1	
2	An act relating to public business and
3	financial matters; amending s. 216.011, F.S.;
4	defining the terms "disincentive," "incentive,"
5	"performance-based program appropriation," and
6	"performance ledger" for purposes of budgeting
7	and state fiscal affairs; amending s. 216.0166,
8	F.S.; revising guidelines and requirements for
9	state agencies in submitting performance-based
10	budget requests, programs, and performance
11	measures; amending s. 216.0172, F.S.; revising
12	the schedule for submission of
13	performance-based program budget legislative
14	budget requests; amending s. 216.0235, F.S.;
15	requiring that additional information be
16	included in program budget instructions;
17	amending s. 216.031, F.S.; revising information
18	to be contained in legislative budget requests;
19	amending s. 216.163, F.S.; prescribing
20	additional incentives and disincentives that
21	may be included in the Governor's recommended
22	budget; amending s. 216.167, F.S.; requiring
23	that the Governor's recommendations include a
24	financial schedule that provides information on
25	revenues in the Budget Stabilization Fund;
26	amending s. 216.178, F.S.; providing a date for
27	the final budget report; amending s. 216.292,
28	F.S.; providing an exception to nontransferable
29	appropriations; amending 186.022, F.S.;
30	revising requirements for state agency
31	strategic plans; amending s. 121.051, F.S.;

1

1998 Legislature

CS for SB 832, 1st Engrossed

1	conforming a cross-reference to changes made by
2	the act; amending s. 215.32, F.S.; including
3	the Budget Stabilization Fund in the list of
4	funds in which state moneys are deposited;
5	amending s. 216.221, F.S.; providing
6	legislative intent for use of the Budget
7	Stabilization Fund; amending s. 20.055, F.S.;
8	requiring inspectors general to review and
9	assess the validity of performance measures
10	prior to submission to the Executive Office of
11	the Governor; amending s. 252.37, F.S.;
12	providing legislative intent regarding the
13	order of recourse in use of state funds for
14	emergencies; repealing s. 186.021(5), F.S.,
15	relating to state agency strategic plans;
16	repealing s. 212.081(3), F.S., relating to
17	legislative intent; amending s. 186.021, F.S.;
18	providing that certain information resources
19	management projects are not required in agency
20	strategic plans; amending s. 216.181, F.S.;
21	providing that certain information resource
22	management projects are not subject to the
23	mandatory notice and review requirements for
24	amendments to agencies' original approved
25	operating budgets; amending s. 186.022, F.S.;
26	providing that certain coordinating councils
27	and boards are required to develop annual
28	performance reports; amending s. 282.3063,
29	F.S.; modifying the date for submission of the
30	Agency Annual Information Resources Management
31	Report; amending s. 282.310, F.S.; modifying

2

1998 Legislature

CS for SB 832, 1st Engrossed

1 the date by which the State Annual Report on 2 Information Resources Management must be 3 developed; requiring the inclusion of specified 4 information within the report; amending s. 5 282.3091, F.S.; authorizing members of the 6 State Technology Council to appoint designees 7 to serve on their behalf; amending s. 282.322, F.S.; requiring the submission of quarterly 8 9 reports for information resource projects designated for special monitoring; providing an 10 additional recipient of project monitors' final 11 12 reports; amending s. 282.404, F.S.; removing the chair of the Geographic Information 13 14 Advisory Council as an ex officio member of the 15 Geographic Information Board; requiring the chair to attend all meetings of the Geographic 16 Information Board on behalf of the council; 17 18 revising duties of the Geographic Information 19 Board; providing that the board shall serve as coordinator for census activities; amending s. 20 21 215.96, F.S.; providing a technical correction; 22 providing an effective date. 23 24 Be It Enacted by the Legislature of the State of Florida: 25 26 Section 1. Subsection (1) of section 216.011, Florida Statutes, is amended to read: 27 216.011 Definitions.--28

29 (1) For the purpose of fiscal affairs of the state, 30 appropriations acts, legislative budgets, and approved 31

1998 Legislature

CS for SB 832, 1st Engrossed

1 budgets, each of the following terms has the meaning 2 indicated:

3 (a) "Annual salary rate" means the salary estimated to 4 be paid or actually paid a position or positions on an 5 annualized basis. In calculating salary rate, a vacant 6 position shall be calculated at the minimum of the pay grade 7 for that position.

8 (b) "Appropriation" means a legal authorization to 9 make expenditures for specific purposes within the amounts 10 authorized in the appropriations act.

(c) "Appropriations act" means the authorization of the Legislature, based upon legislative budgets or based upon legislative findings of the necessity for an authorization when no legislative budget is filed, for the expenditure of amounts of money by an agency, the judicial branch, and the legislative branch for stated purposes in the performance of the functions it is authorized by law to perform.

18 (d) "Authorized position" means a position included in 19 an approved budget. In counting the number of authorized 20 positions, part-time positions shall be converted to full-time 21 equivalents.

(e) "Budget entity" means a unit or function at the
lowest level to which funds are specifically appropriated in
the appropriations act.

(f) "Consultation" means to deliberate and seek advice in an open and forthright manner with the full committee, a subcommittee thereof, the chair, or the staff as deemed appropriate by the chair of the respective appropriations committee.

30 (g) "Continuing appropriation" means an appropriation 31 automatically renewed without further legislative action,

	ENKOLLED
	1998 LegislatureCS for SB 832, 1st Engrossed
1	period after period, until altered or revoked by the
2	Legislature.
3	(h) "Data processing services" means electronic data
4	processing services provided by or to state agencies or the
5	judicial branch, which services include, but are not limited
6	to, systems design, software development, or time-sharing by
7	other governmental units or budget entities.
8	(i) "Disbursement" means the payment of an
9	expenditure.
10	(j) "Disincentive" means a sanction as described in s.
11	216.163.
12	<u>(k)</u> "Established position" means an authorized
13	position which has been classified in accordance with a
14	classification and pay plan as provided by law.
15	<u>(1)</u> (k) "Expenditure" means the creation or incurring
16	of a legal obligation to disburse money.
17	(m) (l) "Expense" means the usual, ordinary, and
18	incidental expenditures by an agency or the judicial branch,
19	including, but not limited to, such items as contractual
20	services, commodities, and supplies of a consumable nature,
21	current obligations, and fixed charges, and excluding
22	expenditures classified as operating capital outlay. Payments
23	to other funds or local, state, or federal agencies are
24	included in this budget classification of expenditures.
25	<u>(n)</u> "Fiscal year of the state" means a period of
26	time beginning July 1 and ending on the following June 30,
27	both dates inclusive.
28	(o) (n) "Fixed capital outlay" means real property
29	(land, buildings, including appurtenances, fixtures and fixed
30	equipment, structures, etc.), including additions,
31	replacements, major repairs, and renovations to real property
	5

1998 Legislature

which materially extend its useful life or materially improve 1 or change its functional use and including furniture and 2 equipment necessary to furnish and operate a new or improved 3 4 facility, when appropriated by the Legislature in the fixed 5 capital outlay appropriation category. 6 (p)(o) "Full-time position" means a position 7 authorized for the entire normally established work period, daily, weekly, monthly, or annually. 8 9 (q)(p) "Grants and aids" means contributions to units of governments or nonprofit organizations to be used for one 10 or more specified purposes, activities, or facilities. Funds 11 12 appropriated under this category may be advanced. 13 (r) "Incentive" means a mechanism, as described in s. 14 216.163, for recognizing the achievement of performance standards or for motivating performance that exceeds 15 16 performance standards. 17 (s) "Independent judgment" means an evaluation of actual needs made separately and apart from the legislative 18 19 budget request of any other agency or of the judicial branch, 20 or any assessments by the Governor. Such evaluation shall not be limited by revenue estimates of the Revenue Estimating 21 22 Conference. 23 (t)(r) "Judicial branch" means all officers, 24 employees, and offices of the Supreme Court, district courts of appeal, circuit courts, county courts, and the Judicial 25 26 Qualifications Commission. (u)(s) "Legislative branch" means the various 27 officers, committees, and other units of the legislative 28 29 branch of state government. (v) (t) "Legislative budget" means a request to the 30 31 Legislature, filed pursuant to s. 216.023, or supplemental 6 CODING: Words stricken are deletions; words underlined are additions.

1998 Legislature

CS for SB 832, 1st Engrossed

1 detailed requests filed with the Legislature, for the amounts 2 of money such agency or branch believes will be needed in the 3 performance of the functions that it is authorized, or which 4 it is requesting authorization by law, to perform.

5 <u>(w)(u)</u> "Lump-sum appropriation" means funds
6 appropriated to accomplish a specific activity or project
7 which must be transferred to one or more appropriation
8 categories for expenditure.

9 (x) (v) "Operating capital outlay" means equipment, 10 fixtures, and other tangible personal property of a nonconsumable and nonexpendable nature, the value or cost of 11 12 which is \$500 or more and the normal expected life of which is 1 year or more, and hardback-covered bound books that are 13 14 circulated to students or the general public, the value or cost of which is \$25 or more, and hardback-covered bound 15 books, the value or cost of which is \$100 or more. 16

17 (y)(w) "Original approved budget" means the approved 18 plan of operation of an agency or of the judicial branch 19 consistent with the General Appropriations Act or special 20 appropriations acts.

