

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 historical employee vacancies, relative to authorized table of
13 organization full and part-time positions, within each agency and reduce by five
14 percent annually for three years by an equally proportionate reduction of
15 positions across all salary ranges of equal increments, beginning Fiscal Year
16 2010-2011, the number of positions in each executive branch agency.

17 B. In implementing the requirements of Subsection A of this Section, the

1 commissioner of administration shall establish a process which requires the
2 analysis of the following:

3 (1) General staffing needs of each executive branch agency.

4 (2) The cost associated with the filling of each vacant position.

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

7 C. On the first day of the month following the month in which the
8 executive budget is submitted to the Joint Legislative Committee on the Budget,
9 the commissioner of administration shall provide a written report to the
10 Commission on Streamlining Government indicating the general fund dollar
11 savings achieved as a result of the implementation of the agency attrition
12 analysis process and the number of vacant positions eliminated and any other
13 information relating to personnel numbers, costs, and historical vacancies.

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

16 (1) "Executive branch agency" means and includes all departments,
17 agencies, boards, commissions, and other instrumentalities contained in the
18 General Appropriation Act and the Ancillary Appropriations Act, but does not
19 mean or include political subdivisions, as defined by Article VI, Section 44(2)
20 of the Louisiana Constitution of 1974.

21 (2) "Vacancy" means any authorized table of organization full or part-
22 time position of employment for which a budget has been approved and an
23 appropriation has been made or a transfer of funds effected pursuant to law,
24 but which is not filled.

The original instrument was prepared by Thomas F. Wade. The following digest, which does not constitute a part of the legislative instrument, was prepared by Alden A. Clement, Jr.

DIGEST

Donahue (SB 293)

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 historical

employee vacancies, relative to authorized table of organization full and part-time positions, within each agency and reduce by 5% annually for three years by an equally proportionate reduction of positions across all salary ranges of equal increments, beginning FY 2010-2011, the number of positions in each department and agency.

Proposed law further requires the process to analyze the following:

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

Proposed law requires a written report to the Commission on Streamlining Government on the first day of the month following the month in which the executive budget is submitted to the Joint Legislative Committee on the Budget, 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 eliminated and any other information relating to personnel numbers, costs, and historical vacancies.

Proposed law defines the following terms:

- (1) "Executive branch agency" means and includes all departments, agencies, boards, commissions, and other instrumentalities contained in the General Appropriation Act and the Ancillary Appropriations Act, 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 table of organization full or part-time 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, but which is not filled.

Effective August 15, 2010.

(Adds R.S. 42:375.1)

Summary of Amendments Adopted by Senate

Committee Amendments Proposed by Senate Committee on Senate and Governmental Affairs to the original bill.

1. Requires the commissioner of administration to establish and implement an agency attrition analysis process to be used by the executive branch to review historical employee vacancies, relative to the authorized table of organization full and part-time positions within each agency, and to reduce by 5% annually for three years by an equally proportionate reduction of positions across all salary ranges of equal increments.
2. Requires analysis of general staffing needs instead of management and clerical staffing needs of each executive branch agency.
3. Deletes provision of proposed law requiring a comparison of the cost associated with the filling of each vacant position with the functions assigned to the vacant position.

4. Requires a written report to the Commission on Streamlining Government on the first day of the month following the month in which the executive budget is submitted to the Joint Legislative Committee on the Budget, rather than on or before February 1 of each year, 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.
5. Deletes provision of proposed law requiring the report to the commission to address the number of vacant positions filled and requires the report to contain information regarding historical vacancies rather than attrition.
6. Changes definition of "executive branch agency" in proposed law to mean all departments, agencies, boards, commissions, and other instrumentalities contained in the General Appropriation Act and the Ancillary Appropriations Act, but does not mean or include political subdivisions.
7. Changes definition of "vacancy" in proposed law to mean any authorized table of organization full or part-time 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, but which is not filled.