

Regular Session, 2010

SENATE BILL NO. 293

BY SENATOR DONAHUE

STATE AGENCIES. Requires annual internal review by each agency of employee vacancies and attrition rates with strategic reductions in positions by five percent, with reports to Commission on Streamlining Government. (8/15/10)

1 AN ACT

2 To enact R.S. 42:375.1, relative to strategic reductions in positions of employment in the
3 executive branch of state government; to require the commissioner of administration
4 to establish and implement an agency attrition analysis process; to provide for
5 reports to the Commission on Streamlining Government; and to provide for related
6 matters.

7 Be it enacted by the Legislature of Louisiana:

8 Section 1. R.S. 42:375.1 is hereby enacted to read as follows:

9 §375.1. Agency attrition analysis process

10 A. The commissioner of administration shall establish and implement
11 an agency attrition analysis process to be used by each executive branch agency
12 to review the employee vacancies and attrition rates within the agency, with a
13 goal of reducing by five percent annually for three years, beginning Fiscal Year
14 2010-2011, the number of positions in each executive branch agency.

15 B. In implementing the requirements of Subsection A of this Section, the
16 commissioner of administration shall establish a process which requires the
17 analysis of the following:

1 **(1) Management and clerical staffing needs of each executive branch**
2 **agency.**

3 **(2) The cost associated with the filling of each vacant position compared**
4 **to the functions assigned to the vacant position.**

5 **(3) Any other information necessary to properly evaluate whether to**
6 **retain or eliminate each vacant position.**

7 **C. The commissioner of administration shall provide a written report**
8 **on or before February first of each year to the Commission on Streamlining**
9 **Government indicating the general fund dollar savings achieved as a result of**
10 **the implementation of the agency attrition analysis process and the numbers of**
11 **vacant positions filled, the number of vacant positions eliminated, and any other**
12 **information relating to personnel numbers, costs, and attrition.**

13 **D. For the purposes of this Section, the following terms shall have the**
14 **following meanings unless the context clearly indicates otherwise:**

15 **(1) "Executive branch agency" means and includes all departments,**
16 **agencies, boards, commissions, and other instrumentalities declared by the**
17 **constitution or laws of this state to constitute a part of the executive branch of**
18 **state government and all such instrumentalities not declared by the constitution**
19 **or by law to be within the legislative or judicial branches of state government,**
20 **but does not mean or include political subdivisions, as defined by Article VI,**
21 **Section 44(2) of the Louisiana Constitution of 1974.**

22 **(2) "Vacancy" means any authorized position of employment for which**
23 **a budget has been approved and an appropriation has been made or a transfer**
24 **of funds effected pursuant to law, and which position has been occupied**
25 **previously but, due to termination of employment, is unoccupied.**

The original instrument and the following digest, which constitutes no part of the legislative instrument, were prepared by Thomas F. Wade.

DIGEST

Proposed law requires the commissioner of administration to establish and implement an agency attrition analysis process to be used by the executive branch to review the employee vacancies and attrition rates within each department and agency of that branch, with a goal of reducing by five percent annually for three years, beginning FY 2010-2011, the number of positions in each department and agency. Further requires the process to analyze the following:

- (1) Management and clerical staffing needs of each agency.
- (2) The cost associated with the filling of each vacant position compared to the functions assigned to the vacant position.
- (3) Any other information necessary to properly evaluate whether to retain or eliminate each vacant position.

Proposed law requires a written report on or before February 1 of each year to the Commission on Streamlining Government indicating the general fund dollar savings achieved as a result of the implementation of the agency attrition analysis process and the numbers of vacant positions filled, the number of vacant positions eliminated, and any other information relating to personnel numbers, costs, and attrition.

Proposed law defines the following terms:

- (1) "Executive branch agency" means and includes all departments, agencies, boards, commissions, and other instrumentalities declared by the constitution or laws of this state to constitute a part of the executive branch of state government and all such instrumentalities not declared by the constitution or by law to be within the legislative or judicial branches of state government, but does not mean or include political subdivisions, as defined by Article VI, Section 44(2) of the Louisiana Constitution of 1974.
- (2) "Vacancy" means any authorized position of employment for which a budget has been approved and an appropriation has been made or a transfer of funds effected pursuant to law, and which position has been occupied previously but, due to termination of employment, is unoccupied.

Effective August 15, 2010.

(Adds R.S. 42:375.1)