21 (z) "Other personal services" means the 22 compensation for services rendered by a person who is not a 23 regular or full-time employee filling an established position. This definition includes, but is not limited to, services of 24 temporary employees, student or graduate assistants, persons 25 26 on fellowships, part-time academic employees, board members, 27 and consultants and other services specifically budgeted by each agency, or by the judicial branch, in this category. 28 29 In distinguishing between payments to be made from 1. salaries appropriations and other-personal-services 30 appropriations, those persons filling established positions 31

7

1998 Legislature

CS for SB 832, 1st Engrossed

shall be paid from salaries appropriations and those persons 1 performing services for a state agency or for the judicial 2 3 branch, but who are not filling established positions, shall 4 be paid from other-personal-services appropriations. 5 2. It is further intended that those persons paid from 6 salaries appropriations shall be state officers or employees 7 and shall be eligible for membership in a state retirement 8 system and those paid from other-personal-services 9 appropriations shall not be eligible for such membership. (aa)(y) "Part-time position" means a position 10 authorized for less than the entire normally established work 11 12 period, daily, weekly, monthly, or annually. 13 (bb)(z) "Pay plan" means a document which formally 14 describes the philosophy, methods, procedures, and salary 15 schedule for compensating employees for work performed. 16 (cc) (aa) "Perquisites" means those things, or the use 17 thereof, or services of a kind which confer on the officers or employees receiving same some benefit that is in the nature of 18 19 additional compensation, or which reduces to some extent the normal personal expenses of the officer or employee receiving 20 the same, and shall include, but not be limited to, such 21 22 things as quarters, subsistence, utilities, laundry services, 23 medical service, use of state-owned vehicles for other than 24 state purposes, servants paid by the state, and other similar 25 things. 26 (dd)(bb) "Position" means the work, consisting of 27 duties and responsibilities, assigned to be performed by an officer or employee. 28 29 (ee) (cc) "Position number" means the identification number assigned to an established position. 30 31 8 CODING: Words stricken are deletions; words underlined are additions.

1998 Legislature

CS for SB 832, 1st Engrossed

1 (ff)(dd) "Program component" means an aggregation of
2 generally related objectives which, because of their special
3 character, related workload, and interrelated output, can
4 logically be considered an entity for purposes of
5 organization, management, accounting, reporting, and
6 budgeting.
7 (gg)(ee) "Proviso" means language that qualifies or
8 restricts a specific appropriation and which can be logically
9 and directly related to the specific appropriation.
10 (hh)(ff) "Reclassification" means changing an
11 established position in one class in a series to the next
12 higher or lower class in the same series or to a class in a
13 different series which is the result of a natural change in
14 the duties and responsibilities of the position.
15 <u>(ii)(gg)</u> "Revolving fund" means a cash fund maintained
16 within or outside of the State Treasury and established from
17 an appropriation, to be used by an agency or the judicial
18 branch in making authorized expenditures.
19 <u>(jj)(hh)</u> "Salary" means the cash compensation for
20 services rendered for a specific period of time.
21 (kk)(ii) "Salary schedule" means an official document
22 which contains a complete list of classes and their assigned
23 salary ranges.
24 <u>(11)(jj)</u> "Special category" means amounts appropriated
25 for a specific need or classification of expenditures.
26 (mm)(kk) "State agency" or "agency" means any
27 official, officer, commission, board, authority, council,
28 committee, or department of the executive branch of state
29 government. For purposes of this chapter and chapter 215,
30 "state agency" or "agency" includes state attorneys, public
31
9
CODING: Words stricken are deletions; words <u>underlined</u> are additions.

1998 Legislature

CS for SB 832, 1st Engrossed

defenders, the Capital Collateral Representative, and the 1 2 Justice Administrative Commission. 3 (nn)(11) "State revenue sharing" means statutory or 4 constitutional distributions to local units of government. 5 (oo) (mm) "Title of position," or "class of positions" 6 means the official name assigned to a position or class of 7 positions. 8 (pp)(nn) "Grants and Aids to Local Governments and 9 Nonprofit Organizations-Fixed Capital Outlay" means that appropriation category which includes: 10 Grants to local units of governments and nonprofit 11 1. 12 organizations for the acquisition of real property (land, buildings, including appurtenances, fixtures and fixed 13 14 equipment, structures, etc.); additions, replacements, major 15 repairs, and renovations to real property which materially extend its useful life or materially improve or change its 16 17 functional use; and operating capital outlay necessary to furnish and operate a new or improved facility; and 18 19 2. Grants to local units of government for their 20 respective infrastructure and growth management needs related to local government comprehensive plans. 21 22 23 Funds appropriated under this category may be advanced in part or in whole. 24 25 (qq) (oo) "Baseline data" means indicators of a state 26 agency's current performance level, pursuant to guidelines 27 established by the Executive Office of the Governor, in consultation with legislative appropriations and appropriate 28 29 substantive committees. (rr) (pp) "Outcome" means an indicator of the actual 30 31 impact or public benefit of a program. 10

1998 Legislature CS for SB 832, 1st Engrossed (ss)(qq) "Output" means the actual service or product 1 2 delivered by a state agency. 3 (tt)(rr) "Performance-based program budget" means a 4 budget that incorporates approved programs and performance 5 measures. (uu) (ss) "Performance measure" means a quantitative or 6 7 qualitative indicator used to assess state agency performance. 8 (vv)(tt) "Program" means a set of activities 9 undertaken in accordance with a plan of action organized to realize identifiable goals and objectives based on legislative 10 authorization. 11 12 (ww)(uu) "Standard" means the level of performance of 13 an outcome or output. 14 (xx) "Performance-based program appropriation" means 15 funds appropriated for a specific set of activities or classification of expenditure within an approved 16 17 performance-based program. (yy) "Performance ledger" means the official 18 compilation of information about state agency 19 20 performance-based programs and measures, including approved programs, approved outputs and outcomes, baseline data, 21 approved standards for each performance measure and any 22 23 approved adjustments thereto, as well as actual agency 24 performance for each measure. Section 2. Section 216.0166, Florida Statutes, is 25 26 amended to read: 216.0166 Submission by state agencies of 27 performance-based budget requests, programs, and performance 28 29 measures.--(1) Prior to September 1 October 15 of the fiscal year 30 prior to in which a state agency is required to submit a 31 11

1998 Legislature

performance-based program budget request pursuant to s. 1 2 216.0172, such state agency shall identify and submit to the 3 Executive Office of the Governor a list of proposed state 4 agency programs and performance measures. The agency may also 5 provide a list of statutes or rules affecting its performance 6 which may be addressed as incentives or disincentives for the 7 performance-based program budget. The list should be 8 accompanied by recommended legislation to implement the 9 requested changes for potential incentives.Such identification shall be conducted after discussion with 10 legislative appropriations and appropriate substantive 11 12 committees and shall be approved by the Executive Office of the Governor. State agencies selected by the Governor pursuant 13 14 to s. 216.0172(1) shall submit such lists prior to May 15, 1994. The Executive Office of the Governor, after discussion 15 with legislative appropriations and appropriate substantive 16 17 committees and the Office of Program Policy Analysis and Government Accountability, shall review the list of programs 18 19 and performance measures, may make any changes or require the 20 agency to resubmit the list, and shall make a final 21 recommendation of programs and associated performance measures 22 to the Legislature approve or disapprove a list within 60 30 23 days after of receipt, to be used in the preparation and submission of the state agency's final legislative budget 24 request pursuant to s. 216.023(5). The Executive Office of the 25 26 Governor may also recommend legislation to implement any or all of the proposed incentives. Agencies continuing under 27 performance-based program budgeting may provide as part of 28 29 their legislative budget request a list of statutes or rules affecting their program performance which may be addressed as 30 incentives or disincentives for the performance-based program 31 12

1998 Legislature CS for SB 832, 1st Engrossed budget. The Executive Office of the Governor shall provide 1 the approved program list to the Legislature. 2 (2) The following documentation shall accompany the 3 4 list of proposed programs and measures submitted by the state 5 agency: (a) The constitutional or statutory direction and 6 7 authority for each program. (b) Identification of the customers, clients, and 8 9 users of each program. 10 The purpose of each program or the benefit derived (C) by the customers, clients, and users of the program. 11 12 (d) Direct and indirect costs of each program. (e) Information on fees collected and the adequacy of 13 14 those fees in funding each program for which the fees are 15 collected. 16 (e) (f) An assessment of whether each program is 17 conducive to performance-based program budgeting. 18 (f)(g) An assessment of the time needed to develop 19 meaningful performance measures for each program. 20 (g) Any proposed legislation necessary to implement 21 the incentives or disincentives requested pursuant to this 22 subsection. 23 (h) A comparison of the agency's existing budget 24 structure to the proposed budget structure. 25 (i) A description of the use of performance measures 26 in agency decisionmaking, agency actions to allocate funds and 27 manage programs, and the agency strategic plan. 28 (3) The Executive Office of the Governor, after 29 discussion with legislative appropriations committees, appropriate substantive committees, and the Legislative 30 Auditing Committee, shall jointly develop instructions for the 31 13

1998 Legislature

development of performance measures for each program on the 1 list approved pursuant to this section and shall submit such 2 3 instructions to the state agencies prior to December 1 of the 4 fiscal year preceding the year in which a state agency is 5 required to submit a performance-based program budget request 6 pursuant to s. 216.0172. 7 (4) Prior to June 1, each state agency is required to submit to the executive Office of the Governor performance 8 9 measures for each program on the approved list required pursuant to subsection (1). State agencies shall also identify 10 (j) The outputs produced by each proposed approved 11 program, the outcomes resulting from each proposed approved 12 program, and baseline data associated with each performance 13 14 measure. Agencies must submit documentation for each output and outcome measure which explains the validity, reliability, 15 16 and appropriateness of each performance measure. Such documentation must be prepared by the agency in consultation 17 with its inspector general. Performance measures shall be 18 19 reviewed, after discussion with legislative appropriations and 20 appropriate substantive committees and the Office of Program Policy Analysis and Government Accountability, revised as 21 necessary, and approved or disapproved by the Executive Office 22 23 of the Governor within 30 days of receipt. For those state agencies selected by the Governor pursuant to s. 216.0172(1), 24 25 performance measures, outputs, outcomes, and baseline data 26 shall be submitted prior to July 1, 1994. (3) (5) The agency shall submit a performance-based 27 program legislative budget request pursuant to s. 216.0172, 28 29 using the programs and performance measures adopted by the 30 Legislature, or, if none are adopted, those recommended by the Executive Office of the Governor.Notwithstanding the 31

1998 Legislature

CS for SB 832, 1st Engrossed

programs, performance measures, and standards requested in 1 each state agency's final legislative budget request or the 2 Governor's budget recommendations, the Legislature shall have 3 4 final approval of all programs, performance measures, and 5 standards through the General Appropriations Act or 6 legislation implementing the General Appropriations Act. 7 (6) Each state agency shall submit documentation to 8 the Executive Office of the Governor regarding the validity, 9 reliability, and appropriateness of each performance measure. 10 In addition, each state agency shall indicate how the

11 performance measure relates to its strategic plan and how it 12 is used in management decisionmaking and other agency 13 processes.

