

**LIEUTENANT GOVERNOR**

ITEM 32 of the Budget Bill

Budget page 30  
Budget line No. 7

*For Support of the Lieutenant Governor From the General Fund*

Amount requested .....	\$32,522
Estimated to be expended in 1951-52 Fiscal Year .....	30,034
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Increase (8.3 percent) .....	\$2,488

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$258	\$258	---	30	27
Operating expense .....	2,230	2,230	---	30	39
Equipment .....	---	---	---	30	42
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Total increase .....	\$2,488	\$2,488	---		

**RECOMMENDATIONS**

Amount budgeted .....	\$32,522
Legislative Auditor's recommendation .....	32,522
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Reduction .....	None

**ANALYSIS**

The amount of \$32,522 requested for support of the Lieutenant Governor is an increase of \$2,488 or 8.3 percent over the amount estimated for expenditure in the current year and \$1,346 or 4.3 percent over 1950-51. The major item of increase is for travel. However, this amount should be compared with the last general session expenditures. The amount of \$5,200 is requested for travel in the budget year as compared with \$3,250 estimated for expenditure during the current fiscal year, and actual expenditures of \$5,187 during 1950-51, the last general session year. The increased amounts requested for temporary help and telephone costs are also attributable to the year budgeted being a general session year.

We recommend approval as submitted.

**STATE EMPLOYEES' RETIREMENT SYSTEM**

ITEM 33 of the Budget Bill

Budget page 31  
Budget line No. 17

*For Support of the State Employees' Retirement System From the General Fund*

Amount requested .....	\$242,607
Estimated to be expended in 1951-52 Fiscal Year .....	252,734
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Decrease (4.0 percent) .....	\$10,127

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$13,461	\$13,461	---	34	28
Operating expense .....	2,697	2,697	---	34	29
Equipment .....	5,025	5,025	---	34	30
Less:					
Increased reimbursements ---	—31,310	—31,310	---	34	34
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Total increase .....	—\$10,127	—\$10,127	---		

**RECOMMENDATIONS**

Amount budgeted .....	\$242,607
Legislative Auditor's recommendation .....	242,607
Reduction .....	None

**ANALYSIS**

The decrease in the total budget is due to an increase of \$31,310 in reimbursements for services to contracting agencies, and an increase of \$14,563 in estimated salary savings.

The increase in salaries and wages, operating expenses and equipment is due to work load increases and price adjustments. The following table shows the work load increases:

<i>Membership</i>	<i>Estimated increase 1952-53</i>
State members .....	1,000
Contracting agency members .....	1,500
 Total membership increase .....	 2,500
Retire members .....	1,200
Deaths .....	20

**Administration**

There are six new positions requested; five of these are justified entirely on a work load basis. One position of claims adjuster will handle work reallocated from the actuary and assistant actuary. It is believed that there is sufficient increased work load to justify this position at the present time.

The staff at the present time provides for a consulting actuary (part time) and an assistant actuary performing similar functions. Justification for the new position is based partly upon the necessity of providing training of a very technical nature in anticipation of the retirement of the consulting actuary. Although there are special organizational situations which should be recognized, the creation of new positions on an "understudy" basis should not be encouraged, and as a general proposition cannot be recognized as justification consistent with the State's established system by which specific written minimum qualifications are established for each classified position, with recruitment based upon meeting these minimum qualifications, and with positions established upon the basis of actual need for work to be performed.

There is a slight increase in salaries and wages in the new function of keeping records of funds deducted from salaries of state employees for the purchase of U. S. Defense Savings Bonds. This function is being carried separately so that it may be transferred to the Disbursements Division of the Controller's Office when the centralized pay roll unit has absorbed the pay roll functions of all state agencies.

A total of \$22,102 is requested for equipment. The major portion of this is to purchase additional files to house the current records and to provide for the anticipated increase in membership. Many of the present files now being used are inadequate and in poor condition. A considerable amount of records was not even filed. Another portion of this amount is to be used for replacement of furniture, one typewriter and a wax cylinder shaving machine which are all in salvage condition.

The reimbursement increase of \$31,310 is due to an increase in the unit charge from \$4.75 to \$5.25 per member for service rendered to contracting public agency members.

We recommend approval of the amount requested.

