who is employed the year around and  
29 eligible to receive state benefits.

30 An "exempt full-time" employee is one who is

1 employed for the period of the sessions with  
2 extensions post-session and pre-session as scheduled.  
3 This class is eligible to receive state benefits with  
4 the cost of benefits to the state to be paid by the  
5 employee when not on the payroll.

6 A "session-only" employee is one who is employed  
7 for only a portion of the year, usually the  
8 legislative session. This class is not eligible for  
9 state benefits, except IPERS, and insurance as  
10 provided in section 2.40.

11 A "part-time" employee is one who is employed to  
12 work less than 40 hours per week. This class is not  
13 eligible for state benefits, except IPERS if eligible.

14 BE IT FURTHER RESOLVED, That the exact  
15 classification for individuals in a job series created  
16 by this resolution shall be set or changed for senate  
17 employees by the senate rules and administration  
18 committee and for the house employees by the house  
19 administration and rules committee. The committees  
20 shall base the classification upon the following  
21 factors:

22 1. The extent of formal education required of the  
23 position; and,

24 2. The extent of the responsibilities to be  
25 assigned to the position; and,

26 3. The amount of supervision placed over the  
27 position; and,

28 4. The number of persons the position is assigned  
29 to supervise and skill and responsibilities of those  
30 positions supervised.

# SCR 5

1 The committees shall report the exact  
2 classifications assigned to each individual on the  
3 next legislative day, or, if such action is during the  
4 interim, on the first day the senate or house shall  
5 convene. Any action by the senate or house to  
6 disapprove a report or a portion of a report shall be  
7 effective the day after the action.

8 Recommendations for a pay grade for a new position  
9 shall be developed in accordance with the factor  
10 scores in the comparable worth report. Beginning in  
11 1999, every four years the senate rules and  
12 administration committee, the house administration and  
13 rules committee, and the legislative council shall  
14 review all positions in the legislative branch to  
15 assure conformity to comparable worth.

16 BE I FURTHER RESOLVED, That a senator or  
17 representative may employ a secretary who in the  
18 judgment of the senator or representative employing  
19 such person, possesses the necessary skills to perform  
20 the duties such senator or representative shall  
21 designate, under the administrative direction, as  
22 appropriate, of the secretary of the senate or the  
23 chief clerk of the house.

24 Each standing committee chairperson, ethics  
25 committee chairperson, and each appropriations  
26 subcommittee chairperson shall designate a secretary  
27 who is competent to perform the following duties:  
28 prepare committee minutes, committee reports, type  
29 committee correspondence, maintain committee records,  
30 and otherwise assist the committee. Such duties shall

1 be performed in accordance with standards which shall  
2 be provided by the secretary of the senate and chief  
3 clerk of the house. In making the designation,  
4 chairpersons shall consider persons for possible  
5 designation as the secretary to the committee in the  
6 following order:

7 First: The secretary to the chairperson.

8 Second: The secretary to the committee's vice-  
9 chairperson.

10 Third: The secretary to any other member of the  
11 committee.

12 Fourth: The secretary to any other member in the  
13 same house as the committee.

14 BE IT FURTHER RESOLVED, That a Legal Counsel II  
15 shall be a person who has graduated from an accredited  
16 school of law and is admitted to practice in Iowa as  
17 an Attorney and Counselor at Law and possesses either  
18 a Masters of Law degree or has at least two years of  
19 legal experience after admission to practice.

20 A Legal Counsel I shall be a person who has  
21 graduated from an accredited school of law and is  
22 admitted to practice in Iowa as an Attorney and  
23 Counselor at Law.

24 BE IT FURTHER RESOLVED, That employees of the  
25 general assembly may be eligible for either:

26 a) increases in salary grade or step based on  
27 evaluation of their job performance and  
28 recommendations of their administrative officers,  
29 subject to approval of the senate committee on rules  
30 and administration or the house committee on

SCR 5

1 administration and rules, as appropriate, provided,  
2 however, that for promotions between classes with a  
3 three or more pay grade difference, the employee shall  
4 be given a two-step increase in pay or the employee's  
5 salary shall be adjusted to the entry level in the  
6 grade of the new position, whichever is greater; or  
7 b) mobility within a pay grade at the discretion  
8 of the chief clerk of the house upon recommendation by  
9 the employee's division supervisor on the part of the  
10 house, and the discretion of the employee's division  
11 supervisor on the part of the senate, subject to the  
12 approval of the house committee on administration and  
13 rules or the senate committee on rules and  
14 administration, as appropriate -- either in accord  
15 with a flexible pay plan approved by the senate rules  
16 and administration committee or the house  
17 administration and rules committee, or in accord with  
18 the following schedule:  
19 (1) Progression from step "1" to "2" for a newly  
20 hired employee -- six months of actual employment.  
21 (2) Progression from step "1" to "2" following  
22 promotion within a job series -- twelve months of  
23 actual employment in that position.  
24 (3) Progression from step "2" to "3", and step "3"  
25 to "4", and step "4" to "5", and step "5" to "6" --  
26 twelve months of actual employment.  
27 BE IT FURTHER RESOLVED, that in addition to the  
28 steps provided in the preceding paragraph, that  
29 secretaries to senators and representatives who were  
30 employees of the senate or house of representatives

SCR 5

1 during any general assembly prior to January 9, 1989,  
2 and who have received certification for passing a  
3 typing and shorthand performance examination shall be  
4 eligible for two additional steps.

5 BE IT FURTHER RESOLVED, That in addition to the  
6 steps provided in the preceding paragraph, that  
7 secretaries to senators and representatives shall be  
8 eligible for a maximum of three additional grades  
9 beyond grade 15, in any combination, as provided in  
10 this paragraph:

11 1. One additional grade for a secretary to a  
12 standing committee chair, ethics committee chair or  
13 appropriations subcommittee chair who is not the  
14 designated committee secretary.