(4) (4) (7) Annually, no later than 45 days after the 14 15 General Appropriations Act becomes law, state agencies may 16 submit to the Executive Office of the Governor any adjustments 17 to their performance standards based on the amounts appropriated for each program by the Legislature. When such 18 19 adjustment is made, all performance standards, including any adjustments made, shall be submitted to and reviewed and 20 revised as necessary by the Executive Office of the Governor, 21 and, upon approval, submitted to the Legislature pursuant to 22 23 the review and approval process provided in s. 216.177. The Executive Office of the Governor shall maintain both the 24 official record of adjustments to the performance standards as 25 26 part of the agency's approved operating budget and the 27 official performance ledger.

28 <u>(5)(8)</u> A state agency operating under a 29 performance-based program budget pursuant to s. 216.0172 shall 30 not have the authority to amend <u>approved</u> or <u>establish</u> programs 31 or performance measures. However, a state agency may propose

15

1998 Legislature

revisions a revision to the list of approved programs or 1 2 performance measures used in its legislative budget request. 3 Such revisions are revision is subject to review and approval 4 by the Executive Office of the Governor and the Legislature 5 and shall be submitted to the Executive Office of the Governor 6 prior to February 1 April 15 of the year in which the state 7 agency proposes intends to incorporate these changes into its 8 legislative budget request. The submission must include the 9 documentation required by s. 216.0166(2), where applicable. The Executive Office of the Governor shall have 30 days to 10 review act on the proposed revisions and make a recommendation 11 12 to the Legislature. All approved revisions must Revised performance measures, standards, and baseline data shall be 13 14 submitted along with the agency's preliminary legislative 15 budget request. Any new programs or performance measures 16 proposed by the agency must be submitted pursuant to s. 17 216.0166(1) and must include the documentation required by s. 18 216.0166(2), where applicable. 19 Section 3. Section 216.0172, Florida Statutes, is 20 amended to read: 21 216.0172 Schedule for submission of performance-based 22 program budgets. -- In order to implement the provisions of 23 chapter 94-249, Laws of Florida, state agencies shall submit performance-based program budget legislative budget requests 24 25 budgets for programs approved pursuant to s. 216.0166 to the 26 Executive Office of the Governor and the Legislature based on the following schedule: 27 28 (1) By September 1, 1994, for the 1995-1996 fiscal 29 year, two state agencies selected by the Governor, subject to 30 the review and approval process pursuant to s. 216.177. 31 16

```
ENROLLED
```

```
1998 Legislature
                                    CS for SB 832, 1st Engrossed
1
           (2) By September 1, 1995, for the 1996-1997 fiscal
2
   year:
3
               Department of Education (Community Colleges).
           (a)
4
           (b)
               Department of Health and Rehabilitative Services
5
    (Alcohol, Drug Abuse, Mental Health).
6
           (C)
               Department of Labor and Employment Security.
7
           (d) Department of Law Enforcement.
           (e) Department of Management Services.
8
9
           (f) Division of Retirement.
               By September 1, 1996, for the 1997-1998 fiscal
10
           (3)
11
   year, by the following:
12
           (a) Agency for Health Care Administration.
               Department of Education (State University System).
13
           (b)
14
           (c) Game and Fresh Water Fish Commission.
           (d) Department of Highway Safety and Motor Vehicles.
15
16
           (e) Department of Revenue.
17
           (f) Department of State.
18
               Department of Transportation.
           (g)
19
           (4)
               By September 1, 1997, for the 1998-1999 fiscal
20
   year, by the following:
21
               Department of Banking and Finance.
           (a)
22
               Department of Corrections.
           (b)
           (c) Department of Education (Public Schools).
23
           (d) Department of Environmental Protection.
24
25
           (e) Executive Office of the Governor.
26
           (f) Department of Children and Family Health and
27
   Rehabilitative Services.
28
           (g) Department of Legal Affairs.
29
           (h) Department of Juvenile Justice.
30
           (5) By September 1, 1998, for the 1999-2000 fiscal
   year, by the following:
31
                                  17
CODING: Words stricken are deletions; words underlined are additions.
```

1998 Legislature CS for SB 832, 1st Engrossed (a) Department of Agriculture and Consumer Services. 1 2 (b) Department of Commerce. 3 (b)(c) Department of Elderly Affairs. 4 (c)(d) Department of the Lottery. 5 (d)(e) Department of Military Affairs. 6 (6) By September 1, 1999, for the 2000-2001 fiscal 7 year, by the following: 8 (a) Division of Administrative Hearings. 9 (b) Department of Business and Professional 10 Regulation. (c) Parole and Probation Commission. 11 (d) Public Service Commission. 12 (e) Department of Health. 13 14 (f) Department of Education (all remaining programs). By September 1, 2000, for the 2001-2002 fiscal 15 (7) 16 year, by the following: (a) Department of Citrus. 17 (b) Department of Community Affairs. 18 19 (c) Department of Insurance. (d) Department of Veterans' Affairs. 20 21 (e) State attorneys. 22 (f) Public defenders. 23 (g) Justice Administrative Commission and capital 24 collateral counsel. 25 (8) Any new agency or portion thereof created after 26 September 1, 2000, shall submit a performance-based program budget request for programs approved pursuant to s. 216.0166 27 28 to the Executive Office of the Governor and the Legislature by 29 September 1 of the year following the creation of the agency 30 or portion thereof. 31 18

1998 Legislature

CS for SB 832, 1st Engrossed

(9) (9) (8) The schedule set forth in subsections (2) 1 2 through (7) may be amended by the Legislative Auditing 3 Committee, the General Appropriations Act, or upon the 4 recommendation of the Governor, which recommendation is 5 subject to the review and approval process provided in s. 6 216.177. 7 (10) Beginning in fiscal year 1998-1999, the Executive 8 Office of the Governor shall, for any agency that fails to 9 meet the requirements set forth in s. 216.0166 according to the schedule set forth in s. 216.0172 or within three years 10 thereafter, recommend programs and performance measures to the 11 12 Legislature on behalf of that agency. Section 4. Subsection (3) of section 216.0235, Florida 13 14 Statutes, is amended to read: 15 216.0235 Performance-based legislative program budget 16 requests to be furnished by agencies. --(3) The Executive Office of the Governor and the 17 18 legislative appropriations committees shall jointly develop 19 legislative program budget instructions from which each agency that has an approved program and the judicial branch, pursuant 20 to ss. 216.0166 and 216.043, shall prepare its legislative 21 22 program budget request. The program budget instructions must be consistent with s. 216.141 and must be transmitted to each 23 agency and to the judicial branch no later than June 15 of 24 each year. The budget instructions must also include 25 26 instructions for agencies in submitting performance measures and standards as required by s. 216.0166. In the event that 27 agreement cannot be reached between the Executive Office of 28 29 the Governor and the legislative appropriations committees 30 regarding legislative program budget instructions, the issue 31 19

1998 Legislature

shall be resolved by the Governor, the President of the 1 Senate, and the Speaker of the House of Representatives. 2 Section 5. Subsection (11) of section 216.031, Florida 3 4 Statutes, is amended and subsection (12) is added to that 5 section to read: 216.031 Budgets for operational expenditures.--A 6 7 legislative budget request, reflecting the independent 8 judgment of the head of the state agency, and of the Chief 9 Justice of the Supreme Court, with respect to the needs of the agency and the judicial branch for operational expenditures 10 during the next fiscal year, shall be submitted by each head 11 12 of a state agency and by the Chief Justice of the Supreme Court and shall contain the following: 13 14 (11) For performance-based program budgets, the 15 baseline data, outcome measures outcomes, output performance 16 measures, and standards for program measures current programs, 17 including justification for those programs in the format 18 required by the legislative budget instructions. 19 (12) A prioritized listing of planned expenditures for 20 review and possible reduction in the event of revenue 21 shortfalls, as provided for in s. 216.221. Such list shall be in the format provided in the planning and budgeting 22 23 instructions. 24 25 Either chair of a legislative appropriations committee, or the 26 Executive Office of the Governor for state agencies, may 27 require the agency or the Chief Justice to address major issues separate from those outlined in s. 216.023, this 28 29 section, and s. 216.043 for inclusion in the requests of the 30 agency or of the judicial branch. The issues shall be submitted to the agency no later than July 30 of each year and 31 20