**COMMISSION ON INTERSTATE COOPERATION**

ITEM 34 of the Budget Bill

Budget page 35  
Budget line No. 7

*For Support of Commission on Interstate Cooperation From the General Fund*

Amount requested .....	\$26,532
Estimated to be expended in 1951-52 Fiscal Year .....	26,690
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Decrease (0.6 percent) .....	\$158

**RECOMMENDATIONS**

Amount budgeted .....	\$26,532
Legislative Auditor's recommendation .....	26,532
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Reduction .....	None

**ANALYSIS**

The California Commission on Interstate Cooperation is composed of five Members of the Senate, five Members of the Assembly and five members appointed by the Governor. The chief function of the commission is to participate with similar commissions in other states in promoting state uniformity, model legislation and in considering matters of state-federal relations. Services for the state commissions are performed by the Council of State Governments through its central clearing house in Chicago and through its regional office in San Francisco.

The major amount of this appropriation is \$25,000 for California's share of support for the Council of State Governments. This is based upon a contract which requires maintenance by the council of the regional office in San Francisco and is the same amount as last year.

Expenses of legislative members of the commission are paid through allocations from legislative funds to the Senate and Assembly Interim Committees on Interstate Cooperation respectively. Other than the amount paid to the Council of State Governments, the operating expenses contained in the budget are all for facilities supplied by the Department of Agriculture—the department in which the person who holds the part-time and nonsalaried position of executive secretary of the commission is normally employed. During the current fiscal year an allocation of \$810 from the Emergency Fund was made for travel.

We recommend approval of the amount budgeted.

**PACIFIC COAST BOARD OF INTER-GOVERNMENTAL RELATIONS**

ITEM 35 of the Budget Bill

Budget page 35  
Budget line No. 68

*For Support of State Cooperation With Pacific Coast Board of Inter-Governmental Relations From the General Fund*

Amount requested .....	\$10,000
Estimated to be expended in 1951-52 Fiscal Year .....	None
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Increase .....	\$10,000

**RECOMMENDATIONS**

Amount budgeted .....	\$10,000
Legislative Auditor's recommendation .....	None
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Reduction .....	\$10,000

**ANALYSIS**

The amount requested would provide for the State's share in supporting the Pacific Coast Board of Inter-governmental Relations. A similar request was made for the 1950-51 and 1951-52 Fiscal Years and in both instances not allowed by the Legislature.

The Pacific Coast Board of Inter-governmental Relations is a voluntary cooperative organization consisting of representatives of federal, state and local governments in the States of Washington, Oregon, and California who meet to discuss and to secure cooperation in administrative efforts to solve mutual problems. It has been the policy for all agencies attending these conferences to provide for time and traveling expenses of the persons in attendance in the budgets of the official bodies represented. There are no dues. In 1947, the Rockefeller Foundation made a grant of \$10,000 per year for three years to support this project.

We recommend disapproval of this item for the reasons presented at the time of the previous requests. We believe that this function overlaps the work of the Commission on Interstate Cooperation, which has an established office in San Francisco and to which the State provides a major share of the support. The State also participates in the Governors' Conference, and the Western Governors' Conferences.

We wish to point out again that this organization is a high policy level group and that adequate appropriations have been made in the budgets of the state agencies to participate in matters of this nature. This organization is a cooperative project and has no decision-making powers. It should also be noted that state agencies have been provided relatively liberal budgets to permit administrators and technicians to attend conferences at which representatives from other states are present.

*We, therefore, do not believe that the creation of this additional agency is essential and recommend that this item be not approved.*

**PERSONNEL BOARD**

ITEM 36 of the Budget Bill

Budget page 36  
Budget line No. 7

**For Support of the Personnel Board From the General Fund**

Amount requested .....	\$1,441,662
Estimated to be expended in 1951-52 Fiscal Year .....	1,414,136
<b>Increase (1.9 percent) .....</b>	<b>\$27,526</b>

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$10,862	\$5,630	\$5,232	44	66
Operating expense .....	25,841	16,241	9,600	44	67
Equipment .....	-7,892	-8,111	219	44	68
Less:					
Increased reimbursements for personnel services .....	-1,285	-1,285	---	44	73
<b>Total increase .....</b>	<b>\$27,526</b>	<b>\$12,475</b>	<b>\$15,051</b>		

**Personnel Board**

**RECOMMENDATIONS**

Amount budgeted .....	\$1,441,662
Legislative Auditor's recommendation .....	1,441,662
Reduction .....	None

**ANALYSIS**

The increases and decreases in the proposed 1952-53 Budget over estimated expenditures for 1951-52 shown by function are as follows:

<i>Function</i>	<i>Increase or decrease</i>	<i>Percent</i>
Board .....	\$1,550	1.7
Administration .....	2,364	1.8
Classification .....	7,844	3.7
Examinations and recruitment .....	16,709	3.0
Compensation .....	-613	-0.9
Office services .....	-7,121	-2.2
Training .....	6,793	23.7
Cooperative personnel services * .....	1,285	1.5
Less increased reimbursement for personnel service .....	-1,285	
Net increase .....	\$27,526	1.9

\* All expenses of "Cooperative Personnel Services" are reimbursed by state and local agencies served.