15 2. One additional grade for a secretary to a vice-  
16 chairperson or ranking member of a standing committee,  
17 ethics committee or appropriations subcommittee.

18 3. One additional grade for a secretary to the  
19 chairperson of the chaplain's committee.

20 4. Two additional grades for a secretary to an  
21 assistant floor leader or speaker pro tempore or  
22 president pro tempore.

23 5. One additional grade for a designated committee  
24 secretary who is also the designated committee  
25 secretary for an additional standing committee, ethics  
26 committee, or appropriations subcommittee.

27 BE IT FURTHER RESOLVED, That in the event the  
28 secretary to the chairperson of the chaplain's  
29 committee is the secretary to the president, president  
30 pro tempore, speaker, speaker pro tempore, or the

SCR 5

1 majority or minority leader, such secretary shall  
2 receive one additional step.

3 BE IT FURTHER RESOLVED, That the entrance salary  
4 for employees of the general assembly shall be at step  
5 1 in the grade of the position held. Such employee  
6 may be hired above the entrance step if possessing  
7 outstanding and unusual experience for the position,  
8 provided that the entrance is not beyond step 3. Such  
9 employee who is hired above the entrance step shall be  
10 mobile above that step in the same period of time as  
11 other employees in that same step. An officer or  
12 employee who is moved to another position may be  
13 considered for partial or full credit for their  
14 experience in the former position in determining the  
15 step in the new grade.

16 The entry level for the position of research  
17 analyst shall be Legislative Research Analyst, unless  
18 extraordinary conditions justify increasing that entry  
19 level; however, that entry level may not be increased  
20 beyond Legislative Research Analyst I. A research  
21 analyst must have shown knowledge of legislative rules  
22 and procedures as well as the Code of Iowa to be  
23 considered at any level above a Legislative Research  
24 Analyst.

25 BE IT FURTHER RESOLVED, That a pay increase for  
26 employees of one step within the pay grade for the  
27 position may be made for exceptionally meritorious  
28 service in addition to step increases provided for in  
29 this resolution, at the discretion of the chief clerk  
30 upon recommendation by the employee's division

1 supervisor on the part of the house, and upon  
2 recommendation by the employee's division supervisor  
3 on the part of the senate, and the approval of the  
4 senate committee on rules and administration or the  
5 house committee on administration and rules.

6 Exceptionally meritorious service pay increases shall  
7 be governed by the following:

8 a. The employee must have served in the position  
9 for at least twelve months;

10 b. Written justification, setting forth in detail  
11 the nature of the exceptionally meritorious service  
12 rendered, must be submitted to the senate rules and  
13 administration committee or house administration and  
14 rules committee and approved in advance of granting  
15 the pay increase;

16 c. No more than one exceptionally meritorious  
17 service pay increase may be granted in any twelve-  
18 month period.

19 d. Such meritorious service pay increase shall not  
20 be granted beyond the six-step maximum for that  
21 position.

22 BE IT FURTHER RESOLVED, That the senate rules and  
23 administration committee and the house administration  
24 and rules committee shall both hire officers and  
25 employees for their respective bodies and fill any  
26 vacancies which may occur, to be effective at such  
27 time as they shall set. The committee shall report  
28 the names of those it has hired for the positions  
29 specified in this resolution or the filling of any  
30 vacancies on the next legislative day or, if such

# SCR 5

1 action is during the interim, on the first day the  
2 senate or house shall convene. Any action by the  
3 senate or house to amend or disapprove a report or a  
4 portion of a report shall be effective the day after  
5 the action.

6 The chief clerk of the house shall submit to the  
7 house committee on administration and rules and the  
8 secretary of the senate shall submit to the senate  
9 committee on rules and administration the list of  
10 names, or amendments thereto, of employee  
11 classifications and recommended pay step for each  
12 officer and employee. Such list shall include  
13 recommendations for the pay step for all employees.  
14 Each respective committee shall approve or amend the  
15 list of recommended classifications and pay steps and  
16 publish said list in the journal.

17 BE IT FURTHER RESOLVED, That permanent employees of  
18 the general assembly shall receive vacation  
19 allowances, sick leave, health and accident insurance,  
20 life insurance, and disability income insurance as are  
21 provided for full-time permanent state employees. The  
22 computations shall be maintained by the finance  
23 officers in each house and coordinated with the  
24 department of revenue and finance.

25 BE IT FURTHER RESOLVED, That should any employee  
26 have a grievance, the grievance shall be resolved as  
27 provided by procedures determined by the senate rules  
28 and administration committee for senate employees or  
29 the house administration and rules committee for house  
30 employees.

1 BE IT FURTHER RESOLVED, That the ~~general-assembly~~  
2 legislative council adopt a resolution similar to this  
3 resolution which provides for the compensation and  
4 benefits of all legislative central staff agency  
5 employees for the ~~seventy-eighth~~ seventy-ninth general  
6 assembly. The resolution shall be adopted as soon as  
7 practicable after the convening of the ~~seventy-eighth~~  
8 seventy-ninth general assembly, and published in the  
9 journals of the senate and house.

10 BE IT FURTHER RESOLVED, That the compensation of  
11 chaplains officiating at the opening of the daily  
12 sessions of the house of representatives and the  
13 senate of the ~~seventy-eighth~~ seventy-ninth general  
14 assembly be fixed at ten dollars for each house of the  
15 general assembly, and that mileage for chaplains be  
16 fixed at the rate of ~~twenty-four~~ twenty-nine cents per  
17 mile to and from the State Capitol.

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