1998 Legislature

CS for SB 832, 1st Engrossed

shall be displayed in its requests as provided in the budget 1 2 instructions. The Executive Office of the Governor may 3 request an agency, or the chair of the appropriations 4 committees of the Senate or House of Representatives may 5 request any agency or the judicial branch, to submit no later 6 than September 15 of each year a budget plan with respect to 7 targets established by the Governor or either chair. The 8 target budget shall require each entity to establish an order 9 of priorities for its budget issues and may include requests for multiple options for the budget issues. The target budget 10 may also require each entity to submit a program budget or a 11 12 performance-based budget in the format prescribed by the Executive Office of the Governor or either chair; provided, 13 14 however, the target budget format shall be compatible with the 15 planning and budgeting system requirements set out in s. 216.141. Such a request shall not influence the agencies' or 16 17 judicial branch's independent judgment in making legislative budget requests, as required by law. 18 19 Section 6. Subsection (4) of section 216.163, Florida 20 Statutes, is amended to read: 21 216.163 Governor's recommended budget; form and content; declaration of collective bargaining impasses .--22 (4) The Executive Office of the Governor shall review 23 the evaluation report required by s. 216.031(10) and the 24 findings of the Office of Program Policy Analysis and 25 26 Government Accountability, to the extent they are available, 27 request any reports or additional analyses as necessary, and submit a recommendation, pursuant to paragraph (2)(g) which 28 29 may include a recommendation regarding incentives or disincentives for agency performance. Incentives or 30 disincentives may apply to all or part of a state agency. 31 21

1998 Legislature

CS for SB 832, 1st Engrossed

(a) Incentives may include, but are not limited to: 1 2 1. Additional flexibility in budget management, such 3 as, but not limited to, the use of lump sums, special 4 categories, or performance-based program appropriation; consolidation of budget entities or program components; 5 6 consolidation of appropriation categories; and increased 7 agency transfer authority between appropriation categories or 8 budget entities. 9 2. Additional flexibility in salary rate and position 10 management. 3. Retention of up to 50 percent of all unexpended and 11 12 unencumbered balances of appropriations as of June 30, or undisbursed balances as of December 31, excluding special 13 14 categories and grants and aids, which may be used for nonrecurring purposes including, but not limited to, lump-sum 15 16 bonuses, employee training, or productivity enhancements, 17 including technology and other improvements. 18 Additional funds to be used for, but not limited 4. 19 to, lump-sum bonuses, employee training, or productivity enhancements, including technology and other improvements. 20 21 5. Additional funds provided pursuant to law to be released to an agency quarterly or incrementally contingent 22 23 upon the accomplishment of units of output or outcome specified in the General Appropriations Act. 24 (b) Disincentives may include, but are not limited to: 25 26 1. Mandatory quarterly reports to the Executive Office 27 of the Governor and the Legislature on the agency's progress 28 in meeting performance standards. 29 Mandatory quarterly appearances before the 2. 30 Legislature, the Governor, or the Governor and Cabinet to 31 22

1998 Legislature CS for SB 832, 1st Engrossed report on the agency's progress in meeting performance 1 2 standards. 3 3. Elimination or restructuring of the program, which 4 may include, but not be limited to transfer of the program or 5 outsourcing all or a portion of the program. 6 4. Reduction of total positions for a program. 7 5. Restriction on or reduction of the spending authority provided in s. 216.292(2) and (4)s. 216.292(2)(c). 8 9 6. Reduction of managerial salaries. Section 7. Section 216.167, Florida Statutes, is 10 11 amended to read: 216.167 Governor's recommendations.--The Governor's 12 13 recommendations shall include a financial schedule that 14 provides which shall provide: 15 The Governor's estimate of the recommended (1) recurring revenues available in the Budget Stabilization Fund, 16 17 in the Working Capital Fund, and the General Revenue Fund. (2) The Governor's estimate of the recommended 18 19 nonrecurring revenues available in the Budget Stabilization 20 Fund, in the Working Capital Fund, and the General Revenue 21 Fund. 22 (3) The Governor's recommended recurring and 23 nonrecurring appropriations from the Budget Stabilization Fund, the Working Capital Fund, and the General Revenue Fund. 24 25 (4) The Governor's estimates of any interfund loans or 26 temporary obligations of the Budget Stabilization Fund, the Working Capital Fund, or trust funds, which loans or 27 28 obligations are needed to implement his or her recommended 29 budget. 30 (5)(a) For any recommendation to be funded by a proposed state debt or obligation as defined in s. 216.0442, 31 23

1998 Legislature

the documents set forth in s. 216.0442(2) and a 5-year 1 estimate of the program operational costs associated with any 2 3 proposed fixed capital outlay project to be funded by the 4 proposed state debt or obligation. 5 (b) The Governor's estimates of the debt service and 6 reserve requirements for any recommended new bond issues or 7 reissues and his or her recommended debt service appropriations for all outstanding fixed capital outlay bond 8 9 issues. 10 Section 8. Subsection (2) of section 216.178, Florida Statutes, is amended to read: 11 12 216.178 General Appropriations Act; format; procedure; cost statement for new debt or obligation .--13 14 (2) Effective June 30, 1993, the Office of Planning 15 and Budgeting shall develop a final budget report that reflects the net appropriations for each budget item. 16 The 17 report shall reflect actual expenditures for each of the 2 preceding fiscal years and the estimated expenditures for the 18 19 current fiscal year. In addition, the report must contain the actual revenues and cash balances for the preceding 2 fiscal 20 years and the estimated revenues and cash balances for the 21 22 current fiscal year. The report may also contain expenditure 23 data, program objectives, and program measures for each state 24 agency program. The report must be produced by October 15 25 each year within 90 days after the beginning of the fiscal 26 year. A copy of the report must be made available to each 27 member of the Legislature, to the head of each state agency, to the Auditor General, and to the public. 28 29 Section 9. Section 216.292, Florida Statutes, is 30 amended to read: 31 216.292 Appropriations nontransferable; exceptions.--24

1998 Legislature

CS for SB 832, 1st Engrossed

(1)(a) Funds provided in the General Appropriations 1 2 Act or as otherwise expressly provided by law shall be 3 expended only for the purpose for which appropriated, except 4 that if deemed necessary such moneys may be transferred as 5 provided in subsections (3), and (4), and (5) when it is determined to be in the best interest of the state. 6 7 Appropriations for fixed capital outlay may not be expended for any other purpose, and appropriations may not be 8 9 transferred between state agencies, or between a state agency and the judicial branch, unless specifically authorized by 10 11 law. 12 (b) For the 1997-1998 fiscal year only, the Department of Children and Family Services and the Agency for Health Care 13 14 Administration may transfer general revenue funds as necessary 15 to comply with any provision of the General Appropriations Act that requires or specifically authorizes the transfer of 16 17 general revenue funds between these two agencies. This 18 paragraph is repealed on July 1, 1998. 19 (2) A lump sum appropriated for a performance-based 20 program must be distributed by the Governor for state agencies or the Chief Justice for the judicial branch into the 21 22 traditional expenditure categories in accordance with s. 23 216.181(5)(b)s. 216.181(4)(b). At any time during the year, the agency head or Chief Justice may transfer funds between 24 those categories with no limit on the amount of the transfer. 25 26 Authorized revisions of the original approved operating 27 budget, together with related changes, if any, must be 28 transmitted by the state agency or by the judicial branch to 29 the Executive Office of the Governor or the Chief Justice, the chairs of the legislative appropriations committees, the 30 Office of Program Policy Analysis and Government 31 25

1998 Legislature

Accountability, and the Auditor General. Such authorized 1 2 revisions shall be consistent with the intent of the approved 3 operating budget, shall be consistent with legislative policy 4 and intent, and shall not conflict with specific spending policies specified in the General Appropriations Act. The 5 6 Executive Office of the Governor shall forward a copy of the 7 revisions within 7 working days to the Comptroller for entry 8 in his or her records in the manner and format prescribed by 9 the Executive Office of the Governor in consultation with the 10 Comptroller. Authorized revisions of the original approved operating budget, together with related changes, if any, must 11 12 be transmitted by the state agency or by the judicial branch to the Comptroller for entry in his or her records in the 13 14 manner and format prescribed by the Executive Office of the Governor in consultation with the Comptroller. A copy of such 15 revisions shall be furnished, within 7 working days, to the 16 Executive Office of the Governor or the Chief Justice, the 17 chairs of the legislative appropriations committees, the 18 19 Office of Program Policy Analysis and Government Accountability, and the Auditor General.Such authorized 20 revisions shall be consistent with the intent of the approved 21 operating budget, shall be consistent with legislative policy 22 and intent, and shall not conflict with specific spending 23 policies specified in the General Appropriations Act. 24 Additionally, subsection (3) shall not apply to programs 25 26 operating under performance-based program budgeting where a lump sum was appropriated program-performance based budgets. 27 28 (3) The head of each department or the Chief Justice 29 of the Supreme Court, whenever it is deemed necessary by reason of changed conditions, may transfer appropriations 30 funded from identical funding sources, except appropriations 31 26