**Salaries and Wages**

By object of expenditure, the amount of \$1,236,926 requested for salaries and wages for the Fiscal Year 1952-53 represents an increase of \$10,862, or 0.9 percent, over the amount of \$1,226,064 estimated for expenditure during the current year.

The detail on the increase in salaries and wages is as follows:

Normal salary adjustments .....	\$35,742
2 new positions .....	9,528
Increase, board members (new salary effective October 1, 1951) .....	1,500
Decrease, indefinite military leave .....	-308
Decrease, temporary help .....	-100
Less: increased salary savings .....	-35,500
Net increase, salaries and wages .....	\$10,862

The additional positions requested are as follows:

Classification: 1 assistant personnel technician .....	\$4,296
Training: 1 associate personnel technician .....	5,232
Total for new positions .....	\$9,528

The additional position in Classification is recommended on a work load basis. There have been approximately 3,000 positions added to the State Civil Service since 1949 when one additional position was granted for this activity. Personnel Board classification and pay analysts have also been utilized for studies outside the civil service field such as the classification study of state colleges and a pay analysis for the University of California in which the classification staff participated.

The additional associate personnel technician requested by the Training Division represents an expansion in service to meet increasing agency needs for central staff assistance, primarily in the field of supervisory training. At the present time a study is being conducted jointly by the Personnel Board and the Department of Finance on the problem of in-service training. This study, conducted in response to a resolution of the

Senate Finance Committee, should form a basis for the establishment of a uniform training policy in state agencies.

The position requested will permit the assignment of a full-time position to Supervisory Training. In our analysis of the 1951-52 Budget request of this agency, we recognized the need for increased emphasis on supervisory training but recommended a reassignment of responsibility within the present staff and full utilization of outside training facilities. During the current year, additional staff time has been made available for this function, but it has become increasingly difficult to obtain competent leadership for supervisory training conferences from school staffs, and little training in this field is presently being accomplished. A re-analysis of the situation indicates that it is in the State's interest to immediately strengthen this phase of the training program as the need obviously is not being met by the present arrangement.

The additional position requested will make a technical staff of four persons in the central training agency which present information indicates will be a minimum number necessary to assist the various state agencies in meeting training needs and to organize and coordinate off-the-job training programs. The central training agency should, through its agency contacts, develop uniform training practices in the various state agencies consistent with approved state policies.

**Operating Expenses**

Operating expense is scheduled to increase \$25,841, or 10.3 percent, over estimated expenditures for the current year. This increase is the result of price increases plus the following major items of increase:

Expanded recruitment program.....	\$8,900
Increased contract cost with Department of Employment for continuous testing .....	1,400
Transfer of cost of examination material from Department of Public Health budget to the Personnel Board.....	4,000
Increased rent—office space.....	3,968
Rent for examination rooms in school buildings (Chapter 617, Statutes of 1951) .....	3,500

The expanded recruitment program will provide for additional money for publicity, postage, and printing, which seems desirable because of increasing difficulty being experienced in obtaining qualified personnel for the state service, especially in certain employment classes. The examination process is a costly one, and it is in the interest of the State to exert every effort to obtain qualified applicants for the various classes as examinations are scheduled. This item should be reviewed annually and expenditures for recruitment related to changing employment conditions.

The item of \$3,500 for rental of school facilities for examinations is required by Chapter 617, Statutes of 1951, which authorizes school districts to levy such charges.

The \$4,000 budgeted for examination material establishes the charge for such material in the proper agency. A like amount is deducted from the budget request of the Department of Public Health.

The increased testing contract cost with the Department of Employment for the continuous testing program reflects increased salary costs in the state service.

The increased rental for office space will cover the cost of space being released by the Department of Agriculture and needed to relieve overcrowded conditions in the agency.

We recommend approval of these increased costs as submitted.

