

# **Legislative Service Commission**

**House Agriculture and Development Subcommittee**

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Legislative Service Commission

March 29, 2007

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**LSC Redbook**  
**for the**  
**Legislative Service Commission**  
**House Agriculture and Development Subcommittee**

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*March 29, 2007*

# Legislative Service Commission

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- 99% GRF funded
  - Proposed funding 1% above FY 2007 estimate

## OVERVIEW

The Legislative Service Commission (LSC) is a nonpartisan agency providing drafting, fiscal, research, training, and other technical services to the Ohio General Assembly. Fourteen members of the General Assembly, including the Speaker of the House and the President of the Senate, govern LSC. The Speaker and the President each appoint six additional members, with no more than four from each chamber belonging to the same political party. Some of the specific services provided by LSC include:

- Drafting bills, amendments, and resolutions;
- Preparing bill analyses, local impact statements, and fiscal notes;
- Providing legal and fiscal staff persons for each of the standing committees and subcommittees of the General Assembly, and for various joint, select, and ad hoc committees;
- Preparing analyses of state operating and capital budgets;
- Conducting tax revenue and welfare caseload forecasts;
- Performing long-term research studies and spot research services in both legal and fiscal areas;
- Assisting the state Controlling Board in analyzing spending requests;
- Operating an extensive legislative research library;
- Distributing legislative documents to the public;
- Providing continuous technical and revisory review of the Ohio Revised Code;
- Publishing various resource documents, such as the Register of Ohio, Digest of Enactments, Members Only briefs, Ohio Facts, and Budget Footnotes;
- Training interns and legislative staff for both the House of Representatives and the Senate.

Two additional offices are contained within LSC: (1) the Office of Legislative Information Systems (LIS) and (2) the Correctional Institutions Inspection Committee (CIIC). LIS provides network computer development and services for the General Assembly. CIIC is statutorily required to inspect and evaluate Ohio's prisons, and may inspect local jails. CIIC also has permissive authority to inspect and evaluate Department of Youth Services (DYS) correctional facilities.

The LSC's primary source of funding is the General Revenue Fund (GRF), which accounts for approximately 99% of the agency's total annual funding. General Services Fund (GSF) moneys provide the remaining 1% of funding. The GSF receives moneys from the sale of publications, reimbursements for House of Representatives and Senate telephone bills that are paid by LIS, and the Hospital Care Assurance Program. Funds from the Hospital Care Assurance Program are used to fund health-care analysis by the LSC fiscal staff.

Division (B) of section 107.03 of the Ohio Revised Code states that "no alterations shall be made in the [budget] requests for the legislative and judicial branches of the state filed with the director of budget and management . . ." Therefore, the Governor has made no alterations to the budget request submitted by LSC.

For FYs 2008 and 2009, the executive recommended budget appropriates \$21,933,796 to LSC, amounts that are 1% above the agency's total estimated FY 2007 expenditures.

## Staffing Levels

LSC staff includes attorneys, budget analysts, economists, research associates, and support personnel. The table below illustrates LSC's total staffing levels between calendar years 2004 and 2009.

LSC Staffing Levels by Calendar Year						
Division	2004	2005	2006	2007	2008	2009
Legislative Service Commission	162	165	165	165	164	164
Office of Education Oversight*	15	15	15	0	0	0
Office of Information Systems	19	20	20	20	18	18
Correctional Institution Inspection Committee	5	5	5	5	6	6
Interns	23	24	24	24	25	25
<b>Totals</b>	<b>224</b>	<b>229</b>	<b>229</b>	<b>214</b>	<b>213</b>	<b>213</b>

\* Office of Education Oversight was abolished on January 1, 2006, halfway through FY 2006.

The numbers in the table above represent employee head counts for LSC as of December 31 for calendar years 2004 through 2006. Numbers for 2007 are year-to-date, and numbers for 2008 and 2009 are projected. Staff levels include both full and part-time employees.