1998 Legislature

CS for SB 832, 1st Engrossed

for fixed capital outlay, and transfer the amounts included 1 within the total original approved budget and releases as 2 3 furnished pursuant to ss. 216.181 and 216.192, as follows: 4 (a) Between categories of appropriations within a 5 budget entity, if no category of appropriation is increased or decreased by more than 5 percent of the original approved 6 7 budget or \$25,000, whichever is greater, by all action taken 8 under this subsection. 9 (b) Additionally, between budget entities within 10 identical categories of appropriations, if no category of appropriation is increased or decreased by more than 5 percent 11 12 of the original approved budget or \$25,000, whichever is greater, by all action taken under this subsection. 13 14 (c) Such authorized revisions must be consistent with 15 the intent of the approved operating budget, must be consistent with legislative policy and intent, and must not 16 17 conflict with specific spending policies specified in the 18 General Appropriations Act. 19 20 Such authorized revisions, together with related changes, if any, in the plan for release of appropriations, shall be 21 22 transmitted by the state agency or by the judicial branch to 23 the Comptroller for entry in the Comptroller's records in the manner and format prescribed by the Executive Office of the 24 Governor in consultation with the Comptroller. A copy of such 25 26 revision shall be furnished to the Executive Office of the Governor or the Chief Justice, the chairs of the legislative 27 committees, and the Auditor General. 28 29 (4) The head of each department or the Chief Justice of the Supreme Court, whenever it is deemed necessary by 30 reason of changed conditions, may transfer funds, positions, 31 27

1998 Legislature

CS for SB 832, 1st Engrossed

and salary rate within and between program budget entities 1 2 with performance-based program appropriations as defined in s. 3 216.011(1)(xx). Such transfers may include appropriations from 4 any operating category, except appropriations for fixed 5 capital outlay. However, the total program funds, positions, and salary rate shall not be increased or decreased by more б 7 than 5 percent by all action taken under this section. Authorized revisions of the original approved operating 8 9 budget, together with related changes, if any, must be transmitted by the state agency or by the judicial branch to 10 the Executive Office of the Governor or the Chief Justice, the 11 12 chairs of the legislative appropriations committees, the Office of Program Policy Analysis and Government 13 14 Accountability, and the Auditor General. Such authorized 15 revisions shall be consistent with legislative policy and intent, and shall not conflict with specific spending policies 16 17 specified in the General Appropriations Act. The Executive Office of the Governor shall forward a copy of the revisions 18 19 within 7 working days to the Comptroller for entry in his or 20 her records in the manner and format prescribed by the Executive Office of the Governor in consultation with the 21 22 Comptroller. 23 (5)(4)(a) Transfers of appropriations for operations from the General Revenue Fund in excess of those provided in 24 subsections subsection (3) and (4) but within a state agency 25 26 or within the judicial branch may be authorized by the commission for the executive branch and the Chief Justice for 27 the judicial branch, pursuant to the request of the agency 28 29 filed with the Executive Office of the Governor, or pursuant to the request of an entity of the judicial branch filed with 30 the Chief Justice of the Supreme Court, if deemed necessary 31

28

1998 Legislature

CS for SB 832, 1st Engrossed

and in the best interest of the state and consistent with
 legislative policy and intent. The provisions of this
 paragraph are subject to the notice, review, and objection
 procedures set forth in s. 216.177.

5 (b) When an appropriation for a named fixed capital 6 outlay project is found to be in excess of that needed to 7 complete that project, at the request of the Executive Office of the Governor for state agencies or the Chief Justice of the 8 9 Supreme Court for the judicial branch the excess may be transferred, with the approval of the commission or the Chief 10 Justice, to another project for which there has been an 11 12 appropriation in the same fiscal year from the same fund and within the same department where a deficiency is found to 13 14 exist. Further, a fixed capital outlay project may not be 15 initiated without a specific legislative appropriation, nor 16 may the scope of a fixed capital outlay project be changed by 17 the transfer of funds. The provisions of this paragraph are subject to the notice, review, and objection procedures set 18 19 forth in s. 216.177.

20 (6)(5) Upon request of a department to, and approval 21 by, the Comptroller, funds appropriated may be transferred to 22 accounts established for disbursement purposes upon release of 23 such appropriation. Such transfer may only be made to the 24 same appropriation category and the same funding source from 25 which the funds are transferred.

26 <u>(7)(6)</u> Any transfers from the Working Capital Fund to 27 the General Revenue Fund may be approved provided such 28 transfers were identified or contemplated by the Legislature 29 in the original approved budget.

30 <u>(8)(7)(a)</u> Should any state agency or the judicial 31 branch become more than 90 days delinquent on reimbursements

29

1998 Legislature

1 due to the Unemployment Compensation Trust Fund, the 2 Department of Labor and Employment Security shall certify to 3 the Comptroller the amount due; and the Comptroller shall 4 transfer the amount due to the Unemployment Compensation Trust 5 Fund from any funds of the agency available.

(b) Should any state agency or the judicial branch
become more than 90 days delinquent in paying the Division of
Risk Management of the Department of Insurance for insurance
coverage, the Department of Insurance may certify to the
Comptroller the amount due; and the Comptroller shall transfer
the amount due to the Division of Risk Management from any
funds of the agency or the judicial branch available.

13 (9)(8) Moneys appropriated in the General 14 Appropriations Act for the purpose of paying for services 15 provided by the state communications system in the Division of Communications of the Department of Management Services shall 16 17 be paid by the user agencies, or the judicial branch, within 45 days after the billing date. Billed amounts not paid by 18 19 the user agencies, or by the judicial branch, shall be transferred by the Comptroller from the user agencies to the 20 Communications Working Capital Trust Fund. 21

22 <u>(10)(9)</u> The Comptroller shall report all such 23 transfers and the reasons for such transfers to the 24 legislative appropriations committees.

25 <u>(11)(10)</u> Where any reorganization has been authorized 26 by the Legislature and the necessary adjustments of 27 appropriations and positions have not been provided in the 28 General Appropriations Act, the Administration Commission may 29 approve, consistent with legislative policy and intent, the 30 necessary transfers to accomplish the purposes of such 31 reorganization within state agencies. The Chief Justice of

30

```
1998 Legislature
```

CS for SB 832, 1st Engrossed

the Supreme Court may approve such transfers for the judicial
 branch.

3 Section 10. Subsection (2) of section 186.022, Florida4 Statutes, is amended to read:

5 186.022 State agency strategic plans; preparation,6 form, and review.--

7 (2) Each agency strategic plan must be in a form and 8 manner prescribed in written instructions prepared by the 9 Executive Office of the Governor after consultation with the President of the Senate and the Speaker of the House of 10 Representatives. Each agency strategic plan must identify the 11 12 specific legislative authority necessary to implement the 13 provisions of the plan. An agency may only implement those 14 portions of its strategic plan that are consistent with 15 existing statutory or constitutional authority and for which funding, if needed, is available consistent with the 16 17 provisions of chapter 216. An agency's budget request 18 prescribed in s. 216.023(1) shall identify the financial 19 resources necessary to further the provisions of the agency's strategic plan. Performance measures, as defined in s. 216.011 20 21 and proposed by the agency pursuant to s. 216.0166(1), must be consistent with the objectives in the draft agency strategic 22 23 plan and shall represent 1-year implementation efforts 24 necessary to meet the 5-year agency strategic plan objectives. State agency strategic plans shall be amended by the agency, 25 26 as necessary, to ensure consistency with the legislative 27 actions prior to the effective date of the agency strategic 28 plan. 29 Section 11. Subsection (8) of section 121.051, Florida 30 Statutes, is amended to read: 31 121.051 Participation in the system.--31

1998 Legislature

CS for SB 832, 1st Engrossed

(8) DIVISION OF REHABILITATION AND LIQUIDATION 1 2 EMPLOYEES MEMBERSHIP. -- Effective July 1, 1994, the regular 3 receivership employees of the Division of Rehabilitation and 4 Liquidation who are assigned to established positions and are 5 subject to established rules and regulations regarding 6 discipline, pay, classification, and time and attendance are 7 hereby declared to be state employees within the meaning of 8 this chapter and shall be compulsory members in compliance 9 with this chapter, the provisions of s. 216.011(1)(z)2.s. $\frac{216.011(1)(x)2.}{x}$, notwithstanding. Employment performed before 10 July 1, 1994, as such a receivership employee may be claimed 11 12 as creditable retirement service upon payment by the employee or employer of contributions required in s. 121.081(1), as 13 14 applicable for the period claimed. 15 Section 12. Section 215.32, Florida Statutes, is 16 amended to read: 17 215.32 State funds; segregation.--18 (1) All moneys received by the state shall be 19 deposited in the State Treasury unless specifically provided 20 otherwise by law and shall be deposited in and accounted for by the Treasurer and the Department of Banking and Finance 21 22 within the following funds, which funds are hereby created and 23 established: (a) General Revenue Fund. 24 (b) Trust funds. 25 26 (c) Working Capital Fund. 27 (d) Budget Stabilization Fund. 28 (2) The source and use of each of these funds shall be 29 as follows: 30 The General Revenue Fund shall consist of all (a) moneys received by the state from every source whatsoever, 31 32 CODING: Words stricken are deletions; words underlined are additions.

1998 Legislature

CS for SB 832, 1st Engrossed

except as provided in paragraphs (b) and (c). Such moneys 1 2 shall be expended pursuant to General Revenue Fund 3 appropriations acts or transferred as provided in paragraph 4 (c). Annually, at least 5 percent of the estimated increase in General Revenue Fund receipts for the upcoming fiscal year 5 over the current year General Revenue Fund effective 6 7 appropriations shall be appropriated for state-level capital 8 outlay, including infrastructure improvement and general 9 renovation, maintenance, and repairs.