**Equipment**

This office, in cooperation with staff members of the Department of Finance, inspected all items of equipment proposed for replacement and reviewed the need for all additional equipment items. A total of \$3,403 was eliminated from the original agency request. The amount of \$15,796 requested for equipment represents the balance after effecting such reductions, and we recommend approval as in line with agency requirements.

**General Recommendations**

There have been a number of agency requests for additional positions to provide an *understudy* for an employee nearing retirement. We believe this is not consistent with the principles of civil service which require examinations for such positions on a competitive basis. Preliminary appointments of understudies have no value unless the promotion of the individual is contemplated. However, there may be conditions in which the interest of the State requires that such a practice be followed. We recommend that the Personnel Board study the problem and establish criteria which will serve as a guide in determining conditions under which such a practice should be followed. In each individual instance where such a request is made, it should be supported by a statement from the Personnel Board that a desk audit has been made and that an understudy should be approved. This recommendation should indicate the period of time required to adequately train and orient the person appointed as "understudy."

**SECRETARY OF STATE**

ITEM 37 of the Budget Bill

Budget page 45  
Budget line No. 39

**For Support of the Secretary of State From the General Fund**

Amount requested .....	\$214,639
Estimated to be expended in 1951-52 Fiscal Year .....	204,990
<b>Increase (4.7 percent) .....</b>	<b>\$9,649</b>

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$4,643	\$1,103	\$3,540	48	47
Operating expense .....	3,339	1,339	2,000	48	48
Equipment .....	1,667	<del>12,469</del>	14,136	48	49
<b>Total increase .....</b>	<b>\$9,649</b>	<b>—\$10,027</b>	<b>\$19,676</b>		

**RECOMMENDATIONS**

Amount budgeted .....	\$214,639
Legislative Auditor's recommendation .....	194,963
<b>Reduction .....</b>	<b>\$19,676</b>

**ANALYSIS**

The major item of increase occurs for the Central Records Depository function. The amount of \$19,676 is requested for an entirely new service and is composed of the following:

		Budget page	Line No.
1 Junior chemist .....	\$3,540	48	13
Supplies for laminating process .....	1,500	48	30
Travel expense for chemist to receive operating in- structions .....	500	48	27
Laminating machine .....	14,136	48	35
<b>Total .....</b>	<b>\$19,676</b>		

The above expenditure is for the purpose of laminating documents of the State of California including those of historical value and those which, according to law, must be kept indefinitely.

This same request has been presented at each session of the Legislature since the 1949 Session. On each occasion the Legislature has disapproved this request. The Office of the Legislative Auditor has recommended deletion of this amount each time it has been requested and again recommends deletion of this amount for the following reasons.

For immediate lamination, the Secretary of State estimates there is a total of 287,856 sheets. The time required to laminate 100 sheets, 9½" x 15" each, estimated by Mr. Barrow, who is the originator of the laminating process under reference, is seven hours. This time may vary from 10 to 15 percent either way depending on the condition of the paper and other factors. Using this time estimate, it appears that several years would be required to process the above-mentioned sheets. Apart from this first group of documents, there are 150,000 documents more which the Secretary of State feels require lamination.

The following is a list of documents requiring lamination, as prepared by the Secretary of State:

**"Records for Lamination**

"These records are in the custody of the State Archives; excluded are the records of other agencies such as the large group of old military papers in the Adjutant General's Office.

I. Immediate	<i>Estimated number of sheets</i>
<b>A. In Central Records Depository</b>	
Fourth floor	
1. Election returns, 1849-54 .....	3,200
2. Legislative bills, 1849-69 .....	204,300
3. Criminal syndicalism .....	4,000
4. Constitutional convention records, 1878-79 .....	8,500
5. Applications, admissions to bar, 1876-95 .....	1,500
6. Capitol pay rolls, 1850-90's .....	6,000
7. Census returns, 1852, 1860 .....	5,000
8. Bonds, 1850-75 .....	1,500
9. Abstract, county property, 1851-89 .....	5,000
Workroom	
10. Governors' proclamations, 1849-88 (J) .....	1,000
11. Pardons, 1852-60 (K, L) .....	1,000
12. Messages to Legislature, 1850's (A, B, C, D) .....	
13. Appointments (E) .....	
14. Reports to Governor, 1850's (F, G, H) .....	
15. Petitions, 1850-75 .....	
16. Resignations, 1849-70 .....	
	14,000