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## General Revenue Fund

### GRF 035-321 Operating Expense

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$12,208,373	\$12,763,323	\$12,443,709	\$16,026,427	<b>\$16,186,691</b>	<b>\$16,186,691</b>
	4.5%	-2.5%	28.8%	<b>1.0%</b>	<b>0.0%</b>

**Source:** GRF

**Legal Basis:** ORC 103; Section 206.87 of Am. Sub. H.B. 66 of the 126th G.A.

**Purpose:** This line item is used to fund the operating expenses of the Legislative Service Commission (LSC). Commission staff provides various technical and research services to members of the Ohio General Assembly, such as drafting bills, amendments, and resolutions; preparing bill analyses, fiscal notes, and local impact statements; preparing analyses of state operating and capital budgets; providing staff assistance to standing committees and subcommittees; providing legal and technical review of the Ohio Revised Code; conducting tax revenue and welfare caseload forecasts; publishing resource documents and reports; operating a legislative research library; and training legislative interns as staff aides to the House of Representatives and the Senate.

### GRF 035-402 Legislative Interns

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$743,099	\$818,747	\$848,683	\$1,012,000	<b>\$1,022,120</b>	<b>\$1,022,120</b>
	10.2%	3.7%	19.2%	<b>1.0%</b>	<b>0.0%</b>

**Source:** GRF

**Legal Basis:** ORC 103.19

**Purpose:** This line item is used to fund the legislative intern program. The interns are recent college graduates who work for one year as staff aides for the House of Representatives, the Senate, the Capitol Square Review and Advisory Board, or the Legislative Service Commission.

**GRF 035-404 Legislative Office of Education Oversight**

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$848,994	\$971,310	\$315,266	\$0	\$0	\$0
	14.4%	-67.5%			

**Source:** GRF

**Legal Basis:** Discontinued line item

**Purpose:** This line item funded the Legislative Office of Education Oversight (LOEO), the research office to the Legislative Committee on Education Oversight. Upon the Committee's direction, LOEO reviewed and evaluated education and school-related programs that received state financial assistance in any form. Amended Substitute House Bill 66 of the 126th General Assembly eliminated LOEO, effective January 1, 2006. Any of the line item's unspent and unencumbered appropriations were subsequently transferred to LSC's operating expense line item (035-321).

**GRF 035-405 Correctional Institution Inspection Committee**

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$148,308	\$250,289	\$317,699	\$390,000	\$393,900	\$393,900
	68.8%	26.9%	22.8%	1.0%	0.0%

**Source:** GRF

**Legal Basis:** ORC 103.71 (originally established by Am. Sub. H.B. 305 of the 112th G.A.)

**Purpose:** This line item funds the operating costs of the Correctional Institution Inspection Committee (CIIC). The CIIC is charged with: (1) establishing and maintaining a continuing program of inspection of each state correctional institution and each private correctional facility each biennium, (2) inspecting local correctional institutions and Department of Youth Services juvenile correction facilities, and (3) evaluating and assisting in the development of programs to improve the condition or operation of correctional institutions. The CIIC's funding was discontinued in FYs 2002 and 2003, and subsequently restored starting with FY 2004.

**GRF 035-409 National Associations**

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$416,881	\$423,025	\$433,070	\$456,000	\$460,560	\$460,560
	1.5%	2.4%	5.3%	1.0%	0.0%

**Source:** GRF

**Legal Basis:** Section 206.87 of Am. Sub. H.B. 66 of the 126th G.A. (originally established by Am. Sub. H.B. 694 of the 114th G.A.)

**Purpose:** This line item is used to pay dues for Ohio's membership in several national associations, including the National Conference of State Legislatures (NCSL) and the Council of State Governments (CSG). The NCSL and CSG dues are determined by the two organizations using a population-based formula. Other organizations charge a flat annual amount.

**GRF 035-410 Legislative Information Systems**

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$2,945,564	\$2,934,708	\$3,864,851	\$3,625,000	\$3,661,250	\$3,661,250
	-0.4%	31.7%	-6.2%	1.0%	0.0%

**Source:** GRF

**Legal Basis:** Section 206.87 of Am. Sub. H.B. 66 of the 126th G.A. (originally established by Am. Sub. H.B. 117 of the 121st G.A.)

**Purpose:** This line item funds the operations of the Office of Legislative Information Systems (LIS). LIS assists the Senate, the House of Representatives, and other legislative agencies with the design, installation, testing, and implementation of information systems used to conduct the business of the General Assembly and provides public access to legislative information. LIS also operates a computer education center for the General Assembly and supporting agencies.

**General Services Fund Group**

**410 035-601 Sale of Publications**

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$0	\$0	\$0	\$25,000	\$25,250	\$25,250
			N/A	1.0%	0.0%

**Source:** GSF: Proceeds from the sale of documents produced by the Legislative Service Commission

**Legal Basis:** Section 206.87 of Am. Sub. H.B. 66 of the 126th G.A. (originally established by Controlling Board in September 1975)

**Purpose:** This line items is used to fund the publication of documents produced by the Legislative Service Commission.