(b)1. The trust funds shall consist of moneys received 10 by the state which under law or under trust agreement are 11 12 segregated for a purpose authorized by law. The state agency or branch of state government receiving or collecting such 13 14 moneys shall be responsible for their proper expenditure as 15 provided by law. Upon the request of the state agency or branch of state government responsible for the administration 16 17 of the trust fund, the Comptroller may establish accounts within the trust fund at a level considered deemed necessary 18 19 for proper accountability. Once an account is established within a trust fund, the Comptroller may shall authorize 20 payment from that account only upon determining that there is 21 sufficient cash and releases at the level of the account. 22

In order to maintain a minimum number of trust 23 2. funds in the State Treasury, each state agency or the judicial 24 branch may consolidate, if permitted under the terms and 25 26 conditions of their receipt, the trust funds administered by 27 it; provided, however, the agency or judicial branch employs effectively a uniform system of accounts sufficient to 28 preserve the integrity of such trust funds; and provided, 29 further, that consolidation of trust funds is approved by the 30 Administration Commission or the Chief Justice. 31

33

1998 Legislature

CS for SB 832, 1st Engrossed

3. All such moneys are hereby appropriated to be expended in accordance with the law or trust agreement under which they were received, subject always to the provisions of chapter 216 relating to the appropriation of funds and to the applicable laws relating to the deposit or expenditure of moneys in the State Treasury.

4.a. Notwithstanding any provision of law restricting
the use of trust funds to specific purposes, unappropriated
cash balances from selected trust funds may be authorized by
the Legislature for transfer to the <u>Budget Stabilization and</u>
Working Capital Fund in the General Appropriations Act.

12 b. The provisions of This subparagraph does shall not apply to trust funds required by federal programs or mandates; 13 14 trust funds established for bond covenants, indentures, or 15 resolutions whose revenues are legally pledged by the state or public body to meet debt service or other financial 16 17 requirements of any debt obligations of the state or any 18 public body; the State Transportation Trust Fund; the trust 19 fund containing the net annual proceeds from the Florida Education Lotteries; the Florida Retirement Trust Fund; trust 20 funds under the management of the Board of Regents, where such 21 trust funds are for auxiliary enterprises, self-insurance, and 22 23 contracts, grants, and donations, as those terms are defined by general law; trust funds that serve as clearing funds or 24 accounts for the Comptroller or state agencies; trust funds 25 26 that account for assets held by the state in a trustee 27 capacity as an agent or fiduciary for individuals, private organizations, or other governmental units; and other trust 28 29 funds authorized by the State Constitution. 30 (c)1. The Budget Stabilization Fund shall consist of

31

amounts equal to at least 5 percent of net revenue collections

1998 Legislature

CS for SB 832, 1st Engrossed

for the General Revenue Fund during the last completed fiscal 1 2 year. The Budget Stabilization Fund's principal balance shall 3 not exceed an amount equal to 10 percent of the last completed 4 fiscal year's net revenue collections for the General Revenue 5 Fund. As used in this paragraph, the term "last completed 6 fiscal year" means the most recently completed fiscal year 7 prior to the regular legislative session at which the 8 Legislature considers the General Appropriations Act for the 9 year in which the transfer to the Budget Stabilization Fund must be made under this paragraph. 10 2. By September 15 of each year, the Governor shall 11 12 authorize the Comptroller to transfer, and the Comptroller shall transfer pursuant to appropriations made by law, to the 13 14 Budget Stabilization Fund the amount of money needed for the balance of that fund to equal the amount specified in 15 subparagraph 1., less any amounts expended and not restored. 16 17 The moneys needed for this transfer may be appropriated by the Legislature from any funds. 18 19 3. Unless otherwise provided in this subparagraph, an 20 expenditure from the Budget Stabilization Fund must be 21 restored pursuant to a restoration schedule that provides for making five equal annual transfers from the General Revenue 22 23 Fund, beginning in the fiscal year following that in which the expenditure was made. For any Budget Stabilization Fund 24 expenditure, the Legislature may establish by law a different 25 26 restoration schedule and such change may be made at any time during the restoration period. Moneys are hereby appropriated 27 for transfers pursuant to this subparagraph. 28 29 The Budget Stabilization Fund and the Working 30 Capital Fund may be used as revolving funds for transfers as 31 35

1998 Legislature

CS for SB 832, 1st Engrossed

provided in s. 18.125; however, any interest earned must be 1 2 deposited in the General Revenue Fund. 3 The Working Capital Fund shall consist of moneys (d) 4 in the General Revenue Fund which are in excess of the amount 5 needed to meet General Revenue Fund appropriations for the 6 current fiscal year. Each year, no later than the publishing 7 date of the annual financial statements for the state by the Comptroller under s. 216.102, funds shall be transferred 8 between the Working Capital Fund and the General Revenue Fund 9 to establish the balance of the Working Capital Fund for that 10 fiscal year at the amount determined pursuant to this 11 12 paragraph. 1. The amount of moneys in the General Revenue Fund 13 14 shall be determined at the beginning of the fiscal year based on the Revenue Estimating Conference's estimate of funds 15 available. This amount shall be adjusted upon determination 16 17 of the previous year's appropriations which remain unspent 18 after certifications are completed pursuant to s. 216.301. 19 2. The Working Capital Fund shall consist of an 20 amount, not more than 10 percent of the amount of net revenue 21 of the General Revenue Fund for the preceding fiscal year, which accrues from moneys in the General Revenue Fund which 22 are in excess of the amount needed to meet the General Revenue 23 Fund appropriations acts. The Legislature shall have as a goal 24 that the Working Capital Fund for fiscal year 1994-1995 have 25 26 not less than 2 percent of the amount of net revenue of the General Revenue Fund for the preceding fiscal year, that the 27 28 Working Capital Fund for fiscal year 1995-1996 have not less 29 than 3 percent of the amount of net revenue of the General 30 Revenue Fund for the preceding fiscal year, that the Working Capital Fund for fiscal year 1996-1997 have not less than 4 31 36

percent of the amount of net revenue of the General Revenue 1 Fund for the preceding fiscal year, and that the Working 2 Capital Fund for fiscal year 1997-1998 and each fiscal year 3 4 thereafter have not less than 5 percent of the amount of net 5 revenue of the General Revenue Fund for the preceding fiscal year. By September 15 of each year, the Executive Office of б 7 the Governor shall transfer the excess funds that are in the General Revenue Fund to the Working Capital Fund. Whenever the 8 9 Governor determines that revenue collections in the General Revenue Fund will be insufficient to meet General Revenue Fund 10 appropriations, he or she shall certify the amount of the 11 12 deficit and transfer up to the amount specified in the General Appropriations Act from the Working Capital Fund to the 13 14 General Revenue Fund pursuant to s. 216.221. When not required 15 to meet General Revenue Fund appropriations, such moneys shall be used as a revolving fund for transfers as provided by s. 16 17 215.18; and when the Comptroller determines that such moneys are not needed for either type of transfer, they may be 18 19 temporarily invested as provided in s. 18.125. 20 3. The provisions of subparagraph 1. notwithstanding, the Comptroller shall pay from the Working Capital Fund such 21 claims as are authorized pursuant to s. 265.55. 22 23 Section 13. Subsections (2), (5), and (7) of section 216.221, Florida Statutes, are amended to read: 24 216.221 Appropriations as maximum appropriations; 25 26 adjustment of budgets to avoid or eliminate deficits .--27 (2) The Legislature shall annually provide direction in the General Appropriations Act regarding use of the Budget 28 29 Stabilization Fund and Working Capital Fund to offset General 30 Revenue Fund deficits. 31 37

1998 Legislature

CS for SB 832, 1st Engrossed

(5)(a) If, in the opinion of the Governor, after 1 2 consultation with the Revenue Estimating Conference, a deficit 3 will occur in the General Revenue Fund, he or she shall so 4 certify to the commission and to the Chief Justice of the 5 Supreme Court. No more than 30 days after certifying that a 6 deficit will occur in the General Revenue Fund, the Governor 7 shall develop for the executive branch, and the Chief Justice 8 of the Supreme Court shall develop for the judicial branch, 9 and provide to the commission and to the Legislature plans of action to eliminate the deficit. 10 In developing a plan of action to prevent deficits 11 (b) 12 in accordance with subsection (7), the Governor and Chief Justice shall, to the extent possible, preserve legislative 13 14 policy and intent, and, absent any specific direction to the 15 contrary in the General Appropriations Act, the Governor and 16 Chief Justice shall comply with the following guidelines for 17 reductions in the approved operating budgets of the executive branch and the judicial branch: 18 19 1. Entire statewide programs previously established by 20 the Legislature should not be eliminated. 21 2. Education budgets should not be reduced more than 22 provided for in s. 215.16(2). 23 The use of nonrecurring funds to solve recurring 3. deficits should be minimized. 24 4. Newly created programs that are not fully 25 26 implemented and programs with critical audits should receive first consideration for reductions. 27 28 5. No agencies or branches of government receiving 29 appropriations should be exempt from reductions. When reductions in positions are required, the 30 6. 31 focus should be initially on vacant positions. 38 CODING: Words stricken are deletions; words underlined are additions.

1998 Legislature

Any reductions applied to all agencies and branches 1 7. 2 should be uniformly applied. 8. Reductions that would cause substantial losses of 3 4 federal funds should be minimized. 5 9. To the greatest extent possible, across-the-board, 6 prorated reductions should be considered. 7 10. Reductions to statewide programs should occur only 8 after review of programs that provide only local benefits. 9 11. Reductions in administrative and support functions should be considered before reductions in direct-support 10 11 services. 12 12. Maximum reductions should be considered in budgets 13 for expenses including travel and in budgets for equipment 14 replacement, outside consultants, and contracts. Reductions in salaries for elected state officials 15 13. should be considered. 16 17 14. Reductions that adversely affect the public health, safety, and welfare should be minimized. 18 19 15. The Budget Stabilization Fund Working Capital Fund 20 should not be reduced to a level that would impair the 21 financial stability of this state. 22 16. Reductions in programs that are traditionally 23 funded by the private sector and that may be assumed by private enterprise should be considered. 24 25 17. Reductions in programs that are duplicated among 26 state agencies or branches of government should be considered. (7) Deficits in the General Revenue Fund that do not 27 meet the amounts specified by subsection (6) shall be resolved 28 29 by the commission for the executive branch and the Chief Justice of the Supreme Court for the judicial branch. The 30 commission and Chief Justice shall implement any directions 31 39 CODING: Words stricken are deletions; words underlined are additions.