	<i>Estimated number of sheets</i>
Third floor	
17. Impeachments, 1850-57.....	100
18. Supreme Court cases (handwritten), 1850-60.....	6,000
19. Controllers' claims, 1849-86.....	8,400
20. Notary public applications, 1850's.....	2,000
B. Vault M	
21. Constitutions, 1849, 1879.....	87
22. Constitutional records, 1849.....	100
23. Browne, Report of Debates, 1849 (Spanish).....	223
24. Statutes, 1849-60.....	2,281
25. Letters, Low, Haight (1020).....	650
26. Letters, Downey.....	57
27. Letters, Booth (2243-4).....	695
28. Letters, Perkins (2385, 2677).....	700
29. Letters, Irwin (2409, 2685).....	958
30. Letters, Pacheco (2479).....	150
31. Letters, Attorney General (2240, 2388).....	1,393
32. Letters, Controller, 1880 (2225).....	2,188
33. Letters, Secretary of State (2223-4, 2233).....	531
34. Daybooks (3213, 82603).....	285
35. Bill books (635).....	72
36. Controller's index (3731).....	72
37. Spanish (loose) papers.....	127
C. Sixth and J Bank Vault	
38. Clerk's Senate Docket (446, 2738).....	192
Assembly Journal, Vols. 1-3.....	566
D. Room I	
Oaths (Treasurer, Attorney General, prison directors, judges, Secretary of State, Controller, Governor, Lieutenant Governor).....	115
Papers (Harbor Commissioner, legislative attaches, mining, Printer, Supreme Court Clerk, Surgeon General, Weights and Measures, water lots, pardons, Spanish translation, war claims, constitutional law, Indian wars, military, Vallejo, Joaquin Murrieta, articles of agreement, letters of claims, affidavits, miscellaneous claims, Commissioners of Deeds manuscripts—1858, Agricultural Society report).....	3,929
E. Corporation papers, 1850-59.....	1,100
Total.....	287,856
II. Later—found during flattening of folded records.....	150,000"

We call attention to the 204,300 legislative bills on this list. These are bills which were introduced from 1849 to 1869. The law requires the Secretary of State to preserve all legislative bills that have been introduced. Considering the great number of bills presented in recent years, it would appear that the task of cleaning up the backlog would be a very costly and time-consuming process. The Assembly Interim Committee on Governmental Reorganization is making a study of records management and the present laws requiring that original documents be kept for years after their usefulness has ceased. *We recommend that no action be taken on this request until the Assembly Interim Committee on Governmental Reorganization has presented its findings and recommendations.* We believe that careful consideration should be given to contracting with a firm for the laminating of the relatively few documents which have historical value apart from the information contained therein and the micro-filming of others for research purposes.

We still doubt the practicability and economy of this type of equipment for the following reasons: this equipment is not used west of the Mississippi River; it requires a specialized chemist for operation; and, no doubt, it would require shipment of the equipment east for repairs in case of a mechanical failure.

**Administration**

One new position of junior clerk at a salary of \$2,280 per annum is requested to be employed in the Archives Section. There is a backlog of documents to be filed in this section. This condition has existed for some time and is due to insufficient help. The present staff consists of an assistant archivist and shipper and an intermediate clerk. The assistant archivist has duties requiring his presence at other locations and the intermediate clerk is often used to run errands. On these occasions it has been necessary to close the archives to the public and neglect the normal filing. An employee who can spend his full time attending the public and keeping the filing current is greatly needed. For this reason, we recommend approval of this new position.

Other items of increase in administration are for election clerks for the primary and general elections in 1952, price and rate increases, an increase in the printing request due to elections, and moving costs to new quarters.

**Secretary of State**

**PRINTING CONSTITUTIONAL AMENDMENTS**

ITEM 38 of the Budget Bill

Budget page 48  
Budget line No. 68

*For Printing of Constitutional Amendments for General Election in November, 1952, From the General Fund*

Amount requested .....	\$90,000
Estimated to be expended in 1950-51 Fiscal Year .....	90,000
Increase .....	None

**RECOMMENDATIONS**

Amount budgeted .....	\$90,000
Legislative Auditor's recommendation .....	90,000
Reduction .....	None

**ANALYSIS**

Approval of the amount requested is recommended.