**4F6 035-603 Legislative Budget Services**

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$125,660	\$117,290	\$91,051	\$152,500	\$154,025	\$154,025
	-6.7%	-22.4%	67.5%	1.0%	0.0%

**Source:** GSF: A portion of assessments charged to all hospitals, based on total facility costs, under the Hospital Care Assurance Program

**Legal Basis:** ORC 5112.19

**Purpose:** This line item is used for the purpose of health care analysis by the Legislative Service Commission.

**5EF 035-607 House and Senate Telephone Usage**

2004	2005	2006	2007 Estimate	2008 Executive Proposal	2009 Executive Proposal
\$0	\$0	\$0	\$30,000	<b>\$30,000</b>	<b>\$30,000</b>
			N/A	<b>0.0%</b>	<b>0.0%</b>

**Source:** GSF: Reimbursements paid to the Office of Legislative Information Systems (LIS) by the House of Representatives and the Senate for connections to the public switched telephone network and for calls made from House of Representatives and Senate telephones, as well as amounts that House of Representatives and Senate members and employees pay their respective chambers for personal long-distance calls made on House of Representatives and Senate telephones.

**Legal Basis:** Established by Controlling Board on January 22, 2007

**Purpose:** Moneys deposited to the credit of this fund are used by the Office of Legislative Information Systems (LIS) to pay the monthly telephone bills it receives for calls made from House of Representatives and Senate telephones. The creation of this fund permits LIS to account separately for the telephone bills it pays and enables the House of Representatives and the Senate to demonstrate clear accountability for their calls. Absent this fund, House of Representatives and Senate reimbursements would be credited to the GRF, and the payment for House and Senate telephone calls would continue to be lumped together with other telephone calls paid for LIS using money appropriated to LIS from the GRF.

## LSC Budget Spreadsheet by Line Item, FY 2008 - FY 2009

<i>Fund</i>	<i>ALI</i>	<i>ALI Title</i>	<i>2006</i>	<i>Estimated 2007</i>	<i>Executive 2008</i>	<i>% Change 2007 to 2008</i>	<i>Executive 2009</i>	<i>% Change 2008 to 2009</i>
<b><i>LSC Legislative Service Commission</i></b>								
GRF	035-321	Operating Expense	\$ 12,443,709	\$16,026,427	\$ 16,186,691	1.0%	\$ 16,186,691	0.0%
GRF	035-402	Legislative Interns	\$ 848,683	\$1,012,000	\$ 1,022,120	1.0%	\$ 1,022,120	0.0%
GRF	035-404	Legislative Office of Education Oversight	\$ 315,266	\$0	\$ 0	N/A	\$ 0	N/A
GRF	035-405	Correctional Institution Inspection Committee	\$ 317,699	\$390,000	\$ 393,900	1.0%	\$ 393,900	0.0%
GRF	035-409	National Associations	\$ 433,070	\$456,000	\$ 460,560	1.0%	\$ 460,560	0.0%
GRF	035-410	Legislative Information Systems	\$ 3,864,851	\$3,625,000	\$ 3,661,250	1.0%	\$ 3,661,250	0.0%
<b>General Revenue Fund Total</b>			<b>\$ 18,223,278</b>	<b>\$ 21,509,427</b>	<b>\$ 21,724,521</b>	<b>1.0%</b>	<b>\$ 21,724,521</b>	<b>0.0%</b>
410	035-601	Sale of Publications	----	\$25,000	\$ 25,250	1.0%	\$ 25,250	0.0%
4F6	035-603	Legislative Budget Services	\$ 91,051	\$152,500	\$ 154,025	1.0%	\$ 154,025	0.0%
5EF	035-607	House and Senate Telephone Usage	----	\$30,000	\$ 30,000	0.0%	\$ 30,000	0.0%
<b>General Services Fund Group Total</b>			<b>\$ 91,051</b>	<b>\$ 207,500</b>	<b>\$ 209,275</b>	<b>0.9%</b>	<b>\$ 209,275</b>	<b>0.0%</b>
<b>Total All Budget Fund Groups</b>			<b>\$ 18,314,330</b>	<b>\$ 21,716,927</b>	<b>\$ 21,933,796</b>	<b>1.0%</b>	<b>\$ 21,933,796</b>	<b>0.0%</b>