1998 Legislature

provided in the General Appropriations Act related to 1 2 eliminating deficits and to reducing reduce agency and 3 judicial branch budgets, including the use of those 4 legislative appropriations voluntarily placed in reserve. In 5 addition, the commission shall implement any directions in the General Appropriations Act relating to the resolution of use 6 7 of the Working Capital Fund in deficit situations. When 8 reducing state agency or judicial branch budgets, the 9 commission or the Chief Justice, respectively, shall use the guidelines prescribed in subsection (5). The Executive Office 10 of the Governor for the commission, and the Chief Justice for 11 12 the judicial branch, shall implement the deficit reduction plans through amendments to the approved operating budgets in 13 14 accordance with s. 216.181. 15 Section 14. Subsections (1) and (2) of section 252.37, Florida Statutes, are amended to read: 16 17 252.37 Financing.--18 (1) It is the intent of The Legislature intends and 19 declares it declared to be the policy of the state that funds 20 to be prepared for and meet emergencies shall always be 21 available. 22 (2) It is the legislative intent that the first 23 recourse shall be made to funds regularly appropriated to state and local agencies. If the Governor finds that the 24 25 demands placed upon these funds in coping with a particular 26 disaster are unreasonably great, she or he may make funds 27 available by transferring and expending moneys appropriated for other purposes, by transferring and expending moneys or 28 29 out of any unappropriated surplus funds, or from the Budget 30 Stabilization Fund or Working Capital Fund. 31 40

1998 Legislature

CS for SB 832, 1st Engrossed

Section 15. Paragraph (b) of subsection (2) of section 1 2 20.055, Florida Statutes, is amended to read: 3 20.055 Agency inspectors general.--4 (2) The Office of Inspector General is hereby 5 established in each state agency to provide a central point 6 for coordination of and responsibility for activities that 7 promote accountability, integrity, and efficiency in government. It shall be the duty and responsibility of each 8 9 inspector general, with respect to the state agency in which the office is established, to: 10 (b) Assess the reliability and validity of the 11 12 information provided by the state agency on performance measures and standards, and make recommendations for 13 14 improvement, if necessary, prior to submission of those measures and standards to the Executive Office of the Governor 15 pursuant to s. 216.0166(1). 16 17 Section 16. Subsection (3) of section 212.081, Florida Statutes, and subsection (5) of section 186.021, Florida 18 19 Statutes, are repealed. 20 Section 17. Subsection (1) of section 186.021, Florida Statutes, is amended to read: 21 22 186.021 State agency strategic plans.--23 (1) A state agency strategic plan shall be a statement of the priority directions an agency will take to carry out 24 its mission within the context of the state comprehensive plan 25 26 and any other statutory mandates and authorizations given to 27 the agency. Each state agency strategic plan must identify infrastructure needs, capital improvement needs, and 28 29 information resources management projects or initiatives that involve more than one agency, that have an outcome that 30 impacts another agency, or that exceed \$500,000 in total cost 31 41 CODING: Words stricken are deletions; words underlined are additions.

1998 Legislature

CS for SB 832, 1st Engrossed

over a 1-year period, except for those projects that are a 1 2 continuation of hardware or software maintenance or software 3 licensing agreements, or that are for desktop replacement that 4 is similar to the technology currently in use. Each agency 5 strategic plan shall specify those objectives against which will be judged the agency's achievement of its goals and the б 7 goals of the state comprehensive plan. The state agency 8 strategic plan shall be consistent with and shall further the 9 goals of the state comprehensive plan. Section 18. Subsection (4) of section 216.181, Florida 10 Statutes, is amended to read: 11 12 216.181 Approved budgets for operations and fixed 13 capital outlay .--14 (4) All amendments to the original approved operating 15 budgets, regardless of funding source, are subject to the 16 notice and review procedures set forth in s. 216.177 and must 17 be approved by the Governor and Administration Commission as provided in this chapter for the executive branch and the 18 19 Chief Justice for the judicial branch if the amendment is for an information resources management project or initiative that 20 involves more than one agency, has an outcome that impacts 21 another agency, or exceeds \$500,000 in total cost over a 22 1-year period, except for those projects that are a 23 continuation of hardware or software maintenance or software 24 licensing agreements, or that are for desktop replacement that 25 26 is similar to the technology currently in use. 27 Section 19. Subsection (9) of section 186.022, Florida Statutes, is amended to read: 28 29 186.022 State agency strategic plans; preparation, 30 form, and review. --31 42

CS for SB 832, 1st Engrossed

1998 Legislature

1 (8) Each agency shall submit by September 1 of each 2 year an annual performance report to the Executive Office of 3 the Governor, with copies to the President of the Senate, the 4 Speaker of the House of Representatives, and the Auditor 5 General. The purpose of this report is to evaluate the 6 attainment of the agency objectives in the agency strategic 7 plan.

8 (9) By March 1 of each year, the Geographic 9 Information Board, the Financial Management Information Board, the Criminal and Juvenile Justice Information Systems Council, 10 and the Health Information Systems Council shall each develop 11 12 a strategic plan following the general statutory requirements 13 that are applicable to agencies pursuant to s. 186.021(1), 14 (2), and (3). The strategic plan shall be subject to the 15 requirements, and the review and approval processes, set forth in subsections (2) through (8), with the following 16 17 exceptions:

(a) The Executive Office of the Governor, after
consultation with the President of the Senate and the Speaker
of the House of Representatives, may prescribe a specific
format and content for the strategic plans of coordinating
boards and councils.

23 (b) The time periods for review and return of any required strategic plan revisions, incorporation of such 24 revisions by the boards or councils, and resolution of 25 26 disputes shall be established by the Executive Office of the 27 Governor, after consultation with the President of the Senate and the Speaker of the House of Representatives. 28 29 Section 20. Subsection (1) of section 282.3063, 30 Florida Statutes, is amended to read:

31

1998 Legislature

CS for SB 832, 1st Engrossed

282.3063 Agency Annual Information Resources 1 2 Management Report. --3 (1) By September 1 November 1 of each year, and for 4 the State University System within 90 days after completion of 5 the expenditure analysis developed pursuant to s. 240.271(4), 6 each Chief Information Officer shall prepare and submit to the 7 State Technology Office an Agency Annual Information Resources Management Report. Following consultation with the State 8 9 Technology Council and the Chief Information Officers Council, the Executive Office of the Governor and the fiscal committees 10 of the Legislature shall jointly develop and issue 11 12 instructions for the format and contents of the report. Section 21. Subsections (1) and (2) of section 13 14 282.310, Florida Statutes, are amended to read: 15 282.310 State Annual Report on Information Resources 16 Management. --17 (1) By January 15 March 1 of each year, the State Technology Office shall develop a State Annual Report on 18 19 Information Resources Management. 20 (2) The State Annual Report on Information Resources Management shall contain, at a minimum, the following: 21 (a) The state vision for information resources 22 23 management. (b) A forecast of the state information resources 24 management priorities and initiatives for the ensuing 2 years. 25 26 (c) A summary of major statewide policies recommended 27 by the State Technology Council for information resources management. 28 29 (d) A summary of memoranda issued by the Executive 30 Office of the Governor. 31 44

1998 Legislature

CS for SB 832, 1st Engrossed

1 (e) An assessment of the overall progress on state 2 information resources management initiatives and priorities 3 for the past fiscal year. 4 (f) A summary of major statewide issues related to 5 improving information resources management by the state. 6 (g) An inventory list, by major categories, of state 7 information technology resources. 8 (h) A summary of the total expenditures for 9 information resources management by each state agency. (i) A summary of the opportunities for government 10 agencies or entities to share information resources management 11 12 projects or initiatives with other governmental or private 13 sector entities. 14 (j) A list of the information resources management issues that have been identified as statewide or critical 15 16 issues for which the State Technology Council could provide 17 leadership or assistance. 18 19 The state annual report shall also include information resources management information from the annual reports 20 prepared by the Board of Regents for the State University 21 System, from the State Board of Community Colleges for the 22 23 State Community College System, from the Supreme Court for the judicial branch, and from the Justice Administrative 24 25 Commission on behalf of the each state attorneys attorney and 26 public defenders defender. Expenditure information shall be 27 taken from each agency's annual report as well as the annual 28 reports of the Board of Regents, the State Board of Community 29 Colleges, the Supreme Court, and the Justice Administrative Commission the state attorneys, and the public defenders. 30 31 45

1998 Legislature CS for SB 832, 1st Engrossed Section 22. Subsection (3) of section 282.3091, 1 2 Florida Statutes, is amended to read: 3 282.3091 State Technology Council; creation .--4 (3) The council shall be composed of nine members as 5 follows: 6 (a) The director of the Governor's Office of Planning 7 and Budgeting, who shall serve as chair of the council. (b) The Comptroller. 8 (c) The Commissioner of Education. 9 (d) The Secretary of State. 10 The secretary of the Department of Management 11 (e) 12 Services. 13 (f) Two state agency heads appointed by the Governor. 14 (g) Two private sector representatives, one appointed 15 by the Speaker of the House of Representatives and one 16 appointed by the President of the Senate, who are not current 17 members of the Legislature. Private sector representatives shall, at a minimum, have a general knowledge of or experience 18 19 in managing information technology resources. However, representatives of information technology resource vendors or 20 any of their subsidiaries that sell products or services to 21 22 the state shall not be appointed to serve as a private sector 23 representative. 24 25 Members may appoint designees to serve on their behalf; 26 however, such designees must be in a position that reports 27 directly to the member. 28 Section 23. Section 282.322, Florida Statutes, is 29 amended to read: 282.322 Special monitoring process for designated 30 31 information resources management projects. -- For each 46

1998 Legislature

CS for SB 832, 1st Engrossed

information resources management project which is designated 1 for special monitoring in the General Appropriations Act, with 2 3 a proviso requiring a contract with a project monitor, the 4 Technology Review Workgroup established pursuant to s. 5 216.0446, in consultation with each affected agency, shall be responsible for contracting with the project monitor. Upon 6 7 contract award, funds equal to the contract amount shall be transferred to the Technology Review Workgroup upon request 8 9 and subsequent approval of a budget amendment pursuant to s. 216.292. With the concurrence of the Legislative Auditing 10 Committee, the office of the Auditor General shall be the 11 12 project monitor for other projects designated for special monitoring. However, nothing in this section precludes the 13 14 Auditor General from conducting such monitoring on any project designated for special monitoring. In addition to monitoring 15 and reporting on significant communications between a 16 17 contracting agency and the appropriate federal authorities, the project monitoring process shall consist of evaluating 18 19 each major stage of the designated project to determine whether the deliverables have been satisfied and to assess the 20 level of risks associated with proceeding to the next stage of 21 22 the project. The major stages of each designated project shall 23 be determined based on the agency's information systems development methodology. At the end of each quarter and within 24 20 days after an agency has completed a major stage of its 25 26 designated project, the project monitor shall issue a written 27 report, including the findings and recommendations for correcting deficiencies, to the agency head, for review and 28 29 comment. Within 20 days after receipt of the project monitor's report, the agency head shall submit a written statement of 30 explanation or rebuttal concerning the findings and 31

47

1998 Legislature

recommendations of the project monitor, including any 1 corrective action to be taken by the agency. The project 2 3 monitor shall include the agency's statement in its final 4 report, which shall be forwarded, within 7 days after receipt 5 of the agency's statement, to the agency head, the inspector general's office of the agency, the Executive Office of the 6 7 Governor, the appropriations committees of the Legislature, the Joint Legislative Auditing Committee, the Technology 8 9 Review Workgroup, the President of the Senate, the Speaker of 10 the House of Representatives, and the Office of Program Policy Analysis and Government Accountability Legislative Information 11 12 Technology Resource Committee. The Auditor General shall also 13 receive a copy of the project monitor's report for those 14 projects in which the Auditor General is not the project 15 monitor. 16 Section 24. Subsections (3), (5), (7), and (8) of 17 section 282.404, Florida Statutes, are amended to read: 18 282.404 Geographic information board; definition;

19 membership; creation; duties; advisory council; membership; 20 duties.--

21 The board consists of the Director of Planning and (3) Budgeting within the Executive Office of the Governor, the 22 executive director of the Game and Fresh Water Fish 23 Commission, the executive director of the Department of 24 Revenue, and the State Cadastral Surveyor, as defined in s. 25 26 177.503, or their designees, and the heads of the following 27 agencies, or their designees: the Department of Agriculture and Consumer Services, the Department of Community Affairs, 28 29 the Department of Environmental Protection, the Department of Transportation, and the Board of Professional Surveyors and 30 Mappers. The Governor shall appoint to the board one member 31

1998 Legislature

CS for SB 832, 1st Engrossed

each to represent the counties, municipalities, regional 1 planning councils, water management districts, and county 2 3 property appraisers. The Governor shall initially appoint two 4 members to serve 2-year terms and three members to serve 5 4-year terms. Thereafter, the terms of all appointed members must be 4 years and the terms must be staggered. Members may 6 7 be appointed to successive terms and incumbent members may continue to serve the board until a new appointment is made. 8 9 The chair of the Geographic Information Advisory Council shall 10 serve without voting rights as an ex officio member on the board. 11 12 (5) The board shall: Promote the sharing of geographic information 13 (a) 14 between the public sector and the private sector; 15 (b) Conduct a periodic assessments assessment of geographic information and geographic information systems in 16 17 this state to identify geographic information management activities and available resources in this state; 18 19 (c) Increase efficiency and reduce costs redundancy of 20 data acquisition by promoting the coordination of geographic information activities, including, but not limited to, 21 development and maintenance of a data directory in which 22 23 geographic information is cataloged data collection; (d) Promote consistency of data elements by 24 25 establishing standard data definitions and formats; 26 (e) Promote the adoption and use of standards that 27 have broad application to the public and private sectors; 28 (f) Develop criteria, policies, and procedures for the 29 prescribed and preplanned electronic transmission of 30 geographic information, including, but not limited to, 31 49

1998 Legislature

transmissions between a local planning agency, as defined in 1 s. 163.3164, and the state land planning agency; 2 3 (f)(g) By March 1 of each year, develop and approve a 4 strategic plan pursuant to the requirements set forth in s. 5 186.022(9). Copies of the plan shall be transmitted electronically or in writing to the Executive Office of the б 7 Governor, the Speaker of the House of Representatives, the President of the Senate, and the members of the Geographic 8 9 Information Advisory Council as provided in subsection (7); 10 (h) Promote the use and coordination of geographic information from sources such as universities, government 11 12 organizations, nonprofit organizations, and the private 13 sector; 14 (i) Promote the development and maintenance of a data 15 directory in which geographic information is cataloged; (g)(j) Serve as liaison between local, regional, and 16 17 this state government and the Federal Government to promote 18 the sharing of geographic information; 19 (h) (k) Establish technical advisory committees to 20 assist the board; and 21 (i) Serve as the coordinator for census activities and facilitate the availability and usability of the data 22 23 collected by the United States Census Bureau. 24 (1) Promote regional coordination of geographic 25 information. 26 (7) The Geographic Information Advisory Council consists of one member each from the Office of Planning and 27 28 Budgeting within the Executive Office of the Governor, the 29 Game and Fresh Water Fish Commission, the Department of Revenue, the Department of Agriculture and Consumer Services, 30 the Department of Community Affairs, the Department of 31 50

1998 Legislature

Environmental Protection, the Department of Transportation, 1 2 the State Cadastral Surveyor, the State Geologist, the Board 3 of Professional Surveyors and Mappers, counties, 4 municipalities, regional planning councils, water management 5 districts, and property appraisers, as appointed by the corresponding member of the board, and the State Geologist. 6 7 The Governor shall appoint to the council one member each, as 8 recommended by the respective organization, to represent the 9 Department of Commerce, the Department of Children and Family Services, the Department of Health, the Florida Survey and 10 Mapping Society, Florida Region of the American Society of 11 12 Photogrammetry and Remote Sensing, Florida Association of 13 Cadastral Mappers, the The Florida Association of Professional 14 Geologists, Florida Engineering Society, Florida Chapter of 15 the Urban and Regional Information Systems Association, the 16 forestry industry, the State University System survey and 17 mapping academic research programs, and State University 18 System geographic information systems academic research 19 programs; and two members representing utilities, one from a 20 regional utility, and one from a local or municipal utility. These persons must have technical expertise in geographic 21 22 information issues. The Governor shall initially appoint six 23 members to serve 2-year terms and six members to serve 4-year terms. Thereafter, the terms of all appointed members must be 24 4 years and must be staggered. Members may be appointed to 25 26 successive terms and incumbent members may continue to serve 27 the council until a successor is appointed. Representatives of the Federal Government may serve as ex officio members without 28 29 voting rights.

30 (8) A majority of the membership constitutes a quorum31 for the conduct of business and shall elect the chair of the

51

1998 Legislature

CS for SB 832, 1st Engrossed

advisory council biennially. The council shall meet at least 1 twice a year, and the chair may call meetings as often as 2 3 necessary to transact business or as directed by the board. 4 The chair, or his or her designee, shall attend all board 5 meetings on behalf of the council.Administrative and clerical 6 support shall be provided by the Department of Management 7 Services. Section 25. Subsection (2) of section 215.96, Florida 8 9 Statutes, is amended to read: 215.96 Coordinating council and design and 10 coordination staff .--11 12 (2) The coordinating council shall consist of the Comptroller; the Treasurer; the secretary of the Department of 13 14 Management Services; and the Director of Planning and 15 Budgeting, Executive Office of the Governor, or their designees. The Comptroller, or his or her designee, shall be 16 17 chair of the coordinating council, and the design and coordination staff shall provide administrative and clerical 18 19 support to the council and the board. The design and coordination staff shall maintain the minutes of each meeting 20 and shall make such minutes available to any interested 21 person. The Auditor General, the State Courts Administrator, 22 an executive officer of the Florida Association of State 23 Agency Administrative Services Directors, and an executive 24 officer of the Florida Association of State Budget Officers, 25 26 or their designees, shall serve without voting rights as ex officio members on the coordinating council. The chair may 27 call meetings of the coordinating council as often as 28 29 necessary to transact business; however, the coordinating council shall meet at least once a year. Action of the 30 coordinating council shall be by motion, duly made, seconded 31

1998 Legislature CS for SB 832, 1st Engrossed and passed by a majority of the coordinating council voting in the affirmative for approval of items that are to be recommended for approval to the Financial Management Information Board. Section 26. This act shall take effect upon becoming a б law.