**Secretary of State**

**PRINTING OF ROSTER OF PUBLIC OFFICIALS**

ITEM 39 of the Budget Bill

Budget page 48  
Budget line No. 77

*For Support of the Compilation and Publication of Roster of Public Officials From the General Fund*

Amount requested .....	\$7,000
Estimated to be expended in 1951-52 Fiscal Year .....	6,500
Increase (7.7 percent) .....	\$500

**RECOMMENDATIONS**

Amount budgeted .....	\$7,000
Legislative Auditor's recommendation .....	5,288
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Reduction .....	\$1,712

**ANALYSIS**

The cost of compiling this roster for the 1950-51 Fiscal Year was \$4,407. This was a reduction of \$593 under the actual cost in 1949-50. The amount budgeted for the 1951-52 Fiscal Year was \$4,000 but the amount now estimated for the 1951-52 Fiscal Year is \$6,500, an increase of \$1,500. The amount of \$7,000 is requested for the 1952-53 Fiscal Year, an increase of \$500 over 1951-52.

The saving of \$593 in the 1950-51 Fiscal Year was accomplished by a reduction in the preparation cost by using an electric typewriter and by a reduction in the printing costs by making photographic plates of the copy. The electric typewriter was justified on the basis of this saving. The Secretary of State has discontinued the use of the electric typewriter for this purpose which explains, in part, the estimated increase in the amount requested for the 1951-52 Fiscal Year.

Another factor responsible for the increase in the Fiscal Years 1951-52 and 1952-53 is due in a large part to printing supplements in addition to the yearly printing of a complete loose-leaf roster. It is believed that changes that occur during a year are not of sufficient importance to warrant this expenditure.

We recommend that the supplements be discontinued and that a bound roster be produced once each year, and also that the method used to produce the roster in the 1950-51 Fiscal Year be resumed.

The amount of \$5,288 recommended for the compilation of the roster was arrived at by taking the actual cost of \$4,407 in the Fiscal Year 1950-51 and increasing this amount by 20 percent to absorb the increased printing costs.

*We recommend a reduction of \$1,712 of the amount requested by the agency.*

**Secretary of State  
COLLECTION AGENCIES DIVISION**

ITEM 40 of the Budget Bill

Budget page 49  
Budget line No. 59

**For Support of the Collection Agencies Division From the Collection Agency Fund**

Amount requested .....	\$35,588
Estimated to be expended in 1951-52 Fiscal Year .....	37,025
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Decrease (3.9 percent) .....	\$1,437

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget page	Line No.
		Work load or salary adjustments	New services		
Salaries and wages .....	\$194	\$194	---	49	35
Operating expense .....	—518	—518	---	49	50
Equipment .....	—1,113	—1,113	---	49	57
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Total increase .....	—\$1,437	—\$1,437	---		

**RECOMMENDATIONS**

Amount budgeted -----	\$35,588
Legislative Auditor's recommendation -----	35,588
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Reduction -----	None

**ANALYSIS**

The Collection Agencies Division is now on a self-supporting basis. The estimated revenue for 1952-53 is \$38,625. Regardless of this self-supporting basis, we wish to repeat our recommendation of last year. We believe that the proper place for this function is in the Department of Professional and Vocational Standards, which has the responsibility for the licensing and regulation of all businesses and professions. We recommend that at the next General Session serious consideration be given by the Legislature to transferring this function to the Department of Professional and Vocational Standards.

Approval of the amount requested is recommended.

**DEPARTMENT OF AGRICULTURE**

ITEM 41 of the Budget Bill

Budget page 51  
Budget line No. 52

*For Support of the Department of Agriculture From the General Fund*

Amount requested -----	\$5,068,712
Estimated to be expended in 1951-52 Fiscal Year -----	4,968,446
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Increase (2.0 percent) -----	\$100,266

**Summary of Increase**

	INCREASE DUE TO			Budget	Line
	Total	Work load or	New	page	No.
	increase	salary adjustments	services		
Salaries and wages -----	\$68,755	\$54,652	\$14,103	73	9
Operating expense -----	7,101	31,821	24,720	73	10
Equipment -----	47,399	26,400	20,999	73	11
Less:					
Increased reimbursements -----	8,787	8,787	---	73	14
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Total increase -----	\$100,266	\$40,444	\$59,822		

**RECOMMENDATIONS**

Amount budgeted -----	\$5,068,712
Legislative Auditor's recommendation -----	5,068,712
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Reduction -----	None

**ANALYSIS**

The amount requested for support of the Department of Agriculture from the General Fund for the Fiscal Year 1952-53 provides for increases in departmental activities as follows: